

Media Guide

Paper sizes supported by the printer

Paper size	Dimensions	Standard 500-sheet tray (Tray 1)	Standard 500-sheet tray (Tray 2)	2 x 500-sheet tray	2500-sheet tray	3000-sheet tray	Multipurpose feeder ³	Two-sided printing
A4	210 x 297 mm (8.3 x 11.7 in.)	✓	✓	✓	✓ ²	✓ ²	✓ ²	✓
A5	148 x 210 mm (5.8 x 8.3 in.)	✓ ¹	✓ ¹	✓ ¹	X	X	✓	✓
A6	105 x 148 mm (4.1 x 5.8 in.)	X	X	X	X	X	✓ ¹	✓
JIS B5	182 x 257 mm (7.2 x 10.1 in.)	✓	✓	✓	X	X	✓	✓
Letter	216 x 279 mm (8.5 x 11 in.)	✓	✓	✓	✓ ²	✓ ²	✓	✓
Legal	216 x 356 mm (8.5 x 14 in.)	✓	✓	✓	X	X	✓	✓
Executive	184 x 267 mm (7.3 x 10.5 in.)	✓	✓	✓	X	X	✓	✓
JIS B4	257 x 364 mm (10.12 x 14.33 in.)	✓	✓	✓	X	X	✓	✓
SRA3	320 x 450 mm (12.6 x 17.7 in.)	X	✓ ¹	X	X	X	✓ ¹	✓
A3	297 x 420 mm (11.69 x 16.54 in.)	✓	✓	✓	X	X	✓	✓
12 x 18	305 x 457 mm (12 x 18 in.)	X	✓ ¹	X	X	X	✓ ¹	✓
11 x 17	279.4 x 431.8 mm (11 x 17 in.)	✓	✓	✓	X	X	✓	✓
Oficio	216 x 340 mm (8.5 x 13.4 in.)	✓	✓	✓	X	X	✓	✓
Folio	216 x 330 mm (8.5 x 13 in.)	✓	✓	✓	X	X	✓	✓

¹ Supported only in short-edge orientation.

² Supported only in long-edge orientation.

³ Supports paper size without *size sensing*.

⁴ Supported only if the width is from 139.7 mm (5.5 in.) to 320 mm (12.6 in.), and the length is from 148 mm (5.83 in.) to 458 mm (18 in.).

Note: Banner is supported in the multipurpose feeder only if the width is up to 296.9 mm (11.69 in.) and the length is up to 1219.2 mm (48 in.). Set the paper size to Universal.

Paper size	Dimensions	Standard 500-sheet tray (Tray 1)	Standard 500-sheet tray (Tray 2)	2 x 500-sheet tray	2500-sheet tray	3000-sheet tray	Multipurpose feeder ³	Two-sided printing
Statement	140 x 216 mm (5.5 x 8.5 in.)	√ ¹	√ ¹	√ ¹	X	X	√	√
Universal	76.2 x 76.2 mm (3 x 3 in.) to 320 x 1219.2 mm (12.6 x 48 in.)	√	√	√	X	X	√	√ ⁴
7 3/4 Envelope	98 x 191 mm (3.9 x 7.5 in.)	X	X	X	X	X	√	X
9 Envelope	98 x 225 mm (3.9 x 8.9 in.)	X	X	X	X	X	√	X
10 Envelope	105 x 241 mm (4.1 x 9.5 in.)	X	X	X	X	X	√	X
DL Envelope	110 x 220 mm (4.3 x 8.7 in.)	X	X	X	X	X	√	X
C5 Envelope	162 x 229 mm (6.4 x 9 in.)	X	X	X	X	X	√	X
B5 Envelope	176 x 250 mm (6.9 x 9.8 in.)	X	X	X	X	X	√	X
Other Envelope	98 x 162 mm (3.9 x 6.3 in.) to 176 x 250 mm (6.9 x 9.8 in.)	X	X	X	X	X	√	X

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Storing paper

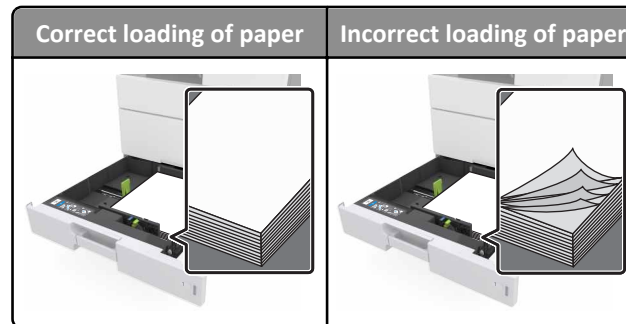
Use these paper storage guidelines to help avoid jams and uneven print quality:

- For best results, store paper where the temperature is 21°C (70°F) and the relative humidity is 40 percent. Most label manufacturers recommend printing in a temperature range of 18–24°C (65–75°F) with relative humidity between 40 and 60 percent.
- Store paper in cartons, on a pallet or shelf, rather than on the floor.
- Store individual packages on a flat surface.
- Do not store anything on top of individual paper packages.
- Take paper out of the carton or wrapper only when you are ready to load it in the printer. The carton and wrapper help keep the paper clean, dry, and flat.

Avoiding jams

Load paper properly

- Make sure paper lies flat in the tray.



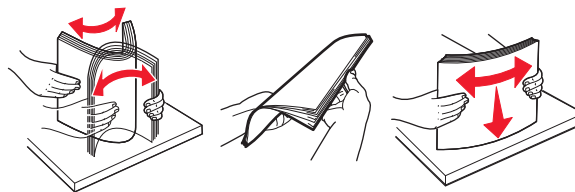
- Do not remove a tray while the printer is printing.
- Do not load a tray while the printer is printing. Load it before printing, or wait for a prompt to load it.
- Do not load too much paper. Make sure the stack height is below the maximum paper fill indicator.
- Do not slide the paper into the tray. Load paper as shown in the illustration.



- Make sure the guides in the tray or the multipurpose feeder are properly positioned and are not pressing tightly against the paper or envelopes.
- Push the tray firmly into the printer after loading paper.

Use recommended paper

- Use only recommended paper or specialty media.
- Do not load wrinkled, creased, damp, bent, or curled paper.
- Flex, fan, and straighten paper before loading it.



- Do not use paper that has been cut or trimmed by hand.
- Do not mix paper sizes, weights, or types in the same tray.
- Make sure the paper size and type are set correctly on the computer or printer control panel.
- Store paper according to manufacturer recommendations.