

# Filing Solutions

Product Catalog



Quality Products  
Since 1974



What goes into the **perfect filing solution?**

**GBS**

AMERICA'S PRODUCTIVITY PARTNER

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The perfect Filing Solution begins with the selection of the perfect file folder. Consider the following:

- How will the folder be used?*
- Will the file be handled frequently?*
- Will the file be kept for a long period of time?*
- How do the contents of the file need to be organized?*
- How large will the file expand?*
- Where will the files be stored?*
- How long will the files be stored?*

GBS offers a wide selection of file folder sizes, materials, and expansions. Let us provide the perfect Filing Solution for you!

# Folders

Products Manufactured in America

## Filing Solutions

to meet your everyday needs

It is important to choose the correct folder based on functionality. A variety of stock weights and constructions are available to insure the folder you choose will perform for the lifetime of your file. We also offer a variety of expansions to accommodate files that become bulky. Expansion pocket folders and pressboard folders can be used when you require expansion and extra durability. You can also incorporate color into your selection to match decor or signify file type.





**A. Letter Size • Manila • 12¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8683	11 Pt. Letter Size • Single Ply Tab	500	44 Lbs.
8685	15 Pt. Letter Size • Single Ply Tab	400	45 Lbs.
8668	18 Pt. Letter Size • Single Ply • Full End Tab	250	33 Lbs.
8687	11 Pt. Letter Size • Reinforced Tab	350	34 Lbs.
8688	15 Pt. Letter Size • Reinforced Tab	250	32 Lbs.



**B. Letter Size • Manila • Single Ply Tab • 9" Front • 12¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8683-9	11 Pt. Letter Size • 9" Front	500	44 Lbs.
8685-9	15 Pt. Letter Size • 9" Front	400	45 Lbs.



**C. Letter Size • Manila • 12¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
9185	14 Pt. Letter Size • Single Ply Tab	400	45 Lbs.
9187	11 Pt. Letter Size • Reinforced Tab	350	34 Lbs.
9188	14 Pt. Letter Size • Reinforced Tab	250	32 Lbs.

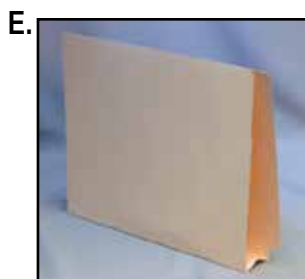


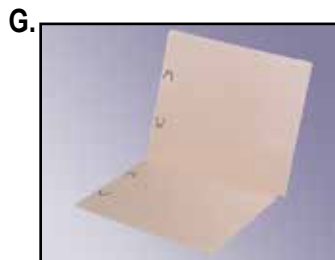
**D. Legal Size • Manila • 15¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8684	11 Pt. Legal Size • Single Ply Tab	500	54 Lbs.
8686	14 Pt. Legal Size • Single Ply Tab	400	57 Lbs.
8689	11 Pt. Legal Size • Reinforced Tab	350	38 Lbs.
8690	14 Pt. Legal Size • Reinforced Tab	250	39 Lbs.

**Manila Expansion Folders**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
E. 8655	14 Pt. Letter Size • 17/8" Expansion • Shipped Flat	400	44 Lbs.
F. 9155	14 Pt. Letter Size • Full End Tab • Reinforced Top & Side • 1¾" Expansion • Shipped Flat	250	35 Lbs.





**G. Letter Size • Manila • Reinforced Tab • 12" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8662	14 Pt. Letter Size • Reinforced Top & Side Dual Tab Folder • 9" Front • Works for Drawer or Shelf	250	31 Lbs.

**Classifolder • Manila • Single Ply Tab • 12¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
H. 8653	8685 Folder • Blank 11 Pt. Manila Double Partition Stitched in • (6) 2" Duraclip Fasteners Installed	125	30 Lbs.
I. 8654	8685 Folder • Blank 11 Pt. Manila Single Partition Glued in • (4) 2" Duraclip Fasteners Installed	125	30 Lbs.



**Shelf Stock Folders with Fasteners • Ready For Immediate Shipment**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
J. 852D1	8685 • (1) 2" Duraclip Fastener • Position 1	300	36 Lbs.
K. 852D13	8685 • (2) 2" Duraclip Fasteners • Position 1 & 3	250	32 Lbs.
872D1	8687 • (1) 2" Duraclip Fastener • Position 1	300	31 Lbs.
L. 872D13	8687 • (2) 2" Duraclip Fasteners • Position 1 & 3	200	22 Lbs.
M. 882D13	8688 • (2) 2" Duraclip Fasteners • Position 1 & 3	200	29 Lbs.
N. 882D35	8688 • (2) 2" Duraclip Fasteners • Position 3 & 5	200	29 Lbs.
O. 902D13	8690 • (2) 2" Duraclip Fasteners • Position 1 & 3	200	35 Lbs.





**A. Color Stock Folders • Reinforced Tab • 12¼" W x 9½" H**

Colors: Light Blue, Brown, Pink, Purple, Tan, Green, Orange, Red, Yellow, White, Gray, and Dark Blue

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8661	11 Pt. Letter Size • End Tab	350	34 Lbs.



**B. Color Banded Folders • Manila • Reinforced Tab • 12¼" W x 9½" H**

Colors: Black, Light Blue, Dark Blue, Brown, Gray, Light Green, Dark Green, Orange, White, Yellow, Pink, Purple, and Red

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8687C	11 Pt. Letter Size • Color Banded End Tab	350	34 Lbs.



**C. Color Frame Folders • White Stock • Reinforced Tab • 12¼" W x 9½" H**

Colors: Orange, Yellow, Magenta, Gray, Teal, Purple, Blue, Lime, and Hot Pink

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8646C	15 Pt. Letter Size • End Tab • Color Banded Around Perimeter	250	32 Lbs.



**D. Ames Match • Manila • Reinforced Tab • 12⅛" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8791	11 Pt. Letter Size • Book Score • Top & Side Tab 2⅛" Side Reinforcement • ⅞" Top Reinforcement	350	34 Lbs.
8795	14 Pt. Letter Size • Book Score • Top & Side Tab 2⅛" Side Reinforcement • ⅞" Top Reinforcement	250	31 Lbs.



**E. Barkley Match • Manila • Reinforced Tab • 12¼" W x 9½" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
9287	Barkley 1190 Match 11 Pt. Letter Size • End Tab Embedded Tick Marks	350	34 Lbs.
9288	Barkley 1490 Match 14 Pt. Letter Size • End Tab Embedded Tick Marks	250	32 Lbs.



F.



**F. File Folder • Drawer • 11<sup>3</sup>/<sub>4</sub>" W x 9<sup>1</sup>/<sub>2</sub>" H**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8663-1	11 Pt. Letter Size • Full Cut Tab • 9" Front • Tick-Marks	500	40 Lbs.
8665-1	14 Pt. Letter Size • Full Cut Tab • 9" Front • Tick-Marks	400	44 Lbs.

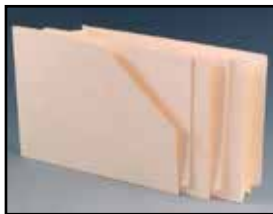
**Manila Pocket Folders • One Piece**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
G. 8600	11 Pt. Top Opening • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	300	29 Lbs.
G. 8601	11 Pt. Top Opening • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	300	29 Lbs.
8606	11 Pt. Top Opening • 12 <sup>1</sup> / <sub>2</sub> " W x 10 <sup>1</sup> / <sub>2</sub> " H	300	32 Lbs.
H. 8607	14 Pt. End & Top Opening • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	300	37 Lbs.
H. 8608	14 Pt. End & Top Opening • Diagonal Cut • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	300	35 Lbs.
H. 8609	14 Pt. End & Top Opening • 2" Expansion • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	400	54 Lbs.
8610	11 Pt. Top Opening • 14 <sup>3</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	300	34 Lbs.
I. 8611	11 Pt. Top Opening • <sup>3</sup> / <sub>4</sub> " Expansion • 12 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>3</sup> / <sub>4</sub> " H	250	26 Lbs.
J. 8614	11 Pt. Built in Pocket with Flap • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	250	33 Lbs.
8619	11 Pt. Top Opening • <sup>3</sup> / <sub>4</sub> " Expansion • 14 <sup>7</sup> / <sub>8</sub> " W x 11 <sup>3</sup> / <sub>4</sub> " H	250	35 Lbs.

G.



H.



I.

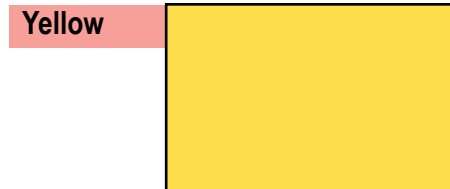
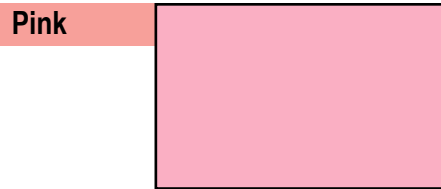
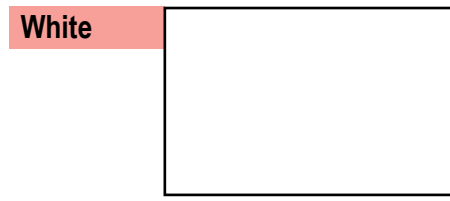
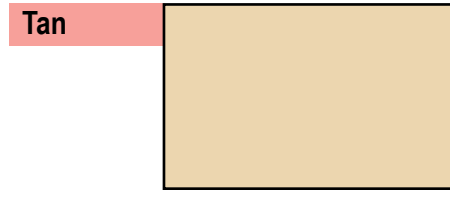
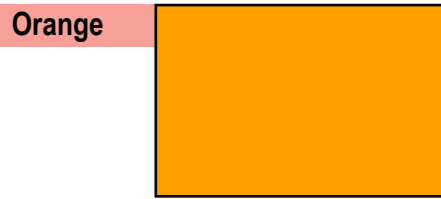
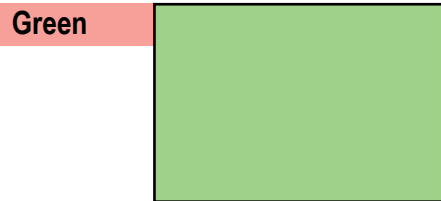
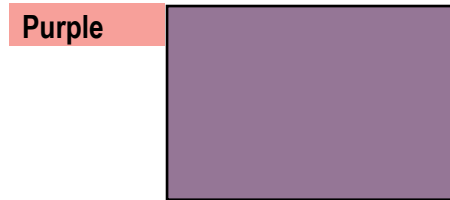
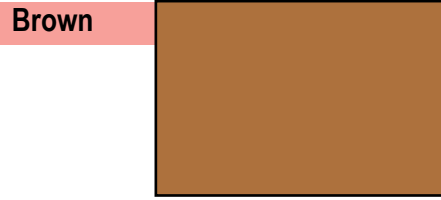


J.



## KARDEX COMPATIBLE FOLDERS COLOR SWATCHES

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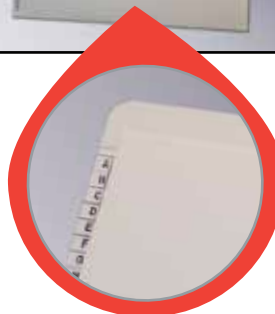


KARDEX COMPATIBLE FOLDERS

**Kardex • Color Stock • 11 Pt. Letter Size**

Colors: Light Blue, Brown, Green, Tan, White, Orange, Purple, Red, Pink & Yellow

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
A. 5099R	Kardex Straight Edge Reinforced • 9" Front Flap • 11¼" W x 9½" H	500	45 Lbs.
B. 50998R	Kardex Top Tab Reinforced • 9½" Front Flap • 11¼" W x 10" H • Tab 2/5 ROC	500	45 Lbs.
C. 2078618	Kardex Colorscan® • 9" Front Flap • 11¼" W x 9½" H • A-Z scale for Drawer and Shelf filing	500	45 Lbs.
D. 2610002	Kardex TCUCP® • Top & Side Tab • 9" Front Flap • 11¼" W x 9½" H • 0-9 Scale	500	45 Lbs.
E. 2610003R	Kardex Colorscan® • Top & Side Tab • 9" Front Flap • A-Z scale left Back Flap only 11¼" W x 9½" H	500	45 Lbs.
F. 2610004R	Kardex Right End Tab • Right Tab Printed with Tick Marks • 12¼" W x 9½" H	500	45 Lbs.
G. 2610005R	Kardex Left End Tab • Left Tab Printed with Tick Marks • 12¼" W x 9½" H	500	45 Lbs.
H. TDV-1B	Kardex No Label • 11¼" W x 9½" H	500	45 Lbs.
I. TDV-1	Kardex With Label • 11¼" W x 9½" H	500	45 Lbs.



## KARDEX COMPATIBLE FOLDERS

### Kardex • Color Stock • 20 Pt. Letter Size • 9" Front

Colors: Light Blue, Brown, Green, Tan, White, Orange, Purple, Red, Pink & Yellow

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
A. 2510002	Kardex TCUCP® • Printed Back Flap 0-9 Scale • 1½" Expansion	250	39 Lbs.
B. 2510003	Kardex Colorscan® • Printed Back Flap A-Z Scale • 12¼" W x 9½" H • 1½" Expansion	250	39 Lbs.
C. 2510004	Kardex • Right Tab with Printed Tick Marks • 12¼" W x 9½" H • 1½" Expansion	250	39 Lbs.
D. 2510005	Kardex • Left Tab with Printed Tick Marks • 12¼" W x 9½" H • 1½" Expansion	250	39 Lbs.
E. 2510004/3/2Scored	Kardex Scored Folded • Letter Size • 9" Front • 12¼" W x 9½" H	250	39 Lbs.



### Kardex • Color Stock • 20 Pt. Legal Size • 9" Front

Colors: Light Blue, Brown, Green, Tan, White, Orange, Purple, Red, Pink & Yellow

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
F. 2520002	Kardex TCUCP® • 1½" Expansion • 0-9 Scale • 147/8" W x 9½" H • 1½" Expansion	250	50 Lbs.
G. 2520003	Kardex Colorscan® • 1½" Expansion • A-Z Scale • 147/8" W x 9½" H • 1½" Expansion	250	50 Lbs.
H. 2520004	Kardex End Tab • 1½" Expansion • 15¼" W x 9½" H • Right Tab with printed Tick Marks 1½" Expansion	250	50 Lbs.
I. 2520005	Kardex End Tab • 1½" Expansion • 11¾" W x 9½" H • Left Tab with Printed Tick Marks 1½" Expansion	250	50 Lbs.
J. 2520004/3/2S	Kardex End Tab • 1½" Expansion • 15¼" W x 9½" H • Right Tab with printed Tick Marks Scored and folded for ¾" Expansion	250	50 Lbs.



KARDEX COMPATIBLE FOLDERS

**Kardex** • Color Stock • 11 Pt. Legal Size • 9" Front

Colors: Light Blue, Brown, Green, Tan, White, Orange, Purple, Red, Pink & Yellow

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
K. 5299R	Kardex Straight Edge Reinforced • 14 <sup>7</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	53 Lbs.
L. 52998R	Kardex Top Tab Reinforced • 14 <sup>7</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9 <sup>1</sup> / <sub>2</sub> " Front Flap • Tab 2/5 ROC	500	53 Lbs.
M. 2620004R	Kardex End Tab • Scored and folded for 3/4" Expansion • 15 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H Right Tab with printed Tick Marks	500	53 Lbs.
N. 2620003R	Kardex ColorsScan® • 9" Front Flap • 14 <sup>7</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • Printed A-Z Left Back Flap Only	500	53 Lbs.
O. 2620002R	Kardex TCUCP® • 9" Front Flap • 14 <sup>7</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • Printed 0-9 Scale Back Flap	500	53 Lbs.



**Kardex** • 11 Pt. Kraft Folder

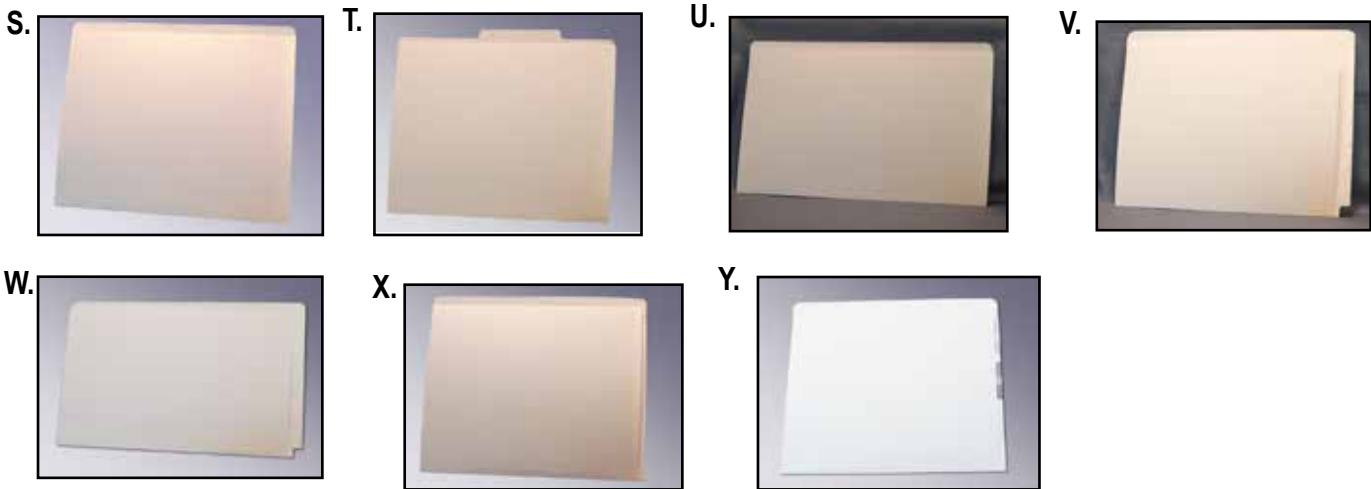
Color: Kraft

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
P. 50420R	Letter Straight Edge Reinforced • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	45 Lbs.
Q. 50428R	Letter Top Tab Reinforced • 11 <sup>3</sup> / <sub>4</sub> " W x 10" H • 9 <sup>1</sup> / <sub>2</sub> " Front Flap • 2/5 ROC	500	45 Lbs.
R. 524281R	Legal Top Tab Reinforced • 14 <sup>7</sup> / <sub>8</sub> " W x 10" H • 9 <sup>1</sup> / <sub>2</sub> " Front Flap • 2/5 ROC	500	53 Lbs.



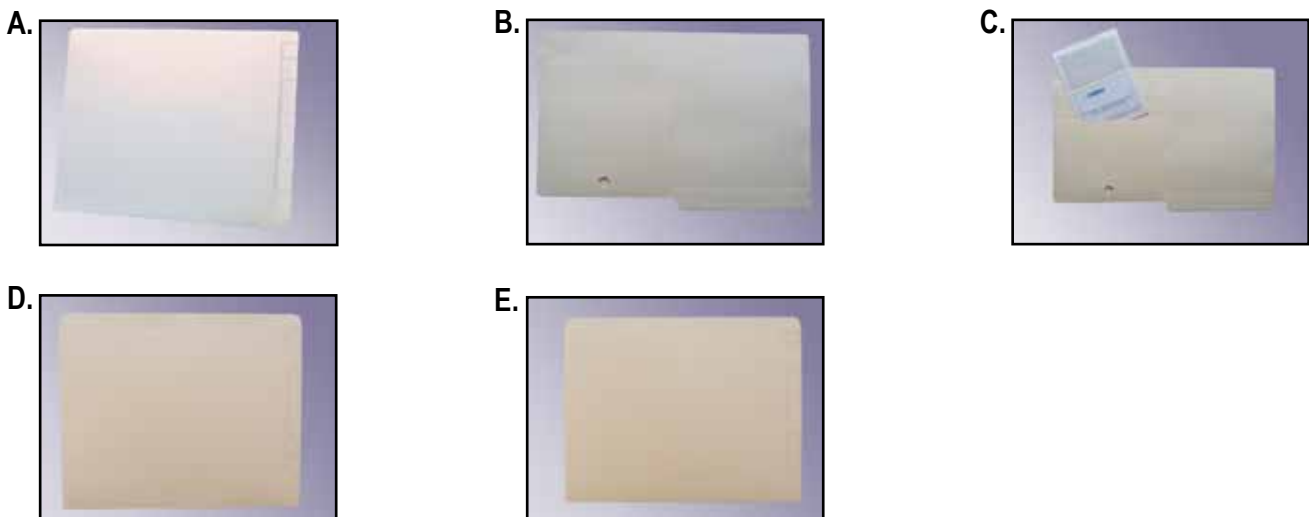
**Kardex • Manila • Reinforced Tab • 11 Pt.**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
S. 5050R	Letter Size • Straight Edge Reinforced • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	45 Lbs.
T. 5058R	Letter Size • Top Tab Reinforced • 11 <sup>3</sup> / <sub>4</sub> " W x 10" H • 9 <sup>1</sup> / <sub>2</sub> " Front Flap • Tab 2/5 ROC	500	45 Lbs.
U. 5250R	Legal Size • Straight Edge Reinforced • 14 <sup>7</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	53 Lbs.
V. 2610004RM	Letter Size • End Tab Reinforced • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	45 Lbs.
W. 2620004RM	Legal Size • End Tab Reinforced • 15 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • 9" Front Flap	500	53 Lbs.
X. TDCB-1L	Letter Size • No Label • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " • 9" Front Flap	500	45 Lbs.
Y. TDCB-1	Letter Size • With Label • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " • 9" Front Flap	500	45 Lbs.

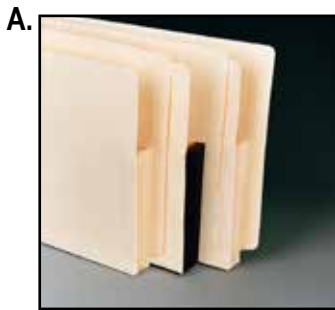


**Jeter Compatible • Manila • End Tab • 12<sup>1</sup>/<sub>4</sub>" W x 9<sup>1</sup>/<sub>2</sub>" H • 3-<sup>5</sup>/<sub>16</sub>" Expansion Scores Gray Guidelines**

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
A. G-2241	14 Pt. Letter Size • Reinforced Letter Folder • Jeter Match Super Coder J2241	400	45 Lbs.
B. G-2272	14 Pt. Letter Size • 11 Pt. Single Pocket • 9 <sup>1</sup> / <sub>8</sub> " W x 6 <sup>7</sup> / <sub>8</sub> " H • Jeter Match Super Code J2272	250	43 Lbs.
C. G-2273	14 Pt. Letter Size • Reinforced Letter Folder • 9 Pt. Double Pocket • 8 <sup>3</sup> / <sub>4</sub> " W x 8 <sup>1</sup> / <sub>2</sub> " H Rear Pocket 8 <sup>3</sup> / <sub>4</sub> " W x 8 <sup>1</sup> / <sub>2</sub> " H Front Pocket • Jeter Match Super Coder J2273	125	23 Lbs.
D. G-14900	14 Pt. Pocket File • 11 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • Jeter Match J14900	400	42 Lbs.
E. G-14901	14 Pt. Pocket File • 12 <sup>1</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H • Jeter Match J14901	400	45 Lbs.



## EXPANSION POCKETS



### A. Expansion Pockets • 5 Piece Construction • Manila • Full Lateral Tab

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8613	3½" Expansion • 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H GBS Tick Marks • Manila Fiber Gusset	25	6 Lbs.
8627	5¼" Expansion • 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H GBS Tick Marks • Brown Tyvek Gusset	25	7 Lbs.
8628	5¼" Expansion • 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H GBS Tick Marks • Brown Tyvek Gusset	25	8 Lbs.
8651	1¾" Expansion • 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H GBS Tick Marks • Manila Fiber Gusset	50	12 Lbs.



### B. Color Pockets • 5 Piece Construction • Color Stock • Full Lateral Tab • Fiber Gusset

Colors: Blue, Goldenrod, Green & Red (Other colors available upon request)

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
5175-XXX*	Letter Size • 1¾" Expansion • Color Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	50	13 Lbs.
5350-XXX*	Letter Size • 3½" Expansion • Color Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	7 Lbs.
5525-XXX*	Letter Size • 5¼" Expansion • Color Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	8 Lbs.
6175-XXX*	Legal Size • 1¾" Expansion • Color Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	50	14 Lbs.
6350-XXX*	Legal Size • 3½" Expansion • Color Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	8 Lbs.
6525-XXX*	Legal Size • 5¼" Expansion • Color Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	9 Lbs.



### C. Color Pockets • 5 Piece Construction • Color Stock • Full Lateral Tab • Tyvek Gusset

Colors: Blue, Goldenrod, Green & Red (Other colors available upon request)

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
T5175-XXX*	Letter Size • 1¾" Expansion • Color Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	50	14 Lbs.
T5250-XXX*	Letter Size • 3½" Expansion • Color Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	8 Lbs.
T5525-XXX*	Letter Size • 5¼" Expansion • Color Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	9 Lbs.
T6175-XXX*	Legal Size • 1¾" Expansion • Color Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	50	15 Lbs.
T6350-XXX*	Legal Size • 3½" Expansion • Color Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	9 Lbs.
T6525-XXX*	Legal Size • 5¼" Expansion • Color Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9½" H	25	10 Lbs.

**\*Specify Color with Three Character Suffix:**

BLU = Blue

GOL = Goldenrod

GRN = Green

RED = Red

Body and Gusset must be the same color.

**\*Note:** Fronts, Backs, and Liners are constructed of 11 Pt. Stock.

D.



### D. Red Wallet Pockets • 5 Piece Construction • Full Lateral Tab • Fiber Gusset

Colors: Red Wallet

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
5175-RW	Letter Size • 1 <sup>3</sup> / <sub>4</sub> " Expansion • Brown Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	50	13 Lbs.
5350-RW	Letter Size • 3 <sup>1</sup> / <sub>2</sub> " Expansion • Brown Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	7 Lbs.
5525-RW	Letter Size • 5 <sup>1</sup> / <sub>4</sub> " Expansion • Brown Fiber Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	8 Lbs.
6175-RW	Legal Size • 1 <sup>3</sup> / <sub>4</sub> " Expansion • Brown Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	50	14 Lbs.
6350-RW	Legal Size • 3 <sup>1</sup> / <sub>2</sub> " Expansion • Brown Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	8 Lbs.
6525-RW	Legal Size • 5 <sup>1</sup> / <sub>4</sub> " Expansion • Brown Fiber Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	9 Lbs.

E.



### E. Red Wallet Pockets • 5 Piece Construction • Full Lateral Tab • Tyvek Gusset

Colors: Red Wallet

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
T5175-RW	Letter Size • 1 <sup>3</sup> / <sub>4</sub> " Expansion • Brown Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	50	14 Lbs.
T5350-RW	Letter Size • 3 <sup>1</sup> / <sub>2</sub> " Expansion • Brown Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	8 Lbs.
T5525-RW	Letter Size • 5 <sup>1</sup> / <sub>4</sub> " Expansion • Brown Tyvek Gusset 12 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	9 Lbs.
T6175-RW	Legal Size • 1 <sup>3</sup> / <sub>4</sub> " Expansion • Brown Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	50	15 Lbs.
T6350-RW	Legal Size • 3 <sup>1</sup> / <sub>2</sub> " Expansion • Brown Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	9 Lbs.
T6525-RW	Legal Size • 5 <sup>1</sup> / <sub>4</sub> " Expansion • Brown Tyvek Gusset 15 <sup>5</sup> / <sub>8</sub> " W x 9 <sup>1</sup> / <sub>2</sub> " H	25	10 Lbs.

#### Custom Pocket Features

Pockets can also be customized to include velcro closures.



# Accessories

GBS - Turning paperwork into paper that works

## Accessories

to meet your everyday needs

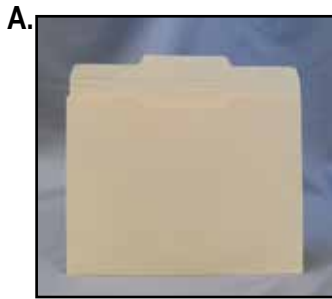
GBS offers a complete line of pockets and fasteners in various sizes. This selection will allow you to further customize your filing system, providing you with products you can add to your files.





## Manila Pockets

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
A. 8617	11 Pt. Book Scored • Pocket Back • Die Cut Slits to Hang on Fastener Overall Size 11 <sup>3</sup> / <sub>8</sub> " W x 10 <sup>1</sup> / <sub>2</sub> " H • 8 <sup>1</sup> / <sub>2</sub> " W x 9 <sup>1</sup> / <sub>4</sub> " H Pocket	300	27 Lbs.
B. 8618	11 Pt. Top Scored • Pocket Back • Die Cut Slits to Hang on Fastener Overall Size 12 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>4</sub> " H • 8 <sup>3</sup> / <sub>4</sub> " W x 9 <sup>1</sup> / <sub>4</sub> " H Pocket	500	41 Lbs.
C. 8692	7 Pt. 12 <sup>1</sup> / <sub>4</sub> " W x 5 <sup>1</sup> / <sub>4</sub> " H • Designed for Factory Application		
D. 8693	7 Pt. 8 <sup>7</sup> / <sub>8</sub> " W x 5 <sup>1</sup> / <sub>4</sub> " H • Designed for Factory Application		
E. 8695	11 Pt. 9" W x 5 <sup>3</sup> / <sub>4</sub> " H • 1" Expansion • Designed for Factory Application		



## F. Vinyl Pockets • Pressure Sensitive

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8890	Microfiche Pocket • 6" W x 4" H • Opening on 6" Side	150	4.6 Lbs.
8894	Media Pocket • 8 <sup>3</sup> / <sub>4</sub> " W x 5" H • Opening on 8 <sup>3</sup> / <sub>4</sub> " Side	100	4.3 Lbs.



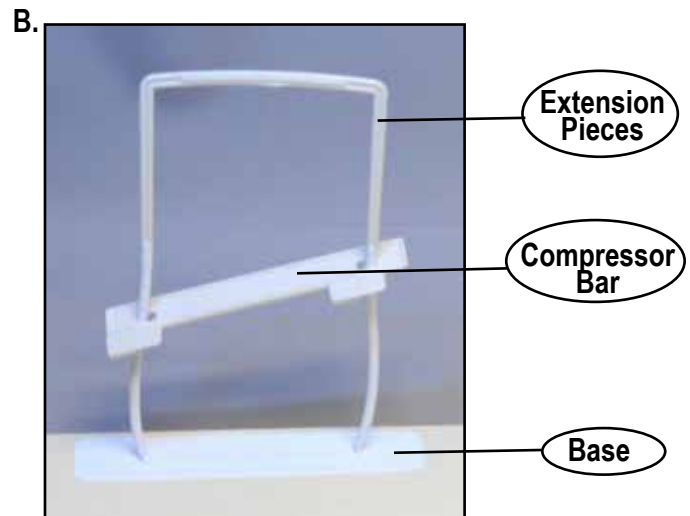
### A. Polypropylene Pocket • Pressure Sensitive

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8581	Outside: 4¼" W x 5¼" H • Opening on 2¼" Side Inside: 3¾" W x 4¾" H	100	14 Lbs.
8697	Outside: 7⅛" W x 4¾" H • Opening on 7⅛" Side Inside: 6⅞" W x 4¼" H	100	15 Lbs.
8582	Outside: 9¼" W x 6" H • Opening on 9¼" Side Inside: 8¾" W x 5½" H	100	10 Lbs.

## Clips

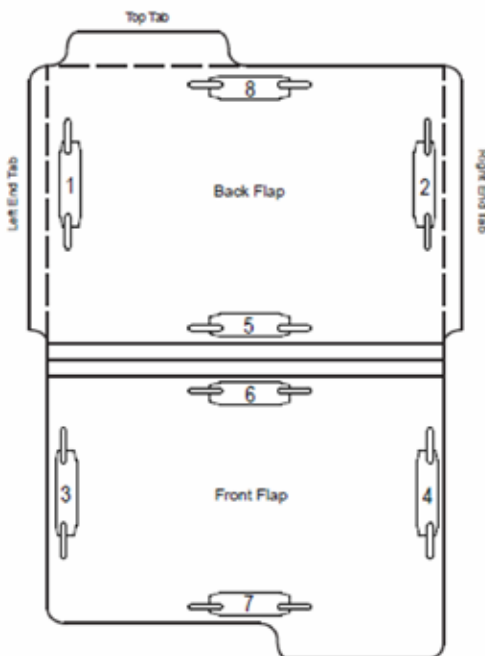
### B. Extension Clip

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8885	Extension Clip • Set Includes: Base, Extension Piece, & Compressor Bar • <i>Can be factory installed</i>	400	7 Lbs.
8885-BASE	Extension Clip Base Only	100	1 Lb.
8885-COMP-BAR	Extension Clip Compressor Bar Only	100	1 Lb.
8885-EXT-PCS	Extension Clip Extension Pieces Only	100	1 Lb.



**Bonded fasteners can be factory applied to any standard folder.**

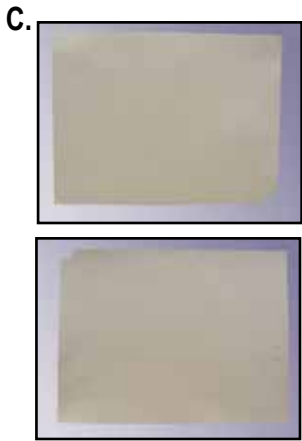
### STANDARD FASTENER POSITIONS



## Conversion Products

### Converting Drawer File Folders Into Lateral File Folders

Convert to lateral filing while protecting your investment in drawer file folders - just add conversion tabs. They have printed tick marks on the back to guide placement of color control labels. The conversion tabs are slit for placement on a fastener.



#### C. Conversion Tabs with Fastener Slots

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8631	11 Pt. Letter Conversion Tabs • Fastener Slots	1000	42 Lbs.
8635	14 Pt. Letter Conversion Tabs • Fastener Slots	750	42 Lbs.



#### D. The Converter with Self Adhesive Strips

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY	PACKAGE WEIGHT
8669	11 Pt. Letter Conversion Tabs • 7 <sup>3</sup> / <sub>8</sub> " H x 9" W (2) Self-Adhesive Strips	100	3 Lbs.

### Factory Installed Computer Generated Strip Labels

Whether you require file folders pre numbered in sequence, or you are sending data files, GBS can print and apply full strip, Mylar laminated labels to the folder of your choice. We provide the label design, label proofing and label application. When you have a lot of folders to color code, this service will save countless hours. Your new folders will arrive in the desired sequence. Save time and money with our Factory Installed Computer Generated Strip Label Service.



# NetLabels 3.0



## **Simplify File Labeling**

NetLabels allows you to color code and index your folders the way you want. NetLabels eliminates the need to bulk order pre-labeled folders or stockpile individual labels on rolls or sheets. When it is time to make-up a new folder, you simply access the NetLabels software, enter the file information, and print the label you need. What a relief! The process is quick, easy and efficient. NetLabels saves time and money by streamlining the file labeling process.

## **Match Your Existing System**

NetLabels can match the colors of your existing color-coded system and the arrangement of the labels on your folders. Simply enter the file name information and print out a single adhesive label on your desktop color printer. The adhesive strip label is easy to apply to your folder. You can print labels by typing information for each label one at a time; or by using a spreadsheet or data file saved on your computer system to print one or multiple labels accurately and with ease. NetLabels will match your existing filing system colors and alignment.





## A. Internet Based System

PRODUCT NUMBER	DESCRIPTION
8952	NetLabels Account Set-Up: Includes account set-up and password, 1 label design, printer mapping, 1 year of maintenance, unlimited label design changes, unlimited printer mappings, and unlimited phone/e-mail support. Available to unlimited users.
8989-1	Internet 1 year support & maintenance subscription
8989-2	Internet 2 year support & maintenance subscription
8989-3	Internet 3 year support & maintenance subscription

## B. Desktop Based System

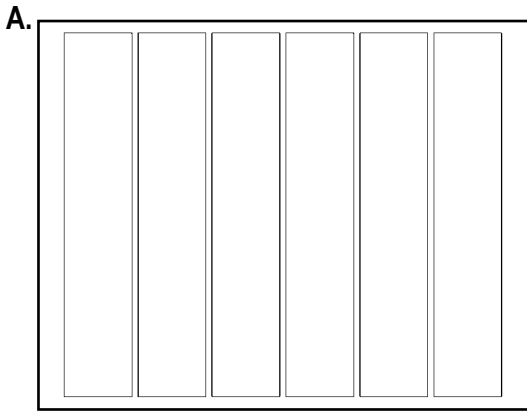
PRODUCT NUMBER	DESCRIPTION
8927	NetLabels "Desk Top" account set-up: includes account set-up and password, 1 label design, printer mapping, 1 year of maintenance, unlimited label design changes.
8932-1	Command line/desktop 1 year support & maintenance subscription
8932-2	Command line/desktop 2 year support & maintenance subscription
8932-3	Command line/desktop 3 year support & maintenance subscription

## C. "Command Line" Based System

PRODUCT NUMBER	DESCRIPTION
8973	Internet "Command Line" version: software is integrated with customer's host software. Includes account set-up and password, 1 label design, printer mapping, 1 year of maintenance, unlimited label design changes, unlimited printer mappings, and unlimited phone support. Can be installed on unlimited machines.
8932-1	Command Line/Desktop 1 year support & maintenance subscription
8932-2	Command Line/Desktop 2 year support & maintenance subscription
8932-3	Command Line/Desktop 3 year support & maintenance subscription

A valid Support & Maintenance Subscription is required for each subsequent year. If a Support & Maintenance Subscription is not purchased, then the NetLabels 3.0 software will not allow printing.





**A. Blank Labels**

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY	PACKAGE WEIGHT
8960CL	8" x 1½" Adhesive Label • 6-Up	600	3 Lbs.
8961CL	8" x 1¼" Adhesive Label • 7 -Up	700	3 Lbs.
8962CL	8" x 1½" Laser Adhesive Label • 6-Up	600	3 Lbs.
8964CL	8" x 2¾" Inkjet Conversion Label • Self-Adhesive 4-Up • Grey Opaque Back	400	3 Lbs.
8965CL	9½" x 4⅛" Inkjet Kwik Strip • 1-Up Premium Waterfast Stock	500	3 Lbs.
8967CL	8" x 1½" Economy Laser/Inkjet Self Adhesive Label • 6-Up	600	3 Lbs.
8968CL	4" x 4" Inkjet Labels • Premium Waterfast Stock 4, 8" x 1½" and 4, 3⅞" x 1½" Per Sheet	800	3 Lbs.

**B. Year Band Labels**

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY	PACKAGE WEIGHT
8982	Inkjet Stock • 60 Labels Per Sheet	600	3 Lbs.

**C. Label Lams**

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY	PACKAGE WEIGHT
8941	8" x 2" Label Lam Self-Adhesive Label Protector	100	1 Lb.



# X-Ray Jackets

## Radiology

Radiology Jackets are available in various sizes with and without printing. In addition, we also stock jackets with and without report pockets. All radiology products can be custom printed and color-coded.







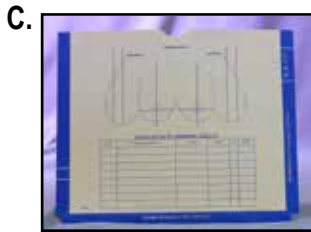
### A. Blank Jacket • Manila • No Pocket

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8703	11 Pt. • 18¼" W x 14½" H	250	50 Lbs.
8705	11 Pt. • 18½" W x 14½" H	250	50 Lbs.



### B. Blank Jacket • Manila • With Report Pocket

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8740	11 Pt. • Manila • 18" W x 14½" H	200	50 Lbs.
8741	11 Pt. • Manila • 18¼" W x 14½" H	200	50 Lbs.
8743	11 Pt. • Manila • 19" W x 14½" H	200	50 Lbs.



### C. Stock Mammography Jackets

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8755	Blank Mammography Jacket with Pocket	200	34 Lbs.
8767	Mammography Jacket with Pocket • Printed Two Sides	200	34 Lbs.



### D. Stock Imprint Jackets • Manila

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8700	11 Pt. • 18" W x 14½" H Printed	250	50 Lbs.

PRODUCT NUMBER	REFERENCE NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
K40	MJBK1812	11 Pt. Brown Kraft Non-pocket Jacket - 18¼" X 14½"		
		(Note: 11PT not 40#)	200	50 Lbs.
XJ1100	-	11 Pt. Manila Non-pocket Jacket - Printed- Ames Compatible Color Coding - 18¼" X 14½"	100	25 Lbs.
XJ1120	-	11 Pt. Manila Non-pocket Jacket - Printed-Ames Compatible CC 18¼" X 14½"	100	25 Lbs.
XJ1200	-	11 Pt. Manila Non-pocket Jacket 19" X 14½" - Smead Compatible Color Coding	100	25 Lbs.
XJ1210	-	11 Pt. Manila Non-pocket Jacket 19" X 14½" Smead Compatible Color Coding	100	25 Lbs.
XJ2100	-	11 Pt. Manila Pocket Jacket 18¼" X 14½" - Ames Compatible Color Coding	100	25 Lbs.
XJ2210	-	11 Pt. Manila Pocket Jacket 19" X 14½" - Smead Compatible Color Coding	100	25 Lbs.
XJ2230	-	11 Pt. Manila Pocket Jacket 19" X 14½" - Smead Compatible Color Coding	100	25 Lbs.
XJ2350	-	11 Pt. Manila Pocket Jacket 18¼" X 14½" AFV Compatible Color Coding	100	25 Lbs.
XJ3020	64278	11 Pt. Manila Non-pocket Jacket - No Print 18¼" X 14½"	100	25 Lbs.
XJ3030	-	11 Pt. Manila Non-pocket Jacket - Printed 18¼" X 14½"	100	25 Lbs.
XJ3120	64276	11 Pt. Manila Non-pocket X-Ray Jacket - Printed 18¼" X 14½"	100	25 Lbs.
XJ3150	66273	11 Pt. Manila Non-pocket X-Ray jacket - Printed 19" X 14½"	100	25 Lbs.
XJ3300	MJBK1814/62060	11 Pt. Brown Kraft Non-pocket X-Ray Jacket - Printed 18¼" X 14½" (Note: 11 Pt. not 10 Pt.)	100	25 Lbs.
XJ6200	-	11 Pt. Manila Non-pocket Jacket - No Print 14¾" X 113/8"	200	50 Lbs.
XJ6400	65503	11 Pt. Manila Non-pocket Jacket - Printed 2 Sides 12¾" X 9¾"	200	50 Lbs.
XJ6450	UNI-500	11 Pt. Manila Non-pocket Jacket - Printed 12¾" X 9¾"	200	50 Lbs.
XJ6470	6550	11 Pt. Manila Non-pocket Jacket - Printed - Ames Compatible Color Coding 12¾" X 9¾"	200	50 Lbs.
XJ6650	UNI-MAM-PK	11PT Manila Mammo Jacket - 14" X 11" - Pink Border	200	50 Lbs.
XJ9200	65514	11PT Manila Non-pocket X-Ray Jacket - Printed Red 18¼" X 14½"	100	50 Lbs.

# Pressboard Folders

## Pressboard Folders

Pressboard folders are manufactured to your order based on the physical requirements of the user. We offer a variety of colors and material types to suit individual needs.

Expansions are available in 1", 2", or 3" as standard, with larger expansion capabilities being available on a custom basis. Pressboard folders can include built-in dividers to segment the folder. We can also add fasteners and custom printing.



# Pressboard Folders

## Type 1 Genuine Pressboard (.020)



Red No. 201



Pacific Blue No. 210



Pearl Gray No. 203



Palm Green No. 211



Blue No. 204



Orange No. 213



Green No. 205



Yellow No. 214



Executive Red No. 208

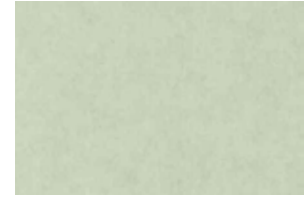


Maple No. 215

## Type 2 Pressboard (.025)



Pearl No. 303



Gray No. 334

## Type 3 Pressboard (.025)



Gray

## Partition Material (.17)

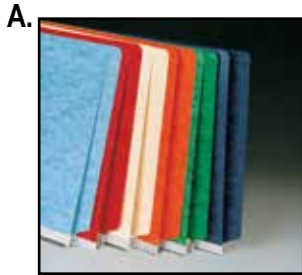


Kraft

## Made to Order

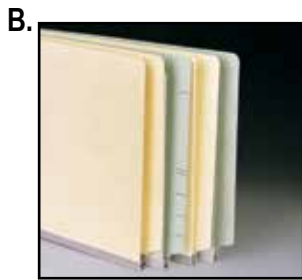
### End Tab Pressboard Folders

We offer a wide variety of made to order pressboard folders in letter and legal sizes. Both top tab and end tab can be manufactured with and without partitions.



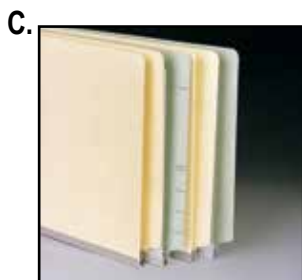
#### A. \*Genuine Custom Pressboard Folders • Type 1 • End Tab • Tyvek Gusset

PRODUCT NUMBER	DESCRIPTION	GUSSET SIZE
8161-1	Letter Size • 12¼" W x 9½" H	1" V Gusset
8161-2	Letter Size • 12¼" W x 9½" H	2" V Gusset
8161-3	Letter Size • 12¼" W x 9½" H	3" W Gusset
8171-1	Legal Size • 15¼" W x 9½" H	1" V Gusset
8171-2	Legal Size • 15¼" W x 9½" H	2" V Gusset
8171-3	Legal Size • 15¼" W x 9½" H	3" W Gusset



#### B. \*Genuine Custom Pressboard Folders • Type 2 • End Tab • Tyvek Gusset

PRODUCT NUMBER	DESCRIPTION	GUSSET SIZE
8162-1	Letter Size • 12¼" W x 9½" H	1" V Gusset
8162-2	Letter Size • 12¼" W x 9½" H	2" V Gusset
8162-3	Letter Size • 12¼" W x 9½" H	3" W Gusset
8172-1	Legal Size • 15¼" W x 9½" H	1" V Gusset
8172-2	Legal Size • 15¼" W x 9½" H	2" V Gusset
8172-3	Legal Size • 15¼" W x 9½" H	3" W Gusset



#### C. \*Genuine Custom Pressboard Folders • Type 3 • End Tab • Tyvek Gusset

PRODUCT NUMBER	DESCRIPTION	GUSSET SIZE
8163-1	Letter Size • 12¼" W x 9½" H	1" V Gusset
8163-2	Letter Size • 12¼" W x 9½" H	2" V Gusset
8163-3	Letter Size • 12¼" W x 9½" H	3" W Gusset
8173-1	Legal Size • 15¼" W x 9½" H	1" V Gusset
8173-2	Legal Size • 15¼" W x 9½" H	2" V Gusset
8173-3	Legal Size • 15¼" W x 9½" H	3" W Gusset

\*Made to order



## Labels

Whether you file by letter or number, GBS is sure to have a match for your existing color coded system. We have been manufacturing color coded labels since 1974. If you don't see the label you are looking for, please give us a call. Due to space limitations, we have not shown every available label. In addition to Numeric and Alphabetic labels, we also have a wide range of year codes, coding labels and name indexing label products.



A.



## A. Color Control Labels • Alphabetic • 1.3" H x 1.25" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8841	Binder for 2 <sup>nd</sup> Letter • Complete with Indexes • 1,000 Standard Proportional Assortment Labels	1,000
8842	Refill for 2 <sup>nd</sup> Letter • Sheets of 1,000 Standard Proportional Assortment Labels • 6 Holes Punched for Binder	1,000
8845	Binder for 1 <sup>st</sup> Letter • Complete with Indexes • 1,000 Standard Proportional Assortment Labels	1,000
8846	Refill for 1 <sup>st</sup> Letter • Sheets of 1,000 Standard Proportional Assortment Labels • 6 Holes Punched for Binder	1,000
8848	Package of 200 of any one Specified Label (A thru Z & Mc) 6 Holes Punched for Binder	200
8849	Package of 200 Special Low Usage Consonant Labels	200
8850	Dispenser Box of 250 of any one Specified Label (A thru Z & Mc)	250

B.



## B. Alphabetic 135 Solid Labels • 1.3" H x 1.25" W

Colors: Black, Blue, Brown, Gray, Peri

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8839	Binder for Solid Labels • Complete with Indexes • 1,000 Solid Color Labels (200 of each of the five colors)	1,000
8840	Refill for Solid Labels • Sheets of 1,000 Solid Color Labels (200 of each of the five colors) • 6 Holes Punched for Binder	1,000
8848	Package of 200 of any one Solid Color Label • 6 Holes Punched for Binder Suffix: BLK = Black • BLU = Blue • BRN = Brown • GRY = Gray • PRI = Peri	200

C.



## C. Alphabetic Mini Labels • 1" H x 1.25" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8933	Binder for Mini Letters • Complete with Indexes • 1,000 Standard Proportional Assortment Labels	1,000
8935	Refill for Mini Letters • Sheets of 1,000 Standard Proportional Assortment Labels • 6 Holes Punched for Binder	1,000
8934	Dispenser Box of 250 of any one Specified Label (A thru Z & Mc) 6 Holes Punched for Binder	200

**Label Accessories**

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
A. 8853	Label Lam Mylar Overlay • Indexing Labels Protection • 2" H x 3¼" W	500
B. 8941	Label Lam Mylar Overlay • 8" x 2" Self Adhesive Label Protector	100





## Year Band Labels • System One • 3/4" H x 1 1/4" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
D. 8847	Package of 450 of any One Specified Year Band Label • Reversed Numbers 6 Holes Punched for Binder	450
E. 8851	Dispenser Box of 500 of any One Specified Year Band Label • Reversed Numbers	500
F. 8920	Package of 180 Month/Year Bands • Reversed Print Month/Year in Separate Color Field Specify All One Month/Year or All One Year • 6 Holes Punched for Binder	180

D.



E.



F.



G.



## G. System One Labels • Numeric • 1.3" H x 1 1/4" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8843	Binder of 1,000 System One Labels • Complete with Indexes • 100 Each 0-9	1,000
8833	Refill for 8843 • 1,000 System One Labels (100 Each, 0-9)	1,000
8834	Package of 200 of any System One Specified Label (0-9) • 6 Holes Punched for Binder	200
8834 Set	10 Packages of 200 System One Labels (1 each 0-9) • 6 Holes Punched for Binder	2,000
8860	Dispenser Box of 500 of any System One Specified Label (0-9) • Reversed Numbers	500
8860 Set	10 Dispenser Boxes of 500 System One Labels (1 each, 0-9) • Reversed Numbers	5,000

H.



## H. Mini Numeric Labels • 1" H x 1 1/4" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8936	Dispenser Box of 500 of any Specified Label (0-9) • Reversed Numbers	500
8936 Set	10 Dispenser Boxes of 500 8936 Labels (1 each, 0-9) • Reversed Numbers	5,000

I.



## I. System One Double Digit Labels • Numeric • 1" H x 1 1/4" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8835	Binder of 1,000 Double Digit System One Labels • Complete with Indexes • 10 Each 00-99	1,000
8836	Refill for 8835 • 1,000 Double Digit System One Labels (10 Each, 00-99)	1,000
8837	Refill for 8835 • 200 Double Digit System One Labels (2 Each, 00-99)	200

J.



## J. Prefix Labels • 1/2" H x 1 1/4" W

PRODUCT NUMBER	DESCRIPTION	PACKAGE QUANTITY
8816	Dispenser Box of 250 of any specified label (0-9) • Black Numbers on White Background	250
8816 Set	10 Dispenser Boxes of 250 8816 Labels (1 each, 0-9) • Black Numbers on White Background	2,500

# Dividers and Filebacks

## Dividers and Filebacks

A wide range of custom and stock divider products are offered to provide you with different organizational tools. The item will allow you to organize information within your files, so the information is where you want it, when you need it.



A.



**A. Five Color Dividers, Shelf Stock** • Blank Fifth Cut Tabs • 100 Lbs Tufdex

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8630	Bottom Tab • 8½" W x 11" H plus ⅜" Tab Extension • Collated into sets of Five Positions and Colors • 50 Sets of Five per Package	250	6 Lbs.

B.



**B. Printed Mortgage Dividers, Shelf Stock** • Eighth Cut Tabs • Manila

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY	CARTON WEIGHT
8634	11 Pt. Side Tab • 8½" W x 14" H plus ⅜" Tab Extension • Top Scored Includes Fasteners • 10 Sets of 8 Per Package • Printed One Side Black Ink • Collated into the Following Heading/Tab Positions: 1. Insurance, 2. Tax & Assessment, 3. Mortgage and Rent Assignments, 4. Title Papers 5. Attorney's Opinion, 6. Appraisal, 7. Credit Reports, 8. Application	80	4 Lbs.

C.



**C. Printed Medical Chart Dividers, Shelf Stock** • 8½" W x 11⅜" H, plus ⅜" Tab

FEATURES	PRODUCT NUMBER	TAB	FILM COLOR
<ul style="list-style-type: none"> <li>• 100 Lb. White Tufdex</li> <li>• 5<sup>th</sup> Cut, ⅜" Tab Extension</li> <li>• 2 Sets of Holes (Top &amp; Side)</li> <li>• Mylar Tab, Polyester Film</li> <li>• Packaged Like Tab Together</li> <li>• (25) Pieces per Package</li> <li>• Printed Two Sided</li> </ul>	8530-HP	History/Physical	Light Blue
	8530-LAB	Lab	Red
	8530-PN	Progress Notes	Light Yellow
	8530-COR	Correspondence	Pink

D.



**D. Printed Medical Fileback Dividers, Shelf Stock** • 8½" W x 11.1⅞" H Plus ⅜" Tab & Flap

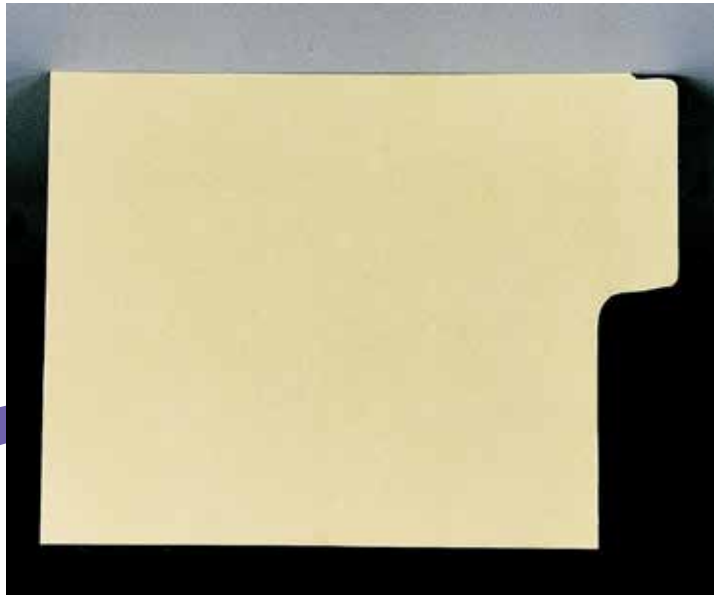
FEATURES	PRODUCT NUMBER	TAB	FILM COLOR
<ul style="list-style-type: none"> <li>• 9 Pt. Manila, Letter Size</li> <li>• 1" Fastener, Top Scored</li> <li>• 5<sup>th</sup> Cut, ⅜" Tab Extension</li> <li>• Mylar Tab, Polyester Film</li> <li>• Packaged Like Tab Together</li> <li>• (25) Pieces per Package</li> <li>• Printed Two Sided</li> </ul>	8540-HP	History/Physical	Light Blue
	8540-LAB	Lab	Red
	8540-COR	Correspondence	Pink
	8540-PN	Progress Notes	Light Yellow
	8540-CON	Consents	Gray
	8540-MIS	Miscellaneous	Purple
	8540-PR	Previous Records	Clear
	8540-X-Ray	X-Ray/EKG	Dark Green

# Guides and Outguides



## **Guides and Outguides**

Guides and OutGuides will help speed up filing and retrieval functions.



A.



## A. Outguides "Shelf Stock" • 12" W x 9½" H Plus 7/8" Tab

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY
8428	Vinyl Outguide • Full Side Tab • Diagonal Pocket	25
Suffix: RED = Red		

B.



## B. Blank Lateral File Guides • Pressboard • Self Tab

25 Pt. pearl gray "light green" pressboard for durability. These blank file guides are designed to be used with "System 1" labels in filing systems where indexing requirements are unique.

PRODUCT NUMBER	DESCRIPTION	CARTON QUANTITY
8200	Letter 12¼" W x 9½" H plus 1" side tab • 2.9" Tab Height	25
8201	Letter 12¼" W x 9½" H plus 1" side tab • 4.1" Tab Height	25
8203	Letter 12¼" W x 9½" H plus 1" side tab • 4.8" Tab Height	25
8210	Legal 15¼" W x 9½" H plus 1" side tab • 2.9" Tab Height	25
8211	Legal 15¼" W x 9½" H plus 1" side tab • 4.1" Tab Height	25
8212	Legal 15¼" W x 9½" H plus 1" side tab • 4.8" Tab Height	25
8218	X-Ray 18¼" W x 23" H plus 1" side tab • 4.2" Tab Height	25
8219	X-Ray 18¼" W x 23" H plus 1" side tab • 4.9" Tab Height	25

# Color Coded Strip Labels



## Color Coded Strip Labels

We offer pre-printed factory applied labels to match most competitive systems. Color coded folders can be packaged in any required method. We can also supply pre-applied strip labels based on data that you supply.





Let GBS create the  
**perfect filing solution for you today!**



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