

Manuals+

[Q & A](#) | [Deep Search](#) | [Upload](#)

[manuals.plus](#) /

› [Fellowes](#) /

› [Bankers Box 00701 Stor/File Storage Boxes User Manual](#)

Fellowes 00701

Bankers Box 00701 Stor/File Storage Boxes User Manual

Model: 00701

INTRODUCTION

The Bankers Box 00701 Stor/File Storage Boxes are designed for efficient and secure storage of letter-sized documents and other items. These medium-duty boxes feature a FastFold quick assembly system, a deep, locking, lift-off lid, and rolled edges for enhanced strength and user safety. Ideal for both active and archival storage, they can be used with or without shelving.



Figure 1: Assembled Bankers Box 00701 Stor/File Storage Box, ready for use with letter-sized files.

SETUP AND ASSEMBLY

The Bankers Box 00701 features FastFold technology for quick and easy assembly. Follow these steps to set up your storage box:

- 1. Unfold the Box:** Carefully unfold the flat-packed box body and lid.
- 2. Form the Base:** Push the bottom flaps inward until they interlock, forming a sturdy base. The FastFold design will guide the flaps into place automatically.
- 3. Form the Sides:** Fold up the side panels. The pre-creased lines will ensure correct alignment.
- 4. Assemble the Lid:** Fold the lid flaps inward and secure them to form the lid. Ensure the locking tabs engage properly.
- 5. Verify Assembly:** Once assembled, the box should be rigid and stand upright. The lid should fit securely on top.

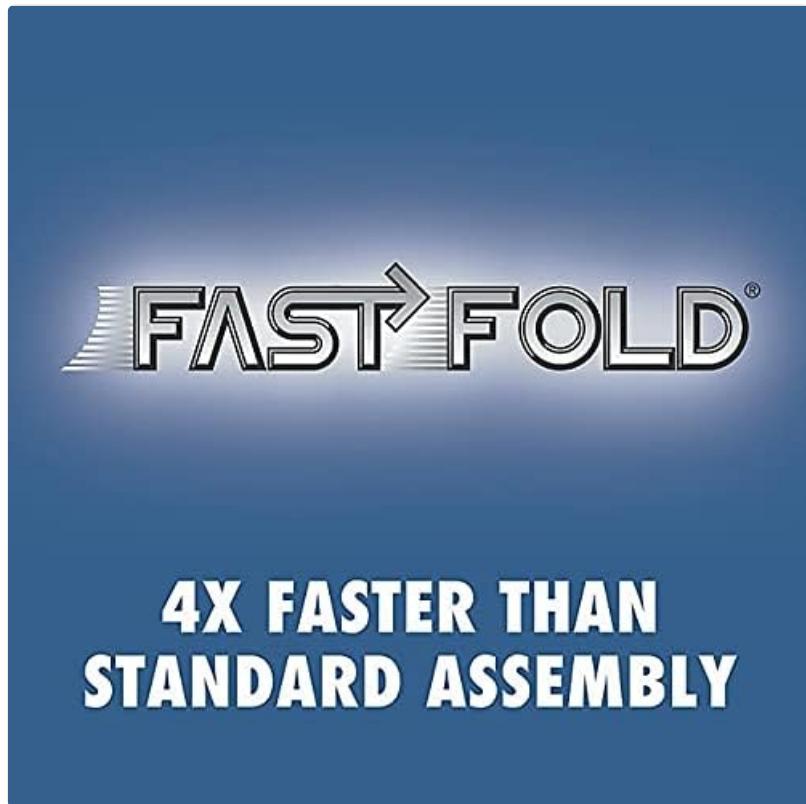


Figure 2: The FastFold logo, highlighting the quick assembly feature of the storage box.

OPERATING AND USAGE

These storage boxes are designed for versatile use in offices, homes, or archives. Follow these guidelines for optimal use:

- Loading Contents:** Place letter-sized documents, folders, or other items neatly inside the box. Avoid overfilling to prevent damage to the box or its contents.
- Lid Security:** Once filled, place the deep, locking lid securely on the box. The lid is designed to stay in place, protecting contents from dust and light.
- Stacking:** For efficient space utilization, these boxes are designed to be stackable. Ensure boxes are evenly loaded before stacking to maintain stability.
- Labeling:** Utilize the designated labeling area on the front of the box to clearly identify contents for easy retrieval.



Figure 3: The Bankers Box 00701 demonstrating its capacity to hold various items beyond just files, such as bowls and books.

MAINTENANCE

The Bankers Box 00701 is a low-maintenance product. To ensure its longevity and continued performance:

- **Keep Dry:** Store boxes in a dry environment to prevent moisture damage to the cardboard and contents.
- **Avoid Excessive Weight:** Do not overload boxes beyond their intended capacity to prevent structural damage.
- **Clean:** If necessary, wipe the exterior with a dry or slightly damp cloth. Avoid using harsh chemicals.

TROUBLESHOOTING

Most issues with the Bankers Box 00701 can be resolved with simple adjustments:

- **Box Not Forming Correctly:** Ensure all flaps are fully engaged and interlocked. Sometimes, a firm push on the bottom or sides is needed to secure the FastFold mechanism.
- **Lid Not Fitting Securely:** Check that the box sides are fully upright and square. Ensure the lid flaps are properly folded and the locking tabs are engaged.
- **Box Appears Weak:** Verify that the box is not overloaded. Ensure the bottom is fully assembled and locked.

SPECIFICATIONS

Brand	Fellowes
Model Number	00701

Dimensions (L x W x H)	12-Inch x 24-Inch x 10-Inch (Letter Size)
Material	Paper/Cardboard
Color	White/Blue
Special Features	Foldable, Lockable Lid, FastFold Assembly, Rolled Edges
Quantity	12 per carton

WARRANTY AND SUPPORT

Specific warranty information for the Bankers Box 00701 Stor/File Storage Boxes is not provided in this manual. For details regarding product warranty, returns, or technical support, please contact Fellowes customer service directly or visit their official website.

Fellowes Official Website: www.fellowes.com

© 2024 Fellowes. All rights reserved.