

Reference Guide to
Green Office Products

2014 Green Office Essentials





EVERYDAY GREEN

DESKTOP ESSENTIALS

ITEM NUMBER	DESCRIPTION	UM	WHY IT'S GREEN
Files & Folders			
ESS 74520	Earthwise 100% Recycled Paper File Folder, 1/3 Cut, Letter, Manila, 100/Box	BX	100% RECYCLED
UNV 24113	Reinforced Recycled Hanging Folder, 1/3 Cut, Letter, Standard Green, 25/Bx	BX	100% RECYCLED
UNV 15343	3 1/2 Inch Exp. File Pockets, Straight Tab, Letter, Redrope/Manila, 25/BX	BX	30% RECYCLED
CLI 62127	Recycled Project Folders, 8.5x11,Clear,25/bx, Polypropylene	BX	70% RECYCLED
Pens, Pencils & Markers			
PIL 32370	RexGrip Be-Green Ballpoint Retractable Pen, Black Ink, Medium, Dozen	DZ	77% RECYCLED, REFILLABLE
PIL 31506	G-Knock Be-Green Gel Roller Ball Pen, Retr, Black Ink, 0.7mm Fine, Dz	DZ	81% RECYCLED, REFILLABLE
PEN AZ125A	.e-Sharp Mechanical Pencil, 0.50 mm, Black Barrel	DZ	72% RECYCLED, REFILLABLE
ZEB 75050	Eco Zebrite Double-Ended Highlighters, FL Yellow	DZ	74% RECYCLED
Labels & Envelopes			
ESS 19384	Earthwise Business Envelope, Contemporary, #10, White, Recycled, 500/Box	BX	100% RECYCLED
AVE 48467	Eco Friendly Labels, 1/2 x 1-3/4, White, 8000/Pack	BX	100% RECYCLED
AVE 45366	EcoFriendly Labels, File Folder, 2/3 x 3-7/16, White, 1500/Pack	BX	100% RECYCLED
Notebooks & Pads			
ESS 20172	Earthwise 100% Recycled Perf Pads, Legal/Wide Rule, Letter, White,12/PK	DZ	100% RECYCLED
MMM 654R24CPCY	Recycled Notes, 3 x 3, Canary Yellow, 24 75-Sheet Pads/Pack	PK	100% RECYCLED
MMM 653RPYW	Recycled Notes, 1-1/2 x 2, Canary Yellow, 12 100-Sheet Pads/Pack	PK	100% RECYCLED
MMM 655RPYW	Recycled Notes, 3 x 5, Canary Yellow, 12 100-Sheet Pads/Pack	PK	100% RECYCLED
MMM 660RPYW	Recycled Notes, 4 x 6, Lined, Canary Yellow, 12 100-Sheet Pads/Pack	PK	100% RECYCLED
MMM R33010SST	Super Sticky Pop-Up Notes, 3 x 3, Tropic Breeze, 10 90-Sheet Pads/Pack	PK	30% RECYCLED
MMM 6756SSNRP	Farmers Market Super Sticky Notes, Lined, 4 x 4, 6 90-Sheet Pads/Pack	PK	30% RECYCLED
Tape			
MMM 61212P	Transparent Greener Tape, 3/4" x 900", 1" Core, 12 Rolls	PK	8% RECYCLED
MMM C38BK	Desktop Tape Dispenser, 1" core, Weighted Non-Skid Base, Black	EA	100% RECYCLED
BIC WOETP21	Wite-Out Ecolutions Mini Correction Tape, White, 1/5" x 235", 2/Pack	PK	51% RECYCLED
PAP 1744480	DryLine Grip Correction Tape, Recycled Dispenser, 1/5"x 335" pk/2	PK	67% RECYCLED
Batteries			
EVE NH15BP4	AA - e ² NiMH Rechargeable Batteries, 4 Batteries/Pack	PK	RECHARGABLE
EVE CH15MNCP4	Charger for 4 AA or AAA Nimh Batteries, 15-Minute Charge Cycle	EA	BATTERY CHARGER
EVE EN92	Industrial Alkaline Batteries, AAA, 24 Batteries/Box	BX	BULK PACK
EVE EN91	Industrial Alkaline Batteries, AA, 24 Batteries/Box	BX	BULK PACK
Clips			
BAU LP1700	X-Large Plastic Clips, Assorted	BX	40% RECYCLED
ACC 72365	Recycled Paper Clips, No. 1 Size, 100/Box, 10 Boxes/Pack	PK	100% RECYCLED
ACC 72525	Recycled Paper Clips, Jumbo, 100/Box, 10 Boxes/Pack	PK	100% RECYCLED
Desktop Accessories			
SWI 54501	Standard Strip Desk Stapler, 15-Sheet Capacity, Black	EA	50% RECYCLED
VCT 11003A	1100-3A Antimicrobial Compact Desktop Calculator, 10-Digit LCD	EA	45% RECYCLED, DUAL POWER
MMM DH640	In-Line Freestanding Copyholder, Plastic, 300 Sheet Capacity, Black/Clear	EA	40% RECYCLED
IMA A10165	Wrist (Mouse)Cushion, Black	EA	100% RECYCLED
IMA A10160	Wrist (Keyboard) Cushion, Black	EA	100% RECYCLED
UNV 8120	Recycled Drawer Organizer, Nine Compartments, Plastic, 14 x 9 x 1 1/8	EA	30% RECYCLED
FEL 22304	Perf-Ect Desk File, Eight Sections, Metal/Wire, 7 x 10 1/8 x 7 1/8, Black	EA	95% RECYCLED
MRC 4034	Recycled White Facial Tissue in Fluff-Out Boutique Box, 80/Box, 6 Boxes/Pack	PK	100% RECYCLED



EVERYDAY GREEN

BREAKROOM & CLEANING ESSENTIALS

ITEM NUMBER	DESCRIPTION	UM	WHY IT'S GREEN
Cleaning Soap, Detergent & Wipes			
SEV 22733	Natural Dishwashing Liquid, Free & Clear, 25 oz. Bottle	EA	NATURAL INGREDIENTS
SEV 22171	Automatic Dishwasher Detergent, Gel, Lemon Scent, 42 oz. Bottle	EA	NATURAL INGREDIENTS
COX 30380	Green Works Natural Wipes, Plant Fiber, 7 x 7 1/2, White, 62/Canister	EA	BIODEGRADABLE
COX 459	Green Works Glass/Surface Cleaner, 32 oz. Spray Bottle	EA	NATURAL INGREDIENTS
GOJ 369112	Green Certified Instant Hand Sanitizer Gel, 12 oz. Pump Bottle, Clear	EA	NATURAL INGREDIENTS
Drink Cups & Accessories			
ECO EPCC12GS	Green Stripe Renewable Resource Compostable Cold Drink Cups, 12 oz. Clear, 1000/Carton	CT	COMPOSTABLE
SVA RP16	Reusable Mug, Squat Wide, 10 oz., White	EA	REUSABLE, CORN PLASTIC
ECO NTSTC10C	Wooden Stir Sticks, 7", Birch Wood, Light Wood, 10,000 per Carton	PK	COMPOSTABLE
Plates			
ECO EPP013	Compostable Sugarcane Dinnerware, 9" Plate, Natural White, 500/CT	CT	COMPOSTABLE SUGARCANE
Utensils			
SVA RP05	Compostable Cutlery, Plant Starch/Oil Fork, 6" Length, 100/Pack	PK	COMPOSTABLE
SVA RP04	Compostable Cutlery, Plant Starch/Oil Knife, 6" Length, 100/Pack	PK	COMPOSTABLE
SVA RP06	Compostable Cutlery, Plant Starch/Oil Spoon, 6" Length, 100/Pack	PK	COMPOSTABLE
Towels & Tissues			
GEP 33587	Z-Fold Replacement Paper Towels, 8x 11, 220/Pack, 10/Carton	CT	40% RECYCLED
WNS 1220CT	Perforated Paper Towel Rolls, 11 x 8 4/5, White, 100/Roll, 30/Carton	CT	80% RECYCLED
GEP 1828001	Embossed 2-Ply Bathroom Tissue, 550 Sheet/Roll, 80 Rolls/Carton	CT	95% RECYCLED
MRC 28CT	100% Prem. Recycled Bev. Napkins 1-Ply, 9 3/4 x 9 1/2, White, 4000/CT	CT	100% RECYCLED
Waste Container & Liners			
RCP 295673BE	Med Deskside Recycling Container, Rectangular, Plastic, 28 1/8 qt, Blue	EA	20% RECYCLED
WBI RNW4750	Low Density Can Liners, 56 GAL, 1.25mil, 43x48, Black, 100/carton	CT	75% RECYCLED





EVERYDAY GREEN

MEETING ESSENTIALS

ITEM NUMBER	DESCRIPTION	UM	WHY IT'S GREEN
Presentation Binders & Folders			
GDP 00004	Original Zero Waste Corrugated Binder, 1", 8-1/2 x 11, Brown Kraft	EA	80% RECYCLED
AVE 79693	Nonstick Heavy-Duty EZD Reference View Binder, 3" Capacity, Black	EA	POLYPROPYPOLENE, 39% RECYCLED
AUA 20372	Earthview Round Ring Presentation Binder, 1" Capacity, White	EA	POLYPROPYLENE, 39% RECYCLED
ESS 78502	Earthwise 100% Recycled Paper Twin-Pocket Portfolio, Blue	BX	100% RECYCLED
ESS 78542	Earthwise 100% Recycled Paper Twin-Pocket Portfolio, Natural	EA	100% RECYCLED
ACC 25972	Pressboard Report Cover, Prong Clip, Letter, 3" Capacity, Light Blue	EA	60% RECYCLED
Dividers & Protectors			
GDP 00008	ReTab Zero Waste Index Dividers, 8-1/2 x 11, Brown Kraft, 5TAB	PK	100% RECYCLED
UNV 20815	Write-On/Erasable Indexes w/White Tabs, 5-Tab, Letter, White	ST	20% RECYCLED
CLI 62029	Recycled Sheet Protector, Reduced Glare, 11 x 8 1/2, 100/BX	BX	POLYPROPYLENE, 70% RECYCLED
Notebooks & Pads			
ESS 25774	Envirotec Recycled Steno Book, Gregg Rule, 6 x 9, White, 80 Sheets	EA	50% RECYCLED
MEA 06066	Quicknote Meeting Notebook, 11 x 8 1/2, 80 Ruled Sheets	EA	30% RECYCLED
ESS 20270	Evidence Recycled Perforated Top Pads, Legal /Wide Rule, Letter, Canary, 50-Sheet, Dozen	DZ	50% RECYCLED
Pens & Pencils			
PAP 1750866	Write Bros Recycled Ballpoint Stick Pen, Black Ink, Medium, Dozen	DZ	80% RECYCLED
PIL 31506	G-Knock BeGreen Gel Roller Ball Pen, Retr, Black Ink, 0.7mm Fine	DZ	REFILLABLE, 81% RECYCLED
PIL 32370	RexGrip BeGreen Ballpoint Retractable Pen, Black Ink, Med	DZ	REFILLABLE, 77% RECYCLED
PAP 1750866	Write Bros Recycled Ballpoint Stick Pen, Black Ink, Medium	DZ	80% RECYCLED
Whiteboards, Easel Pads & Markers			
BVC MA0500790	Earth Melamine Dry Erase Board, White/Silver, 36x48	EA	65% RECYCLED, 98% RECYCLABLE
UNV 35601	Universal Easel Pads, 1 Inch Rule, 27 x 34, White, 2 X 50-Sheet Pads/Pack	PK	100% RECYCLED
ICE 30237	Presentation Flipchart Easel w/Dry Erase Surface, Resin, 33wx28dx73h, Charcoal	EA	POLYPROPYLENE, 35% RECYCLED
MMM 559RP	Self-Stick Easel Pads, 25 x 30, White, Recycled, 2 30-Sheet PD/CT	CT	30% RECYCLED
PIL 43917	BeGreen Dry Erase Marker, Assorted, Chisel, 5 per Pack	PK	REFILLABLE, 92% RECYCLED
PIL 43914	BeGreen Dry Erase Marker, Black Ink, Chisel	EA	REFILLABLE, 92% RECYCLED
PIL 43915	BeGreen Dry Erase Marker, Blue Ink, Chisel	EA	REFILLABLE, 92% RECYCLED
PIL 43916	BeGreen Dry Erase Marker, Red Ink, Chisel	EA	REFILLABLE, 92% RECYCLED
PIL 43922	Refill for BeGreen V Board Dry Erase Marker, Black	EA	REFILL
PIL 43923	Refill for BeGreen V Board Master Dry Erase, Chisel, Blue Ink	EA	REFILL
PIL 43924	Refill for BeGreen V Board Master Dry Erase, Chisel, Red Ink	EA	REFILL
QRT 920335	BoardGear Dry Erase Board Eraser, Foam, 5w x 3d x 1h	EA	HAND-WASHABLE FOR YEARS OF USE
SAN 1752229	Dry Erase Surface Cleaner, 22 oz. Bottle	EA	NON-TOXIC, UNSCENTED
SAN 1752313	Microfiber Cleaning Cloth, 12 x 12, White	EA	WASHABLE, REUSABLE
Storage			
STX 61510U01C	Portable File Storage Box w/Organizer Lid, Letter/Legal, Black	EA	50% RECYCLED



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