

1/3-CUT INDEX TAB TEMPLATE

Letter body 8.5 × 11 in · 3 tab positions · tab extension 0.5 in · finished sheet 9 × 11 in

----- **TAB 1**
3.33" tall

----- **TAB 2**
3.33" tall

HOW TO USE THIS TEMPLATE

1. Each dashed outline is one tab position — a 1/3 cut gives 3 tabs per set (bank).
2. Tab text area: about 3.33" tall × 0.5" deep. Keep text 0.1" from edges.
3. Need more tabs than positions? Sets repeat in additional banks (see tabzoola.com/tab-cut-calculator).
4. Printing your own labels? Align to the dashed outlines. Or skip the DIY —
Tabzoola prints, mylar-reinforces, punches, and collates custom tabs from \$1.08/set.

----- **TAB 3**
3.33" tall