



# OfficeRight™ DI200 Inserting System

**The affordable office companion that eliminates preparing mail by hand**

If you are operating a small to medium sized business or department, you know that folding, inserting and sealing mail by hand is time consuming. Yet you, or a colleague, have had to do this costly, labour intensive task to every piece of mail – until now.

With an OfficeRight™ DI200 Inserting System, your office will be more productive and you will have more time to spend on growing your business.

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#### **Automate the folding, inserting and sealing of all your mail**

**SAVE TIME** – processing up to 15 pieces per minute, mailings go out faster and more often.

**EASIER** – no more hard work, just put your materials in their trays and push the button. It's that simple.

**CONVENIENT** – the manual feeder makes it easy for everyone to process their everyday mail.

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#### **An investment that pays for itself**

**IMPROVED PRODUCTIVITY** – eliminates manual labour.

**ENHANCED CUSTOMER RELATIONS** – keep in touch by sending more correspondence, more often.

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#### **It is easy to use and small enough to fit anywhere**

**OUT OF THE BOX AND READY TO USE** – plug it in and the display panel guides you through the set up, within minutes you are ready to process your mail.

**SO QUIET** it can even be used in an open office environment

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#### **Manage and market your business more effectively**

**MANAGE CASH FLOW** – speeding up the processing of invoices, estimates, correspondence and direct mail can have a dramatic effect on the cash flow and overall success of your business.

**DRIVE SALES** with frequent promotions – maximise the value of your mail by adding direct marketing pieces, or create a more professional customer offering through more frequent and targeted communications.

**ENHANCE YOUR IMAGE** – your mail will always be properly folded and sealed, giving you a more professional image with your customers.

**SECURITY** of the document at all stages

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## Specifications

### Physical Dimensions

Length	440mm
Depth	530mm
Height	365mm without optional sheet feeder 2 400mm with optional sheet feeder 2
Weight	17kg

### Insert Feeder Capacity

Up to 60, 90g/m<sup>2</sup> Business Reply Envelopes or letter folded documents

Electrical	220-240Vac, 50Hz, 1A
Speed	Up to 900 cycles per hour

### Envelopes

Size	DL Mailer Envelope
Width	225-235mm
Depth	110-121mm
Weight	70g/m <sup>2</sup> -100g/m <sup>2</sup>

### Envelope Feeder Capacity

Up to 60 envelopes of 90g/m<sup>2</sup>

### Sealer

The machine can seal up to a maximum of 1,000 envelopes between refills

### Stacker

Stacker capacity is up to 60 filled envelopes, depending on contents of envelopes

### Sheets

Size	A4: 210 x 297mm
Weight	75g/m <sup>2</sup> to 90g/m <sup>2</sup>

### Sheet Feeder Capacity

Up to 80 sheets of 80g/m<sup>2</sup>

### Inserts

Width	Maximum 225mm Minimum 127mm
Depth	Maximum 114mm Minimum 86mm

### Material Weights

Folded	70g/m <sup>2</sup> to 90g/m <sup>2</sup>
Unfolded	70g/m <sup>2</sup> to 200g/m <sup>2</sup>



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Pitney Bowes certifies that the DI200 complies with the requirements of the Low Voltage Directive 73/23/EEC and the EMC Directive 89/336/EEC.