

Mariner Software

Portal > Knowledgebase > Mariner Write > How do you print an envelope?

How do you print an envelope?

Jim Henson - 2015-03-24 - in Mariner Write

How do you print an envelope?

To print an envelope in Mariner Write, select that menu item "Print Envelope" from the File menu.

Enter the Address for the Return.

Click on the format button above that field if you desire to format that text.

Enter the Address for the Delivery Address.

Click on the format button above that field if you desire to format that text.

Select a size of the envelope you are printing on.

Click on the Feed button to toggle through the arrangements of envelope feed your printer uses until you find the appropriate orientation.

You may need to visit the page Setup button to make adjustments there, otherwise, hit Print and you'll have yourself an envelope.

If you have to make additional adjustments to the text placement, it can be done using the nudge arrows for each alignment area.