

# CANADIAN METER STAMP NEWSLETTER

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## EDITOR'S NOTES

From time to time meter collectors inflicts their hobby on unsuspecting old fashioned intolerant stamp collectors. It is instructive to see how such collections can be developed to catch the eye of judges. This issue is dedicated to such a project. **If any member has developed a prize winning display please send us a copy of the pages so we can all learn what to do.**

The exhibit shown here won a Silver Bronze Edmonton, National show. I have edited out a couple of pages of the 16 page exhibit to fit our Newsletter format. Sue Sheffield of Edmonton found an abandoned Pitney Bowes Model H postage meter which became the focus of the exhibit. The machine had been used by Credit Foncier Franco Canadien, Edmonton. After sorting through 25,000 letter in filing cabinets Sue located sufficient material to put the exhibit together. The machine plate reads: Model H Machine No. 107773, which is different than the postage serial number. It is a Model HT which printed 10 values. The postage meter was returned to Pitney Bowes and is not part of the machine. The exhibit begins on the next page.

Pitney Bowes Model HT postage meter serial number 84321 was a 10 value meter approved 20 Jan 1933. The usual values printed with this meter was:- 1, 2, 3, 4, 5, 7, 10, 15, 20 and \$1.00 for a financial institution.

## NEED YOUR HELP AND ADVISE

We have almost come to the end of our recording of postage meter types. Where do we go from here? It was originally our intent to print a catalogue. My view of such a catalogue is a front section similar to the Irwin catalogue covering general descriptions. The actual catalogue [may]? include a descriptive page and then a listing. For example, type 18 has a one page description [page 42-10] and a 5 page listing [pages 42.11 to 42.15]. Currently we have made our catalogue more or less on a time line. It would save space and be more logical to make the listing on a company basis. It would show the development of such meters.

An index of meter types now catalogues is on page 51.3 to 51.14. This is how it is at the moment except for the recent material to which a number has not been assigned.

The Editor needs some new text. Is anyone working on a listing or other material we can use. The next issue will be another collection of miscellaneous items. Fall and Winter is the time for writing!

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

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Display:	Pitney-Bowes Model "H" Mailing Machine, Patent 1932. Location: T.B.A.

## FROM TRASH TO TREASURE

From Trash to Treasures is the story of a unique find, intuition, diligent research and luck. The discovery happened by chance in Edmonton January 1998 with a whole lot of the former bygone days Klondike spirit, Lady Luck!

An obsolete postage meter, an old metal four drawer filing cabinet with brass handles, filled with thousands of pages of correspondence, covers and various attachments 1928-1970's was rescued prior to being discarded in a commercial land fill container.

The intention of this exhibit is to preserve and document one example of a prominent former mail processing technology found extensively used by business throughout North America. One of the two remaining known examples of this equipment is on display for viewing and review as an integral part of the exhibit.

At centre stage is the physical display of an un-restored Pitney-Bowes Model "H" Mailing Machine. The focus of the exhibit includes meter imprints printed on commercial mail occurring at the offices of the original lessee Credit Foncier Franco-Canadien 1941-1957. Necessary operating instructions for end users' of this equipment details applications and instructions for mail processing.

A very special note of thanks and acknowledgement to Pitney-Bowes Mailing Systems, National Technical Support, Pickering, Ontario, and Edmonton, Alberta, for their kind assistance and support in providing historical documentation, and illustrated user's manual.

### Pitney-Bowes Model "H" Product Code O68, Mailing Machine & Meter

The first Canadian patent for the Model "H" mailing machine was granted to Canadian Postage Meters & Machines Ltd, Toronto, Ontario manufactured by Pitney-Bowes Postage Meter Co, Stamford Conn. U.S.A. in 1919 under the trade mark "METERED MAIL." This equipment served the ever growing needs and demands of the business community in North America for prompt mail processing. In-house commercial mail was quickly and efficiently processed while simultaneously controlling and monitoring postage expenses. The metered mail process led to the demise of the labour intensive application of manually affixing postage stamp(s).

The Model "H" would require twelve new patents following it's introduction to keep pace with technological advancements. The version displayed with metered imprint examples in this exhibit was patented in 1932. In 1949 a meter stamp adhesive tape was available as an attachment. During the mid to late 1960's this machine was withdrawn and recalled from the market place and scrapped now obsolete.

Pitney-Bowes retain one Model "H" with the postage meter attached in their museum. According to Pitney-Bowes "they have no customers presently using this equipment."

### Credit Foncier Franco-Canadien

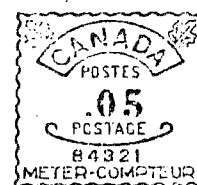
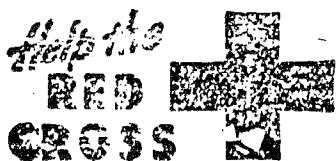
This lending institution was established in 1880. Their office in Edmonton was located in the Credit Foncier Building Jasper Avenue at 103 Street, Edmonton, Alberta. The first and last date of use of the Pitney-Bowes Model "H" Mailing Machine and Meter are unknown imprinted from the offices at Credit Foncier Franco-Canadien. Only eight postage imprint examples from the Model "H" survive on commercial mail found contained in the filing cabinet.

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Meter Imprint Description

Description - Hand driven equipment seals, meter stamps, postmarks and records postage in one operation. The meter had a setting capacity of 999,999 Units.



Imprint example consists of three components enlarged 20% noted from left to right (a) slogan (b) postmark circle & date (c) stamp

- (a) SLOGAN OR RETURN ADDRESS - An advertising slogan or return address may be printed at the same time as the post mark circle. A multitude of slogans were available for imprinting. This example depicts Help the RED CROSS. The slogan slug or return address slug was moveable and operator activated during set-up for mail processing. Maximum image size 1 1/2" x 15/16"
- (b) POSTMARK CIRCLE & DATE - Only the date line in the centre of the postmark hub was not fixed. Inner and outer circles encompassing postmark designation are fixed as in this example EDMONTON ALBERTA. Postmark circle and date operator activated
- (c) STAMP - The motif design was permanently fixed. Varying denominations of postage can be pre-set by registration of meter counters (postage) 1¢ or 1/2¢ Units. Multi-denominational imprints could be selected and imprinted to make up correct postage rates with or without slogan or postmark circle and date. Imprints may be added to correct postage omissions. The number 84321 identified the user allocation. Stamp imprint example .05¢ prepaying Canadian internal domestic letter rate.

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Stamp Imprint

Earliest Reported Date, Registration Acknowledgement of Receipt
The earliest reported date of the postage meter imprinter postmarked from the offices at the Credit Foncier Franco-Canadien February 22, 1941

POST OFFICE DEPARTMENT
ADMINISTRATION DES POSTES
CANADA

This side to be filled in by office of origin
Le recto est à remplir par le bureau d'origine

REGISTERED ARTICLE
Envoi recommandé

ENTERED AT THE OFFICE OF (Sub H)
Enregistré au bureau de poste

DATE (Feb 25) UNDER No. (725)
(à) (sous le)

ADDRESSED TO Alex Souter
Adressé à Michichi, Alta.

AT 39B-200,000-10-6-37
à RE 002

ACKNOWLEDGMENT OF RECEIPT
AVIS DE RÉCEPTION

To be filled in by sender who will indicate below his full address

A remplir par l'expéditeur qui doit inscrire ci-dessous son adresse complète.

Date stamp of office of origin
Timbre du bureau d'origine



RETURN TO CREDIT FONCIER, F. C.
Retournez à EDMONTON, ALBERTA

STREET AND NUMBER
Rue et numéro

(1) PLACE OF ORIGIN OF REGISTERED ARTICLE
Lieu d'origine de l'objet recommandé

CANADA

(1) IN PRINTED CHARACTERS
En gros caractères

10¢ meter imprint prepaying Registration rate on Post Office Department
Form 39B-200,000 10.6.37 Acknowledgement of Receipt
Postmarked with two strikes (one faint) CDS EDMONTON SUB No 1 FE 22 41
Addressed to Alex Souter, MICHICHI, Alberta Registration No 725

THE UNDERSIGNED ACKNOWLEDGES THAT THE REGISTERED ARTICLE DESCRIBED ON THE OTHER
Le soussigné déclare que l'envoi mentionné d'autre part

SIDE WAS DULY DELIVERED ON THE (Feb 25) 1941
a été dûment livré le (MAR-3)

Date stamp of office of destination (MICHICHI FE 28 41 ALTA)
Timbre du bureau destinataire
SIGNATURE OF THE ADDRESSEE (1) Alex Souter
Signature du destinataire



OF ADDRESSEE'S REPRESENTATIVE (2)

OF THE POSTMASTER OF THE OFFICE OF DESTINATION (J. J. J.)
De l'agent du bureau destinataire

- (1) This advice should be signed by the addressee or if the regulations of the country of destination so provide, by the Postmaster of the Delivery office and returned by first mail to the address shown on the other side.
(2) When delivery is made to the authorized representative of the addressee, both addressee's name and representative's signature must appear on this receipt.

Reverse, Acknowledgement of Receipt photocopy reduction 20%
Signed by addressee, postmarked broken circle MICHICHI FE 28 41 ALTA
initialled by postmaster - Credit Foncier receiving handstamp MAR-3 1941

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Stamp Imprint  
Registration Acknowledgement of Receipt

<p><b>POST OFFICE DEPARTMENT</b> <b>ADMINISTRATION DES POSTES</b> <b>CANADA</b></p> <p>This side to be filled in by office of origin <i>Le recto est à remplir par le bureau d'origine</i></p> <p><b>REGISTERED ARTICLE</b> <i>Objet recommandé</i></p> <p>ENTERED AT THE OFFICE OF (MAR 11 1941) <i>Enregistré au bureau de poste</i></p> <hr/> <p>DATE ..... UNDER NO. 760 <i>sous le</i></p> <p>ADDRESSED TO Mr. Gordon <i>Adressé à</i></p> <p align="center">Coltart</p> <p>AT Bow Island, Alberta <i>à</i></p> <p>39B-200,000-10-6-37</p>	<p><b>ACKNOWLEDGMENT OF RECEIPT</b> <b>AVIS DE RÉCEPTION</b></p> <p>Date stamp of office of origin <i>Timbre du bureau d'origine</i></p> <p>To be filled in by sender who will indicate below his full address <i>A remplir par l'expéditeur qui doit inscrire ci-dessous son adresse complète.</i></p> <p align="center">ALBERTA</p> <p align="center">AFFIX POSTAGE STAMP <i>Apposez un timbre poste.</i></p> <hr/> <p>RETURN TO <i>Retournez à</i></p> <p><b>HOLLAND-CANADA MORTGAGE COMPANY LIMITED</b></p> <p>10263 Jasper Ave., <i>STREET AND NUMBER</i> <i>Rue et numéro</i></p> <p>Edmonton, Alberta. <i>(1) PLACE OF ORIGIN OF REGISTERED ARTICLE</i> <i>Lieu d'origine de l'objet recommandé</i></p> <p align="center">CANADA</p> <p><i>(1) IN PRINTED CHARACTERS</i> <i>En gros caractères</i></p>
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10¢ meter imprint prepaying Registration rate on Post Office Department Form 39B-200,000 10.6.37 Acknowledgement of Receipt  
Postmarked with two faint strikes CDS EDMONTON SUB No 1 FE 27 41  
Addressed to Mr Gordon Coltart, Bow Island, Alberta Registration No 760  
Return handstamp Credit-Foncier MAR 11 1941

The sender was Holland-Canada Mortgage Company Limited, a division of Credit Foncier Franco-Canadien. Both companies mutually shared this postage meter equipment to process their correspondence.

THE UNDERSIGNED ACKNOWLEDGES THAT THE REGISTERED ARTICLE DESCRIBED ON THE OTHER  
*Le soussigné déclare que l'envoi mentionné d'autre part*

SIDE WAS DULY DELIVERED ON THE (MAR 11 1941)  
*a été dûment livré le*

Date stamp of office of destination  
*Timbre du bureau destinataire*

SIGNATURE OF THE ADDRESSEE (1) [Signature]  
*Signature du destinataire*

OF ADDRESSEE'S REPRESENTATIVE (2) [Signature]  
*Du représentant du destinataire*

OF THE POSTMASTER OF THE OFFICE OF DESTINATION  
*De l'agent du bureau destinataire*

(1) This advice should be signed by the addressee or if the regulations of the country of destination so provide, by the Postmaster of the Delivery office and returned by first mail to the address shown on the other side.  
*Cet avis doit être signé par le destinataire ou, si les règlements du pays de destination le comportent, par l'agent du bureau destinataire et renvoyé par le premier courrier directement à l'expéditeur.*

(2) When delivery is made to the authorized representative of the addressee, both addressee's name and representative's signature must appear on this receipt.  
*Lorsque la remise est faite au représentant autorisé du destinataire, le nom du destinataire et la signature de son représentant doivent paraître sur ce reçu.*

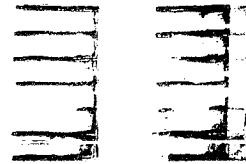
Reverse Acknowledgement of Receipt photocopy reduction 20%  
Signed by addressee, postmarked CDS LETHBRIDGE 11 MR 10 41 ALBERTA  
signed by letter carrier #5, Radford - returned MAR 11 1941

FROM TRASH TO TREASURE

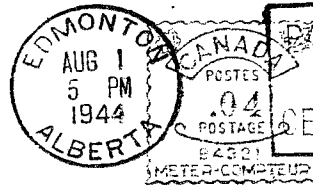
PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Slogan, Postmark and Meter Stamp

*In reply to your letter asking for a satisfactory payment which I am unable to make due to a poor crop the last two years, this one practically a total failure,*



IF UNDELIVERED RETURN TO  
10263 JASPER AVENUE  
EDMONTON — ALBERTA  
*You SERVE by SAVING*  
Buy WAR SAVINGS STAMPS



PAY NO MORE THAN CEILING PRICES

Mr. G. B. Spooner,  
LOMOND,

Alberta.

Slogan imprint

"You SERVE by SAVING Buy WAR SAVINGS STAMPS" stylized "Maple Leaf" Postmark Model "H" EDMONTON AUG 1-'44 ALBERTA with meter stamp imprint prepaying 4¢ postage, Canadian domestic letter rate, imprinted with post office machine slogan cancel PAY NO MORE THAN SELLING PRICES, three lines in boxed rectangle c/w 7 horizontal lined obliterator dated EDMONTON AUG 1 5PM 1944 ALBERTA

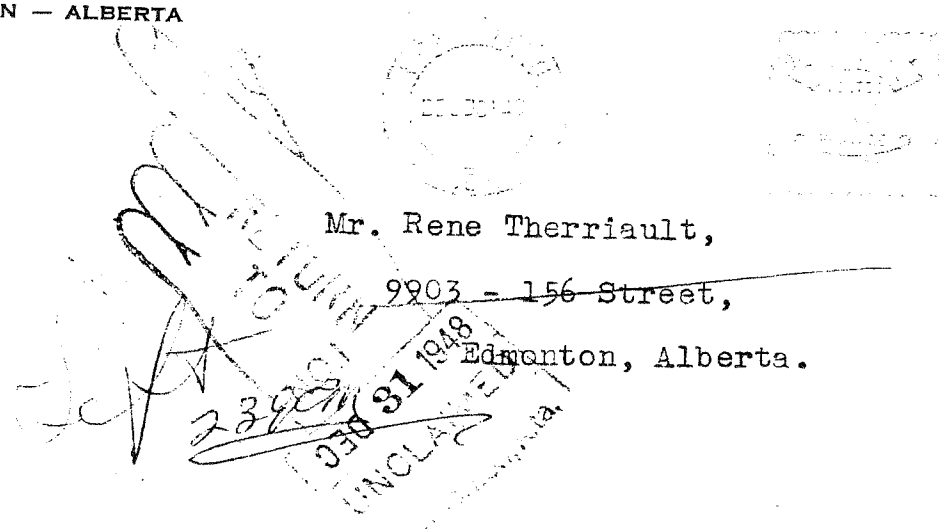
Addressee manuscript reply on reverse and returned the envelope to Credit Foncier - "In reply to your letter asking for a satisfactory payment which I am unable to make due to a poor crop the last two years, this one practically a total failure"

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Postmark and Meter Stamp, 1948

IF UNDELIVERED RETURN TO  
10263 JASPER AVENUE  
EDMONTON — ALBERTA



Model "H" Postmarked EDMONTON DEC 30'48  
c/w meter stamp imprint pre-paying 3¢ Canadian domestic letter rate  
Post Office Large re-directional Pointing Hand  
RETURN TO \*CED 31 1948 UNCLAIMED Edmonton, Alta  
Return to 10263 JASPER AVENUE EDMONTON-ALBERTA  
Credit Foncier Franco-Canadien  
Manuscript in blue pen Left 23

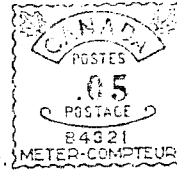
\*note error in post office handstamp date should read DEC



FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Slogan, Postmark and Meter Stamp, 1954



RETURNED TO

Mr. Donald Clapp,

ELLSCOTT, Alberta.

*Drayton Valley*

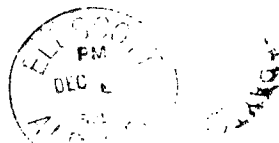


NOT CALLED FOR

Slogan "Help the RED CROSS" with stylized cross  
Postmarked EDMONTON DEC-3'54 ALBERTA  
Meter Stamp 5¢ prepaying Canadian first class domestic letter rate  
Received CDS ELLSCOTT PM DEC 6 34 ALBERTA  
ELLSCOTT violet straightline handstamp RETURNED TO, Edmonton  
Credit Foncier re-directed cover to Drayton Valley  
Received, broken circle DRAYTON VALLEY DEC 26 34 ALBERTA  
Returned, broken circle DRAYTON VALLEY JAN 19 55 ALTA  
c/w with DRAYTON VALLEY violet straightline handstamp RETURNED TO  
1954 CANADA Christmas Seal

EDMONTON  
10263 JASPER AVE.

RETURNED TO

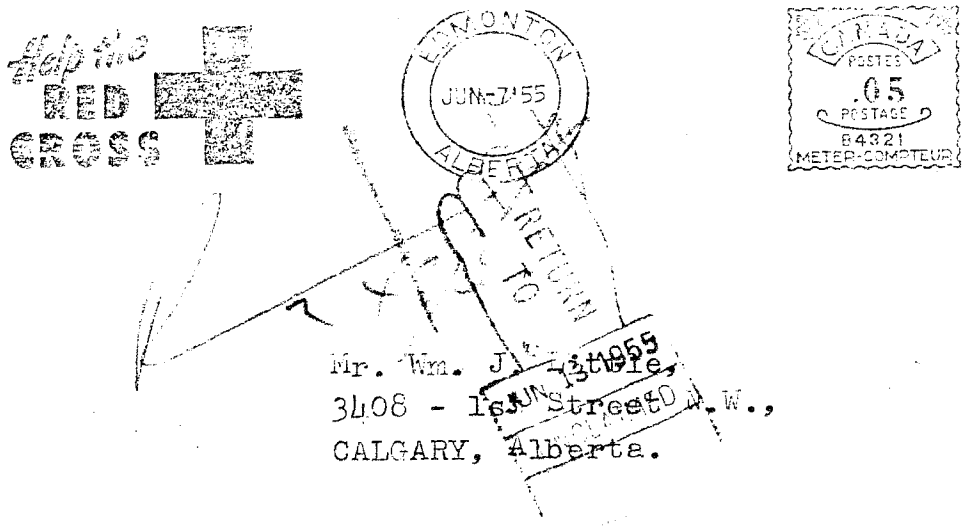


Reverse, photocopied handstamp/date stamps reduced 20%

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

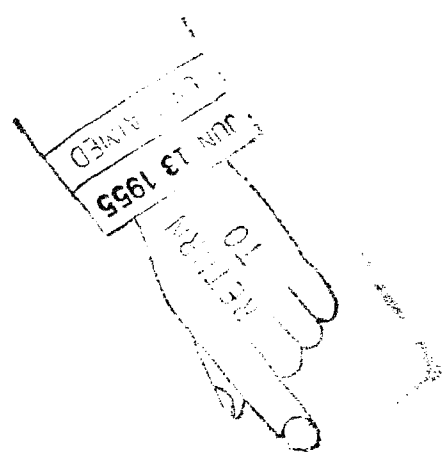
Slogan, Postmark and Meter Stamp, 1955



Slogan "Help the RED CROSS" with stylized cross  
Postmarked EDMONTON JUN-7'55 ALBERTA

Meter Stamp 5¢ prepaying Canadian first class domestic letter rate

2x's P.O. violet Pointing Hand re-directional handstamp JUN 13 1955 UNCLAIMED  
manuscript in pencil R..... 2 x 2 and initialled

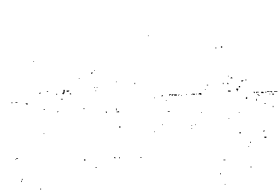


EDMONTON  
10263 JASPER AVE.

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Slogan, Postmark and Meter Stamp, 1956



Mr. Art N. Thorson,  
~~WINNIFRED~~, Alberta.



*Removed*

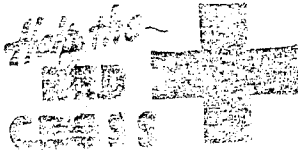
Slogan "Help the RED CROSS" with stylized cross  
Postmarked EDMONTON JUL 13'56 ALBERTA  
Meter Stamp 5¢ prepaying Canadian first class domestic letter rate  
Received CDS WINNIFRED JUL 15 56 ALBERTA  
WINNIFRED straightline handstamp RETURNED TO

EDMONTON  
10263 JASPER AVE.  
RETURNED TO

FROM TRASH TO TREASURE

PITNEY-BOWES MODEL "H" MAILING MACHINE & METER

Slogan, Postmark and Meter Stamp, 1957



Mr. Art N. Thorson,  
~~WINNIFRED~~, Alberta.



*Art N. Thorson*  
*Mr. Thorson*

Slogan "Help the RED CROSS" with stylized cross  
Postmarked EDMONTON FEB 27'57 ALBERTA  
Meter Stamp 5¢ prepaying Canadian first class domestic letter rate  
Received CDS WINNIFRED MR 1 57 ALBERTA  
manuscript Removed re-directed to Bow Island

EDMONTON  
10263 JASPER AVE.

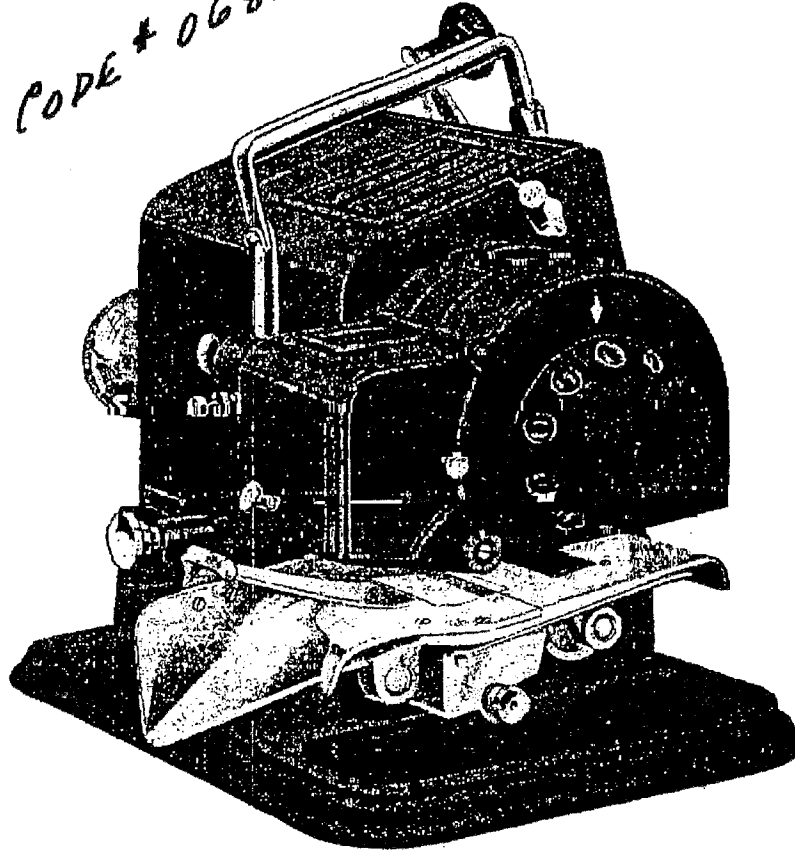
RETURNED TO

Reverse, photocopied and reduced 20%  
WINNIFRED straightline handstamp RETURNED TO

PRODUCT  
MODEL H - CODE 068

## Mailing Machine and Meter

PRODUCT CODE # 0681



**DESCRIPTION** — Model "H" equipment seals, meter stamps, postmarks and records postage in one operation.

The equipment is comprised of two units—the machine housing containing envelope sealer, and the meter which contains the printing and recording mechanism. The meter can be quickly removed from the machine for transportation to the Post Office for setting, where it is then locked and sealed against unauthorized operation.

Postage is purchased in a lump sum for any amount up to \$999.99 and may be used in any of the ten denominations selectable by the dial. Any number of meter stamps of the same or different denominations

may be placed on one piece of mail to make up the required amount of postage.

Registers in the meter show the credit balance of postage on hand and cumulative total of postage used.

The equipment will handle envelopes of any length or width and up to  $\frac{1}{8}$ " in thickness. Bulky or uneven enclosures may be printed before the minimums are inserted, or special gummed tape, furnished by the Post Office, may be printed and affixed to bulky envelopes or parcels.

Machine occupies space  $12\frac{1}{2}$ " x  $9\frac{1}{2}$ " x  $12\frac{1}{2}$ " high.



# Operating Instructions Model "H"

## SPECIFICATIONS AND INDEX TO INSTRUCTIONS

### METER

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### MACHINE

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1. **ATTACHING METER TO MACHINE** • First, see that the Locking Lever is in the position marked "Removable," also that the Thumb Screw is screwed well out. Place the meter on the machine in a position slightly tilted to the right with the holes at the bottom of the right side in line with the two lugs, then slide the meter to the right until the lugs enter the holes and let it assume a level position. If anything prevents this, either the Thumb Screw has not been screwed out sufficiently or the gear in the machine, which drives the impression roller, is not meshing with the gear in the meter. A slight movement of the impression roller with the hand will correct the latter. When the meter is placed squarely on the machine, screw in the Thumb Screw until the meter is pressed firmly against the holding lugs. Then move the Locking Lever to "Operative" position.
2. **REMOVING THE METER FROM THE MACHINE** • Move the Locking Lever to "Removable" position, screw Thumb Screw out sufficiently far to clear bottom of meter, slide the meter clear of lugs and lift off of the base.
3. **LOCK** • Two keys are furnished for the lock in the meter housing just back of the crank bearing. This lock is to prevent operation of the machine by unauthorized individuals and it is, of course, necessary to unlock this before operating the machine.
4. **FEEDING** • Mail to be handled should be placed in a pile at the left of machine in line with the Impression Roller Bracket. Mail should be stacked so that the address is facing the operator. Insert the mail from the left and make certain the top side of the envelope is against the rear guide. The envelope flap should be between the impression bracket and the stripper plate to insure correct moistening. Each letter should be inserted until the front edge is on the first mark on the impression bracket. Bulky envelopes should be inserted slightly farther so that the first stamp will print on the filled portion of the envelope. Matter to approximately 1/2" in thickness may be sealed and imprinted. Thicker envelopes may be imprinted, if sealed first, by passing the envelope through the machine by hand to moisten the flap, then reinserting for imprinting after the flap has been folded down. Care should be taken to feel for paper clips or other unevenness and to jog the enclosures so as to present as even a surface as possible. To handle extremely heavy or bulky matter, it will be found most practical to print the postage on the envelopes before enclosures are inserted. If this is impossible, a label or sticker may be printed and affixed. Pads of such labels, approved by the Post Office Department, or a Meter Package Stamp Unit may be obtained from our nearest Office.
5. **DENOMINATION SELECTOR** • After the letter is inserted, turn the Selector so that the desired denomination is directly below the arrow. Push the Selector in fully before turning it. It may be turned in either direction but will spring out as each denomination passes the arrow.
6. **"STAMP ONLY" KNOB** • Used only in printing multiples to secure required postage amount. To print multiples pull out Knob on all but the last stamp to eliminate postmark, date and slogan. Push Knob back in for last stamp, postmark, etc.  
In printing multiples on tape each strip must have a postmark if more than one strip is used.
7. **IMPRINTING** • After the Selector Knob has been set as desired, place the right hand on the Crank Handle, press down the Thumb Lever, and turn the crank a complete revolution. It will be found impossible to turn the crank unless the Locking Lever has been thrown fully to "Operative" position. It will be found impossible to push down the Thumb Lever if the meter has locked out below 100 or is locked with the operator's key.
8. **MULTI-DENOMINATION IMPRINTING** • When selecting the different denominations to be used in making up the required amount of postage, it will be found most practical to start with the highest denomination which can be used and successively use the next higher denominations possible within the balance. As each denomination is printed, it should be mentally added, and prior to printing the last stamp, the "Stamp Only" Knob should be pushed in so as to obtain the postmark circle.
9. **TO REPLACE INK ROLLER** • Remove the inker assembly from the housing as described in paragraph 14. To remove the ink roller from the holder, turn the knurled knob counter-clockwise until the threaded end is free. Then slide the shaft through the roller and drop it out of the holder.
10. **DATER** • To gain access to the date type, open the door. Take the date pick from its position on the inside of the Inker Door and with it move the date wheels to their required positions. Care should be taken to see that each wheel is in proper alignment and that where a blank is required, the one deep-cut blank on each wheel is selected. The other blanks will print up. All blanks should be used when the date is not to be shown in the postmark.
11. **CORRECTING POSTAGE OMISSION** • If the operation has been completed and it is found that the matter does not bear the full amount of postage required, imprints may be added, preferably to the left of the postmark circle. This can be done by advancing the envelopes in the machine to a point where the postmark circle is just to the right of the printing point. The Knob should be pulled out for this operation so as not to repeat the postmark, which is unnecessary. If only one imprint has been placed on the mail and an additional imprint is required, this can be added by placing the envelope in the machine so that its front edge is advanced to the second mark on the impression roller bracket. This will place the second stamp between the first stamp and the postmark circle.

12. **CORRECTING POSTMARK OMISSION** - If the amount of postage required has been fully printed but the postmark has been omitted in error, this can be secured as follows: Remove the piece on which the postmark has been omitted, and insert a second piece, selecting one which will require more than one stamp. Notwithstanding this, push the "Stamp Only" Knob in before starting operation as though one stamp only were needed. Watch the operation carefully and stop the crank as soon as the printing of the stamp has been completed and before the postmark has printed. Then remove the second piece by depressing the impression roller bracket by hand, and insert the first piece in such a position that the postmark will print in its proper place as the revolution of the crank is completed. The balance of postage can then be placed on the second piece by starting that piece in the machine in the advance position indicated by the second mark on the impression roller bracket.
13. **INKING** - Ink is supplied in a spout can, and it is necessary to shake well before using. The ink roller should be thoroughly saturated by removing the inker from the machine and rolling it in a pan or on a piece of paper on which ink has been poured. Excess ink on the surface of the roller may be removed by rolling it on a piece of dry paper.
14. **TO REMOVE THE INKER ASSEMBLY** - First pull out the spring plunger and tip it up so that when released, the inside end rests against the strut at the bottom of the housing immediately under the ink roller holder. Then push back the small catch on the ink roller bracket which holds the inker assembly on the swivel post. Swing the bottom of the holder back so that the roller clears the printing drum housing and slide it out. When the inker assembly is put back, care should always be taken to lock it in position with the catch and to return the end of the spring plunger to its seat near the bottom of the ink roller holder.
15. **INKER ADJUSTMENT** - The thumb screw limits the forward motion of the ink roller against the die and should be adjusted and locked so that the spring plunger just perceptibly moves outward as the die passes the ink roller. Too heavy an engagement between the die and the ink roller will wear out the ink roller rapidly and may cause smudgy printing on thick or bulky pieces. Too light an engagement will, of course, result in the dies being insufficiently inked.
16. **CLEANING THE DIES** - To clean the dies, remove the inker assembly and, with the special brush provided for the purpose, clean the denomination dies through the inker door. Turning the Selector will bring each die into an accessible position, and if the Selector is stopped with the pointer between denomination indicators, the full face of each die will be opposite the opening. The postmark circle and date wheels can be cleaned with the same brush through the dater door in the normal stop position.
17. **SEALING** - The upper moistener brush is hinged to the impression bracket plate with the bristles resting on those of the lower moistener brush, which is set in a clamp, also hinged to the impression bracket plate. The sealer tank is held in position on a square stud, by a knurled nut. The stud passes through a vertical slot in the base of the machine. Loosening the knurled nut al-

lows the tank to drop away from the brushes. Operating position is with the stud at the extreme upper end of the slot and it is necessary to raise the back end of the tank to this position, after it has been lowered, before tightening the knurled nut.

Water is fed into the sealer tank from the sealer bottle reservoir, mounted on the back of the machine. Proper level of water in the sealer tank should be above the brass base of the brush or about 1/4 inch from the top edge of the tank. To regulate the level, loosen the clamp screw on the bottle reservoir, raise the bottle for higher level and lower for less water. Once adjusted properly, level is maintained automatically.

Envelope flaps pass between the two brushes and the gum is moistened by the upper brush. The envelopes should be pressed together as they are removed from the stacker to complete the sealing.

Sealer brushes should be removed regularly and washed in soap and warm water to clean.

18. **TO REMOVE THE SEALER BRUSHES** - Take the meter off the base, then slide the upper brush endwise from its clamp and lift the lower brush from its clamp. When replacing the brushes, care should be taken to seat both properly in their clamps but not to use sufficient pressure on the lower clamp to bend it out of position. The sealer bottle should always be removed from the holder before removing the brushes or lowering the tank, to avoid flooding the tank.
19. **SLOGAN OR RETURN ADDRESS** - An advertising slogan or a return address may be printed at the same time as the postmark circle. The slogan holder is attached to the printing drum as follows:  
Remove the plate from the top of the printing drum housing by sliding it as far to the right as possible and then lifting up on the left end. The position for the slogan slug on the printing drum is directly below this opening when the crank is in stop position. The printing drum is shaped and fitted with a screw to receive the holder. Near the right end of the slogan holder are two holes, in either of which the threaded handle may be screwed and used as a handle while inserting and removing the slogan holder. First back the screw out of the drum as far as possible. (This screw has a stop on the lower end to prevent its being removed.) Then slide the slot in the right end of the holder under the screw head far enough to allow the left end to fall into its seat in the drum with the covered slot over the pin. Slide the holder to the left against the shoulder in the drum and tighten the screw.
20. **TO INSTALL SLUG** - "Sec. 562 P.L.&R." (1) "Par. 5, Sec. 571 P.L.&R." (2) The Section Slug is installed through dater door. When installed, the engraving of the Section Slug will print between the postmark and stamp on the envelope.  
The threaded handle should be screwed into the hole on the right side of the slug. Hold the handle in a vertical position with the engraving of the die to the left. Insert the slug in the dater door opening just to the left of the postmark circle. The step cut at the lower end of the slug should "bottom" in the recess. Swing the handle to the extreme right. The spring ball on either end of slug will snap into sockets, locking the slug into position. The handle should be unscrewed and placed into the place provided on the inside of the inker door.

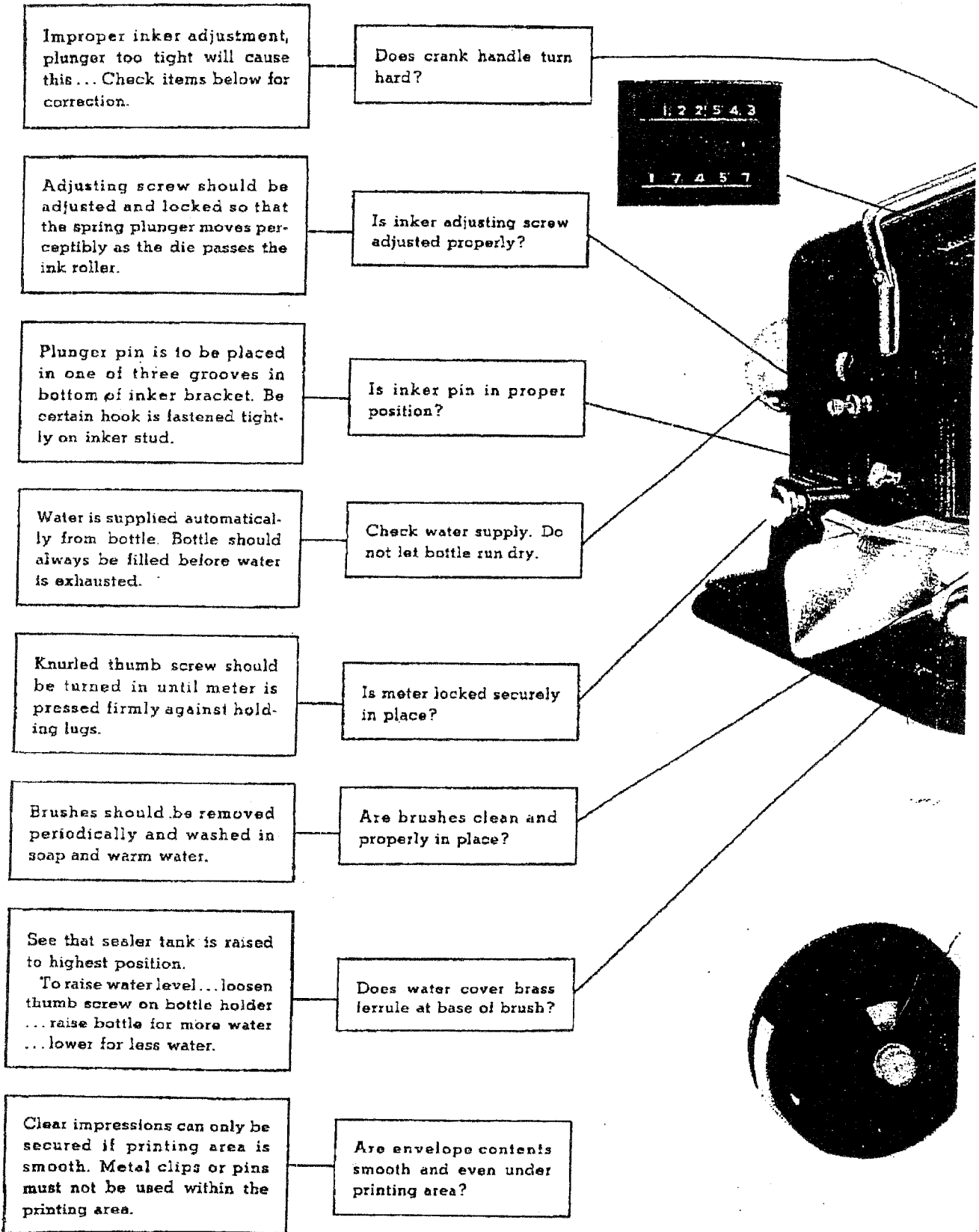
**DESCRIPTION**

Part No.		Part No.		Part No.	
60410	Date Pick	68023	Slogan Assembly complete with plate	68206	Ink Roller Bracket Assembly (with roller)
59523	Operator's Key			469402	Sealer Brush
59853	Cleaning Brush for Dies	59565	Ink 1/4 Pint Spout Can	76026	Sealer Bottle
59506	Machine Cover	68100	Ink Roller	76500	Hose, Water Bottle to Sealer Tank
59700	Pad, Form 3602--A, Statement of Mailing				

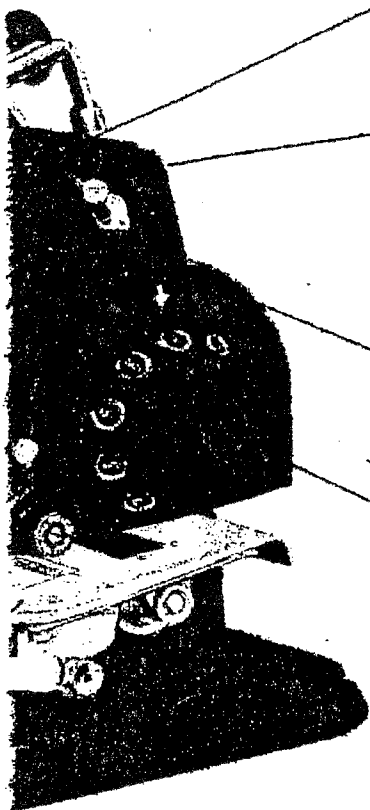
**FOR SERVICE AND SUPPLIES. WRITE OR PHONE: PITNEY-BOWES, Inc.**

Telephone \_\_\_\_\_

**PITNEY-BOWES, Inc., Sole Distributors, PITNEY-BOWES MAILING EQUIPMENT, Home Office & Factory, Stamford, Conn., U. S. A.**







Is there sufficient postage in "Descending Register"?

Meters lock out (cease to operate) when "Descending Register" descends to less than 100 units.

Have you unlocked machine?

Key should be turned 1/4 turn to the rear to unlock trigger lever. Reverse to lock machine.

Is date set properly?

Dater pick is found inside door. Used to turn dater wheels in Postmark Die.

Is "Operative-Removable" lever in proper position?

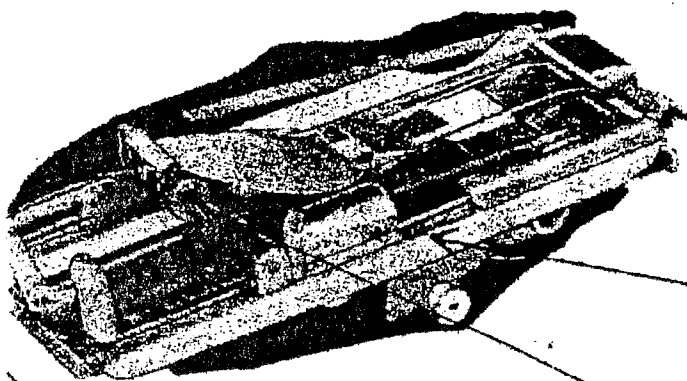
To operate machine this lever must be forward or "Operative" position.

Is selector knob in proper position?

Must be on a particular denomination. Will not operate when positioned between two denominations.

# TAPE OPERATION

## METER STAMP UNIT ATTACHMENT



Is knife spring in proper position?

Be certain that ear of knife spring is properly inserted in hole in knife frame.

Is slide sticking and gummy?

Slide should never be oiled. Unit should be dry and clean.

Is tape cutting short, feed rubber slipping?

Rubber should be cleaned periodically with an oilless cleaning fluid.

Tape exhausted or broken?

Remove tape roll cover. Feed tape into track with gummed side down and over draw-back arm as pictured.

