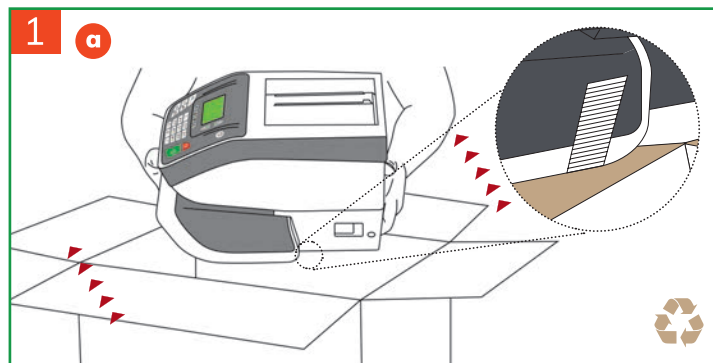
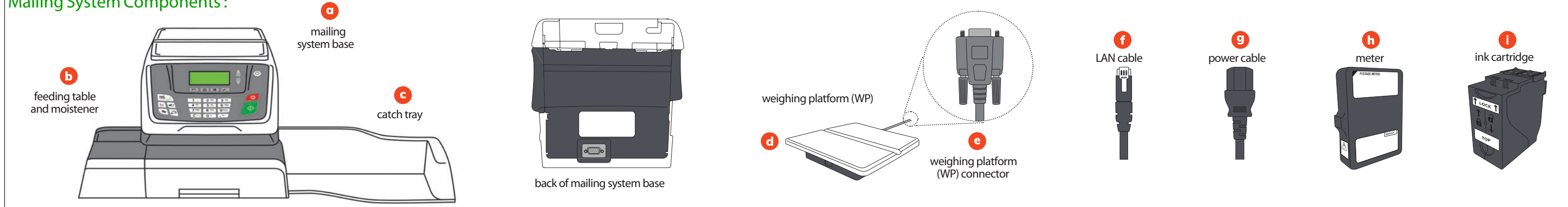
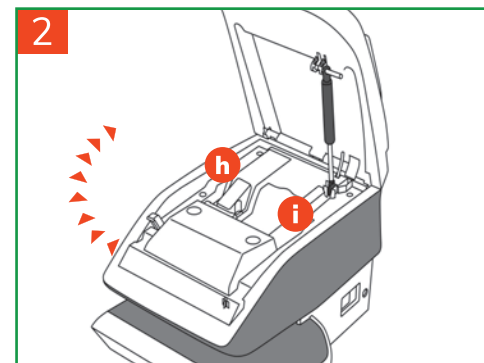


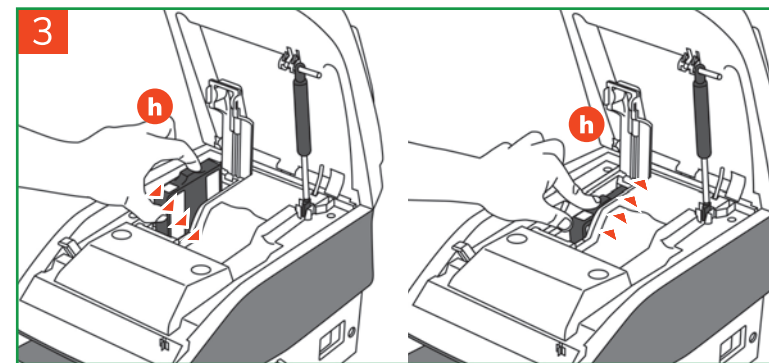
Mailing System Components :



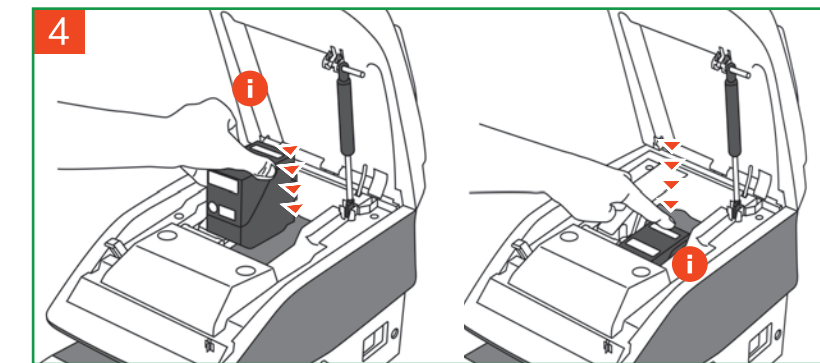
Unpack all components from the box, remove packaging and any transit tape.



Lift the cover of the mailing system base (a) to reveal the meter (h) and ink cartridge (i) bays.



Open the meter cover. Place the meter (h) into the meter bay and slide in until it fits securely into position. Close the meter cover.



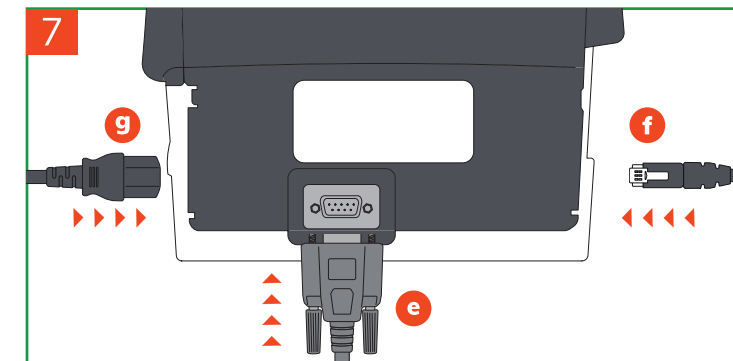
Insert the ink cartridge (i) into the ink bay with the 'TOP' sticker facing upwards. Push the ink cartridge (i) towards the back of the mailing system base until you hear a 'click'. Close the cover.



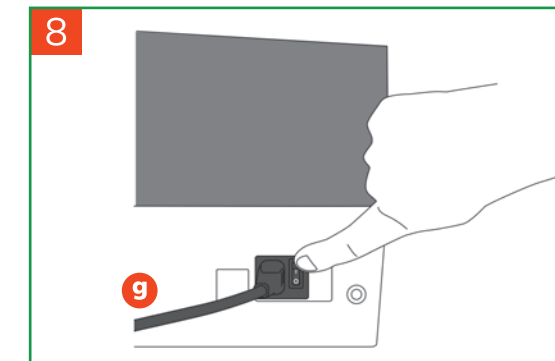
Lift the mailing system base (a) slightly on the left hand side and align the hooks to attach the feeding table (b). Attach the catch tray (c) to the right hand side of the mailing system base.



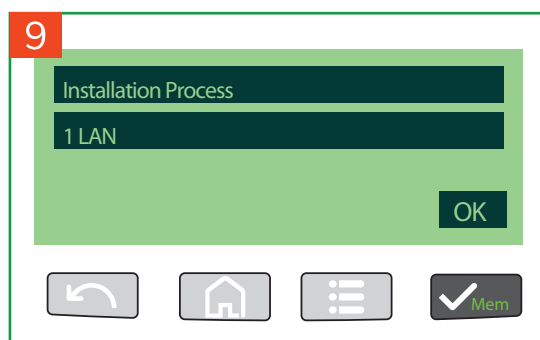
Lower weighing platform release panel (tailgate) at rear of the mailing system base (a). Place weighing platform (d) on top of the mailing system base and slide forward to lock. Lift release panel and secure clip cable into place.



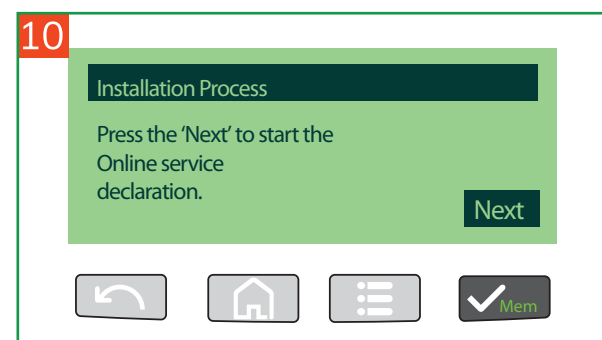
Insert the WP connector (e) into the port on the rear of the mailing system base (a). Then connect the LAN cable (f) and power cable (g) to each side of the mailing system.



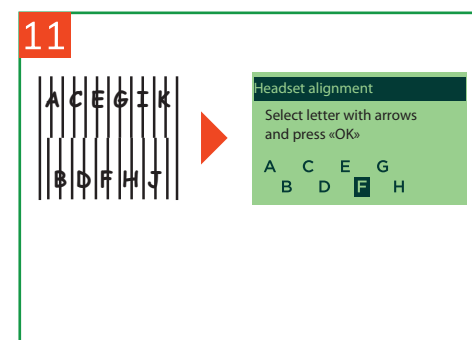
Turn on the mailing system base (a) using the switch behind the power cable (g) and follow the steps on screen.



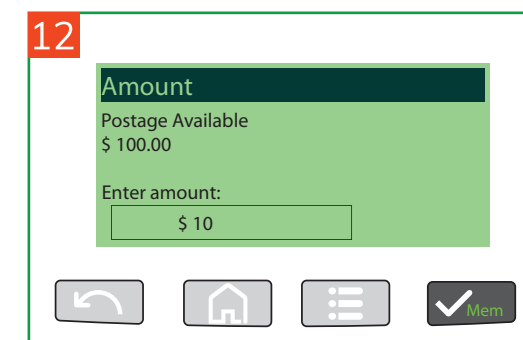
Select LAN and press 'OK' to test connection type.



Complete the declaration by following the steps on screen.



It is recommended to follow screen prompts to test ink alignment.



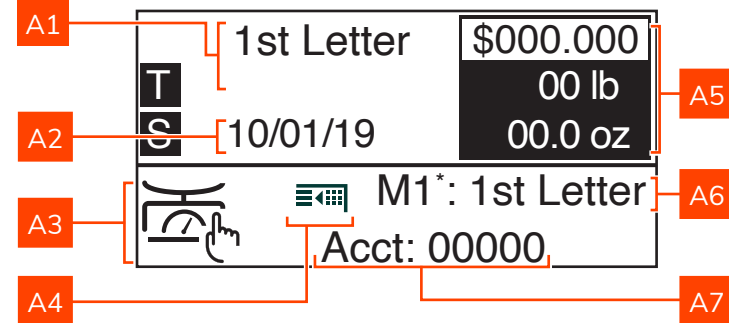
Once back on the home screen, press the coins button and then select '2' to add funds. Enter the amount and then press the white check button.



Your mailing system base is now ready to use. Please turn this sheet over for your Quick Start Guide.

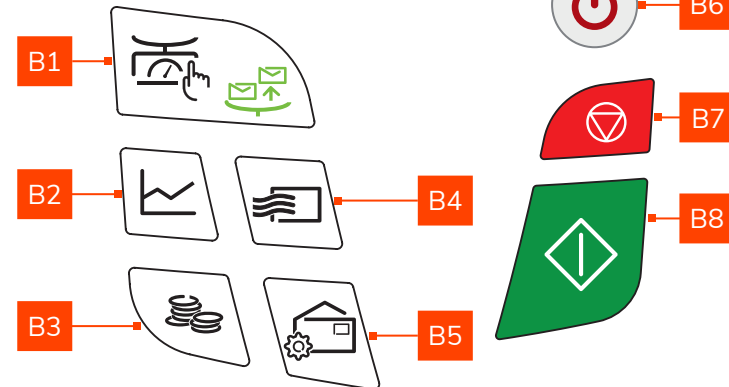
Getting to Know Your Mailing System

Screen Information



- A1 Rate and services
- A2 Date printed
- A3 Weighing type
- A4 Imprint position offset
- A5 Postage value and weight of mail piece
- A6 Imprint memory (can contain rate, stamp settings and account)
- A7 Current selected account

Shortcut Keys



- B1 Short press : manual weight entry screen
Long press : Differential weighing modes
- B2 Imprint memories (rate, stamp settings and account)
- B3 Funds
- B4 Rate and services selection
- B5 Type of imprint and imprint settings
- B6 Short press : sleep/wake (amber/green)
Long press : Power Saving Mode
- B7 Stops printing
- B8 Starts printing

Quick Steps to Metering Your Mail

1 General settings :

Short Press : to clear the information on the screen
Long Press : to zero out weighing platform function

to return to the home screen

2a To weigh an item :

- Ensure machine is in standard weighing mode by checking scale icon
- Place the item on the weighing platform.

2b Or, if you know the weight, key it in manually :

- Press
- Enter the weight and briefly press

3 Select a rate and service(s) :

Currently selected rate and services are indicated at the top of the screen.

Change/add services :

- Press . The rate selection screen is displayed.

1st Letter	\$000.000
No Services	00 lb 00.0 oz

1 1st Letter	2 Priority
4 1st LrgEnv	5 Services
7 1st Parcel	8 Adv. Rate

- Use the keypad to choose a rate or service option.
- When done, briefly press to confirm your selection and return to the home screen.
Note : To save the job perform a long press on .

4 Print the letter or label :

- Press to start the motors of your mailing system.

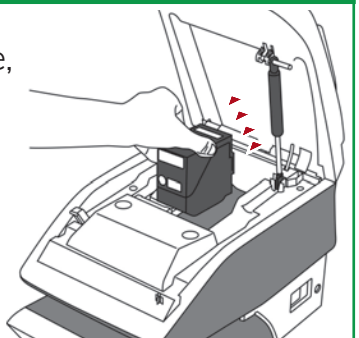
- When the rollers start, insert the mail into the mailing system from the left hand side.

To reorder supplies :

- Visit www.formax.com
- Call 1-800-232-5535 between 8:00 AM - 5:00 PM ET
- Contact your local Formax authorized dealer

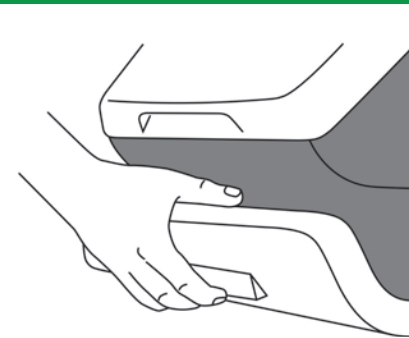
Changing the Ink Cartridge

- When installing an ink cartridge, remove the protective strips from the printing heads.
- Lift mailing system cover and follow instructions printed on sticker inside.



If Jamming Occurs

- Press on the keypad to stop the motor.
- Under the base, lift up and release handle, and using your other hand, remove the jammed envelope.



Adding Funds

Press button to access 'Funds' menu and select #2 : Add Funds. Follow prompts on screen.

Note : in order to add funds to the mailing system there must be funds available in your postage account.