



Paper Tiger Filing System Supply List

Attached is the list of supplies you will need to begin the process of setting up your Paper Tiger Filing System.

8 Boxes (200) Hanging File Folders - (1/5 cut) (normally people use the standard "army green" color)
Hanging File Folder Frames (2 per box) (this is only necessary if your file cabinet cannot accommodate hanging file folders)
1 Box of "Box Bottom" Hanging File Folders (2")
8 pkgs. of CLEAR Plastic Tabs (1/5 cut ~ 42T-CLE)
1 pkg. of CLEAR Plastic Tabs (1/3 cut ~ 43T-CLE)
1 Pkg. of Letter/Legal Boxes - white (10 boxes per pkg.)
3 Boxes of Stacking Trays (6 per box)
1 Plastic Hanging File Crate (letter/legal size)
1 package of small Highland self-stick notes (1.5"x2")
1 expanding file - January thru December
1 Meade Composition book
1 blank floppy disk
Trash bags

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