



## Office Supplies for Writers

<input type="checkbox"/> Lined paper	<input type="checkbox"/> blank paper
<input type="checkbox"/> scratch paper	<input type="checkbox"/> notebooks
<input type="checkbox"/> binders	<input type="checkbox"/> binder separators
<input type="checkbox"/> binder labels	<input type="checkbox"/> pens
<input type="checkbox"/> pencils	<input type="checkbox"/> fine-line marker
<input type="checkbox"/> highlighters	<input type="checkbox"/> stapler
<input type="checkbox"/> staple remover	<input type="checkbox"/> tape, Scotch
<input type="checkbox"/> tape, packing	<input type="checkbox"/> labels, mailing
<input type="checkbox"/> labels, sticky	<input type="checkbox"/> labels, price stickers
<input type="checkbox"/> binder clips	<input type="checkbox"/> paper clips
<input type="checkbox"/> inbox tray, desktop upright file, and/or accordion file to go	<input type="checkbox"/> drawer dividers, desktop organizers and/or basket to go
<input type="checkbox"/> hole punch, 3-hole	<input type="checkbox"/> hole punch, 2-hole
<input type="checkbox"/> hole punch, 1-hole	<input type="checkbox"/> spray air
<input type="checkbox"/> rubber bands	<input type="checkbox"/> thumbtacks
<input type="checkbox"/> bulletin board	<input type="checkbox"/> files
<input type="checkbox"/> file holders	<input type="checkbox"/> file holder labels
<input type="checkbox"/> white out and/or erasing tape	<input type="checkbox"/> memo pad
<input type="checkbox"/> stick-it notes	<input type="checkbox"/> business card file
<input type="checkbox"/> business card holder	<input type="checkbox"/> envelopes, letter
<input type="checkbox"/> envelopes, manilla	<input type="checkbox"/> padded mailers
<input type="checkbox"/> pencil sharpener, battery-operated and/or manual	<input type="checkbox"/> pencil leads and erasers for automatic pencils
<input type="checkbox"/> letter opener	<input type="checkbox"/> ruler
<input type="checkbox"/> scissors	<input type="checkbox"/> computer disks
<input type="checkbox"/> spare batteries	<input type="checkbox"/> calendar, wall
<input type="checkbox"/> calendar, desk	<input type="checkbox"/> calendar, planning
<input type="checkbox"/> planning binder	<input type="checkbox"/> business card file
<input type="checkbox"/> business card holder	<input type="checkbox"/> business cards
<input type="checkbox"/> bookmarks	<input type="checkbox"/> brochures and/or flyers
<input type="checkbox"/> posters	<input type="checkbox"/> other promotional paper goods