



Mailing  
Inserting

## Relay® 2500 Folder Inserter

# Simplicity meets productivity.

Eliminate the time-consuming task of folding and inserting your mail with the Relay 2500 folder inserter. Our simple user experience is designed on a tried and proven platform, enabling you to finish up to 10,000 mail pieces per month.

With superior accuracy and reliability, your team gains confidence knowing that your critical mail gets out the door on time, every time, without the inherent errors that come with manual handling.

The Relay 2500 folder inserter gives you simple, accurate, and reliable mail assembly.



**Simplicity**  
Thoughtfully designed  
for any user.



**Accuracy**  
Eliminate costly delays  
due to manual errors.



**Productivity**  
Keep mail process moving  
with fast, uninterrupted  
performance



## Specifications for Relay 2500

System	Relay 2500
Cycle speed	2,500 per hour
Color Touchscreen UI	Standard
Monthly capacity	Up to 10,000/month
Feeder configuration	1 sheet feeder, 1 insert feeder, outer envelope feeder
Fold options	C, Z, Half (V), Double
Integrity options	OMR, 2D (C Fold Only)
Envelope sealing	Standard

### Accumulate before folding

C or Z fold	up to 5 sheets*
Half fold	up to 10 sheets (2 groups of 5)*
Double Fold (Legal Paper)	up to 3 sheets*

### Sheet Feeder Tray(s)

Capacity per tray	325 sheets 20 lb/75gsm paper
Paper sizes	Minimum: 7" (178mm) Width x 7" (178mm) Length Maximum: 9" (229mm) Width x 16" (406mm) Length
Paper weights	Minimum: 18lb/70gsm Maximum: 32lb/120gsm

### Insert Feeder Tray

Capacity	300
Media sizes	Minimum: 5" (127mm) Width x 3.25" (82mm) Length Maximum: 9" (230mm) Width x 6" (152mm) Length
Media weights	Minimum: 20 lb/75gsm (non-folded cut sheet), 16 lb/60 gsm (folded material) Maximum: 50 lb/180gsm (single sheet) maximum compressed thickness of .078" (2mm)


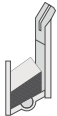
### Envelope specifications

Capacity	up to 100
Envelope Sizes	Minimum: 3.5" (88mm) Deep x 8.5" (220mm) Wide Maximum: 6.5" (164mm) Deep x 9.5" (242mm) Wide
Envelope weights	Minimum: 17lb (65gsm) Maximum: 26lb (100gsm)
Programmable jobs	20

### Physical specifications

Tabletop Dimensions	28" L x 21" W x 25" H (711mm x 533mm x 635mm)
Full Installed dimensions	42" L x 21" W x 25" H (1067mm x 533mm x 635mm)
Weight	139 lbs / 63 kg

### Accessory Physical specifications

	<b>Vertical Power Stacker</b>
	Installed Length: 14 inches /356 mm Height: 24 inches /610 mm
	<b>Drop Stacker</b>
	Installed Length: 10.5 inches / 267mm)

\*Based on 20lb/75gsm



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