When the Add Toner indicator blinks, it is time to supply toner (copying is still possible). When the Add Toner indicator is continuously on, copies cannot be made until the toner bottle is replaced.

WARNING: Do not incinerate the used toner bottle. Toner dust might ignite when exposed to open flame.

WARNING: Dispose of the used toner bottle according to local regulations.

NOTE: When adding toner, do not turn off the main switch. If you do, your copy settings are cleared.

NOTE: Before setting the new toner bottle, shake it well at least 5 or 6 times.

NOTE: Do not remove the inner cap of the new toner bottle.

1. Open the copier's front cover.

2. You can find the sticker explaining how to add toner inside the front cover, as shown in the illustration.

3. Load the new toner bottle following the instructions on the sticker.

Toner is kept in the supply cabinets. Key to cabinets is with the Copier Log.