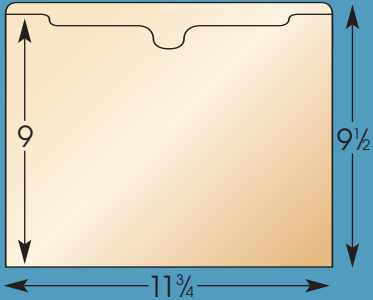


Pocket Folders

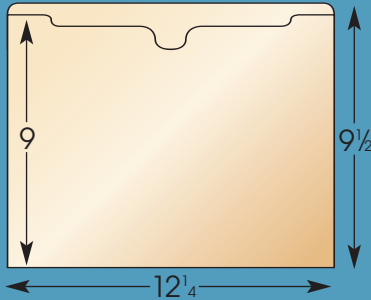
We stock a full line of pocket folders – in stock and ready to ship! Or . . . in stock and ready to be printed and or have labels applied.

JACKET POCKETS

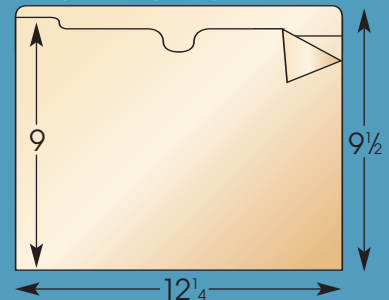
• 9 1/2 x 11 3/4, non-reinforced



• 9 1/2 x 12 1/4, non-reinforced



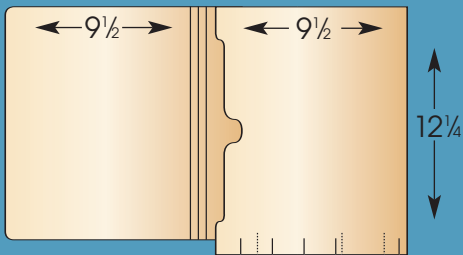
• 9 1/2 x 12 1/4, top-reinforced



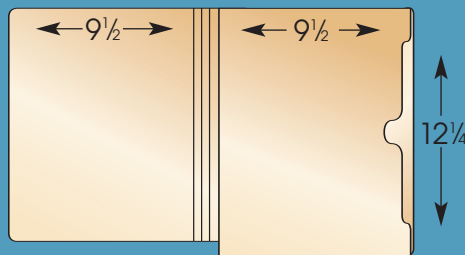
COMBO POCKETS

• 9 1/2 x 12 1/4, side-reinforced

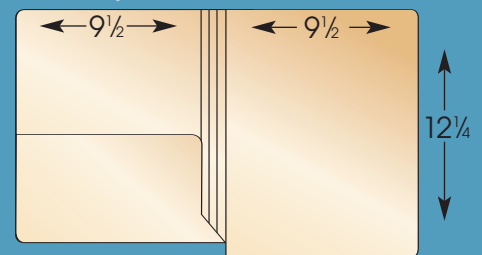
Tri-Fold Pocket



Full Vertical Pocket

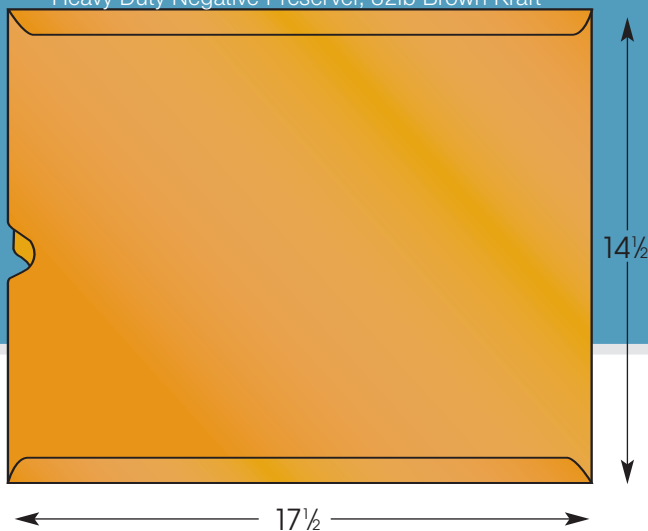


1/2 Vertical Pocket



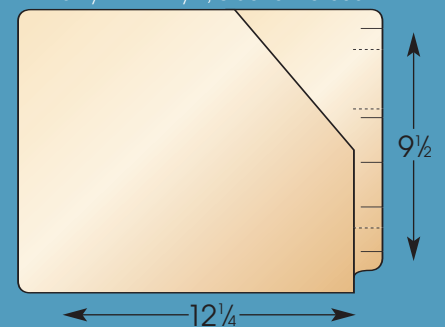
NEGATIVE PRESERVER

Heavy Duty Negative Preserver, 32lb Brown Kraft



SLIT POCKETS

• 9 1/2 x 12 1/4, side-reinforced



Folders

A unique feature is our ability to provide you with a complete product including color coded folders with fasteners, custom clips, filebacks and/or indexes installed and shipped direct to your customer. Customized folders permit offices to add features to their folders which keep documents organized and make it easy to access key information. Color coding makes archiving and purging effortless! Components such as custom clips and filebacks can be purchased separately or can be assembled into folders.

Custom Options:

- Single or Reinforced Tab
- Printed
- 1" or 2" Fasteners
- Custom Clip
- Manila, Poly or Vinyl Pockets
- Tyvek Expansion
- Mylar Spine
- Transfer Tape Guides
- Strip Labels Applied
- Filebacks or Tabs Installed

Applications Include:

- Hospital and Doctor Patient Charts
- Medical Records
- Floor Charts
- Admission Records
- Employee Records
- Loan Applications
- Claim Files
- Mortgage Files
- Insurance Files



INSURED'S NAME	OPENED	CLOSED	REOPENED	CLOSED
LOSS DATE				
SUPERVISOR'S / ADJUSTER'S NOTES				
LAWSUIT				
SUBROGATION				
SALVAGE				
CLAIM SETTLEMENT NUMBER				



The Filebacks and Dividers