



Our earth.
Our tomorrow

Safeguarding this precious planet is one of our corporate missions and environmental conservation activities are a part of our management philosophy.

We need your assistance in reducing waste and protecting our environment.

You can help by taking the time to return your used Toner Cassette to our Recycle Center using the **Prepaid Return Label** found in replacement Toner Cassette boxes.

The returned cassettes are dismantled and reusable parts are recovered. The remaining components are recycled by material recovery methods, whenever possible. The recycling process reduces the amount of waste being produced, conserves natural resources, supports heat/energy recovery programs and minimizes the material entering landfills.

Through these activities, we will actively help build a society that recycles and reuses resources, which is essential to environmental conservation, and contributes to the continued existence of mankind.

Please follow the enclosed instructions to RECYCLE your used Toner Cassette.

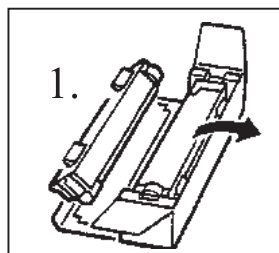
Thank you from all of us.



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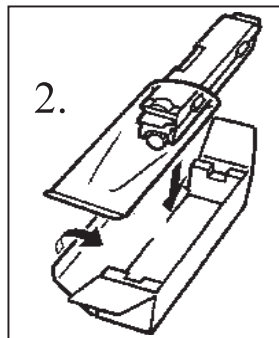
Toner Cassette Return Procedure

(United States only)



Shipment Preparation

1. Remove the new toner cassette and prepaid label from the box.
2. Remove the used toner cassette from your machine.



Place the used Toner cassette in the plastic bag (if provided) and seal the bag.
(Note: Certain cassettes do not require bagging)

Insert the bagged Toner cassette into the packaging/ box in the same position as the new Toner cassette had been placed.

Tape the box closed. Remove any labels on the box. Select a Return Option (described below) and fill out the appropriate prepaid return label with your complete address. Affix the completed return label to the outside of the box. **DISCARD UNUSED LABEL.**

Return the package using the following Return option :

Return Option - FedEx-Ground (entire US-including Alaska & Hawaii)

Pick-UP (Business Locations Only)

Use one of the following methods to return the Toner cassette package at no charge to the customer:

- Give the package to a 'FedEx Ground' driver making a delivery to your location.
- Or call 'FedEx Ground', toll free, at **1-888-777-6040** to schedule a commercial pickup from your business location.
- Use **www.FedEx.com**. Select the 'Pickup' tab, then 'FedEx Ground Package Returns Program Pickup'.

(NOTE: Do not utilize FedEx Express- it is not part of our return program and may result in additional fees to the sender.)

Drop-Off or 'FedEx Ground' Delivery (for residential OR business locations)

Give your Toner package to a 'FedEx Ground' driver making a delivery to you or take the Toner cassette package to a 'FedEx Ground' Drop-off collection location to return the package at no charge to the customer.

- To find drop-off locations, log on to **www.FedEx.com**. Select the "Locations" tab to find the closest drop-off location.
- Or call **1-800-GoFedEx® (800-463-3339)** to find the closest drop-off location.

WARNING-Toner cassettes returned by prepaid label are processed as used components and will not receive warranty consideration. Defective cassettes should be returned to place of purchase for credit or exchange.