

OFFICE EQUIPMENT

printer envelope eraser flipchart scissors noticeboard calendar highlighter
 calculator whiteboard diary paper punch glue paper clip 2x stamp binder clip ring binder
 stapler staple remover ruler Tipp-ex correction fluid keyboard paper shredder business card
 (wastepaper)basket pencil sharpener string desk paper tray projector copier/copy machine
 (sticky)tape file post-it notes (filing)cabinet

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