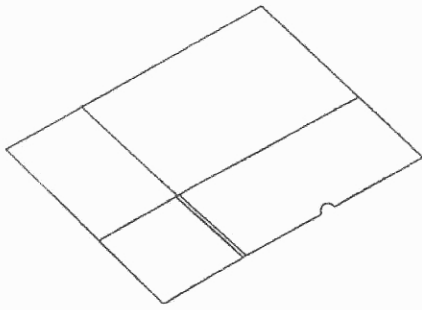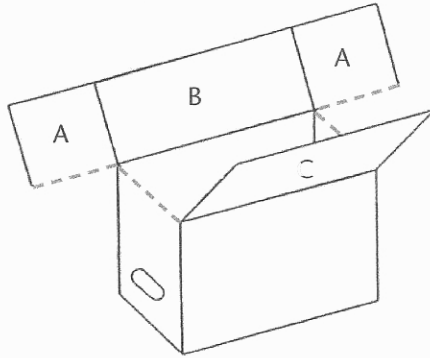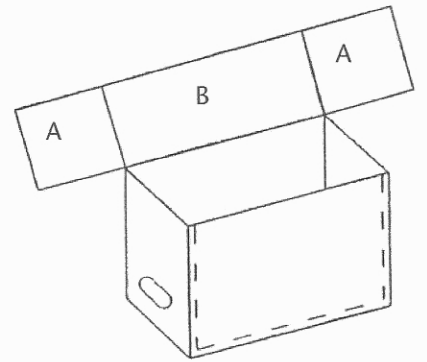Carton is shipped flat.

1. "Punch out" perfed panel A (attached to both sides of carton). Panels will open flat.

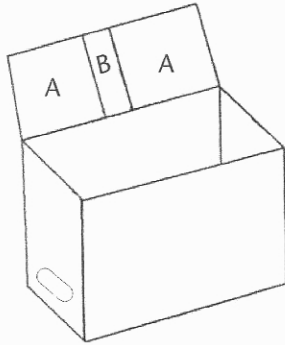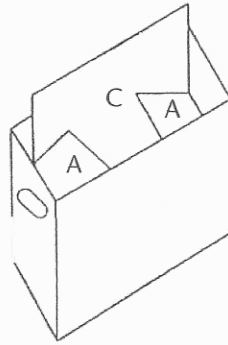**2.** Fold panel C completely over and down to inside of carton.
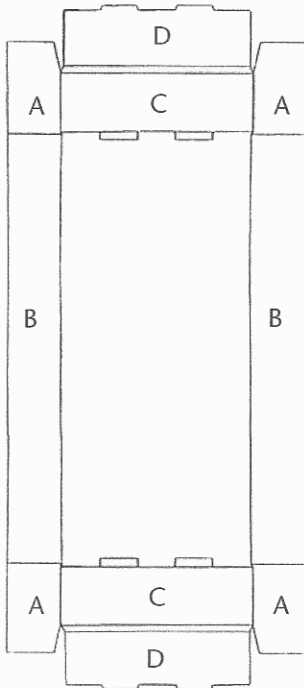

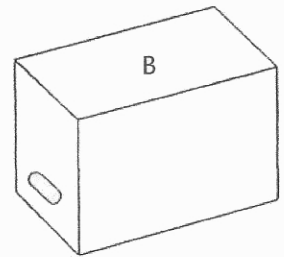Assembly Instructions Half Size Record Storage Box

3. Fold both panels A toward middle of panel B. Both panels A should rest on panel B.

4. Push both panels A against side of carton. Fold panel C down and lay flush against bottom of carton.

5. This is how bottom of carton will look.

Cover Half Size Record Storage Box

1. Fold both end panels B up to 90° of bottom.

2. Fold both panels A inward to both end panels B.

3. Fold both outside side panels C up (90° to bottom).

4. Fold both inside side panels D over both panels A and lock tabs into slots.

Archival Methods 866-877-7050