

Indexed File Folder Sets

ITEM NO: 11777






Stay on schedule with the perfect folder system for monthly or daily follow-up. Use two sets (monthly and daily headings) for a full year follow-up file. Simply use the 1-31 daily folders for materials needing action in the current month; at the beginning of a new month, distribute the material from the monthly folder into the appropriate daily folder when action needs to be taken. Alphabetic sets are handy for maintaining small desk drawer files of papers not requiring their own files.

FEATURES:

- Reinforced top
- 11 point manila stock
- 1/5 cut, assorted positions
- Scored for 3/4" expansion
- 10% recycled content, 10% post-consumer material

Smead Indexed Folder Set 11777, Alphabetic (A-Z) Folders, Reinforced 1/5-Cut Tab, Letter, Manila

PRODUCT DETAILS

Item No:	11777
Size:	Letter
Dimensions:	11-5/8" W x 9-1/2" H Overall, 9" H Body
Material:	11 point manila
Color:	Manila
Tabs:	1/5-cut, assorted
Qty Per Box:	1
Qty Per Carton:	5
SFI:	 Sustainable Forestry Initiative
Recycled Content:	 10% recycled content, 10% post-consumer waste
Made In:	 Made in the USA
Usage:	Drawer Filing
Stock No:	2-155-25L