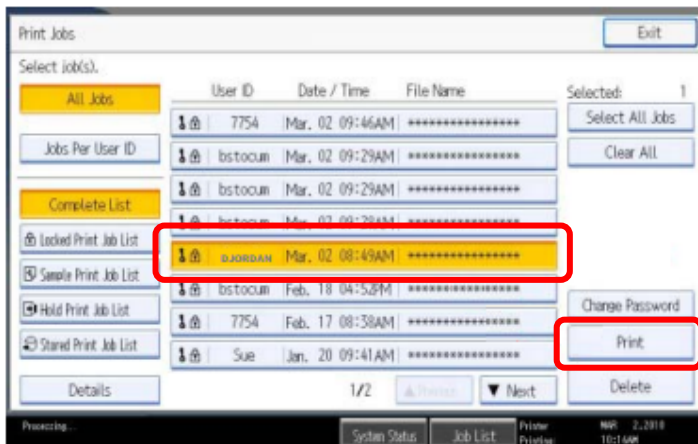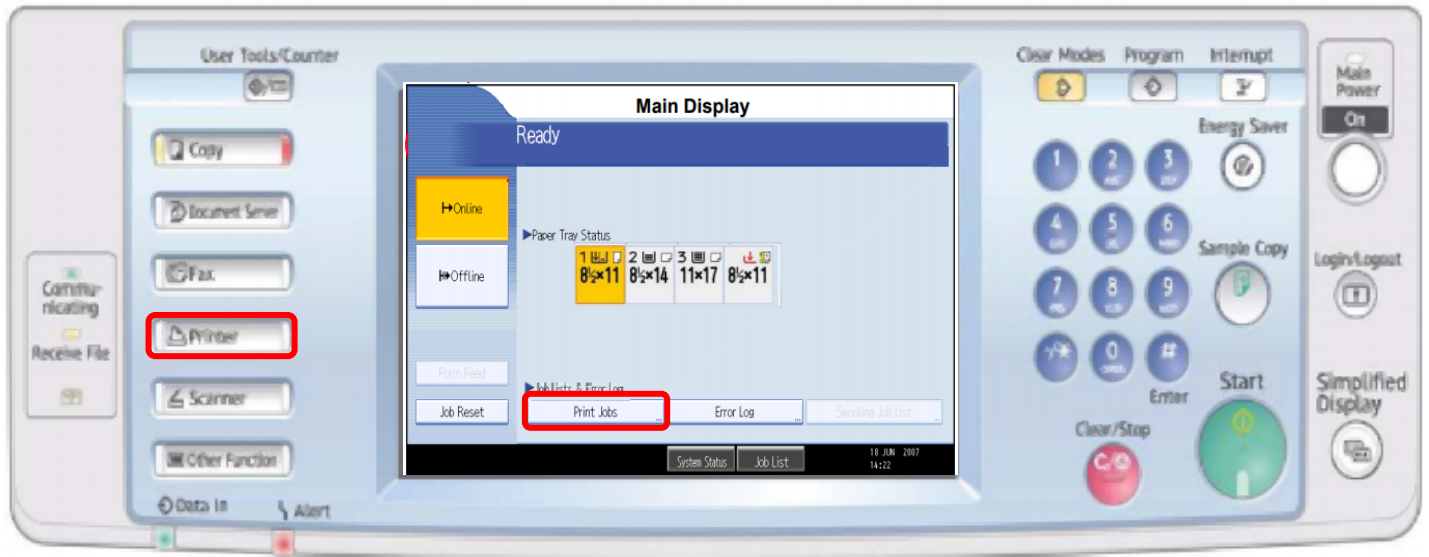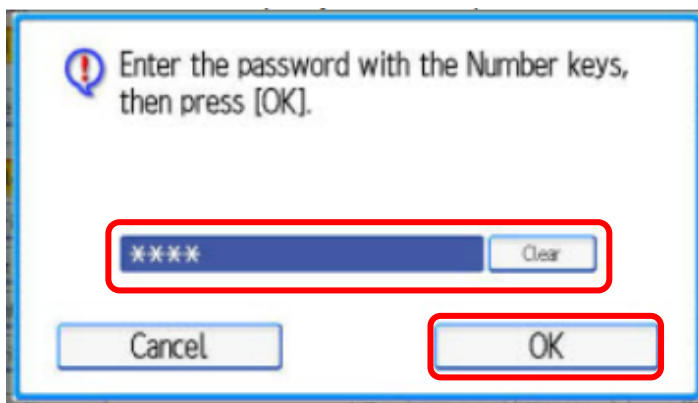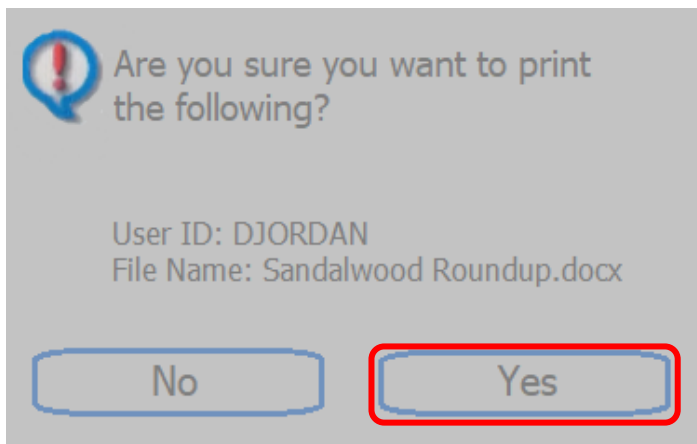# RETRIEVING YOUR LOCK PRINT DOCUMENT

Tap the **Printer** button on the printer - then tap **Print Jobs** on the led screen

Tap on your **User ID** [print job] from the list of print jobs – Then tap **Print**

Key in your four digit password using the numeric keypad – the press OK

Are you sure ?

Click **Yes**

Retrieve your document(s)