

**Instructions for inserting and removing  
Ludlow Matrix Cabinet labels  
and celluloid covers.**

1. Do not attempt to slide both the label and the celluloid cover into the holder at the same time.
2. First insert the *label* into the end of the holder and slide it into place.
3. Next insert the entire edge of the *celluloid* cover into the upper groove of the holder. Bend the lower left corner of the cover with the thumb until it snaps into the lower groove. Then slip the remainder of the cover into place by using a forceful sliding movement of the right thumb over the lower part of the cover, from left to right.
4. To remove label and cover, slide both out of the holder together. This may be done by pushing with a printer's rule against the end of the label and cover.

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COLUMBIAN NATURAL CLASP No 25N  
PAT. 1,290,082 PAT. 1,593,048  
THE UNITED STATES ENVELOPE CO. SPRINGFIELD, MASS  
4 1/2 X 6 1/2