

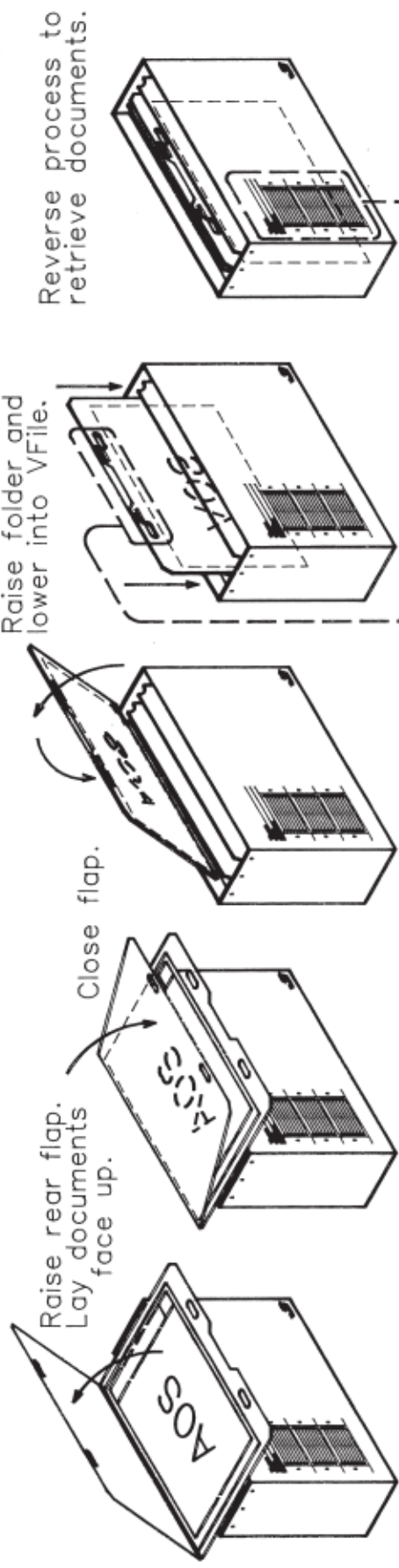
VFILE 37/VFOLDER 37 & VFILE 43/VFOLDER 43

Six (6) VFolders should be left in each partition to maintain the necessary tension to keep documents flat.

The VFile is designed for eight (8) VFolders per partition. Recommended capacity is 24 VFolders of 35 sheets (840 sheets). However, individual VFolders can hold in excess of 50 sheets.

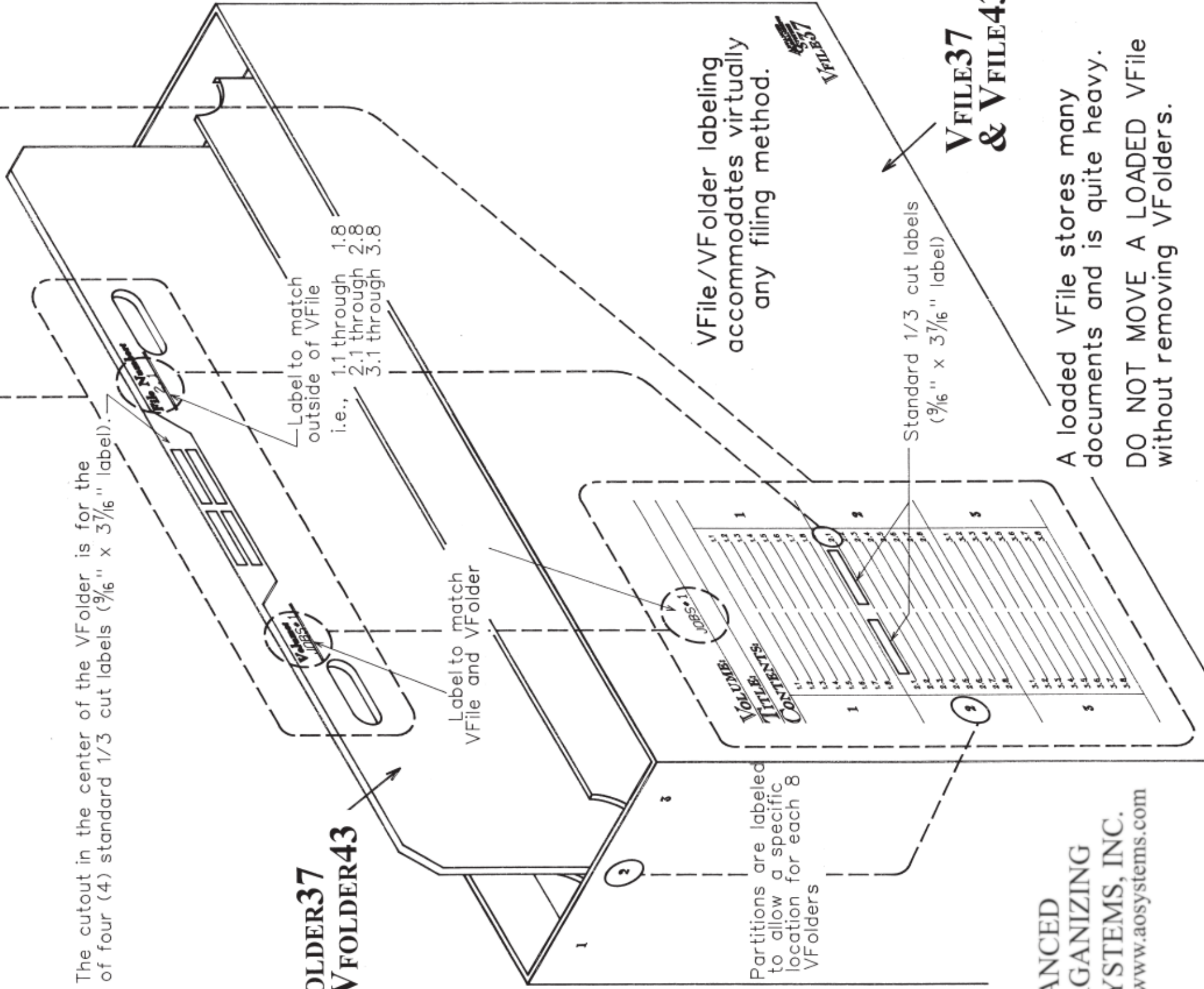
For stability, the first eight (8) VFolders should be loaded in Partition No. 2.

STORING DOCUMENTS IN THE VFile FOR EASY VIEW AND RETRIEVAL



The cutout in the center of the VFolder is for the use of four (4) standard 1/3 cut labels ($\frac{9}{16}$ " x $3\frac{7}{16}$ " label).

VFOLDER 37 & VFOLDER 43



VFile/VFolder labeling accommodates virtually any filing method.

VFILE 37 & VFILE 43

A loaded VFile stores many documents and is quite heavy.
DO NOT MOVE A LOADED VFile without removing VFolders.

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