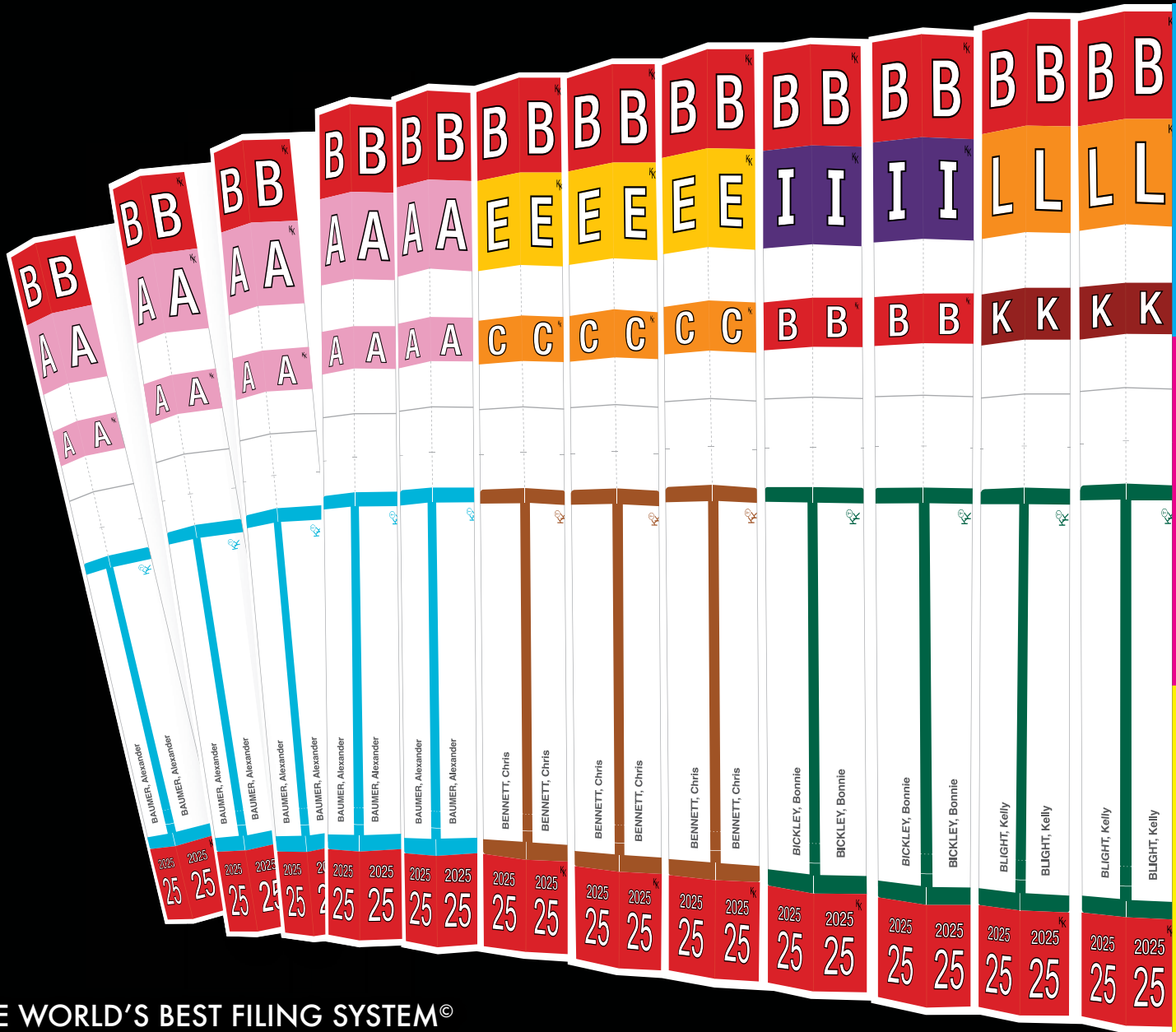# KOLORKODE
Product Catalogue

THE WORLD'S BEST FILING SYSTEM©

- Eliminates misfiling problems
- Provides 100% visibility
- Up to 60% cost saving
- Reduces filing time by half
- Saves up to 75% of floor space
- Improves visual appearance of filing system

save TIME **save** SPACE **save** MONEY **file in** STYLE

KOLOR KODE
Filing Systems

WHAT IS KOLORKODE?

KOLORKODE is the World's leading colour coded filing system. For many years this format of filing has become increasingly popular across a range of industries, helping businesses streamline the process of hard copy document management.

The KOLORKODE Solution

The KolorKode Solution is based around the idea of **saving time, space and money.** We guarantee to reduce the amount of space required to store your files, reduce the amount of time taken to locate and retrieve your files and ultimately save money when it comes to the labour and rental costs associated with your filing system. Over the past 40 years, we have saved our clients literally thousands of dollars and countless hours, through the design of simple yet extremely effective colour coded filing systems.

We understand the frustration of trying to find that file you need. After years of consulting we have developed products, procedures and systems to help alleviate this problem.

We also understand that in the modern day office rental rates are at a premium, which is why we know that it literally pays to be smarter with your space. With the right knowledge it is possible to generate more working space within the office, particularly when applying the space saving principals of a Fullvue® Lateral Filing System.

Above all, the past 40 years have taught us that KolorKode is not just a range of filing products, it is a complete solution. We are proud to have consulted with and helped clients from all areas of business with their filing and storage requirements.

Who Uses KOLORKODE?

Listed below are just some of the industries we have worked with over the years:

- Hospitals
- Pharmacies
- Physiotherapists
- Medical Practices
- Dental
- Mining
- Real Estate Agencies
- Accounting Firms
- Finance
- Engineering
- Insurance
- Education / Schools
- Law Firms
- Government Departments
- Shires and Councils

The Use of Colours in Filing

Businesses across the world have been using colours in one format or another to categorise their files for many years. In fact, a properly managed and structured colour coded system is probably the greatest cost saving feature that has ever been developed for filing and retrieving paper records.

Coloured files effectively segment the total number of files in your system, resulting in well defined blocks or groups of colour. Because the human eye recognises colours more quickly than text, the use of basic colours on your files significantly reduces the time taken to locate the file you are looking for, whether it is within the system or somewhere around the office.

IMPROVE YOUR FILING EFFICIENCY & THE PRODUCTIVITY OF YOUR STAFF WITH KOLORKODE

SAVED TIME = SAVED MONEY

80% of filing costs can be attributed to labour

✗ Traditional Filing Methods
The cost of poorly labelled & misplaced files can be staggering.

✓ KOLORKODE Filing System
- Eliminates misfiling problems and headaches.
- Provides 100% visibility.
- Files are easier to locate when out of the system.
- Vastly improves visual appearance of the filing system.

SAVED SPACE = SAVED MONEY

WASTED AREA

✓ 2175mm(H) x 900(W) x 400(D) 6 Bay Mobile Shelving Unit
37.8 lineal metres of filing in 3.4 sqm of floor space.

✗ 3 x 4 Drawer Filing Cabinets
6.6 lineal metres of filing in 1.71 sqm of floor space.

✓ 2175mm(H) x 1200(W) x 400(D) Shelving Unit
8.4 lineal metres of filing in 0.48 sqm of floor space.

✗ 10 x 4 Drawer Filing Cabinets
22 lineal metres of filing in 5.7 sqm of floor space.

✗ Conventional Filing Cabinets
Have an enormous footprint, they actually require twice their depth in floor space to allow drawers to open.
To compound the problem they do not utilise the vertical space above.

✓ Mobile & Static Shelving Units
Maximise the use of valuable volumetric space in your office with minimal footprint, whilst giving instant visual access to your files.

2175mm(H) x 900(W) x 400(D) Shelving Units

✗ Lever Arch Files
Are the biggest culprit for wasted space in the office. They consume the same amount of space whether they contain 1 or 300 sheets of paper.
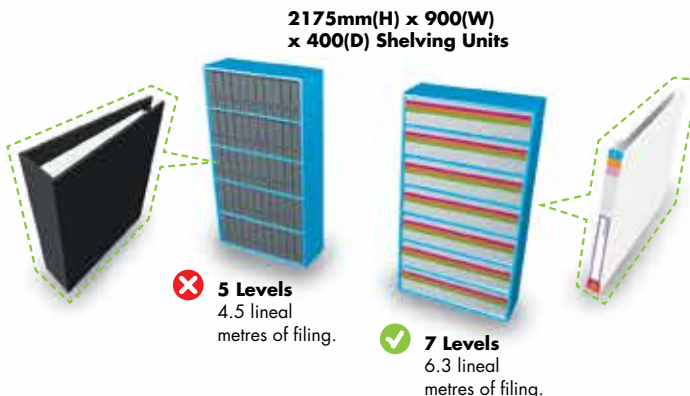
✗ 5 Levels
4.5 lineal metres of filing.

✓ 7 Levels
6.3 lineal metres of filing.

✓ Fullvue Files
Expand with their contents as needed, minimising wasted space.

## SAVED TIME + SAVED SPACE = INCREASED PROFIT

KOLORKODE FILES

FULLVUE® SHELF FILES

The Fullvue® file was specially designed and patented by KolorKode's late founder Mr Ian Dewar. The Fullvue® range features unique end tabs that fold in, not only keeping paperwork neat, tidy and out of sight, but also providing a side tab on which to apply KolorKode labels. The Fullvue's® design also incorporates a gusset that expands as the size of the file increases.
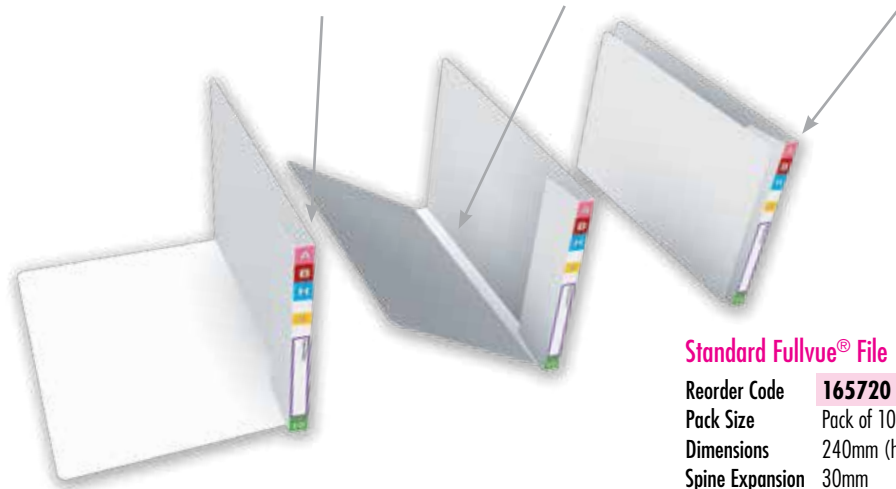
Standard Fullvue® File

- Unique flap/side tab design conceals and protects paperwork
- Flap greatly enhances visibility of file labels, serving as a bookmark
- Scored spine and expandable gusset accommodate increasing file size
- Flap specially marked to guide placement of alpha/numeric and index labels
- Can be used in a variety of lateral filing situations including static shelving, mobile shelving and tambour door cabinets

Side Tab for Labels   Scored Spine & Expandable Gusset   Flap & End Tabs
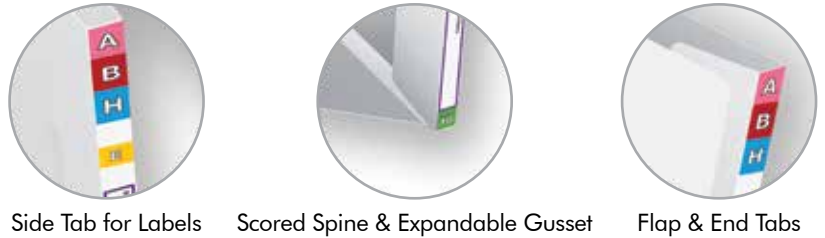
Before

After

Standard Fullvue® File

Reorder Code	**165720**
Pack Size	Pack of 100 Files
Dimensions	240mm (h) x 370mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages

Fullvue® Coloured Flap & Spine

The Standard Fullvue® File is also available with a printed flap and spine in a range of 13 solid colours. These files are typically used to represent specific groups within a colour coded indexing system, differentiating between departments, subdivisions etc.

Fullvue® A3 File

Fullvue® A3 files are often used to store drawings in A3 or folded A2 sizes, where a standard foolscap lateral file would be too small. We typically recommend a shelf depth of 500mm to accommodate these files.
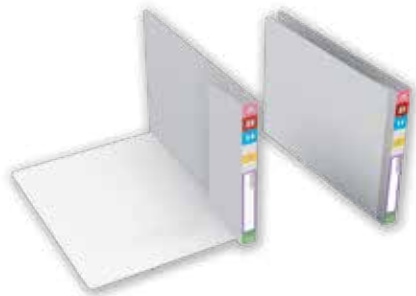
Fullvue® Coloured Flap & Spine

Reorder Code	**165715/COLOUR**
Pack Size	Pack of 100 Files
Dimensions	240mm (h) x 370mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages

Colours Available

- Yellow
- Orange
- Red
- Maroon
- Pink
- Purple
- Light Blue
- Dark Blue
- Light Green
- Dark Green
- Brown
- Grey
- Black
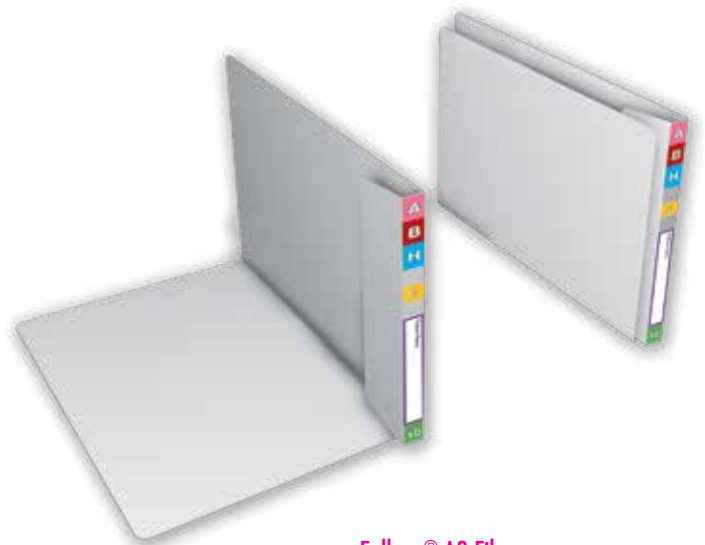
Fullvue® A3 File

Reorder Code	**100800**
Pack Size	Pack of 100 Files
Dimensions	335mm (h) x 445mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages

Fullvue® Jumbo File

The Fullvue® Jumbo File provides all the features of a Standard Fullvue® File, but with an extended 50mm gusset. The expanded gusset is specifically designed to increase the paper carrying capacity of the file from 250 to 400 sheets. Jumbo files are available in either a laminated or standard finish with a reinforced brella spine, strengthening the file to avoid tearing under the weight of additional paperwork.
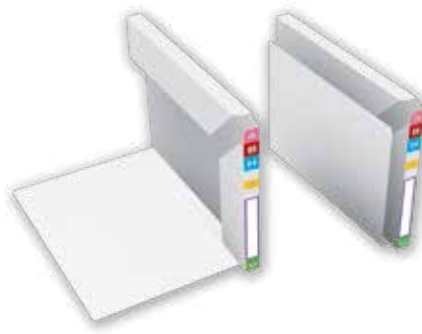
The Fullvue® Legal File

The Fullvue® Legal File was designed specifically to assist Legal administrative representatives and features an additional flap to conceal the contents of the file. Two gusset sizes are available, the standard 30mm or expanded 60mm, increasing the paper carrying capacity from 250 to 500 sheets.

Fullvue® Jumbo File (Laminated)
Reorder Code	**165705**
Pack Size	Pack of 50 Files
Dimensions	265mm (h) x 370mm (w)
Spine Expansion	50mm
Capacity	350 - 400 Pages

Fullvue® Jumbo File (with Brella Spine)
Reorder Code	**165707**
Pack Size	Pack of 50 Files
Dimensions	265mm (h) x 370mm (w)
Spine Expansion	50mm
Capacity	350 - 400 Pages

Fullvue® Legal File (30mm)
Reorder Code	**165753**
Pack Size	Pack of 100 Files
Dimensions	275mm (h) x 370mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages

Fullvue® Legal File (60mm)
Reorder Code	**165754**
Pack Size	Pack of 100 Files
Dimensions	275mm (h) x 370mm (w)
Spine Expansion	60mm
Capacity	450 - 500 Pages

Fullvue® Medical File

Extensive consultation with various Australian Medical Professionals has resulted in outstanding design and functionality of our range of Medical Fullvue® Files. Miniature, 2 Flap, 3 Flap and RACGP style options are available, most of which are A4 in size and can be stored on a 300mm deep shelf.

- Commonly used by general practitioners and other medical bodies
- Unique flap/side tab design conceals and protects paperwork
- Reduced to A4 from foolscap size (ideal for 300mm deep shelves)
- Printed for general note taking and recording of patient history
- 3 internal flaps, one for general notes/ history, one for referral letters and the third contains a table for recording patient notes
- Flap is specially marked to guide placement of alpha/numeric and index labels
- Scored spine and adjustable gusset allow for expansion of the file as contents grow
- Used in a wide variety of lateral filing applications including static shelving, mobile shelving or tambour door cabinets

Fullvue® Medical File **Plain** - 2 Flap
Reorder Code	**165718**

Fullvue® Medical File **Printed** - 2 Flap
Reorder Code	**165719**
Pack Size	Pack of 100 Files
Dimensions	240mm (h) x 320mm (w)
Spine Expansion	20mm
Capacity	150 - 200 Pages

Fullvue® Medical File Plain - 3 Flap
|	
Reorder Code	**165714**
Pack Size	Pack of 100 Files
Dimensions	240mm (h) x 320mm (w)
Spine Expansion	20mm
Capacity	150 - 200 Pages

Fullvue® RACGP Medical File

File cover and side tab printed in the style recommended by the Royal Australian College of General Practitioners.

Reorder Code	**100262**
Pack Size	Pack of 100 Files
Dimensions	230mm (h) x 310mm (w)
Spine Expansion	20mm
Capacity	150 - 200 Pages

Fullvue® Mini Medical File

Suitable for filing medical patient cards or papers. Use of these files allows for more storage levels in a bay of shelving.

Reorder Code	**165717**
Pack Size	Pack of 100 Files
Dimensions	180mm (h) x 265mm (w)
Spine Expansion	20mm
Capacity	150 - 200 Pages
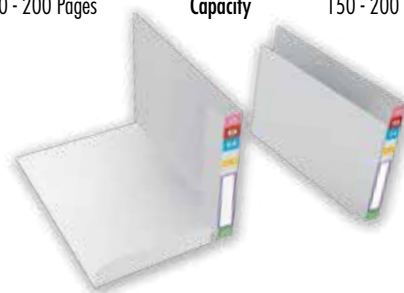
Fullvue® Pocket File

The Fullvue® Pocket File provides all the benefits of a standard lateral file, but with sealed edges and a 40mm gusset. The expandable pocket style wallet is designed to keep paperwork together without the need for hole punching or binding.

Fullvue® Expanding File

The Fullvue® Expanding File is similar to the Pocket File, but with a 110mm expanding concertina style gusset. This pocket style file is ideal for keeping large amounts of unbound paperwork together. Both Expanding and Pocket files are made from heavy duty card for extra tear resistance.

Fullvue® Pocket File
Reorder Code	**165317**
Pack Size	Pack of 100 Files
Dimensions	260mm (h) x 370mm (w)
Spine Expansion	40mm
Capacity	250 - 300 Pages

Fullvue® Expanding File
Reorder Code	**165333**
Pack Size	Pack of 25 Files
Dimensions	240mm (h) x 370mm (w)
Spine Expansion	110mm
Capacity	400 - 500 Pages

KOLORKODE FILES

QUICKVUE® DRAWER FILE

The patented KolorKode Quickvue® file was originally designed as an alternative to the traditional drawer based hanging file system. The ingenious triangular top-tabbed design allows for the application of KolorKode labels and provides excellent visibility of the file's name. The Quickvue® is used with the Drawer Rack and supported from the bottom, keeping paperwork together more neatly and efficiently than other traditional methods of filing. This combination also makes a handy desktop top filing system.

Features

- Raised triangular top tab provides full visibility of drawer file contents
- Tabs are marked to facilitate the placement of KolorKode labels
- Scored spine allows expansion of file with the growth of its contents
- Files are supported from the bottom and held vertically with a drawer rack
- A more space efficient alternative to suspension files

Before

After

Patented Top Tab Design

Expandable Gusset
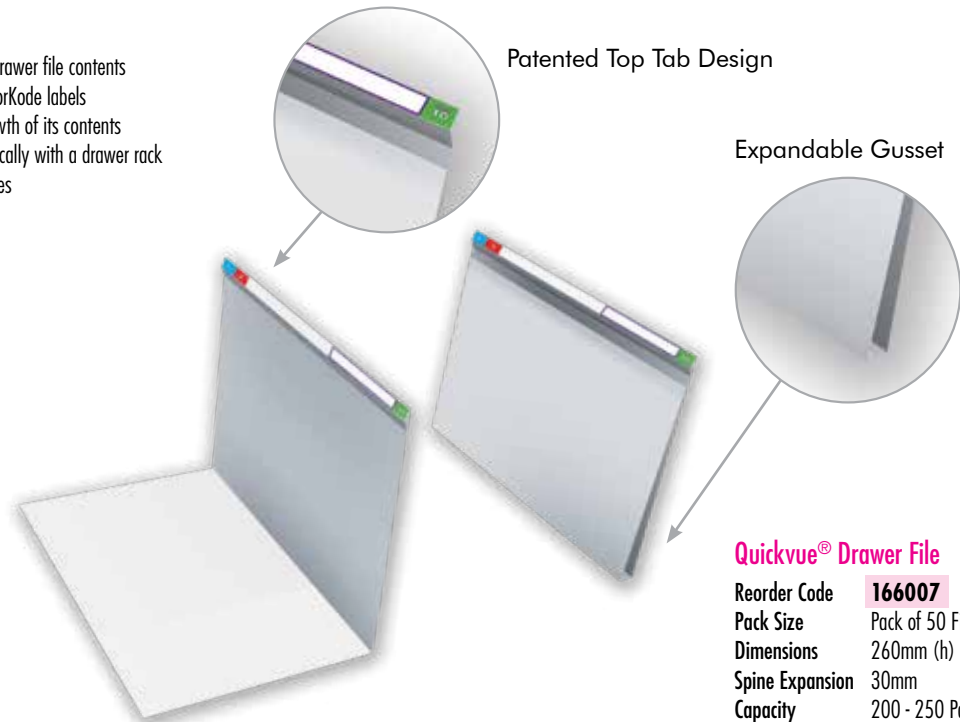
Quickvue® Drawer File

|	
Reorder Code	**166007**
Pack Size	Pack of 50 Files
Dimensions	260mm (h) x 365mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages

UNIVERSAL FILES

Our Universal Files are a hybrid of both Fullvue® and Quickvue® files. The Twin Tab and Side/Top Tab files feature dual tabbed areas to allow for the application of KolorKode labels. These files can be used in either a shelf or drawer system, or simply transferred between the two.

Fullvue® Side/Top Tab File

The Side/Top Tab file features 2 dimensional side and top tabs, marked with guides for easy application of our KolorKode labels. This design also incorporates a scored spine and expandable gusset.

|	
Reorder Code	**165704**
Pack Size	Pack of 100 Files
Dimensions	240mm (h) x 375mm (w)
Spine Expansion	30mm
Capacity	200 - 250 Pages
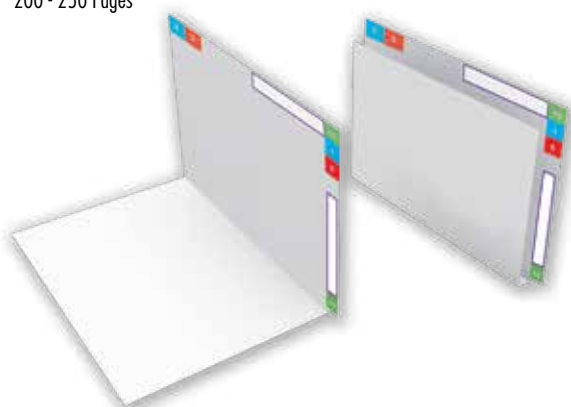
KOLORKODE LABELS

PMS Colours

To ensure that our filing systems have maintained consistency over the years, we have been committed to using the same range of stark PMS colours on all of our filing labels.

Folding Marks

All labels have convenient folding marks for ease of application.
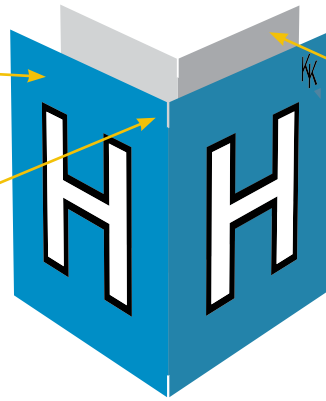
Quality Label & Adhesive

Our labels are manufactured through time proven methods, using high quality materials and market leading label adhesive. Once applied appropriately, our labels will not only stay in place indefinitely, but will also adhere to rougher file surfaces.

SIDE TAB LABELS

Side Tab Labels are suitable for use on our entire range of Fullvue® and Universal Files, along with our Add-a tabs. Each label wraps around the file's side tab displaying on the front and rear, providing 100% visibility as size of the file increases.

Alpha Side Tab Labels

Used for alphabetical labelling of Fullvue® lateral files. Commonly a 24mm label is used as a primary index, followed by a 12mm alpha label as a secondary index.
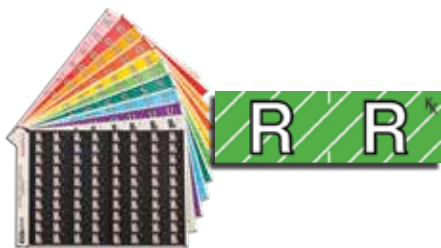
Alpha 12mm Side Tab Labels - Sheet

Reorder Code	**165091/LETTER** (Mc & Mac also available)
Pack Size	Sheet of 40 Labels
Dimensions	12mm (h) x 40mm (w) per label

Alpha 24mm Side Tab Labels - Sheet

Reorder Code	**165041/LETTER** (Mc & Mac also available)
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Alpha 24mm Side Tab Labels - Roll

Reorder Code	**165081/LETTER**
Pack Size	Roll of 500 Labels
Dimensions	24mm (h) x 40mm (w) per label

Numeric Side Tab Labels

Used for numeric labelling of Fullvue® lateral files. Commonly a 24mm label is used as a primary index, followed by a 12mm label as a secondary index.

Numeric 12mm Side Tab Labels - Sheet

Reorder Code	**165281/NUMBER**
Pack Size	Sheet of 40 Labels
Dimensions	12mm (h) x 40mm (w) per label

Numeric 24mm Side Tab Labels - Sheet

Reorder Code	**165225/NUMBER**
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Numeric 24mm Side Tab Labels - Roll

Reorder Code	**165230/NUMBER**
Pack Size	Roll of 500 Labels
Dimensions	24mm (h) x 40mm (w) per label

Numeric B&W Labels 12mm

Used where a finer break down of code is required and the use of further colour labels would produce a 'fruit salad' effect.
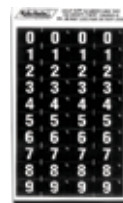
Numeric 12mm White on Black Side Tab Labels - Sheet

Reorder Code	**165284**
Pack Size	Sheet of 20 Labels (2 x 0 - 9 per sheet)
Dimensions	12mm (h) x 40mm (w) per label

Numeric 12mm Black on White Side Tab Labels - Sheet

Reorder Code	**165285**
Pack Size	Sheet of 20 Labels (2 x 0 - 9 per sheet)
Dimensions	12mm (h) x 40mm (w) per label

Dual Colour Side Tab Labels

A single black letter on white background with dual colour bands, used predominately for small customer bases. The first band of colour is used to determine a block of letters i.e. green for files indexed A – D. The second band of colour represents the individual letter within the block of letters.

Dual Colour Side Tab Labels - Sheet

Reorder Code	**165001/LETTER**
Pack Size	Sheet of 5 Labels
Dimensions	105mm (h) x 40mm (w) per label

Double Number Side Tab Labels

Used for numeric labelling of Fullvue® lateral files where indexing requires a double digit. Available in sequential numbers per sheet or repeated numbers per sheet.

Double Number 24mm Side Tab Labels (00 - 09) - Sheet

Reorder Code	165244/00 - 99
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Double Number 24mm Side Tab Labels (00 - 09) - Sheet

Reorder Code	165245/00 - 99
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Volume Side Tab Labels

Used for additional indexing and generally placed at the bottom or top of the side tab. Available from V1 through to V15, used to indicate subsequent folders for the same client, project etc. Black letter/digit on white background provides clear viewing when placed next to coloured indexing.
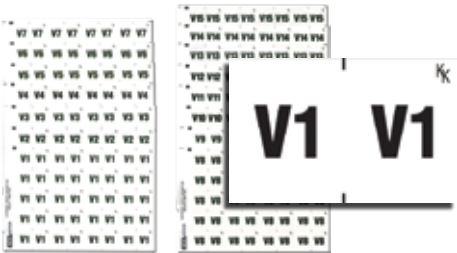
Volume 24mm Side Tab Labels - Sheet

Reorder Code	165244/VOLUME
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Year Side Tab Labels

Used for additional indexing as required, generally placed at the bottom of the side tab for clear viewing. Usually relates to the year a file is opened or the year in which follow up with a client may be required.

Year 24mm Side Tab Labels - Sheet

Reorder Code	165495/YEAR
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

Year 24mm Side Tab Labels - Roll

Reorder Code	165490/YEAR
Pack Size	Roll of 500 Labels
Dimensions	24mm (h) x 40mm (w) per label

Month Side Tab Labels

Used for additional indexing as required, generally placed towards to bottom of the side tab for clear viewing. Usually relates to the date a file is opened or the month in which follow up with a client may be required.

Month 24mm Side Tab Labels - Sheet

Reorder Code	165480/MONTH
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

ID Colour Flash Labels

Used for additional indexing and generally placed at the bottom or top of the side tab. Designed as a plain block of colour to draw attention to a file e.g. type of patient, or to indicate a division, department etc.

ID 24mm Colour Flash Labels - Sheet

Reorder Code	165405/COLOUR
Pack Size	Sheet of 20 Labels
Dimensions	24mm (h) x 40mm (w) per label

ID 12mm Colour Flash Labels - Sheet

Reorder Code	165401/COLOUR
Pack Size	Sheet of 40 Labels
Dimensions	12mm (h) x 40mm (w) per label

Colours Available

White	Pink	Dark Orange
Black	Aqua	Light Blue
Grey	Light Green	Dark Blue
Brown	Dark Green	Red
Yellow	Light Orange	Purple

Closed Side Tab Label

Used to mark the side tab of a Fullvue® file to indicate that the file is closed, but still remains in the system.

Closed 24mm Side Tab Labels - Roll

Reorder Code	165080
Pack Size	Roll of 500 Labels
Dimensions	24mm (h) x 40mm (w) per label

INDEX LABELS

Index labels are suitable for use on our entire range of KolorKode Files and can be printed using a simple MS Word template for Avery label 7163. The Index label is typically the last point of reference on a file and contains the file's full name, along with any other relevant information that may be required.
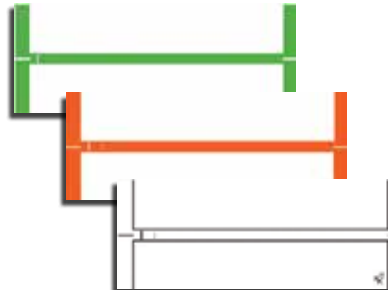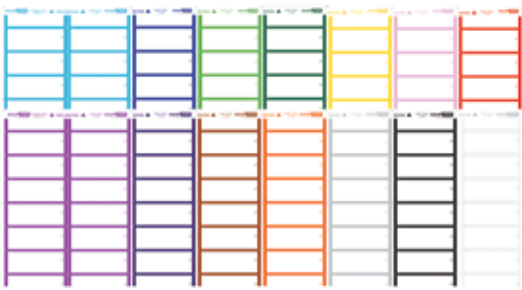
Index Labels - Sheet

Reorder Code	165604/COLOUR
Pack Size	Sheet of 14 Labels
Dimensions	40mm (h) x 100mm (w) per label

Colours Available

White	Yellow	Dark Purple
Black	Orange	Light Blue
Grey	Pink	Dark Blue
Brown	Red	Light Green
Plain	Light Purple	Dark Green

TOP TAB LABELS

Top Tab Labels are suitable for use with both our Quickvue® and range of Universal Files. The label wraps over the top of the file, displaying on the front and rear, giving 100% visibility as the file sits in the drawer.

Alpha Top Tab Labels

Alpha Top Tab Labels - Sheet
Reorder Code	**165150/LETTER**
Pack Size	Sheet of 25 Labels
Dimensions	30mm (h) x 20mm (w) per label

Numeric Top Tab Labels

Numeric Top Tab Labels - Sheet
Reorder Code	**166190/NUMBER**
Pack Size	Sheet of 25 Labels
Dimensions	30mm (h) x 20mm (w) per label

Double Number Top Tab Labels

Double Number Top Tab Labels - Sheet
Reorder Code	**166220/NUMBER**
Pack Size	Sheet of 5 Labels per Double No.
Dimensions	30mm (h) x 20mm (w) per label

MEDICAL & MISCELLANEOUS LABELS

Medical labels

Medical labels are used as a reminder for the medical practitioner to check the details of the patient's particulars and medical history before their consultation, mainly to ensure patient safety.

Medical Alert Sticker AL355 - Sheet
Reorder Code	**165306**
Pack Size	Sheet of 10 Labels
Dimensions	25mm (h) x 70mm (w) per label

Allergies Sticker AL197 - Sheet
Reorder Code	**165307**
Pack Size	Sheet of 10 Labels
Dimensions	30mm (h) x 70mm (w) per label

Anaesthesia AL224 - Sheet
Reorder Code	**165308**
Pack Size	Sheet of 10 Labels
Dimensions	30mm (h) x 70mm (w) per label

Drug Sensitivity AL78 - Sheet
Reorder Code	**165309**
Pack Size	Sheet of 10 Labels
Dimensions	30mm (h) x 70mm (w) per label

Caution Patient with Similar Name - Sheet
Reorder Code	**165310**
Pack Size	Sheet of 10 Labels
Dimensions	25mm (h) x 70mm (w) per label

Rʰ Negative - Sheet
Reorder Code	**165311**
Pack Size	Sheet of 10 Labels
Dimensions	25mm (h) x 70mm (w) per label

Medical Alert Drug, Food, Other - Roll
Reorder Code	**165316**
Pack Size	Roll of 500 Labels
Dimensions	25mm (h) x 70mm (w) per label

Miscellaneous labels

Miscellaneous labels are used when a file contains more than one subject or area. The label clearly indicates when the file is within the system that it is a miscellaneous file, whilst the secondary A4 label is used to list the contents of the file.

Miscellaneous/Subject A4 Label - Sheet
A self adhesive A4 sized label used to create an index for the contents of a miscellaneous file. A matt finish on the label allows notes to be easily written in pencil or pen.

Reorder Code	**165751**
Pack Size	Pack of 10 Labels
Dimensions	210mm (h) x 350mm (w)

Miscellaneous A4 Label - Sheet
Reorder Code	**165752**
Pack Size	Pack of 10 Labels
Dimensions	210mm (h) x 350mm (w)

This item is manufactured on request only.

Subdivisions/Subjects Label - Sheet
Used to mark the side tab of a Fullvue® file to indicate that the file's contents is a subdivision or subject of a larger group of files.

Reorder Code	**166234**
Pack Size	Sheet of 5 Labels
Dimensions	38mm (h) x 100mm (w)

Miscellaneous Label - Sheet
Used to indicate that the file contains miscellaneous paperwork.

Reorder Code	**165617**
Pack Size	Sheet of 5 Labels
Dimensions	38mm (h) x 100mm (w)

FILING ACCESSORIES

As the filing specialists, we offer a full range of accessories to compliment our file and label products. Our line of accessories range from filing clips, through to filing racks and file dividers.

CLIPS & FASTENERS

3-in-1 Clip (Available Red or White)

An adhesive panel fixes to the inside of the file and works in much the same way as lever arch file mechanism. The red U bar allows paperwork to be accessed without the need to remove the contents of the file. **The 3-in-1 Clip is our most popular filing clip.**

3-in-1 Clip (Clips & Bases) - 100 Clips
Reorder Code   **600062**

3-in-1 Clip (Bases Only) - 100 Bases
Reorder Code   **600064**

3-in-1 Clip (Red Parts Only) - 100 Red Parts
Reorder Code   **600065**

Low Profile Clip

The Low Profile Clip features a smooth low profile design, stronger compressor bar, easy to handle extra long 10cm flexible tubes and increased capacity transfer U piece.

LP Clip - 100 Clips
Reorder Code   **600071**

Key Clip

The Key Clip is used for single point attachment of papers to a file and is typically used in a situation where papers will need to be regularly inserted and removed for photocopying etc.

Key Clip - 100 Clips
Reorder Code   **600085**

Quick Clip

Used when fewer than 50 sheets need to be held in a file and not accessed on a regular basis. Fixes with an adhesive base.

Quick Clip - 50 Clips
Reorder Code   **600069**

Medical Forms

KolorKode supply a variety of forms specifically designed for medical practitioners. Each is used for a different application, however the forms are generally attached to the inside front of the Fullvue® Medical file and used to record patient details on an ongoing basis.

Patient Progress Notes - 500 Ream
Reorder Code   **100244**

Progress Notes - 500 Ream
Reorder Code   **P02**

Reports Summary - 500 Ream
Reorder Code   **100248**

Health Summary Form - 500 Ream
Reorder Code   **100243**

Add-a-Tab

The reinforced cardboard Add-a-Tab label fixes to the side of any standard manilla file, creating a tab on which KolorKode labels can be applied. We recommend this product to clients who may already have a number of files and wish to slowly integrate them into a KolorKode system (eventually converting to Fullvue® files).

Reorder Code   **165305**
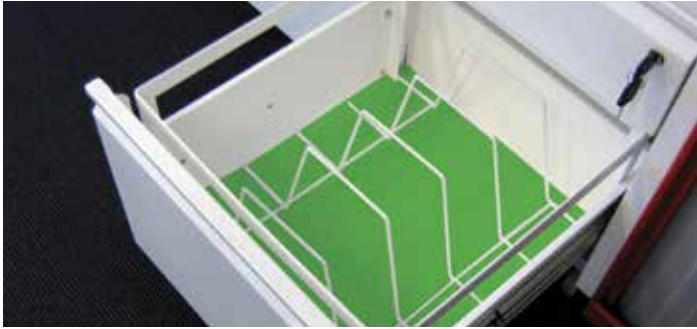Pack Size   100 Labels
Dimensions   85mm (h) x 230mm (w)

FILING RACKS

## (*ALL Racks can be cut down to fit different sizes of shelf or drawer)

Our filing racks can be used for a variety of shelf or drawer based filing applications. These plastic coated wire racks are primarily designed to maximise the life of files by keeping them upright, neat and tidy.

Drawer Rack*

The Drawer Rack fits the majority of standard filing cabinets and desk filing drawers. This rack works hand-in-hand with our Quickvue® system, keeping files upright and eliminating the need for hanging suspension files that tend to rip, tear or let paperwork slip to the bottom of the drawer. The Drawer Rack also serves as a handy desk top file organiser.

Reorder Code **600031**
Dimensions   560mm (w) x 385mm (d) x 165mm (h)
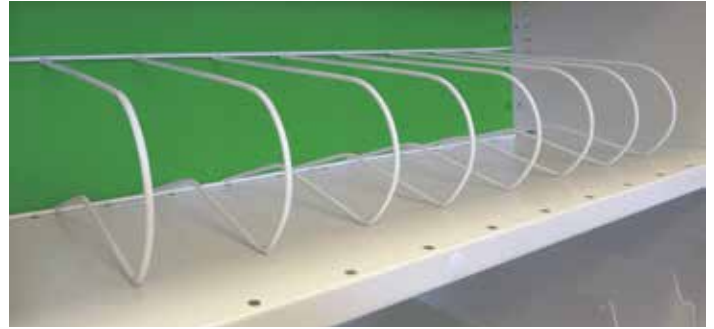
Loop Rack*

The Loop Rack sits on the shelf and clips into place behind the shelf with two lugs.

Loop Rack (1200 x 300)
Reorder Code **600045**
Dimensions   1200mm (w) x 300mm (d)

Loop Rack (1200 x 400)
Reorder Code **600044**
Dimensions   1200mm (w) x 400mm (d)

Push-Fit Rack*

Push-Fit Racks slide on to the front of the shelf to form a rigid support.

Push-Fit Rack (1200 x 400)
Reorder Code **600040**
Dimensions   1200mm (w) x 400mm (d)

Suspended W-Rack*

W-Racks clip into the two channels that form the underside at the front and back of the shelf. This rack is extremely sturdy and holds even the heaviest Fullvue® files upright.

W-Rack (900 x 400)
Reorder Code **600047**
Dimensions   310mm (w) x 400mm (d)

CUSTOM PRINTED FILES

Make your brand stand out with custom printed files. Custom printed files can be tailored to suit your specific details and record important client/patient information.

Custom printed files priced upon request