

SAFCO®

Mailflow
Systems®





Why do more Fortune 500 companies rely on Mayline for their mail-center operations? Because we make furniture that supports mail handling better than anybody else. And we make it to last. We've been serving this market for more than 30 years, constantly evolving to accommodate new mail processes and technologies. Our systems optimize mail flow efficiency while maximizing budget dollars. They really deliver – so you can too.

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LETTER-PERFECT MAIL CENTER SOLUTIONS.





Five Tambour Door Storage Consoles are topped by Elevated Closed-Back Sorters with smoked Plexiglas doors, while a sixth supports mailing equipment. Two Work Tables are equipped with 3-sided dump rails for mail collection.

Get a Room.

You can furnish your entire mail room with this comprehensive line of sorters, tables, cabinets, carts and more. Endless product, size and configuration options support your unique mail-handling protocols. Ergonomic design keeps machines and materials close at hand to enhance work flow and minimize fatigue. You can easily add and reconfigure components as your needs change.



MAILFLOW SYSTEMS® OFFERING:

- Seven Sorters with accessories.
- Five Tables with accessories.
- Two Storage Consoles with accessories.
- Preconfigured Workstations plus individual workstation elements for customizing your own solution.



Optional grommets in Tables and Consoles provide wire management and storage.



Tables and Consoles offer back-panel knockouts for routing plugs and wires.



Elevated Closed-Back Sorter atop Tambour Door Storage Console is ideal for departmental mail distribution.

All Sorts of Sorting Solutions.

You can combine different sorters, tables and accessories to meet your specific needs, in and out of the mail center. Clean lines and abundant finish options complement any office furniture environment, so you can place convenient mail stops in individual departments. Sorters are available in preconfigured models or you can design your own configurations based on the size and volume of your mail.



Open-Back Sorters built into walls provide pass-through mail distribution without sacrificing valuable floor space. A more flexible, more cost-effective alternative to custom millwork.



Sorting shelves have label flanges and thumb cuts to ease identification and retrieval.



An optional accessory platform provides additional space above the work surface.

MAILFLOW EXTRAS:

- Overhead Display Boards on Sorters are ideal for posting sorting instructions.
- Task Lights illuminate work surfaces under Elevated Sorters.
- Tackboards beneath Elevated Sorters let you post notices and memos.
- Tables may be equipped with dump rails, utility drawers, pencil drawers, accessory platforms and casters.

TABLES, CONSOLES AND SORTERS



Tambour Door Storage Console with Elevated Closed-Back Sorter and Display Board.

Go with the (Mail)Flow.

Go with mailroom furniture that will support today's processes and adapt to tomorrow's innovations, and will stand up to years of heavy use.

Go with Mailflow Systems®.

TABLE:

- Choose from Storage Tables (with or without doors), Work Tables, Pedestal Tables, Wrapping Tables and Corner Platforms.
- Available in multiple widths, with all-welded 18-gauge steel frames and 1" thick wood-core work surfaces covered in a choice of durable laminate finishes.
- Durable 3mm PVC edge is standard.
- Storage Table has 1½" square chrome legs that adjust from 24" to 36" on 1" increments.
- Back panels have three knockouts for wire management and ventilation.
- Optional universal grommet for routing wires and storing basic supplies.
- Storage Tables available with optional adjustable shelf.

STORAGE CONSOLES:

- Available with sliding doors or tambour doors that recede fully into sides of console.
- Four widths, 18-gauge steel frames, 1" thick laminate work surfaces with wood cores and 3mm PVC edges.
- Two heights: 30" and 36".
- Back panels have three knockouts for wire management and ventilation.
- Optional universal grommet for routing wires and storing basic supplies.
- Tambour doors available in Mist, Graphite, Pebble Gray and Sand.
- Storage Consoles available with optional adjustable shelf.



Storage Table with Open-Back Sorter.

SORTERS:

- Available with closed or open backs, in five widths and one depth (15").
- Sorting shelves are offered in three depths and 12 widths for multiple applications.
- Choose from 225 standard configured models or create your own.
- Available with or without locking Plexiglas doors.

ELEVATED SORTERS:

- Sorter is raised above the work surface to provide more usable work space.

OPEN-BACK SORTERS:

- Allows mail sorting on one side and mail collection by recipients on the other side.



Work Table with Elevated Open-Back Sorter.

SPECIALIZED WORKSTATIONS



Meter Machine Workstation.

A Better Way to Work.

We developed specialized workstations to ease the jobs of specific mailroom personnel, from supervisors to shipping clerks. Choose from standard product groupings or design your own solutions using individual workstation elements and complementary Mayline furniture.

METER MACHINE WORKSTATIONS:

- Includes Work Table, Elevated Sorter with shelves and shelf support, Storage Table with doors, and accessory platform.
- Rugged Console supports even the largest machines.
- Convenient location for "postage sort" mail.
- Optional platform supports machine accessories.

SUPERVISOR'S WORKSTATIONS:

- Customized with Mailflow-compatible desks, files and chairs from Mayline.
- Provides a semi-private work area.
- Keeps working materials at fingertips.
- Locking storage components enhance security.



Supervisor's Workstation with CSII Pedestal Desk, Flipper Door Overhead and Tackboard, and 3200 chair.

SHIPPING WORKSTATIONS



SW1 Shipping Workstation.

A Ship-Shape Solution.

Shipping Stations extend up, not out, to save valuable floor space in manifest shipping operations. They have the room (and strength) to support electronic components, supplies, accessories and many parcel applications. Choose from preconfigured options or design your own.

SHIPPING WORKSTATIONS:

- Modular, heavy-duty steel frame construction, ideal for shipping environments.
- Work surfaces are made of 1" thick wood cores with a laminate finish.
- Shelves and work surfaces easily adjust in 1" increments without any tools.
- Mist or Sand paint finish with Birch laminate work surface is standard.



Combine individual frames, shelves, work surfaces and accessories to design your own custom Shipping Station.

MAILFLOW-TO-GO™



Two Work Tables and a Corner Table topped by two-tier Sorters with elevated risers.

Everybody's Got Mail.

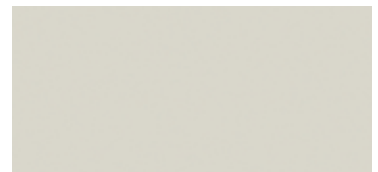
Mayline delivers mail-handling solutions for smaller organizations, too. Mailflow-To-Go™ offers many of the same great features as our flagship Mailflow Systems® line, at a lower price. Now you can organize, sort, collate, store and distribute mail like the big guys – for a very little investment.

MAILFLOW-TO-GO™:

- Full range of affordable mail center solutions.
- L-shaped and U-shaped configurations maximize flexibility.
- Rugged steel frame construction with 1" laminate work surfaces.
- Tables support up to 500 lbs. and adjust from 24" to 36" high.
- Thumb notches in all shelves for easy mail retrieval.
- Work Tables with rugged PVC-edged tops and 16-gauge steel legs.
- Four Sorter models provide up to 50 pockets each.
- Easy to assemble.



Birch



Pebble Gray



Sorters may be equipped with optional task lights as well as dump rails and label holders.

CABINETS & ACCESORIES



SRT4280A



SRT4280B



SRT4280C

MAILFLOW-TO-GO™ CABINETS:

- Cabinet measures 42"W x 80"H x 16"D.
- Choice of three internal configurations: standard shelving unit for bulk storage, literature organizer or mail sort station.
- Easy to assemble, no hardware required.
- Available in Pebble Gray.



SRFC3871



SRF3871

SRF3837

VERTIPOCKET SORTERS:

- Vertical pocket organizers measure 37¾"W x 12¾"D.
- Combination sorter offers vertical and horizontal sorting in one unit.
- Steel frame with corrugated dividers and recycled paperboard back.
- Ready to assemble.
- Available in Pebble Gray.



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SATELLITE SORTERS:

- Available in 65" and 80" heights, 36" and 42" widths.
- 42 standard configurations or create your own.
- Shelves adjust vertically in ½" increments and lock firmly in place.
- All-welded 18-gauge construction, with 18-gauge shelves and shelf supports.
- Optional locking doors to conceal or secure media.
- Optional extended work surface, display boards, label holders and task lights.



TOTES:

- Lightweight, high-density polyethylene tubs with 3/8" dia. galvanized wire rod reinforcement at top.
- Perfect for bulk transport of mail from one location to another.
- Available in packages of three.

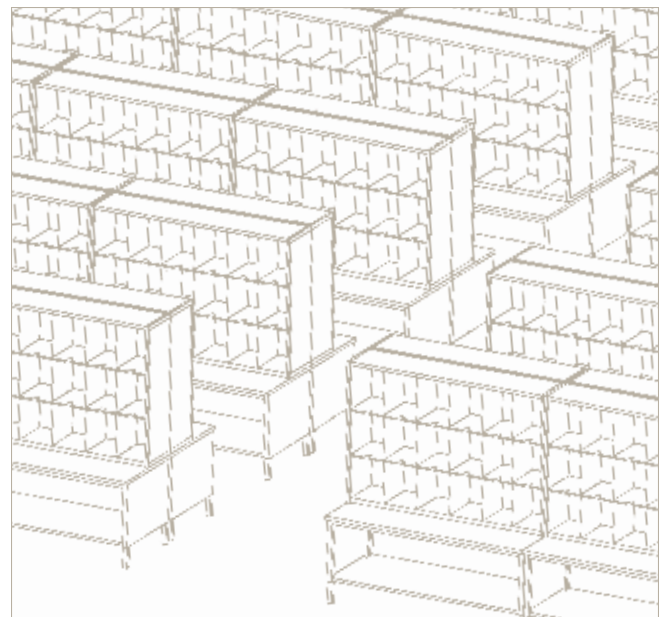
MAKING MAILROOMS MORE EFFICIENT.



An example of our handiwork: this large central mail operation center serves more than 20,000 individual mail stops.

Leading by Design.

It's not just our products that make us the leading manufacturer of mailroom furniture. It's also the way we help our customers use our furniture. With more than 30 years of experience researching, observing and implementing mail center solutions, we know what works – and we will work with you to design the optimal solution for your organization.



Our design experts assist hundreds of customers each year with mail-center projects large and small.

5 STEPS TO BETTER MAILFLOW.

Go to mayline.com and complete our simple mail center survey, then follow these five easy steps to design a layout that will work for your space.

1 Define the mail center space.

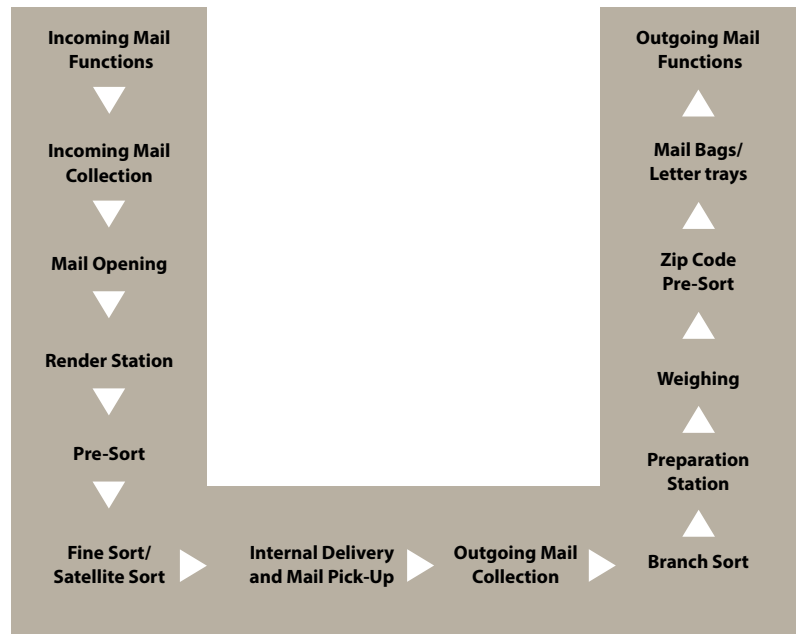
Create a floor plan or scale drawing of your space. After measuring the dimensions, outline the room size and shape on paper. Measure doors, windows, pillars and other obstructions, then draw them to scale on your plan. Note the location of electrical outlets, air vents, thermostats and other fixtures that could affect furniture placement.

2 Define operational requirements.

Review your operational needs, including all incoming and outgoing mail functions, plus any requirements for indirect equipment such as inserters and copiers.

3 Determine mail center workflow.

Create a rough diagram (like the one above right) outlining how mail will move throughout your mail center. Determine the various types of workstations needed for each function, with an eye toward their location in your floor plan.



4 Select furniture for each workstation.

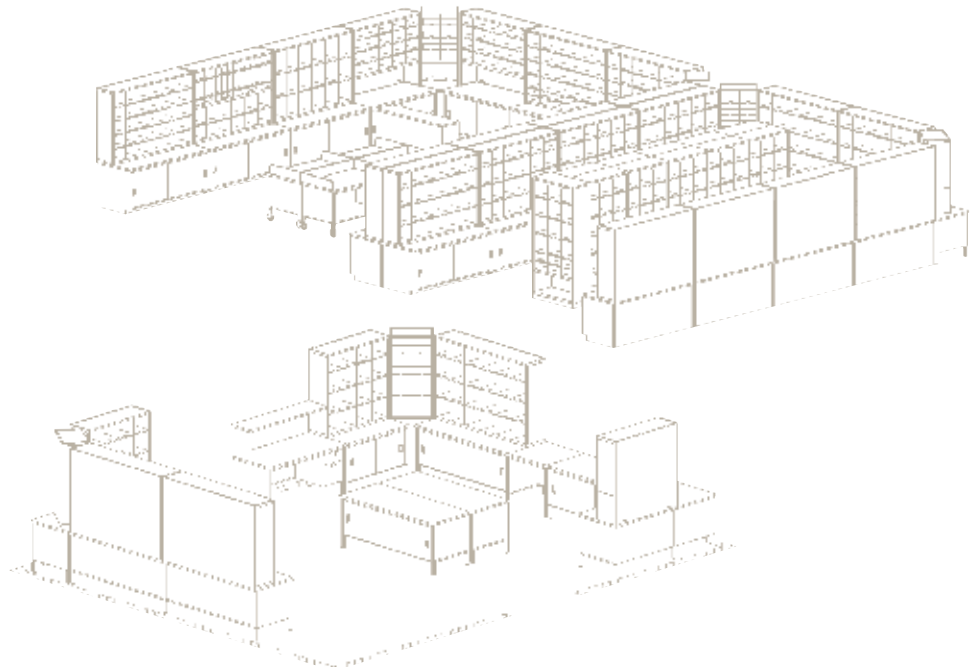
Customize workstations with table and sorter accessories – e.g., risers under sorters to expand work surface space, under-table storage and more.

5 Match workstations to space.

Draw the furniture you've selected into your floor plan. If it fits, you're ready to go ahead. If not, you'll need to modify workstations, find additional space or design a more streamlined workflow.

Free Design Service.

Our experienced mail-center space planners can prepare a proposal for you that includes 2D and 3D views along with detailed quotes. It's fast and absolutely free. Send your request to spaceplanning@mayline.com or fax it to 920-208-7970.



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