Kwik-File-To-Go.™

Affordable furniture solutions for efficient paper management.

It's easy to put Kwik-File function, quality and affordability to work for you.

Kwik-File-To-Go™ furniture was created to help you organize, sort, collate, or store paper and other materials more efficiently.

First, we reviewed our most popular products from over 30 years' experience. Then we selected the most important features and put it all together. The result? Kwik-File-To-Go, a unique combination of function, quality, and affordability.

Whether it's furniture for the office, mailroom, or shipping area, Kwik-File-To-Go offers a range of solutions to make you more productive. The selection includes literature and desktop organizers, a portable shelving system for desktop or workstation, and mail handling and shipping furniture. Most important, this new furniture is simple to order, ships in less than 48 hours, and is easy on the budget.

So what are you waiting for? Get going now with Kwik-File-To-Go!

KWIK·FILE®

Kwik-File-To-Go

Mailflow-To-Go™

- A full range of affordable mailroom solutions

- Handle mail more productively

- Rugged steel work table with adjustable height 29"-36"

- Six sorter models with up to 69 pockets

2-Tier Sorter with Riser, SR5840R, 58"W x 40"H x 12"D, on Work Table, TB60, with Shelf, SLF60, 60"W x 30"D x 29"-36"H.

Work Table

60" by 30" steel work table with top of thermally-fused melamine with T-molding edge; adjustable height (29"-36") provides for seated or standing sorting operations. Sturdy chrome-plated 1 1/2" square 16-gauge tubular steel legs with leveling glides. Add shelf with 12" clear opening for bulk storage, and laminate dump rails to prevent mail from spilling. Pebble Gray or Sand; Birch top.

Sorters

Three steel sorter models, 58" wide by 12" deep, offer up to 48 pockets. Riser provides 13" clearance under sorting compartment to create a work area for small machines and mail collection. Pockets are 9 1/4" wide by 2 5/8" high by 12" deep: width is adjustable on 4 5/8" increments.

All Mailflow-To-Go™ models in Pebble Gray or Sand; easy to assemble. Rugged steel construction with baked enamel finish.

Models Available

Work Table, TB60
Work Table Storage shelf, SLF60
1-Tier Sorter with Riser, SR5827R
2-Tier Sorter, no Riser (not shown), SR5827
2-Tier Sorter with Riser, SR5840R
Dump Rails only, DR2

1-Tier Sorter with Riser, SR5827R, 58"W x 27"H x 12"D;
Dump Rails, DR2; Work Table, TB60, 60"W x 30"D x 29"-36"H.

VertiPocket™ Sorters

The most affordable mail handling solution—in a space saving, freestanding configuration! Three freestanding sorters come with 21, 42, or 69 pockets. Frames are steel with fiberboard back and interior compartments, all 37 3/4" wide by 12 3/4" deep. Rigid black PVC reinforces shelf edges and provides grooves for labels (included). Vertical pockets are 4 7/8" wide by 10 1/4" high by 12 1/2" deep; horizontal pockets (on Combination model) measure 8 3/4" wide by 2 1/4" high.

All Mailflow-To-Go™ models in Pebble Gray or Sand baked enamel finish. Easy to assemble.

Models Available

SRF3837, 37" high, 21 pockets
SRF3871, 71" high, 42 pockets
SRFC3871 Combination Sorter, 71" high, 69 pockets

VertiPocket Sorters all 37 3/4"W x 12 3/4"D; SRF3837, 21 pockets, 37"H; SRF3871, 42 pockets, 71"H; SRFC3871, 69 pockets, Combination Sorter, 71"H.

Tote Carts

Ideal for use where mail is pre-sorted in bulk into postal totes, then sent to outlying satellite stations for final sorting. Angled shelves make sorting easy. Compact size and four heavy-duty swivel casters (with braking action) ensure convenient manuevering even in crowded aisles and elevators. Holds 9 totes.

CTT1 with steel end panels and shelves; baked enamel finish, Pebble Gray or Sand. CTT2 with 1" dia. 16-gauge chrome steel tube end supports. Shelves of 1/4" chrome steel wire. Both ready to assemble. Totes of lightweight, high-density polyethylene with 3/8" dia. galvanized wire rod reinforcement at top.

Models Available

CTT1, Steel Panel Tote Cart
CTT2, Chrome Tube Tote Cart
90225, 3 Totes
90226, 6 Totes

Tote Carts, CTT1 on left, CTT2 on right. Both are 43 1/2"W x 18"D x 55"H, holds 9 totes.

Insertables®

- Organize your overhead cabinets more efficiently

- Store forms, literature, file folders, binders, and more

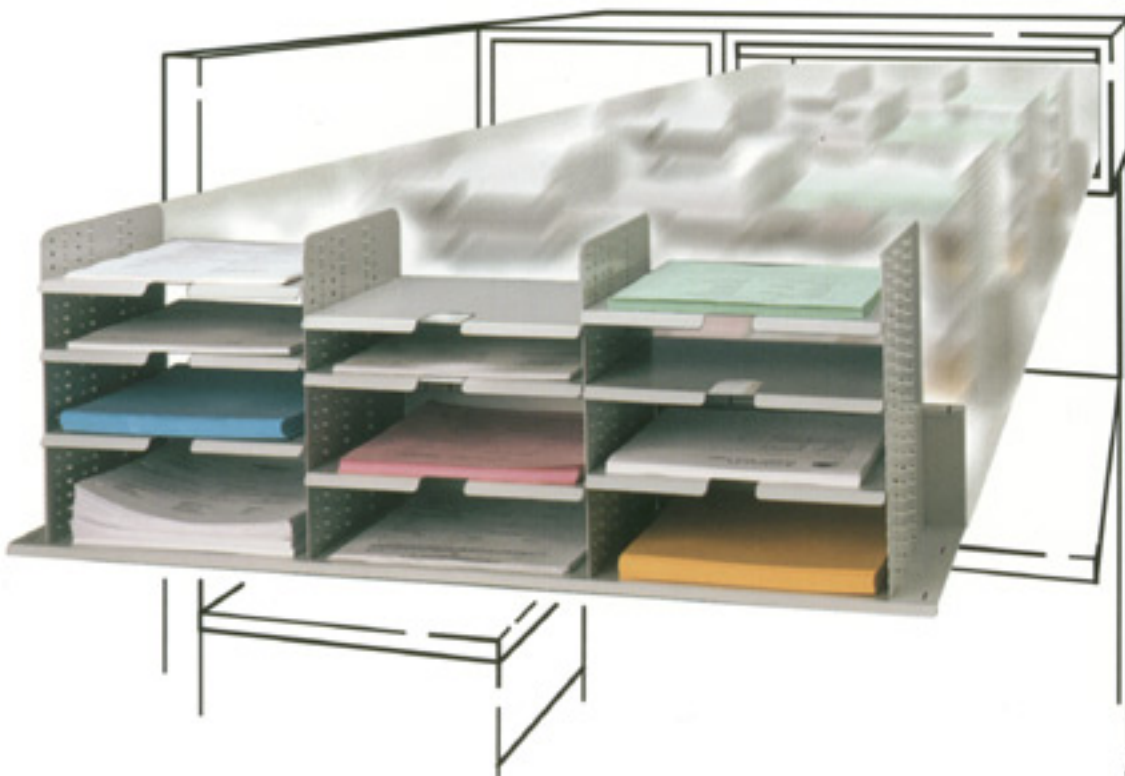- Shelves lock in place, yet adjust easily in 1/2" vertical increments

Administrator's System, KB3312E, 33"W x 12"D x 11 3/4"H with 8 10"W and 4 5"W pockets, 2 dividers.

Versatile Insertables®

The Insertables shelving system fits any standard overhead cabinet, or can be used to organize storage cabinet shelves, or on desktops as a mini-sorter. Shelves are thumbcut to allow quick retrieval of paper, with beveled edges for labels.

Rugged 18-gauge steel with baked enamel finish; rubber feet for stability and surface protection. 33" wide, 12" deep, 11 3/4" high.

Wide range of other models available to fit smaller or larger spaces, can store large data printouts and a variety of media. Easy to assemble. Pebble Gray or Sand.

Manager's System, KB3312D, 33"W x 12"D x 11 3/4"H with 12 pockets, each 10"W x 12"D x 3"H.

Models Shown
Manager's System, KB3312D,
Administrator's System,
KB3312E

Literature Organizers

- Organize the office for better efficiency

- Store forms, literature, paper, and more

- Steel or wood construction, Limited Lifetime Warranty

- Two series, eight models offer from 24 to 96 pockets

Orion Series, LTF3837, 37 3/4"W x 36 1/2" H x 12 3/4"D.

Alpha and Orion Series

Kwik-File Literature Organizers help you store, collate, sort, and organize forms, literature, paper, and more!

The Alpha Series features steel panels and interior components with fiberboard back. Four models provide 24 to 72 pockets, each measuring 9" wide by 3" high by 12 3/4" deep.

Offering even more value, the Orion Series has steel panels with fiberboard back and interior components. Rigid black PVC reinforces shelf edges, and provides grooves for labels (included). Four models range from 32 to 96 pockets, each 8 3/4" wide by 2 1/4" high by 12 3/4" deep.

All units are 37 3/4" wide by 12 3/4" deep. Baked enamel finish, Pebble Gray or Sand. Easy to assemble.

Models Available

Alpha Series:
LT3826, 24 pockets, 25 3/4" high
LT3837, 36 pockets, 36 1/2" high
LT3860, 60 pockets, 60" high
LT3871, 72 pockets, 71" high
Orion Series:
LTF3826, 32 pockets, 25 3/4"
LTF3837, 48 pockets, 36 1/2" high
LTF3860, 80 pockets, 60" high
LTF3871, 96 pockets, 71" high

Alpha Series, all 37 3/4"W x 12 3/4"D; LT3826, 25 3/4"H; LT3837, 36 1/2"H; LT3860, 60"H; LT3871, 71" H.

Shipping Stations

- Supports PC-based shipping systems

- Shelves adjust on 2" increments

- Rugged, 16-gauge steel frames support up to 600 pounds

PC-Based Shipping Workstations

Kwik-File-To-Go™ Shipping Stations are ideal for supporting automated shipping or manifest systems for both stand-alone PC-based, or host computer-based applications.

Adjustable shelves adapt easily for equipment requirements, providing space for a CPU, monitor, keyboard, label printer, document printer, and scale—and the 60"-wide SW60 Shipping Station has room left over for a bar code reader and other items. The 30"-wide SW30 model is designed for more compact areas and smaller budgets, and is even more cost effective.

Both models feature vertical adjustability for upper shelves on 2" increments. Rugged 16-gauge steel frames can support up to 600 pounds each; leveling glides are standard. Worktops are 1" thermally-fused melamine with T-molding edge; shelves are 5/8" thermally-fused melamine.

Charcoal frame, Ice Gray tops and shelves. Ready to assemble. F.O.B. Sheboygan, WI.

Models Available
SW60, 60"W Shipping Workstation
SW30, 30"W Shipping Workstation

30"-wide Shipping Station, SW30, 64"H x 30"D. Worktop is 30"W x adj. H x 30"D; upper shelf is 30"W x 18"D.

60"-wide Shipping Station, SW60, 64"H x 30"D. Worktops are 30"W x 30"D; worktop on right with 36"H, worktop on left adj. H; upper shelf is 30"W x 18"D.

Desktop Organizers

- Organize your desktop for more efficiency

- Quick, convenient access to active files, forms, and more

- Increase storage capacity with no additional floor space

- Add privacy, help absorb sound in open office areas

High-Profile Organizer, ORA5818, 58"W x 12"D x 18"H.

High-Profile Organizer

Organize your work area for more productivity without sacrificing desktop space. 12" clearance under shelf. Five dividers and three corner shelves, all adjustable. 58" wide shown (47" wide available, four dividers); 18" high, 12" deep; Pebble Gray or Sand. Rugged steel construction, baked enamel finish, ready to assemble.

Multi-Pocket Organizer

Efficient, high-capacity storage – eight dividers and two adjustable shelves create 14 pockets for storing forms, paper, file folders, printouts, and more. 58" wide shown (47" wide available, six dividers); 18" high, 12" deep; Pebble Gray or Sand. Rugged steel construction, baked enamel finish, ready to assemble.

Multi-Pocket Organizer with top shelf, ORBT5818, 58"W x 12"D x 18"H.

Models Available

Multi-Pocket Organizer, ORB5818, 58" wide
With top shelf, ORBT5818 (shown)
ORB4718, 47" wide; with top shelf, ORBT4718

High-Profile Organizer, ORA5818 (shown), 58" wide
With top shelf, ORAT5818
ORA4718, 47" wide; with top shelf, ORAT4718

Kwik-File-To-Go™
Affordable furniture solutions for efficient paper management.

A range of solutions:

- Mailflow-To-Go™
- Insertables®
- Literature Organizers
- Desktop Organizers
- Shipping Stations

Ships in less than 48 hours.

Limited Lifetime Warranty.

Ready to assemble.

Rugged steel construction.

Specifications subject to change without notice.

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KWIK•FILE®

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