

HR & Employee Handbook Tabs

Personnel File Tabs — 5-Tab Set

Specification

Letter size, five tabs across one bank (1/5 cut), white 90# index with clear Mylar on every tab, collated in file order, 3-hole punched. Top-edge 2-hole punching for prong folders, 110# index and 2-sided printing are options in the designer at the same live price.

The 5 tabs

1. Application & Offer
2. Payroll & Tax Forms
3. Benefits
4. Performance Reviews
5. Training & Certifications

Every section name is yours to change at the same price.

Prices

Sets	Per set	Order total
25	\$5.56	\$138.94
50	\$3.31	\$165.38
100	\$2.46	\$245.75
250	\$1.68	\$419.38

Prices as of October 10, 2026, from tabzoola.com. Setup included. Free UPS Ground on orders over \$75.

Ordering

- Free PDF proof before anything prints
- About 5 business days from proof approval
- 25-set minimum; no account needed
- Made at the Anselmo Die & Index plant, Schaumburg, Illinois

Order this set



Scan or click: the designer opens with these tabs filled in.

More about this set: tabzoola.com/tabs/hr-and-employee-handbook-tabs