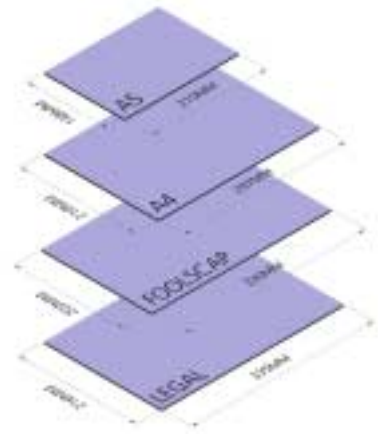




Bisley Lateral File Information

**BISLEY**

# 1) FILE TYPES AND DIMENSIONS



## Suspension File

A4 - 235mm H x 320mm D

Foolscap - 240mm H x 360mm D



## Lateral File

Standard - 275mm H x 330mm D



## Leverarch File

A4 - 313mm H x 75mm W x 280mm D

Foolscap - 350mm H x 75mm W x 285mm D



## Box File

A4 - 337mm H x 75mm W x 265mm D

Foolscap - 368mm H x 75mm W x 265mm D

## 2) INTERNAL DIMENSIONS

### Drawers

Drawer Height	800mm	1000mm
15" (380mm)	720W x 406D x 345H	920W x 406D x 345H
12" (304mm)	720W x 406D x 292H	920W x 406D x 292H
10.5" (266mm)	720W x 406D x 240H	920W x 406D x 240H
9" (228mm)	720W x 406D x 195H	920W x 406D x 195H
6" (152mm)	720W x 406D x 130H	920W x 406D x 130H



NB 10.5" drawer bases are not designed to be weight supporting

### Tambours

External dimension	Internal dimension
800mm W	710W x 430D
1000mm W	870W x 430D
1200mm W	1070W x 430D



### Double Doors

External dimension	Internal dimension
800mm W	760W x 430D
1000mm W	960W x 430D



### 3) INTERNAL DIMENSIONS - FLIPPERS



#### Usable width and depth

800mm W760mm W x 430mm D

1000mm W960mm W x 430mm D



#### Flipper with narrow basic shelf (25mm)

12" (304mm)246mm H

15" (380mm)322mm H

16.5" (418mm)360mm H



#### Flipper with standard basic shelf (32mm)

12" (304mm)227mm H

15" (380mm)303mm H

16.5" (418mm)341mm H



#### Flipper with tie bar shelf (38mm)

12" (304mm)278mm H

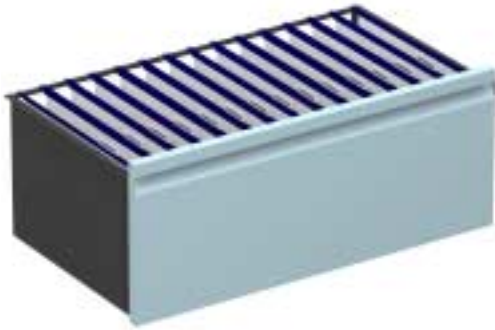
15" (380mm)354mm H

16.5" (418mm)392mm H

## 4) 800 WIDE – 12" DRAWER CAPACITIES

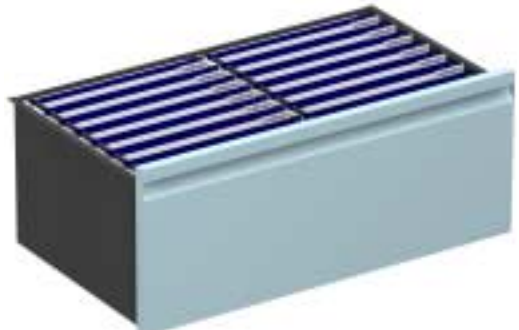
A4/Foolscap Suspension Filing, Side to Side = 720 Linear mm Per Drawer  
A4/Foolscap Suspension Filing, Front to Back = 760 Linear mm Per Drawer

A4/Foolscap Leverarch files = 9 no. Files Per Drawer (Spine Up)  
Internal Dimensions - 12" (304mm) 720mm Wide x 406mm Deep x 292mm High



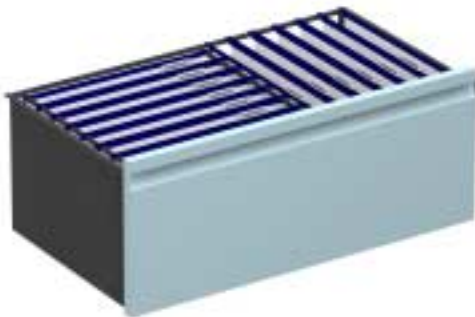
### **File Bars**

Suspension Files A4 or Foolscap  
(Side to Side)



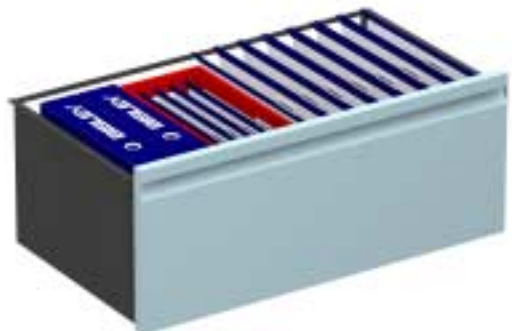
### **File Bars & Cross Rails (2 Pairs)**

2 no. Rows of Suspension Files  
A4 or Foolscap (Front To Back)



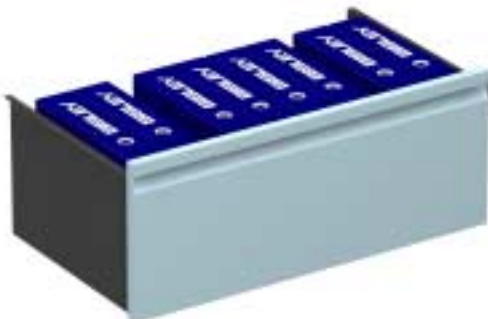
### **File Bars & Cross Rails**

Suspension Files A4 (Front to Back) &  
Foolscap (Side to Side) or Foolscap &  
Foolscap (both Front to Back and Side  
to Side)



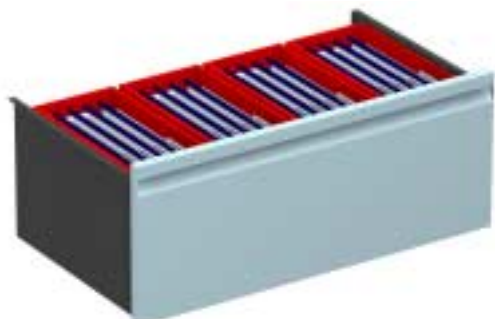
### **File Bars & Dividers for Drawers**

Suspension Files A4 or Foolscap  
(Side to Side) A4/Foolscap Lever  
Arch or A4/Foolscap Box Files  
(Spine Up) and Document Boxes



### **Dividers for Drawers**

A4/Foolscap Lever Arch or  
A4/Foolscap Box Files – Spine Up



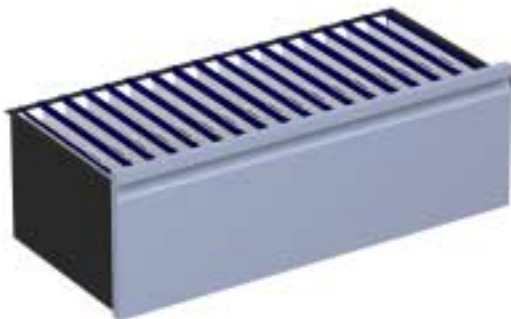
### **Dividers for Drawers**

Suspension File Document  
Boxes

## 5) 1000 WIDE – 12" DRAWER CAPACITIES

A4/Foolscap Suspension Filing, Side to Side = 920 Linear mm Per Drawer  
A4/Foolscap Suspension Filing, Front to Back = 760 Linear mm Per Drawer

A4/Foolscap Leverarch files = 12 no. Files Per Drawer (Spine Up)  
Internal Dimensions - 12" (304mm) 920mm Wide x 406mm Deep x 292mm High



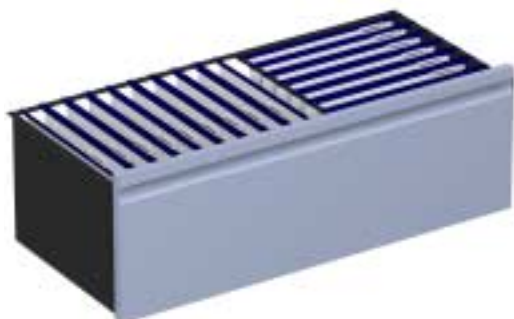
### **File Bars**

Suspension Files A4 or Foolscap  
(Side to Side)



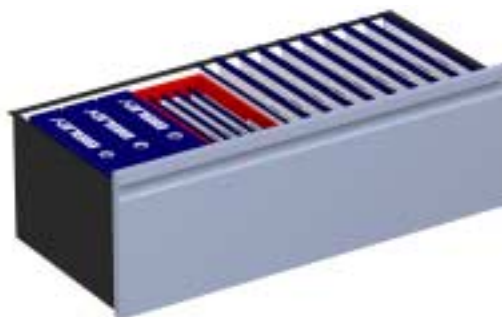
### **File Bars & Cross Rails (2 Pairs)**

2 no. Rows of Suspension Files  
A4 or Foolscap (Front To Back)



### **File Bars & Cross Rails**

Suspension Files A4 (Front to Back) &  
Foolscap (Side to Side) or Foolscap &  
Foolscap (both Front to Back and Side  
to Side)



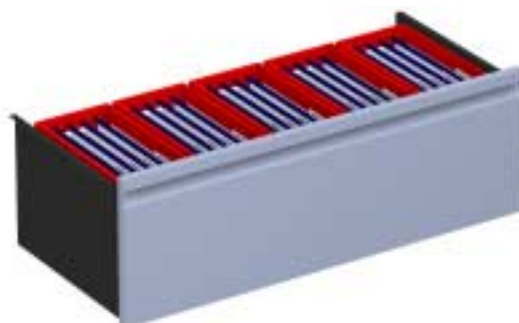
### **File Bars & Dividers for Drawers**

Suspension Files A4 or Foolscap  
(Side to Side) A4/Foolscap Lever  
Arch or A4/Foolscap Box Files  
(Spine Up) and Document Boxes



### **Dividers for Drawers**

A4/Foolscap Lever Arch or  
A4/Foolscap Box Files – Spine  
Up



### **Dividers for Drawers**

Suspension File Document  
Boxes

## 6) CAPACITIES – FILES V. WIDTH



### Drawers

800mm wide - 9 Lever Arch files per drawer

1000mm wide - 12 Lever Arch files per drawer

NB For internal drawer dimensions see page 2



### Flippers

800mm wide - 10 Lever Arch files per shelf

1000mm wide - 12 Lever Arch files per shelf

NB For internal flipper dimensions see page 3



### Double Doors

800mm wide - 10 Lever Arch files per shelf

1000mm wide - 12 Lever Arch files per shelf

NB For internal dimensions see page 2



### Tambour Doors

800mm wide - 9 Lever Arch files per shelf

1000mm wide - 11 Lever Arch files per shelf

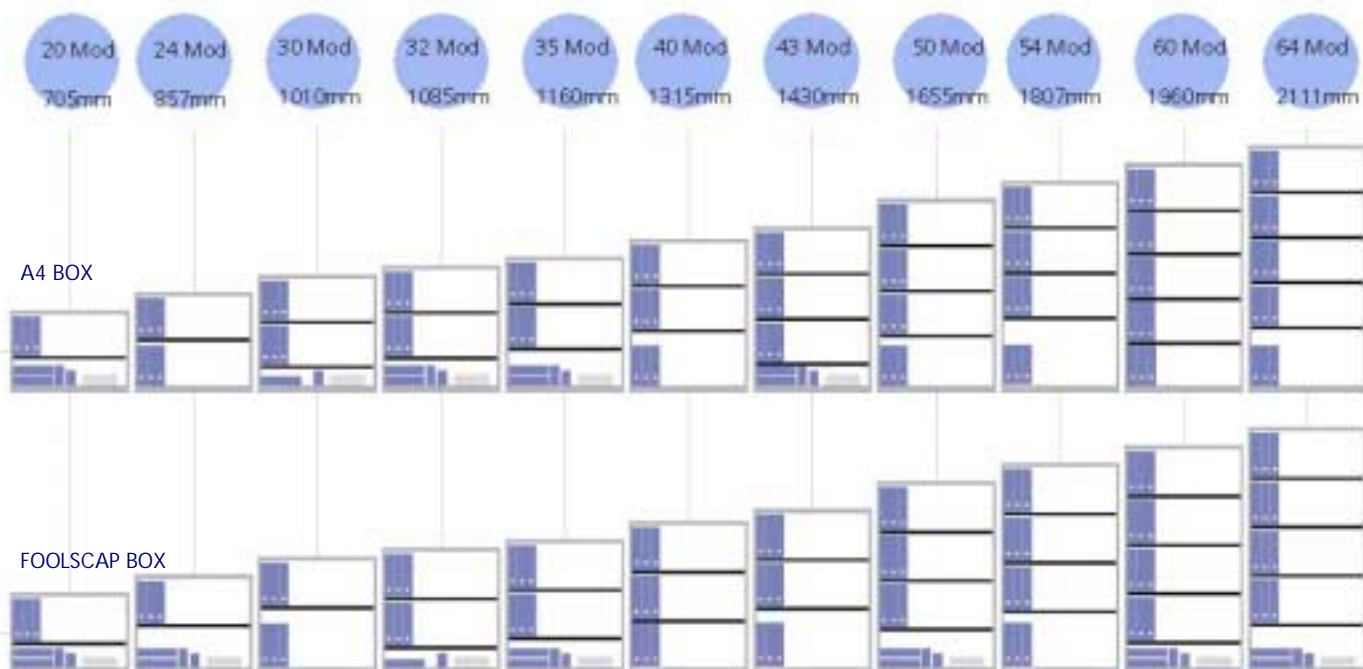
1200mm wide - 14 Lever Arch files per shelf

NB For internal dimensions see page 2



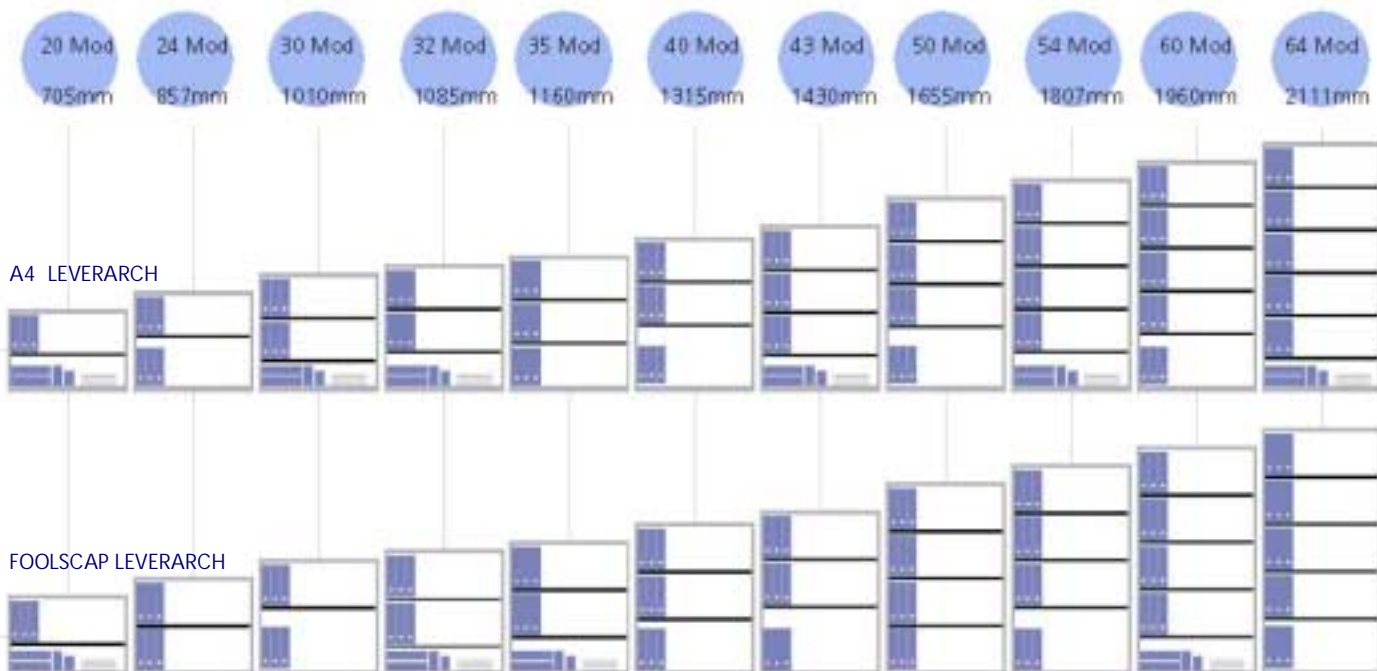
# 7) CAPACITIES – BOX FILES V. HEIGHT

## MODULES AND HEIGHTS



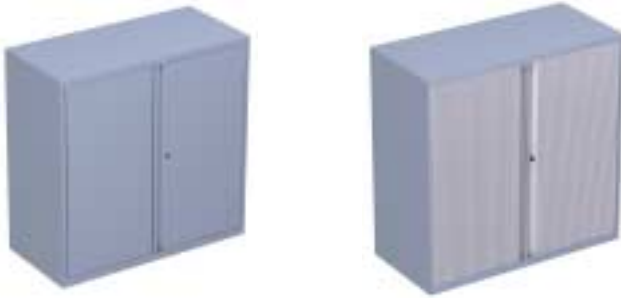
# 8) CAPACITIES – LEVER ARCH V. HEIGHT

## MODULES AND HEIGHTS





## 9) CUPBOARD PLANNING



Please note - all units have internal increments set at 19mm apart to store all internal types.  
Also when specifying internals for the use with double door units, hinge and lock position must be taken into account.  
Please contact the Bisley showroom for more information.

### **Basic shelf** TBS / ICBS

Allow 32mm for the shelf and an allowance for the maximum height to be stored on the shelf.

### **Shelf with under shelf filing** ITBSU / ICBSU

Allow 285mm for the shelf and filing pockets plus an allowance for the maximum height to be stored on the shelf

### **Lateral rail** ITLR / ICLR

When used with conventional filing pockets allow 285mm. When used with computer printout binders allow 304mm

### **Slotted Shelf** ITSS / ICSS

Allow 190mm for the shelf and dividers (IADSP3) and an allowance for the maximum height to be stored on the shelf

### **Slotted shelf with under shelf filing** ITSSU / ICSSU

Allow 190mm above for the shelf and dividers (IADSP3) an allowance for the maximum height to be stored on the shelf and 285mm below for the filing pockets – a total of 485mm

### **Roll-out shelf** ITRS

Allow 38mm for the shelf and an allowance for the maximum height to be stored on the shelf

NB – Roll-out elements are only available for use with tambour cupboards.

### **Roll-out filing frame** ITRF

When used with conventional filing pockets allow 285mm. When used with computer printout binders allow 304mm

NB – Roll-out elements are only available for use with tambour cupboards.

### **Roll out 4" drawer** ITRD

Allow 114mm for the drawer plus an allowance for the maximum height to be stored in the drawer

NB – Roll-out elements are only available for use with tambour cupboards.

# 10) CAPACITIES – MEDIA STORAGE



125mm W x 10mm D x 142mm H

## Compact Disc

Use 6" drawer and CD racks (ICCDRFBP3 –pack of 3)

CD rack runs front to back and stores 17 CD's  
800mm drawer accommodates 5 racks – 85 CD's  
1000mm drawer accommodates 6 racks – 102 CD's

NB To accommodate CD's in a 6" drawer the CD rack must be used  
Please see page 11 for 7.5" drawer info



205mm W x 30mm D x 120mm H

## Video

Use 6" drawer and drawer dividers (IAD6P3 –pack of 3)

Videos are stored front to back – 13 videos per column  
800mm drawer accommodates 3 rows – 39 videos (3 dividers)  
1000mm drawer accommodates 4 rows – 52 videos (4 dividers)

Please see page 11 for 7.5" drawer info



90mm W x 3mm D x 94mm H

## Floppy Disc

Use 6" drawer and drawer dividers (IAD6P3 –pack of 3)

Disc's are stored front to back – 99 disc's per column  
1000mm drawer accommodates 9 rows – 981 disc's (9 dividers)



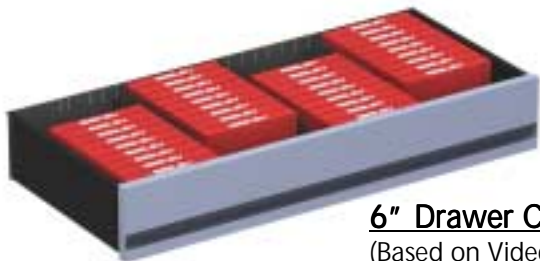
105mm W x 12mm D x 130mm H

## Zip Disc

Use 6" drawer and drawer dividers (IAD6P3 –pack of 3)

Disc's are stored front to back – 28 disc's per column  
1000mm drawer accommodates 5 rows – 140 disc's (5 dividers)

# 11) 6" & 7.5" DRAWER CAPACITIES



## 6" Drawer Capacity for Videos

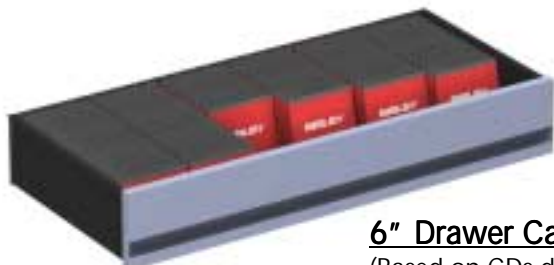
(Based on Videos dimensions – 205mm Wide x 30mm Deep x 120mm High)

Utilising Drawer Dividers (IADSP3 – Pack of 3)

Videos stored Front to Back – 13 no. Videos per Row

800mm Wide Drawer Accommodates 3 no. Rows = 39 no. Videos (3 no. Dividers)

1000mm Wide Drawers Accommodates 4 no. Rows = 52 no. Videos (4 no. Dividers)



## 6" Drawer Capacity for Compact Discs

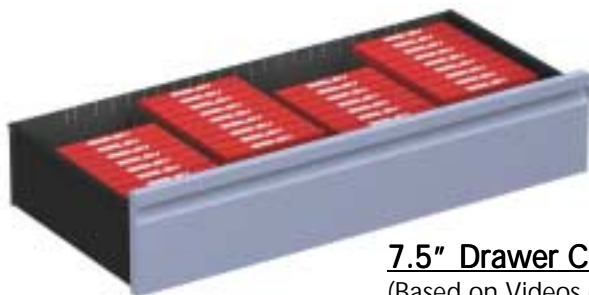
(Based on CDs dimensions – 125mm Wide x 10mm Deep x 142mm High)

Utilising CD Racks (ICCDRFBP3 – Pack of 3)

CDs stored Front to Back in Rack – 20 no. CDs per Rack

800mm Wide Drawer Accommodates 5 no. Racks = 100 no. CDs

1000mm Wide Drawers Accommodates 6 no. Rows = 120 no. CDs



## 7.5" Drawer Capacity for Videos

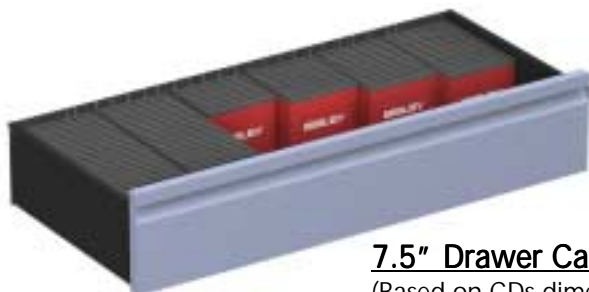
(Based on Videos dimensions – 205mm Wide x 30mm Deep x 120mm High)

Utilising Drawer Dividers (IADSP3 – Pack of 3)

Videos stored Front to Back – 13 no. Videos per Row

800mm Wide Drawer Accommodates 3 no. Rows = 39 no. Videos (3 no. Dividers)

1000mm Wide Drawers Accommodates 4 no. Rows = 52 no. Videos (4 no. Dividers)



## 7.5" Drawer Capacity for Compact Discs

(Based on CDs dimensions – 125mm Wide x 10mm Deep x 142mm High)

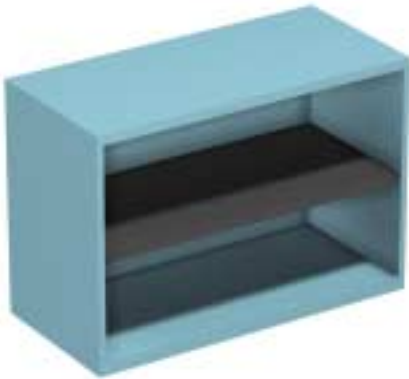
Utilising New CD Racks (with 7.5" Drawer allows CDs to be Stored Upright)

CDs stored Front to Back in Rack – 23 no. CDs per Rack

800mm Wide Drawer Accommodates 5 no. Racks = 115 no. CDs

1000mm Wide Drawers Accommodates 6 no. Rows = 138 no. CDs

## 12) NON STANDARD UNITS



### Open units

Add an X to the equivalent double door carcass code.  
(e.g. 10D30 becomes X10D30)

NB – Slot pitches visible  
Code as a double Door, price as a carcass



### Stacking Units

Add an S to the base unit  
(e.g. 10C303H becomes S10C303H)  
To calculate the total height, subtract 13mm from the lowest height of the top unit and add the remainder to the height of the base unit

NB – Certain combinations are not suitable for stacking. Contact the Bisley showroom for more information



### Individual Locks

Replace C with L (e.g. 10C303H becomes 10L303H)

NB – Please contact showroom for range available



### Perforated Fronts

With Combination carcass 10C303H becomes a 10C303HV

With Double Doors 10D30 becomes 10D30V

NB – Subject to approval

**CONTACT THE BISLEY SHOWROOM TO CHECK AVAILABILITY AND PRICING**