



PRINTER ADD/CHANGE/DELETE FORM

Please complete relevant section(s)

Contact Information

Company: _____ Date: _____
 Name: _____ Phone: _____
 Email: _____ State: _____

ADD NEW PRINTER

This is a replacement printer? Yes No

Old Printer Name

Printer/MFD

Printer Name:

Shared Printer Name:

Printer IP address: _____ Serial Number: _____

Printer Manufacturer: _____ Model: _____

Direct IP Printing Server Printing Server IP Address: _____

Description/Comment:

Driver Version

Driver: Win8/10(x32):

Driver: Win7/2008R2(x64)n:

Driver: Win8/10/2012/2016(x64):

MAC PPD Driver:

Location

Printer Location:

Printer Street Address:

City: _____ State: _____ Postal code: _____



CHANGE DRIVER

Printer Name:

Location

City:

State:

Postal code:

Driver Version

Driver: Win8/10(x32):

Driver: Win7/2008R2(x64)n:

Driver: Win8/10/2012/2016(x64):

MAC PPD Driver:

DELETE PRINTER

Printer Name:

Location

City:

State:

Postal code:

Are you sure you want to delete the printer

Yes

No

Or email completed form to printer.action@x-central.com
If you have questions call X-Central Support at 877-770-1855