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Get Started!

- Open the desired folder.
- Read the instructions first. Each folder includes unique instructions for that specific set of templates.
- Use Microsoft Word 2007 to open the desired template.
- Enable macros. You can always trust content from Bindertek.
- Save and print your work.

Find your template:

Bindertek Binder Spine and BoxFile Label Templates and Instructions Folder includes:

- **Extra Slim 1" Binder Spine Label Template** for use with Product #SPXS
- **Slim 2" Binder Spine Label Template** for use with Product # SPSL
- **Standard 3" and Legal Binder and Standard Magazine BoxFile™ Spine Label Template** for use with Product # SPEF
- **Wide 4" Binder and Wide Magazine BoxFile™ Spine Label Template** for use with Product # SPXL
- **Barrister Standard 3" Binder Spine Label Template** for use with Product # BB-SPINES
- **Barrister Slim 2" Binder Spine Label Template** for use with Product # SBB-SPINES

Bindertek Exhibit Tags Template and Instructions Folder includes:

- **Exhibit Tags Template** for use with Product # CLEX

Bindertek Index Tabs Table of Contents Templates and Instructions Folder includes:

Note: There are **two versions of each Table of Contents Templates. **To print on blank paper**, choose "for blank" version, such as *aztabforblank07.dotm*. **To print on pre-printed Bindertek Table of Contents pages**, choose the other version, such as *aztab07.dotm*.*

- **A-Z Index Tabs Table of Contents Template** for use with Product # IND A-Z
- **Monthly Index Tabs Table of Contents Template** for use with Product # IND-MON
- **Quarterly Index Tabs Table of Contents Template** for use with Product # IND-Q
- **Yearly Index Tabs Table of Contents Template** for use with Product # IND-YEAR
- **25 Tab Series Table of Contents Template** for use with Products # IND-25 - # IND-1000 and # TOC-25
- **1-8 Index Tabs Table of Contents Template** for use with Products # IND-8 and # TOC-8
- **1-10 Index Tabs Table of Contents Template** for use with Products # IND-10 and # TOC-10
- **1-12 Index Tabs Table of Contents Template** for use with Products # IND-12 and # TOC-12
- **1-15 Index Tabs Table of Contents Template** for use with Products # IND-15 and #TOC 15
- **16-30 Index Tabs Table of Contents Template** for use with Product # IND-1630

- **Legal-Size 1-12 Index Tabs Table of Contents Template** for use with Product # IND-L12
- **Legal-Size 1-15 Index Tabs Table of Contents Template** for use with Product # IND-L15
- **Legal-Size 16-30 Index Tabs Table of Contents Template** for use with Product # IND-L1630
- **Legal-Size 25 Tab Series Table of Contents Template** for use with Product # IND-L25 - #IND-L100

Bindertek Stock Certificate Templates and Instructions

- **Corporate Stock Certificate Template** for use with Products # SCERT, # CORP-D and # CORP
- **LLC Stock Certificate Template** for use with Products # LCERT, # LLC-D and # LLC
- **Stock Transfer Ledger Template** for use with Products # CORP-D, # LLC-D, # CORP and # LLC.

Need help?

- Call [1.800.456.3453](tel:1.800.456.3453)
- Email info@bindertek.com
- Live chat at www.bindertek.com

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