(When ordering Mold Safety Supplies it will always be 2 packs of wipes and 1 bag of Gloves.)

|  |  |  |
| --- | --- | --- |
| ***Mold SAFETY SUPPLIES*** | ***UNIT*** | ***LOCATION*** |
| Sani-Cloth Disposable Bleach Wipes/ with Gloves | Bundle | Mold |

|  |  |  |
| --- | --- | --- |
| ***ITEM DESCRIPTION*** | ***UNIT*** | ***LOCATION*** |
| **BASIC/MISC. SUPPLIES** |  |  |
| Desk Top Copy Holder | EACH | A - 48 |
| Desk Top Stackers (Set of Two) | EACH | A - 23 |
| File Box with Cover | EACH | E - 17 |
| Folder Class Record | EACH | A - 49 |
| Letter Opener | EACH | A - 21 |
| Plain Paper Transparency Film | BOX | A - 7 |
| Push Pins | BOX | A - 20 |
| Scissors | EACH | A - 5 |
| Thumb Tacks | BOX | A - 20 |
| Vertical Organizer | EACH | A - 49 |
| Waste Paper Basket | EACH | A - 49 |
| **BINDER SUPPLIES** |  |  |
| Binder 1” (Black) | EACH | A - 63 |
| Binder 2” (Black) | EACH | A - 66 |
| Binder Clips (Small) | BOX | A - 17 |
| Binder Clips (Medium) | BOX | A - 17 |
| Binder Clips (Large) | BOX | A - 17 |
| Binder Index Tabs A-Z | EACH | A - 8 |
| 3 Hole Pinch | EACH | A - 5 |
| Reinforcement Tabs (O) | BOX | A - 9 |
| ½” X 1” A-Z Index Tabs Labels | PACK | A - 8 |
| **CALENDAR SUPPLIES** |  |  |
| Calendar Base (2 7/8” X 3 ¾”) | EACH | A - 3 |
| Calendar Refill (2 7/8” X 3 ¾”) | EACH | A - 3 |
| Calendar Base (3 ½” X 5 27/32”) | EACH | A - 3 |
| Calendar Refill (3 ½” X 5 27/32”) | EACH | A - 3 |
| Calendar – Desk Blotter | EACH | A - 4 |
| Calendar Book – Daily Minder | EACH | A - 3 |
| Calendar Book – Weekly Minder | EACH | A - 3 |
|  |  |  |
| **Chalk SUPPLIES** |  |  |
| Yellow and White Chalk | BOX | A - 38 |
| Chalkboard Erasers  | BOX | A - 38 |
| **CLIPBOARDS** |  |  |
| Letter size  | EACH | A - 14 |
| Legal size | EACH | A - 13 |
|  |  |  |
| **CLIPS** |  |  |
| Butterfly Clips | BOX | A - 17 |
| Paper Clips (Small) | BOX | A - 15 |
| Paper Clips (Large) | BOX | A - 16 |
| Magnetic Clip Dispenser | EACH | A - 15 |
| **CORRECTION SUPPLIES** |  |  |
| Correction Fluid | EACH | A - 9 |
| Correction Tape | EACH | A - 9 |
| Cover-Up Labelling Tape | EACH | A - 9 |
| **ENVELOPES** |  |  |
| Business #10 – College Letterhead E4 | BOX | A - 53 |
| Business #10 – (Window) College Letterhead E7 | BOX | A - 52 |
| Kraft 7 ½” X 10 ½” College Letterhead E22 | BOX | B – 1 to B -10 |
| Kraft 10” X 13” College Letterhead E21 | BOX | B - 13 |
| Kraft 12” X 15” Plain E20 | BOX | B - 15 |
| Interoffice – Small | 50 CT | A - 56 |
| Interoffice – Large | 50 CT | A - 56 |
| **FOLDERS** |  |  |
| Hanging - Letter | 25 CT | A - 51 |
| Hanging - Legal | 25 CT | A - 60 |
| Manilla - Letter | PACK | A - 54 |
| Manilla - Legal | PACK | A - 60 |
| Tabs 3” Poly | PACK | A- 9 |
| Hanging Folder Frame - Letter | EACH | A – 34 |
| Hanging Folder Frame - Legal | EACH | A - 35 / A - 36 |
|  |  |  |
|  |  |  |
|  |  |  |
| **GLUE SUPPLIES** |  |  |
| Elmer’s Glue 4 oz. | EACH | A - 10 |
| Glue Stix | EACH | A - 10 |
| Moistener (for envelopes) | EACH | A - 10 |
| **INDEX CARD SUPPLIES** |  |  |
| 3” X 5” White - Plain | PACK | A - 2 |
| 3” X 5” White - Ruled | PACK | A - 2 |
| 3” X 5“Multi - Ruled | PACK | A - 2 |
| 4” X 6” White - Plain | PACK | A - 1 |
| 4” X 6” White - Ruled | PACK | A - 1 |
| 4” X 6” Multi - Ruled | PACK | A - 2 |
| 5” X 8” White - Plain | PACK | A - 2 |
| 5” X 8” White - Ruled | PACK | A - 1 |
| 5” X 8” Multi - Ruled | PACK | A - 1 |
| **INDEX CARD DIVIDERS** |  |  |
| 5” X 3” A to Z Index Dividers  | PACK | A - 8 |
| 5” X 8” A to Z Index Card Dividers  | PACK | A - 8 |
| **LABELS** |  |  |
| 2” x 4” Laser/Inkjet Labels (Sheet) | BOX | A - 7 |
| 1” X 2 ¾” Laser/Inkjet Labels (Sheet) | BOX | A - 7 |
| **WHITE BOARD SUPPLIES** |  |  |
| Dry Erase Chisel – Multi Pack | PACK | A - 41 |
| Dry Erase Fine – Multi Pack | PACK | A - 41 |
| White Board Erasers | BX | A - 42 |
| **Marker Supplies** |  |  |
| Highlighter (Yellow) | BOX | A - 40 |
| Felt Tip – Fine (Black) | BOX | A - 42 |
| Felt Tip – Fine (Blue) | BOX | A - 42 |
| Felt Tip – Fine (Red) | BOX | A - 42 |
| Permanent -Chisel Point (Black) | BOX | A - 39 |
| Permanent – Chisel Point (Blue) | BOX | A - 39 |
| Permanent – Chisel Point (Green) | BOX | A - 39 |
| Permanent – Chisel Point (Red) | BOX | A - 39 |
| Permanent – Fine (Black) | BOX | A - 40 |
| Permanent – Fine (Blue) | BOX | A - 40 |
|  |  |  |
| ***Exam Booklets Supplies*** |  |  |
| Blue Exam Booklets (50 Per Pack) | PACK | A - 56 |
| **Writing Pad Supplies** |  |  |
| 3” X 5” Scratch Pad – Plain | PACK | A - 29 |
| 5” X 8” Scratch Pad - Plain | PACK | A - 30 |
| 5” X 8” Scratch Pad – Ruled | PACK | A - 30 |
| 6” X 9” Steno Pads  | EACH | A - 31 |
| Letter – Lined Pads (White Only) | EACH | A - 32 |
| Legal – Lined Pads (White Only) | EACH | A - 32  |
| While You Were Out – Multicolor | EACH | A - 6 |
| **Printing Paper Supplies** |  |  |
| Farmingdale State College Letterhead 81/2” X 11” |  | E - 22 |
| 8½” X 11” White Copy Paper (10 Reams to a Case) | CASE | D - 8 / D - 10 |
| 8½” X 11” Blue Copy Paper | REAM | C - 11 |
| 8½” X 11” Canary Copy Paper | REAM | C - 14 |
| 8½” X 11” Green Copy Paper | REAM | C - 9  |
| 8½” X 11” Ivory Copy Paper | REAM | C - 5 |
| 8½” X 11” Pink Copy Paper | REAM | C - 17 |
| 8½” X 14” White Copy Paper | REAM | C - 18 |
| 11” X 17” White Copy Paper | REAM | C - 12 |
| **PENCIL SUPPLIES** |  |  |
| No. 2 Pencils | BOX | A - 43 |
| Hand Pencil Sharpener | EACH | A - 43 |
| **PENS** |  |  |
| Medium Point (Black) | BOX | A - 44 |
| Medium Point (Blue) | BOX | A - 44 |
| Medium Point (Red) | BOX | A - 44 |
| **RUBBER BANDS** |  |  |
| Assorted Sizes | PACK | A - 7 |
| Size 33 | PACK | A - 7 |
| Size 64 | PACK | A - 7 |
|  |  |  |
|  |  |  |
|  |  |  |
| **RULERS** |  |  |
| Wooden 12” | EACH | A - 22 |
| Metal 18” | EACH | A - 22 |
| **STAMPS/INK SUPPLIES** |  |  |
| Date Stamp | EACH | A - 12 |
| Felt Stamp Pad – Small (Red) | EACH | A - 12 |
| Felt Stamp Pad – Large (Red) | EACH | A - 12 |
| Felt Stamp Pad – Small (Black) | EACH | A - 12 |
| Felt Stamp Pad – Large (Black | EACH | A - 12 |
| Red Ink (Roll-On) | EACH | A - 12 |
| Black Ink (Roll-On) | EACH | A - 12 |
| **STAPLE SUPPLIES** |  |  |
| Desk Stapler | EACH | A - 19 |
| Standard Staples | EACH | A - 19 |
| Staple Remover | EACH | A - 19 |
| **TAPE SUPPLIES** |  |  |
| Desk Tape Dispenser | EACH | A - 20 |
| Hand Tape Dispenser | EACH | A - 20 |
| Clear Tape Refill ¾” Roll | ROLL | A - 21 |
| Masking Tape 1” | ROLL | A - 21 |
| Masking Tape 2” | ROLL | A - 21 |
| **TIME CARDS SUPPLIES** |  |  |
| Time Cards (Green) | EACH | A - 27 |
| Time Cards (Tan) | EACH | A - 26 |
| Time Cards (White) | EACH | A - 27 |
| Time Cards (Yellow) | EACH | A - 26 |
| Leave Slips | EACH | A - 23 |