

Blank Record Sheet

Turn a note into a record, by giving it a title, a date, ruled space and somewhere to sign.

A titled, dated, ruled sheet with a proper footer — for the record that does not fit any form.

TITLE IT, DATE IT, SIGN IT

Written on a proper sheet with a title, a date and a signature, a note becomes a record. Written on the back of an envelope it stays a note, and gets thrown away.