

# ARCHIVING

MADE EASY

# filecorp

NZ Limited

## FILECORP OFFERS UNIQUE STORAGE SYSTEMS THAT PROVIDES MANY ADVANTAGES!

- Is your filing system efficient & effective?
- Are you wasting time searching for old records?
- Are old records taking up excessive amounts of space?

## CREATE A WALL OF STORAGE BOXES, ELIMINATING THE NEED FOR EXPENSIVE SHELVING UNITS.



**Eureka**<sup>®</sup>  
FILING & STORAGE

Call us today 0800 FILING [www.filecorp.co.nz](http://www.filecorp.co.nz)

## ARCHIVING

### 921A

*Standard outabox Internal Dimension:*  
440mm(L) x 260mm(H) x 374mm(D)

- Strongly constructed corrugated board to sides and back with a sturdy double later central partition.
- Manufactured from high quality recyclable cardboard.
- Can be stacked up to 8 high\* and connect to adjacent boxes.
- Takes 4 standard Innaboxes or Econoboxes.
- Front opening for instant accessibility.
- Doors can be folded under to provide open shelving.

### 941A

*Multifile outabox Internal Dimensions:*  
665mm(L) x 270mm(H) x 413mm(D)

- Strongly constructed corrugated board to sides and back with a sturdy double later central partition.
- Manufactured from high quality recyclable cardboard. Can be stacked up to 8 high\* and connect to adjacent boxes.
- Takes 4 multifile Innaboxes or 6 standard Innaboxes or Econoboxes.
- Front opening to provide instant accessibility.
- Doors can be folder under to provide open shelving.

### 921S / 931S / 941S

*Eureka Strengthening Kits*

- These easy to use kits allow you to stack Eureka Outaboxes up to 8 high with absolute confidence.
- Manufactured from high impact ABS.
- Colour coordinated to the box.
- Thumb clip supplied for use if required to secure doors closed.

### 922A

*Standard outabox Internal Dimension:*  
360mm(L) x 245mm(D) x 100mm(W)

- Extremely versatile.
- Strong storage box can take the contents of 2 lever arch files.
- Supplied flat to save space.
- Fits 4 snugly Standard Outabox (921A) or 6 into a Multifile Outabox (941A).

### 922B

*Econobox Internal Dimensions:*  
340mm(L) x 240mm(D) x 96mm(W)

- Economical storage box can also take the contents of 2 lever arch files, 5 full A4 manila folders, and foolscap documents.

### 942A

*Internal Dimensions:*  
360mm(L) x 254mm(D) x 150mm(W)

- Designed to hold 3 lever arch files or A5 documents on edge.
- Wide opening for rapid accessibility.
- Multi layered finger pulls for extra strength.

### 931A

*Large Outabox Internal Dimensions:*  
525mm(L) x 280mm(H) x 405mm(D)

- Strongly constructed corrugated board to sides and back with a sturdy double later central partition.
- Manufactured from high quality recyclable cardboard. Can be stacked up to 8 high\* and connect to adjacent boxes.
- Takes 6 standard foolscap file storage (non eureka)
- Front opening for instant accessibility.
- Doors can be folder under to create open shelving.



921A



922A



942A

Eureka Filing Solutions has a range of files that are cost effective in replacing suspension pockets, lateral pockets and lever arch files.

Constructed from locally produced heavy duty board, Eureka file folders are designed to withstand the heaviest punishment and are scored to expand to 35mm to accommodate 300 sheets of paper. Each file is printed with the end user in mind: an aesthetically pleasing layout of title boxes, note panels and movement records to suit every application.

**FF1**

**FF1** - Heavy Duty 450um board. Extended front cover to protect contents as file expands. Useful for thicker files. 35mm Expansion.



**FF2**

**FF2** - Heavy Duty 450um board. Compact dimensions for optimum space utilization. 35mm Expansion.



**FF4**

**FF4** - Heavy Duty 450um board. Versatile - grab flaps along 2 side allow both lateral and drawer filing.



**FF7**

**FF7** - Heavy Duty 450um board. Same as an FF1 but with internal left hand pocket with 10mm expansion.



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### OUR SERVICES

We appraise your existing situation to find where improvements can be made or discuss options for establishing a new system. We then recommend suitable file housings, folders and pockets, colour coding and archiving to achieve maximum

efficiency. the end result will be a system that has the ability to expand as your business grows. The good news is that you may not need to purchase additional furnitures as we can often retro-fit our system to your existing units.

### OUR T-GLIDE FILING SYSTEM HAS ALL THE ADVANTAGES OF LATERAL FILING WITH MANY ADDITIONAL BENEFITS:



#### 1. SAVES SPACE (COMPARE WITH OTHER POPULAR FILING METHODS)

T-Glide files are only as thick as their contents. Unlike lever-arch files, file boxes and ring binders that take up the full width of their spines. Unlike shelf filing there is no horizontal space wasted due to shelf driver plates, 'toast racks' or slots. T-Glide files are kept neatly compact - making space when required is as easy as gliding files along the rail. Our Ladder Rack System can save up to 60% of the floor space occupied by 4-drawer cabinets. A major consideration if you have an expanding archive. Our T-Glide System is fully compatible with high-density mobile 'compacting units' and 'shuttle shelving' to provide maximum capacity for larger archives whilst using the minimum amount of floor area.



#### 2. ADDS VERSATILITY

T-Glide System is so versatile it can be fitted into just about any workplace situation. retro-fit into existing cabinets and units or utilize our freestanding rack system. Our racks have widths and heights to suit and when your archive grows, extension units are all you need to expand the capacity.

A wide variety of folders and pockets are available - slim, bulk, CD, A5, A4, A3 up to plan size - all utilizing the same central rail and hook system. Unusual media can also be accommodated such as DVDs, photographic slides, x-rays, films and plates for the printing industry and large format artwork. Keep working files at your fingertips with a range of options including the Deskstand, Transport Trolleys, Wall Mounted Racks and Under Bench Rails.



#### 3. PREVENT DAMAGE

T-Glide files are neatly suspended on a central rail and hook system keeping them perfectly aligned and damage-free. No more sagging files and worn out spines that occurs with files that sit on the shelf.

Files are suitable for loose-leaf or attached documents or a combination to be securely fastened inside the file folder. The clip design prevents paper tearing at the punched holes. Adding or removing individual pages is possible without unloading overlaying documents.



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