

**MATTING YOUR WAY TO**

**PROFIT**

**WITH**

**KEETON EQUIPMENT**

**KEETON DUPLICATOR**

**KEETON INTERNATIONAL, INC.**

(601) 856-7770

**MAILING ADDRESS:**

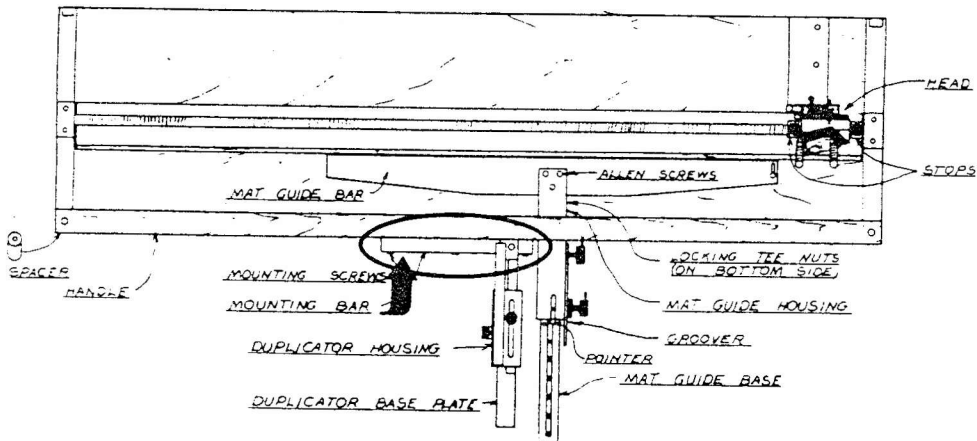
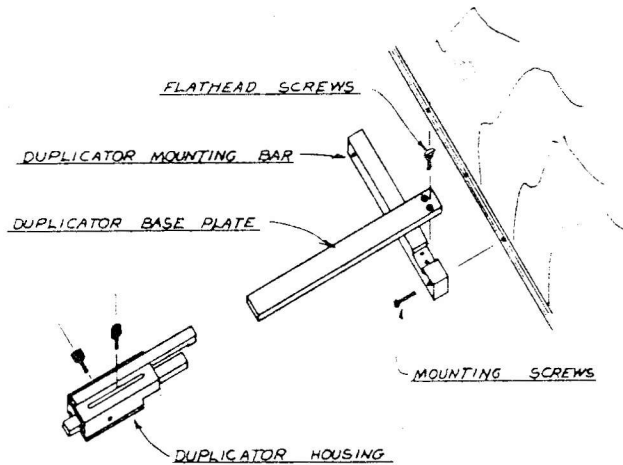
P.O. Box 9442  
Jackson, Mississippi 39206

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Ridgeland, Mississippi 39157

# KEETON DUPLICATOR

Unwrap and lay out all parts and open hardware kit. The duplicator mounting bar is attached parallel to the Kutter base (see sketch). It is attached with (5) 1½" wood screws with washers in the predrilled holes. **Do not** attempt to redrill or to attach wood screws with a hammer. The duplicator mounting bar must be level with the top of the wooden base. Once this is secured take the duplicator housing, remove it from the duplicator base plate. Attach base plate to duplicator mounting bar. (see sketch) This is attached with (2) allen screws by using allen wrench provided with this hardware kit. Take duplicator housing and slide on duplicator base. (see sketch)



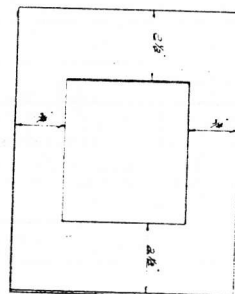
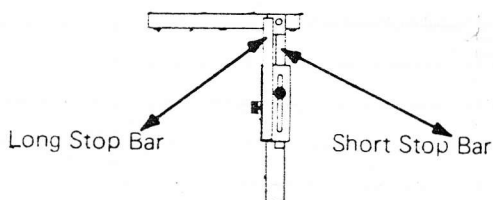
Why use the duplicator? The duplicator is an attachment you will use to help you simplify the math in setting your mat guide for uneven borders when the following takes place. This is strictly an example.

Mrs. Customer has a picture that she wants matted in a ready made frame. The image size is  $5\frac{1}{2} \times 7$ . You would probably select for her a  $9 \times 12$  frame. This means the TBW would be  $3\frac{1}{2} \times 5$  which would give you a border width of  $1\frac{3}{4}$ " sides and  $2\frac{1}{2}$ " top and bottom. See formula for figuring your mat border size below.

$9'' \times 12''$  . . .Frame size and mat blank size.  
 Less . . . . .  $5\frac{1}{2}'' \times 7''$  . . .Image size.  
 Equals . . . . .  $3\frac{1}{2}'' \times 5''$  . . .TBW.  
 Divide TBW by 2. . . .  $1\frac{3}{4}'' \times 2\frac{1}{2}''$  . . Mat border size.

... SHORT STEP SUMMARY FOR CUTTING UNEVEN BORDER SINGLE MATS ...

1. Determine mat blank size and cut.
2. Set mat guide for smallest number you are using, for example  $1\frac{3}{4}''$  and lock in position. Move the duplicator up so that the long stop bar is against the back of the mat guide. Lock duplicator in position.
3. Raise the long duplicator stop bar, release mat guide and move out to the largest number you are using, for example  $2\frac{1}{2}''$ , and lock.
4. Move the short stop bar up until it is against the back of the mat guide and lock.
5. Mark the widest number, for example  $2\frac{1}{2}''$ , with a 6-H pencil. Release mat guide, move forward, push down duplicator long stop bar. Back the mat guide up against the long stop bar. This will put you back at the smallest number,  $1\frac{3}{4}''$ . Mark and cut the two smallest sizes (left and right sides).
6. Raise the long stop bar, back the mat guide until it hits the short stop bar. Mark and cut those two sides (top and bottom). You have now cut a single mat with uneven borders.



. . . SHORT STEP SUMMARY FOR CUTTING UNEVEN BORDER DOUBLE MATS. . . .

In cutting double mats you follow the same procedure that is laid out above for cutting a single mat. We simply add a few steps.

7. Take back mat and trim it down approximately  $\frac{1}{4}$ " on the side and bottom.
8. Apply ATG tape to the back of the face mat and position back mat to face mat.
9. Turn mats face up, apply ATG tape to the face of back mat and put knock-out back in position. Reset mat guide to read  $\frac{1}{4}$ " more than previous setting. Release the lock on the *side* of the duplicator housing, slide the duplicator back with the mat guide until the long stop bar is against the back of the mat guide. Lock duplicator housing (Remember - the difference between the uneven borders is locked into the duplicator).
10. Remove underlayment and repeat the marking and cutting exactly as you did in steps 5 and 6.

. . . .SHORT STEP SUMMARY FOR CUTTING UNEVEN BORDER TRIPLE MATS . . . .

In cutting a triple mat you will follow the same procedures that are laid out above for cutting a double mat, you simply add a third mat blank and repeat steps 7 through 10.

**KEETON DUPLICATOR  
Parts List**

Part No.	NOMENCLATURE	No. Used
A 500	$\frac{1}{4}$ " x $2\frac{1}{2}$ " WOOD SCREW WITH WASHER	5
B 502	KNURLED LOCK KNOB (SIDE)	1
C 504	KNURLED LOCK KNOB (TOP)	1
D 506	$\frac{1}{2}$ " x $2\frac{1}{2}$ " SHORT STOP ROD	1
E 508	$\frac{1}{2}$ " x $6\frac{1}{2}$ " LONG STOP ROD	1
F 510	HOUSING	1
G 512	BASE	1
H 514	MOUNTING BAR	1