

# **DM400-DM1000 Mega Series** **(1D25/1M25/1R25)**

## **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. Select "**Set Up**".
3. Select "**Phone/Network Set Up**"
4. Select "**PB Phone No.**"
5. Press the **C/Clear** key to remove the existing number.
6. Key in **0818270348** then press **Enter**.
7. Press the **left** arrow key to return to the home screen.
8. **Power down your meter** by removing the power cord for 15 seconds and restart.
9. Check your connection by completing a balance enquiry. To do this press the **Funds** key.
10. Select "**Postage by Phone Balance**", your meter will connect to Pitney Bowes.
11. Select **OK** once prompted.

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

