



**MAILFLOW SYSTEMS SURVEY**

**Note:** Floor plan or sketch must be included showing dimensions of mailroom area. Windows, doors, columns, and other obstructions must be shown with dimensions.

Please consult Mayline Price List for additional descriptions, definitions and specifications of items and terms listed within this survey.

**Tables**

Type: Work \_\_\_ Storage \_\_\_ Console \_\_\_  
Doors: Yes \_\_\_ No \_\_\_ Locking \_\_\_ Yes \_\_\_ No \_\_\_ Locking \_\_\_  
Steel \_\_\_ Tambour \_\_\_  
Table Height: 30" \_\_\_ 36" \_\_\_  
Interior Shelf: Yes \_\_\_ No \_\_\_

**Sorters**

Height: 24" \_\_\_  
33" \_\_\_ Elevation: None \_\_\_ 9" \_\_\_  
41" \_\_\_ Elevation: None \_\_\_ 8" \_\_\_ 17" \_\_\_  
48" \_\_\_ Elevation: None \_\_\_ 7" \_\_\_ 15" \_\_\_

Note: Pre-configured sorters come standard with 3"H x 11" & 12"W slots that adjust in 1/2"H increments.

# of mail slots required: \_\_\_

If another size pocket is need, please specify size and quantity:

\_\_\_"H x \_\_\_"W Qty: \_\_\_  
\_\_\_"H x \_\_\_"W Qty: \_\_\_  
\_\_\_"H x \_\_\_"W Qty: \_\_\_  
\_\_\_"H x \_\_\_"W Qty: \_\_\_

**Equipment/Storage Needs:**