

Labels, Business and Greeting Cards, CD/DVD Labels and Inserts

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Business, greeting cards, and CD/DVD labels and inserts can be printed only from Tray 1 (MPT). Labels can be printed from both Tray 1 (MPT) and Tray 2. The maximum number of sheets that can be loaded in Tray 1 is 25.

To order supplies, contact your local reseller or visit the Xerox web site at www.xerox.com/officeprinting/6250supplies.

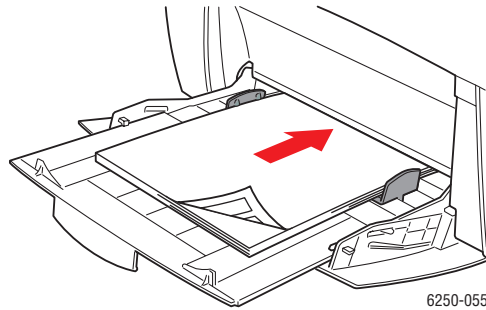
Guidelines

- Do not use vinyl labels.
- Do not use any labels, cards, or inserts on a sheet where items are missing; it may damage printer components.
- Store unused labels, cards, and inserts flat in their original packaging. Leave the product inside the original packaging until ready to use. Return any unused product to the original packaging and reseal it for protection.
- Do not store labels, cards, or inserts 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 the labels, cards, and inserts to curl and jam the printer.
- Print only on one side of the sheet of labels.

Printing Labels, Business and Greeting Cards, CD/DVD Labels and Inserts

If you are printing on labels and your application has a setting for labels, use it as a template. Templates for greeting cards, etc. are available at the Xerox Color Connection web site at www.colorconnection.xerox.com.

1. Insert the media into Tray 1 (MPT). Place the side to be printed **facedown** with the **top** of the sheet toward the back of the printer. For more information go to [Reference/Printing/Basic Printing](#).



When prompted by the front panel to confirm the paper type and size:

2. If you have not changed the type or size of paper, press the **OK** button to accept the current setting for paper type and size.
3. If you have changed the paper type:
 - a. At the printer's front panel, select **Change**, then press the **OK** button.
 - b. Select the appropriate paper type.
 - c. Press the **OK** button to save your selection.
4. If you have changed the paper size:
 - a. Select the appropriate paper size.
 - b. Press the **OK** button to save your selection.
5. In the printer driver, select the paper type.