



approved  
manufacturers, suppliers and  
maintainers of franking machines

## IJ-70 – i-Weigh fitting instructions

PLEASE ONLY LOAD THE CARD ONCE BEFORE 4TH APRIL 2022,  
LOADING TWICE WILL DELETE YOUR PREVIOUS TARIFF.

These tariffs can be loaded now. Tariffs will automatically update.

To obtain your supervisor PIN, please visit [www.myquadiant.co.uk](http://www.myquadiant.co.uk), log in, and then select 'View my equipment'.

1

INSERT CARD INTO RIGHT-HAND SIDE OF MACHINE WITH GOLD  
CHIP FIRST FACING UP

2

FROM USER SCREEN PRESS **NEXT**

3

SELECT **SUPERV** ENTER  
SUPERVISOR PIN PRESS **OK**

4

PRESS **NEXT**, PRESS **MENU** SCROLL DOWN TO  
**SUPERVISOR/SETUP**  
PRESS **OK**

5

SCROLL DOWN TO **LOAD RATE**  
PRESS **OK**

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If you experience any problems after loading the new tariff, turn the machine OFF then ON. [Call the Tariff Change Help Desk on: 0845 880 0000](#) or [Contact: www.quadient.com/en-GB/customer-care](#)

6

AFTER A SHORT PERIOD MACHINE WILL DISPLAY  
"LOADING SUCCESSFUL"

7

PRESS OK

8

PRESS PADLOCK BUTTON TO RETURN TO TIME + DATE SCREEN PLEASE  
REMOVE CARD AT THE END