



# Inside Organization

Simple solutions for organizing your home



\*Photography shown reflects American design, actual box print may differ

Organization Made Easy™





A great time to tackle that to-do list is when you're stuck at home. While inside you can declutter storage space and reorganize that spare room. Here's some storage and organization tips that will make your downtime more productive.





# Stackable Storage Creates Space

When you use boxes of different shapes and sizes, you end up with a pile more than a stack, which can be a mess. Using stackable storage boxes creates neat vertical columns that fit in corners and against walls, leaving more space in garages and basements. Choose heavy-duty boxes for higher stackability and frequent access; medium-duty boxes for moderate stackability and occasional access, and basic-duty boxes for use with shelving and infrequent access.

- Look for built-in handles for easy lifting
- Select storage boxes with lift-off lids for easy access
- Durable corrugated construction holds up for long-term storage



STOR/FILE™  
**Basic-Duty**  
Letter/Legal File Box  
00772



STOR/FILE™  
**Medium-Duty**  
Letter/Legal File Box  
00789



R-KIVE®  
**Heavy-Duty**  
Letter/Legal File Box  
07243 White/Blue







## Plastic Storage for Heavy-Duty Protection

Plastic boxes are ideal for storing just about anything. Safely store, and identify, clothes, books, toys, or files even in damp or dirtier areas such as basements, garages, or attics.

- Look for heavy-duty plastic storage for greater space-saving stackability
- Select boxes with locking lids to keep contents secure
- For document storage choose boxes with built in file rails



HEAVY DUTY  
**Portable Plastic Box**  
0086302



HEAVY DUTY  
**Letter/Legal Plastic File Box**  
0086207





# Shred Away Clutter

Simply throwing away confidential documents is risky. But there's a safe way to eliminate paperwork clutter. Destroy sensitive documents with a home paper shredder for peace of mind and to free up space in your home.

- For higher security use cross-cut or micro-cut shredders
- If you have young kids at home, opt for a shredder with safety features like Safety Lock or SafeSense®
- Choose a shredder with Quiet Operation to keep noise disruptions to a minimum



POWERSHRED® 6C  
**6-Sheet Cross-Cut Shredder**  
4771502



POWERSHRED® 8MC  
**8-Sheet Micro-Cut Shredder**  
4692402



POWERSHRED® 60CS  
**10-Sheet Cross-Cut Shredder**  
4606004







# Seasonal Storage Solutions

Seasonable storage boxes need to be durable enough to be reusable. Use moving boxes for long-term storage that's also easily accessible. Moving boxes are perfect for hauling seasonal items out of attics or up basement stairs. They're stackable and easy to assemble.

- Try tape-free moving boxes that can be opened and reclosed as needed throughout the year
- Choose boxes with strong, durable handles for comfortable moving and lifting
- Try wardrobe moving boxes for more organized seasonal clothing storage



BANKERS BOX® SMOOTHMOVE™  
**Prime Moving Boxes**  
0062717 - Small  
0062807 - Medium  
0062905 - Large



BANKERS BOX® SMOOTHMOVE™  
**Classic Moving Kit**  
7716403 - 8 Small, 4 Medium





# Good Labeling Eliminates Guesswork

Great labeling practices will help keep you on track with all your household organization. Write clearly. Be specific about what's inside the box. Label on the ends of boxes so you can see at a glance what's in your stackable storage.

- The best storage boxes are heavy-duty that can stack higher and include tear-resistant handles
- Use a permanent marker to avoid fading and smudging
- Try colored markers to make labels more identifiable (Red for Christmas decorations, Green for sports gear)



R-KIVE®  
Heavy-Duty, Letter/Legal Box  
07243 White/Blue

R-KIVE®  
Heavy-Duty, Letter/Legal Box  
07241 White/Green

R-KIVE®  
Heavy-Duty, Letter/Legal Box  
07242 White/Red

