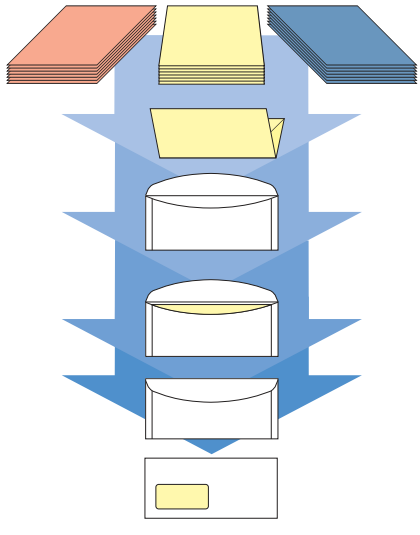
Inserting machines SI 4250/SI 4350



Secure, productive and future-oriented inserting



hefter-systemform.com

HEFTER SYSTEMFORM
Ein Unternehmen des FP-Konzerns

Inserting machines **SI 4250 / SI 4350**

Comfort meets productivity: Assembling, folding and inserting your mails has never been so easy, quick and secure.

What you can do with this machine

- Inserting a variety of forms such as A4 documents, C6/5 enclosures or transfer slips
- Perfect and error-free assembling and inserting of pay slips, invoices etc. with a different number of sheets per envelope
- Preparing mailings with enclosures for distribution
- Inserting your daily mail

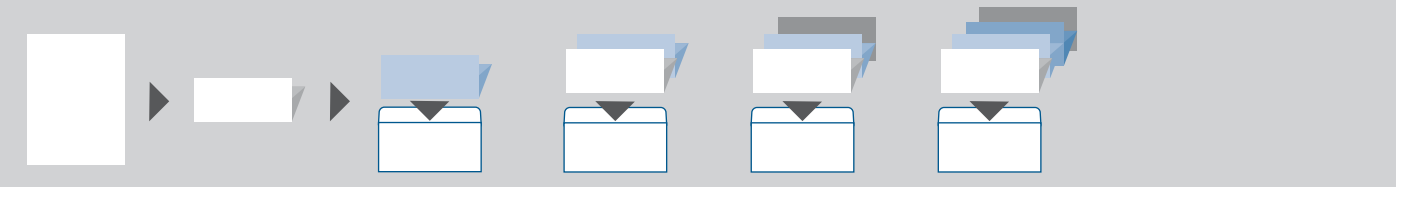
This is what stands for the new generation of inserting machines

- Assembling station: The sheets are collected, folded and inserted together
- Optimizing running times due to perfectly coordinated feeding capacities
- High speed and inserting capacity: This saves a lot of working hours and money
- Intuitive operation via colour touch screen with English menu guidance
- High productivity: up to 50.000 insertions per month
- Proven, solid technology – the optimum from decades of experience

Easy control with the new colour touch screen

- Intuitive operation, control and programming. Jobs are entered and stored jobs are selected (up to 20 jobs) by touch. The inserting machine adapts to the appropriate program parameters automatically, such as the fold type, the envelope size or the envelope position.
- Daily mail function: Up to 5 sheets – also stapled – can be entered manually. Then the sheets are fed automatically, folded and inserted.

Inserting functions: from “just folding” up to fully automatic inserting with variable number of sheets



Fold only and collect

- Folding of documents to get enclosures
- Collection and folding of several documents out of one or two different feeding stations

Semi-automatic daily mail function

- Folding and inserting individual mails by manual feeding
- Automatic feeding of enclosures, e.g. for advertisement.

Fully automatic process

- Collecting, folding and inserting a repeating number of documents per envelope using different feeding stations, e.g. for mailings, circulars or similar
- Adding enclosures automatically, e.g. for advertisement, is possible

Automation of personalized, individual mail with codes

- OMR (Optical Mark Reading) or 2D-Codes on the documents control the automatic collecting, folding and inserting of personalized mails with a variable number of sheets per envelope. Perfect for e.g. invoices or salary slips
- Adding enclosures automatically, e.g. for advertisement, is possible



Code reading

With the help of an OMR or 2D code a variable number of sheets per envelope can be inserted automatically. Perfect for salary slips or invoices, etc.



Feeding stations

Two automatic feeding stations with 325 sheet capacity each (double capacity by a key stroke = cascade function)

Envelope feeding

Straight feeding of maximum 300 pcs. C6/5 or C5 envelopes (optionally C6 envelopes)



Flexible document processing

Select the right fold type for your job.
Possible fold types are



Single fold



Wrap fold



Z fold



Double parallel fold

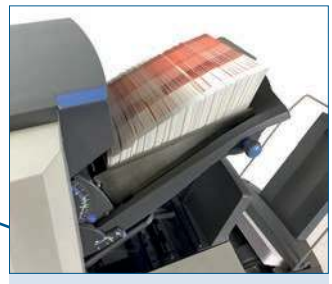
Characteristics and functional differences at a glance

Speed
Monthly capacity (max.)
Envelope feeding capacity

Intuitive operation

With the colour touch screen you can program and select your jobs very easily and comfortable.





Enclosure feeding

30 cm feeding capacity for enclosures up to 2 mm thickness, with permanent or selective feeding. The enclosures can be entered during a running process.

Stacking options



Standard stacking for envelopes



The optional power stacker keeps the print sequence and can stack up to 800 envelopes (stacking height 50 cm)

	SI 4250	SI 4350
		
	3.000 cycles/h	3.500 cycles/h
	up to 30.000 insertions	up to 50.000 insertions
	up to 300 envelopes 	up to 300 envelopes (with envelope lift, straight from the top) 

www.hefter-systemform.com

Inserting of a variable number of sheets: OMR & 2D-code solutions

The **inserting machines SI 4250 & SI 4350** can optionally be equipped with a reading station for different control codes. The codes, printed on each sheet, are interpreted by the inserting system. It enables you to collect an individual number of sheets and selective enclosures per envelope fully automatically and with high safety. Perfect for invoices, salary slips, official statements or personalized mailings.

Today OMR, tomorrow 2-D – the system can read both types of control codes:



OMR


2-D Code

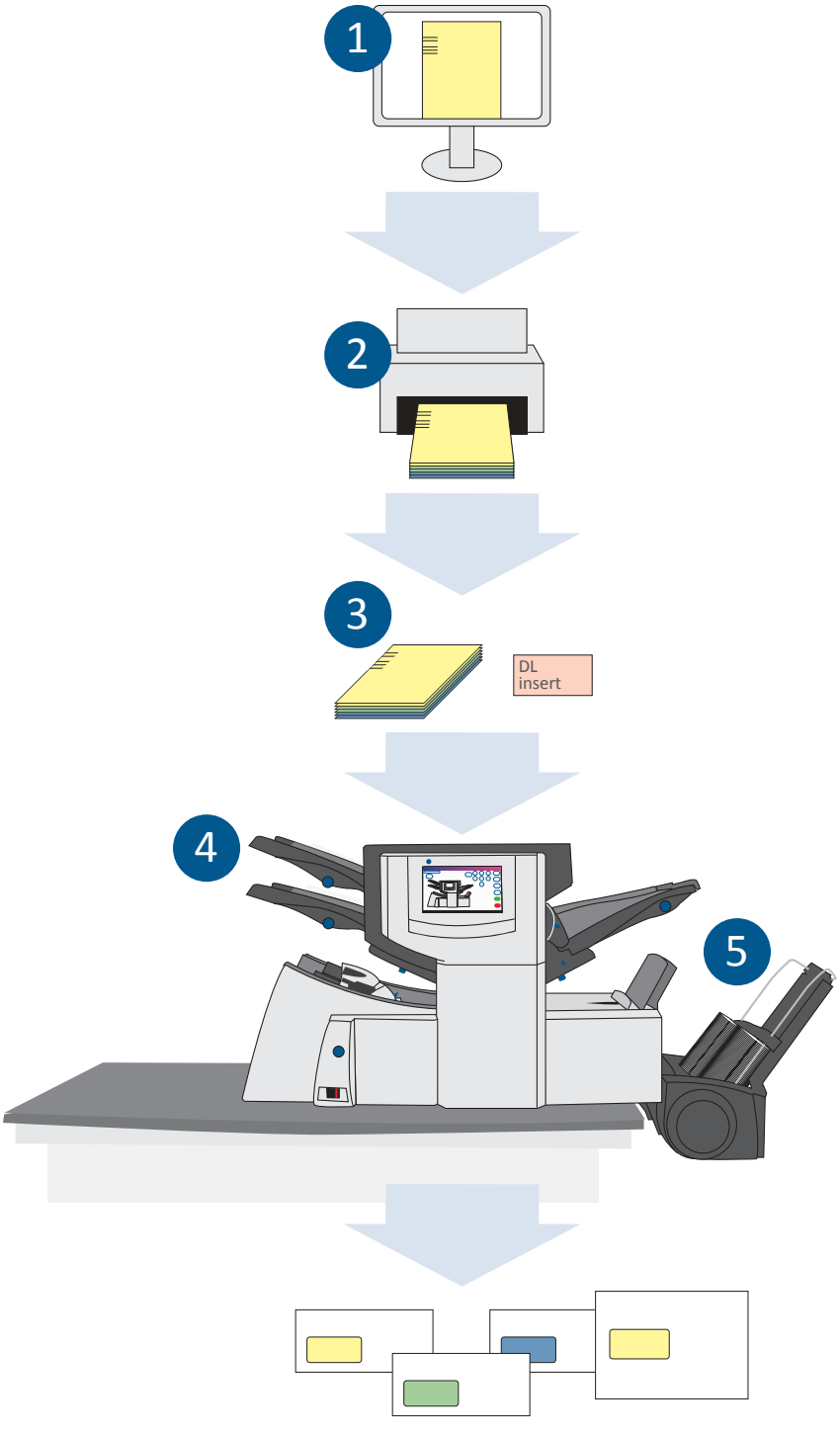

Reading the OMR

Safety

Thanks to the sequence control, the control codes prevent any possible errors such as double sheet or wrong sequence of the sheets.

The perfect solution for invoices or salary slips:

1. Preparation of the invoice or salary slips data with ERP and/or output management software (available optionally)
2. Printing the forms with the OMR or 2-D codes for marking the sheets per recipient
3. Printed stack of documents with control codes and possible enclosures
4. Fully automatic process: Reading the codes and controlling the correct sequence when feeding the sheets into the inserting system. Afterwards collecting, folding and inserting the sheets as well as sealing the envelopes
5. Clear stacking of the finished envelopes, with a variable number of sheets



Advantages of the HEFTER Systemform inserting machines SI 4250 & SI 4350 at a glance

- Insertions with up to 3.500 cycles per hour
- High flexibility due to different model options
- Intelligent processing of the inserting jobs
- Intuitive operation: User friendly surface with touch display

Technical specifications

HEFTER SYSTEMFORM
Ein Unternehmen des FP-Konzerns

Standard features: Inserting systems	SI 4250	SI 4350
Speed, max (cycles/h)*	3.000	3.500
Monthly capacity, envelopes per month	Up to 30.000	Up to 50.000
Automatic feeding station of unfolded documents	2	2
Automatic feeding station for enclosures	1	1
Paper width	178-229 mm	178-229 mm
Paper length	178-406 mm	178-406 mm
Paper weight for unfolded documents	70-120 g/m²	70-120 g/m²
Max. thickness of documents/enclosures in envelope size	2,0 mm	2,0 mm
Fold types	Single, wrap, Z-, double parallel fold	Single, wrap, Z-, double parallel fold
Automatic fold type adjustment	Yes	Yes
Sheet collection before folding	Up to 5 sheets (wrap or Z-fold), up to 10 sheets (single fold)	Up to 5 sheets (wrap or Z-fold), up to 10 sheets (single fold)
Test run	Yes	Yes
Feeding capacity of each station *	Max. 325 sheets	Max. 325 sheets
Multiple feeding of station 1	Yes	Yes
Feeding capacity of enclosure station *	30 cm	30 cm
Capacity of envelope station *	300 envelopes	300 envelopes
Envelope sizes	C6/5, C5, C6	C6/5, C5
Envelope size C6	Yes	Optional
Envelope lift	No	Yes
Cascade function (automatic switch from empty station)	Yes	Yes
Max. number of sheets in envelope (C6/5)*	5	5
Max. number of sheets for single fold (C5)*	10	10
Daily mail function	5	5
Number of job storage	20	20
Large, colour touch display	Standard	Standard
Reporting via WiFi	Yes	Yes
Automatic counter/pre-counter for envelopes	Yes	Yes
Automatic double sheet and missing sheet control	Yes	Yes
Automatic fault management	Yes	Yes
Dimension of machine (installed) LxWxH	711x533x635 mm	990x533x635 mm
Weight of the machine	66 kg	72 kg
Options		
Code reading	OMR and 2-D	OMR and 2-D
Power stacker	Yes	Yes
Inline connection to a franking machine	Yes	Yes

*depending on material and application (Subject to technical changes)

The world of forms and mail processing



Inserting system **SI 5450**



Letter opener **OL 440**



Folding machine **TF MEGA-M plus**

Version01 april2019

hefter-systemform.com

Contact us directly

HEFTER Systemform GmbH
Am Mühlbach 6, D - 83209 Prien
Tel. +49 (0) 80 51 939 20 - 0
Mail: info@hefter-systemform.com
Web: www.hefter-systemform.com