

THE KOLORKODE PRODUCT CATALOGUE

save save save file in
TIMESPACEMONEYSTYLE



The **World's Best Filing System**

- Eliminates misfiling problems • Reduces filing time by half
- Provides 100% visibility • Saves up to 75% of floor space
- Up to 60% cost saving

KOLOR **KODE**

Filing Systems

KOLORKODE SOLUTION

KOLORKODE FILES

KOLORKODE LABELS

KOLORKODE ACCESSORIES

THE KOLORKODE SOLUTION

WHAT IS KOLORKODE?

KolorKode is the World's leading colour coded filing system. For many years this format of filing has become increasingly popular across a range of industries, helping businesses streamline the process of hard copy document management.

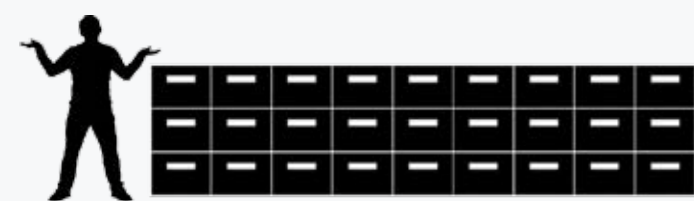
THE KOLORKODE SOLUTION

The KolorKode Solution is based around the idea of saving time, space and money. We guarantee to reduce the amount of space required to store your files, reduce the amount of time taken to locate and retrieve your files and ultimately save money when it comes to the labour and rental costs associated with your filing system. Over the past 40 years, we have saved our clients literally thousands of dollars and countless hours, through the design of simple yet extremely effective colour coded filing systems.

We understand the frustration of trying to find that file you need. After years of consulting we have developed products, procedures and systems to help alleviate this problem.

We also understand that in the modern day office rental rates are at a premium, which is why we know that it literally pays to be smarter with your space. With the right knowledge it is possible to generate more working space within the office, particularly when applying the space saving principals of a Fullvue® Lateral Filing System.

BEFORE



AFTER



SAVE TIME, SPACE & MONEY

One of the key principals behind the KolorKode Fullvue® Lateral Filing System is extremely simple, save space. Since the height of the room is used more effectively, floor space is saved. With ever increasing property prices and rental rates, space typically means money. The less space used to store files and other office consumables, the more space you have for that extra desk. You can even delay that costly office relocation.

For many years, our mission has been to increase our clients' productivity by saving them the time taken to locate files that are either misfiled or misplaced somewhere around the office. Accumulated over the working day, week and year, the time taken to locate these files costs businesses thousands upon thousands of dollars - after all, time is money! What most of us don't realise is that around 80% of the costs associated with maintaining paper records can be attributed to man-hours. KolorKode has enabled businesses minimise these costs.

Above all, the past 40 years have taught us that KolorKode is not just a range of filing products, it is a complete solution. We are proud to have consulted with and helped clients from all areas of business with their filing and storage requirements.

WHO USES KOLORKODE

Listed below are just some of the industries we have worked with over the years:

- Medical
- Dental
- Mining
- Real Estate
- Accounting
- Finance
- Engineering
- Insurance
- Education
- Legal
- Government
- Shires and Councils

THE USE OF COLOURS IN FILING

The colour coding of files is by no means a revolutionary concept, businesses across the World have been using colours in one format or another to categorise their files for many years. In fact, a properly managed and structured colour coded system is probably the greatest cost saving feature that has ever been developed for filing and retrieving paper records.

Coloured files effectively segment the total number of files in your system, resulting in well defined blocks or groups of colour. Because the human eye recognises colours more quickly than text, the use of basic colours on your files significantly reduces the time taken to locate the file you are looking for, whether it is within the system or somewhere around the office.



IMPROVE YOUR FILING EFFICIENCY & THE PRODUCTIVITY OF YOUR STAFF WITH KOLORKODE

SAVED TIME = SAVED MONEY

80% of filing costs can be attributed to labour



✗ Traditional Filing Methods

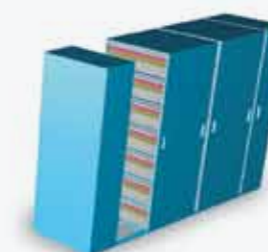
The cost of poorly labelled & misplaced files can be staggering.



✓ KOLORKODE Filing System

- Eliminates misfiling problems and headaches.
- Provides 100% visibility.
- Files are easier to locate when out of the system.
- Vastly improves visual appearance of the filing system.

SAVED SPACE = SAVED MONEY



✓ **2175mm(H) x 900(W) x 400(D) 6 Bay Mobile Shelving Unit**
37.8 lineal metres of filing in 3.4 sqm of floor space.



✗ **3 x 4 Drawer Filing Cabinets**
6.6 lineal metres of filing in 1.71 sqm of floor space.



✓ **2175mm(H) x 1200(W) x 400(D) Shelving Unit**
8.4 lineal metres of filing in 0.48 sqm of floor space.

✗ **10 x 4 Drawer Filing Cabinets**
22 lineal metres of filing in 5.7 sqm of floor space.

✗ Conventional Filing Cabinets

Have an enormous footprint, they actually require twice their depth in floor space to allow drawers to open. To compound the problem they do not utilise the vertical space above.

✓ Mobile & Static Shelving Units

Maximise the use of valuable volumetric space in your office with minimal footprint, whilst giving instant visual access to your files.

✗ Lever Arch Files

Are the biggest culprit for wasted space in the office. They consume the same amount of space whether they contain 1 or 300 sheets of paper.



✗ **5 Levels**
4.5 lineal metres of filing.

✓ **7 Levels**
6.3 lineal metres of filing.

✓ Fullvue Files

Expand with their contents as needed, minimising wasted space.

SAVED TIME + SAVED SPACE = INCREASED PROFIT

KOLORKODE FILES

FULLVUE® SHELF FILES

The Fullvue® file was specially designed and patented by KolorKode's late founder Mr Ian Dewar. The Fullvue® range features unique end tabs that fold in, not only keeping paperwork neat, tidy and out of sight, but also providing a side tab on which to apply KolorKode labels. The Fullvue's® design also incorporates a gusset that expands as the size of the file increases.

Standard Fullvue® File

- Unique flap/side tab design conceals and protects paperwork
- Flap greatly enhances visibility of file labels, serving as a bookmark
- Scored spine and expandable gusset accommodate increasing file size
- Flap specially marked to guide placement of alpha/numeric and index labels
- Can be used in a variety of lateral filing situations including static shelving, mobile shelving and tambour door cabinets



Side Tab for Labels Scored Spine & Expandable Gusset Flap & End Tabs

Before



After



Standard Fullvue® File
 Reorder Code: 165720
 Pack Size: Pack of 100 Files
 Dimensions: 240mm high x 370mm wide
 Spine Expansion: 30mm
 Capacity: 200 - 250 Pages

Fullvue® Coloured Flap & Spine

The Standard Fullvue® File is also available with a printed flap and spine in a range of 13 solid colours. These files are typically used to represent specific groups within a colour coded indexing system, differentiating between departments, subdivisions etc.



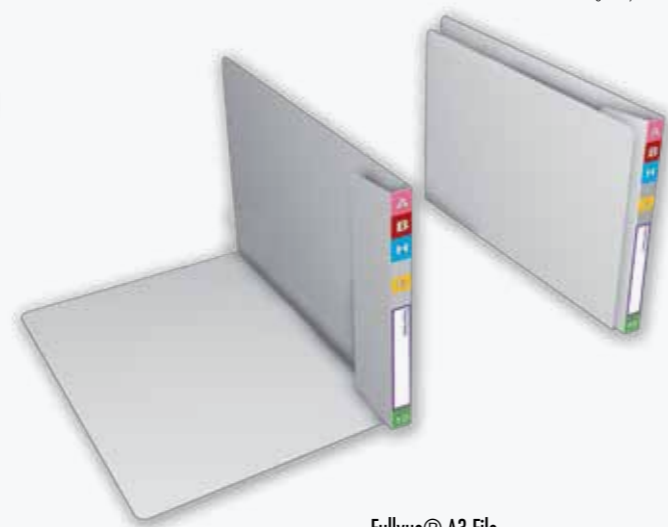
Fullvue® Coloured Flap & Spine
 Reorder Code: 165715/COLOUR
 Pack Size: Pack of 100 Files
 Dimensions: 240mm high x 370mm wide
 Spine Expansion: 30mm
 Capacity: 200 - 250 Pages

COLOURS AVAILABLE:

Pink	Light Green	Light Brown
Orange	Grey	Purple
Dark Blue	Yellow	Maroon
Dark Green	Light Blue	
Red	Black	

Fullvue® A3 File

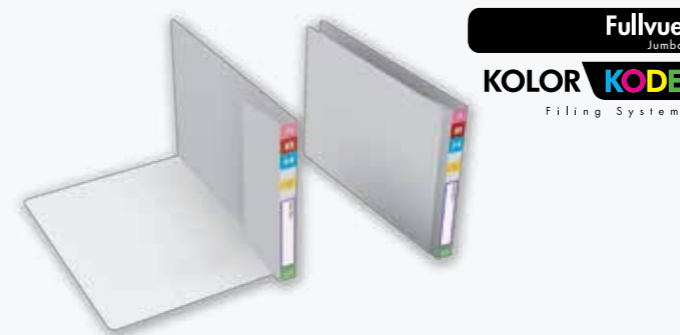
Fullvue® A3 files are often used to store drawings in A3 or folded A2 sizes, where a standard foolscap lateral file would be too small. We typically recommend a shelf depth of 500mm to accommodate these files.



Fullvue® A3 File
 Reorder Code: 100800
 Pack Size: Pack of 100 Files
 Dimensions: 335mm high x 445mm wide
 Spine Expansion: 30mm
 Capacity: 200 - 250 Pages

Fullvue® Jumbo File

The Fullvue® Jumbo File provides all the features of a Standard Fullvue® File, but with an extended 50mm gusset. The expanded gusset is specifically designed to increase the paper carrying capacity of the file from 250 to 400 sheets. Jumbo files are available in either a laminated or standard finish with a reinforced brella spine, strengthening the file to avoid tearing under the weight of additional paperwork.



Fullvue® Jumbo File (Laminated)
 Reorder Code: 165705
 Pack Size: Pack of 50 Files
 Dimensions: 265mm high x 370mm wide
 Spine Expansion: 50mm
 Capacity: 350 - 400 Pages

Fullvue® Jumbo File (with Brella Spine)
 Reorder Code: 165707
 Pack Size: Pack of 50 Files
 Dimensions: 265mm high x 370mm wide
 Spine Expansion: 50mm
 Capacity: 350 - 400 Pages

Fullvue® Legal File (30mm)
 Reorder Code: 165753
 Pack Size: Pack of 100 Files
 Dimensions: 275mm high x 370mm wide
 Spine Expansion: 30mm
 Capacity: 200 - 250 Pages

Fullvue® Legal File (60mm)
 Reorder Code: 165754
 Pack Size: Pack of 100 Files
 Dimensions: 275mm high x 370mm wide
 Spine Expansion: 60mm
 Capacity: 450 - 500 Pages

Fullvue® Medical File

Extensive consultation with various Australian Medical Professionals has resulted in outstanding design and functionality of our range of Medical Fullvue® Files. Miniature, 2 Flap, 3 Flap and RACGP style options are available, most of which are A4 in size and can be stored on a 300mm deep shelf.

- Commonly used by general practitioners and other medical bodies
- Unique flap/side tab design conceals and protects paperwork
- Reduced to A4 from foolscap size (ideal for 300mm deep shelves)
- Printed for general note taking and recording of patient history
- 3 internal flaps, one for general notes/history, one for referral letters and the third contains a table for recording patient notes
- Flap is specially marked to guide placement of alpha/numeric and index labels
- Scored spine and adjustable gusset allow for expansion of the file as contents grow
- Used in a wide variety of lateral filing applications including static shelving, mobile shelving or tambour door cabinets

Fullvue® Medical File Plain - 2 Flap
 Reorder Code: 165718
Fullvue® Medical File Printed - 2 Flap
 Reorder Code: 165719
 Pack Size: Pack of 100 Files
 Dimensions: 240mm high x 320mm wide
 Spine Expansion: 20mm
 Capacity: 150 - 200 Pages

Fullvue® Medical File Plain - 3 Flap
 Reorder Code: 165714
 Pack Size: Pack of 100 Files
 Dimensions: 240mm high x 320mm wide
 Spine Expansion: 20mm
 Capacity: 150 - 200 Pages

Fullvue® RACGP Medical File
 File cover and side tab printed in the style recommended by the Royal Australian College of General Practitioners.
 Reorder Code: 100262
 Pack Size: Pack of 100 Files
 Dimensions: 230mm high x 310mm wide
 Spine Expansion: 20mm
 Capacity: 150 - 200 Pages

Fullvue® Mini Medical File
 Suitable for filing medical patient cards or papers. Use of these files allows for more storage levels in a bay of shelving.
 Reorder Code: 165717
 Pack Size: Pack of 100 Files
 Dimensions: 180mm high x 265mm wide
 Spine Expansion: 20mm
 Capacity: 150 - 200 Pages



Fullvue® Pocket File

The Fullvue® Pocket File provides all the benefits of a standard lateral file, but with sealed edges and a 40mm gusset. The expandable pocket style wallet is designed to keep paperwork together without the need for hole punching or binding.



Fullvue® Pocket File
 Reorder Code: 165317
 Pack Size: Pack of 100 Files
 Dimensions: 260mm high x 370mm wide
 Spine Expansion: 40mm
 Capacity: 250 - 300 Pages

Fullvue® Expanding File

The Fullvue® Expanding File is similar to the Pocket File, but with a 110mm expanding concertina style gusset. This pocket style file is ideal for keeping large amounts of unbound paperwork together. Both Expanding and Pocket files are made from heavy duty card for extra tear resistance.



Fullvue® Expanding File
 Reorder Code: 165333
 Pack Size: Pack of 25 Files
 Dimensions: 240mm high x 370mm wide
 Spine Expansion: 110mm
 Capacity: 400 - 500 Pages



QUICKVUE® DRAWER FILE

The patented KolorKode Quickvue® file was originally designed as an alternative to the traditional drawer based hanging file system. The ingenious triangular top-tabbed design allows for the application of KolorKode labels and provides excellent visibility of the file's name. The Quickvue® is used with the Drawer Rack and supported from the bottom, keeping paperwork together more neatly and efficiently than other traditional methods of filing. This combination also makes a handy desktop top filing system.

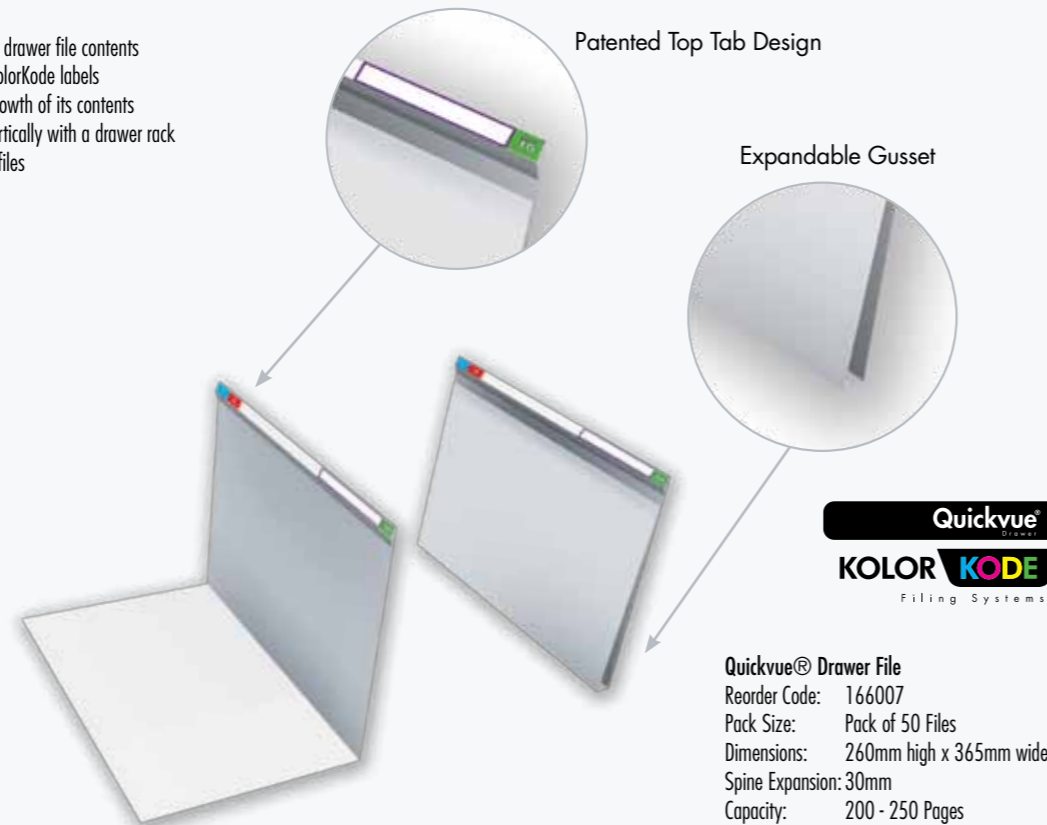
Features

- Raised triangular top tab provides full visibility of drawer file contents
- Tabs are marked to facilitate the placement of KolorKode labels
- Scored spine allows expansion of file with the growth of its contents
- Files are supported from the bottom and held vertically with a drawer rack
- A more space efficient alternative to suspension files

Before



After

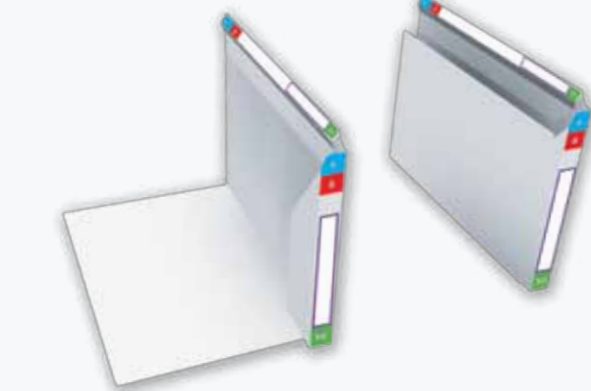


UNIVERSAL FILES

Our Universal Files are a hybrid of both Fullvue® and Quickvue® files. The Twin Tab and Side/Top Tab files feature dual tabbed areas to allow for the application of KolorKode labels. These files can be used in either a shelf or drawer system, or simply transferred between the two.

Fullvue® Twin Tab File

This file features all of the advantages of the Fullvue® file, with the benefit of the triangulated top tab system used on our Quickvue® file. The unique design not only keeps the paperwork neat and tidy, but also enables the application of KolorKode labels to both the top and the side of the file, creating 100% visual control. The Twin Tab file also incorporates a gusset that expands as the size of the file increases.

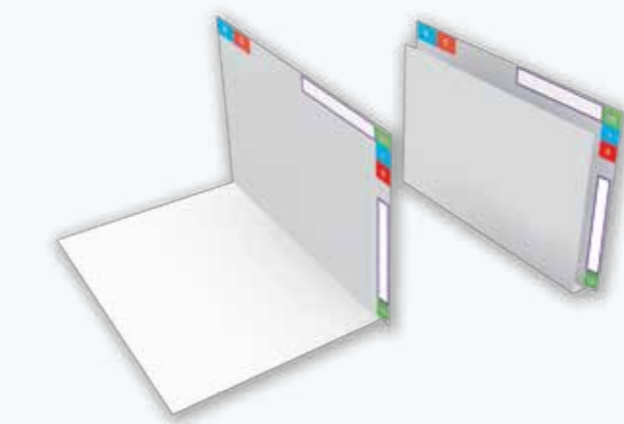


Fullvue® Twin Tab File
Reorder Code: 165703
Pack Size: Pack of 50 Files
Dimensions: 260mm high x 365mm wide
Spine Expansion: 30mm
Capacity: 200 - 250 Pages



Fullvue® Side/Top Tab File

The Side/Top Tab file features 2 dimensional side and top tabs, marked with guides for easy application of our KolorKode labels. This design also incorporates a scored spine and expandable gusset.



Fullvue® Side/Top Tab File
Reorder Code: 165704
Pack Size: Pack of 100 Files
Dimensions: 240mm high x 375mm wide
Spine Expansion: 30mm
Capacity: 200 - 250 Pages



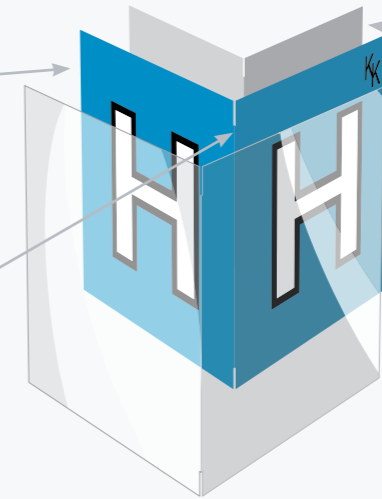
KOLORKODE LABELS

PMS Colours

To ensure that our filing systems have maintained consistency over the years, we have been committed to using the same range of stark PMS colours on all of our filing labels.

Hinged Back

The unique hinged back gives KolorKode labels the flexibility to stick securely to the file without peeling back or 'butterfly winging'.



Quality Label & Adhesive

Our labels are manufactured through time proven methods, using high quality backing paper and market leading label adhesive. Once applied appropriately, our labels will not only stay in place indefinitely, but will also adhere to rougher file surfaces.

UV Lamination

KolorKode labels are UV laminated to protect the ink from fading or rubbing off over time.

SIDE TAB LABELS

Side Tab Labels are suitable for use on our entire range of Fullvue® and Universal Files, along with our Add-a-tabs. Each label wraps around the file's side tab displaying on the front and rear, providing 100% visibility as size of the file increases.

Alpha Side Tab Labels

Used for alphabetical labelling of Fullvue® lateral files. Commonly a 24mm label is used as a primary index, followed by a 12mm alpha label as a secondary index.



Alpha 12mm Side Tab Labels - Sheet
Reorder Code: 165091/LETTER (Mc & Mac also available)
Pack Size: Sheet of 40 Labels
Dimensions: 12mm high x 40mm wide per label



Alpha 24mm Side Tab Labels - Sheet
Reorder Code: 165041/LETTER (Mc & Mac also available)
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label



Alpha 24mm Side Tab Labels - Roll
Reorder Code: 165081/LETTER
Pack Size: Roll of 500 Labels
Dimensions: 24mm high x 40mm wide per label

Numeric Side Tab Labels

Used for numeric labelling of Fullvue® lateral files. Commonly a 24mm label is used as a primary index, followed by a 12mm label as a secondary index.



Numeric 12mm Side Tab Labels - Sheet
Reorder Code: 165281/NUMBER
Pack Size: Sheet of 40 Labels
Dimensions: 12mm high x 40mm wide per label



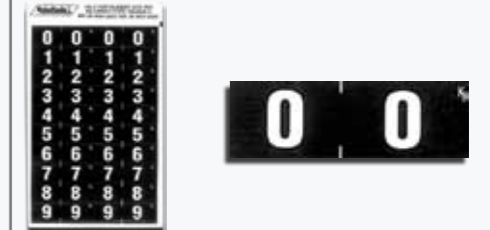
Numeric 24mm Side Tab Labels - Sheet
Reorder Code: 165225/NUMBER
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label



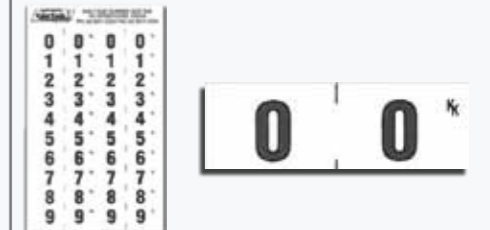
Numeric 24mm Side Tab Labels - Roll
Reorder Code: 165230/NUMBER
Pack Size: Roll of 500 Labels
Dimensions: 24mm high x 40mm wide per label

Numeric Black & White Labels 12mm

Used where a finer break down of code is required and the use of further colour labels would produce a 'fruit salad' effect.



Numeric 12mm White on Black Side Tab Labels - Sheet
Reorder Code: 165284
Pack Size: Sheet of 20 Labels (2 x 0-9 per sheet)
Dimensions: 12mm high x 40mm wide per label



Numeric 12mm Black on white Side Tab Labels - Sheet
Reorder Code: 165285
Pack Size: Sheet of 20 Labels (2 x 0-9 per sheet)
Dimensions: 12mm high x 40mm wide per label

Dual Colour Side Tab Labels

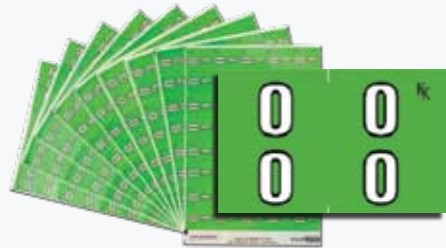
A single black letter on white background with dual colour bands, used predominately for small customer bases. The first band of colour is used to determine a block of letters i.e. green for files indexed A-D. The second band of colour represents the individual letter within the block of letters.



Dual Colour Side Tab Labels - Sheet
Reorder Code: 165001/LETTER
Pack Size: Sheet of 5 Labels
Dimensions: 105mm high x 40mm wide per label

Double Number Side Tab Labels

Used for numeric labelling of Fullvue® lateral files where indexing requires a double digit. Available in sequential numbers per sheet or repeated numbers per sheet.



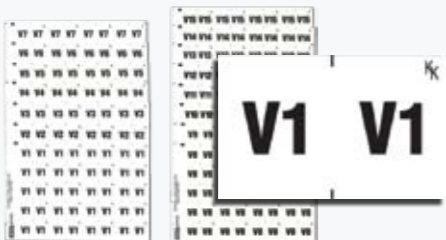
Double Number 24mm Side Tab Labels (00 - 09) - Sheet
Reorder Code: 165244/00 - 09
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label



Double Number 24mm Side Tab Labels (00 - 99) - Sheet
Reorder Code: 165245/00 - 99
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label

Volume Side Tab Labels

Used for additional indexing and generally placed at the bottom or top of the side tab. Available from V1 through to V15, used to indicate subsequent folders for the same client, project etc. Black letter/digit on white background provides clear viewing when placed next to coloured indexing.



Volume 24mm Side Tab Labels - Sheet
Reorder Code: 165244/VOLUME
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label

Year Side Tab Labels

Used for additional indexing as required, generally placed at the bottom of the side tab for clear viewing. Usually relates to the year a file is opened or the year in which follow up with a client may be required.



Year 24mm Side Tab Labels - Sheet
Reorder Code: 165495/YEAR
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label



Year 24mm Side Tab Labels - Roll
Reorder Code: 165490/YEAR
Pack Size: Roll of 500 Labels
Dimensions: 24mm high x 40mm wide per label

Month Side Tab Labels

Used for additional indexing as required, generally placed towards to bottom of the side tab for clear viewing. Usually relates to the date a file is opened or the month in which follow up with a client may be required.



Month 24mm Side Tab Labels - Sheet
Reorder Code: 165480/MONTH
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label

ID Colour Flash Labels

Used for additional indexing and generally placed at the bottom or top of the side tab. Designed as a plain block of colour to draw attention to a file e.g. type of patient, or to indicate a division, department etc.



ID 24mm Colour Flash Labels - Sheet
Reorder Code: 165405/COLOUR
Pack Size: Sheet of 20 Labels
Dimensions: 24mm high x 40mm wide per label



ID 12mm Colour Flash Labels - Sheet
Reorder Code: 165401/COLOUR
Pack Size: Sheet of 40 Labels
Dimensions: 12mm high x 40mm wide per label

COLOURS AVAILABLE:

White	Pink	Dark Orange
Black	Aqua	Light Blue
Grey	Light Green	Dark Blue
Brown	Dark Green	Red
Yellow	Light Orange	Purple

Closed Side Tab Label

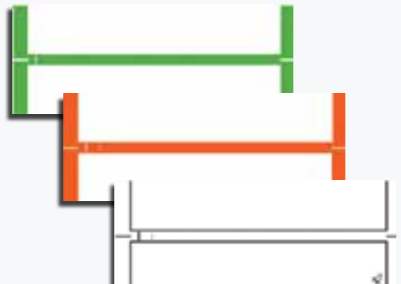
Used to mark the side tab of a Fullvue® file to indicate that the file is closed, but still remains in the system.



Closed 24mm Side Tab Labels - Roll
Reorder Code: 165080
Pack Size: Roll of 500 Labels
Dimensions: 24mm high x 40mm wide

INDEX LABELS

Index labels are suitable for use on our entire range of KolorKode Files and can be printed using a simple MS Word template for Avery label 7163. The Index label is typically the last point of reference on a file and contains the file's full name, along with any other relevant information that may be required.



Index Labels - Sheet
Reorder Code: 165604/COLOUR
Pack Size: Sheet of 14 Labels
Dimensions: 40mm high x 100mm wide per label

COLOURS AVAILABLE:

White	Yellow	Dark Purple
Black	Orange	Light Blue
Grey	Pink	Dark Blue
Brown	Red	Light Green
Plain	Light Purple	Dark Green

TOP TAB LABELS

Top Tab Labels are suitable for use with both our Quickvue® and range of Universal Files. The label wraps over the top of the file, displaying on the front and rear, giving 100% visibility as the file sits in the drawer.

Alpha Top Tab Labels



Alpha Top Tab Labels - Sheet
Reorder Code: 165150/LETTER
Pack Size: Sheet of 25 Labels
Dimensions: 30mm high x 20mm wide per label

Numeric Top Tab Labels



Numeric Top Tab Labels - Sheet
Reorder Code: 166190/NUMBER
Pack Size: Sheet of 25 Labels
Dimensions: 30mm high x 20mm wide per label

Double Number Top Tab Labels



Double Number Top Tab Labels - Sheet
Reorder Code: 166220/NUMBER
Pack Size: Sheet of 5 Labels per Double No.
Dimensions: 30mm high x 20mm wide per label

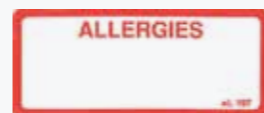
MEDICAL & MISCELLANEOUS LABELS

Medical labels

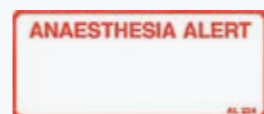
Medical labels are used as a reminder for the medical practitioner to check the details of the patient's particulars and medical history before their consultation, mainly to ensure patient safety.



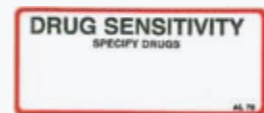
Medical Alert Sticker AL355 - Sheet
Reorder Code: 165306
Pack Size: Sheet of 10 Labels
Dimensions: 25mm high x 70mm wide per label



Allergies AL197 - Sheet
Reorder Code: 165307
Pack Size: Sheet of 10 Labels
Dimensions: 25mm high x 70mm wide per label



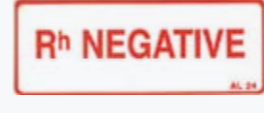
Anaesthesia Alert AL224 - Sheet
Reorder Code: 165308
Pack Size: Sheet of 10 Labels
Dimensions: 30mm high x 70mm wide per label



Drug Sensitivity AL78 - Sheet
Reorder Code: 165309
Pack Size: Sheet of 10 Labels
Dimensions: 30mm high x 70mm wide per label



Caution Patient with Similar Name - Sheet
Reorder Code: 165310
Pack Size: Sheet of 10 Labels
Dimensions: 25mm high x 70mm wide per label



RH Negative - Sheet
Reorder Code: 165311
Pack Size: Sheet of 10 Labels
Dimensions: 25mm high x 70mm wide per label



Medical Alert Drug, Food, Other - Roll
Reorder Code: 165316
Pack Size: Roll of 500 Labels
Dimensions: 25mm high x 70mm wide per label

Miscellaneous labels

Miscellaneous labels are used when a file contains more than one subject or area. The label clearly indicates when the file is within the system that it is a miscellaneous file, whilst the secondary A4 label is used to list the contents of the file.



Miscellaneous/Subject A4 Label - Sheet
A self adhesive A4 sized label used to create an index for the contents of a miscellaneous file. A matt finish on the label allows notes to be easily written in pencil or pen.
Reorder Code: 165751
Pack Size: Pack of 10 Labels
Dimensions: 210mm high x 350mm wide



Miscellaneous A4 Label - Sheet
Reorder Code: 165752
Pack Size: Pack of 10 Labels
Dimensions: 210mm high x 350mm wide



Subdivisions/Subjects Label - Sheet
Used to mark the side tab of a Fullvue® file to indicate that the file's contents is a subdivision or subject of a larger group of files.
Reorder Code: 166234
Pack Size: Sheet of 5 Labels
Dimensions: 38mm high x 100mm wide



Miscellaneous Label - Sheet
Used to indicate that the file contains miscellaneous paperwork.
Reorder Code: 165617
Pack Size: Sheet of 5 Labels
Dimensions: 38mm high x 100mm wide

LABEL DISPENSERS

Dispensers are available for KolorKode sheets or rolls and are extremely handy for keeping labels together and in order.



Roll Dispenser
Reorder Code: 600103



Sheet Dispenser 8" x 5"
Reorder Code: 600106

Sheet Dispenser 8" x 5" with dividers (kit)
Reorder Code: 600105

Dividers A-Z Dividers 8" x 5"
Reorder Code: 600107

FILING ACCESSORIES

As the filing specialists, we offer a full range for accessories to compliment our file and label products. Our line of accessories range from filing clips, through to filing racks and file dividers.

CLIPS & FASTENERS

Medical Clip

Instead of an adhesive base, the Mediclip's two prongs feed through the underside of the Fullvue® file. A U bar allows pages to be easily accessed without the need to remove the entire contents of the file.



Mediclip - 100 Clips
Reorder Code: 600070

Foam Clip

Used when fewer than 100 pages need to be held on a file and papers are not refiled on a regular basis. Fixes with an adhesive base.



Foam Clip - 100 Clips
Reorder Code: 600068

3-in-1 Clip

An adhesive panel fixes to the inside of the file and works in much the same way as lever arch file mechanism. The red U bar allows paperwork to be accessed without the need to remove the contents of the file. The 3-in-1 Clip is our most popular filing clip.

Key Clip

The Key Clip is used for single point attachment of papers to a file and is typically used in a situation where papers will need to be regularly inserted and removed for photocopying etc.



Key Clip - 100 Clips
Reorder Code: 600085

The Permclip

Used when a number of pages (100+) need to be held in a file and not removed or refiled on a regular basis. Fixes with an adhesive base.



Permclip - 100 Clips
Reorder Code: 600063

Spring Clip

Works in much the same way as a lever arch folder. The metal prongs and coil springs act as an arch for compiling and accessing papers at any position within the file.



Spring Clip - 1 Clip
Reorder Code: 001009

The D-Clip & Case

Predominately used for archiving purposes when the paperwork rarely needs to be accessed.



D-Clip & Case - 10 Clips & Cases
Reorder Code: 600067

File Pin Patch

The Pin Patch holds a folding pin to the inside of the file. Papers are then fixed and held by a single point.



File Pin Patch - 500 Patches
Reorder Code: 600080

Filing Pins (25mm) - 200 Pins
Reorder Code: 600057

Filing Pins (38mm) - 200 Pins
Reorder Code: 600058

Filing Pins (51mm) - 200 Pins
Reorder Code: 600059

Filing Pins (76mm) - 100 Pins
Reorder Code: 600061

Quick Clip

Used when fewer than 50 sheets need to be held in a file and not accessed on a regular basis. Fixes with an adhesive base.



Quick Clip - 50 Clips
Reorder Code: 600069

3-in-1 Clip (Clips & Bases) - 500 Clips
Reorder Code: 600066

3-in-1 Clip (Clips & Bases) - 100 Clips
Reorder Code: 600062

3-in-1 Clip (Bases Only) - 100 Bases
Reorder Code: 600064

3-in-1 Clip (Red Parts Only) - 100 Red Parts
Reorder Code: 600065

FILE DIVIDERS

Coloured File Dividers

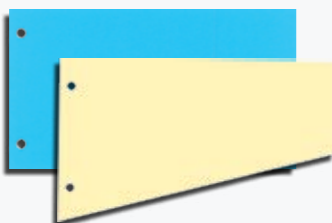
Available in 10 colour divisions and typically used to divide miscellaneous or other files into sections.



Coloured File Dividers
Reorder Code: 6045
Pack Size: 5 Sets

Half Size Manilla Dividers

Used as an easy way of segmenting different sections of a file.



Blue Manilla Dividers
Reorder Code: 600110
Pack Size: 100 Dividers

Semi File Dividers
Reorder Code: 600111
Pack Size: 100 Dividers

Tabbed Insert Dividers

Available in a variety of sets, including numerical, alphabetical and calendar. Made out of a durable polypropylene material and are used within miscellaneous files.

Filing Dividers (1-5)
Reorder Code: 6205
Pack Size: 1 Set

Filing Dividers (1-10)
Reorder Code: 6210
Pack Size: 1 Set

Filing Dividers (1-20)
Reorder Code: 6213
Pack Size: 1 Set

Filing Dividers (1-31)
Reorder Code: 6212
Pack Size: 1 Set

Filing Dividers (A-Z)
Reorder Code: 6203
Pack Size: 1 Set

Filing Dividers (Jan - Dec)
Reorder Code: 6219
Pack Size: 1 Set

Absent Wallets

Used to mark the spot where a file has been removed from the system, keeps track of files and serves as a temporary store for paperwork. The user completes a table on the front of the wallet detailing the file name, their name and date removed. Any paperwork for that file is slotted into the wallet in its absence.

Polypropylene Absent Wallet

Made of rigid polypropylene with a stiff insert to retain form. Includes a clear front cover pocket.

Foolscap (Fullvue®) - 10 Wallets
Reorder Code: 165724/COLOUR
Dimensions: 240mm high x 380mm wide

A4 (Medical) - 10 Wallets
Reorder Code: 165734/COLOUR
Dimensions: 240mm high x 345mm wide

COLOURS AVAILABLE

Black Green Yellow
Blue Red



Medical Forms

KolorKode supply a variety of forms specifically designed for medical practitioners. Each is used for a different application, however the forms are generally attached to the inside front of the Fullvue® Medical file and used to record patient details on an ongoing basis.

Patient Progress Notes - 500 Ream
Reorder Code: 100244

Portable Home Filing Kit

The perfect solution for managing domestic paperwork. Also works well as a portable filing kit for Sales Reps etc.

Includes:
Filing Kit Box
25 x KolorKode Quickvue® Files
4 sheets of Index Labels
1 x Drawer Filing Rack

Portable Filing Kit
Reorder Code: 600026



Reports Summary - 500 Ream
Reorder Code: 100248

Continuation Notes - 500 Ream
Reorder Code: 165728

Progress Notes - 500 Ream
Reorder Code: P02

Health Summary Form - 500 Ream
Reorder Code: 100243



Absent Wallet - Fluoro
Made from card stock (in the style of a Fullvue® file), features a pre-printed table and is available in 3 fluorescent colours for quick recognition.
Reorder Code: 165723/COLOUR
Pack Size: 10 Wallets
Dimensions: 240mm high x 370mm wide
COLOURS AVAILABLE:
Pink Orange Green

Absent Wallet Label

Features a removable adhesive backing to allow for easy label replacement. The grid style markings on each label allow for the entry of users initials, date etc. for up to 18 uses.



Reorder Code: 165740
Pack Size: 10

Add-a-Tab

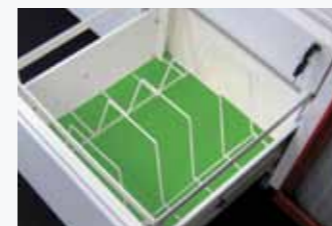
The reinforced cardboard Add-a-Tab label fixes to the side of any standard manilla file, creating a tab on which KolorKode labels can be applied. We recommend this product to clients who may already have a number of files and wish to slowly integrate them into a KolorKode system (eventually converting to Fullvue® files).



Reorder Code: 165305
Pack Size: 100 Labels
Dimensions: 85mm high x 230mm wide

FILING RACKS

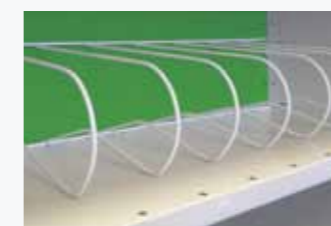
Our filing racks can be used for a variety of shelf or drawer based filing applications. These plastic coated wire racks are primarily designed to maximise the life of files by keeping them upright, neat and tidy.



Drawer Rack*

The Drawer Rack fits the majority of standard filing cabinets and desk filing drawers. This rack works hand-in-hand with our Quickvue® system, keeping files upright and eliminating the need for hanging suspension files that tend to rip, tear or let paperwork slip to the bottom of the drawer. The Drawer Rack also serves as a handy desk top file organiser.

Reorder Code: 600031
Dimensions: 560mm wide x 365mm deep x 165mm high



Loop Rack*

The Loop Rack sits on the shelf and clips into place behind the shelf with two lugs.

Loop Rack (900 x 300)
Reorder Code: 60043
Dimensions: 900mm wide x 300mm deep

Loop Rack (900 x 400)
Reorder Code: 60042
Dimensions: 900mm wide x 400mm deep

Loop Rack (1200 x 300)
Reorder Code: 60045
Dimensions: 1200mm wide x 300mm deep

Loop Rack (1200 x 400)
Reorder Code: 60044
Dimensions: 1200mm wide x 400mm deep



Push-Fit Rack*

Push-Fit Racks slide on to the front of the shelf to form a rigid support.

Push-Fit Rack (900 x 400)
Reorder Code: 600038
Dimensions: 900mm wide x 400mm deep

Push-Fit Rack (1200 x 400)
Reorder Code: 600040
Dimensions: 1200mm wide x 400mm deep



W-Rack*

W-Racks clip into the two channels that form the underside at the front and back of the shelf. This rack is extremely sturdy and holds even the heaviest Fullvue® files upright.

W-Rack (900 x 400)
Reorder Code: 60037
Dimensions: 900mm wide x 400mm deep

Loop Rack (1200 x 400)
Reorder Code: 600036
Dimensions: 1200mm wide x 400mm deep

* Racks can be cut down to fit different sizes of shelf or drawer

SHELVING & STORAGE SOLUTIONS

When it comes to storage, our philosophy has always been Save Space and Save Money. We have found that the key to this concept is to make the most of the available space for storing your files, consumables, records and other items around the home and office. As a general rule, the more volumetric space you use, the less floor space you need and the less you pay in ongoing rental costs.

MOBILE SHELVING

Mobile shelving units are the ultimate space saving storage product and are predominantly used within an office environment. Mobile systems are designed to minimise the use of floor space, whilst maximising the use of volumetric space. These units are the ideal solution in situations where floor space is limited and rental costs are at a premium.



STATIC SHELVING

Our shelving systems are adaptable to suit almost any application, whether it's for use in the home, garage, office or warehouse. Steel Shelving and Longspan shelving products can be used to store anything from files and small parts, to bulky items such as archive boxes. Both systems are available in a variety of different heights, widths and depths and can be configured to fit almost any space.



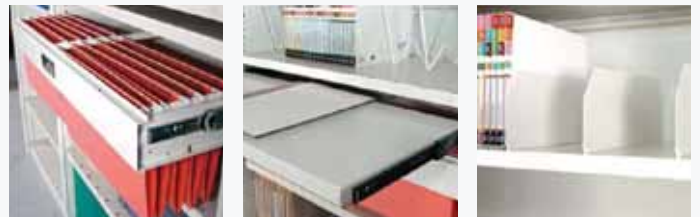
CABINETS & CUPBOARDS

KolorKode offers a wide range of home and office storage solutions in a variety of shapes, sizes and colours, from traditional filing cabinets, through to more contemporary space saving tambour door cabinets.



SHELVING ACCESSORIES

KolorKode supply a complete range of shelving accessories for use in conjunction with our range of shelving systems and storage cabinets. Whether you need to store small parts, multimedia, KolorKode files or hang your coat, we have a solution that fits.



KOLOR KODE

Filing Systems