

# badges **How to adjust your circle cutter to a different cutting size**

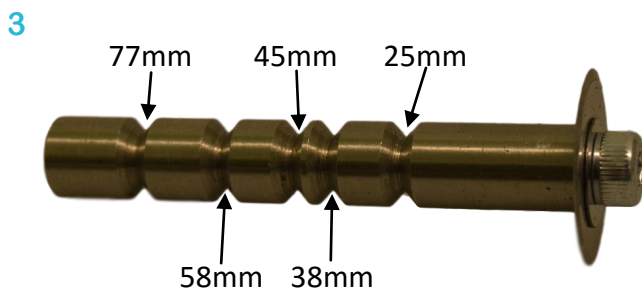


**USE EXTREME CAUTION WHEN  
HANDLING THE CUTTER BLADE AS IT  
IS VERY SHARP**

1. Push down on the handle so that you can access the cutter arm.



2. Use the Allen key to loosen the small screw in the side of the cutter arm. The cutter arm should now move side to side.



3. Look through the small hole on the bottom of the cutter arm to select the correct ridge. Each ridge will cut a different size of circle, as shown in the image 3.



4. When you have selected the size you wish to cut, tighten the small screw in the side of the cutter arm.

5. Finally, attach the new sized cutter plate. Your circle cutter is now ready to cut to your new size.

If you need some extra help, go to our website [www.ebadges.co.uk](http://www.ebadges.co.uk) for an instructional video, email us at [sales@ebadges.co.uk](mailto:sales@ebadges.co.uk) or call us on 01780 740075.