

Custom Size Paper

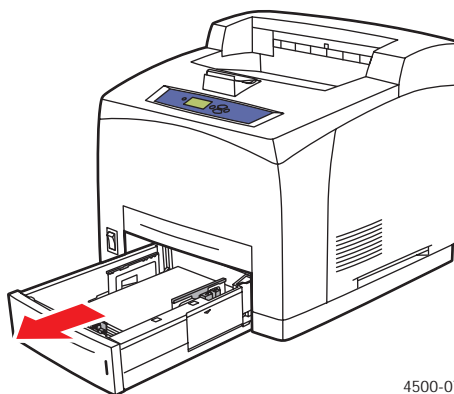
Print custom size paper, within the following ranges, from the trays listed.

	Input			Output
	Tray 1	Trays 2–4	Standard Tray	500-Sheet Stacker
Simplex (1-Sided Printing)				
Width	76 – 216 mm 3.0 – 8.5 in.	98 – 216 mm 3.9 – 8.5 in.	76 – 216 mm 3.0 – 8.5 in.	90 – 216 mm 3.5 – 8.5 in.
Height	127 – 356 mm 5.0 – 14.0 in.	148 – 356 mm 5.8 – 14.0 in.	127 – 356 mm 5.0 – 14.0 in.	140 – 356 mm 5.5 – 14.0 in.
Duplex (2-Sided Printing)				
Width	90 – 216 mm 3.5 – 8.5 in.	98 – 216 mm 3.9 – 8.5 in.		Same as Input
Height	140 – 356 mm 5.5 – 14.0 in.	148 – 356 mm 5.8 – 14.0 in.		Same as Input

For more information on paper types, weights, and sizes, go to [Reference/Printing/Supported Papers](#) on the *User Documentation CD-ROM*.

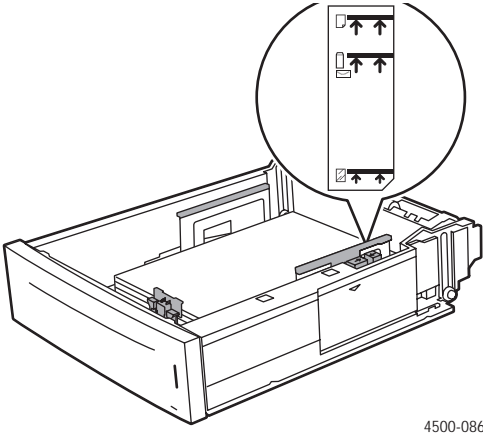
Loading Custom Size Paper in Tray 1-4

1. Pull the tray completely out of the printer.



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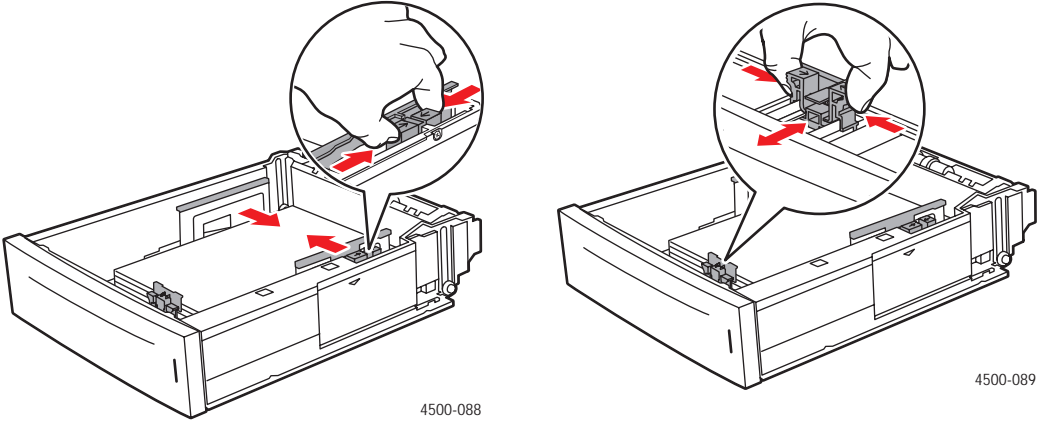
- 2. Insert custom size paper into Tray 1, 2, 3, or 4.



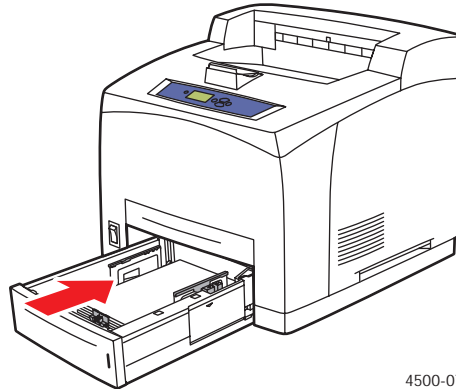
Note

Do not load paper, transparencies, or specialty media above the fill lines inside the tray. Only use flat paper, transparencies, or specialty media. If frequent jamming occurs with card stock or heavier paper that is less than 175 mm (7 in.) long, reduce the number of sheets in the tray.

- 3. Adjust the width and length paper guides to match the size of the paper.



4. Insert the tray into the printer tray slot and push it completely to the back of the printer.



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5. At the printer's front panel:
 - a. Select **Change Paper Size**, then press the **OK** button.
 - b. Select **Custom**, then press the **OK** button.
 - c. **Custom Width** is highlighted. Press the **OK** button, press the **Down Arrow** button to change the width, then press the **OK** button to save your change.
 - d. Select **Custom Height**, then press the **OK** button.
 - e. Press the **Down Arrow** button to change the height, then press the **OK** button to save your change.
 - f. Press the **Back** button.
 - g. Select **Paper Type**, then press the **OK** button.
 - h. Select the type of paper loaded in the tray, then press the **OK** button to save your selection.
6. In the printer driver, select the appropriate tray or paper type.

For more information, go to [Reference/Printing/Basic Printing](#) on the *User Documentation CD-ROM*.