

Airgas/Office Depot “Who to Call” Sheet

National Customer Service 888 777-4044

-Questions about products, pricing, order status, deliveries, placing orders

EC Support 800 269-6888

-Questions about the Office Depot Website-both technical and navigational

general.maintenance@officedepot.com

-Maintenance on shipping addresses, Internet profiles, setup new users, ship-to's, change default pcards on Internet profiles, work with approvers to ensure they are setup to see & approve orders

Regional Superuser (can be Pcard Administrator or Finance Manager)

-Can assist with all things noted for general.maintenance@officedepot.com

Office Depot Account Manager-Richard Baker richard.baker@officedepot.com

-Assists with placing orders and contacting Airgas offices to provide program updates

Global Account Manager-Patti Paul patti.paul@officedepot.com 310-804-2719

-Escalation if National Customer Service, EC Support and General Maintenance have not been able to resolve an issue, provide feedback and suggestions on the program

Airgas Indirect Purchases Manager-David Brady david.brady@airgas.com 610 902-6219

-Manages the contract and National Program for Airgas