## **PRINT GUIDE**

You can print using the following devices



## **PRINT FROM A LAPTOP**

- 1. Open a browser and go to print.princh.com
- 2. Enter the printer ID that can be found below
- 3. Upload your document(s) and adjust your settings
- 4. Pay via the self-service station at the library



## PRINT FROM A PHONE OR TABLET

- Scan the QR code below with your device's camera.
  Alternatively, you can open your browser and go to print.
  princh.com and enter the printer ID (found below)\*
- 2. Upload your document(s) and adjust your settings
- 3. Pay via the self-service station at the library

\*Double-sided printing is not supported at this time. If you want to print a web page or email from your mobile phone, we recommend you install the Princh mobile app and follow the tutorial in the app.



Documents can also be sent to this following e-mail addresses:



B/W	spl_mus-bw@ewprints.com
COLOR	spl_mus-color@ewprints.com



B/W	spl_mus-legal-bw@ewprints.com
COLOR	spl_mus-legal-color@ewprints.com



B/W	spl_mus-ledger-bw@ewprints.com
COLOR	spl_mus-ledger-color@ewprints.com

## PRINTER ID



106673



