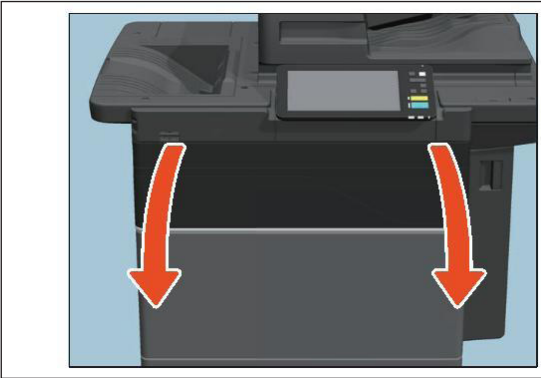
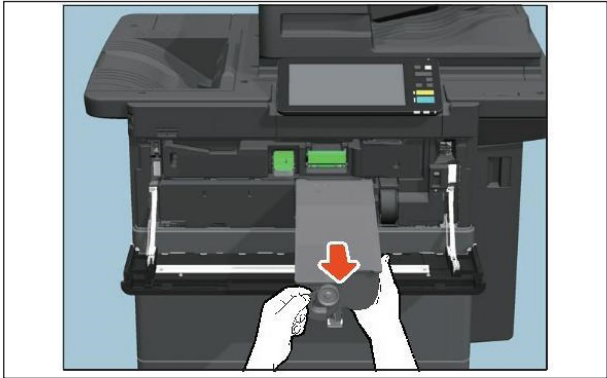


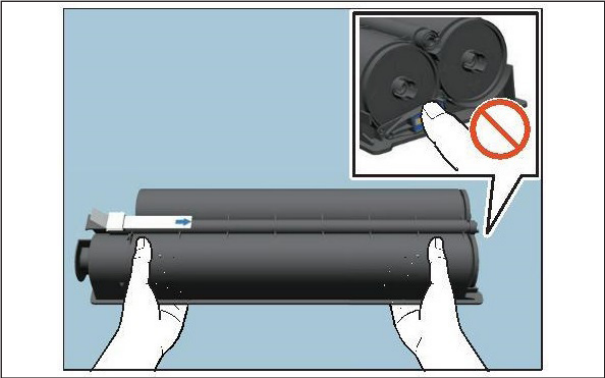
Replacing a Toner Cartridge



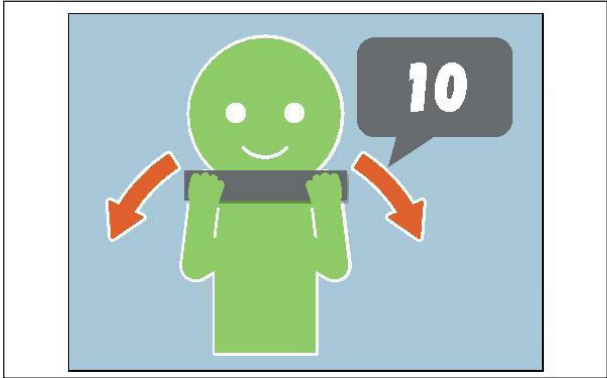
1 | Open the front cover.



2 | Remove the toner cartridge.



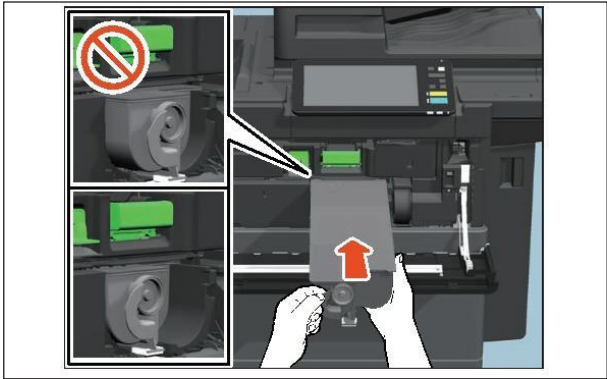
3 | Hold the new toner cartridge with its seal side up.



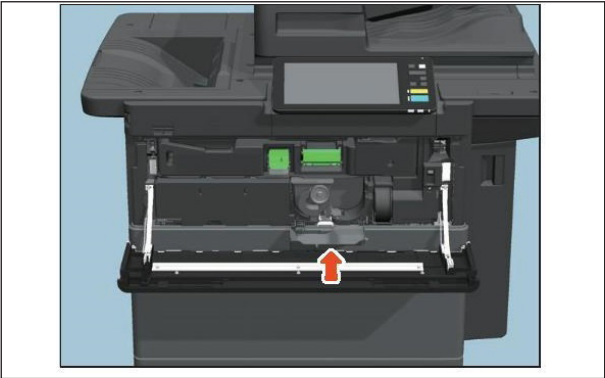
4 | Shake the new toner cartridge strongly with the seal side up to loosen the toner inside.



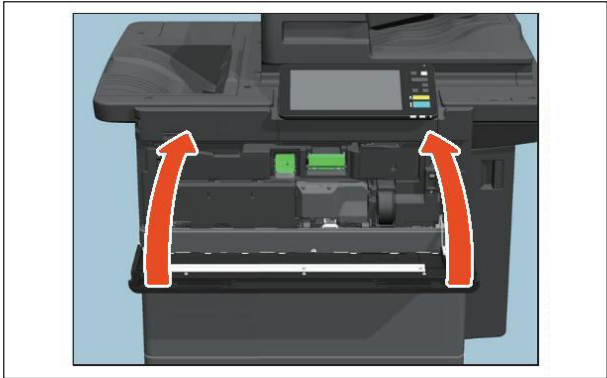
5 | Pull the seal straight out in the direction of the arrow.



6 | Insert the new toner cartridge until its front surface aligns to the left side wall.

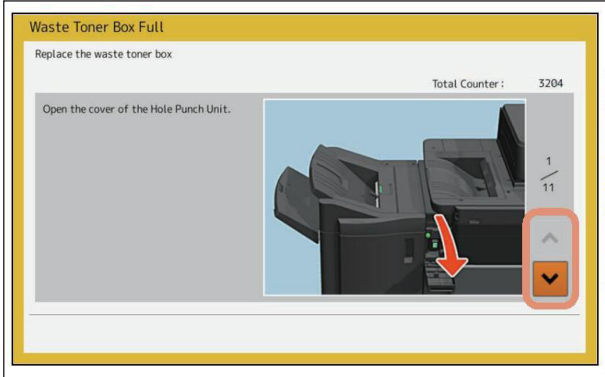


7 | Close the toner cover.

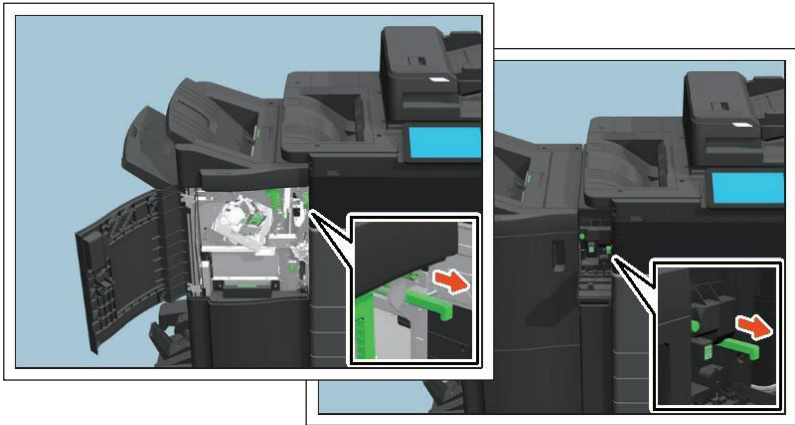


8 | Close the front cover pressing both edges.

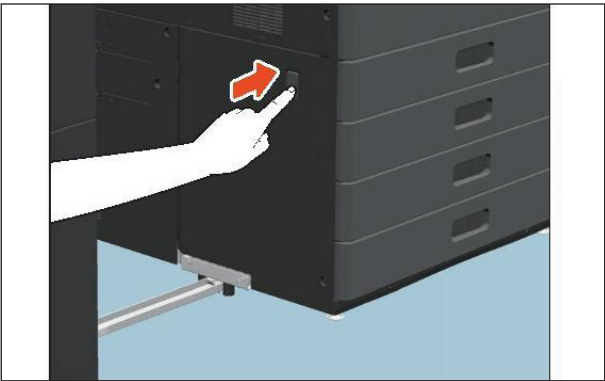
Replacing the Waste Toner Box



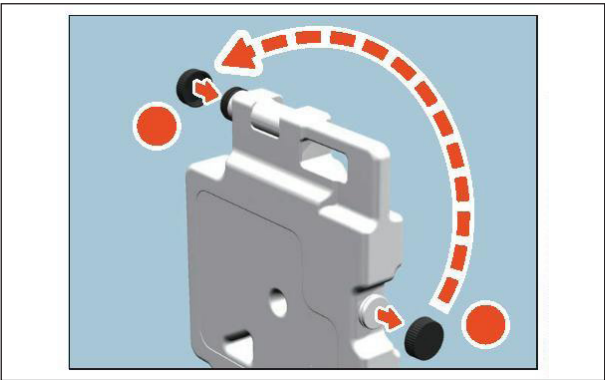
1 | When the waste toner box becomes full, the symbol for replacement of the waste toner box blinks and the message “Dispose of used toner” appears.



3 | Pull the lever to unlock the finisher.



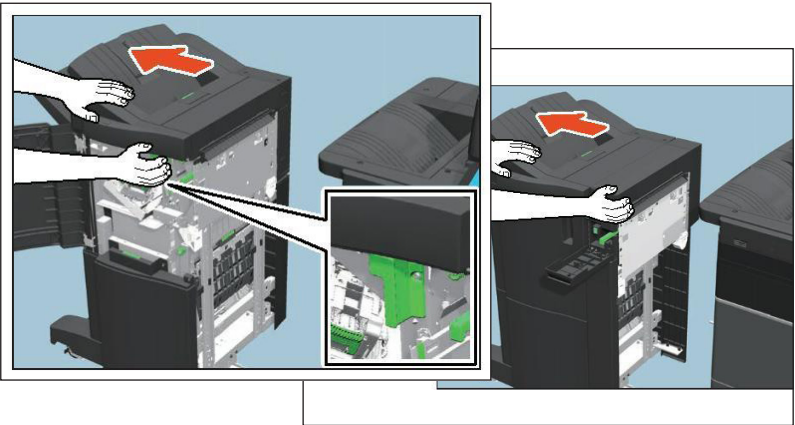
5 | Press the button on the waste toner box cover to open it.



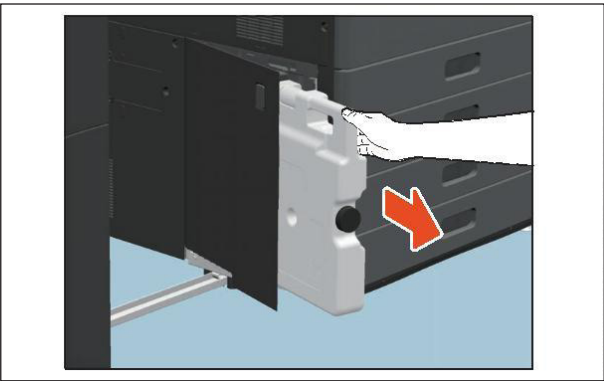
7 | Put the cap on the opening of the waste toner box - loosen and remove the cap on the front top of the waste toner box, then put the cap firmly on the opening of the waste toner box.



2 | Separate the Finisher from the device. Open the front cover of the Finisher, or if a Hole Punch is installed, open the Hole Punch unit cover.

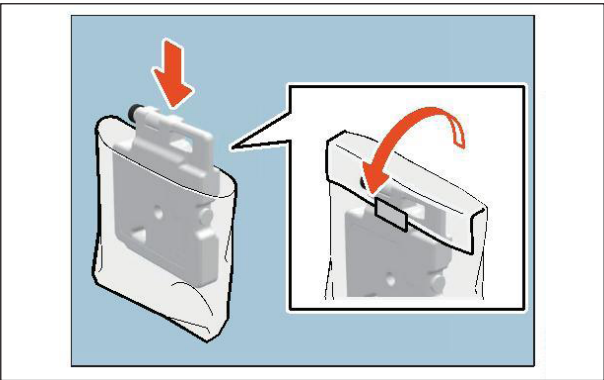


4 | Placing your hands on the positions shown in the figure, move the finisher slowly until it stops, and then open the front cover of the finisher.



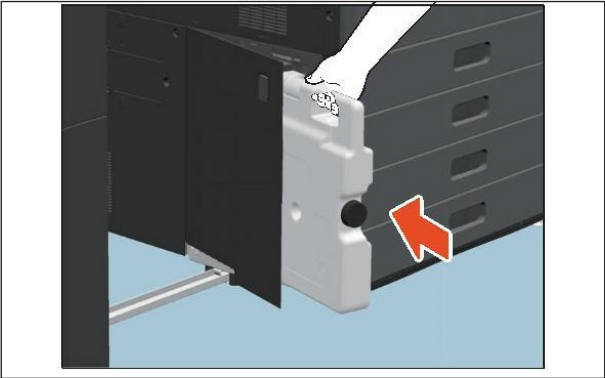
6 | Take out the waste toner box.

**Note:** Do not place the waste toner box with its toner collecting holes face down as the waste toner may spill out.

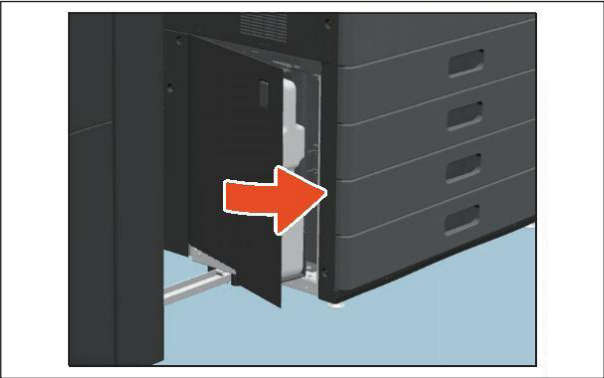


8 | Put the used waste toner box in the plastic bag and seal it with adhesive tape.

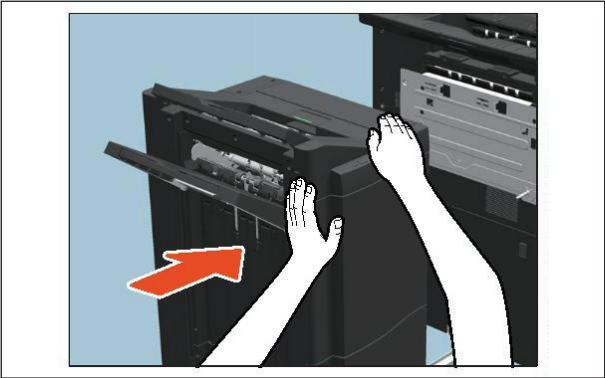
Replacing the Waste Toner Box



9 | Insert a new waste toner box into the slot until it stops.



10 | Close the waste toner box cover.



11 | Close the covers of the Finisher and Hole Punch (when installed) and connect the Finisher to the device.

**Note:** Slowly move the Finisher placing your hands on the positions shown.