

## ARCHIVAL CORRUGATED DROP SIDE BOXES

### Assembly Instructions

#### Step 1

Start by laying sheets flat with indented score lines facing you, then fold up. This will make sure you are folding with the score not against.

Where you have a double score area fold the inside score first, you can use a straight edge to help in folding the double scores.

Fold along all scores first before starting the final assembly. Separate and knock out areas that are completely cut.

#### Step 2

Identify the bottom tray of the box, will be the one with round corners on drop side tab.

Form the sides of the box with double scores making a channel. Fold back and front tabs inside the channel. The back straight tab and front round end tab need to be inside this channel.

Insert tabs into bottom panel locking knock outs.

Round end tab will be the drop side of the box.

#### Step 3

Follow the same sequence for the top of the box with all four corner tabs inside the double shorter sides.