

## OPERATING INSTRUCTIONS FOR CROSS WRITING INSTRUMENTS

**TO IDENTIFY CROSS BALL POINT PENS:** Pens may be identified from pencils by the difference of their writing points as well as by the disc centered on the distinctive conical top of the pen.

**TO OPERATE CROSS BALL POINT PENS:** Hold the cap (A) and the barrel (B). Twist the cap clockwise until it stops. The pen point is now extended from the barrel and ready to write. Turn cap counter clockwise to retract the point.

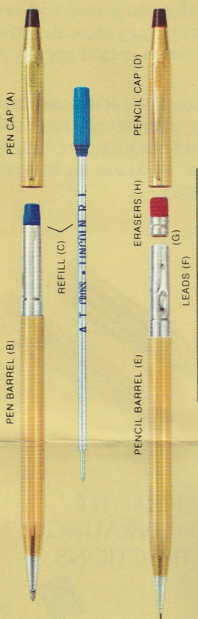
**TO REPLACE BALL POINT PEN REFILL:** Retract the pen point. Remove the cap by pulling apart from barrel. Unscrew the colored top (C) of the refill by turning counter clockwise and remove the empty ink refill from the pen barrel. Insert a new CROSS refill turning the colored top to tighten *securely*. Now, replace the cap, the pen is again ready for service.

**TO OPERATE CROSS PENCILS:** Fully turn the pencil cap (D) clockwise in a twisting motion until a length of lead is exposed. It is now ready for use. After use, turn the cap counter clockwise to retract the lead.

**TO REPLACE PENCIL LEADS:** Turn the cap clockwise until a click is heard. The lead is now ejected. Turn the cap back counter clockwise until it stops. Remove the cap by pulling apart from the pencil barrel (E). Leads (F) are stored inside section (G) under eraser (H). Pull to remove eraser, select a lead and then replace the eraser. Fully insert a lead into the pencil's point hole at end of the unit. Press the lead gently against a firm surface to engage the lead in the holding mechanism. Replace the cap; now twist the cap to operate.

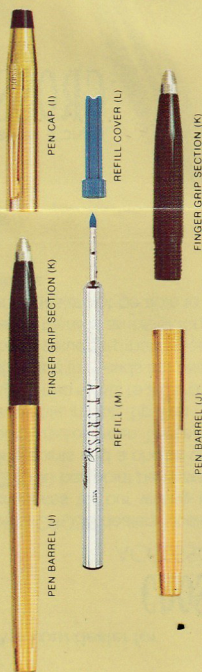
**TO OPERATE CROSS SOFT TIP PENS:** The writing point is exposed by separating the cap (I) from the pen barrel (J) in a pulling motion. Place cap over the other end of the pen barrel; the pen is now ready for writing. The cap has a special liner to minimize scratching the barrel. Replace the pen cap over the point and finger grip section when not in use to prolong the writing life of the refill.

**TO REPLACE SOFT TIP PEN REFILLS:** Remove the cap by pulling apart from pen barrel. Unscrew the black finger grip section (K) from pen barrel. Take out the empty refill. Remove the new refill cover (L) and insert the new refill (M) into the black finger grip section. Place the barrel over the refill and screw the barrel and the finger grip section together until *firmly* seated.



PEN PENCIL

### SOFT TIP PEN



I have enclosed \$ \_\_\_\_\_ for the items checked below.

QUANTITY \_\_\_\_\_ ITEM \_\_\_\_\_ PRICE \_\_\_\_\_  
 \_\_\_\_\_ BALL POINT PEN REFILL(s) \_\_\_\_\_ @ \$.90 ea.

POINT Medium \_\_\_\_\_ INK COLORS Blue \_\_\_\_\_ Red \_\_\_\_\_  
 Fine \_\_\_\_\_ Black \_\_\_\_\_ Green \_\_\_\_\_

\_\_\_\_\_ SOFT TIP PEN REFILL (package of two) @ \$1.25 per package

POINT Medium \_\_\_\_\_ INK COLORS Blue \_\_\_\_\_ Red \_\_\_\_\_  
 Fine \_\_\_\_\_ Black \_\_\_\_\_ Green \_\_\_\_\_

\_\_\_\_\_ LEADS - 2 3/4" long, medium soft, 18 per tube @ \$.25 per tube

\_\_\_\_\_ ERASERS - 3 per tube @ \$.25 per tube

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

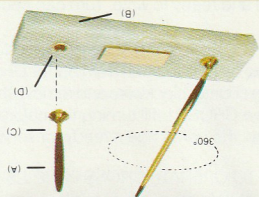
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Prices apply only in U.S.A. Please allow 2 to 3 weeks for delivery.



PERSONALIZE YOUR CROSS BY ENGRAVING  
 All CROSS pocket writing instruments are provided with suitable panels for engraving of initials, names or suitable inscriptions. While CROSS desk sets may be accented by engraved nameplates. Your dealer normally is able to engrave your purchase. If not, ship it with the desired inscription to the factory. A nominal engraving and handling charge will be made for this service.

DESK SET OPERATING INSTRUCTIONS AND ENGRAVING INFORMATION  
 To place the pen holder assembly (A) into the desk set base (B) firmly grasp it at the jointed metal area (C) and push it straight downward into the socket opening (D) in the desk set base, until a click is heard. The pen holder should swivel freely thru 360 degrees. You can remove it by pushing sideways at (C). The desk set writing instrument operation is described inside this folder.



**CROSS**  
 A Name  
 Quality Made Famous

CROSS has established itself as a leader in consumer protection. Our lifetime mechanical guarantee is famous worldwide. The adjacent panel sets forth a document that explains our guarantee in detail. We suggest you read it carefully. We are sure you will treasure your CROSS Writing Instruments as others have.

FINE WRITING INSTRUMENTS  
**A. T. CROSS** SINCE 1846  
 LINCOLN, R.I. 02865 U.S.A. *Company*  
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Printed in U.S.A.    Manufactured in U.S.A.

FULL PERPETUAL WARRANTY  
**CROSS**<sup>®</sup>  
 GUARANTEE

All CROSS Writing Instruments and Desk Set Pen Holders are unquestionably guaranteed against mechanical failure regardless of age. Any CROSS product or part requiring mechanical service will be replaced or repaired when returned to the factory. Refill cartridges, leads and erasers exhausted in the course of normal use are excluded from this warranty. The CROSS guarantee extends our assurance of a lifetime of writing pleasure to every owner of a CROSS Writing Instrument.

This warranty gives you specific legal rights, and you may have other rights which vary from state to state.

A.T. CROSS COMPANY ONE ALBION ROAD LINCOLN, R.I. 02865

GUARANTEE  
 AND OPERATING  
 INSTRUCTIONS

**CROSS**<sup>®</sup>  
 SINCE 1846



Most CROSS dealers stock a complete line of accessories for our writing instruments. Refills for CROSS ball point pens are offered in medium or fine points and a choice of four ink colors — blue, black, red or green. These same four ink colors are available in Soft Tip Pen refills. These are packaged in two refills to a card. For CROSS pencils, standard thin leads are packaged in tubes as are three smudge-proof erasers. For your convenience there is an order form in this folder should your dealer not be able to serve you accessori-

Ask your dealer for  
**CROSS**  
 ACCESSORIES