

ultimail Ink Replacement Instructions

The **ultimail** will remind you that the cartridge should be exchanged. If the ink cartridges are empty, the **ultimail** automatically starts the software-guided exchange procedure. The **ultimail** is no longer ready for operation. First replace the two cartridges before you can start printing again. If you wish to replace the ink cartridges before the exchange procedure is started automatically, you can do this by pressing “SETUP” then selecting SYSTEM SETTINGS → PRINT → CHANGE INK CARTRIDGES.

We recommend always keeping in stock two new ink cartridges as spare parts.



Warning! Ingestion of the ink can be damaging to your health. Avoid contact with the eyes. Keep the ink cartridge away from children. Further instructions for use are enclosed with the ink cartridges.



Caution! Only use original ink cartridges from Francotyp-Postalia.



Caution! Always replace the ink cartridges in pairs. Always use new ink cartridges.



Caution! Only replace cartridges if you are requested to do so by the ultimail. The cartridges will then be in exchange position.

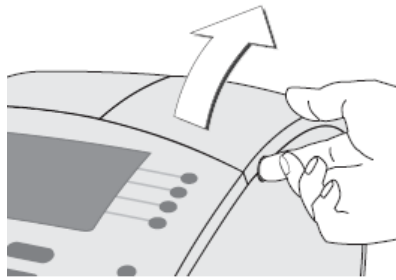
CHANGE INK CARTRIDGES	
○	Please open the ink cartridge flap. Turn green catch towards display and remove both ink cartridges. Then press CONTINUE ...
○	
○	
○	
○	QUIT
	CONTINUE
Acknowledge with CONTINUE.	

Change ink cartridges

This is the message which is displayed by the ultimail to request you to change the cartridges ...

- Follow the instructions in the display.
- Confirm the steps using the key next to CONTINUE.

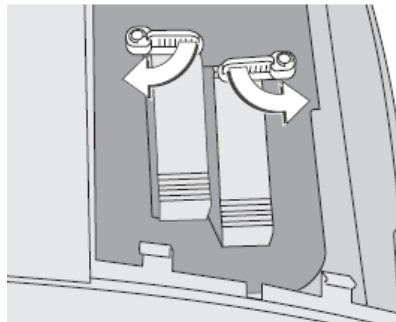
The different steps (open cartridge flap, remove old cartridges...) are described in detail on the following pages.



Remove ink cartridges...

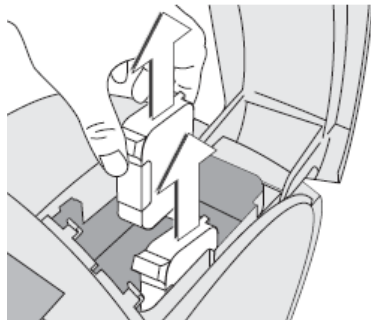
- Open cartridge flap with a **powerful sudden motion** and fold up as far as it goes.

Note: The cartridge flap is provided, at its front edge, about in the centerline, a clip lock engaging into the housing. Do not be shy if the flap slightly jams at this locking point when being opened.



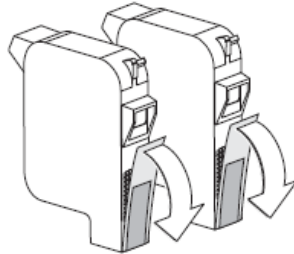
Open the green catches at both of the two cartridges:

- Left-hand catch by a clockwise quarter turn.
- Right-hand catch by a counter clockwise quarter turn.



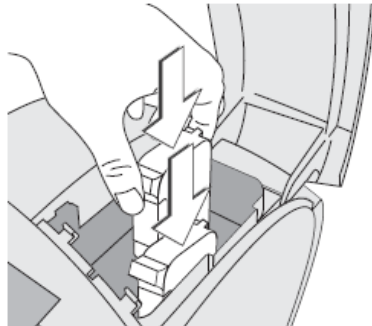
- Remove both of the ink cartridges in an upward direction out of the retainer.

Insert new ink cartridges...

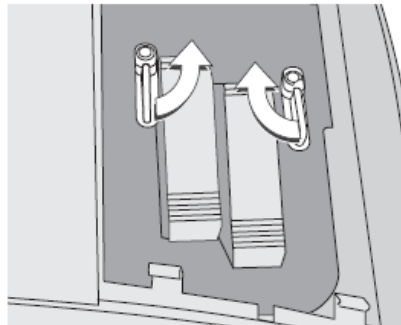


Caution! Insert the cartridges only after the cartridges have adapted to the ambient temperature of the franking machine (e.g. after storage in cellar or after conveyance in a cold vehicle). Else, no correct calibration can be performed.

- Unpack the new cartridges from their packages.
- Remove the protective strip from the ink cartridges.



- Insert the two ink cartridges.
The contacts on the cartridges should be directed to the rear of the machine.

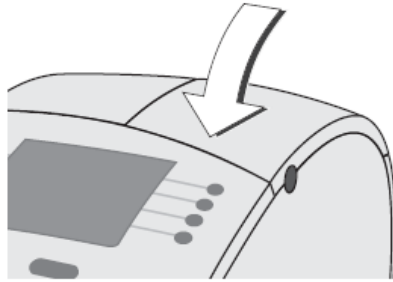


Close the green catches at both of the two cartridges:

- Left-hand catch by a counter clockwise quarter turn.
- Right-hand catch by a clockwise quarter turn.



Caution! Make sure that both of the cartridges are locked before closing the cartridge flap.



- Close the cartridge flap.
The clip lock audibly clicks into place.

After cartridge exchange, the ultimail will calibrate the cartridges. You can follow the process progress in the display. Have a little patience until calibration is completed.

- Continue with ink cartridge adjustment.

Adjusting the ink cartridges...

It is necessary to adjust the new ink cartridges to obtain a perfect print image without offset.

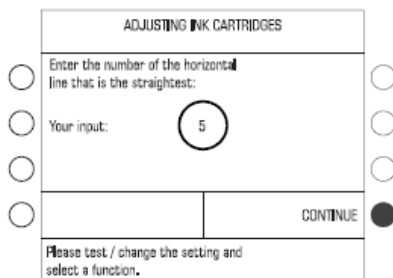
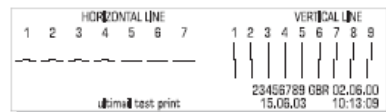
In the ADJUSTING PRINTING menu:

- Press the key next to ADJUST INK CARTRIDGES.

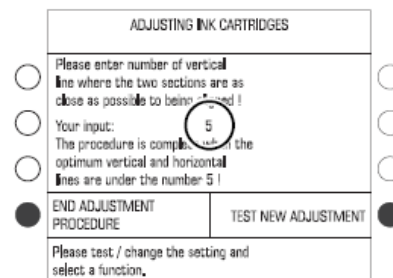
The ultimail will prompt you to position an empty letter.

- Position an empty envelope for ultimail test print.

The ultimail prints the test print.



- Determine the number on the test imprint where the horizontal partial lines are most exactly one besides the other.
- Enter the determined number with numeric keys. The entered number appears in the display behind "Your input: ___".
- Confirm with CONTINUE.



- Determine the number on the test imprint where the vertical partial lines are most exactly one above the other.
- Enter the determined number with numeric keys. The entered number appears in the display behind "Your input: ___".
- Read the text in the display very carefully. Then select: TEST NEW ADJUSTMENT, to repeat the adjustment
or
END ADJUSTMENT PROCEDURE.
- If necessary, repeat the adjustment several times until the cartridges are correctly aligned.