

**Office Supplies List VOCA-VAWA-SVAP 2020**

Address labels	Highlighters	Rubber Bands
Adhesive Bandage	Hole Punch	Ruler
Antiseptic Wipes	Index Cards	Scissors
Appointment Cards	Ink Cartridges	Sharpies
Batteries	Insertable Ring Book Indexes	Sheet Protectors
Binder Clips	Inter Office Envelopes	Stamp Pad
Binders	Labels and Label Maker	Stapler
Black Cartridge Part	Lead	Stapler Remover
Black Refills for Uni-Ball Pens	Legal 2 Partition	Staples
Blackboard Eraser	Legal Copier Paper	Steno Pads
Boxes	Legal Folders	Storage Boxes
Business Card Holder	Legal Pads	Tape
Business Cards	Letter Copier Paper	Tape Dispenser
Calculator	Letter Opener	Tape for Calculator
Calculator Ribbon	Liquid Paper	Thumb tacks
Calendar	Lysol Cleaner	Toner
Card Stock	Marker set	Transparent tape
CDs	Markers Dry Erase	Transparencies
Clear Sealing Tape	Masking Tape	Wall Pocket
Clipboard	Mechanical Pencils	Whole Punch
Color Cartridge Part	Message pad	YellowPost It Flags
Colored Flags	Mouse Pad/Mouse	
Comb Binding Cover Set	Note Pads	
Copier Paper	Notebook Paper	
Copier Stapler	Notebooks	
Correction Film Dry Line	Over head Marker set	
Cover Report Slide	Printer Paper	
Desk Calendar	Paper Clips	
Deskjet toner	Partition Folders: Letter/Legal Size	
Disk Storage Box	Pencil Sharpener	
Dividers	Pencils	
Dry Erase Board	Pens	
Dry Line White - Out	Permanent Marker Set	
Envelopes	Planners	
File Folders	Plastic Clear Comb Binder Cover	
File Rotary	Pocket folders	
Finger Tip	Portfolio Vinyl with handle	
Flash drive	Portfolios	
Folder Partition	Post It Flags	
Folders	Post Flags	
Furniture Polish	Post It Note Pads	
Giant Gem Clips	Post-it pop-up note dispenser	
Glove Latex Large	Presentation covers	
Glue	Push Pins	
Hand Sanitizer	Receive Stamper	
Hanging Files	Record Boxes	
Hanging File Rack	Report Covers	