

# How To Choose The Right Binder



## 1 Pick The Right Application

**Presentation Binders:** for proposals, presentations and reports

**Reference Binders:** for frequently used documents like manuals and files.

**Storage Binders:** for documents that are accessed infrequently like annual records.



## 2 Choose The Ring Style To Fit Your Needs



**Round Ring** is most common. Standard capacity. Ring is usually mounted to the spine.



**EZ-TURN™ Ring** allows for smoother page turning. Ring is mounted to the back cover so pages lie flat.



**Slant Ring** holds up to 25% more than round ring. Ring is mounted to the back cover so pages lie flat.



**EZD® Ring** holds up to 50% more than round rings and pages turn easily with Gap Free™ Rings.

## 3 Select The Correct Size Binder

### Capacity Guide

Ring Size	Round Ring	EZ-TURN® Ring	Slant Ring	EZD® Ring
1/2"	100	100	---	120
1"	175	200	220	275
1 1/2"	275	375	350	400
2"	375	500	480	540
3"	460	600	600	670
4"	---	---	700	780
5"	---	---	950	1050