



Laser and Digital Carbonless Paper by Relyco

## DIRECTIONS FOR TESTING

Thank you for your interest in our reimage™ laser carbonless paper. Because each application is unique, we have found that physical testing is the only sure way to determine which product is right for you. Although traditional carbonless paper will run through most printers, it is manufactured with solvent-based chemicals that can cause severe damage to rollers, drums and other critical printer components. Relyco's reimage™ product is manufactured specifically to work with laser and digital printers and will not damage your printing equipment.

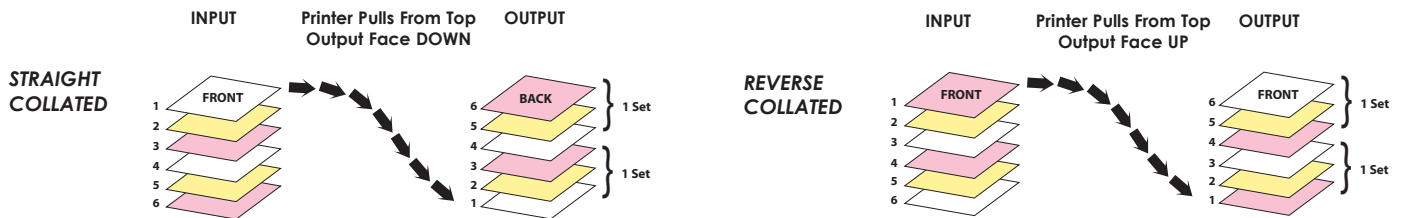
STEP 1

Verify you have the correct collation by using the chart to the right. Once you have determined this, check the round label on the outside of your sample pack to make sure that you have the right forms.

| How is Paper Loaded into Paper Tray? |   | Does Printer Pull from Top or Bottom of Stack? |   | How Does Printer Output Printed Sheets? |   | Printer Requires Straight or Reverse Collated Forms? |
|--------------------------------------|---|--|---|---|---|--|
| FACE DOWN                            | + | TOP  | + | FACE DOWN                               | = | REVERSE  |
| FACE UP                              | + | TOP  | + | FACE DOWN                               | = | STRAIGHT   |
| FACE DOWN                            | + | TOP  | + | FACE UP                                 | = | STRAIGHT   |
| FACE UP                              | + | TOP  | + | FACE UP                                 | = | REVERSE  |
| FACE DOWN                            | + | BOTTOM   | + | FACE DOWN                               | = | STRAIGHT   |
| FACE UP                              | + | BOTTOM   | + | FACE DOWN                               | = | REVERSE  |
| FACE DOWN                            | + | BOTTOM   | + | FACE UP                                 | = | REVERSE  |
| FACE UP                              | + | BOTTOM   | + | FACE UP                                 | = | STRAIGHT   |

STEP 2

The first form in your sample pack is marked with "Face Up". Load the forms into your laser printer based on the printer loading specifications below. Make sure to load "face down" or "face up" as necessary.



**\* PLEASE NOTE - TESTING 2 PART FORMS:** If your printer outputs face down, then the first sheet printed should be White. If your printer outputs face up, then simply remove the White sheet from the top of the stack so that the first sheet printed is Canary.

STEP 3

Now you are ready to print! Print two copies of a document that is several pages long to make sure that you go through at least 2 "sets" of forms. Once your forms are printed, you simply need to determine that they are in the proper White-Canary-Pink sequence, and that you have indeed printed on the correct side of the forms. To do this, take one White-Canary-Pink "set" of forms, and write your name on the White Sheet. Your name should image onto the Canary and the Pink sheets.

STEP 4

If your test has been successful, you are now ready to order your reimage™ Laser Carbonless Forms! Please be sure to reference the sequence needed when ordering. Call your Relyco Representative today!



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