



Operating Instructions and Parts Manual Sheet Metal Notcher

Model SN-F16-HN



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BA9-1007260
Edition 2 08/2025
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2.0 Safety Instructions

⚠ WARNING

Failure to follow these rules may result in serious personal injury

1. FOR YOUR OWN SAFETY, READ INSTRUCTION MANUAL BEFORE OPERATING THE MACHINE. Learn the machine's application and limitations as well as the specific hazards.
2. Only trained and qualified personnel can operate this machine.
3. Make sure guards are in place and in proper working order before operating machinery.
4. Remove any adjusting tools. Before operating the machine, make sure any adjusting tools have been removed.
5. Keep work area clean. Cluttered areas invite injuries.
6. Overloading machine. By overloading the machine, you may cause injury from flying parts. DO NOT exceed the specified machine capacities.
7. Dressing material edges. Always chamfer and deburr all sharp edges.
8. Do not force tool. Your machine will do a better and safer job if used as intended. DO NOT use inappropriate attachments in an attempt to exceed the machine's rated capacity.
9. Use the right tool for the job. DO NOT attempt to force a small tool or attachment to do the work of a large industrial tool. DO NOT use a tool for a purpose for which it was not intended.
10. Dress appropriately. DO NOT wear loose fitting clothing or jewelry as they can be caught in moving machine parts. Protective clothing and steel toe shoes are recommended when using machinery. Wear a restrictive hair covering to contain long hair.
11. Use eye protection. Always wear ISO approved protective eye wear when operating machinery. Wear a full-face shield if you are producing metal filings. Eye wear shall be impact resistant, protective safety glasses with side shields which comply with ANSI Z87.1 specification. Use of eye wear which does not comply with ANSI Z87.1 specification could result in severe injury from breakage of eye protection.
12. Do not overreach. Maintain proper footing and balance at all times. DO NOT reach over or across a running machine.
13. Stay alert. Watch what you are doing and use common sense. DO NOT operate any tool or machine when you are tired.
14. Check for damaged parts. Before using any tool or machine, carefully check any part that appears damaged. Check for alignment and binding of moving parts that may affect proper machine operation.
15. Observe work area conditions. DO NOT use machines or power tools in damp or wet locations. Do not expose to rain. Keep work area well lighted.
16. Blade adjustments and maintenance. Always keep blades sharp and properly adjusted for optimum performance.
17. Keep children away. Children must never be allowed in the work area. DO NOT let them handle machines, tools, or extension cords.
18. Keep visitors a safe distance from the work area.
19. Store idle equipment. When not in use, tools must be stored in a dry location to inhibit rust. Always lock up tools and keep them out of reach of children.
20. DO NOT operate machine if under the influence of alcohol or drugs. Read warning labels on prescriptions. If there is any doubt, DO NOT operate the machine.

Familiarize yourself with the following safety notices used in this manual:

⚠ CAUTION

This means that if precautions are not heeded, it may result in minor injury and/or machine damage.

⚠ WARNING

This means that if precautions are not heeded, it may result in serious injury or death.

⚠ DANGER

This means that if precautions are not heeded, it will result in serious or fatal, injury.

Save the Instructions

3.0 About This Manual

This manual is provided by Baileigh Industrial, covering the safe operation and maintenance procedures for a Baileigh Model SN-F16-HN Sheet Metal Notcher. This manual contains instructions on installation, safety precautions, general operating procedures, maintenance instructions and parts breakdown. Your machine has been designed and constructed to provide consistent, long-term operation if used in accordance with the instructions as set forth in this document.

Technical Support handles questions on setup, operation, schematics, warranty issues, and individual parts needed. Our Technical Support department can be reached at 920-684-4990.

If there are questions or comments, please contact your local supplier or Baileigh Industrial. We can also be reached at our web site: www.baileigh.com.

Retain this manual for future reference. If the machine transfers ownership, the manual should accompany it.

WARNING

Read and understand the entire contents of this manual before attempting assembly or operation! Failure to comply may cause serious injury!

Register your product online -

<https://baileigh.com/product-registration>



4.0 Specifications

Table 4-1

Model Number	SN-F16-HN
Stock Number	BA9-1007260
General Specifications	
Shearing Force	4 Tons
Material Capacity	Mild Steel 16ga (1.6mm) Stainless Steel 20ga (.912mm)
Notcher	6" x 6" x 90° (152mm x 152mm x 90°)
Stroke	3/4" (19mm)
Weights and Dimensions	
Table Dimension	18" x 12" (457 x 305mm)
Shipping Dimensions	60" x 44" x 48" (1524 x 1118 x 1219mm)
Shipping Weight	275 lbs. (125kg)

- The notching blades are made from hardened and precision ground alloy tool steel.
- Upper blade is bolted to an alloy casting mounted on the ram. It is reversible.
- Each of the two lower blades has four cutting edges for extra duty and can be easily adjusted to get a clean even cut on thinner material.
- Blades can be sharpened on a surface grinder.
- The hardened and precision ground triangular ram accurately controls the position of the cutting head and provides perfect alignment at all times.
- Alloy cast base and body assures extreme rigidity and durability.

! WARNING

Read and understand the entire contents of this manual before attempting assembly or operation. Failure to comply may cause serious injury.

5.0 Setup and Assembly

5.1 Unpacking and Checking Contents

Your Baileigh machine is shipped complete. Separate all parts from the packing material and check each item carefully. Make certain all items are accounted for before discarding any packing material.

! WARNING

SUFFOCATION HAZARD! Immediately discard any plastic bags and packing materials to eliminate choking and suffocation hazards to children and animals.

! WARNING

If any parts are missing, **DO NOT** place the machine into service until the missing parts are obtained and installed correctly.

5.2 Cleaning

! WARNING

DO NOT USE gasoline or other petroleum products to clean the machine. They have low flash points and can explode or cause fire.

! CAUTION

When using cleaning solvents work in a well-ventilated area. Many cleaning solvents are toxic if inhaled.

Your machine may be shipped with a rustproof waxy coating and/or grease on the exposed unpainted metal surfaces. Fully and completely remove this protective coating using a degreaser or solvent cleaner. Moving items will need to be moved along their travel path to allow for cleaning the entire surface. For a more thorough cleaning, some parts will occasionally have to be removed. **DO NOT USE** acetone or brake cleaner as they may damage painted surfaces.

Follow manufacturer's label instructions when using any type of cleaning product. After cleaning, wipe unpainted metal surfaces with a light coating of quality oil or grease for protection.

IMPORTANT: This waxy coating is NOT a lubricant and will cause the machine to stick and lose performance as the coating continues to dry.

5.3 Transporting and Lifting

NOTICE

Lifting and carrying operations should be carried out by skilled workers, such as a truck operator, crane operator, etc. If a crane is used to lift the machine, attach the lifting chain carefully, making sure the machine is well balanced.

Follow these guidelines when lifting with truck or trolley:

- The lift truck must be able to lift at least 1.5 – 2 times the machines gross weight.



Figure 5-1

- Make sure the machine is balanced. While transporting, avoid rough or jerky motion, and maintain a safe clearance zone around the transport area.
- Use a forklift with sufficient lifting capacity and forks that are long enough to reach the complete width of the machine.
- Remove the securing bolts that attach the machine to the pallet.
- Approaching the machine from the side, lift the machine on the frame taking care that there are no cables or pipes in the area of the forks.
- Move the machine to the required position and lower gently to the floor.
- Level the machine so that all the supporting feet are taking the weight of the machine and no rocking is taking place.

5.4 Installation

IMPORTANT:

Consider the following when looking for a suitable location to place the machine:

- Overall weight of the machine.
- Weight of material being processed.
- Sizes of material to be processed through the machine.
- Space needed for auxiliary stands, worktables, or other machinery.
- Clearance from walls and other obstacles.

- Maintain an adequate working area around the machine for safety.
- Have the work area well illuminated with proper lighting.
- Keep the floor free of oil and make sure it is not slippery.
- Remove scrap and waste materials regularly, and make sure the work area is free from obstructing objects.
- If long lengths of material are to be fed into the machine, make sure that they will not extend into any aisles.
- **LEVELING:** The machine should be sited on a level, concrete floor. Provisions for securing it should be in position prior to placing the machine. The accuracy of any machine depends on the precise placement of it to the mounting surface.
- **FLOOR:** This machine distributes a large amount of weight over a small area. Make certain that the floor is capable of supporting the weight of the machine, work stock, and the operator. The floor should also be a level surface. If the unit wobbles or rocks once in place, be sure to eliminate by using shims.
- **WORKING CLEARANCES:** Take into consideration the size of the material to be processed. Make sure that you allow enough space for you to operate the machine freely.

5.4.1 Anchoring the Machine

- Once positioned, anchor the machine to the floor, as shown in the diagram. Use bolts and expansion plugs or sunken tie rods that connect through and are sized for the holes in the base of the stand.
- This machine requires a solid floor such as concrete at a minimum of 4" (102mm) thick. 6" (153mm) minimum is preferred.

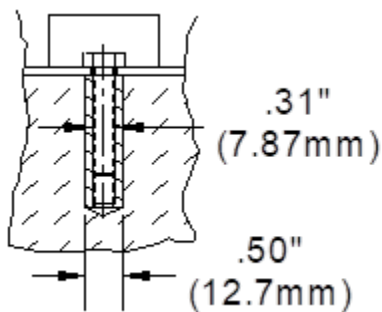


Figure 5-2

5.5 Assembly

1. Secure the stand to the mounting surface.
2. Place the notcher on the stand and attach using the bolts provided (A).

3. Install the handle (B) into the cam yoke and tighten set screw (C).
4. Verify that all shields and guards (D) are in position and secure.

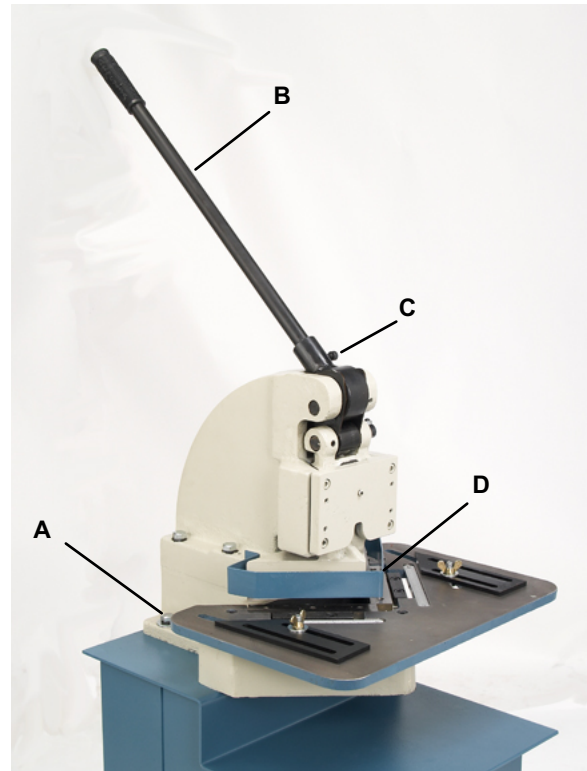


Figure 5-3

6.0 Operation

⚠ CAUTION

Always wear proper eye protection with side shields, safety footwear, and leather gloves to protect from burrs and sharp edges.

⚠ CAUTION

When handling large heavy sheets make sure they are properly supported.

1. Mark the material for the location of the notch or use the side gauges to set up a repeatable notch position adjusting the two slide blocks on the table as needed.
2. Place the work material on the work table between the upper and lower blade (E) allowing the work table support it.
3. While holding the material in position pull forward and down on the handle (B) to shear the notch.
4. Raise the handle back to the full up position and remove the material.

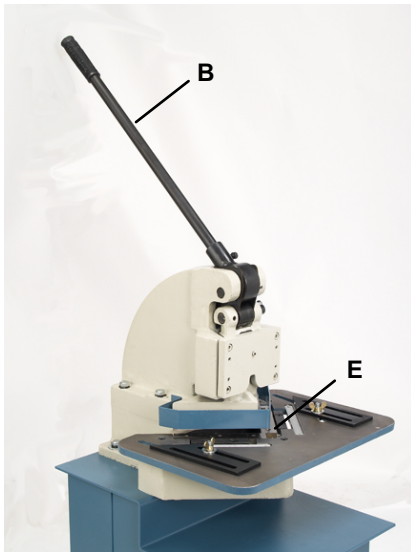


Figure 6-1

Adjustable gauges are mounted on a work table, which provides a large material support area for easy work handling and positioning.

Operators can accurately locate a notch either at a corner or at any position along the edge of material.

7.0 Maintenance

⚠ WARNING

Maintenance should be performed on a regular basis by qualified personnel.

⚠ WARNING

Always follow proper safety precautions when working on or around any machinery.

- Check daily for any unsafe conditions and fix immediately.
- Check that all nuts and bolts are properly tightened.
- On a weekly basis clean the machine and the area around it.
- Lubricate threaded components and sliding devices.
- Apply rust inhibitive lubricant to all non-painted surfaces.

Note: Proper maintenance can increase the life expectancy of your machine.

8.0 Align Lower Notching Blade

⚠ CAUTION

Always wear proper eye protection with side shields, safety footwear, and leather gloves to protect from burrs and sharp edges.

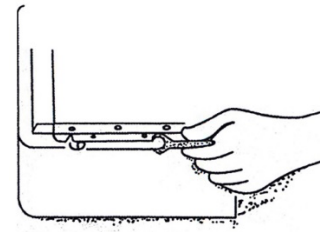


Figure 8-1

1. Remove work table.
2. Adjusting the 3 screws in the lower notching blade.
3. Then insert a piece of paper and notch it to check if it makes a clean even cut at all points. If not, adjust lower blade according to achieve an exact alignment. (fig. 8-1)
4. Reverse the process to install work table.

9.0 Remove Blades

⚠ CAUTION

Always wear proper eye protection with side shields, safety footwear, and leather gloves to protect from burrs and sharp edges.

1. Remove the notcher from the stand.
2. Remove work table and turn notcher on its side.
3. Remove the six bolts holding the lower notching blade and the two bolts holding the two supports.
4. Remove the three bolts holding the upper blade. (fig. 9-1 and 9-2)
5. Reverse the process to install the blades and assembly the notcher onto the stand.

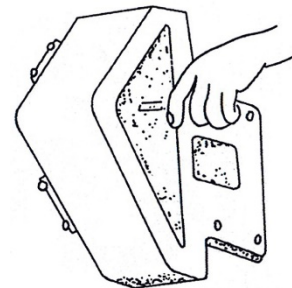


Figure 9-1

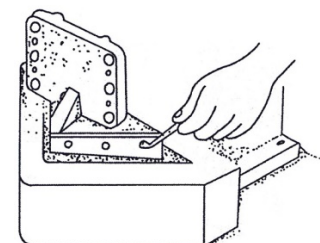
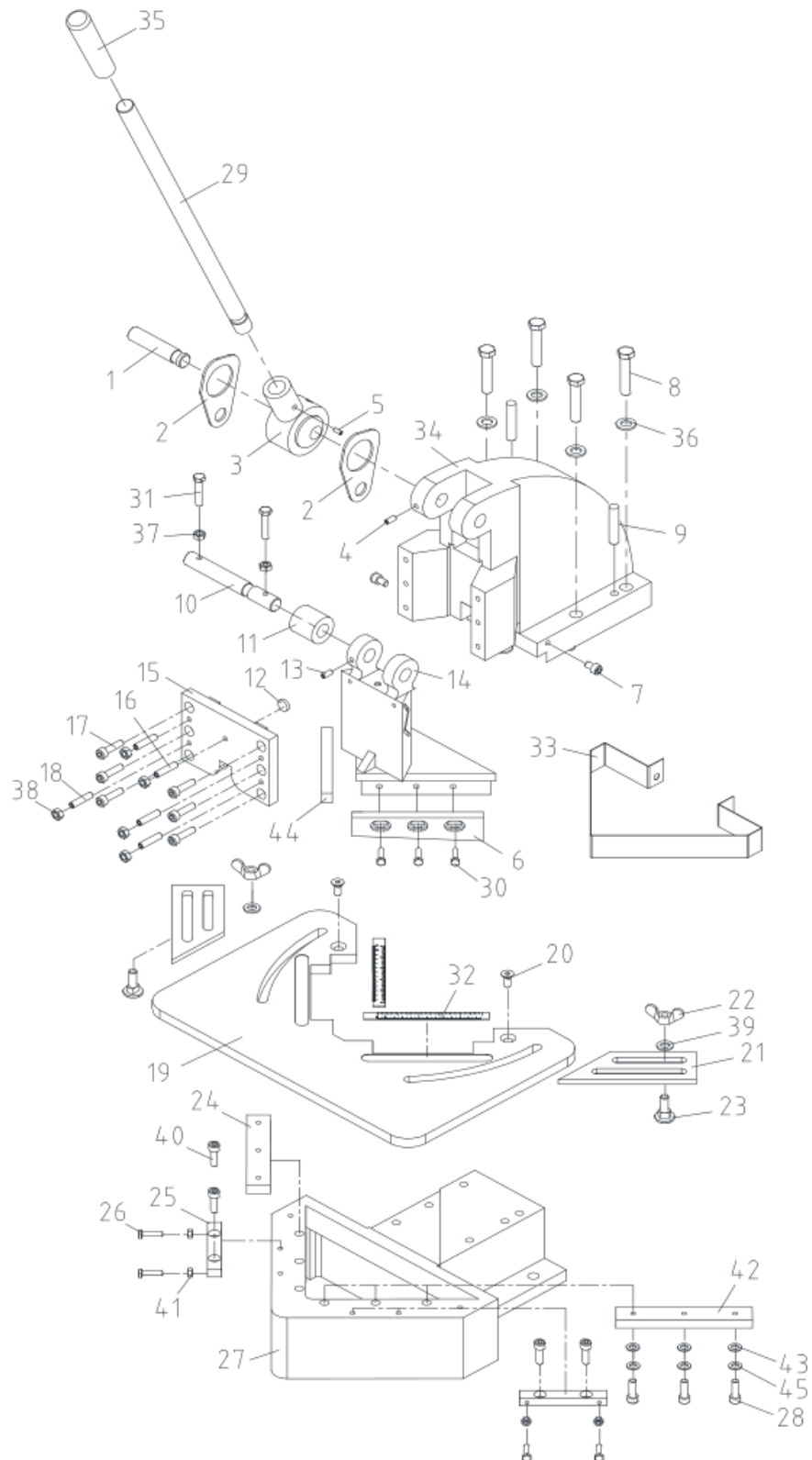


Figure 9-2

10.0 Replacement Parts

10.1.1 Sheet Metal Notcher Assembly – Exploded View



10.1.2 Sheet Metal Notcher Assembly – Parts List

Index No	Part No	Description	Size	Qty
1	**	Cam Fixed Shaft		1
2	BA9-1011852	Fixed Plate		2
3	BA9-1007263	Cam		1
4	**	Socket Set Screw, Cone Point	M8X12	1
5	**	Socket Set Screw, Cone Point	M8X8	1
6	BA9-1007264	Upper Blade		1
7	**	Socket HD Flat Screw	M8X12	2
8	**	Hex Cap Screw	M12X65	4
9	**	Spring Pin	10X60	2
10	BA9-1225371	Cam Roller Pin		1
11	BA9-1007261	Cam Roller		1
12	**	Wear Plate, Inside		1
13	**	Socket Set Screw, Cone Point	M8X12	1
14	BA9-1007262	Ram		1
15	**	Cap		1
16	**	Socket Set Screw, Flat Point	M8X30	1
17	**	Socket Head Cap Screw	M10X30	6
18	**	Socket Set Screw, Flat Point	M8X40	4
19	BA9-1009638	Table Plate		1
20	BA9-1009639	MACH Screw, Flat HD	M8X20	2
21	BA9-1231348	Angle Gauge		2
22	BA9-1230158	Wing nuts M10		2
23	BA9-1011202	Screw		2
24	BA9-1007264	Lower Blade		1
25	**	Blade Fixed Plate		2
26	**	Hex Cap Screw	M6X30	4
27	BA9-1016389	Bottom Base		1
28	**	Socket Head Cap Screw	M8X35	6
29	**	Handle Lever		1
30	**	Socket Head Cap Screw	M8X20	6
31	BA1-4364	Hex Cap Screw	M8X45	2
32	BA9-1013793	Rule		2
33	BA9-1020804	Finger Guard		1
34	**	Arm		1
35	BA1-10887	Grip		1
36	**	Flat Washer	M12	4
37	**	Hex Nut	M8P1.25	2
38	**	Hex Nut	M8P1.25	5
39	**	Flat Washer	M10	2
40	**	Socket Head Cap Screw	M8X20	4
41	**	Hex Nut	M6P1.0	4
42	BA9-1007264	Blade(lower, right)		1
43	**	Flat Washer	M8	6
44	BA9-1007264	Blade(upper, left)		1
45	**	Lock Washer	M8	6

** These parts are shown for reference only and are not available for order individually. Non-proprietary parts, such as fasteners, can usually be found at local hardware stores.

11.0 Warranty and Service

Thank you for your purchase of a machine from Baileigh Industrial. We hope that you find it productive and useful to you for a long time to come.

Inspection & Acceptance. Buyer shall inspect all Goods within ten (10) days after receipt thereof. Buyer's payment shall constitute final acceptance of the Goods and shall act as a waiver of the Buyer's rights to inspect or reject the Goods unless otherwise agreed. If Buyer rejects any merchandise, Buyer must first obtain a Returned Goods Authorization ("RGA") number before returning any Goods to Seller. Goods returned without an RGA will be refused. Seller will not be responsible for any freight costs, damages to Goods, or any other costs or liabilities pertaining to Goods returned without an RGA. Seller shall have the right to substitute a conforming tender. Buyer will be responsible for all freight costs to and from Buyer and repackaging costs, if any, if Buyer refuses to accept shipment. If Goods are returned in unsalable condition, Buyer shall be responsible for full value of the Goods. Buyer may not return any special-order Goods. Any Goods returned hereunder shall be subject to a restocking fee equal to 30% of the invoice price.

Specifications. Seller may, at its option, make changes in the designs, **specifications**, or components of the Goods to improve the safety of such Goods, or if in Seller's judgment, such changes will be beneficial to their operation or use. Buyer may not make any changes in the specifications for the Goods unless Seller approves of such changes in writing, in which event Seller may impose additional charges to implement such changes.

Limited Warranty. Seller warrants to the original end-user that the Goods manufactured or provided by Seller under this Agreement shall be free of defects in material or workmanship for a period of twelve (12) months from the date of purchase, provided that the Goods are installed, used, and maintained in accordance with any instruction manual or technical guidelines provided by the Seller or supplied with the Goods, if applicable. The original end-user must give written notice to Seller of any suspected defect in the Goods prior to the expiration of the warranty period. The original end-user must also obtain an RGA from Seller prior to returning any Goods to Seller for warranty service under this paragraph. Seller will not accept any responsibility for Goods returned without an RGA. The original end-user shall be responsible for all costs and expenses associated with returning the Goods to Seller for warranty service. In the event of a defect, Seller, at its sole option, shall repair or replace the defective Goods or refund to the original end-user the purchase price for such defective Goods. Goods are not eligible for replacement or return after a period of 10 days from date of receipt. The foregoing warranty is Seller's sole obligation, and the original end-user's exclusive remedy, with regard to any defective Goods. This limited warranty does not apply to: (a) die sets, tooling, and saw blades; (b) periodic or routine maintenance and setup, (c) repair or replacement of the Goods due to normal wear and tear, (d) defects or damage to the Goods resulting from misuse, abuse, neglect, or accidents, (f) defects or damage to the Goods resulting from improper or unauthorized alterations, modifications, or changes; and (f) any Goods that has not been installed and/or maintained in accordance with the instruction manual or technical guidelines provided by Seller.

EXCLUSION OF OTHER WARRANTIES. THE FOREGOING LIMITED WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. ANY AND ALL OTHER EXPRESS, STATUTORY, OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED. NO WARRANTY IS MADE WHICH EXTENDS BEYOND THAT WHICH IS EXPRESSLY CONTAINED HEREIN.

Limitation of Liability. IN NO EVENT SHALL SELLER BE LIABLE TO BUYER OR ANY OTHER PARTY FOR ANY INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS OR DOWN TIME) ARISING FROM OR IN MANNER CONNECTED WITH THE GOODS, ANY BREACH BY SELLER OR ITS AGENTS OF THIS AGREEMENT, OR ANY OTHER CAUSE WHATSOEVER, WHETHER BASED ON CONTRACT, TORT OR ANY OTHER THEORY OF LIABILITY. BUYER'S REMEDY WITH RESPECT TO ANY CLAIM ARISING UNDER THIS AGREEMENT IS STRICTLY LIMITED TO NO MORE THAN THE AMOUNT PAID BY THE BUYER FOR THE GOODS.

Force Majeure. Seller shall not be responsible for any delay in the delivery of, or failure to deliver, Goods due to causes beyond Seller's reasonable control including, without limitation, acts of God, acts of war or terrorism, enemy actions, hostilities, strikes, labor difficulties, embargoes, non-delivery or late delivery of materials, parts and equipment or transportation delays not caused by the fault of Seller, delays caused by civil authorities, governmental regulations or orders, fire, lightning, natural disasters or any other cause beyond Seller's reasonable control. In the event of any such delay, performance will be postponed by such length of time as may be reasonably necessary to compensate for the delay.

Installation. If Buyer purchases any Goods that require installation, Buyer shall, at its expense, make all arrangements and connections necessary to install and operate the Goods. Buyer shall install the Goods in accordance with any Seller instructions and shall indemnify Seller against any and all damages, demands, suits, causes of action, claims and expenses (including actual attorneys' fees and costs) arising directly or indirectly out of Buyer's failure to properly install the Goods.

Work By Others; Safety Devices. Unless agreed to in writing by Seller, Seller has no responsibility for labor or work performed by Buyer or others, of any nature, relating to design, manufacture, fabrication, use, installation, or provision of Goods. Buyer is solely responsible for furnishing and requiring its employees and customers to use all safety devices, guards and safe operating procedures required by law and/or as set forth in manuals and instruction sheets furnished by Seller. Buyer is responsible for consulting all operator manuals, ANSI or comparable safety standards, OSHA regulations and other sources of safety standards and regulations applicable to the use and operation of the Goods.

Remedies. Each of the rights and remedies of Seller under this Agreement is cumulative and in addition to any other or further remedies provided under this Agreement or at law or equity.

Attorney's Fees. In the event legal action is necessary to recover monies due from Buyer or to enforce any provision of this Agreement, Buyer shall be liable to Seller for all costs and expenses associated therewith, including Seller's actual attorney fees and costs.

Governing Law/Venue. This Agreement shall be construed and governed under the laws of the State of Wisconsin, without application of conflict of law principles. Each party agrees that all actions or proceedings arising out of or in connection with this Agreement shall be commenced, tried, and litigated only in the state courts sitting in Manitowoc County, Wisconsin or the U.S. Federal Court for the Eastern District of Wisconsin. Each party waives any right it may have to assert the doctrine of "forum non conveniens" or to object to venue to the extent that any proceeding is brought in accordance with this section. Each party consents to and waives any objection to the exercise of personal jurisdiction over it by courts described in this section. Each party waives to the fullest extent permitted by applicable law the right to a trial by jury.

Summary of Return Policy:

- 10 Day acceptance period from date of delivery. Damage claims and order discrepancies will not be accepted after this time.
- You must obtain a Baileigh Industrial issued RGA number PRIOR to returning any materials.
- Returned materials must be received at Baileigh Industrial in new condition and in original packaging.
- Altered items are not eligible for return.
- Buyer is responsible for all shipping charges.
- A 30% re-stocking fee applies to all returns.

Baileigh Industrial makes every effort to ensure that our posted specifications, images, pricing, and product availability are as correct and timely as possible. We apologize for any discrepancies that may occur. Baileigh Industrial reserves the right to make any and all changes deemed necessary in the course of business including but not limited to pricing, product specifications, quantities, and product availability.

For Customer Service & Technical Support:

Please contact one of our knowledgeable Sales and Service team members at:
(920) 684-4990 or e-mail us at Baileigh-Service@jpwindustries.com

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