Complex mailroom processes made simple.

My Mailing Room

Over the years we have built up a reputation for quality and outstanding customer service. We are fiercely proud of our team who have been with us for many years and our aim continues to be 'the best company' in the industry.

We believe our range of folding and inserting machines are the best for business and we will always provide the most advanced equipment alongside clear and transparent pricing with great account management, both at point of sale and on an ongoing basis.

Nationwide repairs

UK-based customer service

Established 1923

ESTD

Why should you buy your equipment from My Mailing Room?

- Latest folding inserting technology.
- Expert advice.
- Easy to use equipment with colour touchscreen interface.
- Quick job creation and save function.
- Full range of equipment from small desktop machines to high-volume folding and inserting equipment.
- Full engineer servicing and support.
- Delivery, installation and user training included.
- Free demonstrations.

If you have any questions about our services or if you are unsure which machine is right for your business our friendly team is on standby ready to help, so please call us on **01322 288890**

My new equipment from My Mailing Room has made such a positive difference to our business. Our mailings used to be so time consuming for our staff but now the machine does the hard work.

**Susan Perry
Office Manager**

Easy to use and compact desktop mailing machine

FPi 700
FOLDER INSERTER

The FPi 700 is your perfect office assistant. Easy to use, compact, fast and reliable; it can quickly and quietly handle your mailings including flyers and business-reply envelopes. The easy to use colour touchscreen makes creating a job simple, so just load your documents and envelopes and your mail will be processed in no time at all.

● Processes up to 1,350 envelopes per hour
● Easy to use colour touchscreen
● 2 document feeders and 1 insert feeder
● Folds up to 5 sheets
● Daily mail function.

Learn more at
www.mymailingroom.com/FPi700

Colour touchscreen
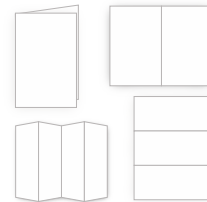Clear and easy to use the colour touchscreen makes creating a job simple.

Documents and envelopes
The FPi handles a wide range of documents and envelopes, business-reply envelopes and inserts.

Fold types
Choose between 4 fold types: including Letter, Single, Double Parallel and No-fold.

Automatically seals your envelopes
Completing the process the machine seals the envelopes ready for mailing.

Adjustable catch tray
Your processed envelopes are stacked neatly in the catch tray ready for franking or collection.

Double-document detection
Integrated Double-document control sensors prevents double feeding so your letters and invoices are sent to the correct recipient.

Send multiple pages, inserts and reply-paid envelopes
2 feeders and an insert feeder will make easy work of your mailings.

Low noise and compact design
Fits on a desk in your office and low noise means it is ideal for any working environment.

Simply load your pages and envelopes, press start and your mail is quickly and quietly folded and inserted ready for **mailing**.

SPECIFICATIONS

Technical data

Document feeders	2
Insert/BRE feeder	1
Processing speed	1,350 per hour
Document feeder capacity	100 sheets
Job memory capacity	15
Dimensions (approx.) (WxLxH)	658 x 540 x 420mm
Weight	37 Kg

Documents

Document size	Up to 355mm
Document weight	65-120gsm
Folding capacity	Up to 5 sheets

Inserts

Insert/BRE feeder capacity	100
Insert weight	75-250gsm
BRE weight	75-120gsm
Insert/BRE size	Up to 158mm length

Envelopes

Capacity	100
Envelope height/width	152mm x 229mm

Functions

Operating modes	Manual or Automatic
Automatic Job Setup	Yes
Feeder Swap Linking	Yes
Process stapled sets	Yes
Folds	Letter, Single, Double Parallel, Tri-fold
Piece counter	Yes
Double-document detector	Yes

Easily automate your business mailings

FPi 2700
FOLDER INSERTER

FP's FPi 2700 series is an extremely easy to use desktop folder inserter that can be used to process all your business mail. The FPi 2700 will quickly and automatically process batch mailings such as invoices, statement runs or your direct marketing. The intuitive graphic touchscreen and Load and Go automatic job-setting function makes it easy to use for all members of staff with little or no training required.

- Processes up to 2,500 envelopes per hour
- Intuitive colour touchscreen
- Barcode, OMR and OCR reading capabilities
- Holds up to 325 sheets in one tray
- Daily mail function.

Learn more at
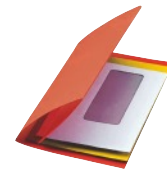www.mymailingroom.com/FPi2700

Colour touchscreen
All the clever features and functions are controlled through the clear and easy to use colour touchscreen.
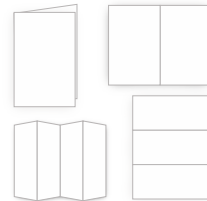
PowerFold Technology
This folding technology allows for documents to be folded together giving a professional look to your mailings.

Multiple fold types
Choose from 6 different fold types for your documents and inserts.

Load and Go
Clever built-in software allows the user to load the documents and inserts and the machine will quickly create the job for you.

Flexible feeder options
4 feeder configurations so you are ready to process any application.

Low noise and compact design
Ideal for all working environments.

Mail security
Tip to tip envelope sealing and Double-detection to guarantee your mail integrity.

Flexible feeder options for all your mail applications.

FPi 2710 FPi 2715 FPi 2720 FPi 2725 High capacity vertical feeder High capacity booklet feeder

SPECIFICATIONS

Technical data

Feeder stations	up to 2
Insert/BRE feeder	1
Processing speed (maximum)	Up to 2,500 per hour
Folding capacity with sheets of 80gsm	up to 10
Job memory capacity	50
Dimensions (approx.) (WxLxH)	1270 x 580 x 420mm
Weight	79 Kg
Noise emission in dB	64.8 - 67.8 dBA

Documents

Maxi feeder capacity	1,200
High capacity feeder	725
Standard feeder capacity	325
Document length/width	90-356mm
Maximum set thickness	2mm

Envelopes

Capacity	325 (load-on-the-fly)
Envelope height/width	90-162/160-228mm

Functions

Automatic Job Setup	Yes
Feeder Swap Linking	Yes
Process stapled sets	Yes
Collate sheets before folding	Yes
Bottom addresses	Yes (with special envelope)
Folds: V-fold, C-fold, Z-fold, Double V-Fold	Yes
No fold	Yes
Piece counter	Yes
Optical Marks Reading (OMR)	Optional
Bar Code Reader (BCR)	Optional
2D Data Matrix (2D BCR)	Optional
Optical Character Recognition (OCR)	Optional
Divert before folding	Yes
Operator-adjustable insert fingers	Yes

FPi 4700
FOLDER INSERTER

The FPi 4700 is the perfect match for complicated mailroom processes. The FPi 4700 offers an enhanced efficiency that stretches the value of your mailroom. The easy to use interface and improved user experience allows you to maintain easy, uninterrupted mail production. Backed by powerful capabilities and increased efficiency, this machine allows you to focus on what really matters; your business.

- Processes up to 3,800 envelopes per hour
- Easy to use 7" HD touchscreen
- Barcode, OMR and OCR reading capabilities
- Holds up to 1,200 sheets in one tray
- Optional Maxi Feeder for increased capacity and paper media options
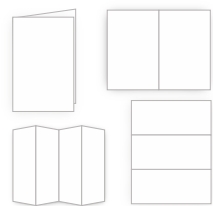
Learn more at
www.mymailingroom.com/FPi4700

Intuitive display
Full color HD touchscreen. The interactive graphic display lets you intuitively control all machine functions.

Knife Fold technology
This powerful, quiet, Knife Folding technology is capable of simultaneously folding up to 10 sheets of paper.

Adaptable
Adapts to fit your workload. It can handle up to 1,200 documents in a single feeder tray and up to 500 envelopes in its high-capacity vertical stacker.

High-capacity stacker
Holds finished envelopes.

Multiple exits
Choose the right exit for your needs.

Envelope feeder
Load envelopes on-the-fly.

Insert fingers
User adjustable fingers that allow for a variety of envelope styles.

Intuitive display
Full colour, high definition touchscreen.

Customisable feeders
Feeders with the capacity to fit any job.

Smart feeders
Process multiple sized documents.

Prefold accumulator
Stacks and aligns documents before folding.

Knife Fold technology
Accurately folds up to 10 sheets.

SPECIFICATIONS

Technical data

Feeder stations	up to 3
Processing speed (maximum)	3,800 per hour
Folding capacity with sheets of 80gsm	up to 10
Job memory capacity	50
Dimensions (approx.) (WxLxH)	1270 x 720 x 500mm
Weight	79 Kg
Noise emission in dB	66 dB

Documents

Maxi Feeder capacity	1,200
High capacity feeder	725
Standard feeder capacity	325
Document length/width	90-356/130-230mm
Document weight	60-250gsm

Envelopes

Capacity	325 (load-on-the-fly)
Envelope height/width	160-248/130-230mm

Functions

Automatic Job Setup	Yes
Feeder Swap Linking	Yes
Process stapled sets	Yes
Collate sheets before folding	Yes
Bottom addresses	Yes (with special envelope)
Folds: C, V, Z, Double-V, No-fold	Yes
Piece counter	Yes
Optical Marks Reading (OMR)	Optional
Bar Code Reader (BCR)	Optional
2D Data Matrix (2D BCR)	Optional
Optical Character Recognition (OCR)	Optional
Divert before folding	Yes
Operator-adjustable insert fingers	Yes
Secure n' Feed Double-document detector	Yes
Envelope exit	up to 500

Savvy solutions that adapt to your expanding mailroom

High volume folding and inserting

FPi 5600
FOLDER INSERTER

The FPi 5600 is a professional mailing system and a flexible solution for every mailroom. Packed with features including high capacity feeders, IntelliDeck, Load'n Go and Cascade feeding the FPi 5600 maximises productivity in your mailroom whilst still being an extremely easy to use system. The FPi 5600 can be expanded to utilise up to 6 stations, meaning it will grow with your business and mailing volumes.

- Processes up to 4,000 envelopes per hour
- Up to 6 stations
- Barcode, OMR and OCR reading capabilities
- Cascade feeding
- Maxi Feeder with 1,200 sheet capacity.

Learn more at
www.mymailingroom.com/FPi5600

Create your own professional mail piece
The FPi 5600 collates the documents before folding to improve processing speed and presentation. It also reduces the risk of jamming.

PowerFold
Quietly and crisply fold up to 10 pages in a single fold and up to 8 pages tri-fold.

High capacity vertical stacker
The high capacity envelope stacker will stack 500 envelopes every 8 minutes when running at maximum speed.

IntelliDeck
IntelliDeck automatically diverts duplicate or faulty documents before folding them without stopping the machine to maximise productivity.

Load'n Go
All you need to do is load your documents and envelopes then press the button to start. Little or no training required.

Cascade feeding
Continuous operation. When one tray empties the machine automatically takes documents from the next tray.

Flexible feeders
Load documents of any size into any of the 6 feeders.

Maxi Feeder
Load up to 1,200 sheets or 325 reply paid envelopes.

Manual Feed mode
Process up to 10 sheets including stapled pages.

The FPi 5600 can be expanded, at any time, from 2 up to 6 stations for extra capacity.

SPECIFICATIONS

Technical data

Feeder stations	up to 6
Processing speed (maximum)	4,000 per hour
Folding capacity with sheets of 80gsm	up to 10
Job memory capacity	25
Dimensions (approx.) (WxLxH)	1820 x 925 x 420mm
Weight	110 Kg

Documents

Maxi Feeder capacity	1,200 sheets
High capacity feeder	725 sheets
Document length/width	90-356/130-230mm
Document weight	60-250gsm
Set thickness	2.5mm

Envelopes

Envelope feeder capacity	325
Envelope height/width	90-162/160-248mm

Functions

Automatic Job Setup	Yes
Feeder Swap Linking	Yes
Manual Feed	Yes
Process stapled sets	Yes
Collate sheets before folding	Yes
Folds: letter, zigzag, single, double, parallel, No-fold	Yes
Piece counter	Yes
Optical Marks Reading (OMR)	Optional
Bar Code Reader (BCR)	Optional
Tip-to-tip sealing	Yes
Operator-adjustable insert fingers	Yes
Secure n' Feed Double-document detector	Yes
Different exits: vertical stacker, side exit, conveyor belt	Yes

Highly productive mailing system for a variety of media types

FPi 7000
FOLDER INSERTER

A folder inserter is one of the most important parts of your mail process and the FPi 7000 meets the demands of every application. Used for all jobs from direct mail campaigns (including books and CDs) to highly sensitive financial statements, the FPi 7000 can be configured to suit your own requirements. The machine uses the latest technology but has been designed to be easy for the operator to use and this is achieved through an intelligent 22" colour touchscreen.

- Processes up to 5,000 envelopes per hour
- Up to 11 feeders
- 22" colour touchscreen
- Include media such as books and CDs
- Insert into C4 (no-fold).

Learn more at
www.mymailingroom.com/FPi7000

22" user interface
Quickly and easily create and change jobs using the intuitive touchscreen.

Versatile and high capacity feede
Feeders can handle a wide variety o inserts including 6mm booklets.

Auto start
Standard feeders contain 'empty feeder' sensors so the machine automatically starts again when refilled.

Auto diversion
Oversized documents are moved to the divert bin while the system keeps running. This avoids stoppages and ensures maximum productivity.

Flexible document feeding with configurations to suit individual needs

Flex Tower Folder
3 feeder configurations each with a capacity of 2,000 sheets. Load documents in landscape for larger envelopes or portrait when folding. Each feeder uses mechanical double detection to ensure the secure processing of documents.

Continuous feeding
The high capacity envelc 500 envelopes every 8 m maximum speed.

OMR, BCR and 2D Bar Code
The FPi 7000 can read both sides of your document and can automatically detect optical marks and barcodes on both sides of your documents.

SPECIFICATIONS

Technical data

Processing speed	Up to 5,000 per hour
Accumulation speed (multiple sheets)	Up to 7,800 per hour
Folding capacity with sheets of 80gsm	up to 8 sheets
Feeder stations	Up to 11 feeders
Job memory capacity	No limit
Sealing fluid capacity	10 litres

Documents

Fold types	Letter, z-fold, single, double parallel, and no-fold
Document feeder capacity	500 or 1,000 sheets
Document weight	70gsm - 6mm thick

Envelopes

Envelope capacity	800 envelopes
Envelope types	C6/5, C5, C4, #10 6x9 and flats

Functions

Automatic Job Setup	Yes
Feeder cascading	Yes
Manual Feed	Yes
Process stapled sets	Yes
Collate sheets before folding	Yes
Piece counter	Yes
Optical Marks Reading (OMR)	Yes
Bar Code Reader (BCR)	Yes
2D Bar Code reader	Yes
Document reading	Face-up/face-down
Double feed detection	Mechanical
Sorting/diverting	Up to 3 outputs
Conveyor/catch tray	Yes

Software

More and more communications are being tailored to suit a customer's account and/or preferences, and a customer's transactions may span several pages on a statement. Our software can print marks onto your documents that will tell your folding and inserting machine how many pages to process and what inserts to include.

If your documents are already being printed using these marks then you can be reassured that our latest technology equipment will read and understand:

- OMR (Optical Mark Recognition)
- 1D Bar Code
- 2D Bar Code

If you have any questions about how your business can benefit from using this software then please contact us on 01322 288890.

Other products from My Mailing Room

In addition to our excellent range of folding and inserting equipment our group also provides and maintains the following:

Franking machines
Royal Mail approved franking machines with Mailmark Extra offering the lowest postage prices.
www.mymailingroom.com/franking

Print solutions
Photocopiers, multifunctional devices and desktop printers with 4 hour support.
www.mymailingroom.com/print-solutions

Letter openers
Automate the opening of your mail with an automatic letter opener.
www.mymailingroom.com/letter-openers

X-Ray Cabinet and Conveyor scanners
Screen incoming mail items, bags and parcels for concealed threats.
www.mymailingroom.com/mail-scanning

"Our Account Managers' expertise and industry knowledge means we are confident in our ability to supply a complete basket of products but with one point of contact making it simple for our customers .
Steve Rogers
Director

Envelopes for your mailing equipment

We recommend using our envelopes to get the best from your folding and inserting machine. Our envelopes are designed, tested and produced especially for our mailing equipment.

In addition to supplying the standard envelope sizes in various quantities we can also provide:

- Bespoke envelope sizes and window locations
- Business-Reply Envelopes
- Printed envelopes
- Coloured envelopes
- Advice on marketing presentation.

Learn more at www.mymailingroom.com/envelopes or call us directly on 01322 288890.

www.mymailingroom.com

Telephone: 01322 288890

Email: enquiries@mymailingroom.com

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