

# DM300c/M, DM400c/M, DM450c/M, DM475c/M (G920/G922)

## New Telephone Number Update instructions

With improvements to our IT infrastructure, a change is required to the telephone number used by your Pitney Bowes postage meter. It is important that the telephone number is changed immediately to avoid any disruption to your operations.

The postage meter uses the telephone number to connect to our Pitney Bowes servers to download postage, software updates and postage rates.

Here are the simple steps. Details instructions are provided below.

1. Press the **Options** key.
2. Use the **Page Down** key to scroll through the menu and select "**Data Centre Options**"
3. Select "**Phone Settings**"
4. Select "**PbP Phone#**"
5. Select **Continue**.
6. Press **Back/C** key to remove existing number.
7. Key in **08719 480102** then select **OK** or press **Enter**.
8. Press the **Home** key to return to the home screen.
9. Once you have saved the new telephone number, power down your meter using the switch on the rear of the machine or removing the power cord for 10 seconds and restart.
10. Check your connection by completing a balance enquiry. To do this press the **Refill Postage** key.
11. Select "**Check PbP Balance**" to connect your machine to the Pitney Bowes Infrastructure.
12. Once the balance is displayed select **Continue**.
13. Follow the prompts to return to the home screen.

For additional assistance, visit [www.pitneybowes.com/uk/support](http://www.pitneybowes.com/uk/support).

