

Multifunction Color

RICOH MP C2004ex/ MP C2504ex

✔ Copier ✔ Printer ✔ Facsimile ✔ Scanner

RICOH
imagine. change.



MP C2004ex

20
ppm

monochrome
and full-color

MP C2504ex

25
ppm

monochrome
and full-color

Choose the smartest way to share your best ideas

You take pride in your work. You take it personally. Maybe it's time for a multifunction printer (MFP) designed just for you. With its extended services, connectivity, security and workflow app capabilities, the RICOH MP C2004ex/MP C2504ex simplifies how you share information. Use our Workstyle Innovation Technology on the oversized 10.1"-wide Smart Operation Panel to toggle between tasks and jobs with tablet-like precision. Add more customized shortcuts to automate tasks with a single tap. Find helpful guidance via self-help videos, accessible FAQs, interactive screen sharing and more. Access information from the Cloud* and print or share it from your smartphone or tablet. Produce impressive full-color documents. Scan and distribute originals to anybody, anywhere. Protect the device, your documents and data with advanced encryption and overwrite tools. Do it all from this compact MFP that fits perfectly in smaller, shared office environments.

- Produce up to 20 or 25 color prints per minute
- Simplify everyday tasks via tablet-like controls on the Smart Operation Panel
- Use your personal mobile device to print and share information
- Produce professional output in brilliant colors with impressive finishing
- Reduce operating costs with a wide range of eco-friendly features
- Receive fast, responsive assistance via a wide range of new support tools

*When enabled, internet connection required.





Add a personal touch to everyday tasks

Streamline business with a whole new way to work

More productive workflows are within your grasp. Actually, they're at your fingertips. Use Ricoh's Workstyle Innovation Technology to simplify how you manage your information on the 10.1"-wide Super VGA Smart Operational Panel (SOP). Use tablet-like gestures to access settings and details faster and more conveniently via a wide range of smart apps. Check scan-to destinations, review finishing options, search fax confirmations and more, making adjustments instantly with a swipe or tap. Download helpful workflow apps and widgets from the Ricoh Application Site and add them as icons to the Home Screen. For example, you can add the Quick Copy widget to start copying instantly. With SOP Designer, technical and support teams can customize the Home Screen with a corporate logo, shortcut icons, messages and more from their PC prior to delivery or at the customer site after the MFP is installed.



Put personalization at your fingertips

You know what you're doing. Leverage that knowledge to be more efficient. With Workstyle Innovation Technology, you can integrate multiple processes and customize shortcuts to bypass many of the mundane, repetitive manual tasks that slow you down. For example, you can scan each week's sales meeting notes and share them with the same recipients in a single touch from the Home Screen. Take advantage of one-touch controls for special tasks too. Press the ID Card Copy icon to scan two-sided documents such as licenses or insurance cards onto a single-sided document. For more advanced workflows, you can add optional Ricoh or third party software solutions to automate the way you manage information.



Use mobile convenience to stay productive

You don't know what the day will bring or where it'll take you, but you can stay productive. Simply download the RICOH Smart Device Connector App to your personal mobile device and scan the QR code on the display panel, use Bluetooth technology (BLE), or pass your device by the Near Field Communication (NFC) tag on the MFP to get started. Print emails with images or PDF attachments from your smart device without utilities, software or drivers. Scan originals at the MFP, send them to your smartphone or tablet and carry the digital PDFs with you. Share them with recipients in your personal address book in only moments. With the app, you can grab information from Cloud storage for fast, convenient printing at the MFP. You can also use the app to display information from your personal mobile device onto Ricoh projectors and interactive whiteboards to showcase your best ideas in meetings and conferences.





Make your work more personal and productive

Be ready for everything, every day

When you're short on time, tight on space and worried about stretching your budget, choose the MP C2004ex/MP C2504ex to manage every project. Produce stunning handouts, flyers, notes, invoices, banners and more at speeds up to 20 and 25 pages per minute. When you want to share information instantly, use the 100-Sheet Automatic Reversing Document Feeder (ARDF) to expedite the scanning process and share digital files via a multitude of scan-to capabilities. You can fax contracts and other forms just as quickly. In fact, you can send and receive faxes between email inboxes to save on paper, transmission costs and trips to the device checking for confirmations. Use the standard PostScript and PDF Direct Print emulation to process even your biggest, most complex jobs quickly.



Extend the level of support

Know where to find help when you need it most. When enabled, the MP C2004ex/MP C2504ex offers comprehensive "smart support" capabilities designed specifically to minimize delays and interruptions. With RemoteConnect Support, technicians can access your device remotely to diagnose and resolve issues in real time. With the new Remote Panel Operation tool, IT managers and network administrators can easily program, monitor and change settings for each device on their network. The Automatic Remote Firmware function allows you to keep your fleet of devices up to date with the latest firmware, minimizing downtime and maximizing productivity. Use the convenient Web Help feature to find quick answers about the most common functions and operation of your MFP. In addition, you can access the Ricoh Application Site and download our How-to Videos app for easy-to-follow guidance on basic MFP operations.



Put more stock into your media options

Use the MP C2004ex/MP C2504ex to tailor how you share your messages with almost any audience. Print everything from black-and-white handwritten notes to full-color retail signage. Expand paper capacity up to 2,300 sheets and focus on keeping information flowing instead of keeping paper trays stocked. Take advantage of our innovative rollers designed to reduce paper curl for more uniform paper stacks and fewer jams. Print up to 12" x 18" sized paper in weights up to 300 gsm/80 lb. Bond for specialty media without compromising the 1200 x 1200 dpi image quality. In fact, the device recalibrates itself continuously so colors never fade.



Empower users to work quickly, collectively

Complete more jobs with fewer delays

It's your job to get information to clients, customers and co-workers before somebody else does. Stay ahead of the pack with the MP C2004ex/MP C2504ex. Store up to 3,000 frequently used documents in the Document Server. Take advantage of embedded Optical Character Recognition (OCR) optional software to create keyword searchable PDF files for fast, easy retrieval. Use your personal mobile device or our web-enabled Integrated Cloud Environment (ICE) to scan, capture and share information with cloud-based applications without servers, system integration or software updates. Use RICOH Device Software Manager to easily install and update print drivers without assistance.



Control what happens next

You crafted your message carefully. It's important to be just as cautious when sharing it with your audience. Use advanced security tools to help protect your device, documents and data. With user authentication, you can track activity, set print quotas and restrict access to specific functions on the MFP. Require every user to login to the device with a passcode. Or, add an optional card reader so users gain access via their ID card for a choice of cost recovery solutions. To improve document security and help protect confidential information, use Locked Print to hold print jobs at the device until the author releases them. Add watermarks to help track unauthorized copies of important information. Plus, you can take advantage of powerful encryption tools and data overwrite technology to help protect latent data on the hard drive.



Reduce energy and resource costs

Improve your bottom line while protecting the environment with multiple features designed specifically to reduce energy and resource costs. The MP C2004ex/MP C2504ex meets EPEAT® Gold criteria* and is ENERGY STAR® certified. Plus, it offers Typical Electricity Consumption (TEC) as low as 0.7 kWh/week. The device recovers from Sleep Mode in just 7.1 seconds, and with its motion sensor technology, powers up the operation panel in one-half second. Use default duplex printing to cut paper costs in half and take advantage of the Eco-Friendly widget to track paper savings. Because we used noise-absorbing materials and minimized vibrations, you'll also notice less operating noise.



*EPEAT Gold rating is applicable only in the USA.

To view detailed features of our multifunction products online go to www.ricoh-usa.com/products

Expand what you can do in a smaller footprint



- 1 Smart Operation Panel:** Perform every task with speed and convenience via the 10.1"-wide Super VGA Smart Operation Panel with selectable user interfaces. Access information instantly and customize automated workflows with one-touch smart applications. Add widgets to check information and use familiar swipe scrolling and pinch-and-flick movements to transition between tasks effortlessly.
- 2 100-Sheet Automatic Reversing Document Feeder (ARDF):** Easily handle multi-page, multi-sized originals and one- and two-sided documents up to 11" x 17".
- 3 User Authentication:** Use embedded NFC technology and an optional NFC card reader to track activity for every user who logs in by proximity card.
- 4 Paper Trays and 100-Sheet Bypass Tray:** Minimize paper replenishment with two standard front-loading paper trays that hold 550 sheets each. The Bypass Tray holds up to an additional 100 sheets in sizes up to 12.6" x 49.6". Add an optional Banner Paper Guide Tray for impressive banner printing. All three trays accept multiple paper types and weights. Tray Two and the Bypass Tray accommodate envelopes for in-house printing and a wide variety of mailing applications.
- 5 Paper Banks:** Choose the optional 1 x 550-Sheet Paper Bank or larger 2 x 550-Sheet Paper Bank, which boosts paper capacity to 2,300 sheets, to accommodate paper sizes up to 12" x 18" and SRA3.
- 6 Document Server:** Access up to 3,000 frequently used files residing on the MFP's hard drive in moments. Create up to 200 shared or passcode-protected personal folders to store the digital files.
- 7 125-Sheet One-Bin Tray:** Separate print, copy and fax output so users can retrieve documents quickly.
- 8 Internal and External Finishers:** Create professionally finished documents completely in-house and save floor space with the optional 500-Sheet Internal Finisher with optional 2 & 3-Hole Punching. Bind up to five sheets of paper with no staples using the Internal Stapleless Stapler Finisher option. This unique technology helps reduce supply costs, free up document storage space and expedite future paper shredding needs. Or choose the 1,000-Sheet External Booklet Finisher to create professional looking document sets in moments.
- 9 USB/SD Card Slot:** Print from or scan to portable media using the standard USB/SD card slot located conveniently on the control panel. Print TIFF, PDF or JPEG files from the removable media.
- 10 Web Browser:** Take advantage of the built-in web browser to search for web pages directly from the Smart Operation Panel and print them as PDF files.

Impressive all the way to the finish line

Choose the finishing touches you want to put on your most important documents. Match one of our three powerful finishers to your unique needs, whether creating real estate materials, promotional advertising, construction blueprints or a wide range of other presentations. Each simplifies finishing tasks to provide a high-quality look without high labor costs.



Finisher	Paper Capacity (LT)	Hole-Punch	Saddle Stitch	Stapleless
SR3180 Internal	250 Sheets	N/A	N/A	Up to 5 Sheets
SR3130 Internal	500 Sheets	Option	N/A	N/A
SR3220 External	1,000 Sheets	Option	Up to 15 Sheets	N/A

General Specifications

Printing Process	4-Drum Method
Output Speed (Copy/Print)	MP C2004ex: 20-ppm B&W & Full-Color (LTR) MP C2504ex: 25-ppm B&W & Full-Color (LTR)
Warm-Up Time	26 seconds (from main switch)
Recovery from Sleep Mode	7.1 seconds
First Copy Time (Full-Color/B&W)	MP C2004ex: 7.6/5.4 seconds MP C2504ex: 7.5/5.3 seconds
Copy Resolution	600 dpi
Quantity Indicator	Up to 999 copies
Automatic Reversing Document Feeder (ARDF)	Original Capacity: 100 sheets Original Size: 5.5" x 8.5" - 11" x 17" (A5 - A3) Paper Weights: Simplex: 11 - 34 lb. Bond (40 - 128 g/m), Duplex: 14 - 34 lb. Bond (52 - 128 g/m)
Paper Capacity	Standard: 2 x 550 sheets + 100-Sheet Bypass Tray, Maximum: 2,300 sheets
Supported Paper Sizes	1st Paper Tray: 8.5" x 11" (A4) 2nd, 3rd, 4th Paper Trays: 5.5" x 8.5" - 12" x 18" (A6 - A3), Envelopes Bypass: Up to 12.6" x 18", Envelopes Custom Sizes: Width: 3.5" - 12.6" (90 - 320 mm), Length: 5.8" - 49.6" (148 - 1260 mm)
Supported Paper Weights	Standard Trays: 16 - 80 lb. Bond/166 lb. Index (60 - 300 g/m) Bypass Tray: 14 - 80 lb. Bond/166 lb. Index (52 - 300 g/m) Duplex Unit: 14 - 68 lb. Bond/142 lb. Index (52 - 256 g/m)
Paper Types	Plain, Recycled, Special Paper 1-3, Letterhead, Cardstock, Preprinted Paper, Bond Paper, High-Gloss Coated Paper, Color Paper, Envelopes*, Coated, Labels** & OHP**
Auto Duplex	Standard
Output Capacity	Standard: 500 sheets Maximum: 625 sheets (with options)
Zoom	25% - 400% in 1% increments
Dimensions (WxDxH) (Includes ARDF)	23.1" x 27.0" x 35.9" (587 x 685 x 913 mm)

Weight	197 lbs. (89.2 kg) (includes ARDF)
Power Requirements	120V - 127V, 60Hz, 12A
Power Consumption	1,584W or less; Sleep Mode: 0.8W
TEC Value***	MP C2004ex: 0.7 kWh/week MP C2504ex: 0.9 kWh/week
Noise Level (Full System/Standby)	MP C2004ex: 66.2/30.7 dB MP C2504ex: 67.1/30.7 dB
*Tray 2 and Bypass Tray Only. **Bypass Tray Only. ***Typical Electricity Consumption by ENERGY STAR Qualified Imaging Equipment Test Procedure.	
Printer Specifications (Standard)	
CPU	Intel Atom Processor Bay Trail 1.33 GHz
Memory /HDD	2 GB RAM/250GB HDD Standard & 4GB RAM/250 GB HDD Option
Page Description Languages	Standard: PCL5c, PCL6, PostScript®3™ Emulation, PDF Direct Print Emulation Optional: Genuine Adobe® PostScript®3™, Adobe® PDF Direct Print, PictBridge®
Font Support	Standard: PCL: 45 Roman fonts + 13 International fonts; PostScript®3™ Emulation: 80 Roman fonts + 13 International fonts Optional: Genuine Adobe® PostScript®3™: 136 Roman fonts
Max. Print Resolution	1200 x 1200 dpi
Network Interfaces	Standard: 1000Base-T/100Base-TX/10Base-T Ethernet, USB 2.0 Type A (3 Ports), SD Slot on Operation Panel Optional: IEEE1284/ECP, IEEE802.11 a/b/g/n, USB 2.0 Type B TCP/IP (IPv4, IPv6)
Network Protocol Support	Windows® Vista/7/8.1/Server 2008/Server 2008R2/Server2012/Server2012R2/Server 2016, Unix: Sun Solaris, HP-UX, SCO OpenServer, RedHat Linux, IBM AIX, Citrix XenDesktop 7.0/7.1, XenApp 6.5/7.5, Mac OS X v.10.9 or later, SAP R/3, SAP S/4, IBM iSeries AS/400-using OS/400 Host Print Transform
Network/OS	Device Manager NX Series, Web Image Monitor, @Remote
Utilities	

Document Server Specifications (Standard)

Max. Stored Documents	3,000
Max. Pages/Document	2,000
Max. Page Capacity	9,000
Max. Number of Folders	200

Scanner Specifications (Standard)

Scanner Resolution	B&W and Full-Color scanning at 100 - 600 dpi, Up to 1200 dpi for TWAIN scanning
Scanning Speed (B&W & Full-Color LTR)	80 ipm (200 dpi/300 dpi)
Scan Area	11.7" x 17" (297 - 432 mm)
Compression Method	B&W TIFF: MH, MR, MMR, JBIG2 Full-Color: JPEG
Supported File Formats	Single/Multi-Page TIFF, PDF, High Compression PDF & PDF/A, Single Page JPEG
Scan Modes	Scan-to-Email (with LDAP support) Scan-to-Folder (SMB/FTP) Scan-to-URL Scan-to-Media (USB/SD Card) Network TWAIN Scanning

Facsimile Specifications (Optional)

Type	ITU-T (CCITT) G3
Circuit	PSTN, PBX
Resolution	200 x 100 dpi, 200 x 200 dpi, 400 x 400 dpi (with optional SAF memory)
Modem Speed	33.6K - 2,400 bps w/Auto Fallback
Compression Method	MH, MR, MMR, JBIG
Transmission Speed	G3: Approximately 2 seconds/page (JBIG)
Scanning Speed	Up to 58 spm - Standard and Detail Mode (A4)
Auto Dialing	2,000 Quick/Speed Dial numbers; 100 Group Dial numbers
Memory Capacity (SAF)	Standard: 4 MB (approx. 320 pages), Optional: 64 MB (approx. 4,800 pages) with optional SAF memory

RICOH MP C2004ex/MP C2504ex

SYSTEM SPECIFICATIONS



Security Features (Standard)

DataOverwriteSecurity System (DOSS), HDD Encryption, User Codes, SNMP v3 Support, Locked Print, User Authentication, 802.1x Wired Authentication, Quota Setting/Account Limit, Digitally Signed PDF, and more

Hardware Accessories

Paper Handling Options

Two-Tray Paper Bank (PB3220)

Tray Capacity 1,100 sheets (550 sheets x 2 trays)
Paper Size 5.5" x 8.5" to 12" x 18" (A5 – A3)
Paper Weight 16 – 80 lb. Bond (60 – 300 g/m²)
Dimensions (WxDxH) 23.1" x 27" x 9.7" (587 x 685 x 247 mm)
Cannot be installed with PB3250, Caster Table Type M3 or Cabinet Type F.

One-Tray Paper Bank (PB3250)

Tray Capacity 550 sheets x 1 tray
Paper Size 5.5" x 8.5" to 12" x 18" (A5 – A3)
Paper Weight 16 – 80 lb. Bond (60 – 300 g/m²)
Dimensions (WxDxH) 23.1" x 27" x 4.7" (587 x 685 x 120 mm)
Must include Caster Table Type M3. Cannot be installed with PB3220 or Cabinet Type F.

Output Trays & Finisher Options

Internal Shift-Sort Tray (SH3070)

Tray Capacity 250 sheets (8.5" x 11" or smaller) (A4 – A5)
125 sheets (8.5" x 14" or larger) (B4 – A3)
Paper Size 5.5" x 8.5" to 12" x 18" (A5 – A3)
Paper Weight 14 – 80 lb. Bond (52 – 300 g/m²)
Cannot be installed with SR3220 Booklet Finisher, Internal Finisher or Punch Unit.

One-Bin Tray (BN3110)

Paper Size 5.5" x 8.5" to 12.6" x 17.7" (A5 – A3)
Paper Weight 14 – 80 lb. Bond (52 – 300 g/m²)
Tray Capacity 125 Sheets
BN3110 can also be installed with the Internal Finishers SR3130, SR3180 or SH3070.

250-Sheet Stapleless Stapler Internal Finisher (SR3180)

Paper Size 5.5" x 8.5" to 12" x 18" (A6 – A3)
Paper Weight 14 – 80 lb. Bond (52 – 300 g/m²)
Stack Capacity 250 sheets (8.5" x 11" or smaller) (A4)
125 sheets (8.5" x 14" or larger) (B4 – A3)
Staple Paper Size 8.5" x 11" to 11" x 17" (A4 – A3)
Staple Paper Weight 17 – 21 lb. Bond (64 – 80 g/m²)
Stapleless Capacity 2 – 5 sheets/set
Staple Positions Top, 1 Staple
Dimensions (WxDxH) 17.1" x 20.3" x 5.9" (435 x 515 x 150 mm)
SR3180 cannot be installed with the SR3220 Booklet Finisher, SR3130 Internal Finisher or the Internal Shift Tray SH3070.

500-Sheet Internal Finisher (SR3130)

Paper Size 5.5" x 8.5" to 12" x 18" (A6 – A3)
Paper Weight 14 – 80 lb. Bond (52 – 300 g/m²)
Stack Capacity 500 sheets (8.5" x 11" or smaller) (A4)
250 sheets (8.5" x 14" or larger) (B4 – A3)
Staple Paper Size 7.25" x 10.5" to 11" x 17" (A4 – A3)
Staple Paper Weight 14 – 28 lb. Bond (52 – 105 g/m²)
Staple Capacity 50 sheets (8.5" x 11") (A4)
30 sheets (8.5" x 14" or larger, and/or Mixed Sizes) (B4 – A3)

Staple Positions

Top, Bottom, 2 Staples
Dimensions (WxDxH) 21.5" x 20.6" x 6.7" (546 x 523 x 170 mm)
Cannot be installed with the SR3220 Booklet Finisher, SR3180 Internal Finisher or the Internal Shift Tray SH3070.

2-/3-Hole Punch Unit (PU3040NA)

(Optional; Installs inside SR3130 Internal Finisher)
Punch Paper Sizes 7.25" x 10.5" to 11" x 17" (A4 – A3)
Punch Paper Weight 14 – 45 lb. Bond (52 – 169 g/m²)
The Internal Finisher SR3130 must be included to add this option.

1,000-Sheet Booklet Finisher (SR3220)

Paper Size Proof Tray: 5.5" x 8.5" to 12" x 18" (A6 – A3)
Shift Tray: 5.5" x 8.5" to 12" x 18" (A6 – A3)
Booklet Tray: 8.5" x 11" to 12" x 18" (A4 – A3)
Paper Weight Proof Tray: 14 – 45 lb. Bond (52 – 169 g/m²)
Shift Tray: 14 – 80 lb. Bond (52 – 300 g/m²)
Booklet Tray: 14 – 28 lb. Bond (52 – 105 g/m²)
Stack Capacity Proof Tray: 250 sheets (8.5" x 11" or smaller) (A4); 50 sheets (8.5" x 14" or larger) (B4 – A3)
Shift Tray: 1,000 sheets (8.5" x 11" or smaller) (A4); 500 sheets (8.5" x 14" or larger) (B4 – A3)
Booklet Tray: 20 Sets (2 – 5 sheets), 10 Sets (6 – 10 sheets) & 7 Sets (11 – 15 sheets)
Staple Capacity Normal Staple: 50 sheets (8.5" x 11") (A4); 30 sheets (8.5" x 14" or larger) (B4 – A3)
Saddle Stitch 15 sheets

Staple Paper Size

Normal Staple: 8.5" x 11" to 12" x 18" (A4 – A3)
Saddle Stitch: 8.5" x 11" to 12" x 18" (A4 – A3)

Staple Paper Weight

14 – 28 lb. Bond (52 – 105 g/m²)

Staple Positions

Top, Bottom, 2 Staples, Booklet

Dimensions (WxDxH)

22.2" x 24.4" x 37.8" (563 x 620 x 960 mm)

Requires installation of Bridge Unit BU3070.

The PB3220 Two-Tray Paper Bank must be included to add this option. Cannot be installed with the PB3250.

2-/3-Hole Punch Unit (PU3050NA)

(Optional; Installs inside SR3220 Finisher)

Punch Paper Sizes 5.5" x 8.5" to 11" x 17" (A5 – A3)

Punch Paper Weight 14 – 68 lb. Bond (52 – 256 g/m²)

The SR3220 1,000-Sheet Booklet Finisher must be included to add this option.

Additional Accessories

Banner Paper Guide Tray Type M19, Caster Table Type M3, Bridge Unit BU3070, Cabinet Type F, Camera Direct Print Card Type M19, Card Reader Bracket Type 3352, Extended USB Board Type M19, External Keyboard Bracket Type M19, Fax Connection Unit Type M19, Fax Memory Unit Type M19 64MB, File Format Converter Type M19, G3 Interface Unit Type M19, IEEE 802.11a/g/n Interface Unit Type M19, IEEE 1284 Interface Board Type M19, Imageable Area Extension Unit Type M19, Key Counter Bracket Type M3, Memory Unit Type M19 4GB, NFC Card Reader Type M19, OCR Unit Type M13, Optional Counter Interface Unit Type M12, Postscript3 Unit Type M33, Power Filter ESP XG-PCS-15D, Smart Card Reader Built-in Unit Type M19, XPS Direct Print Option Type M19, Fax Option Type M19

Some options may not be available at the time of market release.

Genuine Adobe® PostScript®3™ and PDF Direct from Adobe® are available as options.

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Specifications are subject to change without notice.

For maximum performance and yield, we recommend using genuine Ricoh parts and supplies.

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