

DIRECTIONS FOR USING THE SWAN VISOFIL PEN

HOW TO FILL. Having removed the large cap covering the nib, also unscrew the smaller one from the head of the pen (Fig. 1), thus exposing the transparent depressor. With the nib completely immersed in the ink, fully press down and release the depressor (Fig. 2) several times until the ink is seen to reach the top. After each release a slight pause should be made so that ink can fully take the place of the vacuum created. Remember to replace the small cap when pen is filled.



Fig. 1

WHEN TO REFILL. By unscrewing the small cap and holding the pen with nib uppermost, it can be seen whether there is sufficient ink in the reservoir (Fig. 3). With some writers the last few drops are likely to run freely from the pen—this should be taken as a warning to refill.

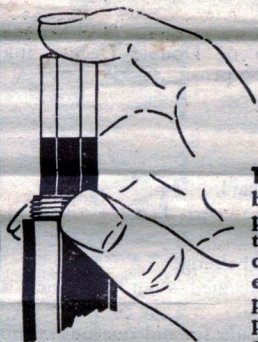


Fig. 2

TO CLEAN. Proceed as for filling but use *cold* water. Then empty the pen by holding nib downwards over the vessel and slowly push down depressor several times, pausing at each down stroke. Finally give the pen a shake or two to clear the passages. Refill with clean ink from a corked bottle—Swan Ink for satisfaction.

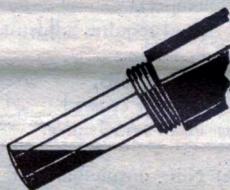


Fig. 3

CAUTION. Do not move the depressor if there is likely to be ink in the pen, unless the nib is held over an ink bottle. Also do not move the depressor with the cap screwed over the nib because ink is likely to be forced into the cap as well as derangement caused to the filling device. Ink should be kept in the pen even though it be not in use.

THE SAFETY CAP—Special Instruction. When the pen is not in use, it is important that the large cap to protect the nib be *screwed on firmly*, and then another little turn given "just to make sure"; this allows the pen to be safely carried in any position without leakage.

REPAIRS. Pens for repairs may be sent through your Stationer but, if sent direct to us, we will submit estimate after examination. As parts are not exactly interchangeable the complete pen should be sent.

Before posting pen (registered post recommended) empty out ink, pack carefully with letter of instructions giving name and address and enclose 3d in stamps (or 6d imperial) for return postage and insurance.

MABIE, TODD & CO. LTD., Swan House, 133/135 Oxford St., London, W.1.
Swan Pens, Blackbird Pens, Swan Ink, Fyne-Poynt Pencils, etc.

BRANCHES — London: 79 High Holborn, W.C.1; 114 Cheapside, E.C.2; 95 Regent Street, W.1.
Manchester: 3 Exchange Street. Zurich: 39 Bahnhofstrasse. Sydney: Mabie, Todd & Co. (Australia) Ltd.,
6 Primrose Buildings, 255a George Street. Brussels: Mabie, Todd & Co. Ltd. (Belgium), Soc. Anon.,
8/10 Rue Neuve.

RESIDENT AGENTS — Wellington (N.Z.), Barcelona, Paris, Rotterdam, Sweden, Denmark, Italy, etc.

FACTORIES — London, Liverpool and Birmingham.

HINTS ON THE CARE OF THE SWAN PEN.

FAULTS.

WHAT SHOULD BE DONE.

Missing — *i.e.*, failing to write all strokes — probably due to:—

- (a) Nib being crossed or strained.
- (b) Nib not suiting the hand — possibly being too stiff or too flexible.
- (c) Feed passages clogged with dried ink through pen being left uncovered, or because of its being filled with dirty ink, or inks that have become mixed.

- (d) Feed standing away from nib or otherwise requiring adjustment.
- (e) Little or no ink in pen.

Excessive flow of Ink.

- (f) Last drop or two nearly or actually falls (pen practically empty).
- (g) Feed requires adjustment.
- (h) Pen being new.

Scratchy Nib.

- (i) Bent or crossed.
- (j) Point knocked off.
- (k) Nib unsuitable for style of writing.

Leaks.

- (l) Damaged section or filling mechanism.
- (m) Apparent leak due to ink having been forced into cap and not wiped out — thus leaving ink on each end every time pen is used.
- (n) Ink seems to escape under cap and on to the section holding the nib.

- (a) Send pen for nib to be adjusted.
- (b) Nib should be changed — send pen with sample steel nib.

- (c) Without taking the pen apart, dip the nib end as far as the threads into cold water and leave over-night to dissolve any dried ink. Then fill and empty (as described overleaf) two or three times with cold water, to clear the passages. A pen used for copying, coloured, marking or other thick ink will require such cleaning frequently.

- (d) Send pen for adjustment.
- (e) Refill reservoir — we recommend either the Swan Last-Drop or Double-Decker Ink bottle for Self-filling pens.

- (f) Refill.

- (g) Send pen for overhaul.
- (h) Will correct itself as parts become saturated.

- (i) Send pen for straightening.
- (j) Nib must be exchanged — an allowance is made for old one.

- (k) An allowance is made for old one unless nib is quite new and undamaged when it will be exchanged free.

- (l) Part must be renewed.

- (m) Wipe out inside of cap thoroughly by using a piece of twisted thin rag or roll of blotting paper. Soft rag is preferable but if blotting is used see that none is left inside the cap. Be careful to dry out the inner cap as well.

- (n) Follow (m). See that holes in the cap are clear and the pen is quite clean. See (c). In use always screw the cap on firmly and then give it another little turn "just to make sure." If ink ever does escape always wipe out the inner and outer cap at once as otherwise both ends of the pen are made dirty with each using and this often leads to the belief that the pen leaks.

The pen should never be taken to pieces.

If trouble should arise after these instructions are followed, please send the complete pen to us at once. Kindly explain complaint clearly and concisely, and state (if convenient) when and where pen was purchased. We should like every Swan Pen to recommend and not condemn us.

We make no charge for putting pens into adjustment, other than postage and insurance (3d inland), unless new parts are required to replace those broken or damaged.

Whether the nib is complained of or not, it is always helpful to us to see a steel nib worn to just the state best liked. A slight unsuitability of nib is often the unsuspected cause of unsatisfactory working.

For returning pens see note under "Repairs" overleaf.

For Self-filling Pens the Swan Last-Drop or Double-Decker Bottle is recommended.



Guarantee.

THIS "SWAN" PEN GUARANTEE COVERS REPLACEMENT OF ANY PART WHICH MAY, ON BEING TAKEN INTO USE, SHOW A DEFECT IN MATERIAL, WORKMANSHIP OR ACTION, OR, AT OUR DISCRETION, THE EXCHANGE OF THE COMPLETE PEN.

FURTHER, IT COVERS OUR UNDERTAKING TO MAINTAIN THIS PEN IN PERFECT WORKING ORDER OR ADJUSTMENT (TIME UNLIMITED) WHENEVER IT IS BROUGHT OR SENT TO US, FREE OF CHARGE EXCEPT POSTAGE. ANY PART BROKEN BY ACCIDENT OR ILL-USAGE WILL BE REPLACED AT OUR CURRENT NOMINAL CHARGE FOR SUCH PART ONLY, THE FITTING THEREOF BEING FREE.

WE WILLINGLY EXCHANGE ANY PEN NOT SUITING THE OWNERS HAND, IF RETURNED IN PERFECT AND SALEABLE CONDITION WITHIN TEN DAYS OF PURCHASE OR, IN RESPECT TO PRESENTS, TEN DAYS AFTER RECEIPT.

THE ATTACHED FORM DULY COMPLETED SHOULD BE SENT US FOR RECORD WITHIN TEN DAYS OF RECEIPT.

THIS GUARANTEE IS RENDERED VOID IF ANY PARTS OTHER THAN GENUINE "SWAN" PARTS ARE FITTED TO THE PEN BUT IT MAY BE REINSTATED BY SUCH SUBSTITUTED PARTS BEING REPLACED BY US AT OUR REGULAR LIST PRICES.

Mabie Todd & Co., Ltd.
Swan House, 133 & 135, Oxford Street, London, W.1.

FACTORIES: LONDON, LIVERPOOL & BIRMINGHAM.

TO **MABIE, TODD & Co., LTD., "SWAN" PENS**
SWAN HOUSE: 133 & 135, OXFORD STREET, LONDON, ENGLAND.

- (a) NAME & ADDRESS WHERE PURCHASED
- (b) DATE OF PURCHASE
- (c) NUMBER STAMPED ON PEN

(PLEASE WRITE DISTINCTLY.)

I BEG TO ADVISE THAT I POSSESS A "SWAN" PEN PURCHASED FROM (a)

ON (b) No (c) AND I REQUEST THAT

THESE PARTICULARS BE PLACED ON RECORD IN ACCORDANCE WITH THE TERMS OF GUARANTEE.

Name

Permanent Address

Date

Detach here and retain this portion.

Send this part to us.

Detach here and retain this portion.

May be sent by "printed papers" post.

