



Shipping & Mailing
Postage Meters

MT30/49/70 Series Scales

Installation Instructions for DM™ Series

Introduction

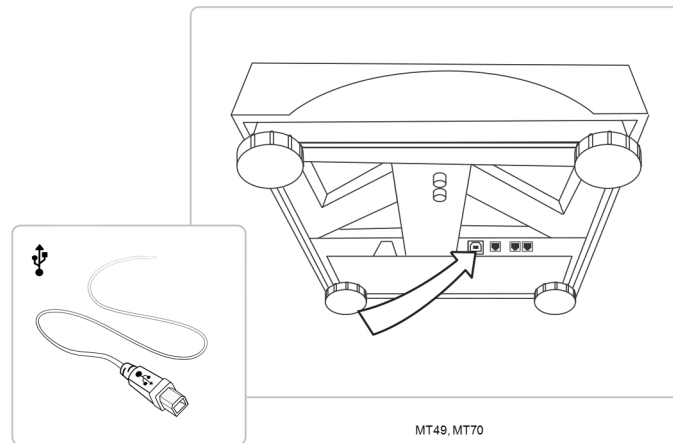
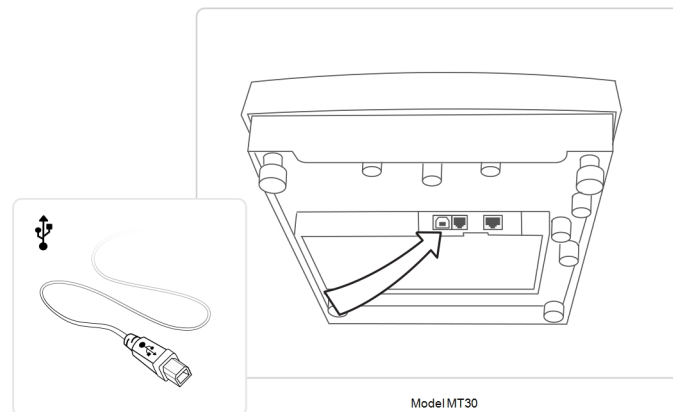
Your new weighing platform needs to be connected, levelled and installed properly to ensure accuracy.

Before you begin attaching or replacing your scale

- Check the box for damage. Notify the carrier of any shipping damage.
- Remove the contents from the box.
- Place the scale on a sturdy, level table.

1. Connect the USB cable to the Weighing Platform

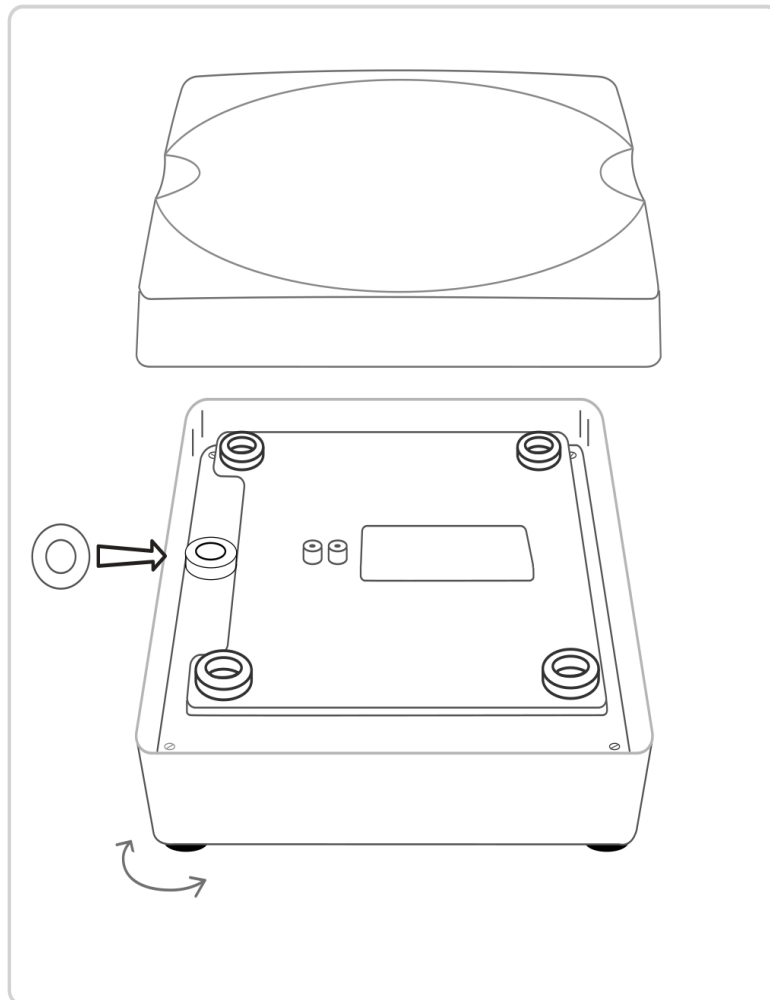
Plug the square end of the enclosed USB cable into the connector on the bottom of your weighing platform as shown.



2. Level the Weighing Platform

Model MT30

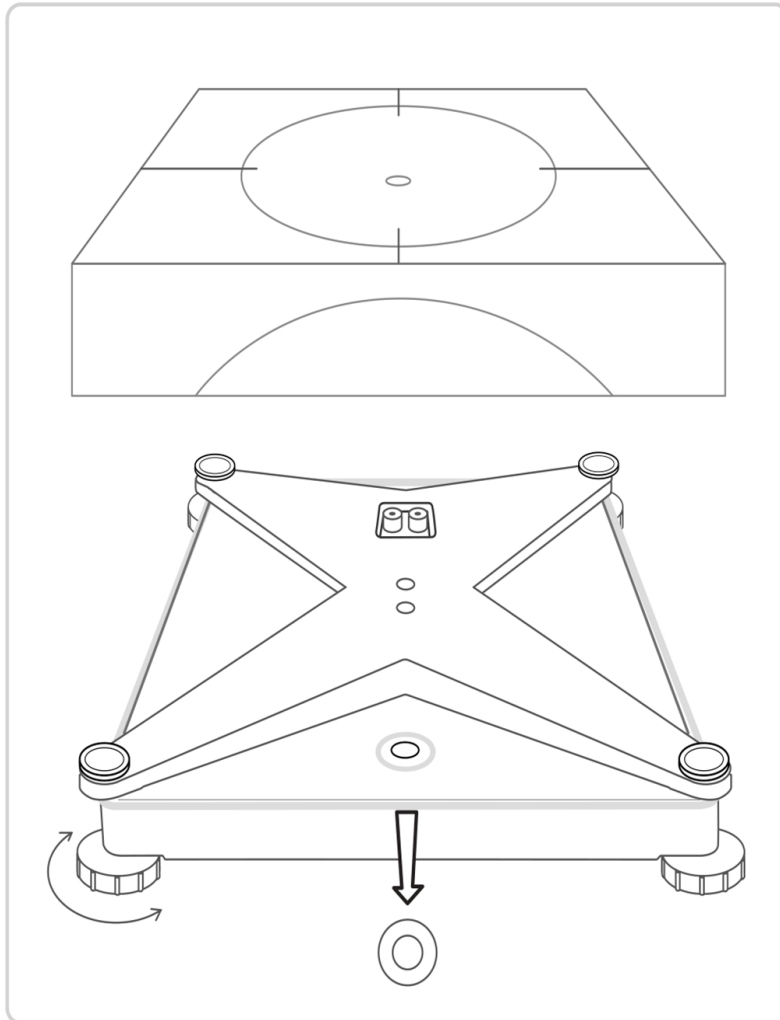
- Remove the top cover of the weighing platform.
- Lift the corner(s) and adjust the leg(s) by turning them until the bubble is in the centre of the circle as shown.
- Replace the top cover.



MT30

Model MT49, 70

- Remove the Weighing Platform's top cover.
- Lift the corner(s) and adjust the leg(s) by turning them until the bubble is in the centre of the circle as shown.
- Replace the top cover.

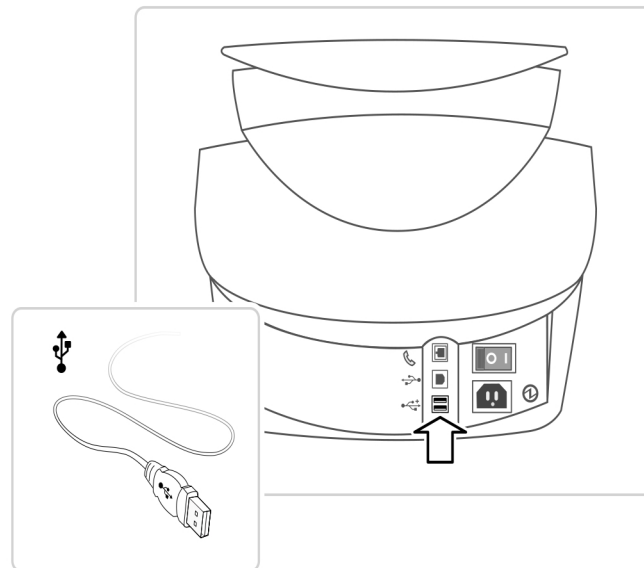


Model MT49, MT70

3. Connect the USB cable to the Meter

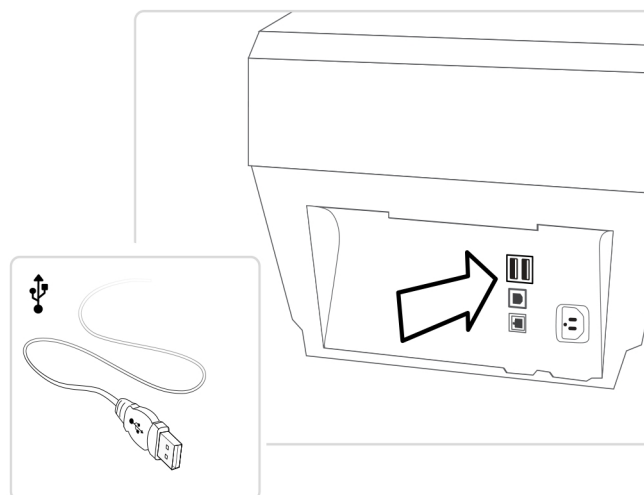
DM100 - DM220i

Insert the USB cable into one of the rectangular USB ports on the back of your meter.



DM300c/DM300M - DM475

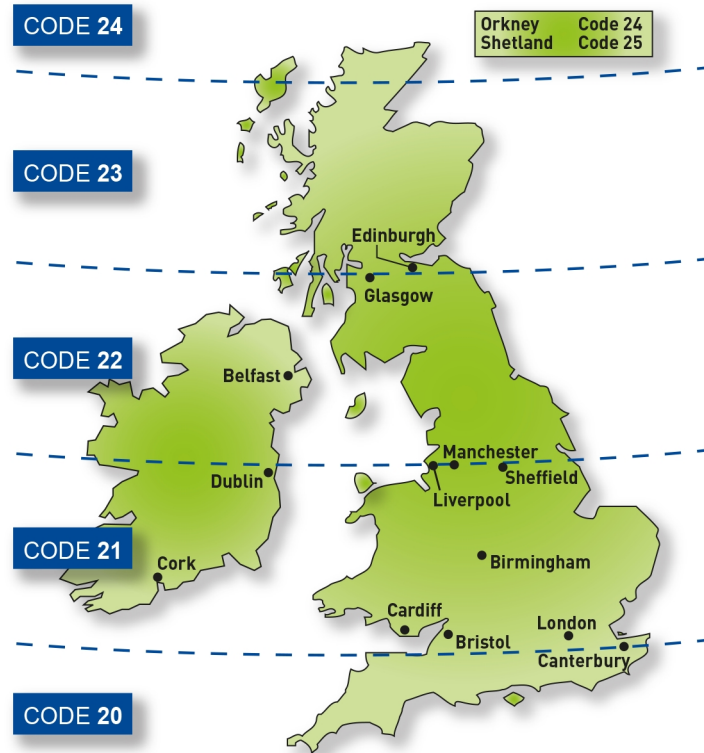
Insert the USB cable into one of the rectangular USB ports on the back of your meter.



Note: If no USB ports are available in the meter you may need to use a USB hub. Attach the Weighing Platform to the hub.

4. Turn your system on

Note: For first time scale installation, you will need to enter a Location Code (see below). If this is a scale replacement, proceed to page 7.



Refer to the map to find the correct Location Code for your scale. Follow the prompts on your meter's display to enter the correct location code.

5. Test the scale

Note: If using the MT Series scale this will disable the integrated scale of top of your machine. If you would like to revert back to using the integrated scale, remove the USB lead from the back of your meter.

- Place a piece of mail on the scale.
- Press the **Class** key, then select the desired class and fee.
- Check the screen for the correct postage amount.



3001 Summer Street
Stamford, Connecticut 06926
www.pitneybowes.com

PB Form SDC2155-gb Rev.B
© Pitney Bowes Limited, 2022
We have made every reasonable effort to assure the accuracy and usefulness of this guide, however we cannot assume responsibility for errors or omissions or liability for the misuse or misapplication of our products.