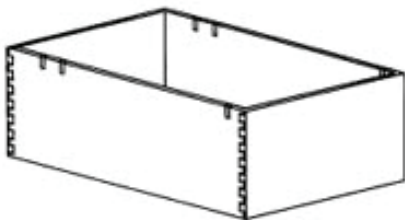
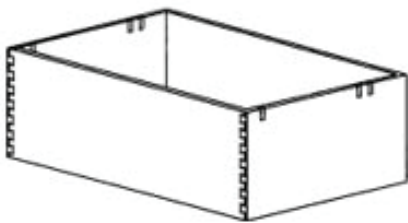


# File Drawer Specifications

## BASICS:

- File bars are aluminum bar, 1" high by 1/8" thick. Charge for bars is \$1.00 per lineal foot.
- Bars are optional, customer may provide their own.
- Slots for bars can only be 1/8" wide. If customer is using a thicker bar, they will have to provide their own slots. Charge for slotting is \$1.44 per set of slots.
- DBS standard is to use a 1" slot so that the top of the bar is flush with the top of the drawer. A more shallow or deeper slot can be requested for no additional charge.
- Bars which are set flush with the top of the drawer will allow the Pendaflex tabs to project above the drawer. Minimum clearance for tabs should be 3/4" - 1".
- Minimum outside dimension for letter is 14" and legal is 17", when bars are flush with top of box.
- Minimum outside dimension for letter is 13 1/2" and legal is 16 1/2" when bars are set a minimum of 1/4" above top of box (e.g. 1" bars with a 3/4" slot depth allow for tighter tolerances in dimensions).
- Minimum inside height is 9 5/16".
- Bars are generally located 3/8" from sides/front/back of drawer. If the drawer is only an inch or two larger than minimum dimension, bars may be centered in drawer.



## STANDARD FILES:

- Standard files run the depth of the drawer.
- Critical dimension is the width.
- Charge for file bars is based on the depth of the drawer.
- If the drawer is greater than 20" - 22" in depth, DBS recommends the file bar be reinforced or it will most likely flex enough to pop out of the slots.

**Order from your DBS representative**