



Mailsend Lite Safety Information

Safety Information

Follow normal safety precautions for all office equipment:

- To avoid personal injury or damage to the equipment, familiarise yourself with proper procedures and methods before you install, operate, or repair the system.
- Follow these safety precautions whenever you use your franking machine.
- Use the equipment only for its intended purpose.
- Always follow the specific occupational safety and health standards prescribed for your workplace.
- Place the franking machine close to an easily accessible wall outlet. DO NOT use a wall outlet controlled by a wall switch or one that is shared with other equipment.
- Be certain the area in front of the wall receptacle into which the meter is plugged is free from obstruction.
- Place the system in an accessible location to allow for proper venting of the equipment and to facilitate servicing.
- Use the AC power cord included with the franking machine.
- Plug the AC power cord directly into a wall outlet located near the equipment and easily accessible.
- The AC power cord is the primary means to disconnect this device from the AC power supply.
- DO NOT route the power cord over sharp edges or trap it between pieces of furniture. Make sure there is no strain on the power cord.
- Always unplug the system and discharge static electricity before using aerosol dusters.

- Use only Mailcoms approved franking machine supplies, in particular aerosol dusters. Improper storage and use of aerosol dusters or flammable aerosol dusters can cause an explosive-like condition that could result in personal injury, property damage, or both. Never use aerosol dusters labeled flammable and always read instructions and safety precautions on the duster label.
- If the unit becomes damaged, unplug it from the wall.
- Keep fingers, long hair, jewelry and loose clothing away from moving parts at all times.
- Always follow specific occupational safety and health standards for your workplace.
- DO NOT remove covers. The covers enclose hazardous parts that should only be accessed by properly trained service personnel.
- DO NOT run the system with the top cover open. Running the system with the top cover open increases the risk of entanglement with moving parts.
- DO NOT place lighted candles, cigarettes, cigars, etc., on the system.
- Contact your franking machine supplier for
 - Supplies
 - Material Safety Data Sheets
 - If you damage the unit