Mailing
Inserting

Relay® 4500 folder inserter

Folding and inserting made fast and accurate

Increase your productivity and improve the accuracy of your mailing process with the Relay 4500 folder inserter. Designed on a tried and proven platform, the reliable Relay 4500 is able to finish up to 42,500 mail pieces per month. Features including the high capacity envelope feeder and

cascading feeding from the sheet feeders maximize efficiency by minimizing time spent loading materials. Gain confidence knowing that your largest critical mailings are finished on time, every time, without errors.

The Relay 4500 folder inserter gives you simple, accurate, and reliable mail assembly.

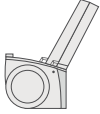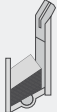**Simplicity**
Thoughtfully designed for any user.

Accuracy
Eliminate costly delays due to manual errors.

Productivity
Keep mail process moving with fast, uninterrupted performance

Specifications for Relay 4500

System	Relay 4500
Cycle speed	3,500 per hour
Color touchscreen UI	Standard
Monthly capacity	Up to 42,500/month
Feeder configuration	2 Sheet feeders, 1 insert feeder, high capacity outer envelope feeder
Fold options	C, Z, Half (V), Double
Integrity options	OMR, 2D
Cascade from sheet feeders	Yes
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 20lb/75gsm paper (650 sheets total)
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 300
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	39" L x 21" W x 25" H (991mm x 533mm x 635mm)
Full Installed dimensions	42" L x 21" W x 25" H (1067mm x 533mm x 635mm)
Weight	158lbs (72kg)

Accessory Physical specifications

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

*Based on 20lb/75gsm

pitney bowes

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