

Important – 2015 “Toner Program” for New Lexmark Printers

October 30th, 2015

Dear General Manager:

Congratulations on recently installing new Lexmark printers within the IHG Opera front office environment!

In a continued effort to reduce total cost of hardware ownership, Global Technology has solutioned an aggressively priced Toner program. Through a partnership with Office Depot and Lexmark, IHG has arranged a program where hotels can order printer toner at a highly discounted rate. Pricing for each toner cartridge provides hotels with greater than 50% discounts over the cost of toner cartridges found locally or through the internet.

To take advantage of this tremendous offering, a hotel can order one of three ways: by phone, online through a customized Office Depot URL, or the preferred method of selecting the “Auto Toner Replenishment” program.

The “Auto Toner Replenishment” program is an optional feature of the IHG Managed Print Solution. By opting into the program, your printers on the front office network will be activated to send a “toner low” alert that will automatically order a new toner. All that is needed to initiate the program is to complete the Account Registration form within the Office Depot URL and select method of payment. Further instructions and credentials will be emailed to you once processed. If credit card is selected as method of payment, an Office Depot associate will contact the person listed as the credit card contact to collect the credit card number.

Regardless of the ordering method, most hotels will have their product delivered next-day! The pricing is outstanding, the options to receive toners are numerous.....so why not take advantage today!

Daniel Surles



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