



IJ-25 – January 2010 USPS Rate Change - Loading Rates

To install the January 2010 USPS Rate Change on the Neopost IJ-25:

1. From the **Ready** screen, press the **MENU** button.



2. From the **ADVERTS** screen, press the arrow button on the bottom right of the screen, until **MEMORY CARD** is displayed.



3. Once **MEMORY CARD** is displayed, press **OK**.



© 2010 Neopost USA Inc. All rights reserved.

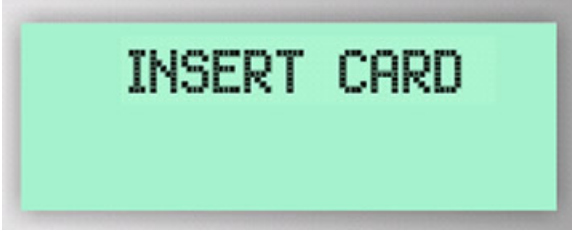
No part of this document may be reproduced or distributed in any form or by any means without the express written permission of an authorized representative of Neopost USA. This document and all information contained herein are confidential and may only be disclosed as necessary to support customer use of the equipment.

Limitations of this Document

The information presented herein is subject to change. Neopost USA Inc. ASSUMES NO LIABILITY WHATSOEVER FOR ANY LOSSES OR DAMAGES RESULTING FROM USE OF THIS INFORMATION.

4. **INSERT CARD** will be displayed.

- Insert the Rate Card with the model number facing forward into the slot located on top of the IJ-25.
- Press the card down until it stops, press **OK**.

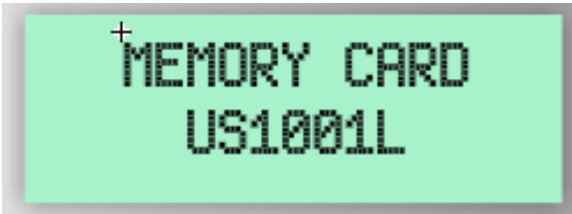


5. If the Rate Card is not properly inserted, **INSERT CARD** will still be displayed after **OK** is selected.

- Remove the card and repeat the previous steps.

6. **MEMORY CARD** and the rate to be loaded will display on the screen.

- The rate on the screen should read **US1001L**.
- Press **OK**.

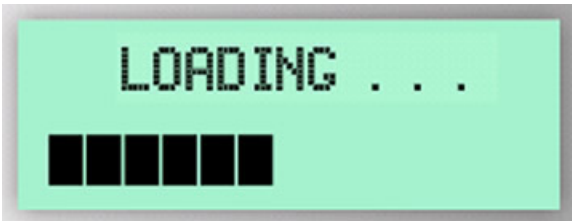


7. The base will prompt to replace the previous rate file.

- If you have a new meter, you will not see this screen.
- Press **OK**.



8. Wait for the new rates to load.



9. Once the loading is finished, the base will display **MEMORY CARD LOADING COMPLETE**.



10. The new rates have been successfully loaded.
- Remove the Rate Card from the base.
 - Press the **C** button to return to the **Ready** screen.



11. The new rates will not become active until the USPS effective date of January 4, 2010.

**The Preset Postage Value may need to be changed after the new rates are active.
This change should be made on January 4, 2010.**