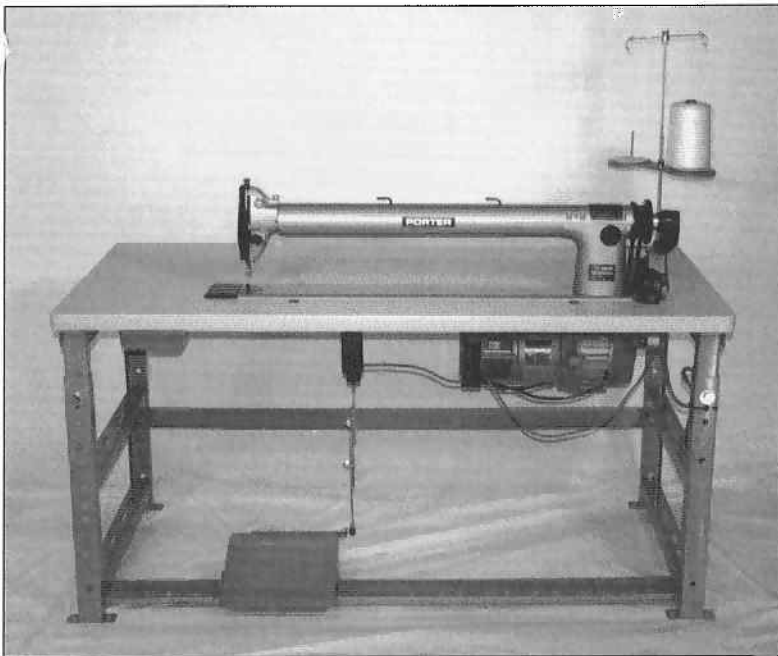


POQ 30HS Repair Quilters

INSTRUCTIONS & PARTS CATALOG

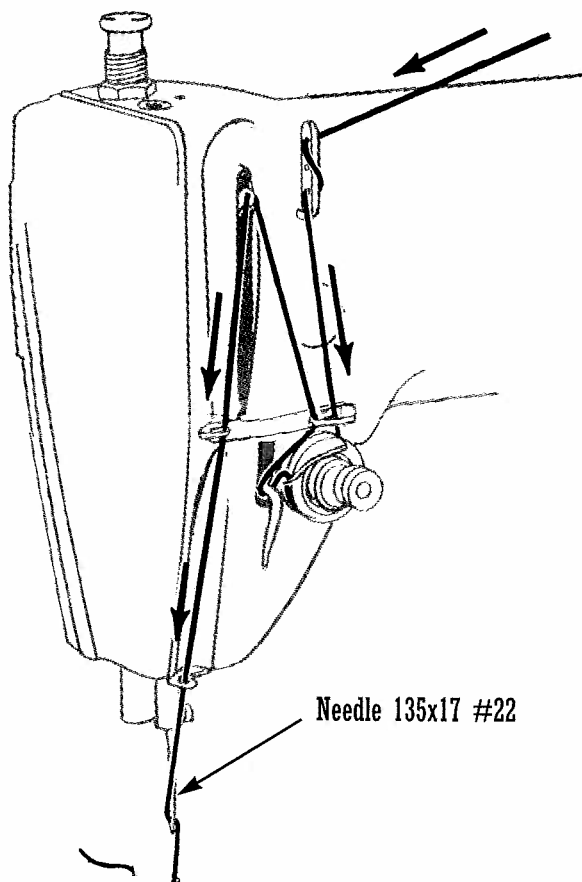
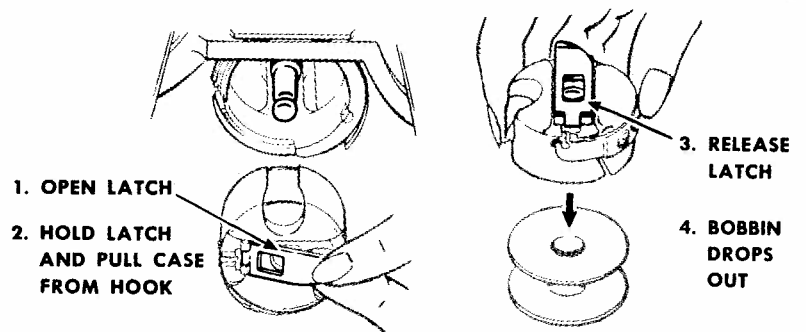
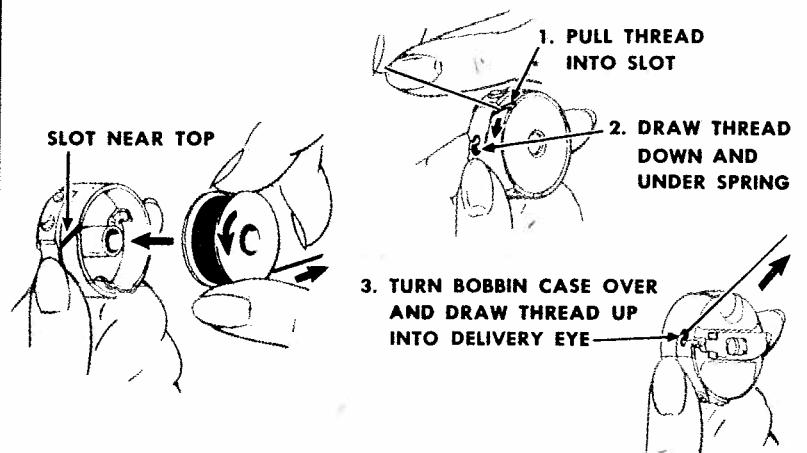
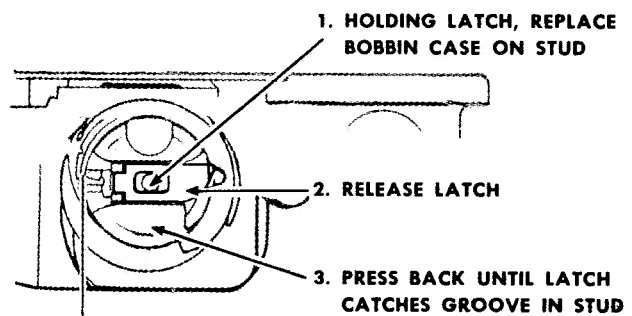


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UPPER THREADING**BOBBIN REMOVAL****THREADING BOBBIN CASE****BOBBIN CASE REPLACEMENT**

TO SET NEEDLE BAR AT CORRECT HEIGHT

PREPARATION: Remove face plate, slide plate and throat plate. See that needle is correctly set in needle bar.

CHECK: When the needle bar is at its highest position, the distance between the point of the needle and the needle plate is 14mm (9/32"). Check timing of hook as instructed on page 5.

SETTING: Loosen clamping screw C, **Fig. 1**. Raise or lower needle bar so that the point of hook splits scarf of needle. Then securely tighten screw C. Replace throat plate and slide plate.

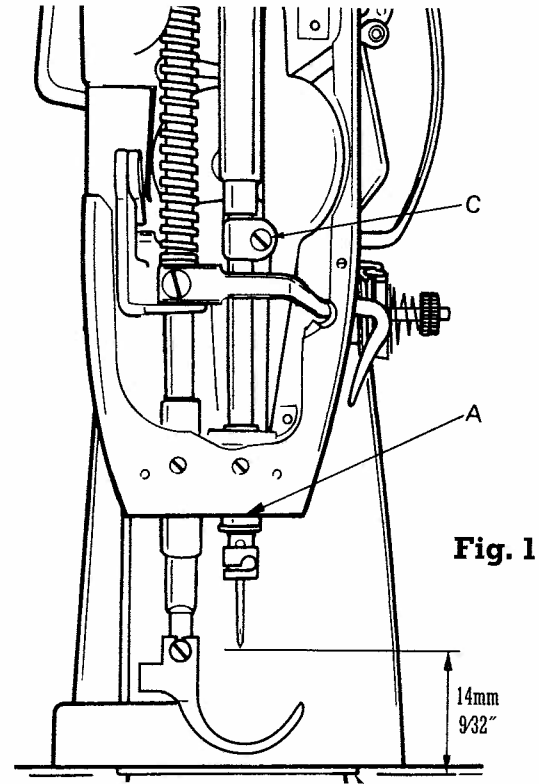


Fig. 1

TO SET CHECK SPRING HEIGHT

PREPARATION: Thread the machine and place a lightweight material under presser foot.

CHECK: Turn machine pulley over toward operator slowly. When take-up lever begins to rise, check spring D, **Fig. 2** makes a slight dip and a return to its higher position. Later, as take-up lever approaches top of stroke, check spring D should be drawn all the way down; setting the stitch. As lever descends, check spring D returns to rest.

SETTING: Loosen screw E, **Fig. 2**. Turn stud F, **Fig. 2** (at the same time turning entire tension assembly) either over toward left to lower check spring and decrease its movement, or over toward right to raise check spring and increase its movement. Securely tighten set screw E

NOTE: Under certain conditions of tacking, it may be necessary to set the check spring higher than it is otherwise normally set.

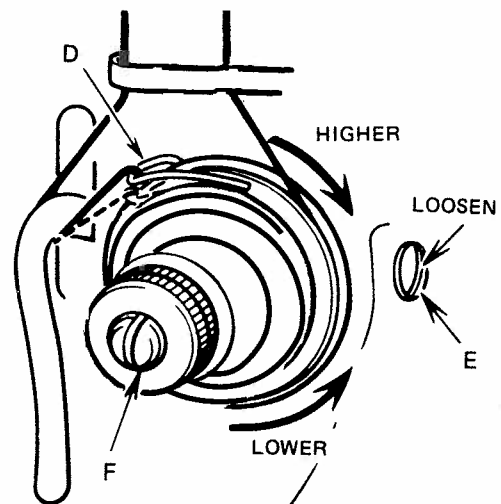


Fig. 2

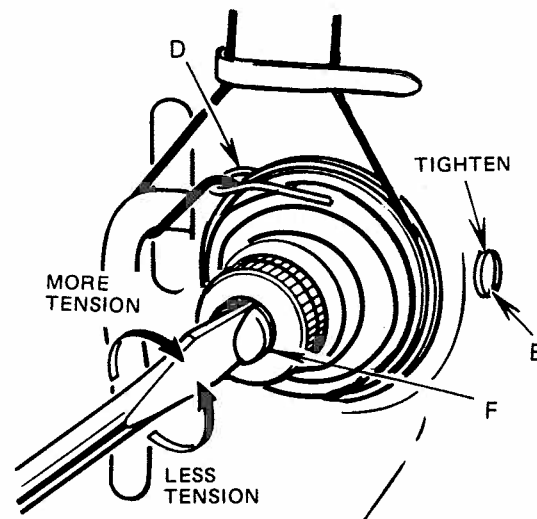
TO SET CHECK SPRING TENSION

PREPARATION: Thread the machine. Securely tighten set screw E, **Fig. 3**. Make certain thumb nut is on stud F, **Fig. 3**.

CHECK: Tension on check spring D, **Fig. 3**, should be sufficient to ensure action at top speed; but still light enough to permit itself to be drawn all the way down (as take-up lever approaches height of stroke) before any thread is drawn through the tension discs.

SETTING: Remove complete tension assembly by loosening screw E. With assembly removed, you will find screw that holds tension post. Loosen screw and turn stud F either toward the left to decrease tension or to the right to increase it as shown.

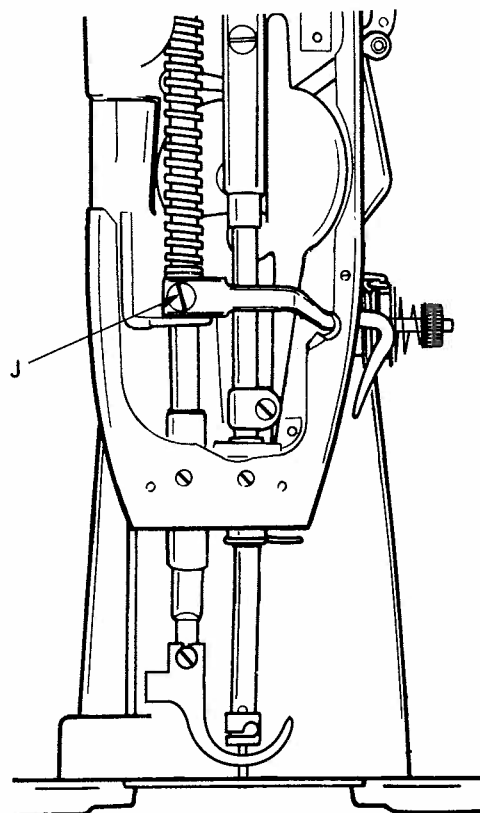
NOTE: The tension on the check spring may require different settings depending upon the size of the thread used. Heavier thread requires more tension to ensure correct thread control.

Fig. 3**TO SET PRESSER BAR AT CORRECT HEIGHT**

PREPARATION: Remove face plate and slide plate.

CHECK: Presser foot should be approximately 1/8 off needle plate.

SETTING: Loosen clamping screw J, **Fig. 4**. Raise or lower presser bar as required. Securely tighten screw

Fig. 4

TO TIME THE SEWING HOOK AND SET THE SEWING HOOK SIDWAYS IN RELATION TO THE NEEDLE

PREPARATION: Remove presser foot, slide plate, throat plate and feed dog.

CHECK: Turn handwheel counterclockwise until needle bar has reached its lowest position and has risen $\frac{3}{32}$ ". The point of the sewing hook should be at the center of the needle as shown in **Fig. 5**.

Also, when point of sewing hook passes needle, clearance between hook point K, **Fig. 6** and needle should be approximately equal to thickness of a piece of ordinary notepaper (about .13mm), as shown in **Fig. 7**.

SETTING: Loosen two set screws L, **Fig. 5** in hub of hook. Then re-tighten one of the set screws very lightly so that the sewing hook can still be turned on the shaft.

Hold shaft immovable and turn hook as required to bring point of hook to center of needle as shown in **Fig. 5** and at the same time adjust clearance between needle and hook point as shown in **Fig. 7**. Tighten set screw L lightly, turn machine pulley to make certain the sewing hook is correctly set in relation to the needle, then securely tighten set screws L.

Fig. 5

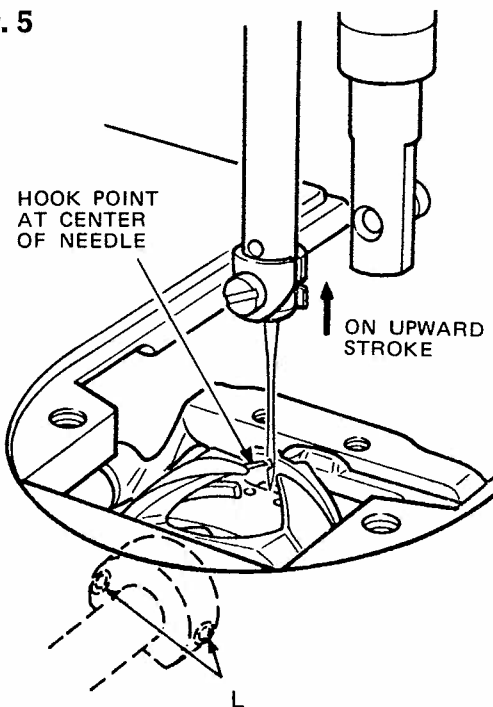


Fig. 6

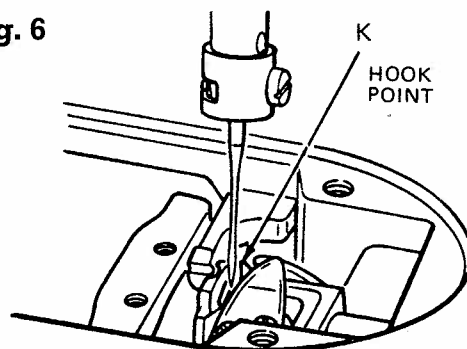
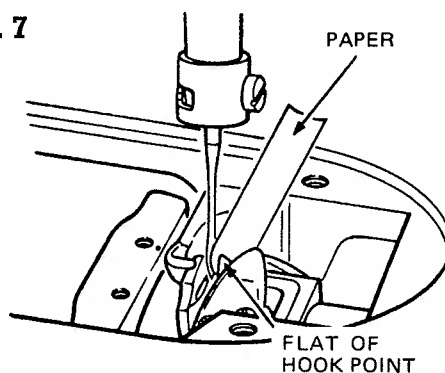


Fig. 7



Instructions for Removal and Replacement of Principal Assemblies

TO REMOVE THE SEWING HOOK

Remove the needle, slide plate, throat plate and bobbin case. Remove the screw R, **Fig. 8** and the bobbin case holder position bracket S, **Fig. 8**. Loosen the two set screws L, **Fig. 8** in the hub of the hook.

Turn the sewing hook until the thread guard U, is at the bottom, as shown in **Fig. 9**. Turn the bobbin case holder V, **Fig. 9** until the notch W is also near the bottom, as shown in **Fig. 9** and **Fig. 10** (below). The sewing hook can then be removed from the hook shaft.

Fig. 8

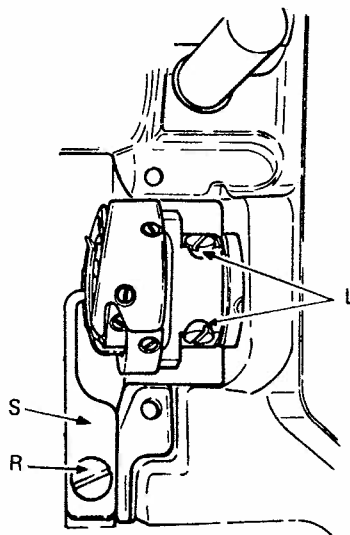
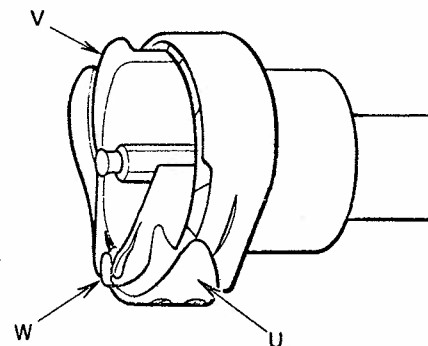


Fig. 9



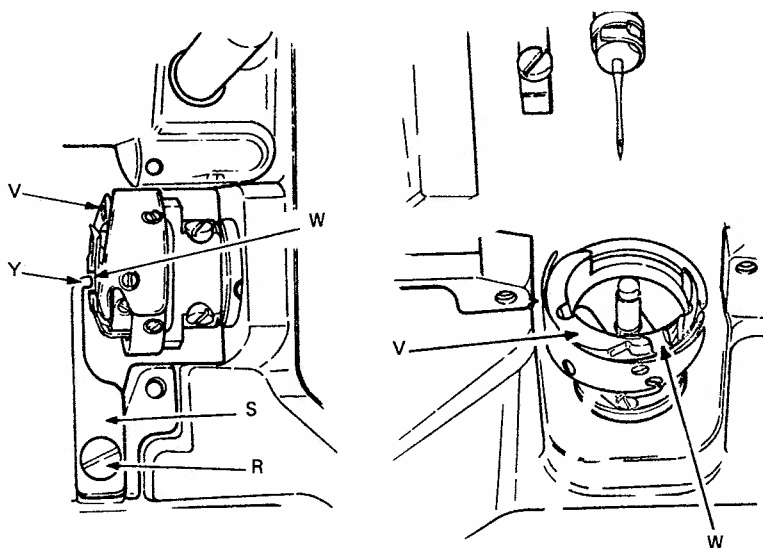
TO REPLACE THE SEWING HOOK

Place the hook in position on the shaft and turn the bobbin case holder V until the notch W is at the top, as shown in **Fig. 10** (left). Replace the bobbin case holder position bracket S, making certain that the finger Y (see above) enters the notch W at the top of the bobbin case holder. Then securely fasten the position finger by means of the screw R.

Replace the needle. Time the sewing hook, as instructed on page 5.

Replace the bobbin case, throat plate, and slide plate.

Fig. 10



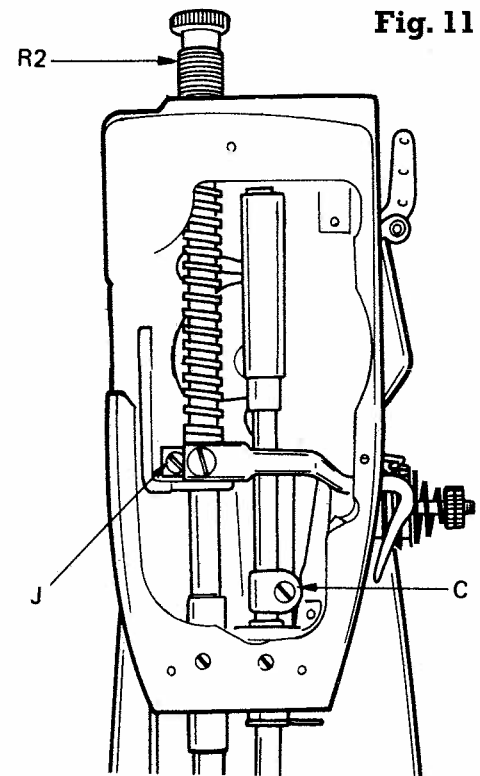
TO REMOVE AND REPLACE THE NEEDLE BAR

Remove the needle bar in the following manner:

1. Remove needle, needle set screw and needle bar thread guard.
2. Remove face plate.
3. Loosen clamping screw C, **Fig. 11** then slip needle bar up through both needle bar bushings and out of machine.

Replace the needle bar in the following manner:

1. Slip needle bar down through both bushings in head of the machine. Tighten screw C, **Fig. 11**.
2. Replace needle bar thread guard, needle set screw and needle.
3. Set needle bar at correct height as instructed on page 3.
4. Replace face plate.



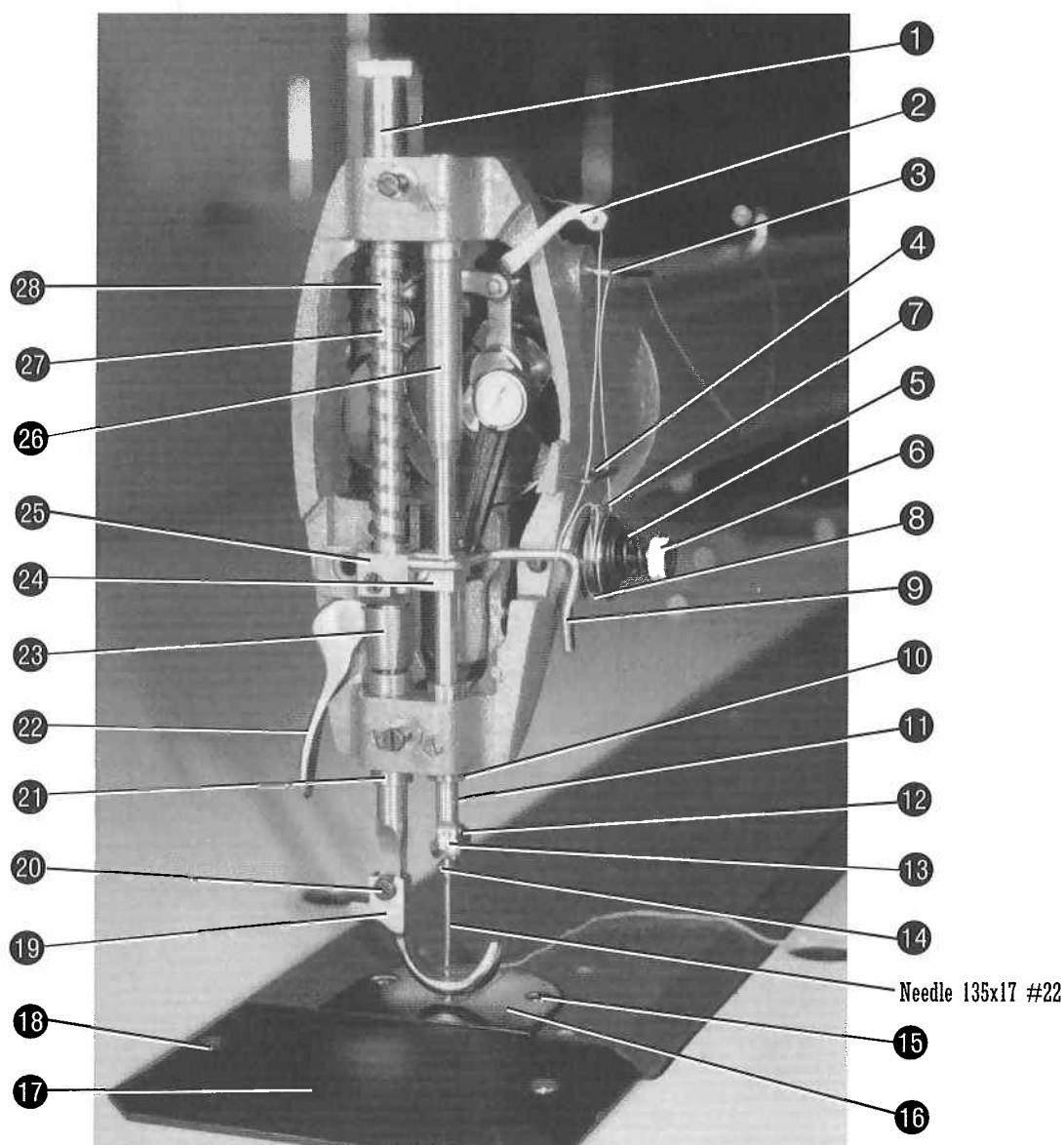
TO REMOVE AND REPLACE THE PRESSER BAR

To remove the presser bar:

1. Remove presser foot, face plate, and presser bar pressure regulating thumb screw R2, from head of the machine.
2. Loosen clamping screw J about one turn (just enough to make it loose).
3. Slide presser bar up through lifting lever link H, **Fig. 11** (above), and bushing out of machine.

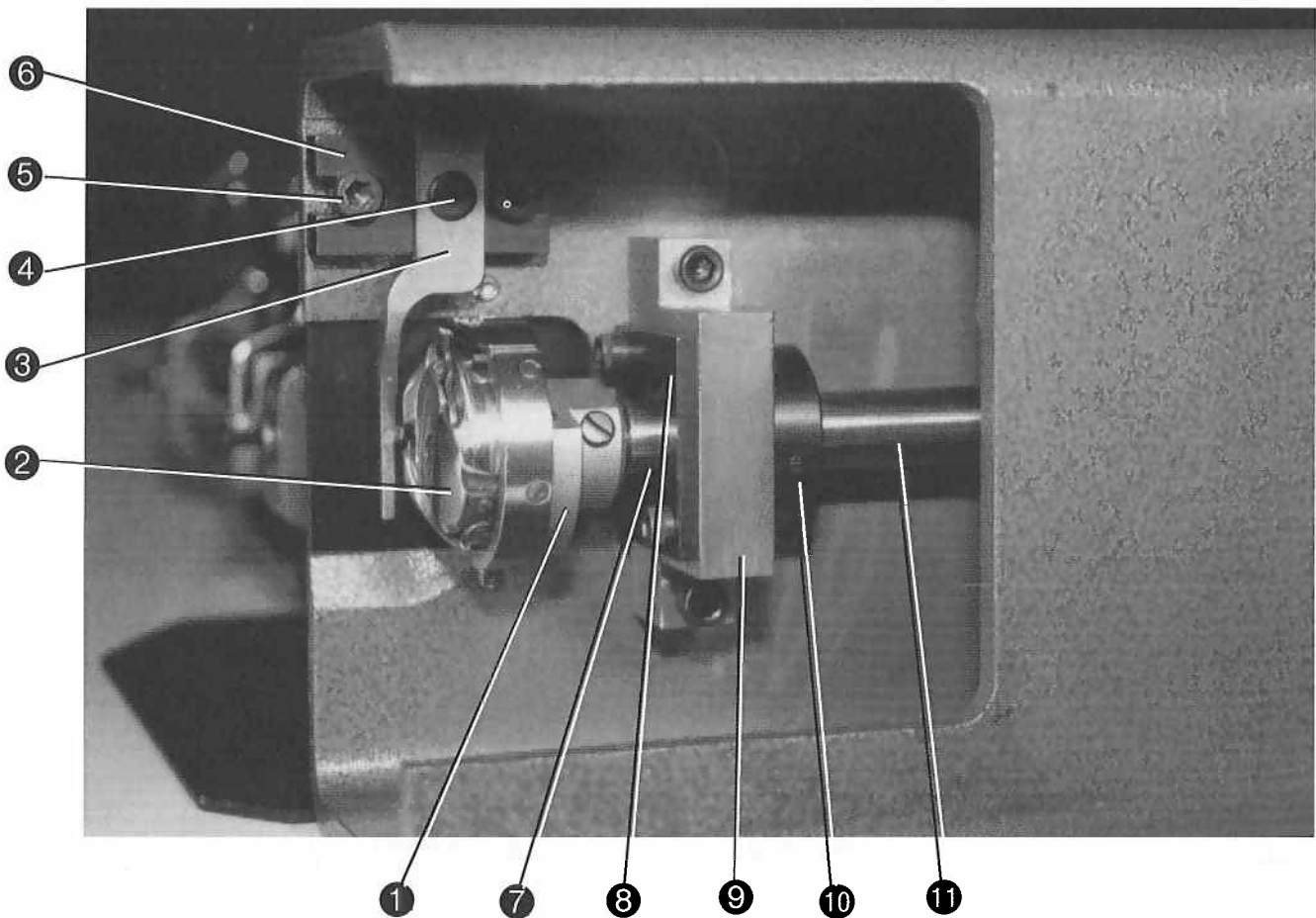
NEEDLE BAR ASSEMBLY

Ref#	Part#	Description	Qty	Ref#	Part#	Description	Qty
1	720100	Pressure Regulating Thumb Screw	1	15	720114	Needle Plate Screws	2
2	720101	Take-up Assembly Complete	1	16	720115	Needle Plate	1
3	720102	Eyelet	1	17	720116	Cover	1
4	720103	Thread Guide	1	18	720117	Screws	2
5	720104	Tension Spring	1	19	720118	Presser Foot	1
6	720105	Tension Assembly Complete	1	20	610120	Presser Foot Screw	1
7	720106	Take-up Spring (Check Spring)	1	21	720146	Lower Presser Bar Bushing	1
8	720107	Tension Discs	2	22	720119	Presser Bar Lifter	1
9	720108	Slack Thread Regulator	1	23	720120	Presser Bar Lifting Bracket	1
10	720109	Lower Needle Bar Bushing	1	24	720121	Needle Bar Clamp	1
11	720110	Needle Bar	1	25	720122	Presser Bar Guide Bracket	1
12	720111	Needle Bar Clamp Screw	1	26	720123	Upper Needle Bar Bushing	1
13	720112	Needle Bar Clamp	1	27	720124	Presser Bar	1
14	720113	Needle Bar Eyelet	1	28	720125	Presser Spring	1



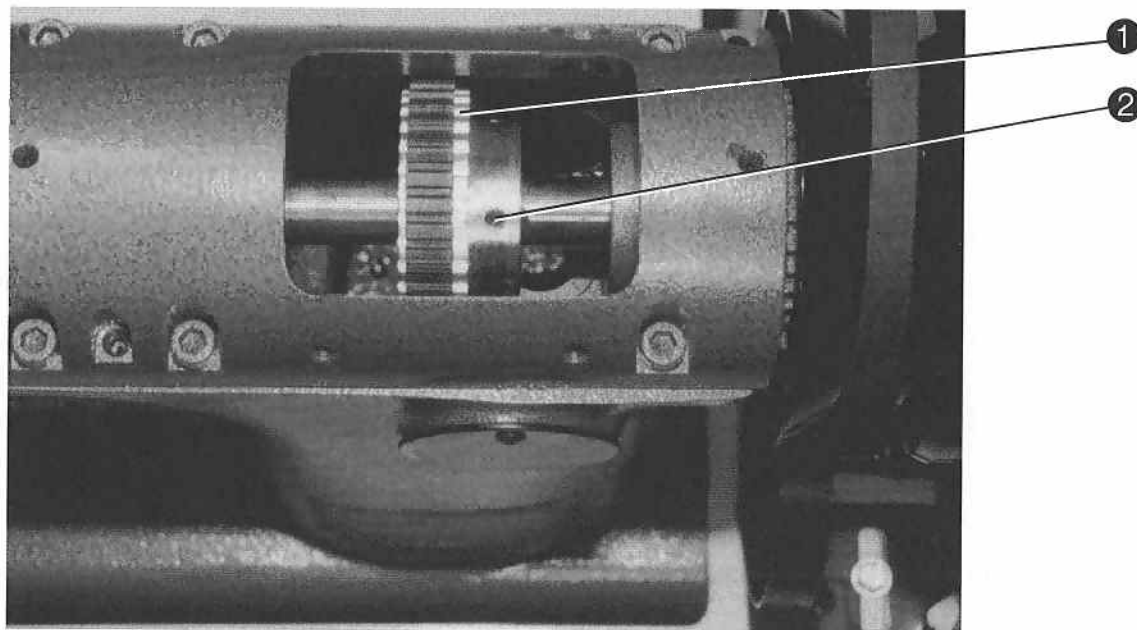
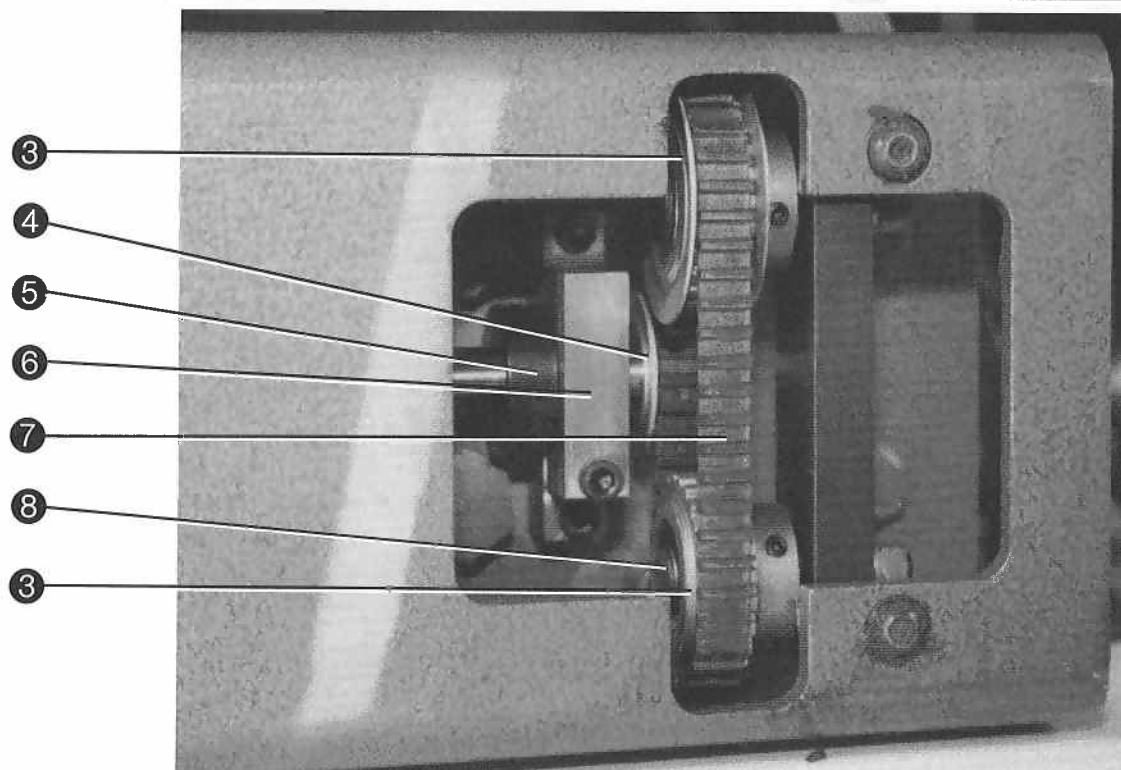
HOOK ASSEMBLY

Ref#	Part#	Description	Qty	Ref#	Part#	Description	Qty
1	720126	Hook and Base	1	6	720133	Bobbin Case Positioning Bracket	1
2	720127	Bobbin Case	1	7	720134	Bearing Assembly	1
	720128	Bobbin Case Tension (Not Shown)	1	8	720135	Locator Plate	2
	720129	Bobbin Case Tension Regulating Screw	1	9	720136	Bearing Block	1
	720130	Bobbin Case Tension Holding Screw	1	10	720137	Collar	3
3	720131	Bobbin Case Positioning Finger	1	11	720138	Lower Main Shaft	1
4	619820	Bobbin Case Positioning Finger Screw	1	12	720139	Bobbin (Not Shown)	1
5	720132	Bracket Mounting Screw	2				



TIMING BELT ASSEMBLY

Ref#	Part#	Description	Qty	Ref#	Part#	Description	Qty
Fig A				Fig B			
1	720140	Upper Timing Gear	1	3	720142	Idler Timing Gears	2
2	720141	Screw	2	4	720143	Lower Timing Gear	1
				5	720137	Collar	1
				6	720136	Bearing Block	1
				7	720144	Timing Belt	1
				8	720145	Studs	2

Fig. A**Fig. B**

ORDERING INFORMATION

TO ORDER BY PHONE: (800) 343-8138
(508) 922-2611

TO ORDER BY FAX: (617) 599-7081
(Fax & Message Service available 24 hours per day.)

TO ORDER BY MAIL:

Porter Sewing Machines, Inc.
97 Rantoul Street
Beverly, MA 01915 USA

HAVE THIS INFORMATION READY:

1. Customer Number
2. Bill To and Ship To addresses
3. Fax Number
4. Person placing order
5. Machine Model Number
6. Part Number or complete part description

PRICES AND TERMS:

All prices are F.O.B. Beverly, MA, and are valid at the time of shipment.

All prices are list, unless otherwise noted.

Open account terms extended to firms with established credit.

Overseas orders must be paid before shipment unless otherwise noted.

SHIPPING:

Please state how the shipment is to be made when ordering parts (UPS Red/Blue/Ground; Federal Express; air freight; 3 day service). Freight charges are included in the invoice. If a customer is on C.O.D. status, then shipping costs are included in the C.O.D. amount.

TAXES:

Where the law requires, state sales and/or use taxes must be charged.

MINIMUM ORDERS:

Due to the rising costs of handling orders, we have established a minimum order of \$25.00.

RETURNED GOODS:

Porter Sewing has a policy on returned parts that must be strictly adhered to.

1. All customers must call Porter to obtain a RMA (Returned Material Authorization) number. Parts returned without a RMA number will be returned to customer. We will not accept parts returned 60 days after receipt.
2. All parts to be returned must be shipped to Porter prepaid unless otherwise instructed by the Porter Parts Department.
3. Credit for parts will be issued upon inspection by Porter and credited against the account. Credit memos are not sent.
4. A restocking charge of 15% will be issued on parts ordered incorrectly by the customer.

CLAIMS:

If a parcel post shipment reaches you in damaged condition, advise us immediately so that a claim can be filed. All parcel post packages are insured by Porter. If a truck, UPS or express shipment arrives damaged, request the driver to make a notation on the freight bill. If the damage was concealed at the time of delivery, call the carrier for an inspection and obtain a DAMAGE REPORT. This is necessary in order to file a claim. In the case of truck lines, you must file the claim. We will give any needed assistance, but the carrier is responsible for the safe arrival of goods.

