

IX-3



approved
manufacturers, suppliers and
maintainers of franking machines

Download Instructions

Note: Your franking machine must be connected via LAN.

The 2023 tariff change will be effective from **3rd April 2023**

THESE INSTRUCTIONS MUST BE CARRIED OUT BETWEEN THE 20th MARCH TO 3rd APRIL 2023 TO ENSURE THE CORRECT TARIFF IS LOADED.

For further details of the new Royal Mail postal tariffs please refer to www.royalmail.com/prices2023

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 Visit: www.quadi⁷ent.com/en-GB/customer-care.

1

FROM YOUR HOME SCREEN
PRESS **MENU**

2

SCROLL DOWN TO **ADVANCED SETTINGS** AND
PRESS **OK**

3

SELECT **ONLINE SERVICES** AND
PRESS **OK**

4

SCROLL DOWN TO **GENERIC
CALL** PRESS **OK**

5

A '**SERVER CALL SUCCESSFUL**'
MESSAGE WILL BE DISPLAYED WHEN THE CALL IS COMPLETE AND THE
NEW RATE HAS BEEN DOWNLOADED
PRESS YOUR **HOME BUTTON** TO RETURN TO THE HOME SCREEN