

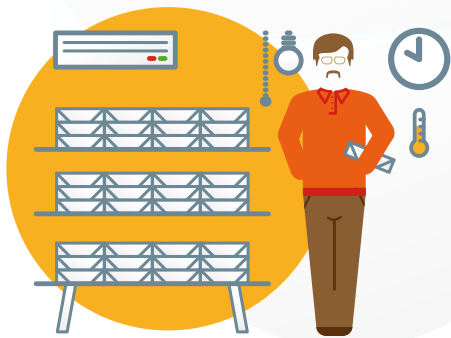
# TIPS FOR BETTER PRINTING

Navigator's commitment to environmental sustainability goes beyond the production process and paper quality.

In order to guarantee that you get the best possible results from Navigator, here are some tips that will help you on how to better use and protect your premium office paper.

## 1 When Buying paper

- Make sure the paper reams are not torn or damaged on the shelf
- Choose the paper grammage that best suits your printing needs
- Make sure the paper you buy complies with environmental certifications



## 2 Before printing

- Don't store the paper close to humidity sources or extreme temperature variations
- Keep the unused, closed reams in a dry and dust-free environment
- Avoid placing the paper reams next to the printers
- Don't store paper in direct contact with a wall or floor
- Store the paper reams/boxes horizontally, not vertically
- Don't expose paper directly to sunlight or incandescent light

## 3 When printing

- When opening the reams, the paper should be at the same temperature as the print room
- Open the reams carefully on one of the short edges and close it after taking the paper out
- Fan a stack of paper before putting it in the printer, to ventilate the paper
- When feeding the printer make sure the paper sheets are correctly placed inside the tray
- Don't load big stacks of paper into the printer
- Try to use both sides of the paper when printing



## 4 After printing

- Let the paper dry naturally
- Don't leave paper inside the printer tray overnight
- Send the ream wrapper to recycling or place it in the paper recycling bin
- Use the empty cardboard boxes to archive old material you don't use on a daily basis

If you have any problems using the paper in any equipment or for any application, please contact us at [www.navigator-paper.com/en/contact](http://www.navigator-paper.com/en/contact) and let us know your ream code and which problem you are facing, so we can provide you with the best solution.

For more information, visit our website:  
[www.navigator-usa.com](http://www.navigator-usa.com)