

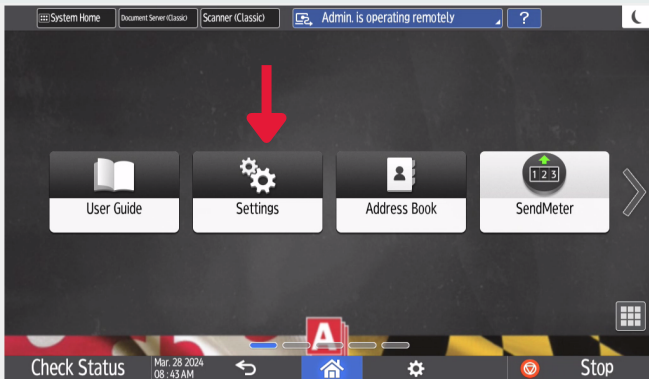


How to Print Envelopes Using the Bypass Tray on Your Ricoh/Savin Equipment

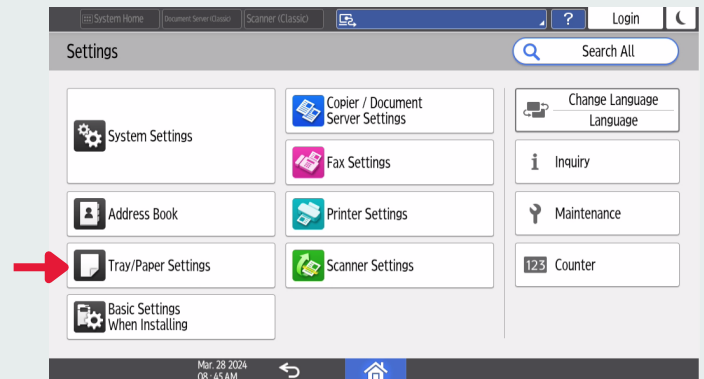
These free instructions will allow you to easily print envelopes on your Canon, Ricoh or Savin printer!



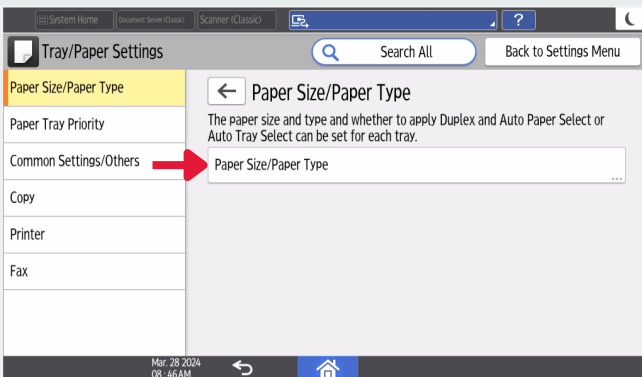
Step 1: Select the Settings Icon



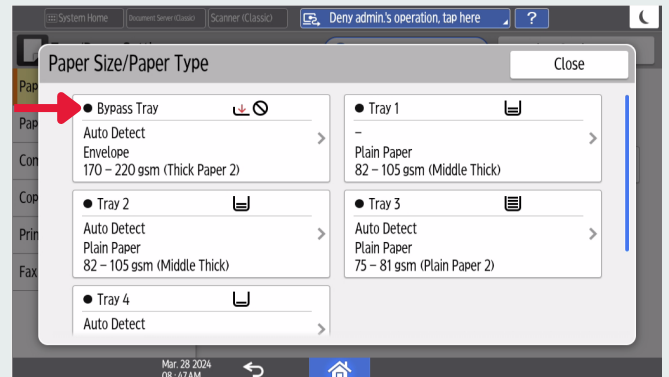
Step 2: Select Tray Paper Settings



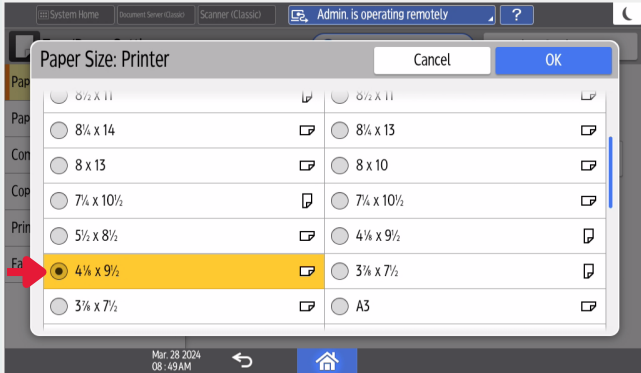
Step 3: Select Paper Size/Paper Type



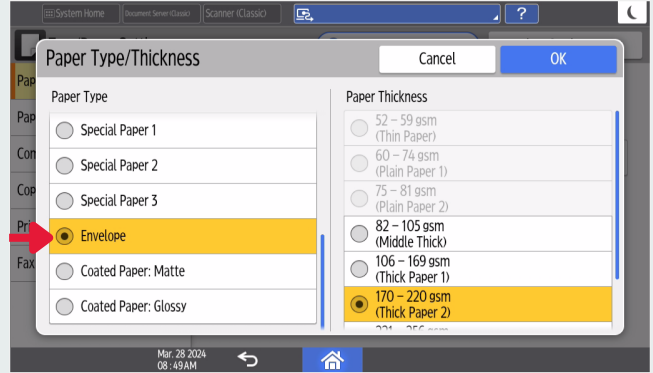
Step 4: Select Bypass Tray



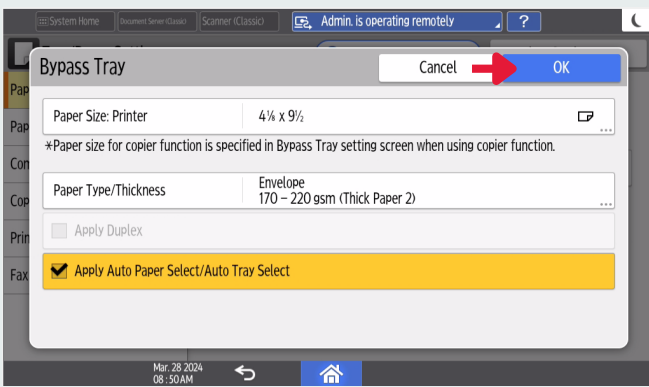
Step 5: Select Paper Size 4 1/8 x 9 1/2



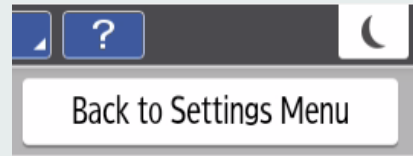
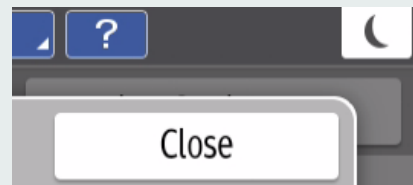
Step 6: Select Paper Type to Envelope



Step 7: Select OK



Step 8: Close then Back to Settings Menu



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