

# SMART LABEL PRINTER®

Models 100, 200 and 240



## User Guide

for Windows® 95, 98, Windows® NT 4.0  
and Windows® 2000

## FCC Compliance Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential application. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Changes or modifications not expressly approved by Seiko Instruments could void the user's authority to operate the equipment.

## Applicable EC Directives and Standards

Directive	Title
89/336/EEC	EC Electromagnetic Compatibility Directive
73/23/EEC	EC Low Voltage Directive
Standards	Title
EMC	EN55022(1998) class B EN55024(1998), EN61000-3-2(1995), EN61000-3-3(1995)
LVD	EN60950/1992 +A1/1993, +A2/1993, +A3/1995, +A4/1997, +A11/1997

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Seiko Instruments USA Inc.  
2990 West Lomita Blvd.  
Torrance, CA 90505

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# Important Safety Instructions

The following symbols are used in this User Guide.



**WARNING.** Warning statements are used to indicate actions that may result in risk of severe personal injury or loss of life.

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**CAUTION.** Caution statements are used to indicate actions that may result in damage to the printer or other property, or may result in risk of minor personal injury.

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## Warning

- 1 Use only the AC adapter provided with this printer, or an AC adapter that has been approved by Seiko Instruments for use with this printer. Use of an incorrect AC adapter may cause risk of overheating or fire.
- 2 Do not bend or place a heavy object on the power cord as it could damage the cord and result in risk of electric shock or fire. Do not use the power cord if damaged or frayed.
- 3 The thermal print head may become quite hot after printing. Be careful when changing labels and cleaning the thermal head.

## Caution

- 1 Never insert objects of any kind into this printer as they may touch dangerous voltage points or short out parts, and may result in a risk of fire or electric shock. Never spill liquid of any kind on the printer.
- 2 This printer contains no user-serviceable parts. Do not attempt to service the printer yourself as this can expose you to dangerous voltage points or other risks. Repair service should be performed by a trained technician.
- 3 Do not use this printer near water or in extreme humidity.

- 4 Be sure to hold only the connector end of the power cord or interface cable when disconnecting. Repeated pulling on the cable could damage the cable.
- 5 If any of the following conditions occur, turn off the printer and unplug the power cord from the power outlet:
  - The power cord is damaged or frayed.
  - Liquid has been spilled into the printer or the printer has been exposed to rain or water.
  - The printer does not recover from an error or the printer does not operate normally when the operating instructions are followed.
  - The printer exhibits a distinct change in performance, such as emitting a strange noise, odor or smoke.

## Installation

For best performance, we recommend that you install your printer on a flat surface in a location that satisfies the following environmental conditions:

- Not subject to vibration
- Not exposed to direct sunlight
- Dust-free
- Condensation-free
- Temperatures: 59 to 95°F (15 to 35°C)
- Humidity: 30% RH to 80% RH (non-condensing)

## About This Guide

As you'll soon realize, the Smart Label Printer<sup>®</sup> is easy to set up and use. Chances are, once you've read what you need to know in order to get going, you won't have to use this guide except as a quick reminder or a reference.

This guide will help you set up your SLP 100, 200 or 240 install the software, and use your SLP.

In writing this guide we assume that you are familiar with common operations using Microsoft<sup>®</sup> Windows<sup>®</sup> 95, 98, Windows<sup>®</sup> NT 4.0 or Windows<sup>®</sup> 2000 on an IBM<sup>®</sup>-compatible PC.

The following conventions are used to convey information in this guide:

- Commands you choose from the menus and items you select appear in italics with initial capital letters.

*Example:* Choose *Print* from the File menu.

- Text we ask you to type appears in bold.

*Example:* Type **A:\SETUP**.

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This guide has three chapters and three appendices:

- Chapter 1, *Introduction*, provides some general information about the SLP 100/200/240 and the Smart Label program.
- Chapter 2, *Getting Started*, provides instructions for connecting the SLP 100/200/240 to an IBM-compatible PC, loading labels into the printer, and installing the Smart Label software. It also describes how to use on-line help.
- Chapter 3, *Changing Labels and Printer Care*, provides information for replacing a label roll and taking care of your SLP.
- Appendix A, *Specifications*, provides SLP 100/200/240 specifications.
- Appendix B, *Commonly Asked Questions and Answers*, provides a list of questions and answers that can help you resolve problems.
- Appendix C, *Technical Support and Service*, provides technical support and service information.
- Appendix D, *Ordering Labels and Parts*, provides information for ordering SmartLabels™ and replacement parts and accessories.

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# Chapter 1

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## Introduction

**About Your Smart Label Printer 1-2**

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## About Your Smart Label Printer

The Smart Label Printer® is the best way to instantly print one-at-a-time labels. Direct thermal printing technology does not use ink, toner or ribbon, just labels. The SLP produces fast, laser output on a variety of label sizes with the ability to print text, graphics, POSTNET codes and bar codes.

The Smart Label software features a WYSIWYG editor, SmartCapture™ and SmartCopy™ to capture text and addresses right off your screen, built-in database, a Windows® print driver, and background printing. It uses TrueType fonts and imports logos, graphics, and text files.

With the wide variety of available SmartLabels™, you can use your SLP to create labels for just about anything. Here are some examples:

- n Envelope labels
- n File folder labels
- n Name tags
- n Shipping labels
- n Storage container labels
- n Notebook labels
- n Bar code labels
- n Diskette labels
- n Rotary file cards
- n Videocassette labels
- n Binder labels
- n Shelf labels

## Software Features

The Smart Label program provides a rich set of features to simplify your labeling needs.

- n 32-bit architecture designed to work in Windows® 95, 98, Windows NT® 4.0 and Windows® 2000 with support for long file names.
- n WYSIWYG editor displays labels as they will print.
- n Prints in background so you can work with other applications while labels are printing. Print labels one at a time or whole mailing lists.
- n Object-oriented user interface makes it easy to include text, pictures, bar codes, etc. on your label.
- n Mixed text possible within each text object—different font types, sizes and styles (bold/italic/underline) can be included on a single line.
- n Shrink-to-fit and word wrap ensure that addresses and other text fit on the label.
- n SmartCapture and SmartCopy capture text from Windows applications, saving time and eliminating retyping.
- n Customizable Smart Label Icons™ make it easy to format different types of labels.
- n Built-in database to save labels and formats in user-definable database categories.
- n Find feature makes it easy to locate saved labels by label name, database field or words within the label.
- n Multiple user feature allows each user to have a unique setup and Smart Label start-up icon.
- n Contact-based records updated automatically from label addresses.

# Chapter 2

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## Getting Started

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**Using On-Line Help 2-11**

## What You Need

In order to use your SLP and software, you need to have the following:

- n An IBM PC or 100% compatible computer
- n An 80386 or higher processor
- n 4 MB of available Random Access Memory (RAM)
- n An available USB or RS-232C serial (COM) port
- n 5 MB available hard disk space
- n VGA or higher resolution graphics card
- n A mouse or other pointing device
- n Microsoft Windows 95, 98, Windows NT 4.0 or Windows 2000

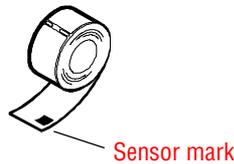
*Note...* Windows 98 or Windows 2000 is required to connect the Smart Label Printer to a USB port.

## A Word About Labels

For best results we recommend the use of Seiko Instruments SmartLabels. Other brands may not be engineered to provide optimum, trouble-free results with your SLP; they may not work with your printer or they may damage it and void your warranty.

SmartLabels are available in a wide variety of sizes and colors to properly label almost anything.

The SmartLabels have a sensor mark on the backing of each label that the SLP 100/200/240 uses for top of label alignment. Check to be sure the labels have this mark before loading them into the SLP.



*Note...* Older SmartLabels did not have this sensor mark. Be sure that the SLP 100, 200 and 240 are listed as supported printers on the SmartLabels package.

## Caring for Labels

The labels are sensitive to heat, moisture, and light. With this in mind:

- n Store labels in a cool, dry place.
- n Do not scratch or rub labels with a hard object.
- n Keep organic solvents away from labels.

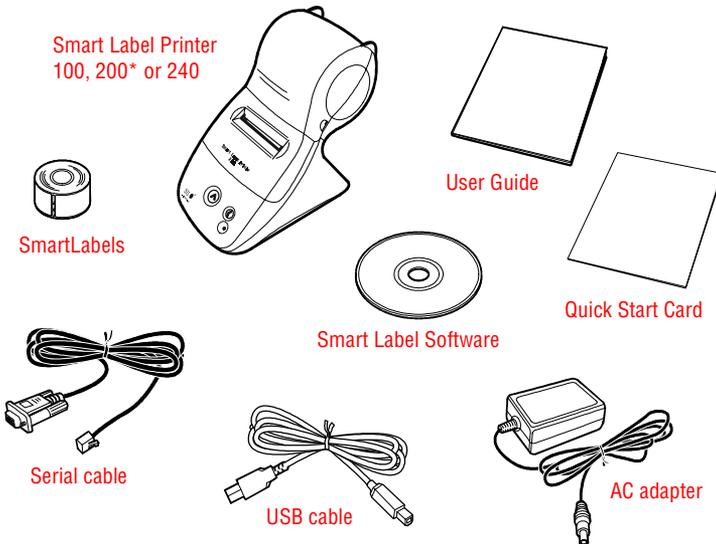
## Installing the SLP 100, 200 or 240

Here, you'll find out how to unpack and set up your new SLP. As part of the setup process, you'll load a roll of standard address labels and run a quick test.

### Unpacking the SLP

Carefully remove the printer and its components from the box. It's a good idea to save the box and packing materials in case you need to store or ship the printer. Make sure you have all of the following items.

- n A Smart Label Printer 100, 200 or 240
- n Smart Label software
- n Serial cable
- n USB cable
- n AC adapter
- n Power cord (SLP 240 only)
- n Roll of SmartLabels
- n User Guide
- n Quick Start Card



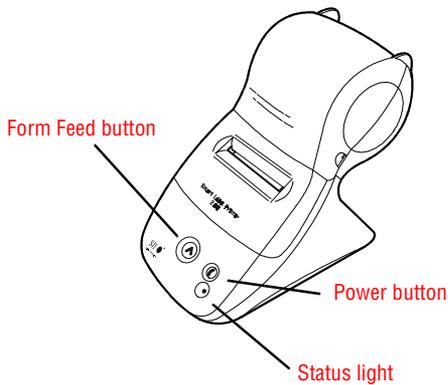
\*Smart Label Printer 200 shown.

## Connecting the SLP to a Power Outlet

Now you're ready to connect the SLP to a power outlet:

- 1 Plug the AC adapter cable into the jack at the rear of the SLP.
- 2 Flip up the AC adapter prongs and plug it into a power outlet.
- 3 Turn the SLP on by pressing the  power button.

When you turn the printer on, the status light flashes green. This is just to let you know there are no labels in the printer.



## Connecting the SLP to an IBM-compatible PC

Use the USB or serial cable provided with the SLP 100/200/240 to connect the SLP to your computer.



**CAUTION:** Connecting or disconnecting the interface cable while the printer is turned on may damage the printer.

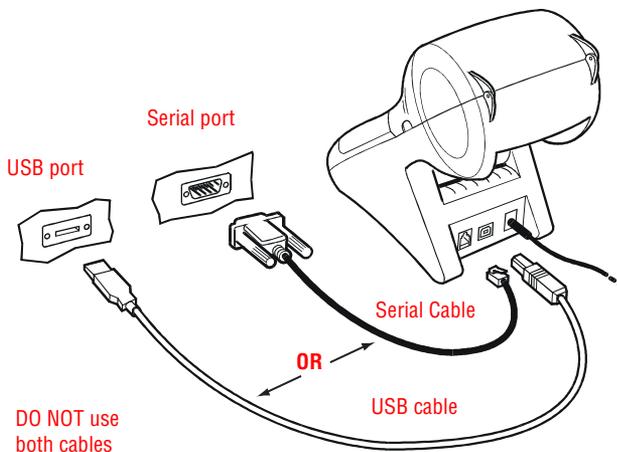
Follow these steps:

- 1 Make sure that the SLP is turned off. If the status light is on, hold the power button until it turns off.
- 2 Connect either the USB or serial cable.

**USB cable.** Connect the cable to the SLP and the USB port on your computer. If all USB ports are in use, you may need to purchase a USB hub.

**Serial cable.** Plug the telephone-style connector into the jack on the rear panel of the SLP. Plug the other end of the cable into a serial port on your computer.

*Note...* Serial ports are also called COM ports — COM1, COM2, COM3, etc. If your COM ports are all in use, purchase either another serial port or an “A-B” switch box to connect the SLP and another device to the same port.



## Loading a Roll of Labels

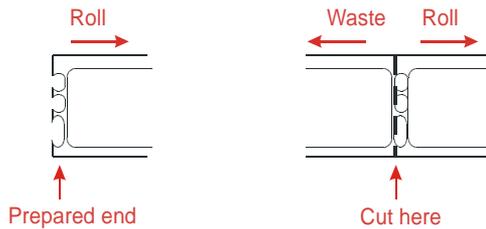
Follow the instructions below to load a roll of standard address labels.

### Prepare the roll of labels

- 1 Remove the sticker from the beginning of the roll of labels.

*Note...* Check to be sure there is a black sensor mark on the label backing as illustrated on page 2-3.

- 2 If needed, cut between the labels to create a “leader.”



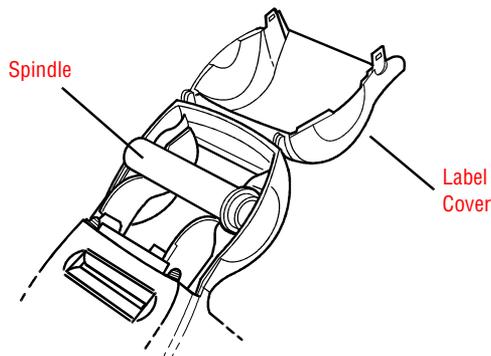
If the end of the roll is not prepared as shown above, cut between the labels leaving as much backing as possible on the end of the roll to act as a leader.

### Load the roll of labels

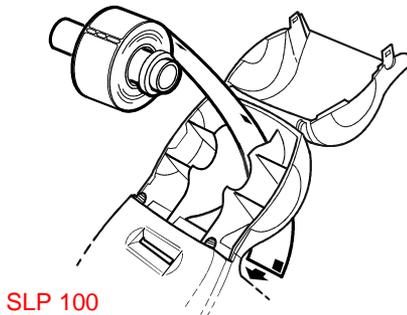
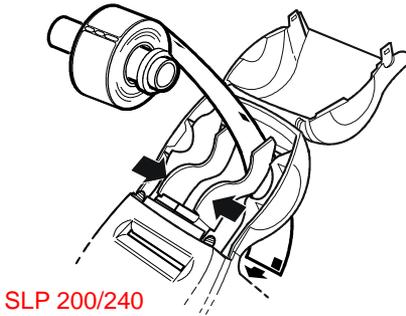
- 1 Make sure the power cord is connected and that the printer is turned on.

The green status light should be flashing.

- 2 Lift the base of the clear plastic label cover and rotate it open.



- 3 Remove the spindle from the SLP and insert the label roll on the spindle.
- 4 Insert the labels and spindle into the SLP. If using an SLP 200 or 240, adjust the guides to fit the labels as shown below.

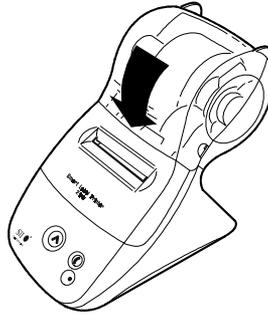


- 5 Insert the free end of the label roll, label side down, into the slot on the back of the printer. Push the label stock into the slot until you feel a slight resistance. Continue pushing gently. The SLP automatically feeds the labels through and aligns the end in the exit slot.

If the label end doesn't appear through the slot:

Press and release the  form feed button to advance the labels.

- 6 Close the label cover.



## Testing the Printer

A quick test lets you know your printer is operating properly and that the labels are loaded correctly. Here's how to proceed:

- 1 Press and hold the  power button for 2 seconds to turn the printer off.
- 2 Press and hold the  form feed button while you press and release the  power button.

If the test is successful, the SLP 100/200/240 will print a test label.



## Installing the Smart Label Software

- 1 Start Windows.
- 2 Insert the Smart Label CD-ROM or installation disk 1 into the appropriate drive. When using the CD-ROM, the installation wizard starts automatically on most systems. If the introductory screen doesn't appear after a few seconds, continue with the following steps.
- 3 Click the *Start* button then point to *Settings* and choose *Control Panel*. The Control Panel window appears.
- 4 Double-click *Add/Remove Programs*. The Add/Remove Programs Properties dialog box appears.
- 5 Click the *Install* button. A dialog box appears asking you to insert the floppy disk.
- 6 Click the *Next* button. The drive and SETUP.EXE file are automatically selected and shown in the command line box.
- 7 Click the *Finish* button. Follow the directions on the screen to complete the installation of the program.

The installation wizard will assist you in configuring how the SLP is connected. The SLP may be connected directly to your computer or to a remote network computer.

- n **Serial (COM)**. The SLP is connected to a serial port on your computer.
- n **USB**. The SLP is connected to a USB port on your computer.
- n **Parallel (LPT)**. The SLP is connected to an parallel port on your computer using the serial cable and an optional serial-to-parallel adapter.
- n **Network**. The SLP is connected to another computer on your network.

## Using On-Line Help

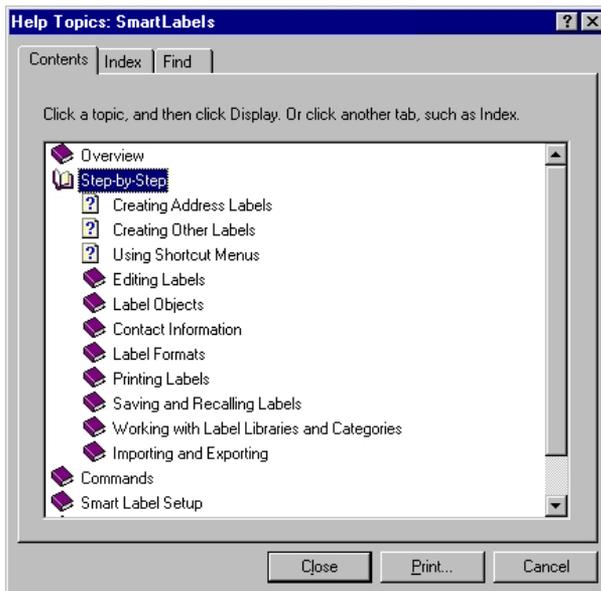
The on-line help provides detailed instructions for creating labels, customizing format, SmartCopy or SmartCapture, printing, and label database functions.



You access Help through the *Help Topics* command on the Help menu.

Use the Help Topics screen to jump to topics that tell you how to use the Smart Label software, or to get quick access to other reference topics.

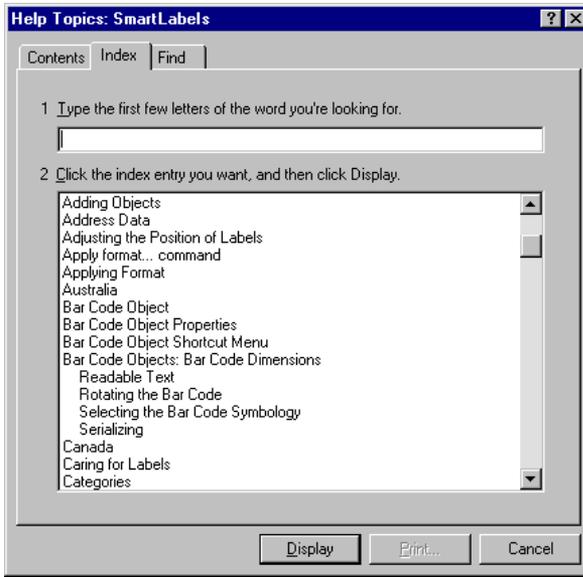
**Contents Tab.** The Contents tab lists topics grouped by subject. Double-click a book icon to view the contents for that subject. Double-click a topic with a question mark icon to view the help text.



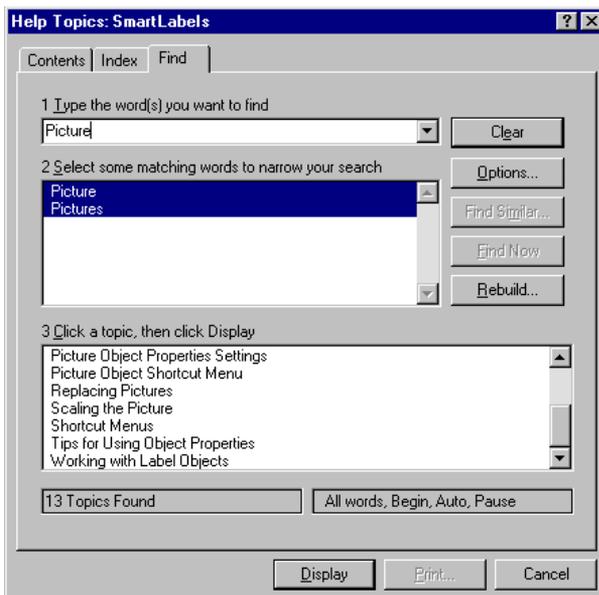
After viewing help text, click *Help Topics* to return to the Contents.

*Note...* If the topic contains green underlined text, click the green text to view help text for that topic.

**Index Tab.** Click the Index tab to find specific topics in an alphabetical list. To quickly locate a topic, type the first few letters of the topic. Double-click the topic to view help text.



**Find Tab.** Click the Find tab to find all topics that contain a word or phrase. Type the word or phrase to list topics. Double-click a topic to view help text.



# Chapter 3

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## Changing Labels and Printer Care

**Overview 3-2**

**Caring for Your Printer 3-2**

**Off Line and On Line Mode 3-3**

**Changing a Label Roll 3-3**

**Adjusting the Position of Labels 3-4**

**Removing Stuck Labels 3-5**

## Overview

The SLP 100/200/240 uses advanced thermal print technology to provide crisp, high-contrast printing. There are no ribbons or cartridges to replace.

*An important consideration...* For best results we recommend the use of Seiko Instruments SmartLabels. Other brands may not be engineered to provide optimum, trouble-free results with your SLP; they may not work with your printer or they may damage it and void your warranty.

## Caring for Your Printer

Your SLP 100/200/240 is a high-precision device that's designed for trouble-free operation. Just follow these few precautions:

- *Important...* The SLP 100/200/240 is designed for use only with Seiko Instruments SmartLabels. Use of improper labels may damage the printer.
- Don't operate the printer in a dusty environment.
- Keep the printer out of direct sunlight.
- If you are printing more than one label at a time, guide the labels over the front of the label cover as they exit, making sure that they don't curl under the cover and loop through and into the feed slot.

## Off Line and On Line Mode

Pressing and releasing the  power button toggles the printer between off line and on line mode. An amber status light indicates that the printer is off line. There is no communication with the computer when the printer is off line.

This feature is a handy way to stop printing so you don't waste labels while you delete labels from the print queue.

## Changing a Label Roll

This procedure describes how to remove and replace label rolls.

- You can load a different type of label at any time — you don't have to wait until all of the labels have been used.
- When you run out of labels, the green status light on the front of the SLP flashes. If printing is in process, a message appears telling you that the printer is out of labels.

## Removing the Old Roll



**CAUTION:** DO NOT pull on the labels to remove them from the printer. This may cause labels to get stuck inside the printer.

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- 1 Tear off any printed labels. If labels aren't torn off, they may get jammed when you perform step 2.
- 2 Press and hold the  form feed button. The labels will reverse out of the SLP.

## Loading the New Roll

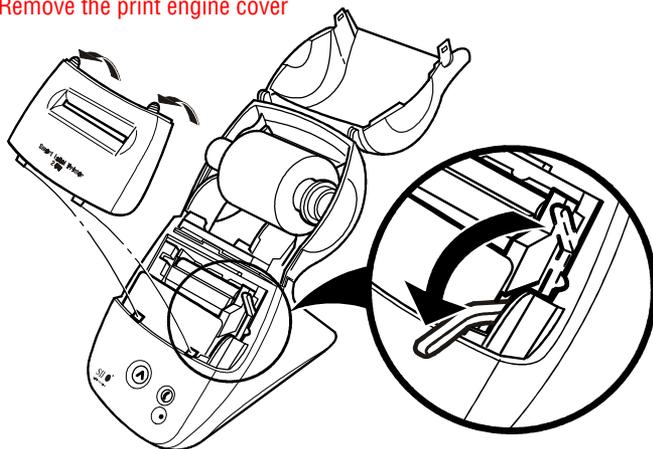
Prepare the new label roll and load the labels as described in "Loading a Roll of Labels" on page 2-7.

## Adjusting the Position of Labels

If you find the labels are advancing at an angle, it's easy to realign them. Follow these steps:

- 1 Swivel the label cover open and remove the print engine cover by pulling forward on the tabs at the top of the cover.
- 2 Release the pressure on the label stock by moving the platen release lever forward.

Remove the print engine cover



Release the platen lever

- 3 Realign the label stock so it is straight.
- 4 Return the platen release lever to the locked position.
- 5 Make sure the labels feed through the slot.
- 6 Insert the tabs on the lower edge of the print engine cover into the slots on the SLP and push the top edge forward until the cover snaps into place.

## Removing Stuck Labels

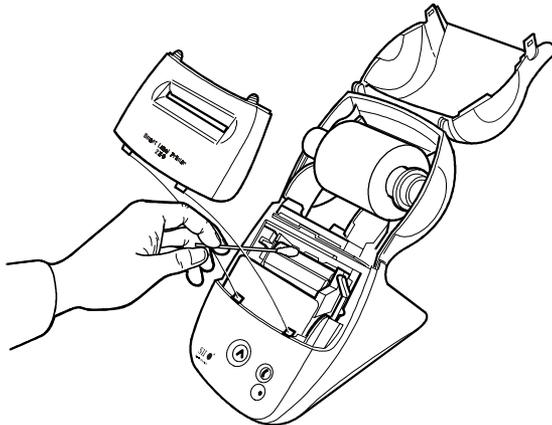
If a label becomes stuck in your SLP, remove it as follows:

- 1 With a pair of scissors, cut the label stock between the label roll and the label slot at the back of the printer.
- 2 Swivel the label cover open and remove the print engine cover by pulling forward on the tabs at the top of the cover.
- 3 Release the pressure on the label stock by moving the platen release lever forward.
- 4 Remove the stuck label.
- 5 If the label — or pieces of the label — stick to the platen, use a small amount of isopropyl rubbing alcohol on a cotton swab to dissolve the adhesive on the back of the label.



**CAUTION:** DO NOT touch the print engine. It may be hot.

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- 6 Once you have removed any remaining pieces of label, return the platen release lever to the locked position.
- 7 Insert the tabs on the lower edge of the print engine cover into the slots on the SLP and push the top edge forward until the cover snaps into place.

# Appendix A

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## Specifications

**Smart Label Printer 100/200/240 Specifications** A-2

**Status Light Indicators** A-3

## Smart Label Printer 100/200/240 Specifications

The SLP is a compact printing device ideally suited for label printing applications. There are no built-in fonts and any text must be converted to a bitmap image by a host computer or device for printing on the SLP.

Developer information can be found on our website at [www.seikosmart.com](http://www.seikosmart.com).

<b>Printer</b>		
<b>Technology</b>	Direct thermal	
<b>Resolution</b>	203 dpi (8 dots/mm)	
<b>Max. Paper Width</b>	Model 100	1.22 in. (31mm)
	Model 200/240	2.28 in. (58mm)
<b>Max. Printable Width</b>	Model 100	0.94 in. (24mm)
	Model 200/240	1.89 in. (48mm)
<b>Print Speed</b>	Model 100/200	8 seconds*
	Model 240	3 seconds*
*average speed, standard address label		
<b>Interface</b>	USB and RS-232	
<b>Power</b>		
<b>Input</b>	Model 100/200 AC adapter:	
	PW-0006-U1	AC 100-120V, 50/60 Hz (US version)
	PW-0006-E1	AC 200-240V, 50/60 Hz (Euro version)
	PW-0006-K1	AC 200-240V, 50/60 Hz (UK version)
	PW-0006-A1	AC 200-240V, 50/60 Hz (Australian version)
	Model 240 AC adapter:	
PW-0012-W1	(universal) AC 100-240V, 50/60 Hz	
<b>Output</b>	Model 100/200:	DC6V 1.5A (2.0A max.)
	Model 240	DC12V, 3.0A (5.0A max.)
<b>Dimensions</b>	4.49 in. (W) x 7.48 in. (D) x 6.61 in. (H) 114mm (W) x 190mm (D) x 168mm (H)	
<b>Weight</b>	All models 1.14 lbs. (515 grams)	

<b>Life Time</b>	Model 100/200: Approx. 2 million characters (24 H x 12 W dots) Model 240: Approx. 5 million characters (24 H x 12 W dots)
<b>Environment</b>	
<b>Temperature</b>	Operating: 15°C to 35°C (59°F to 95°F) Storage: -20°C to 60°C (-4°F to 140°F)
<b>Humidity</b>	Operating: 30% RH to 80% RH (non-condensing) Storage: 30% RH to 90% RH (non-condensing)

## Status Light Indicators

<b>LED Indicator</b>	<b>State</b>
Off	Power off/Stand-by
Steady Green	On-line
Steady Amber	Off-line
Blinking Green 1*	No labels
Blinking Green 2*	Print head up
Blinking Amber 1*	Label jam
Blinking Amber 2*	Buffer overflow
Blinking Red 1*	Temperature error
Blinking Red 2*	Voltage error
Blinking Red 3*	Print head error

\* The number refers to the number of blinks.

## Commonly Asked Questions and Answers

*Q Will my labels fade over time?*

**A** Labels are made of thermal paper. Heat applied to the paper causes a chemical reaction to generate black dots at the points where heat was applied. This technique avoids using messy inks and ribbons. Because the paper is heat-sensitive, it is possible for a label to darken if exposed to high heat or very bright light for an extended period of time. It is also possible for certain plasticizers in some plastic binders to cause a chemical reaction which results in the image fading over time. Placing another adhesive (perhaps another label) between the vinyl surface and the label may help minimize this type of fading.

In general, labels will last for years if they aren't subjected to the above conditions. The label material is much more stable than fax paper due to the special formulation and coatings used by Seiko Instruments.

*Q How many labels can I save?*

**A** The number of labels you can save is limited only by the amount of disk space in your computer.

*Q There are no available serial or USB ports on the back of my computer. What do I do?*

**A** You may wish to add another port to your system. Alternatively you may use a switch box to share a serial port or a USB hub to extend the number of USB devices that can be connected.

## Technical Support and Service

Please refer to the “Troubleshooting” topic in on-line Help for information on how to determine if your SLP needs service and how to contact Seiko Instruments for Technical Support and repairs.

# Appendix D

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## Ordering Labels and Parts

## **Ordering Labels**

For best results we recommend the use of Seiko Instruments SmartLabels. Other brands may not be engineered to provide optimum, trouble-free results with your SLP; they may not work with your printer or they may damage it and void your warranty.

For information on ordering labels, please choose the *How to Order Labels* command on the Help menu or refer to the “Ordering Labels” topic in on-line Help.

## **Ordering Parts**

For information on ordering replacement parts and accessories, please refer to your SLP model in the “Troubleshooting” topic in on-line Help.

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## Warranty Information

### Limited Warranty on Hardware

#### One (1) Year Limited Warranty

Seiko Instruments USA Inc. warrants this product against defects in materials and workmanship for a period of one (1) year from the date of original retail purchase (proof of purchase required). If Seiko Instruments USA Inc. receives notice of such defects during the warranty period, Seiko Instruments USA Inc. will either, at its option, repair or replace products which prove to be defective.

### Exclusions

The above warranty shall not apply to defects resulting from: improper or inadequate maintenance by customer; customer-supplied software or interfacing; unauthorized modifications or misuse; operation outside of the environmental specifications for the product; or improper site operation and maintenance.

### Obtaining Warranty Service

To obtain warranty service, products must be returned to a service facility designated by Seiko Instruments USA Inc. See Appendix C "Technical Support and Service" in this user guide for details.

Customer shall prepay shipping charges for products returned to Seiko Instruments USA Inc. for warranty service and Seiko Instruments USA Inc. shall pay for return of the products to customer. However, customer shall pay all shipping charges, duties and taxes for products returned to Seiko Instruments USA Inc. from another country.

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