Postcards

This topics includes:

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To order supplies, contact your local reseller.

Guidelines for Postcards

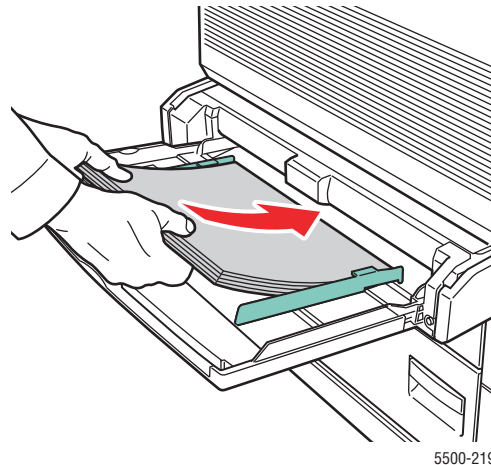Postcards can be printed from Tray 1 (MPT) or the optional Envelope Tray.

■ Store unused postcards flat in their original packaging. Leave them inside the original packaging until ready to use. Return any unused postcards to the original packaging and reseal it.
■ Do not store postcards in extremely dry or humid conditions or extremely hot or cold conditions. Storing them in extreme conditions may cause print quality problems or cause them to jam in the printer.
■ Rotate stock frequently. Long periods of storage in extreme conditions can cause postcards to curl and jam the printer.
■ Do not load postcards above the fill line; it may cause the printer to jam.

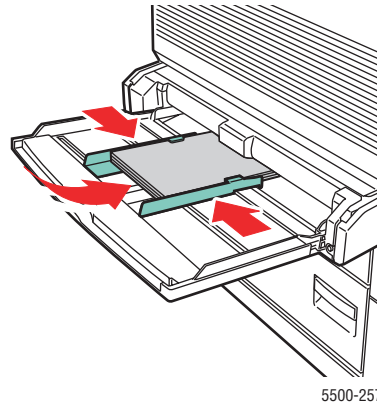## Printing Postcards

1. Insert postcards into a tray:

   Tray 1 (MPT)

   ■ Insert Large US and A6 postcards **long-edge feed** and **facedown** into Tray 1 (MPT). Place the **top** of the postcard to enter the printer **first** (**left** side of printer).
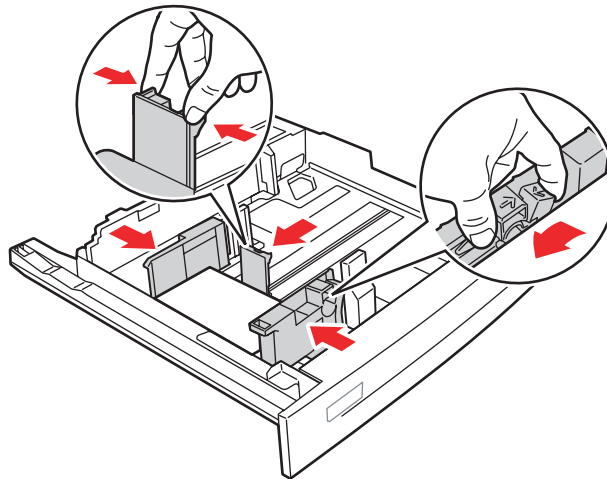

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■ Insert Small US postcards **short-edge feed** and **facedown** into Tray 1 (MPT) only. Place the **top** of the postcard toward the **rear** of the printer.

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Envelope Tray

■ Insert Large US and A6 postcards **long-edge feed** and **faceup** into the optional Envelope Tray. Place the **top** of the postcard toward the **left** of the tray.

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2. Adjust the paper guides to the size of the postcards.

3. If prompted at the printer's front panel, press the **OK** button to accept the paper size and type that are highlighted. If you have changed the paper size or type, do the following:

a. Select **Change**, then press the **OK** button.

b. Select **Card Stock**, then press the **OK** button.

c. Select the paper size, then press the **OK** button to save your selection.

4. In the printer driver, select **Card Stock** as the paper type or **Tray 2** as the paper source.