

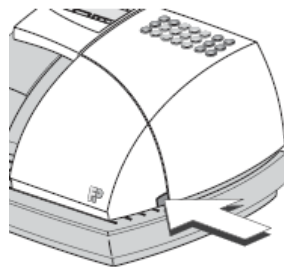
optimail Ribbon Cassette Replacement Instructions

The **optimail** will remind you that the ribbon cassette should be exchanged by displaying “CASSETTE” on the screen. Please follow the instructions below to replace your ribbon cassette.

The message “Cassette” in the display indicates when you need to change the ribbon cassette.



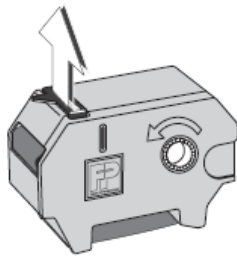
Caution! Only use original ribbon cassettes from Francotyp-Postalia.



- Open the flap of the ribbon cassette compartment by lightly pressing the release catch.

The flap swings up automatically to the stop.

- Pull out the used ribbon cassette to the front.



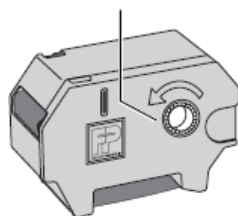
- Remove the new ribbon cassette from its packing and remove the transport fixture (red paper strip).



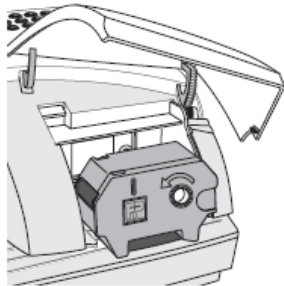
Caution! Make sure you do not crease or tear the ribbon when inserting it. This prevents breaking of the ribbon.

Make sure the edges of the ribbon do not fold over. Creased ribbons are thicker and prematurely fill the used ribbon spool.

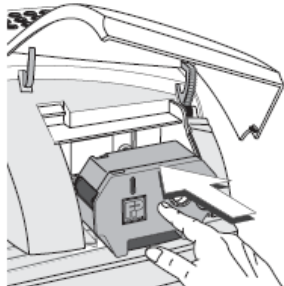
Ribbon spool



- Tensioning the ribbon. Turn the white ribbon spool in the direction of the arrow.



- Place the ribbon cassette on the letter receiving tray with the ribbon facing downwards.



- Push in the ribbon cassette carefully to the stop. The ribbon cassette must slide easily into the holders in the cassette compartment.
- Close the flap. The catch snaps in tangibly.
- Acknowledge the message with the **C** key.



Labels attached to the letter receiving tray and the inside of the cassette compartment provide additional information about changing the cassette.

Francotyp-Postalia is the first franking machine manufacturer to offer a recycling concept for accessories. Your ribbon cassettes are granulated at the FP recycling centre and put back into production. Help us. The environment will be grateful.

When you wish to scrap your optimaill, please observe the legal regulations for the environmentally friendly disposal of electronic equipment. Our after-sales service will be glad to help and advise you.

