



Shipping & Mailing  
Stamp Duty Meters

# B700® Version 2.0

## User Guide

Indian Stamp Duty Edition  
SV63364 Rev. A  
July 2020

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# 1 - Quick start guide

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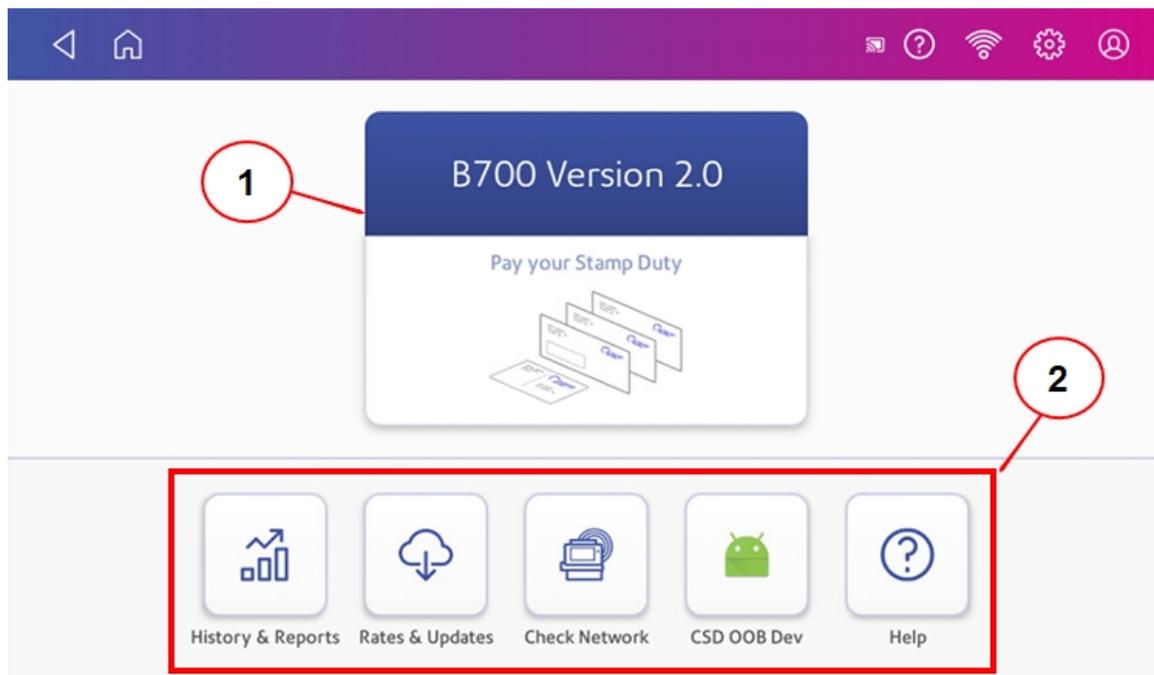
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## Navigating the Home screen

The Home screen on the B700 Version 2.0 device provides the starting point for printing a Stamp Duty impression.

Begin by tapping **(1) B700 Version 2.0**.

The application drawer **(2)** at the bottom of the screen provides access to a variety of applications to support and enhance your B700 Version 2.0 device. For example, you can view online support (Help) and check your network connection (Check Network).



**Note:** The **History & Reports** application provides a history of the funds refill operations you have performed.

## Toolbar

The toolbar located at the top of the Home screen appears at the top of every screen within the application.

This toolbar allows you to view and change settings and defaults values for your machine and the application.



1. Back - Return to the previous screen.
2. Home - Return to the Home screen from any screen.
3. TeamViewer - You may see this icon when remote support is being provided.
4. Support - Search online content and get information on how to perform tasks using your device.
5. Network - View the current network type (wireless or Ethernet) and status and strength (for wireless connection). Allows you to turn wireless connection on or off. The icon here represents a wireless connection.
6. Profile - Lock your B700 Version 2.0 device.
7. Settings - View or change your machine and application settings. For your machine, this includes adjusting the screen brightness, setting sound notification levels, and viewing wireless or Ethernet connection information.

## Adding funds to your meter

Add your funds for printing Stamp Duty impressions as soon as you receive a message that your available funds are getting low.

### Before you begin

Make sure that your device is connected to the internet.

- For wired network connections, you will see the following connection icon in the toolbar:



- If you have a wireless connection, you will see the following connection icon in the toolbar:



To add funds to your meter:

1. On the Home screen, tap **B700 Version 2.0**.
2. Tap **Unused Amount**.

Print Mode  
B700 Version 2.0 Stamp  
Duty Franking

Reset to Default

Unused Amount ₹4,059,310

2 Pieces | ₹1,020

Sold To/Issued To:  
Mr Jones

₹1,000

For Whom/ID Proof:  
Mr Johnson

Phone No:  
1244834950

Purpose/Transaction Type  
Receipt

Ready to Print

3. Tap **Refill Amount**.

Unused Amount ₹4,060,100

Refill Amount

Refill Settings

X

4. Enter the funds refill amount. To change the amount shown, tap the **back** button.

5. Tap **Refill Stamp Amount**.

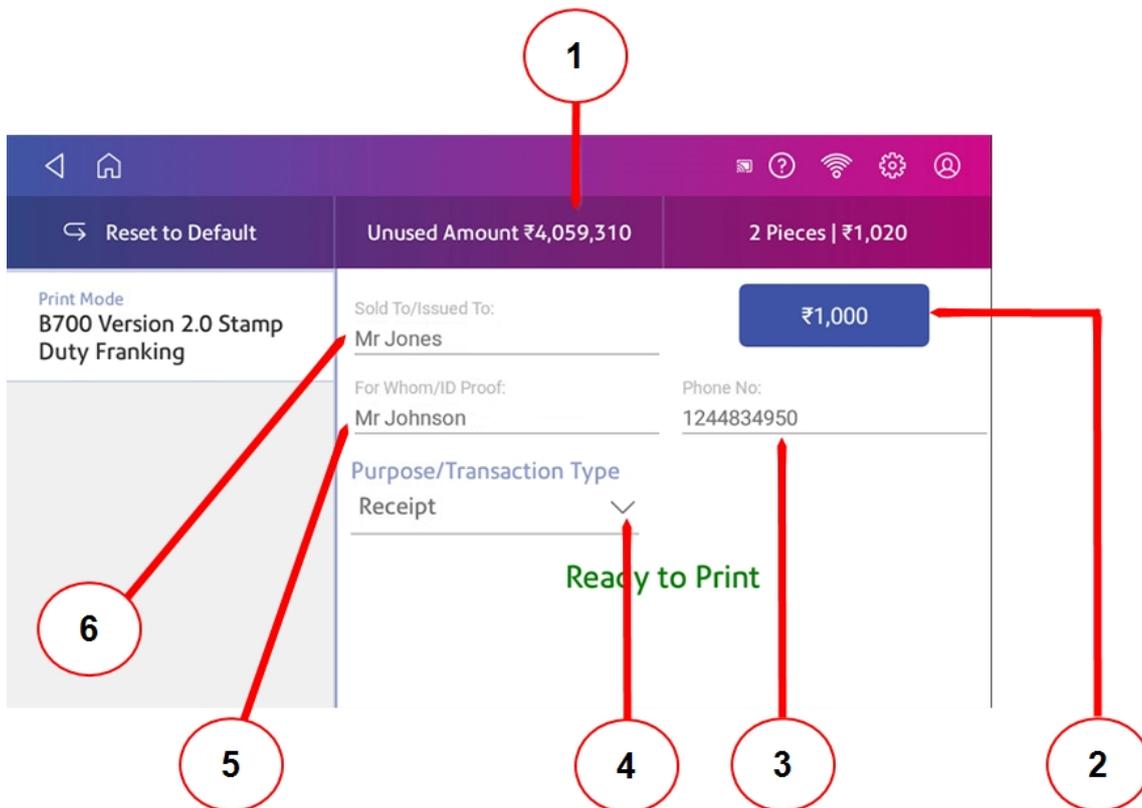
6. To view or print a report, tap **View Report**.

7. Tap **Done**.  
 8. Your updated funds balance is displayed on the Stamp Duty printing screen.

## Printing a Stamp Duty impression

The Stamp Duty printing screen is the starting point for printing stamp duty impressions.

To open the Stamp Duty printing screen, tap the **B700 Version 2.0** button on the Home screen.



On this screen, you can:

1. View the balance of funds you have remaining in your device.
2. Enter the value of the Stamp Duty impression you would like to print.
3. Enter the clients phone number.
4. Select the transaction type you would like to print.
5. Complete the For Whom / ID Proof field. This can be the name of the individual purchasing the stamp duty and their ID.
6. Complete the Sold To / Issued To field. This can be the name of the individual or a company name.

## Installing the ink cartridge

Your B700 Version 2.0 device uses ink from the ink cartridges during normal maintenance cycles. You must maintain adequate ink supply in all of the cartridges to keep the system in optimal working condition. Replace your ink cartridges, printhead and other similar printing consumables promptly when warned.

Your device will periodically require a new ink cartridge.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down and tap **Printer Maintenance**.
3. Tap **Install Ink**.
4. Lift the cover. The ink cartridge moves to the front position.
5. Remove the ink cartridge, as shown on the label next to the cartridge holder.
6. Insert the new ink cartridge and close the cover. The cartridge repositions itself and the Printer Maintenance screen re-displays.
7. Perform a print test to ensure you get a good test print pattern.

**Important:** Only use genuine Pitney Bowes ink cartridges.

## Printing a test pattern

Printing a test pattern lets you see if the printhead is functioning properly or if you have enough ink in the cartridge.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down and tap **Printer Maintenance**.
3. Tap **Print Test Pattern**.
4. When the message "Print a Test Pattern?" displays, feed the envelope through the machine.
5. Examine the pattern printed on the envelope:
  - Tap **Done** if the lines are unbroken and match the "Good" test pattern shown on the display.
  - Tap **Clean Print Nozzle** if the test pattern has missing or incomplete lines.
    - Once the cleaning operation completes, you must print another test pattern.
    - If this new pattern still has broken or missing lines, you may need to replace the ink cartridge or clean or replace the printhead.

**Important:** If you see no improvement in print quality, do not repeat the cleaning, as cleaning the print nozzles consumes ink.

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# 2 - Connectivity information

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## Setting up a wired network connection

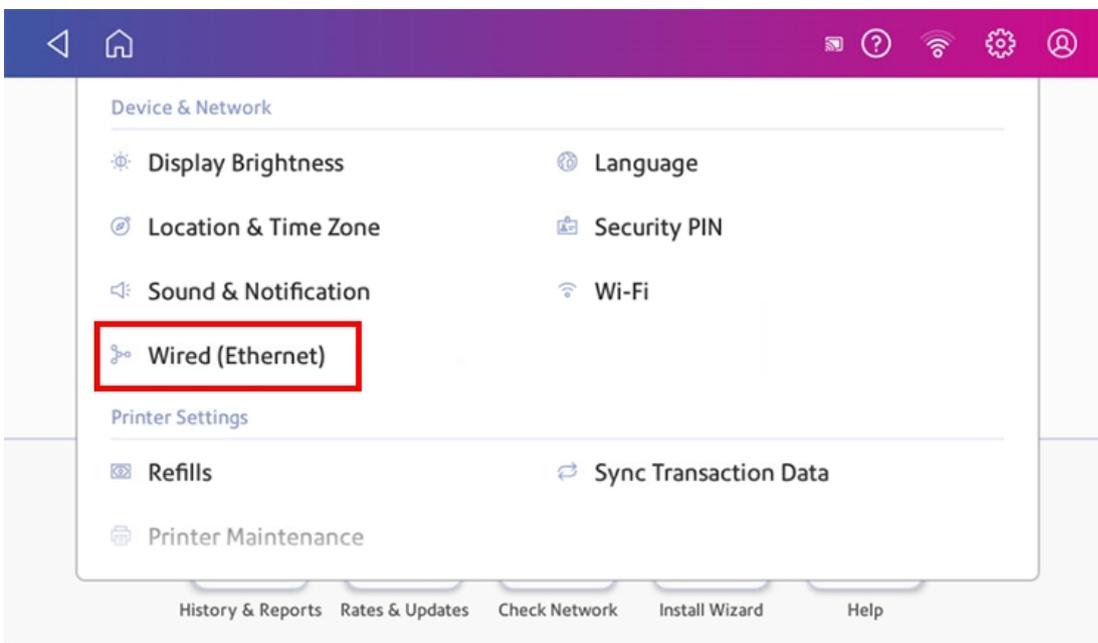
You can connect your B700 Version 2.0 device via a wired LAN connection. This enables you to add funds and upload transactions from your device.

**First, determine the connection type:**

1. Tap the **Settings** icon in the toolbar.

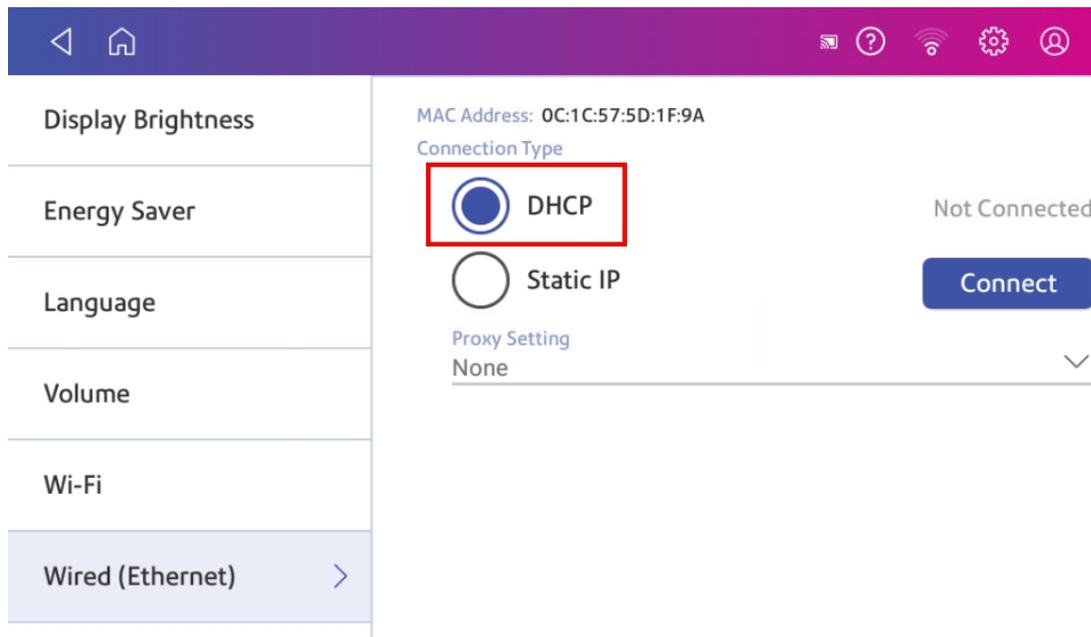


2. Tap **Wired**.



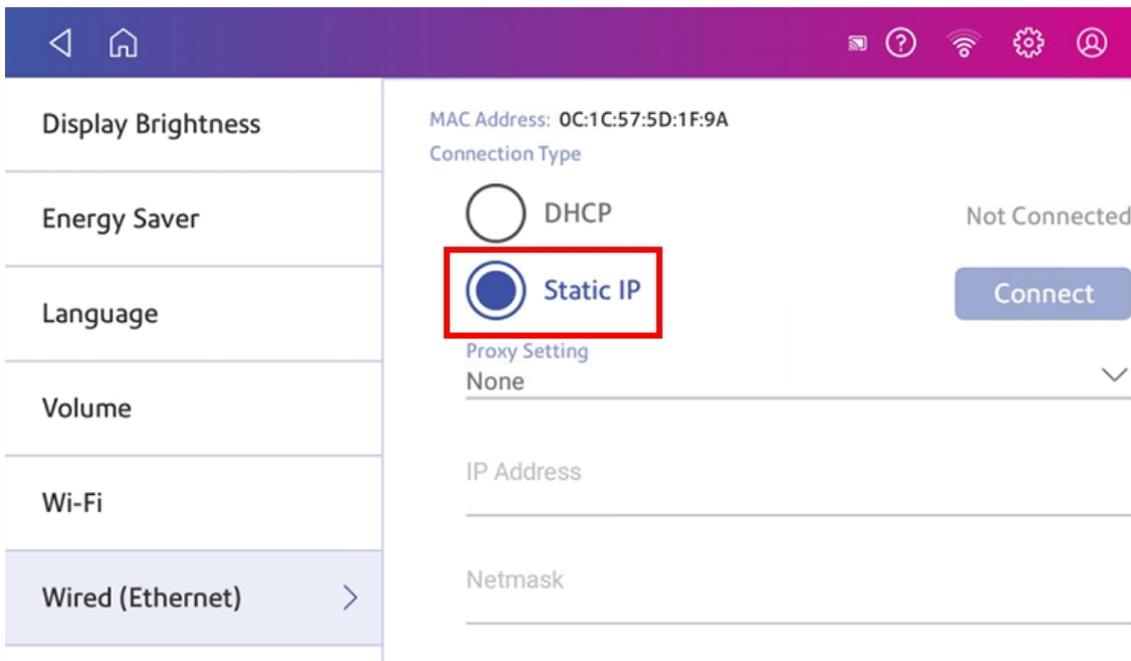
3. Check to see which connection type is selected.
4. Follow the steps for **DHCP** or **Static IP**, depending on which method is selected.

1. Select **DHCP**.



2. Tap **Connect**.
3. If it does not connect, unplug the power cord.
4. Wait 2 minutes. The screen should turn off after 10 seconds.
5. Plug the power cord back in, ensuring that it is plugged directly into a wall outlet.
6. Quickly tap and release the power button to turn the device back on.
7. Tap the **Settings** icon in the toolbar.
8. Tap **Wired (Ethernet)** and make sure DHCP is selected.
9. Tap **Connect**.

1. Select **Static**.



2. Contact your internal IT department to get and record the values you will need to enter for your device. These include: **IP Address**, **Netmask**, **Gateway** and **DNS Address**.
3. Enter the values you recorded in step 2 for the **IP Address**, **Netmask**, **Gateway**, and **DNS Address** in the corresponding fields.
4. Tap **Connect**.
5. If it fails to connect, remove the network cable from the back of the device.
6. Tap the **Connect** button. Wait for the attempted connection to fail.
7. Plug the network cable back in.
8. Delete the values in the **IP Address**, **Netmask**, **Gateway**, and **DNS Address** fields.
9. Enter the **IP Address**, **Netmask**, **Gateway**, and **DNS Address** that you recorded in step 2.
10. Tap **Connect**.

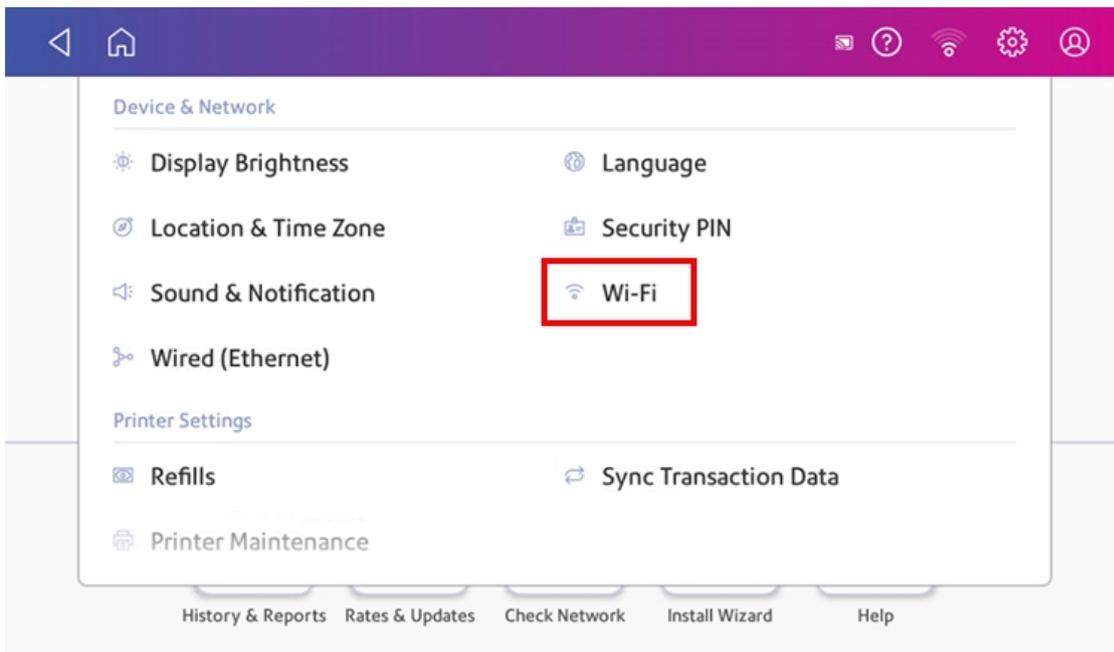
## Setting up a wireless (Wi-Fi) network connection

You can connect your B700 Version 2.0 via a wireless network. This enables you to add funds and upload transactions from your device.

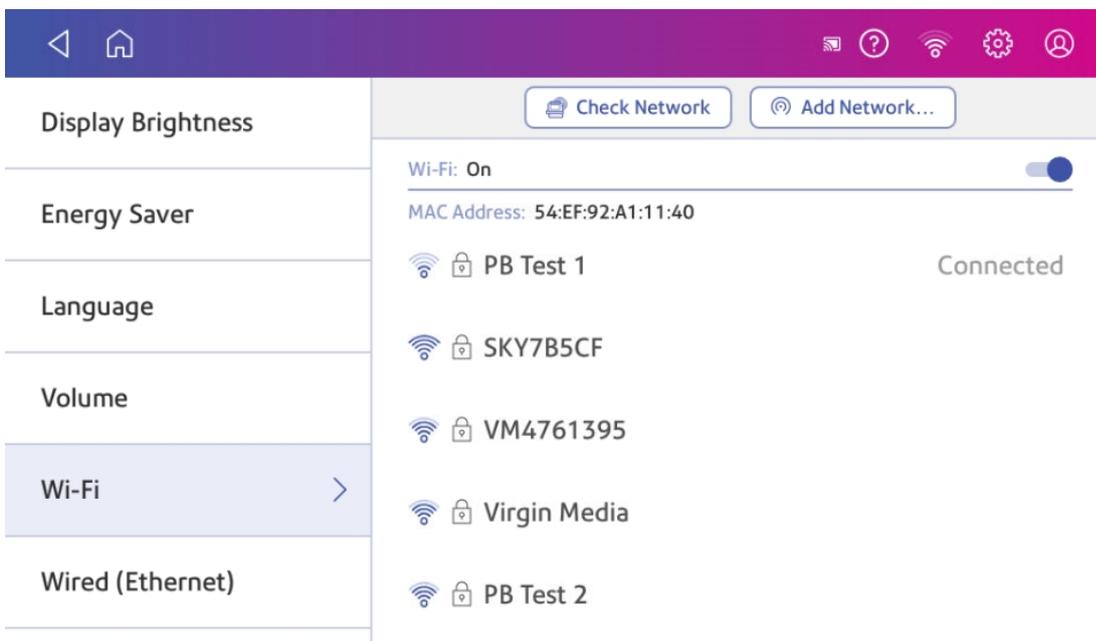
1. Tap the **Settings** icon on the toolbar.



2. Tap **Wi-Fi** in the Device & Network section.



3. Choose your Wi-Fi network from the list. If your Wi-Fi network is hidden, tap **Add Network** to add it.



4. Enter your Wi-Fi password and identity.

**Tip:** Use the show password option to make sure that your password is entered correctly.

5. If your network requires advanced network settings such as a proxy server or static IP address, tap **Advanced Options**:

- To set up a proxy server:
  - a. Select **Manual** in the Proxy drop down.
  - b. Tap on the line and enter the information provided by your IT department.
- To set up a Static IP address:
  - a. Select the **IP Setting** menu and choose **Static**.
  - b. Tap on the line and enter the value provided by your IT department.
  - c. Tap the > in the green circle.

If you are unable to connect to the internet, if you get authentication errors, or you are unsure of the correct settings for your network, check with your IT department.

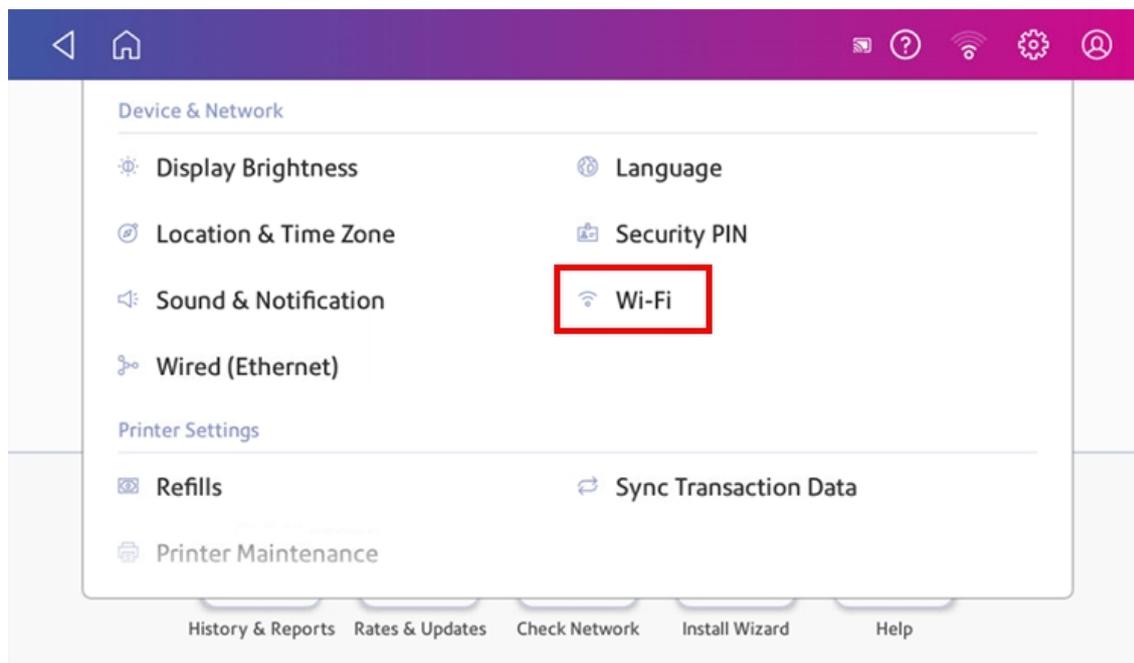
## Deleting a Wi-Fi network

If you don't want your device to automatically connect to a network, or you need to resolve a wireless network issue, you can delete that network.

1. Tap the **Settings** icon on the toolbar.



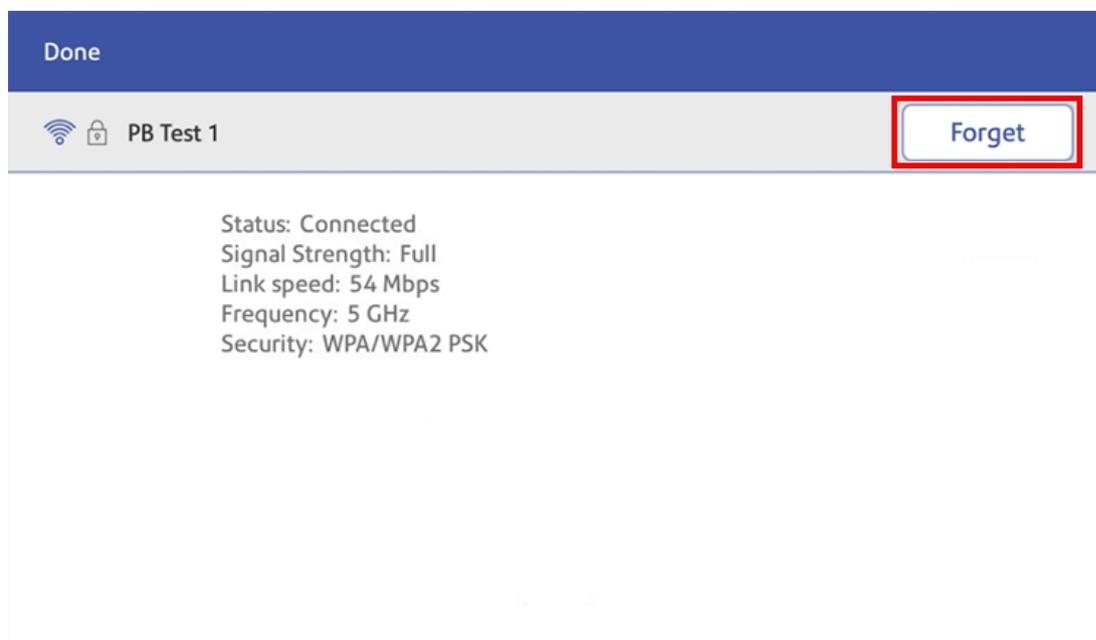
2. Tap **Wi-Fi** in the device & Network section to see a list of available networks.



3. Tap on the network you wish to delete. Note that you can only delete a network to which you have previously connected.

The network details display.

4. Tap **Forget** to delete the network connection.



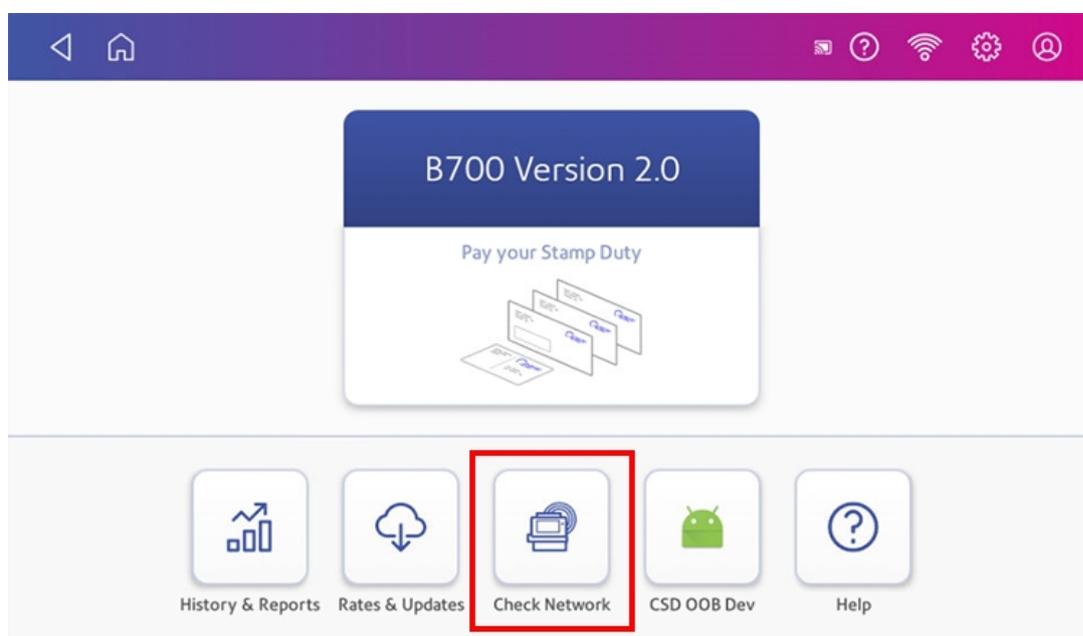
## Checking your network connection

You can check to make sure your device has access to all of the required internet services by using the network checking application. These provide updates on syncing your transaction data and refilling funds for the device.

If your device is behind a firewall, you may need an IT professional or someone who has access to your network configuration to provide access to these services.

Open and run network checking application:

- Tap the **Check Network** application icon in the application drawer at the bottom of the Home screen.



## Checking the MAC address for wired and wireless networks

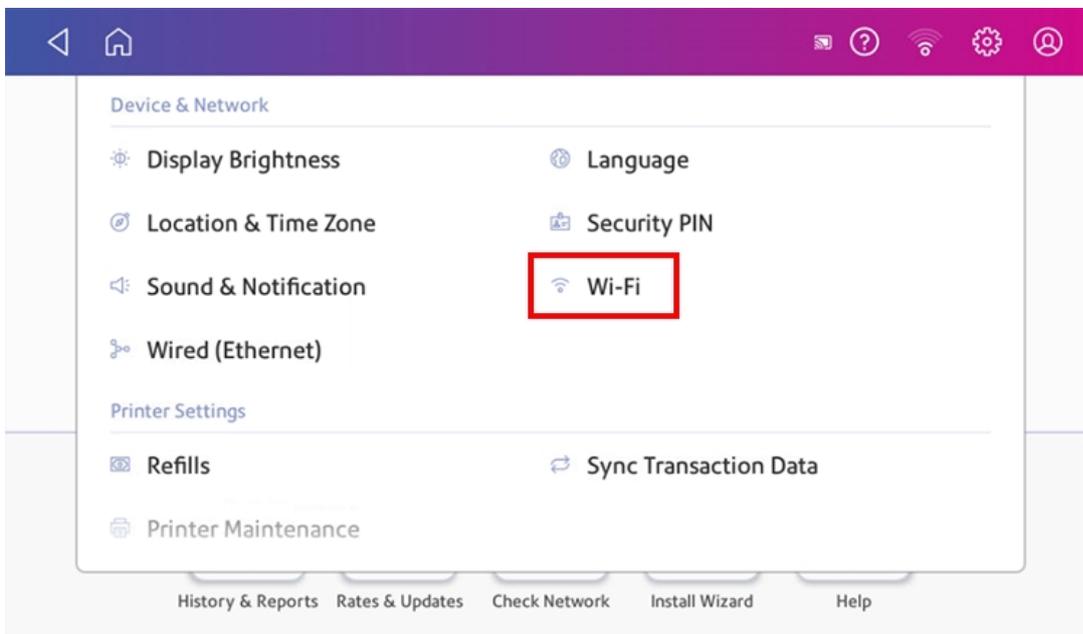
Your device contains two MAC addresses; however, it will only be using one MAC address, depending on your chosen connection method.

**Wireless:**

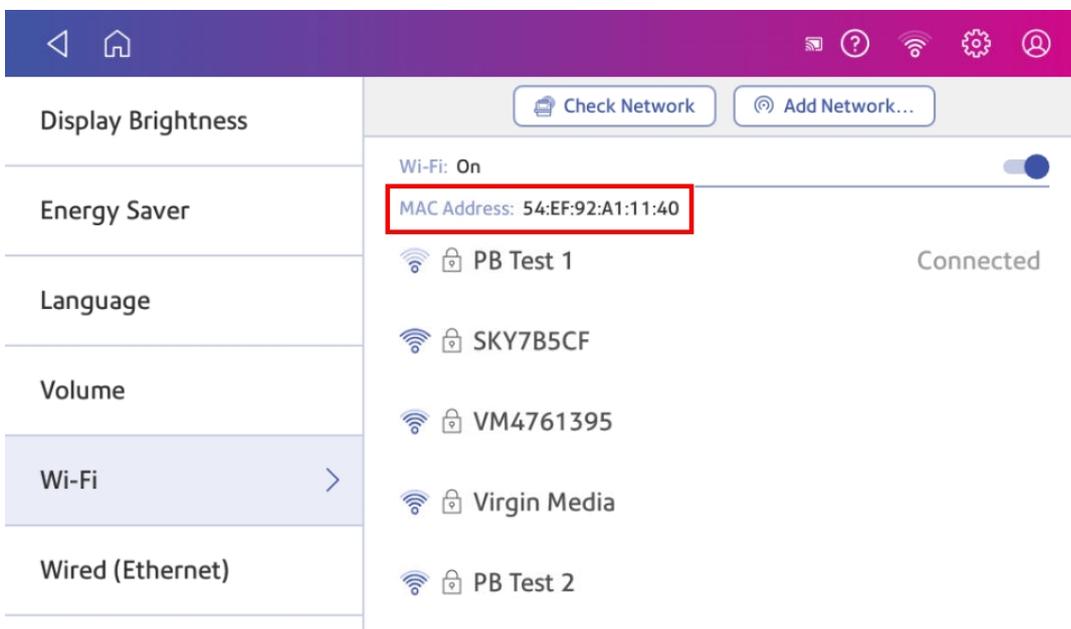
1. Tap the **Settings** icon in the toolbar.



2. Tap **Wi-Fi**.

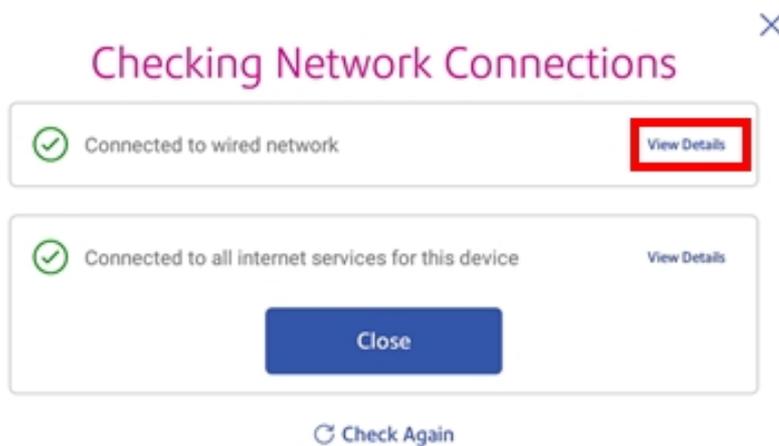


3. The MAC address appears above the list of wireless networks.

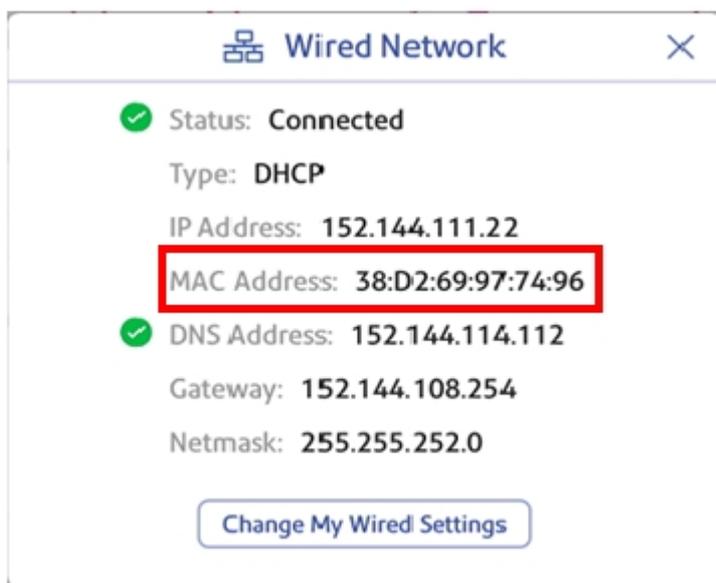


## Wired:

1. Tap the **Settings** icon in the toolbar.
2. Tap **Wired (Ethernet)**.
3. Tap **Check Network**. The "Checking Network Connections" screen displays. When the test completes, tap **View Details** in the "Connected to wired network" box.



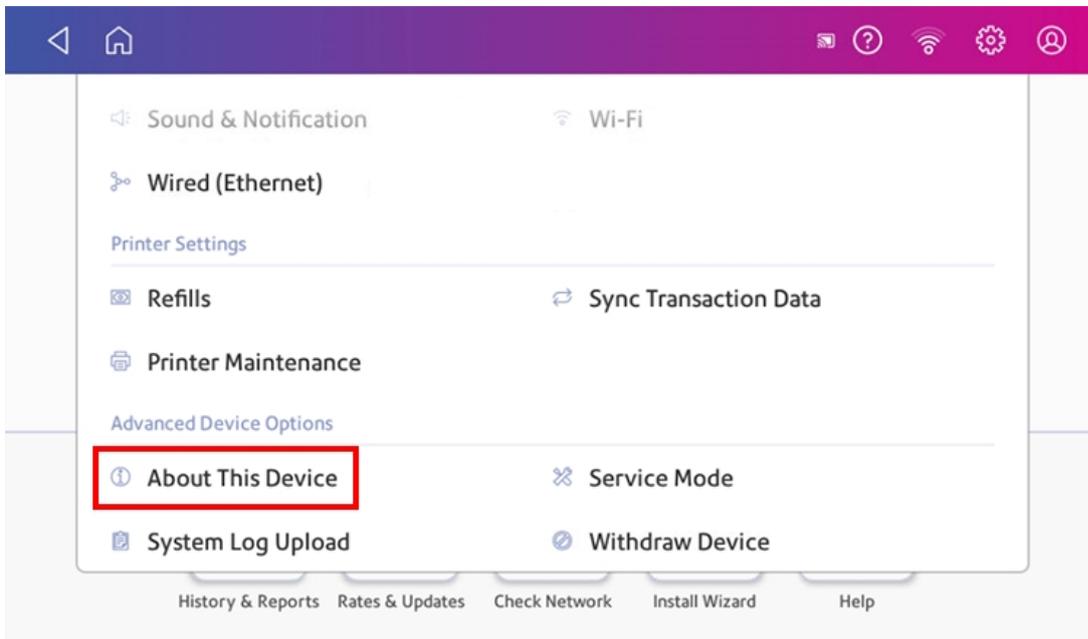
The MAC address displays:



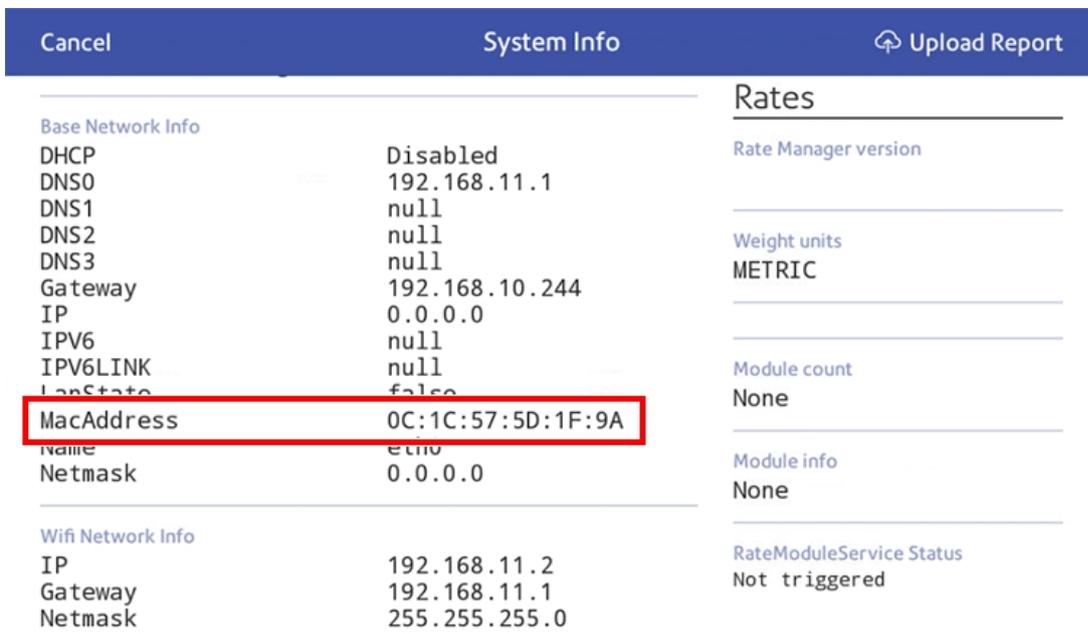
4. Tap **X** to close this window.
5. Tap **Close**, then the back arrow to return to the Home screen.

**If the MAC address does not display, try these steps:**

1. Tap the **Settings** icon in the toolbar.
2. Scroll down to the "Advanced Device Options" section and tap **About This device**.



3. Scroll down to the "Base Network Info" section and locate the Mac Address field. This contains the MAC Address.



4. Tap **Cancel** in the upper left corner to return to the Home screen.

## Setting up a proxy server

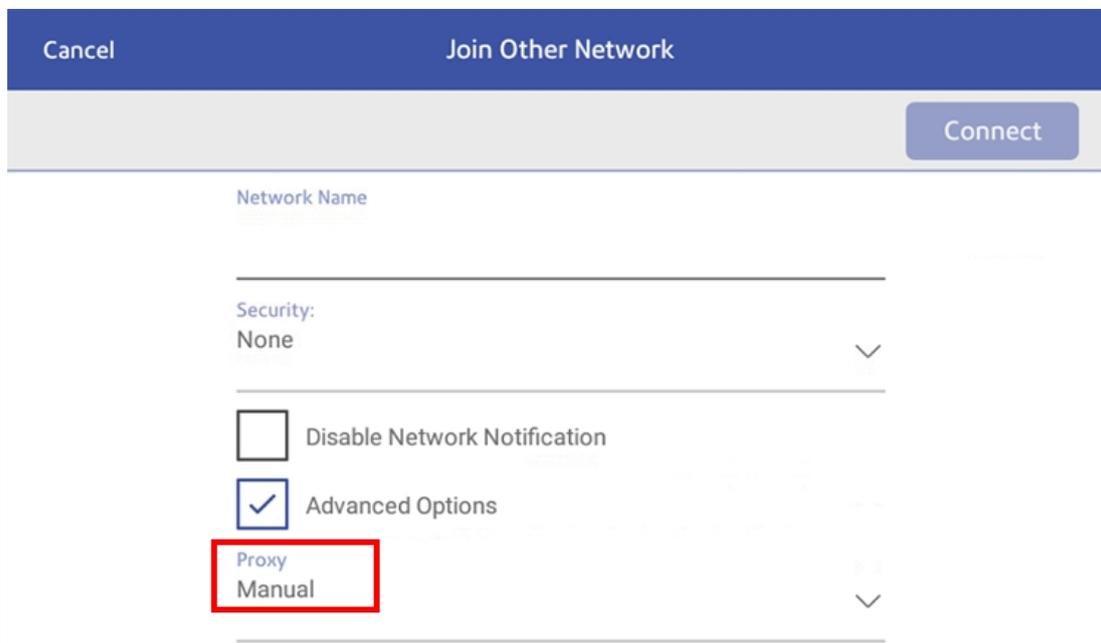
A proxy server is a computer that acts as a gateway between your local network (and your device) and a larger-scale network (such as the internet). Proxy servers provide increased performance and security.

1. Tap the **Settings** icon on the toolbar.



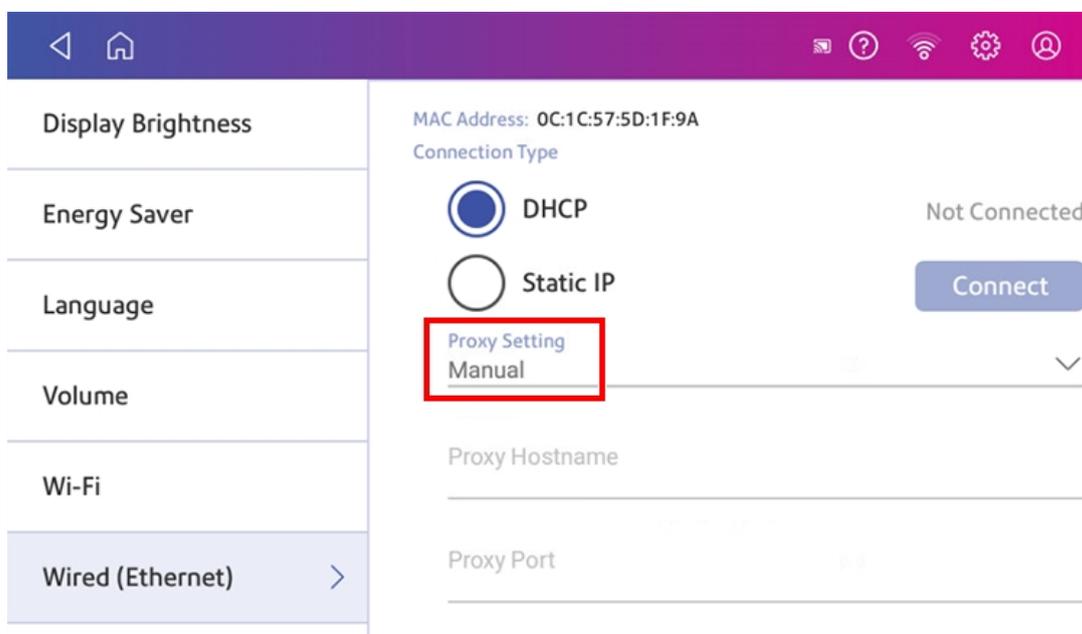
2. Tap the **Wi-Fi** or **Wired (Ethernet)** option in the in the Device & Network section.

3. For **Wi-Fi**:
  - a. Select the network from the list.
  - b. Tap on the **Advanced Options** tick box to select it.
  - c. Scroll down and tap the arrow next to Proxy, then select **Manual**.



For **Wired (Ethernet)**:

- a. Select either DHCP or Static IP.
- b. If you select DHCP, tap on the drop-down arrow next to Proxy Setting and select **Manual**.



4. For **Proxy Hostname** enter the IP address, HTTP or HTTPS proxy address of your proxy server.

5. For **Proxy Port**, enter the port the device should use to send network traffic to the Proxy Server.
6. (Optional) Use **Bypass** to enter any specific URLs or URL patterns (such as internal addresses) that you wish to bypass the proxy.
7. If your Proxy Server requires authentication, select the **Need Authentication** tick box and additional fields will be displayed.
  - a. Enter the **Proxy Username**. This may be case sensitive for some proxy servers.
  - b. Enter the **Proxy Password**. This is case sensitive for proxy servers.

A proxy server works by intercepting connections between sender and receiver. All incoming data enters through one port and is forwarded to the rest of the network via another port. By blocking direct access between two networks, proxy servers make it much more difficult for hackers to get internal addresses and details of a private network.

Refer to the B700 Version 2.0 Connectivity Guide for additional information. You can view or download the guide at the Pitney Bowes support site.

# 3 - Managing your machine

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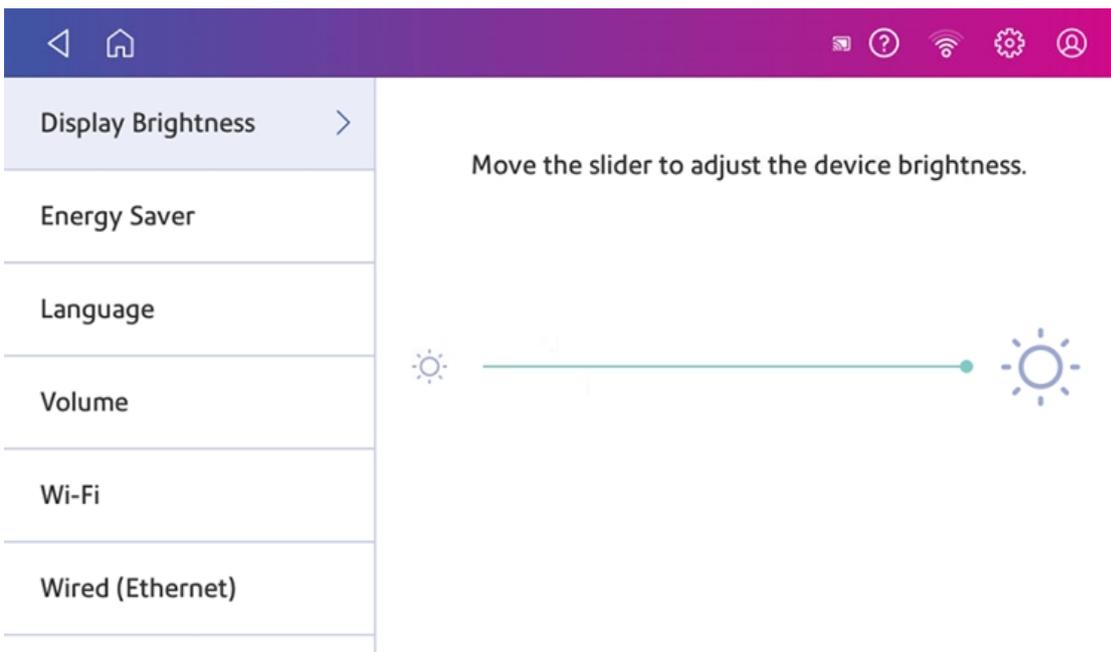
## Adjusting display brightness

Set the brightness of your display to suit your work space.

1. Tap the **Settings** icon on the toolbar.



2. Tap **Display Brightness** in the Device & Network section of the screen.



3. Move the slider to adjust the brightness.
4. Tap the **Back** button or Home icon to exit the Settings screen.

## Creating or disabling the security PIN

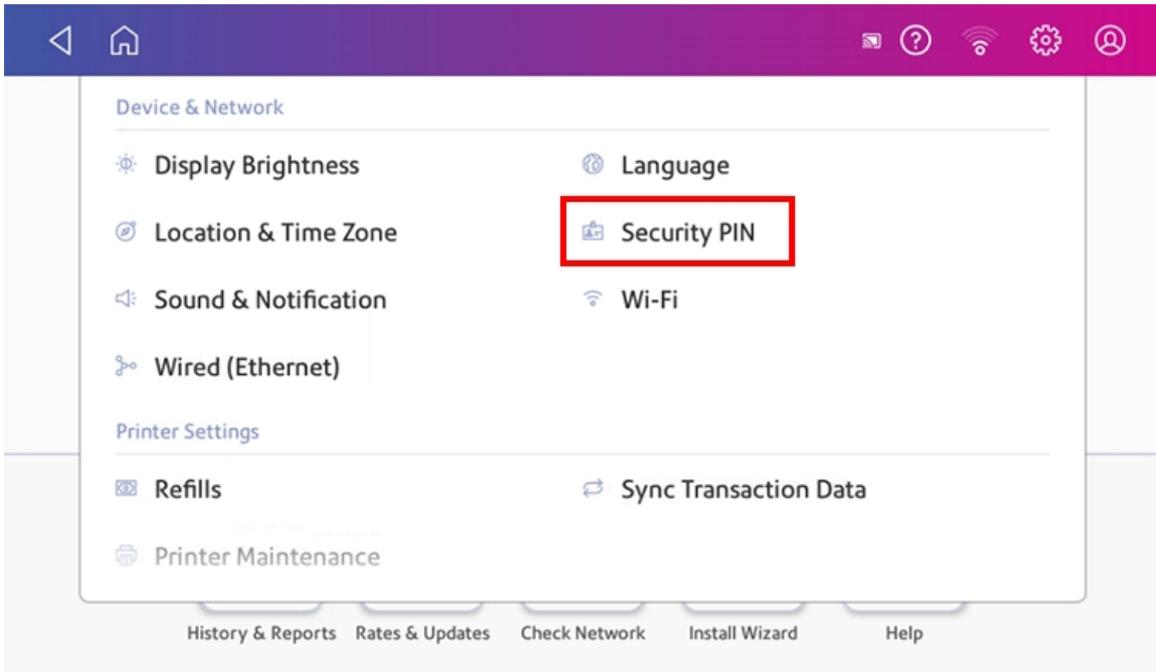
If you assigned a security PIN when you installed your device, you must enter it when you power it up or after it enters the sleep mode.

### Create a security pin

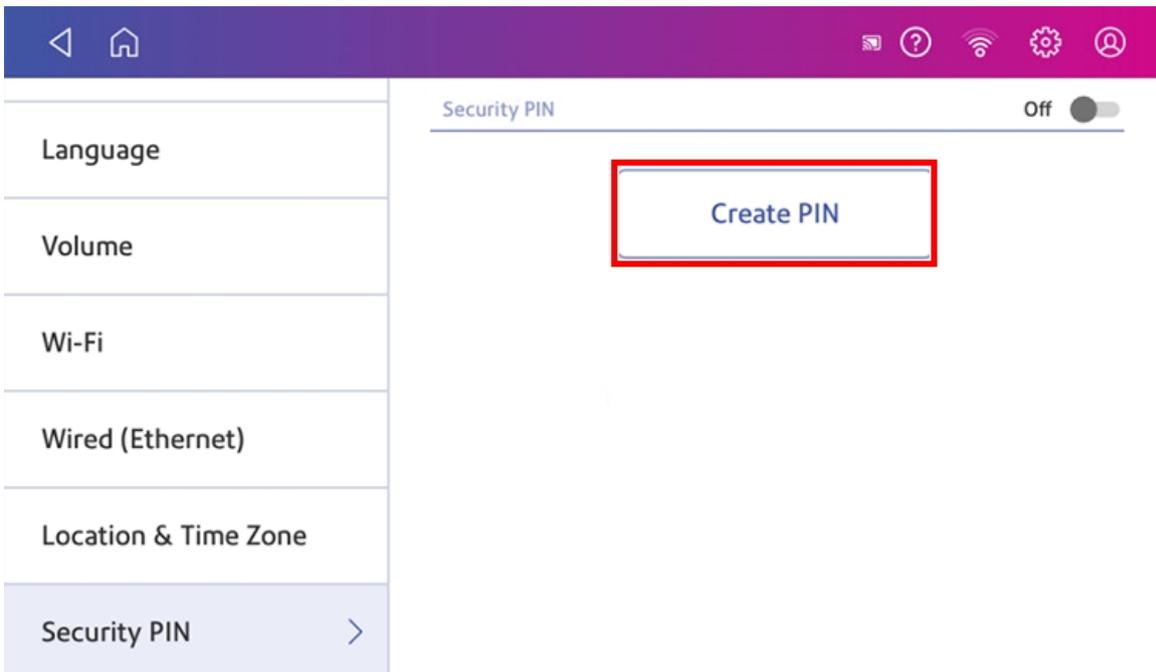
1. Tap the **Settings** icon on the toolbar.



2. Tap the **Security PIN** option in the Device & Network section of the screen.



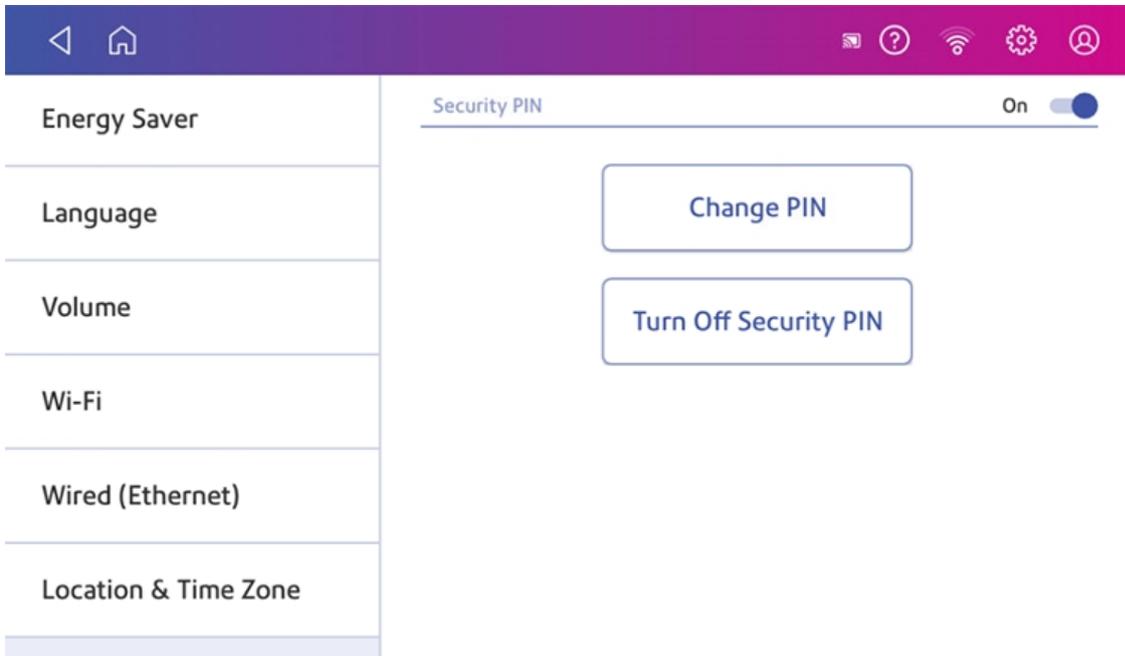
3. Tap the **Create PIN** button.



4. Enter a 4-digit numeric PIN using the keyboard on the display.
5. Verify your PIN by entering it again.

### Change or disable the security PIN

1. Tap the **Settings** icon on the toolbar.
2. Tap the **Security PIN** option in the Device & Network section of the screen.
3. Tap **Change PIN** or **Turn OFF Security PIN**.



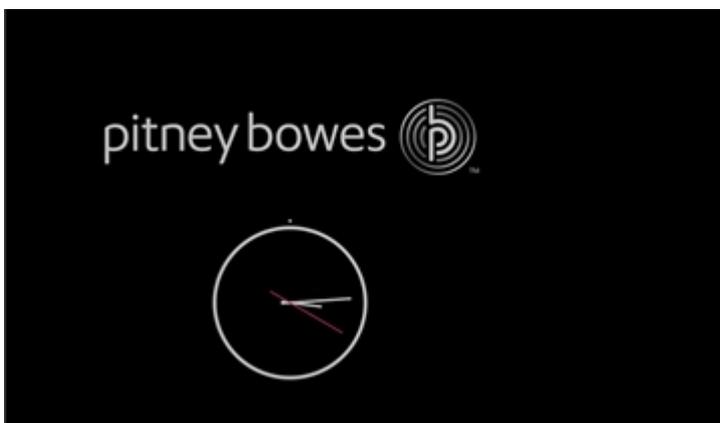
4. You will be prompted to enter the current security PIN for either option.

### Manually lock your device

1. Tap the user profile icon in the upper right corner of the toolbar.



2. Tap **Lock this device**. The screen saver displays shortly after the "device is Locked" screen displays.



If you forget your Security PIN, tap on the **Forgot PIN?** link to get help.

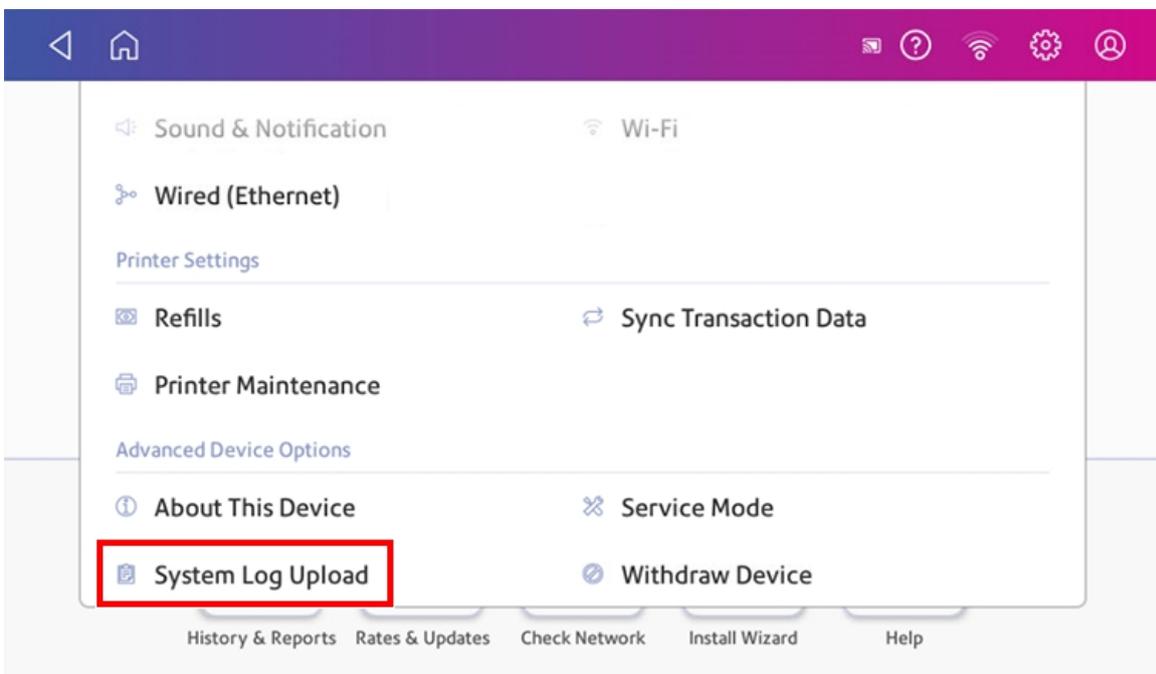
## Uploading system logs

Your device creates a series of system logs that monitor a variety of operations on your device. Pitney Bowes Technical Support may ask you to upload one or more of these logs.

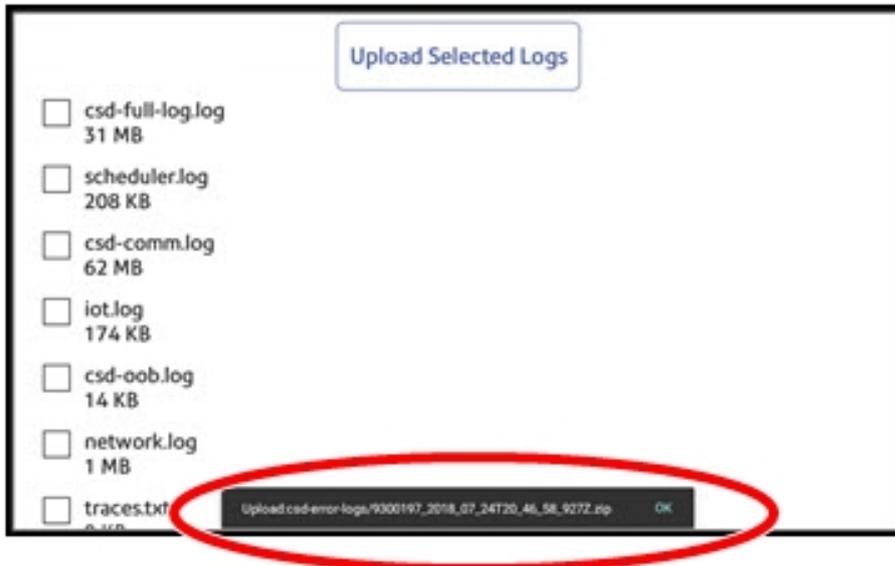
1. Tap the **Settings** icon on the toolbar.



2. Scroll down to the Advanced device Options section.
3. Tap **System Log Upload** to see a list of the available logs.



4. Tap the tick box in front of any log that you wish to deselect.

5. Tap **Upload Selected Logs**.

6. Once the upload completes, an upload message bar appears at the bottom of the screen.
7. Tap **Got It** in the message bar.
8. Select another log to upload, or swipe down from the top of the screen and then tap on the **Home** icon to exit.

# 4 - Printing Stamp Duty impressions

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## Printing a Stamp Duty impression

The Stamp Duty printing screen is the starting point for printing stamp duty impressions.

To open the Stamp Duty printing screen, tap the **B700 Version 2.0** button on the Home screen.

The screenshot shows the 'B700 Version 2.0 Stamp Duty Franking' screen. At the top, there is a purple header bar with navigation icons and system status icons. Below the header, there are three main sections: 'Reset to Default', 'Unused Amount ₹4,059,310', and '2 Pieces | ₹1,020'. The main form area contains the following fields:

- Print Mode:** B700 Version 2.0 Stamp Duty Franking (Callout 6)
- Sold To/Issued To:** Mr Jones (Callout 5)
- For Whom/ID Proof:** Mr Johnson (Callout 5)
- Phone No.:** 1244834950 (Callout 3)
- Purpose/Transaction Type:** Receipt (Callout 4)
- Value:** ₹1,000 (Callout 2)

The screen also displays 'Ready to Print' in green text. A red circle with the number '1' is positioned above the top header bar.

On this screen, you can:

1. View the balance of funds you have remaining in your device.
2. Enter the value of the Stamp Duty impression you would like to print.
3. Enter the clients phone number.
4. Select the transaction type you would like to print.
5. Complete the For Whom / ID Proof field. This can be the name of the individual purchasing the stamp duty and their ID.
6. Complete the Sold To / Issued To field. This can be the name of the individual or a company name.

## Checking your available funds

You can check your funds balance for your device at any time.

Your available funds are displayed on the Unused Amount button on the Stamp Duty printing screen.

To view the amount available to download onto your device:

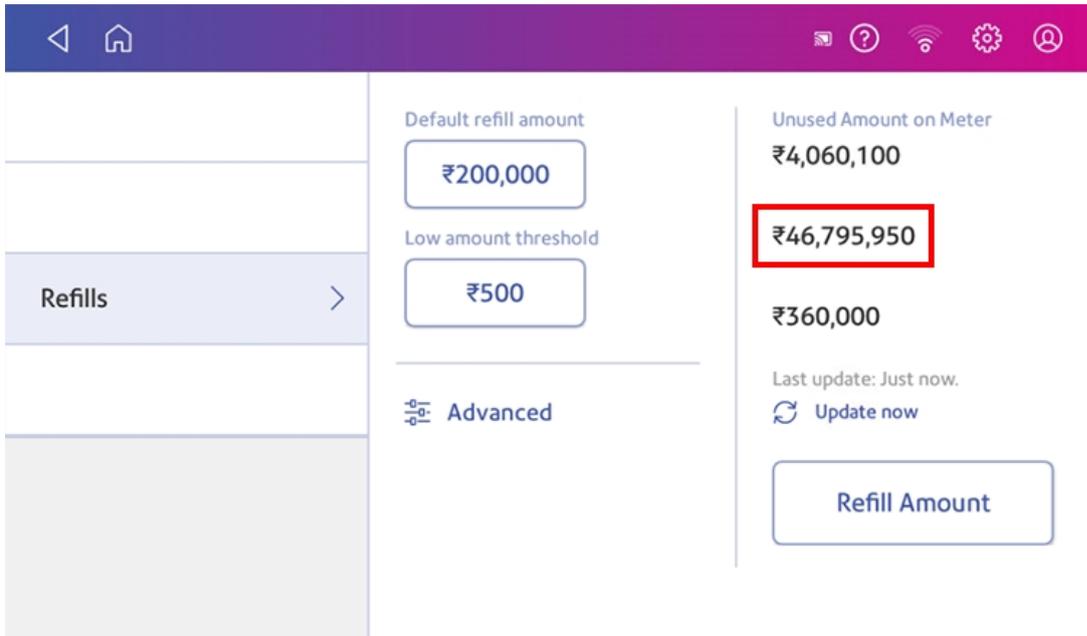
1. On the Home screen, tap **B700 Version 2.0**.
2. Tap **Unused Amount**.

The screenshot shows the Stamp Duty printing interface. At the top, there is a navigation bar with a back arrow, a home icon, and system icons (signal, Wi-Fi, battery, settings, profile). Below the navigation bar, there is a header section with three items: a 'Reset to Default' button, a highlighted 'Unused Amount ₹4,059,310' button, and a '2 Pieces | ₹1,020' indicator. The main content area is divided into two columns. The left column contains the text 'Print Mode B700 Version 2.0 Stamp Duty Franking'. The right column contains a form with the following fields: 'Sold To/Issued To: Mr Jones' with a '₹1,000' button next to it; 'For Whom/ID Proof: Mr Johnson' and 'Phone No: 1244834950'; and 'Purpose/Transaction Type: Receipt' with a dropdown arrow. At the bottom of the right column, it says 'Ready to Print' in green text.

3. Tap **Refill Settings**.

The screenshot shows the Stamp Duty printing interface with a modal overlay. The modal has a dark purple header with a back arrow, a home icon, and system icons. Below the header, there are four buttons: 'Unused Amount ₹4,060,100', 'Refill Amount', a highlighted 'Refill Settings' button, and a close 'X' button.

4. The available amount to download is then displayed.



## Adding funds to your meter

Add your funds for printing Stamp Duty impressions as soon as you receive a message that your available funds are getting low.

### Before you begin

Make sure that your device is connected to the internet.

- For wired network connections, you will see the following connection icon in the toolbar:



- If you have a wireless connection, you will see the following connection icon in the toolbar:



To add funds to your meter:

1. On the Home screen, tap **B700 Version 2.0**.
2. Tap **Unused Amount**.

Reset to Default Unused Amount ₹4,059,310 2 Pieces | ₹1,020

Print Mode  
B700 Version 2.0 Stamp  
Duty Franking

Sold To/Issued To: ₹1,000  
Mr Jones

For Whom/ID Proof: Phone No:  
Mr Johnson 1244834950

Purpose/Transaction Type  
Receipt

Ready to Print

3. Tap **Refill Amount**.

Unused Amount ₹4,060,100 Refill Amount Refill Settings

4. Enter the funds refill amount. To change the amount shown, tap the **back** button.
5. Tap **Refill Stamp Amount**.

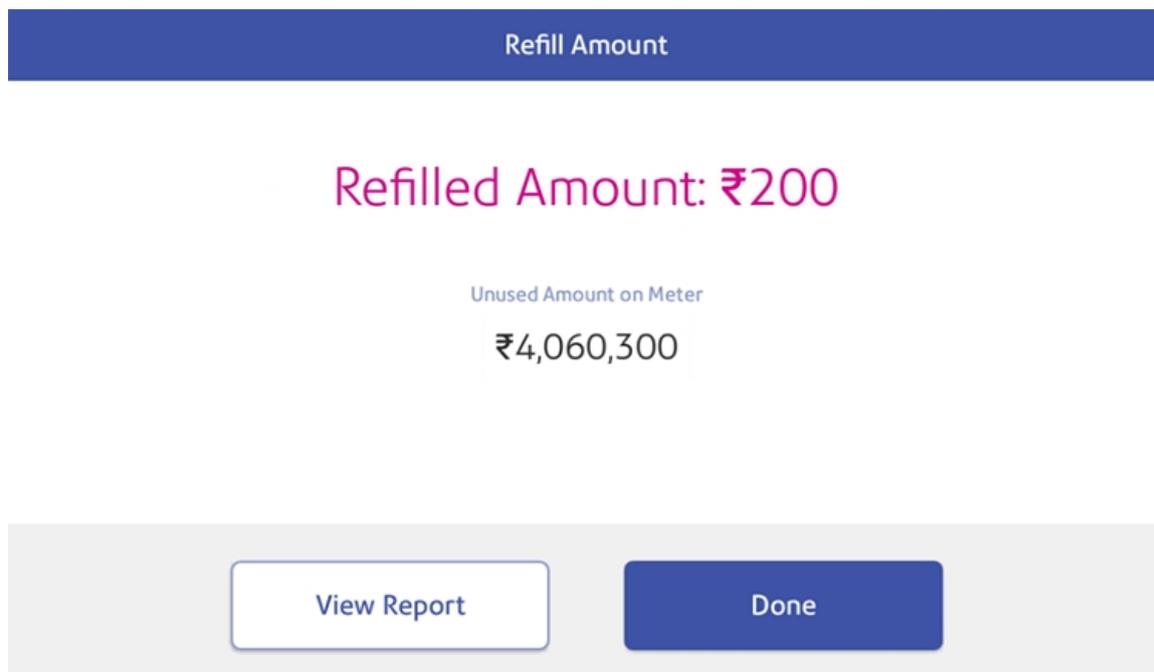
Cancel Refill Amount

Unused Amount ₹4,060,100 Amount Available For Download ₹46,795,950

Stamp Refill Amount  
₹200

Refill Stamp Amount

- To view or print a report, tap **View Report**.



- Tap **Done**.
- Your updated funds balance is displayed on the Stamp Duty printing screen.

## Getting a refund for damaged or incorrectly printed Stamp Duty impressions

Once you print a Stamp Duty impression, the amount is deducted from the funds on your device, even if the printing is illegible. Therefore it is important to ensure the correct value is displayed before printing Stamp Duty impressions.

For an up-to-date refund you can contact your nearest licensing office or check with an allocated service engineer for the process.

# 5 - Managing Stamp Duty Printing

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## Changing the default refill amount

You can set a default refill amount in your device which is useful if you refill for the same amount of funds every time your funds run low. There are two ways to change the default refill amount:

From the Home Screen:

1. Tap the **Settings** icon on the toolbar.
2. Scroll down to the Printer Settings section.
3. Tap **Refills**.
4. Tap the box under **Default refill amount**.
5. Tap the back key to remove the existing amount. You may need to tap the key multiple times to clear the amount.
6. Enter the new amount.
7. Tap **Apply**.

From the Home screen:

1. Tap **B700 Version 2.0**.
2. Tap **Unused Amount**.
3. Tap **Refill Settings**.
4. Tap the box under **Default refill amount**.
5. Tap the back key to remove the existing amount. You may need to tap the key multiple times to clear the amount.
6. Enter the new amount.
7. Tap **Apply**.

## Uploading transactions

Your device automatically uploads your printed Stamp Duty transactions at least once during the day and once after hours.

- If you lock your device or turn it off for any extended period of time, it automatically uploads your transactions when you power it up again.
- If you see the message "Sync Transaction Data" it means you need to upload your transactions.

**Important:** If your device has not uploaded transactions recently due to connection issues, it may require multiple uploads. If the device prompts you to upload more than three times, please contact technical support.

### Manual upload of your printed tax impression transactions

1. Tap the **Settings** icon on the toolbar.
2. Scroll down to the Printer Settings section.
3. Tap **Sync Transaction Data**.
  - A series of messages appears on your display, starting with "Preparing Transaction Data" followed by "Sending Transaction Data".
  - Once the upload is complete, the message "Transaction Data Sent".
  - The message "No Sync Required" appears if there are no new transactions to upload.

## Clearing or resetting the number of impressions sent

Your device has a piece counter feature that can be reset to zero if required. This feature is helpful if you have batches of Stamp Duty impressions to print and you want to record the number in each batch.

Make certain that you wish to delete the piece count information. Once you do so, you cannot restore the deleted data.

1. On the Home screen, tap **B700 Version 2.0**.
2. Tap **Pieces**.
3. Tap **Reset Counter to 0**.

## Performing remote inspections

When a remote inspection is required, you are notified automatically by the message on the Stamp Duty printing screen. The message "Inspection Due" displays.

1. Tap **Unused Amount**.
2. Tap **Refill Settings** to fulfill the inspection requirements.

OR

1. Tap the **Settings** icon in the toolbar.
2. Tap **Sync Transaction Data** in the Printer Settings menu.

## Setting the low funds warning

Set up your device to warn you when your available funds reach a certain amount. Use this warning as a reminder to add more funds to your device.

1. On the Home screen, tap **B700 Version 2.0**.
2. Tap **Unused Amount**.
3. Tap **Refill Settings**.
4. Tap the **Low amount threshold** button.
5. Tap the back key on the numeric keypad to remove the existing amount. You may need to tap the key multiple times to clear the amount.
6. Enter your threshold amount.
7. Tap **Apply**.
8. Tap the back arrow button to return to the Stamp Duty printing screen.

# 6 - View Print Reports

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## Viewing the total spent on printing stamp duty impressions

You can view the total amount you have spent on Stamp Duty impressions and the total number of pieces printed.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down to the Printer Settings section.
3. Tap **Refills**.
4. Tap **Advanced** to view the total amount of Stamp Duty impressions and the number of pieces printed.

## Printing a receipt when refilling funds

When you add funds to your B700 Version 2.0 device, you have the option of printing a receipt.

To view past receipts for funds refills, tap the **History & Reports** icon in the application drawer and open the **Refill History** report.

## Viewing the funds refill history

You can view a report showing all of your past funds refills.

1. Tap the **History & Reports** icon in the application drawer of the home screen.
2. Tap the **Refill History**.
3. Tap on a funds refill to open a Refill Receipt.

**Note:** At this time, you can only view the report.

## Printing a Register report

Printing a register report provides you with funds and counter information about your device:

- **Ascending Register:** The total amount used over the lifetime of the device.
- **Descending Register:** The amount currently available to print.
- **Meter Piece Count:** The total number of impressions printed over the lifetime of the device.

- **Control Sum:** The control sum is the total of the amount used and available.
- **Pieces:** The current Batch Count.
- **Value:** The current Batch Total.
- **Meter Number:** The serial number of the device.
- The date and time the report was printed.

To print a funds report:

1. On the Home screen, tap **B700 Version 2.0**.
2. Tap the piece count in the upper right.
3. Tap **Print Report**.
4. Tap **B700 Version 2.0 Printer**.
5. Feed a sheet of paper through the device.
6. A funds report prints showing the total number of pieces sent.
7. Tap the **back arrow** to return to the Stamp Duty printing screen.

# 7 - Machine Maintenance

## In this section

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## Printing a test pattern

Printing a test pattern lets you see if the printhead is functioning properly or if you have enough ink in the cartridge.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down and tap **Printer Maintenance**.
3. Tap **Print Test Pattern**.
4. When the message "Print a Test Pattern?" displays, feed the envelope through the machine.
5. Examine the pattern printed on the envelope:
  - Tap **Done** if the lines are unbroken and match the "Good" test pattern shown on the display.
  - Tap **Clean Print Nozzle** if the test pattern has missing or incomplete lines.
    - Once the cleaning operation completes, you must print another test pattern.
    - If this new pattern still has broken or missing lines, you may need to replace the ink cartridge or clean or replace the printhead.

**Important:** If you see no improvement in print quality, do not repeat the cleaning, as cleaning the print nozzles consumes ink.

## Cleaning the printhead

If you get a bad test print pattern, clean your printhead nozzles to try to correct the problem.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down to the Printer Settings section.
3. Tap the **Printer Maintenance** button.
4. Tap **Clean Print Nozzle**.
5. Once the cleaning operation completes, you are prompted to print another test pattern. If the new pattern still has broken or missing lines, you may need to replace the ink cartridge or printhead.

## Installing the ink cartridge

Your B700 Version 2.0 device uses ink from the ink cartridges during normal maintenance cycles. You must maintain adequate ink supply in all of the cartridges to keep the system in optimal working condition. Replace your ink cartridges, printhead and other similar printing consumables promptly when warned.

Your device will periodically require a new ink cartridge.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down and tap **Printer Maintenance**.
3. Tap **Install Ink**.
4. Lift the cover. The ink cartridge moves to the front position.
5. Remove the ink cartridge, as shown on the label next to the cartridge holder.
6. Insert the new ink cartridge and close the cover. The cartridge repositions itself and the Printer Maintenance screen re-displays.
7. Perform a print test to ensure you get a good test print pattern.

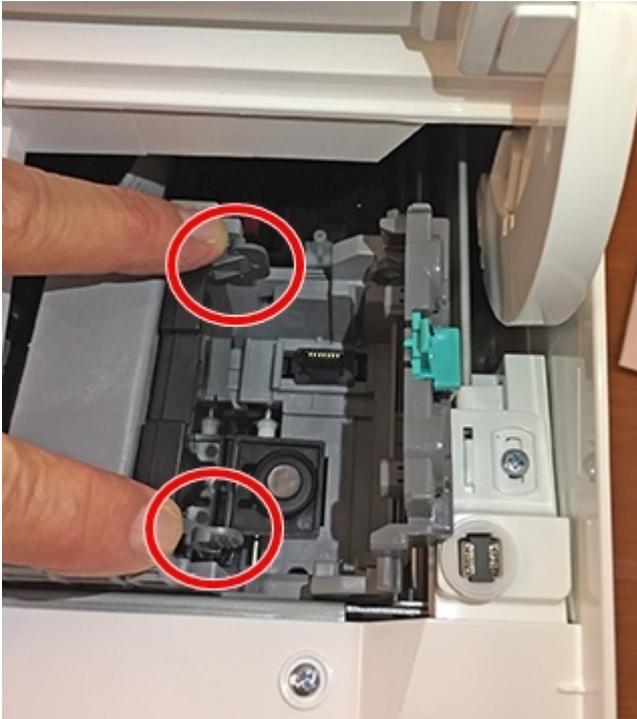
**Important:** Only use genuine Pitney Bowes ink cartridges.

## Installing the printhead

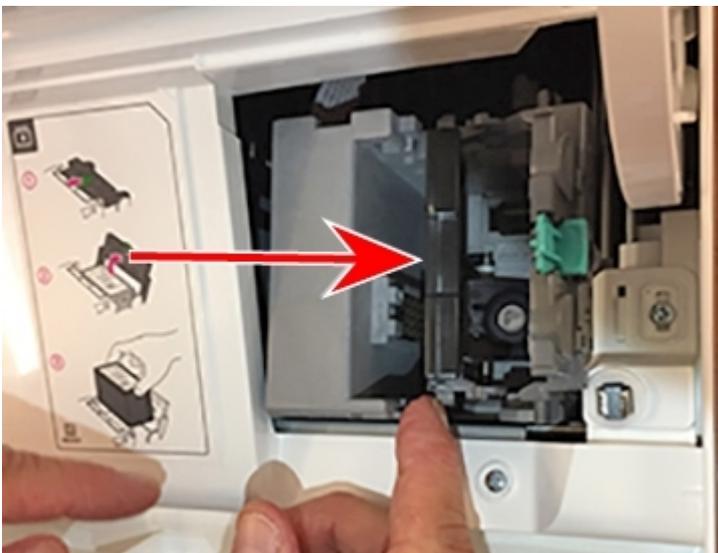
Install a new printhead if you have replaced your ink cartridge, cleaned the printhead nozzles and are still experiencing print quality issues.

1. Tap the **Settings** icon on the toolbar.
2. Scroll down and tap **Printer Maintenance**.
3. Tap **Install Printhead**.
4. Lift the cover; the ink cartridge moves to the front position.
5. Flip the ink cartridge guard open.
6. Remove the ink cartridge as shown on the label to the right of the cartridge holder.

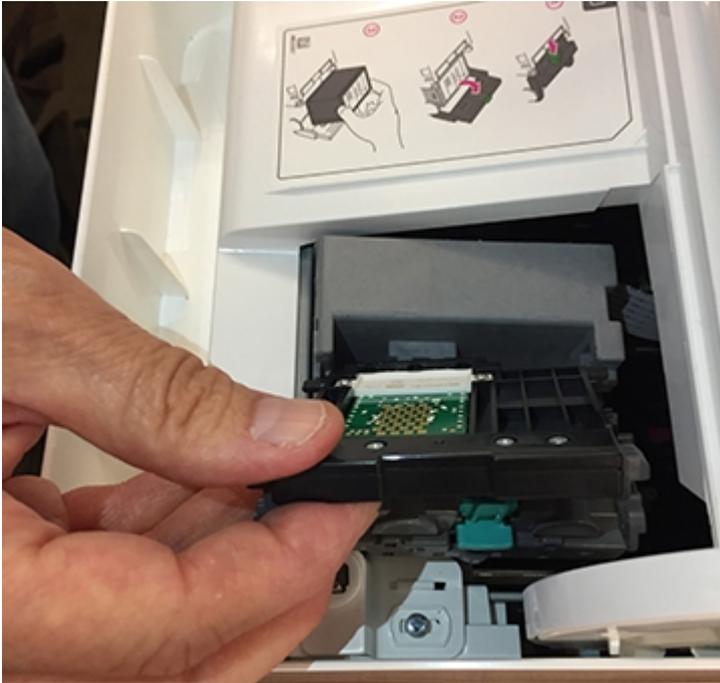
7. Squeeze the two grey tabs on either side of the printhead.



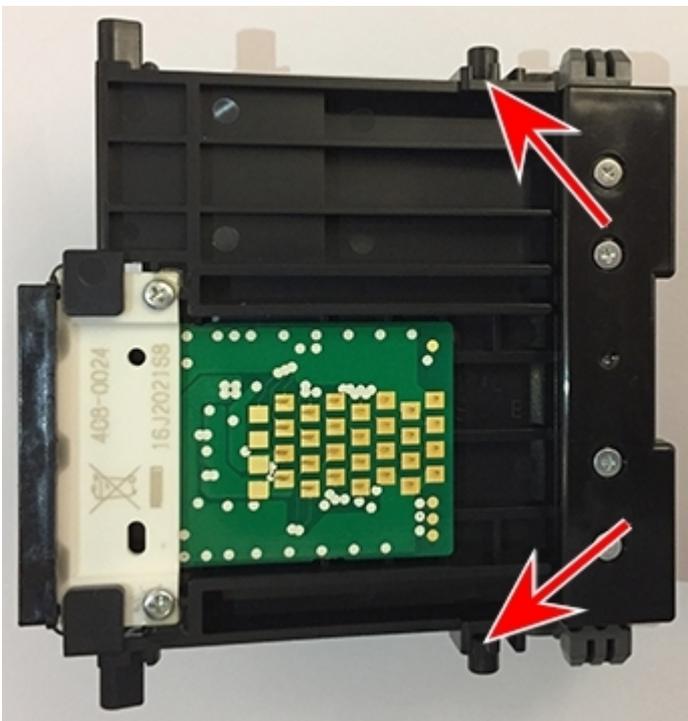
8. Lift and tilt the printhead gently to the right.



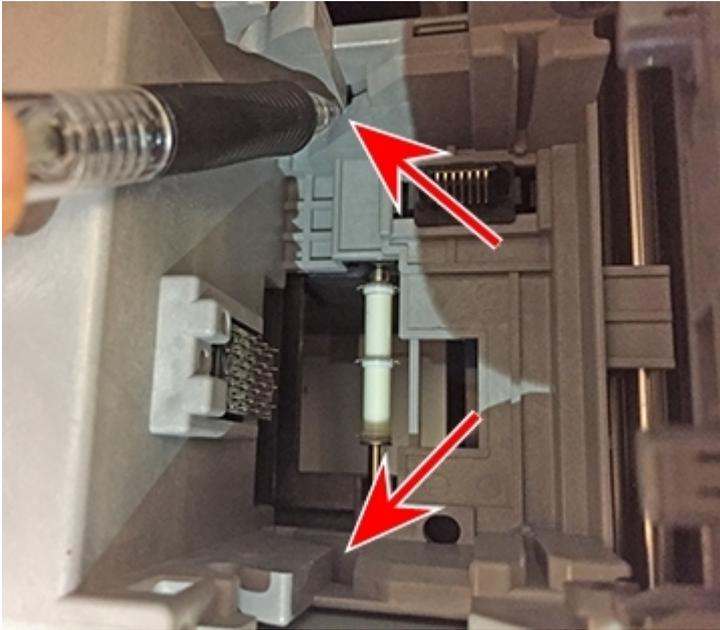
9. Pull the old printhead up and out of the holder.



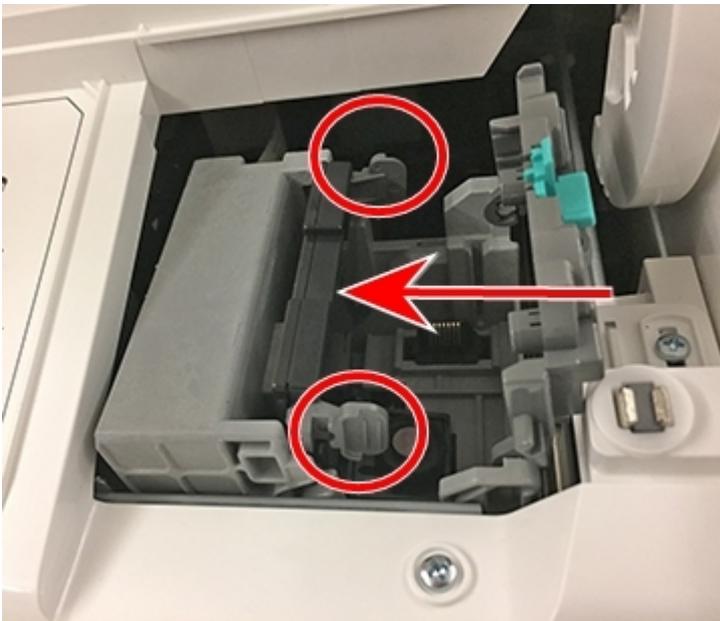
10. Note the location of the plastic alignment tabs and the orientation of the printhead so that you can install the new printhead correctly.



11. Examine the printhead holder and find the location of the lower printhead alignment slots.



12. Insert the printhead by squeezing the tabs on either side of the printhead and sliding the plastic alignment pins into the lower slot of the printhead holder.



13. Gently push the printhead into place until it snaps into position.
14. Install the ink cartridge (see the label to the right of the cartridge holder).
15. Rotate the guard back to the closed position.

16. Close the cover; the ink cartridge moves back to the original position.
17. Tap **Done**.
18. Print a print test pattern to be sure that your printhead is functioning properly.

## Feeding media

Ensure you feed documents through the device correctly to prevent paper jams.

### When feeding media:

1. For your first document, hold the far edge of the paper against the back wall of the feeder.
2. Slide the document into the feeder until you feel it touch the rollers. You will hear the feeder motor begin. Do not release the document until the feeder grabs it to pull it through the machine.
3. You will hear the feeder motor continue to run for about 5 seconds once it prints the impression on the paper.
4. Continue to feed documents, one at a time, simultaneously pressing the edge of each document against the back wall of the feeder and into the feeder until it touches the rollers.
  - Make sure the documents fully exit the feeder and do not pile up on the edge of the feeder. If you are using a stacker, you may need to extend the stacker tray so that the documents exit the feeder completely.

### What to avoid when feeding media:

- If you don't hold the document against the back wall it can feed in crooked or skewed. A skewed document can either exit the machine with no impression applied or cause a jam. The message Clear Paper Jam appears in the display.

Even a minor skew that may be difficult to see can cause a jam.

1. To clear the jam turn the paper jam lever clockwise and remove the document.
2. Turn the jam lever back to the locked position.
3. Continue printing, sliding the first document in until it touches the rollers and you hear the motor start.
  - Make sure that once the feeder grabs the document, you do not try to remove it and then re-feed it as this will result in a Clear Paper Jam message.

### Preventive action:

To prevent documents from getting stuck in the transport deck:

- Use a can of non-flammable compressed air and blow on the feed deck on the left side and work toward the transport deck on the right side. Make sure and remove all the dust and debris.

## Moving your device

Follow these steps and precautions to move your B700 Version 2.0 device safely. These apply whether you are moving your device across the room or to a new facility.

1. Remove the ink cartridge. Once you get the ink cartridge out, place it in a zip-top bag.
2. Close the top cover.
3. Remove any cables and pack them with the device.
4. Unplug the power cord and pack it with the device.
5. Once in the new location, re-install any cables.
6. Plug the power cord into the device and power outlet.
7. Re-install the ink cartridge.

# 8 - Supplies

## In this section

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Supplies

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## Supplies

For ordering genuine supplies, please visit our website at <https://www.pitneybowesdirect.co.in/>

You can also call us on 1800 110 999.

# 9 - Machine Information

## In this section

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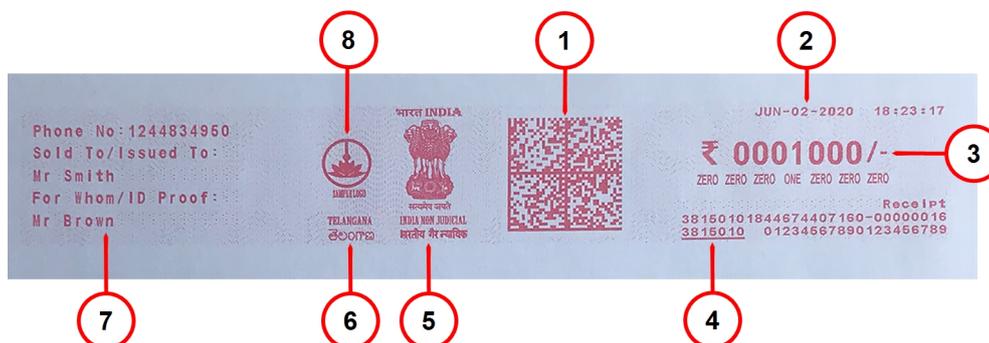
## Stamp Duty meter requirements

Since your B700 Version 2.0 device is licensed by the state government, you must follow a few basic requirements.

- Documents must have the correct date and amount printed.
- Always ensure that your impressions are clear and complete. Poor print quality prints may result in the state government being unable to offer the service you requested and if the prints are illegible the items may be rejected.
- If you move to another address, you must update the your machine supplier records. Call your local machine supplier for advice.
- Ink must conform to the correct specifications. For best performance, obtain ink cartridges and tape sheets direct from your machine supplier.

## Sections of the meter impression

The printed impression contains elements that identify the machine and the type of transaction.



1. Datamatrix barcode - ensures a valid, secure impression.
2. Date.
3. Stamp duty impression amount.
4. Meter serial number.
5. Indian national emblem.
6. Name of state.
7. Stamp duty buyer information.
8. Issuer logo (device is licenced to this company / company logo).

## Security information

The meter in your device is a security device (PSD) that secures your funds, incorporating the latest technology approved by the state government. This technology eliminates the need for the state government to perform physical inspections, thereby making your device easier and more convenient for you to use.

## Parts of the device

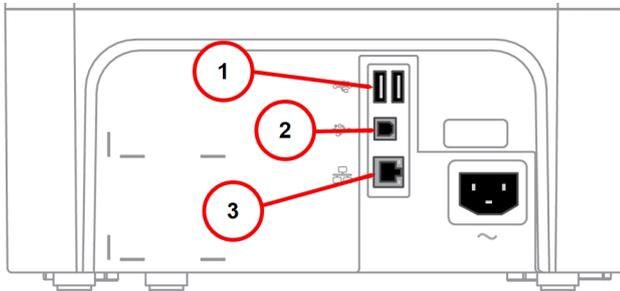
Familiarise yourself with the parts of your B700 Version 2.0.



1. **Colour touchscreen display** - Process documents (tablet style).
2. **Ink access cover** - Opens to allow access to the ink cartridges for the device (find the model and serial numbers inside).
3. **Paper jam lever** - Normally engaged. If a stall occurs on the transport deck, turn this to disengage the rollers and clear the document.
4. **Semi-automatic feeder** - Feeds media through the device.

## Connections on the back of the machine

All B700 Version 2.0 models have USB and network ports on the back.



1. **USB port type A host** - use for:
  - External peripherals (if applicable).
2. **USB port, type B host** - use for:
  - Service operations.
3. **RJ45** - use for:
  - Wired network connection.

## Specifications

Power requirements:

- 100-240 VAC, 50/60 Hz, 1.0 A

Operating Temperature:

- 13°C to 35°C

Sound Level:

- Less than or equal to 70 dBA re 20 micro Pascal in accordance with ISO 7779, ISO 3744, or ISO 3741.

Dimensions:

- 419 mm L x 394 mm W x 286 mm H.

Weight:

- 8 kgs.

Throughput (Documents per minute. Actual throughput varies, depending on the material used, machine condition etc):

- Up to 3 - 5 documents per minute.

Ports:

- 2 USB port type A host connectors for external peripherals (if applicable).
- 1 USB peripheral port type B used only by PB service representatives.
- 1 RJ45 (wired network connector).

Display:

- 7 inch tablet (169 pixels/inch).

Print Resolution:

- 300 H x 600 V dpi.

Print Image Area:

- 25.4 mm x 165 mm.

# 10 - Safety

## In this section

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Important safety notes

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## Important safety notes

Follow the normal safety precautions for all office equipment.

- Please read all instructions before you attempt to operate the system. Save these instructions for future use.
- Use only Pitney Bowes approved supplies, in particular aerosol dusters. Improper storage and use of aerosol dusters or flammable aerosol dusters can cause an explosive-like condition that could result in personal injury and/or property damage. Never use aerosol dusters labeled flammable and always read instructions and safety precautions on the duster label.
- Use only the AC Power cord and AC Power adapter with the optional Thermal label printer supplied with your machine and plug it into a properly grounded wall outlet that's located near the printer and easily accessible. Failure to properly ground the power adapter can result in severe personal injury and/or fire.
- The power cord wall plug is the primary means of disconnecting the machine from the AC supply. The unit is on whenever it is plugged into a live receptacle, even though the operator display may be blank.
- To obtain supplies, please contact our Supply Line™ to place orders.
- Material Safety Data Sheets can be obtained through the web or from our Supply Line™. Refer to the Contact Information List for more information.
- Avoid touching moving parts or materials while the machine is in use. Keep hands, loose clothing, jewellery and long hair away from all moving parts.
- Do not remove covers or defeat safety interlock switches. Covers enclose hazardous parts that should only be accessed by properly trained service personnel. Immediately report to service any damaged or non-functioning components that renders the unit unsafe.
- Place the unit in an accessible location to allow for proper venting of the equipment and to facilitate servicing.
- Do not use an adapter plug on the line cord or wall outlet.
- Do not remove the ground pin from the line cord.
- Place the printer so the AC power adapter is close to an easily accessible wall outlet. DO NOT use a wall outlet controlled by a wall switch or one that is shared with other equipment.
- DO NOT route the power cord over sharp edges or trap it between pieces of furniture. Make sure there is no strain on the power cord.
- DO NOT route the DC power cord that plugs into the printer over sharp edges or trap it between pieces of furniture. Make sure there is no strain on the DC power cord.
- Make sure the area in front of the wall outlet into which the AC adapter is plugged is free from obstruction.
- To reduce the risk of fire or electrical shock, DO NOT attempt to remove covers or disassemble the control panel or its base. The cabinet encloses hazardous parts. If you should drop or otherwise damage the unit, call Pitney Bowes.

- This product contains a lithium ion battery. The battery must be recycled or disposed of properly. If you are leasing this product, you must return it to Pitney Bowes. Alternatively, contact your local waste disposal or recycle facility for instructions on how to dispose of it properly.
- Before clearing a stoppage, be sure machine mechanisms come to a stop.
- When removing stalled material, avoid using too much force to protect against minor personal injury and damaging equipment.
- To prevent overheating, do not cover any vent openings.
- Operation of this equipment without periodic maintenance will inhibit optimum operating performance and could cause the equipment to malfunction. Contact your machine supplier for required service schedule.
- Read all instructions before attempting to operate the equipment.
- Use this equipment only for its intended purpose.
- Always follow the specific occupational safety and health standards prescribed for your workplace.

**Caution:**

In case of an ink spill, leaking ink or excessive ink accumulation, immediately disconnect the power cord from the wall plug and contact Pitney Bowes. Customer Service Representatives are available Monday to Friday, 9:30 am - 5:30 pm.



It is certified that the system complies with all applicable Directives of the European Union.

For a formal Declaration of Conformity please contact Compliance Engineering. Contact information is given in this guide or on a separate document supplied with your system.

# 11 - Technical Support

## In this section

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Contacting Pitney Bowes

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## Contacting Pitney Bowes

### Your system information

Be sure to have the following information available before contacting Pitney Bowes Technical Support:

- **Product Name:** B700 Version 2.0 device.
- **PCN and serial number:** check the label under the front cover of the machine.
- **Problem Description:**
  - What is happening and when.
  - Are there any error messages displaying?
- **Attempts to fix:**
  - What steps have you already tried to fix the problem?
  - If you tried, what happened?

### Technical and Account Support:

Visit our website at:

<https://www.pitneybowes.com/in/support>

You can also call us on 1800 110 999 or 1800 103 0999 for any service related queries.

### Pitney Bowes Supply Line

Visit our website at (copy the URL and paste it into a browser):

<https://www.pitneybowesdirect.co.in/>

**Note:** Customer service representatives are available 9.30 am - 5.30 pm, Monday to Friday excluding public holidays.

# 12 - Third party software

## In this section

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Third party software

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## Third party software

Third party software may have been incorporated into this product by Pitney Bowes Inc. (“PBI”) under permission from PBI’s licensors. Any special terms and conditions that apply to such software are provided below:

This product contains the following software:

- Okhttp3 which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <http://square.github.io/okhttp/>.
- Retrofit which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://square.github.io/retrofit/>.
- Okio which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <https://github.com/square/okio/blob/master/LICENSE.txt>. The source code for this software is available from <https://github.com/square/okio>.
- Commons-codec which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from [https://commons.apache.org/proper/commons-codec/download\\_codec.cgi](https://commons.apache.org/proper/commons-codec/download_codec.cgi).
- Commons-io which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from [https://commons.apache.org/proper/commons-io/download\\_io.cgi](https://commons.apache.org/proper/commons-io/download_io.cgi).
- Org.greenrobot:eventbus which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <http://greenrobot.org>.
- Org.greenrobot:greendao which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <http://greenrobot.org/greendao>.
- FasterXml.jackson.core:jackson-core which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://wiki.fasterxml.com/JacksonLicensing>. The source code for this software is available from <http://wiki.fasterxml.com>.
- Aws-android-sdk-core which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <https://github.com/aws/aws-sdk-android/blob/master/LICENSE.APACHE.txt>. The source code for this software is available from <https://github.com/aws/aws-sdk-android>.
- Aws-android-sdk-iot which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <https://github.com/aws/aws-sdk-android/blob/master/LICENSE.APACHE.txt>. The source code for this software is available from <https://github.com/aws/aws-sdk-android>.

- `Aws-android-sdk-s3` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <https://github.com/aws/aws-sdk-android/blob/master/LICENSE.APACHE.txt>. The source code for this software is available from <https://github.com/aws/aws-sdk-android>.
- `Nv-websocket-client` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://github.com/TakahikoKawasaki/nv-websocket-client>.
- `bumptech.glide` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://github.com/bumptech/glide>.
- `Jakewharton:butterknife` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://github.com/JakeWharton/butterknife>.
- `Caverock:androidsvg` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://mvnrepository.com/artifact/com.caverock/androidsvg/1.2.1>.
- `Glassfish:javafx.annotation` which is dual licensed under the CDDL, Version 1.0, and the GNU General Public License, Version 2, June 1991, with the Classpath Exception. The licenses can be downloaded from: <https://javaee.github.io/glassfish/LICENSE>. The source code for this software is available from <https://javaee.github.io/glassfish>.
- `CalligraphyXamarin` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://github.com/mikescandy/Calligraphy-xamarin>.
- `Newtonsoft.JSON.NET` which is licensed under the MIT License. The license can be downloaded from: <https://github.com/JamesNK/Newtonsoft.Json>. The source code for this software is available from <https://github.com/JamesNK/Newtonsoft.Json>.
- `MaterialChips` which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. The source code for this software is available from <https://github.com/DoodleScheduling/android-material-chips>.
- `Android Open Source Project ("AOSP")`, which is licensed under the Apache License, Version number 2.0. The license can be downloaded from: <http://www.apache.org/licenses/LICENSE-2.0.html>. AOSP also contains the Linux kernel which is licensed under GNU General Public License, Version 2, June 1991 ("GPL"). The license can be downloaded from: <http://www.gnu.org/licenses/gpl-2.0.html> Copyright © 1989, 1991 Free Software Foundation. For up to three years from PBI's distribution of this product, you may obtain a complete machine-readable copy of the source code for the Linux kernel under the terms of the GPL, without charge except for the cost of the media, shipping, and handling, upon written request to PBI. Such requests should be sent by e-mail to [iptl@pb.com](mailto:iptl@pb.com).



3001 Summer Street  
Stamford, Connecticut 06926  
[www.pitneybowes.com](http://www.pitneybowes.com)

PB Form SV63364 Rev. A  
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