



## Incredible Savings On Universal® Office Products

**December Savings!**

**SAVE \$10**  
An Additional

On your purchase  
of \$100 or more!



Go to [www.smartxpress.com](http://www.smartxpress.com) and enter the promo code **DEC10** in the coupon code area when you pay for your order of \$100 or more.

**Hurry!**  
Offer Expires  
12-31-09

**The SMART way to SAVE**

- **Savings Up to 65%**
- **Low Price Guarantee** - We'll match any advertised prices at Staples, OfficeDepot, Office Max or Quill
- **Fast, Free Delivery** - on orders over \$50
- **31 Distribution Centers**
- **Same Day Shipping** - Orders placed by 3PM local time are shipped same day for fast delivery
- **State-of-the-Art Website** - Online ordering tools make shopping fast and easy

# BIG Savings

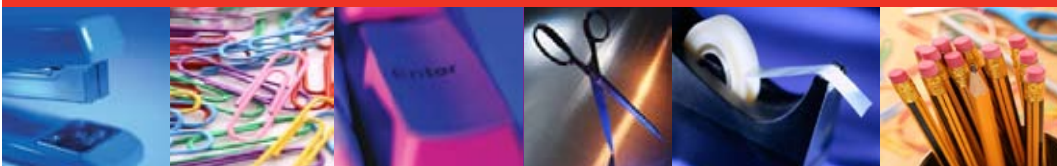
When You Purchase  
Universal® Brand  
Office Supplies  
From SmartXpress!

We provide the most competitive pricing on office products in the business! Compare our Universal® branded products and experience **BIG SAVINGS!**



**December Savings: An additional \$10\* OFF! Coupon Code: DEC10**

*\*Orders of \$100 or more. Order must be placed prior to December 31, 2009*



Page Down  
For More  
Universal® Savings!





pack it. print it. ship it. box it.  
mark it. erase it. label it.  
file it. stamp it. glue it. box it wrap it. measure it.  
post it. shred it. sort it. pack it. stack it.



**VINYL VIEW BINDERS**

- Create and customize binders as you see fit
- All three exterior panels have clear, glossy finish vinyl overlay for full panel insertion
- Two inside pockets
- Holds 8 1/2 x 11 sheets, plus 1/2" for tabs

**A. Deluxe Round Ring View Binders**

Heavier, 11-gauge, suede grain vinyl cover over heavyweight board stands up to frequent handling. Concealed rivets. Extra-deep 4 1/2" opaque pockets inside both covers. Card stock spine inserts (incl.) are easy to remove, reverse and re-use. [12 Each per carton.]

No.	Capacity	Color	Unit	List Price	Your Price
UNV-20712	1"	White	Each	8.54	
UNV-20722	1 1/2"	White	Each	10.86	

**B. Round Ring Economy View Binders**

Suede grain vinyl over heavyweight board. Frosted, see-thru overlay opens at top on all three exterior panels. 3 1/2" deep frosted, see-thru pockets inside both covers. Card stock spine inserts (incl.) are easy to remove, reverse and re-use. [12 Each per carton.]

No.	Capacity	Color	Unit	List Price	Your Price
UNV-20952	1/2"	White	Each	5.25	
UNV-20962	1"	White	Each	5.27	
UNV-20972	1 1/2"	White	Each	7.61	
UNV-20982	2"	White	Each	9.44	
UNV-20992	3"	White	Each	13.33	



C



**C. Top Loading Polypropylene Sheet Protectors**

- Three-hole punched for unpunched 11 x 8 1/2 inserts
- No photocopy transfer; archival-quality

No.	Finish, Gauge	Box Qty.	Unit	List Price
UNV-21125 VP	Clear, Standard	100	Box	17.01



D

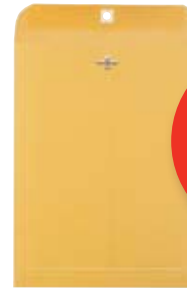


**D. White Envelopes**

Business weight 24-lb. Diagonal seams. White wove paper stock. 500 envelopes per box.

No.	Trade Size	Ctn. Qty.	Unit	List Price	Your Price
<b>Plain</b>					
UNV-35210	#10, 4 1/8 x 9 1/2	5 boxes	Box	25.23	
<b>Window-1 1/8 x 4 1/2 Clear Poly Window.</b>					
UNV-35211	#10, 4 1/8 x 9 1/2	5 boxes	Box	36.45	

E



**E. Kraft Clasp Envelopes**

Reinforced eyelets, two-prong clasps and gummed flaps. Heavyweight 28-lb. paper stock. 9 x 12. 100 envelopes per box.

No.	Ctn. Qty.	Unit	List Price
UNV-35264	5 boxes	Box	22.15

F



**F. Interoffice Envelope-String-Tie & Button Flap**

Five-column format, printed on two sides with DATE, DELIVER TO, DEPARTMENT, SENT BY, DEPARTMENT. Space for 52 entries. Heavyweight 28-lb. Kraft paper. 10 x 13. 100 envelopes per box.

No.	Unit	List Price
UNV-63568	Box	62.60

A



AS LOW AS

### A. Standard Green Hanging File Folders

Includes index tabs and inserts. Contains 30% post-consumer recycled material. 25 folders per box. ♻️

No.	Size	Tab Cut	Unit	List Price	Your Price
UNV-14113	Letter	1/3	Box	25.48	
UNV-14115	Letter	1/5	Box	23.14	

B



AS LOW AS

### B. Heavyweight Manila File Folders

Strong 11 pt. stock resists tearing. Bottom triple-scored for maximum 1" capacity. Single-ply tabs in assorted positions, unless noted. Undercut at tab for increased indexing area. Minimum 10% post-consumer material. 100 folders per box. ♻️

No.	Size	Tab Position	Unit	List Price	Your Price
UNV-12113	Letter	1/3	Box	23.60	
UNV-15113	Legal	1/3	Box	28.69	

C



YOUR PRICE

### C. Redrope Expanding File Pockets

Fold down front for access to contents. Manila-lined back. Straight cut tabs. 30% post-consumer recycled material. ♻️

No.	Size	Exp.	Qty.	Unit	List Price
UNV-15343	Letter	3 1/2"	25	Box	49.56

D



YOUR PRICE

### D. Economy Storage Files

- Features heavy-duty construction for lasting box strength
- Works with or without shelving for versatile storage
- String-and-button tie closure keeps contents secure
- 59% post-consumer recycled content ♻️

No.	Size	Stacking Strength*	Inside Dimensions (W x H x D)	Unit	List Price
UNV-75120	Letter	350	12 x 10 x 24	Ctn of 12	140.78

\*Stacking Strength is the amount of evenly distributed weight (lbs.) that can be safely stacked on top of a box

E



YOUR PRICE

### E. Economy Storage Files

- Light-duty box designed for storage on shelving units
- Lift-off lid offers easy file access
- 59% post-consumer recycled content ♻️

No.	Size	Stacking Strength*	Inside Dimensions (W x H x D)	Unit	List Price
UNV-95223	Letter/Legal	350	12 x 10 x 15	Ctn of 12	59.92

F



YOUR PRICE

### F. Quick Set-up Lift-Off Lid Boxes

- Saves assembly time
- Medium-duty box for storage on shelving units
- Lift-off lid for easy file access
- 59% post-consumer recycled content ♻️

No.	Size	Stacking Strength*	Inside Dimensions (W x H x D)	Unit	List Price
UNV-95224	Letter/Legal	400	12 x 10 x 15	Ctn of 12	64.39

G



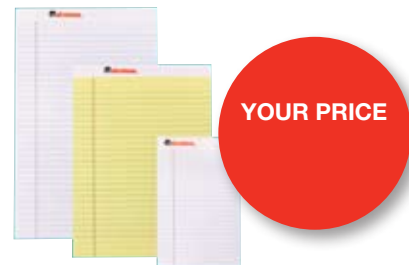
YOUR PRICE

### G. Steno Books

Rigid cover. Page ruled into two 3" wide columns. Coil lock wire binding. 6 x 9. [12 Each per box.]

No.	Ruling	Paper	Sheets	Unit	List Price
UNV-86920	Gregg	Green	80	Each	3.04

H

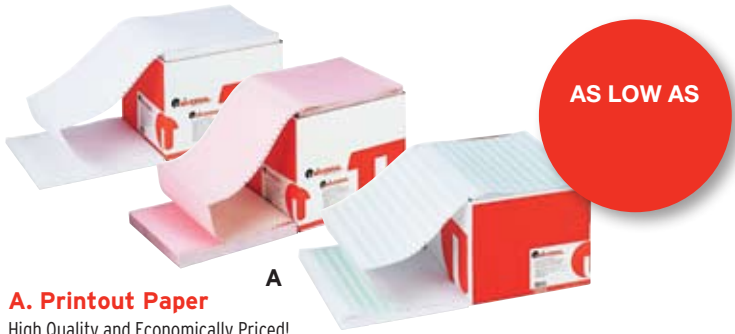


YOUR PRICE

### H. Ruled Perforated Pads

Excellent quality 16-lb. free-sheet. 3/8" wide lines and red margin at left. 50 sheets per pad.

No.	Size	Color	Unit	List Price
UNV-10630	8 1/2 x 11 3/4	Canary	Dozen	34.99
UNV-20630	8 1/2 x 11 3/4	White	Dozen	34.99



**AS LOW AS**

**A. Printout Paper**

High Quality and Economically Priced!

No.	Parts	Wt.	Sheets/Ctn.	Unit	List Price	Your Price
9½ x 11 White-Detached form is 8½ x 11.						
UNV-15807	1*	20-lb.	2,300	Carton	69.00	
9½ x 11 Multicolor Paper-Detached form is 8½ x 11. Produce custom 2-part, 3-part or 4-part carbonless forms. Part 1 white; part 2 canary; part 3 pink; part 4 goldenrod.						
UNV-15873	3	15-lb.	1,200	Carton	211.00	
14⅞ x 11 Green Bar						
UNV-15852	1	20-lb.	2,400	Carton	109.00	

\*Letter-Trim perforations-no ragged edges, looks like letterhead when detached



**YOUR PRICE**

**B. Copy Paper Convenience Carton**

92 GE brightness rating. 20-lb., white, acid-free paper in a reusable carry-and-store box. Exceptional performance in plain paper copiers, fax machines and printers. Ream wrapped to preserve freshness. 8½ x 11. 500 sheets per ream. 5 reams per carton.

No.	Unit	List Price
UNV-11289	Carton	70.07



**AS LOW AS**

**C. Bulk Copy Paper**

92 GE brightness rating. 20-lb., white, acid-free paper with exceptional performance in plain paper copiers, fax machines and printers. 500 sheets per ream. 10 reams per carton, unless otherwise noted.

No.	Size	Unit	List Price	Your Price
UNV-21200	8½ x 11	Carton	141.00	
UNV-24200	8½ x 14	Carton	172.55	
UNV-28110	11 x 17*	Carton	112.03	
<b>Three-Hole Punched</b>				
UNV-28230	8½ x 11	Carton	145.25	

\*5 reams per carton



**YOUR PRICE**

**D. Bright White Multipurpose Copy Paper**

98 GE brightness rating. 20-lb. paper. Acid-free. For virtually any office machine-plain paper copiers, fax machines and printers. White. 500 sheets per ream.

No.	Size	Reams/Ctn.	Unit	List Price
UNV-95200	8½ x 11	10	Carton	151.66



**YOUR PRICE**

**E. Premium Multi-Use Colored Paper**

12 eye-catching colors ensure important documents are noticed! For use in copiers and laser printers. 20-lb. paper. Acid-free. Recycled, 30% post-consumer content. 500 sheets per ream. [10 Reams per carton.]

No.	Size	Color	Unit	List Price
UNV-11201	8½ x 11	Canary	Ream	12.86
UNV-11202	8½ x 11	Blue	Ream	12.86
UNV-11203	8½ x 11	Green	Ream	12.86
UNV-11204	8½ x 11	Pink	Ream	12.86



**YOUR PRICE**

**F. Ultra Premium Laser Paper**

97 GE brightness rating. Ultra-smooth paper for exceptional performance in laser printers and color copiers. Perfect for presentations and general business communications. Acid-free with archival quality. 24-lb. White. Recycled, 10% post-consumer content. 8½ x 11. 500 sheets per ream. [10 Reams per carton.]

No.	Unit	List Price
UNV-96240	Ream	12.76



**YOUR PRICE**

**G. Laser Printer Labels**

Easy to peel labels manufactured with bright white paper will feed easily through most office copiers/printers. Permanent, self-adhesive. White.

No.	Label Size	Sheets	Labels/Box	Unit	List Price
UNV-80102	2⅞ x 1	100	3,000	Box	39.93



**YOUR PRICE**

**H. Adding Machine and Calculator Rolls**

Premium bond for permanent records. 2¼" width.

No.	Length	Rolls/Unit	Unit	List Price
Convenience Packs				
UNV-35715	150 ft.	12	Pack	24.52



**AS LOW AS**

**I. Paper Clips**

100 clips per box. 10 boxes per pack.

No.	Finish	Size	Unit	List Price	Your Price
UNV-72210	Smooth	No. 1	Pack	4.30	
UNV-72220	Smooth	Jumbo	Pack	12.70	



**AS LOW AS**

**A. Binder Clips**

Handles can be hung, folded flat against clipped material or removed for permanent binding.

No.	Width	Capacity	Unit	List Price	Your Price
UNV-10200	3/4"	3/8"	Dozen	1.23	
UNV-10210	1 1/4"	3/8"	Dozen	2.33	
UNV-10220	2"	1"	Dozen	6.42	



**YOUR PRICE**

**B. Yellow Color Note Pads**

3 x 3. 100 sheets per pad.

No.	Qty.	Unit	List Price
UNV-35668	12	Pack	13.08



**YOUR PRICE**

**C. Economy Half-Strip Stapler**

Staples up to 12 sheets. Floating channel mechanism. High-impact plastic construction with nonskid base. Black. Manufacturer's limited one-year warranty.

No.	Unit	List Price
UNV-43119	Each	11.53

All sheet capacities are based on 20-lb. bond.



**YOUR PRICE**

**D. Full Strip Staples**

No.	Box Qty.	Unit	List Price
UNV-79000	5,000	Box	2.44



**AS LOW AS**

**E. Invisible Tape**

Matte finish tape becomes invisible on contact. Accepts ballpoint pen. 1" core.

No.	Size	Unit	List Price	Your Price
Six Rolls per Pack UNV-83410	3/4" x 1,000"	Pack	13.78	
Single Rolls UNV-81236	1/2" x 1,296"	Roll	2.71	
UNV-83436	3/4" x 1,296"	Roll	3.46	



**YOUR PRICE**

**F. Sideways Application Correction Tape**

Two-way function can go left or right. Flexible head applies smoothly. Applicator has stylish transparent design. Correction film resists tearing. 1/8" x 393", white, 2 per pack.

No.	Unit	List Price
UNV-75609	Pack	5.98



**YOUR PRICE**

**G. Economy**

No. 2. Yellow hexagon barrel.

No.	Unit	List Price
UNV-55400	Dozen	2.14



**YOUR PRICE**

**H. Blackstonian**

A real wood pencil with bonded core for break-resistant writing. Natural rubber eraser offers clean corrections.

No.	Lead	Unit	List Price
UNV-55520	2 (Med. Soft)	Dozen	3.21



**YOUR PRICE**

Value-priced office standard.

**I. Economy Ballpoint Pens**

Value-priced office standard. Plastic barrel and cap with clip. Nonrefillable.

No.	Color	Point	Unit	List Price
UNV-27420	Black	Fine, 0.7mm	Dozen	3.43
UNV-27411	Blue	Medium, 1.0mm	Dozen	3.43



**YOUR PRICE**

**J. Ergonomically Correct Boxed Rubber Bands**

All rubber bands are designed to meet Federal Guideline Specifications. Size 33. Approximately 630 bands per lb.

No.	L x W x Gauge	Wt.	Unit	List Price
UNV-00133 VP	3 1/2 x 1/8 x 1/32	1 lb.	Box	8.79