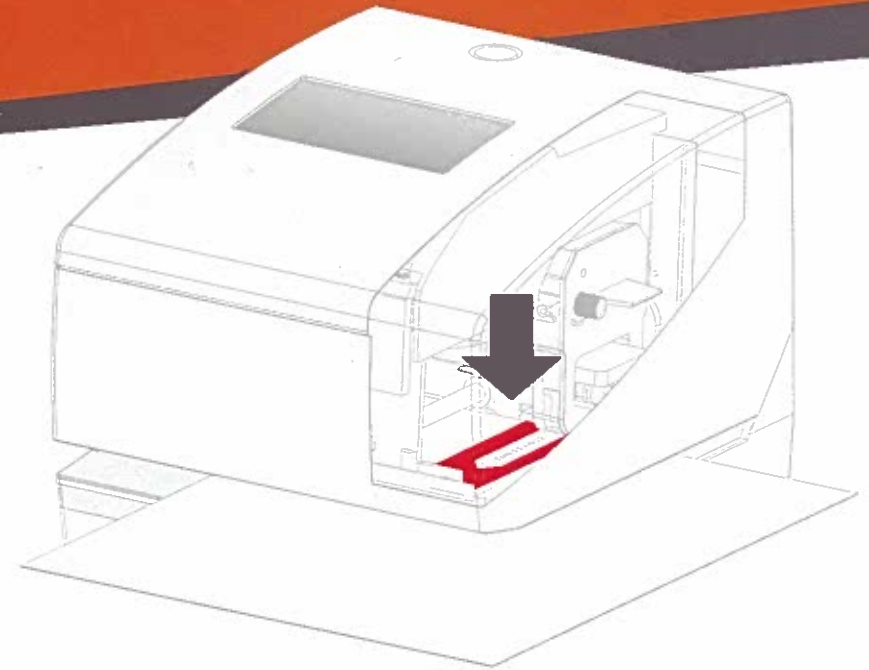# Date Stamp

There is a clear window with a red arrow inside that you will use to guide the document to the location you will stamp. For a successful stamp, perform the following steps:

1. Use the red outlined arrow to guide your document.

2. Insert the document so that the red outlined arrow is aligned directly over the location you wish to print on.

3. Once the document reaches the sensors, the device will automatically print on the location directly over the red outlined arrow.

4. Remove the document once it has been printed.

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Visit upunch.com/resources/#CR1000 to view our helpful videos. Or scan this QR Code to get our step-by-step videos right on your phone.