

PTM4200 Installation Instructions

Installing Your PTM4200 Is Easy – No Tools Required



- HP 4200 Laserprinter
- PTM4200 Fold & Seal Accessory
- When you are finished with installation, the printer and accessory should look like this
- There will be a 3/4" gap between the units to allow for paper movement and electrical connections



- Proper docking of the PTM4200 to the printer requires the removal of 3 items from the back of the HP printer
- - The back feed door
- - 2 covers for the feed tray
- Removal is simple and does not require tools
- Care should be taken to ensure that plastic parts are not damaged during removal



- First, remove the Rear Door
- The door opens downward, and is hinged at both sides

4.



- The hinged door has finger access, and can be pressed together to allow the door to be removed
- Place one hand on each side of the door and compress the hinges toward each other
- **CAUTION:** Do not force the door - If it can't be removed easily, there may be an obstruction

5.



- Slide one side of the door out of the printer first, and gently remove the door

6.



- Place the removed door in a safe place for future use

7.



- Next, we will remove the Paper Feed Tray Dust Cover
- Simply grasp the center of the cover and pull outward

8.



- **Set the cover aside with the Rear Door**

9.



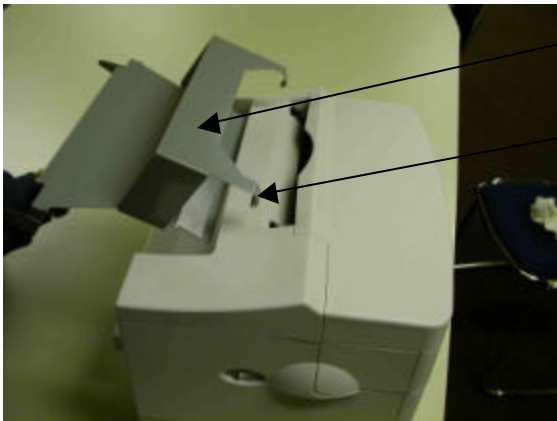
- **The pivoting Feed Tray Cover is also easily removed**
- **Lift the right side out of the snap**
- **This allows the left side to slip out of the pivot hole in the Paper Tray**

10.



- **Store the pivoting Tray Cover, with the Rear Door and Dust Cover, in a safe place for future use**

11.



- **Your PTM4200 comes with a gray metal adapter ramp, to allow it to dock with the HP4200 printer**
- **The adapter ramp is designed with mounting hooks to easily hang on the PTM4200**

12.



- The hooks of the adapter should slip easily into the top chute opening of the PTM4200
- **CAUTION:** The upper fold chute must be removed prior to attaching the adapter ramp
- Gently lower the adapter ramp until it sits firmly in place on the PTM4200

13.



- Refer to the picture to see proper orientation of the adapter ramp after assembly
- Once the adapter ramp is properly attached, the upper fold chute can be easily re-inserted

14.



- Prior to docking the accessory with the printer, make sure the power supply plug is firmly connected to the power jack in the back of the PTM4200

15.



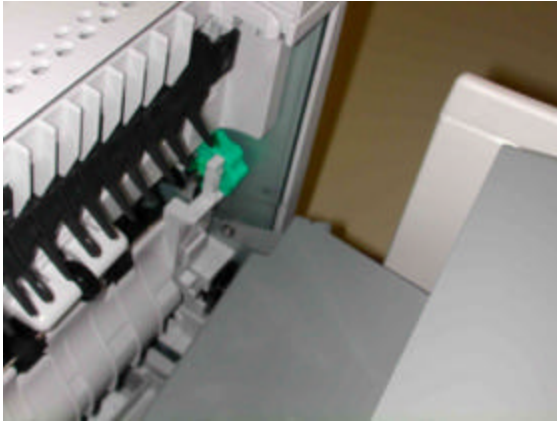
- If there is a gray cable (C-Link) attached to the back of your PTM4200, disregard it. This cable is not necessary with the HP LaserJet 4200 Series Printer

16.



- The adapter ramp has two spring tabs that engage the printer
- **Be careful not to damage or bend the spring tabs - they are critical for docking and aligning the PTM4200 with the printer**
- Slide the PTM4200 at an angle toward the printer with the right side going in first

17.



- The right spring tab will slide inside the printer chassis, and into the opening in the printer where the rear door was removed
- **Be careful not to catch the spring tab on the printer side cover causing the spring tab to bend outward**
- Once the right spring tab is in place, continue sliding the PTM4200 toward the printer

18.



- Guide the left spring tab into the matching slot on the left side of the printer chassis
- You may have to bend the tab in slightly to clear the side of the printer chassis
- **Be careful not to bend the spring tab too much - this will cause the PTM4200 to be loose, and not properly dock with the printer.**

19.



- Once you have docked the PTM4200 with the printer, the unit should be approximately 3/4" away from the printer, with the adapter ramp firmly in place against the diffuser of the printer
- Your PTM4200 installation is now complete
- Please refer to your User Guide for operating instructions

For Further Assistance Call (866) 667-2861