

MEMORIES FADE, DOCUMENTS LAST!

Did you know there is an array of specialized legal cotton bond papers that help protect your documents now and for the future? Those in the legal profession are already aware of this however; these specialty papers have a multitude of uses and are meant to last for years because of their archival quality. They are compatible with copiers, and laser and ink jet printers and have many uses outside the legal realm.

A couple of frequently asked questions are:

What makes paper archival? Strength and durability of the cotton fiber and the chemical stability of an acid free sheet with a ph. of 7.5 to 9.5 are two archival qualities. Some papers have an additional buffer added to ensure that it remains acid free after many years.

100% Cotton content is important because...? The Cotton fiber is made up of pure alpha cellulose unlike wood fibers that have many impurities and cellulose fiber. These impurities include tar, pitch and lignin (a biopolymer or binding agent) and others. Cotton is processed using only pure water and produces no toxic sludge. The cotton fiber, which needs no harsh processing, remains long, supple and very durable, unlike some wood fibers.

How about Acid Free Papers? Acid breaks down the molecular bonds between the fibers in paper, a process known as "Slow Fire". The "Acid Free" designation means that the ph. of the sheet is between 7.5 and 9.5; an alkaline (non-acidic) chemistry will last longer.

What is advantageous in being both 100% Cotton and Acid free? 100% cotton content makes the paper durable enough to withstand lots of handling. Acid Free Properties provides the permanence.

So, durability, permanence and Archival Quality lends itself to years of protected documents. Legacy items like manuscripts, letters, presentations, minutes, wills, testaments and trusts will not fade or bleach out as they will on regular bond paper. Plus, many of them are watermarked and manufacture date coded for record-keeping. Legal specialty papers come in 4 weights; 20, 24, 28 and 32 lbs. For Business Stationery, see Pages 21-29 in Walker's 2007 Office Products catalog.

To further safeguard documents, the uni-ball 207™ pen features a special ink that is trapped in paper, making forgery and check washing virtually impossible.