

**CITY OF BRANSON  
CITY CLERK DEPARTMENT  
Emergency Supply Box**

1. Manilla folders
2. Red folders
3. 2 reams paper
4. Court Forms
5. City Clerk Forms
6. Contract Management Forms
7. Binder clips
8. Paper clips
9. Staples
10. Tape
11. Stapler
12. Scissors
13. Tape dispenser
14. Receipt book
15. Pens
16. Pencils
17. Batteries
18. Staple puller
19. Highlighters
20. White out
21. Sticky notes
22. Legal pads
23. Sharpie
24. Envelopes
25. Thumbtacks
26. Voter registration forms
27. Duck Tape
28. Flash light
29. First Aid Kit
30. Staff Contact Information

