

SE-37/57/107



approved
manufacturers, suppliers and
maintainers of franking machines

fitting instructions

This tariff pack must not be loaded until the date of tariff change.

The 2022 tariff change will be effective from **4th April 2022**. If you experience any problems after loading your tariff pack, please turn your machine off then back on again. For further details of the new Royal Mail postal tariffs please refer to www.royalmail.com/prices2022

Call the Tariff Change Help Desk on: 0845 880 0000 or Email: www.quadient.com/en-GB/customer-care

1

USING THE SWITCH AT THE REAR OF THE
MACHINE TURN THE SCALES **OFF**

2

GENTLY REMOVE THE WEIGH PLATFORM BY EASING IT UP AT THE
FRONT AND BACK

3

REMOVE THE TARIFF PACK COVER AND EXTRACT THE OLD
TARIFF PACK

4

INSTALL NEW TARIFF PACK WITH BLACK COMPONENT FACING
THE REAR OF THE SCALE

5

REPLACE THE TARIFF PACK COVER, RE-FIT WEIGH PLATFORM, ENSURE
THE PLATFORM IS FRONT FACING
(FRONT IS WRITTEN UNDERNEATH PLATFORM)