

mailroom**accessories**

Storage is a key consideration when designing a suitable mailroom layout. Dehnco offers many products that compliment the mailroom furniture line that can file, organize and store all your important papers, binders, literature, mailing and office supplies and miscellaneous items. The following products can be incorporated into your mailroom design to help organize your space and keep your mailroom a functional and efficient place to process your everyday mailing requirements.



Bookcases

Adding a bookcase to your mailroom design allows for additional storage and organization of important books, manuals, literature, references, binders, envelopes, office and mailing supplies etc. This bookcase is offered in a number of sizes and comes complete with adjustable shelving. Lockable doors can be added for extra security. All bookcases can be stacked or added to a lateral file to create a Credenza. This stylish storage system is designed to match all mailroom components and can be incorporated into any mailroom layout.



Lateral Files

Lateral filing cabinets enable the filing of letter and legal size documents and can be arranged from side to side or front to back. These lateral filing cabinets are equipped with large drawers that can hold up to 75 letter filing dividers. These lateral filing cabinets can be grouped or stacked to accommodate the amount of storage needed and can be topped with a laminate surface to create a sturdy unit for mailing equipment, fax machines, office and mailing supplies etc. These units offer a great amount of storage and can be integrated into your design alongside other mailroom components and accessories.



Lock Box

Our lock box is available in two sizes and are designed to fit directly into our sorter modules and fastened into place for security. This design allows you to position a lock box wherever you may require one within your sorter module. As shown, you can fill an entire sorter with lock boxes to create a fully secured unit or place them randomly as needed to secure personal and confidential mail. You can design a number of configurations, which allow for you to create a unique unit to meet your specific mailroom requirements.



Lateral Cabinet

A lateral cabinet is a compact storage unit that has one fixed shelf and lockable doors. This type of cabinet can be positioned out of the way within a mailroom layout but can be accessible for small storage of mailing accessories: paper, ink cartridges, envelopes etc. This unit can be teamed with a bookcase to create a complete storage cabinet with lockable and open shelf storage.