

# LeMark

## training & development cc



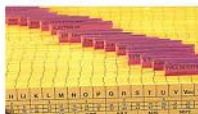
### Product Range

#### Top Retrieval

The Tidy Files top retrieval filing system consists of a variety of folders and files, tabs and containers, all designed to enhance efficiency in records management Filing Cabinets. Filing segmentation is achieved through the use of 25 different colour labels, and in some cases through 5 different colour files. This provides for speedy retrieval and replacement of files, and ensures that misfiling is virtually eliminated.



First Letter System



Second Letter System



Numeric Filing



Personnel System

#### Files & Folders



Coloured Files



Medical Files &  
Patient Inserts  
Files printed according to  
doctors specifications.



Standard Range



Custodian Range



Employee and  
Motor Vehicle Files  
File Printed According to  
Client Specifications



Lateral Files



Adaptafile



Organiser Bag

#### Labels



Alpha Labels  
24 Labels Per Sheet



Numeric Labels  
40 Labels Per Sheet

Suitable for most  
laser & inkjet printers  
Available in  
25 Assorted Colours

## Product Range

### Clips & Fasteners



Quick Fix  
Self-Adhesive Clip



Metal Document  
Binder



Tidy Clip



Dispo Clip



Ezz Black Clip

### Containers, Baskets & Cabinets



Standard Plastic  
Containers



Millenium Plastic  
Container



Master Boxes



A4 Board Container



Baskets



5 Drawer Quantum  
Cabinet

3 Rows A4 Filing  
5 Deep -  
15 Containers  
per Drawer



Bulk Filer

### Archiving



L.A. Tainer



Forms Organiser



A5 Index Drawer



Archive File



Archive Box



Archive Container



Stack-A-Tainer



Compu-Stacka



File-A-Drawer



Lever Arch  
Jumbo Storage



Jumbo Storage Box



Docubox

Available in Red, Yellow,  
Blue, Green and Black

