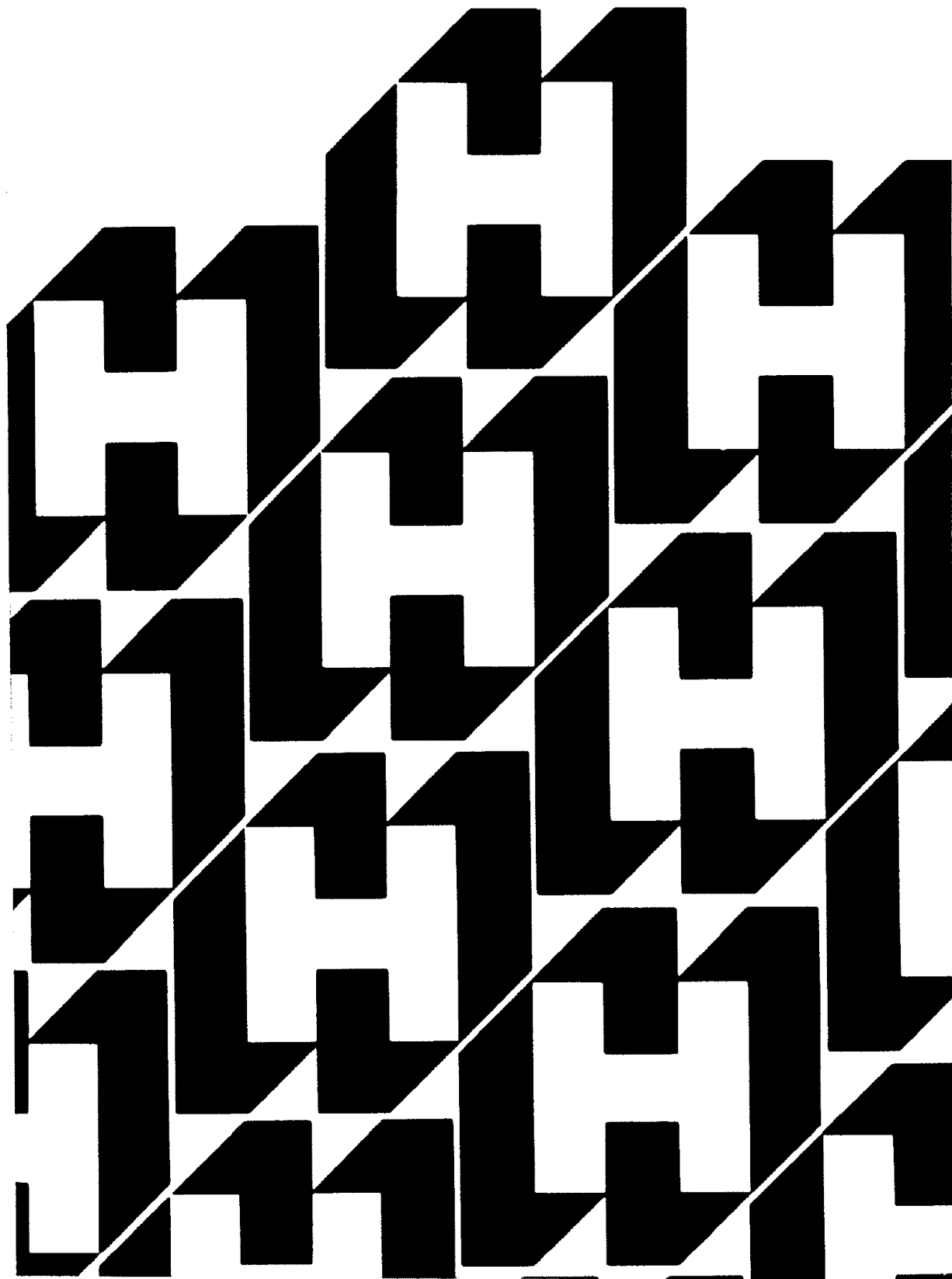


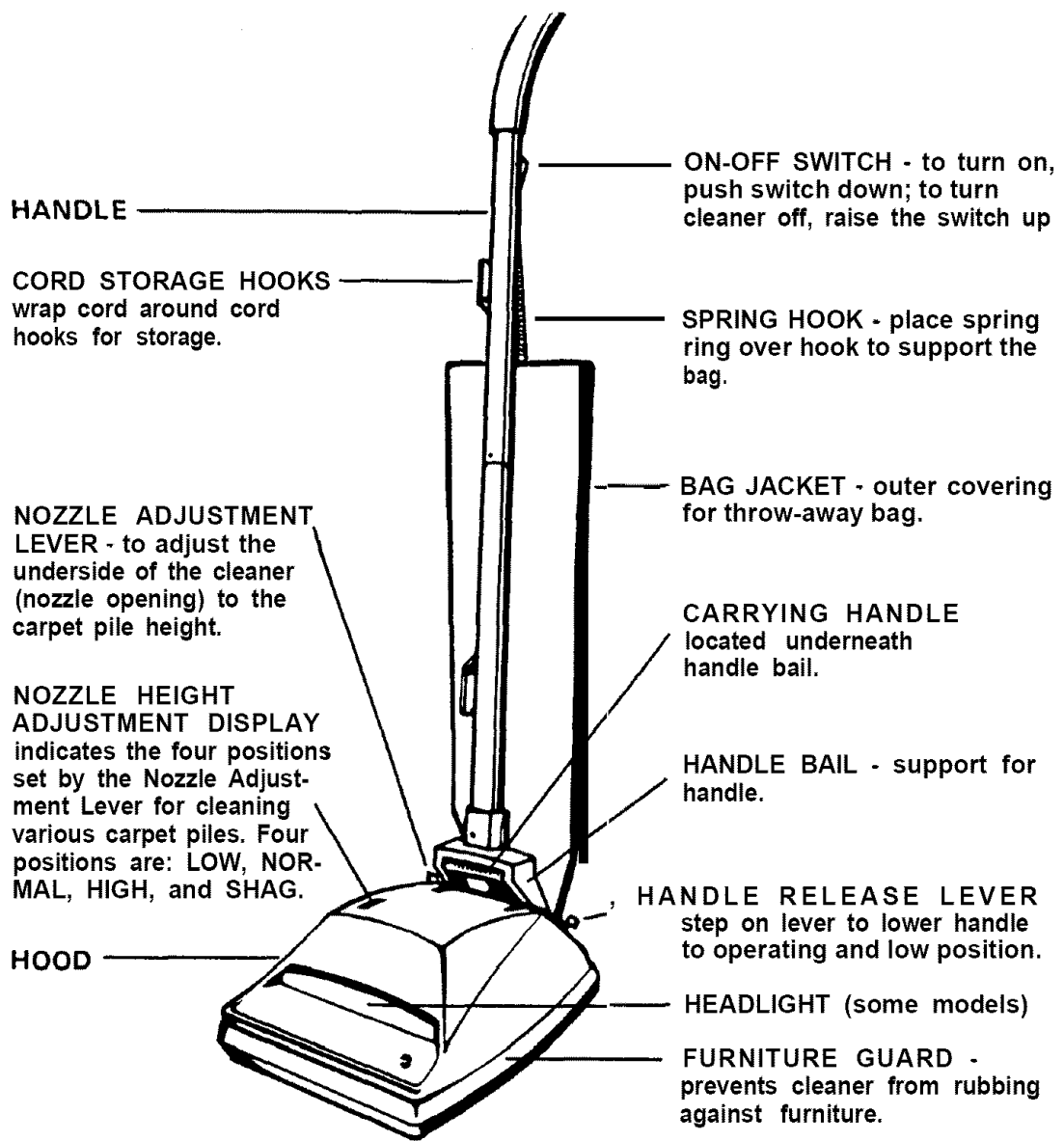
**Hoover®**  
**Convertible Cleaner**



# IMPORTANT SAFEGUARDS

- **Warning:** Electric shock could occur if used outdoors or on wet surfaces.
- Keep hands, feet, and hair away from rotating agitator.
- Read all instructions. Use cleaner only for its intended functions.
- Avoid picking up hard, sharp objects with the cleaner. They may damage the cleaner and the bag.
- Do not use cleaner to pick up matches, or LIVE ashes and cigarette butts.
- Don't run cleaner over cord. It may damage insulation.
- Change bag frequently when picking up very fine materials such as powder.
- Instruct children not to play with the cleaner and to stay clear of cleaner when it is in use.
- Grasp the plug to disconnect from wall outlet to avoid damage to cord, plug, prong, or receptacle.
- The use of an extension cord is not recommended.
- Unplug cleaner when not in use.
- Always disconnect cord from electrical outlet before servicing the cleaner.
- If cleaner is in disrepair, do not attempt to operate.
- Have repairs made by the qualified personnel at Hoover Factory Service Centers or Authorized Hoover Warranty Service Dealers.

# SAVE THESE INSTRUCTIONS



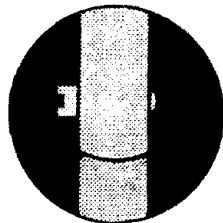
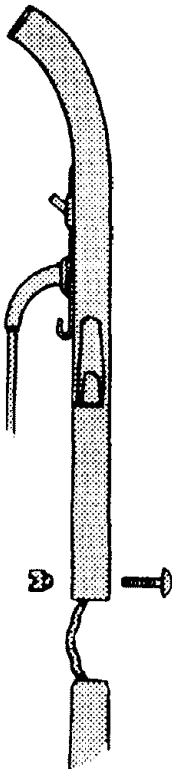
OPERATE CLEANER ONLY AT VOLTAGE SPECIFIED ON DATA PLATE ON BOTTOM OF CLEANER.

WARNING: ELECTRIC SHOCK COULD OCCUR IF USED OUTDOORS OR ON WET SURFACES.

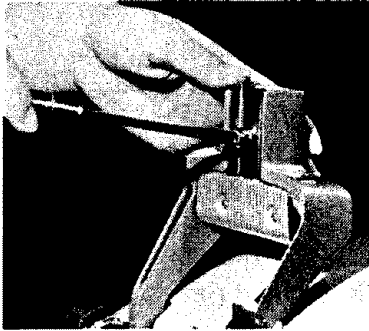
## HOW TO ASSEMBLE

### ASSEMBLE HANDLE PIECES

Remove cardboard from end of handle pieces. Slide the two handle pieces together. Check to see that cord hooks are on the same side of the handle. Insert bolt through small holes and secure with nut. Tighten nut with screwdriver.

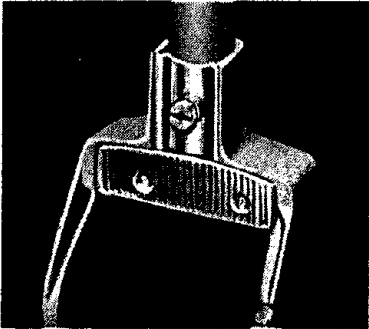


If the nut and bolt are not assembled as shown in the illustration, the holes in the handle pieces are not lined up correctly.

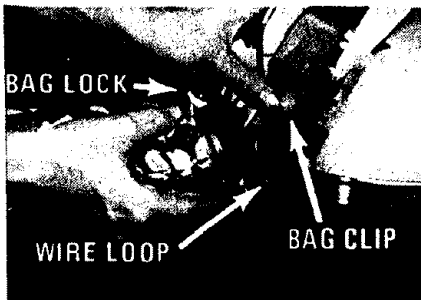


#### ATTACH HANDLE TO CLEANER

Unscrew nut and remove bolt and plate from handle socket. Place handle so that the holes in the bottom of the handle are directly in line with the electrical prongs and make sure the handle is positioned so that the switch is to rear of cleaner.

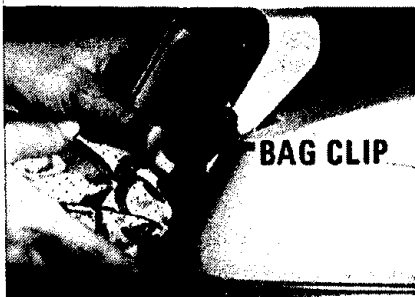


Push down until handle is securely in place. Insert bolt through small holes of handle pieces and secure with nut. Tighten nut with screwdriver. If bolt appears too short, the plate is on backwards or upside down. Make sure that the contour of the plate fits around the handle as in illustration.



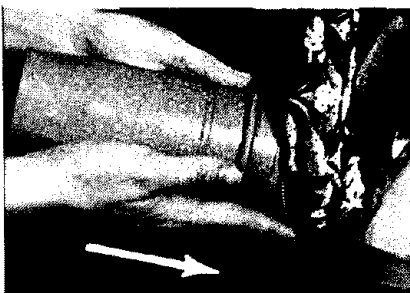
#### ATTACH OUTER JACKET TO CLEANER

Place the two projections at the bottom of the outer bag assembly inside the wire loops at the back of the cleaner. Pull the bag clip to the left and fit bag against opening. When you release the bag clip, make sure that it fits completely over the bag lock. Attach the bag to the bag support latch, which is located on the handle.



#### ATTACH THROW-AWAY BAG TO CLEANER

Open the outer jacket and pull out tube. Roll rubber bag retainer down the tube toward the cleaner. Slip the open end of the throw-away bag onto tube and push as far back as possible. (Be sure to match arrow on throw-away bag with the 0 mark on the tube.) Unroll the rubber bag retainer so it holds bag firmly in place.



Grasp the pleats on each side of the throw-away bag at dotted line and pull out until entire dotted line is visible. Place throw-away bag inside the outer jacket without folding and close jacket.

After turning cleaner on, push down on the handle until the front of the cleaner is free from the carpet. This insures that the throw-away bag is inflated.

## HOW TO USE THE CONVERTIBLE CLEANER

The ON-OFF switch is located at the back of the upper portion of the handle. To turn cleaner on, push switch down. To turn cleaner off, raise switch up.

### HANDLE ADJUSTMENTS

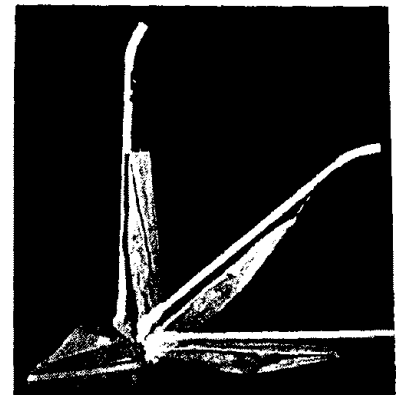
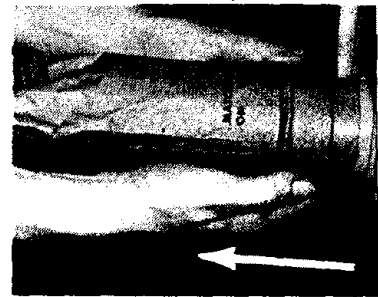
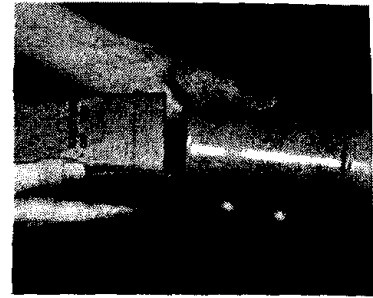
The handle has three positions: Storage, Operating and Low. Step on the handle adjustment lever to lower the handle to the operating and low position. Use the low position for reaching under low furniture. Raise the handle straight up for the storage position. Always use the storage position when cleaning tools are used.

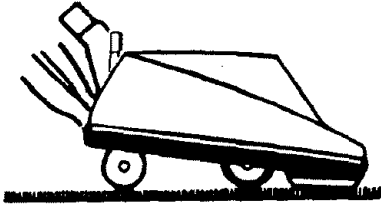


### NOZZLE ADJUSTMENT FOR CARPET PILE HEIGHTS

Use the Nozzle Adjustment Lever to select the proper nozzle height adjustment for your carpet pile. The four positions are LOW, NORMAL, HIGH and SHAG.

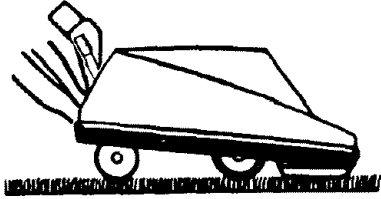
Select the desired nozzle adjustment by moving the lever with your toe until it "clicks" into the desired position. You can most easily make adjustments if you move the lever UPWARDS into the desired position. Therefore, when a downward adjustment is required, first press the lever all the way down into the SHAG position and then move upwards one position at a time.



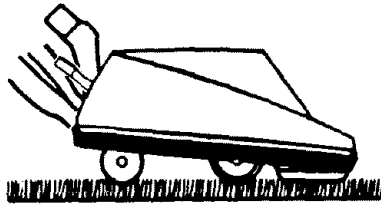


### Selecting The Proper Carpet Adjustment

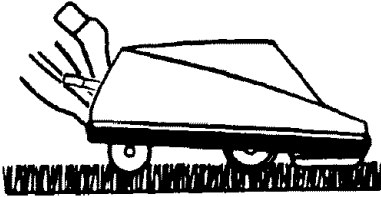
**LOW POSITION** — Select the LOW position for cleaning low pile and kitchen carpeting. Notice that the nozzle of the cleaner is flush with the carpet.



**NORMAL POSITION** — Select the NORMAL position for carpeting of normal pile height. Use the NORMAL position when removing loose dirt from hard surface floors.



**HIGH POSITION** — If cleaner is hard to push on the NORMAL position, select the HIGH position. Use the HIGH position for very thick pile carpeting.



**SHAG POSITION** — Select the SHAG position for cleaning very long or shag pile carpet.

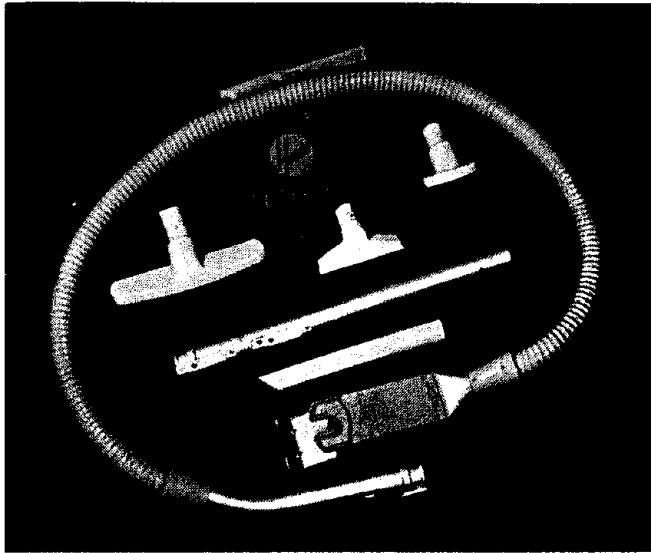
**NOTE:** The LOW position lowers the nozzle to the carpet for effective cleaning of LOW carpeting. Be sure to change the nozzle adjustment when cleaning other types of carpeting. If the LOW position is used when cleaning normal, high or shag pile carpet, there is an increase in the belt load and pushing effort is greatly increased.

### EDGE CLEANING FEATURE

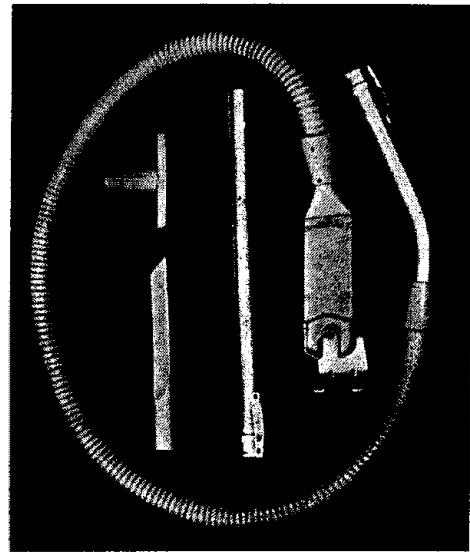
This feature provides for improved cleaning of carpet edges near baseboards and solid furniture. Passages have been added to the sides of the cleaner bottom plate to increase air flow carrying dust from the carpet edge to the nozzle. From the right or left side, slowly guide the cleaner parallel to the edge of the carpet.

### CLEANING LIGHTWEIGHT FLEXIBLE RUGS

Stand on one end of the rug and move cleaner toward other end. Before reaching the other end, push down on the handle. This will lift up the nozzle (front of cleaner) and will prevent the rug from clinging to the cleaner. Continue to lift up the nozzle of the cleaner when you have reached the end. Push down on the handle until the cleaner is completely off the rug. Move the cleaner back to start again and lower the nozzle, using only forward strokes.



**DELUXE CLEANING SET**



**STANDARD CLEANING SET**

## **CLEANING TOOL ATTACHMENTS**

Cleaning tools are available at additional cost from Hoover Dealers.

Deluxe Cleaning Set includes Vinyl Hose and Converter, Telescoping Extension Wand, Crevice Tool, Upholstery Nozzle, Dusting Brush and Bare Floor Brush.

Standard Cleaning Set includes Vinyl Hose and Converter, Extension Wand, Crevice Tool, and Upholstery Brush.



### **USING THE CLEANING TOOLS**

**NOTE:** When using tools, move the carpet adjustment to the SHAG POSITION.

The hose has a vinyl jacket for long, trouble-free life. When extra length is needed for cleaning bare floors or hard to reach areas, attach the Telescoping Extension Wand.

"To lengthen the wand, push in on the plastic latch and extend wand until it locks itself in place. To shorten, use opposite procedure.



### **CONNECTING CLEANING TOOLS**

To connect the cleaning attachments to either the telescoping wand or hose, press down on the plastic latch. Fit the attachment into place. Be sure the button on the attachment is locked in place. To release, press down on plastic spring latch and remove.

\*Available with Deluxe Set only.

## USING THE CLEANING TOOLS (Continued)

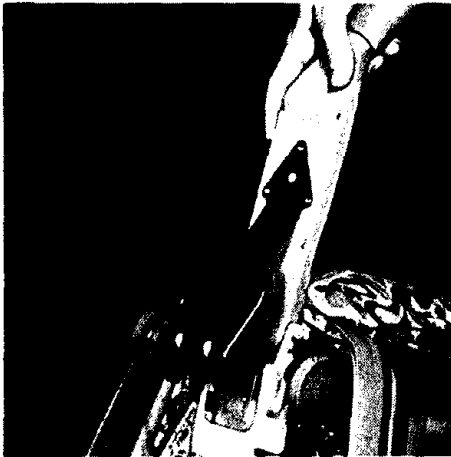
Use the Floor Brush\* for all hard floors and carpeted stairs.

Use the Crevice Tool for upholstered furniture, radiators, dresser drawers and spaces between kitchen equipment.

Use the Dusting Brush\* for carved furniture, table tops, books, lamps, lighting fixtures, Venetian blinds, shutters, registers and baseboards.

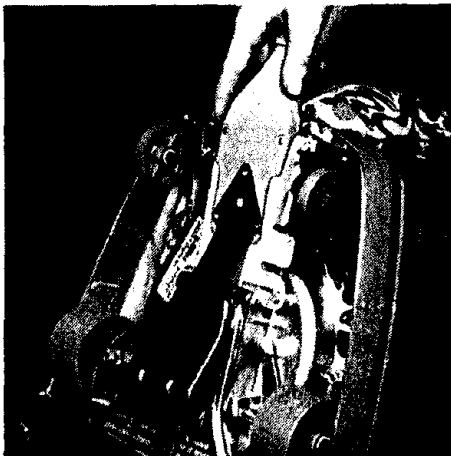
Use the Upholstery Nozzle or Upholstery Brush for upholstered furniture, draperies, tapestries, mattresses, clothing, automobile interiors and carpeted stairs.

The Convertible Cleaner is equipped with a two-speed motor. One speed is utilized when the cleaner is being used on carpets and rugs. The second speed is utilized when using the cleaning tool attachments. This feature is designed to give more suction which makes the cleaning tools more efficient.



### CONNECTING CONVERTER TO CLEANER

1. With handle in the storage position, lean cleaner forward on the furniture guard until the underside is visible. Insert the converter in the track on the underside of the cleaner.



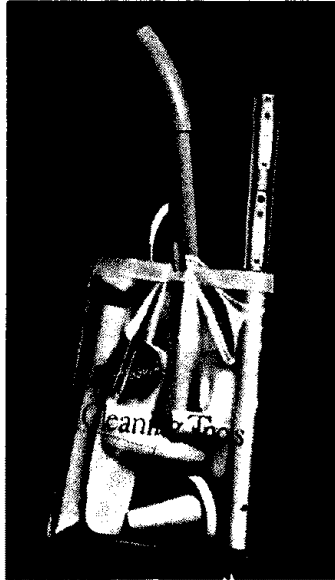
2. Push converter all the way into the red line. It is not necessary to remove the belt.

3. Raise handle to the storage position and attach proper cleaning tool.

Always position the handle in the storage or straight up position when cleaning tools are used.

\*Available with Deluxe Set only.





#### STORING ATTACHMENTS\*

The vinyl attachment kit has been designed so that all of the attachments plus the telescoping wand can be packed inside. For ease in storage, it can be hung on the cord hook of the cleaner. (The kit has two slots located near the top for ease in hanging.) Also it can be hung conveniently on a hook in the closet.

#### CARING FOR THE CLEANING TOOL ATTACHMENTS

To clean the hose wipe off dirt with a cloth dampened with a liquid detergent. Use a damp cloth to remove detergent. The attachments may be washed in warm water and detergent. Rinse and let dry before using.

**NOTE:** Disconnect cord before replacing parts.

#### THE BAG

Your Hoover cleaner has a durable outer jacket which covers the throw-away bag. A light wiping with a damp cloth will keep this outer jacket clean.

To assure that your Hoover cleaner operates at peak performance it is imperative that you use only genuine Hoover throw-away filter bags made by The Hoover Company. Genuine Hoover bags can be identified by the Hoover Medallion. These bags are made from special material which is scientifically formulated to filter out dust while allowing air to flow through freely.



#### WHEN TO REPLACE

Check the bag from time to time. When dirt reaches the dotted line printed on the throw-away bag, the bag should be changed. If you let more dirt than this accumulate, your cleaner will not operate efficiently. Discard used bag.

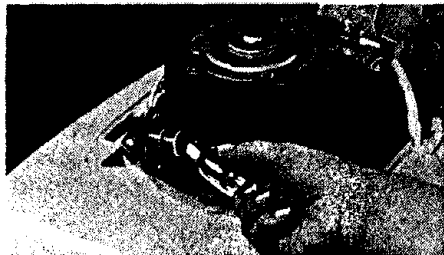
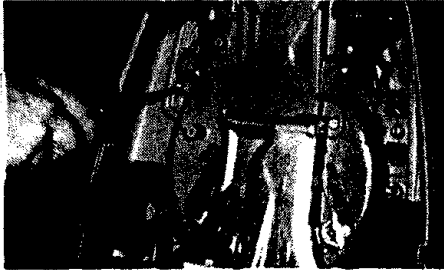
**CAUTION:** Very fine materials, such as face powder, cornstarch, fireplace ashes or fireplace soot, may seal the throw-away bag and may cause it to burst even though it is only partially full of dirt. When the cleaner is used to remove material of this nature, the bag should be changed frequently.

\*Available with Deluxe Set only.

## WHERE TO BUY BAGS

Bags may be purchased from your local Authorized Hoover Dealer, or from Hoover Factory Branch Service Centers listed on the white insert.

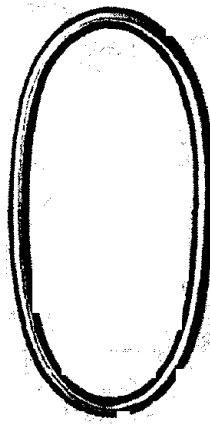
WHEN ORDERING BAGS BE SURE TO MENTION THE MODEL OF YOUR CLEANER. This is located on the bottom side of the main casting at the opening where the cleaning tool converter is inserted.



## REPLACING THE HEADLIGHT\*

Disconnect the Cleaner From Electrical Outlet

1. Set nozzle adjustment to the Normal or High position
2. Turn cleaner over and remove the two screws indicated in the illustration. Place cleaner in the upright position. Slip furniture guard and hood up off of cleaner casting.
3. Take off hood and remove bulb by pressing in and turning in a counter-clockwise direction.
4. Replace with same wattage bulb by pressing in and turning in a clockwise direction.
5. Replace hood. Position furniture guard onto casting of cleaner. Tighten screws.



## THE BELT

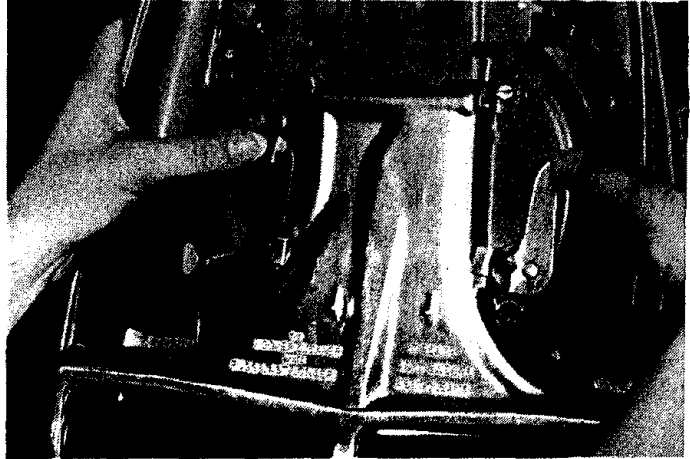
The belt of your Hoover cleaner controls the speed of the rug agitator and is important for the efficient operation of your cleaner. Because of this, it is important when buying a new belt that you always insist on a genuine Hoover belt. Some other belts on the market, not manufactured under Hoover design and quality controls, do not operate the agitator correctly and create undue stress which will damage your Hoover cleaner. Genuine Hoover belts have the word HOOVER embossed on the belt.

## WHEN TO REPLACE THE BELT

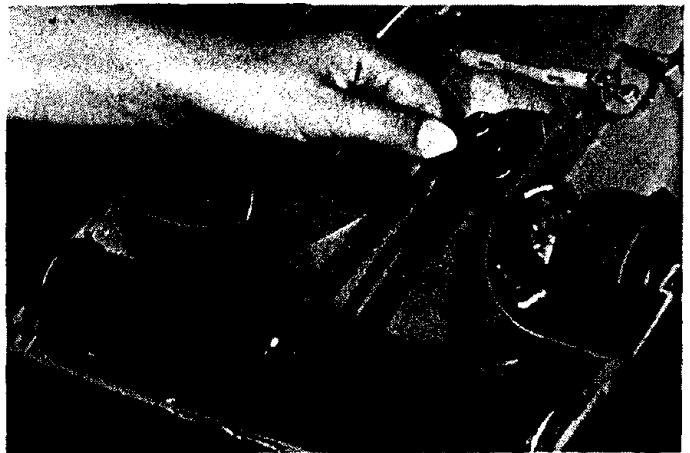
Check from time to time to be Sure the belt is in good condition. If it is stretched or cut, it should be replaced.

## HOW TO REPLACE THE BELT

1. Disconnect cleaner from electrical outlet before replacing belt.



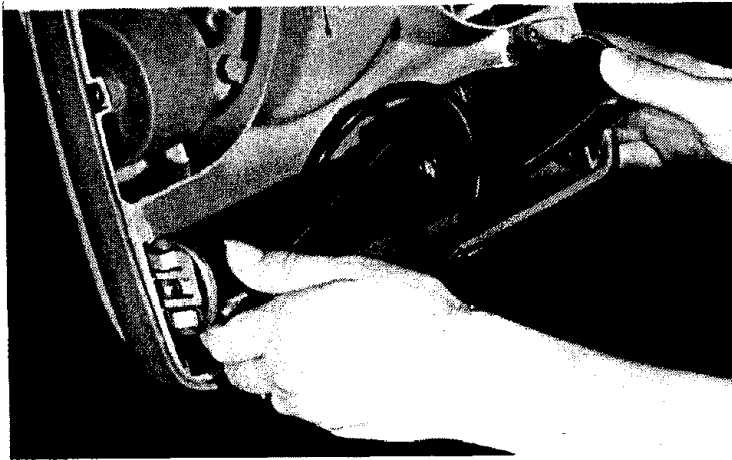
2. Turn cleaner over. Remove metal plate on bottom of cleaner by pushing latches toward outside of cleaner.



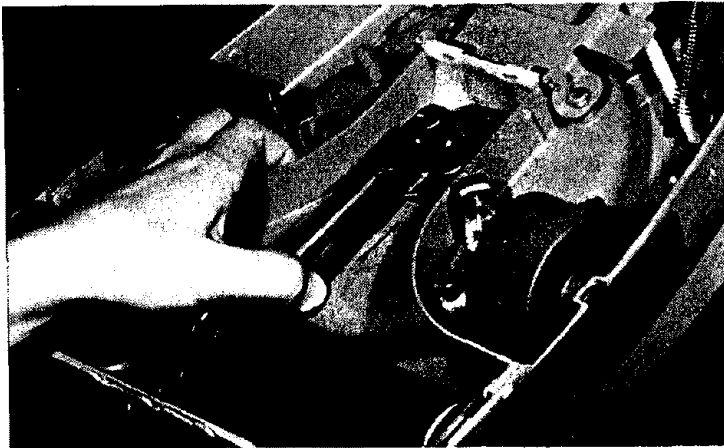
3. Release worn belt from pulley.



4. Lift out rug agitator, remove old belt and place new belt in groove of rug agitator.



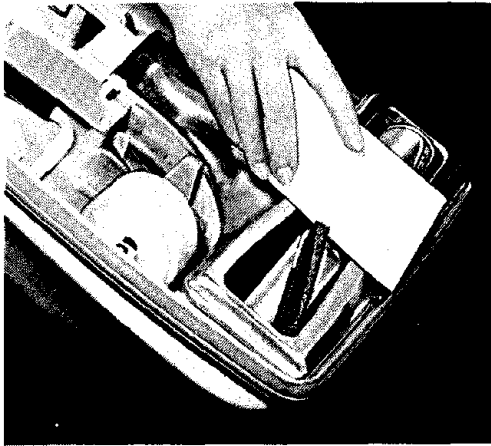
5. Replace agitator. On one end of the agitator roll there is a raised metal plate. Make sure that this end is placed in groove on side of cleaner.



6. Place belt on pulley. Side of belt nearest cleaner should be in line with arrow on bottom of cleaner.

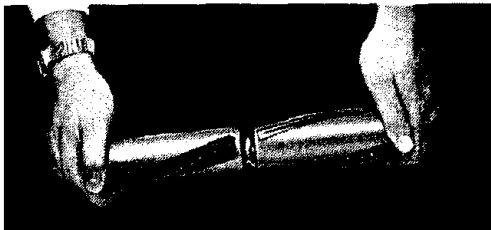


7. Replace metal plate. Place metal knobs on front end of plate in wire holders. Check to see that latches are pushed back and will not be covered by plate. Place plate in position and latch securely.



## THE BRUSHES

When brushes are worn and bristles do not touch the edge of a card held across the nozzle, they should be replaced. Always replace both brushes at the same time to maintain cleaning efficiency.



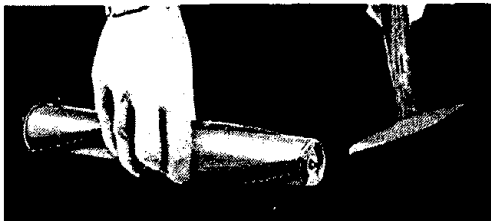
### TO REPLACE THE BRUSHES

1. (Disconnect the Cleaner from Electrical Outlet) before replacing brushes.



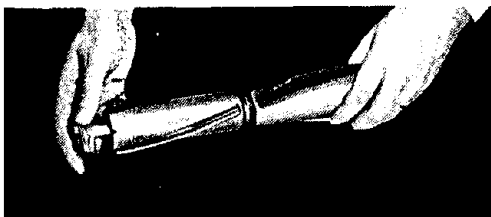
2. To replace worn brushes, remove bottom plate, belt and agitator, following directions given on Page 11. Turn end plate of agitator in opposite direction until one plate comes off.

3. Then pry out end section.



4. After end section is removed, tap the shaft gently with a hammer.

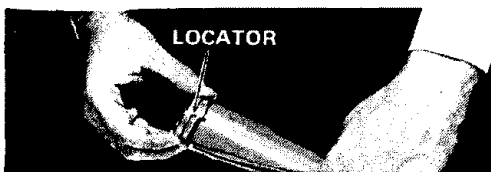
5. Pull shaft from agitator.



6. Remove brushes by forcing out with screwdriver. Replace with new brushes. Slide them into the channel and push in as far as possible.



7. Replace shaft, lining up the locator on shaft with slot on the agitator. Replace other end section and end plate and tighten. Replace agitator in cleaner. (See Page 12.)



## **SERVICE**

**IF TROUBLE OCCURS.** If the cleaner does not pick up surface dirt, it is an indication that something is wrong. Check the following:

- 1. Bag**
- 2. Belt**
- 3. Agitator Brushes**
- 4. Carpet Adjustment**

When ordering replacement parts or requesting information about the Hoover Convertible Cleaner, always identify the product by model number.

The model number is located on the bottom side of the main casting at the opening where the cleaning tool converter is inserted.

Service and genuine Hoover replacement parts may be obtained from Hoover Factory Service Stations, or Authorized Warranty Service Dealers, as listed on white insert.

For service in Warranty, follow instructions set forth in Guarantee.

When ordering new parts, make sure that you always mention the model number of the product.

**Lubrication:** The motor is equipped with one ball bearing and one sleeve bearing. The ball bearing should be lubricated, but the sleeve bearing should never be lubricated.

The agitator is equipped with two ball bearings that should be lubricated. Ball bearings should be checked annually and lubrication of all ball bearings should be performed by The Hoover Factory Branch Service Center or an Authorized Hoover Warranty Service Dealer, as listed on the white insert.

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# VCMA

VACUUM CLEANER MANUFACTURERS ASSOCIATION

Service To The Consumer Since 19 13

## Consumer Information

*This information has been compiled by the Vacuum Cleaner Manufacturers Association from Governmental and Private Sources concerned with product safety. These basic guidelines are for your protection and convenience.*

### TO AVOID ELECTRIC SHOCK

Never vacuum liquids (unless using special equipment).

Never vacuum carpeting that is damp or wet (unless using special equipment).

Do not store machine outdoors.

Replace worn or frayed power cord immediately.

### TO AVOID ACCIDENTS

Never vacuum live ashes or cigarette butts.

Never run machine over power cord or place sharp objects on it.

Never let children use machine as a toy.

Use extra caution when cleaning on stairs.

Keep machine on floor — not on chairs, tables, etc.

When machine is turned on, never allow fingers, hair or garments to come near intake suction ports or revolving brushes.

Never leave machine running or cord plugged in when unattended.

Turn machine off at switch before unplugging from wall outlet.

When unplugging machine, grasp plug — not cord.

Always unplug power cord from wall outlet before servicing machine or attaching accessories.

Store machine promptly after each use to prevent accidents from tripping over power cord or machine.

Use machine and accessories only in manner intended by manufacturer.

### FOR BEST PERFORMANCE

**Keep your machine and all accessories clean and in good operating condition.**

Change or clean bags and/or filters as recommended by manufacturer to maintain optimum cleaning efficiency.

Periodically check revolving brush for build-up of lint, hair or other foreign material and remove as necessary.

Adjust or replace cleaning brushes when worn.

Buy replacement parts from manufacturer's authorized service center.

Have machine checked periodically by manufacturer's authorized service center.

Store machine carefully — in dry area — never outdoors.

For optimum cleaning performance and safety, study and follow your Owner's Manual → keep it in a handy and safe place for future reference.



THE HOOVER COMPANY, NORTH CANTON, OHIO 44720

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Litho U.S.A.

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