

Office Depot, an eProcurement supplier, has partnered with Procurement Services to put together this quarterly newsletter with the latest tips, news, important events and information to keep you in the loop. Let us know what you think!



Submit Your Print Order Online!

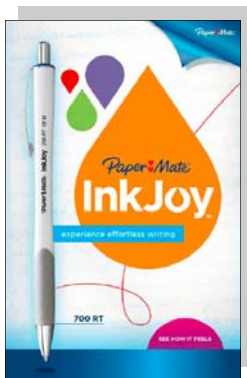
Did you know you're now able to submit print jobs online on the Office Depot site through eProcurement? You can submit your orders for black/white and color printing, binding, brochures, carbonless forms, and many more! In just a few steps you can upload your job and have it printed and delivered to you for free in just a few days. Want to learn how to get started? Just click on "Copy & Print" on the Office Depot site or reach out to Scott Komine for an online tutorial or a step-by-step guide. You can also ask him about receiving up to \$25 off your first print order!

UW Procard: Don't Leave Work Without It!

Ever run into an emergency and need office supplies, copies, envelopes or anything else at the last minute? With your departmental UW Procard you can shop in any of our Office Depot retail stores and receive your UW pricing at the register (or the store's price, whichever is lower)!

New Product Spotlight: InkJoy

PaperMate set out on a mission to bring back the joy to writing and launched a revolutionary ink system that delivers effortless writing. The InkJoy pen starts quickly without dragging and requires minimal pressure from your hand, while delivering crisp, clean lines. InkJoy comes in 3 different styles, including Stick and Retractable, and a variety of colors. Look for it on the Office Depot site! For a sample pen, please reach out to Scott Komine.



UW: Delivering Real Environmental Benefits

The chart below shows the University's Estimated Environmental Benefit over a 12 month period based on the use of tote and bag deliveries compared to boxed deliveries. According to the Environmental Defense Paper Calculator (www.papercalculator.org), Participation in the Office Depot GreenerOffice™ Delivery Program has helped the University drastically reduce its environmental footprint.

Lifecycle Environmental Impact

The following is a break down of the environmental impact of your choices for different grades of paper.

	Recalculate	Corrugate Boxes	Paper Bags
Paper		Corrugated: Unbleached	Corrugated: Unbleached
Quantity per year		18798 Pounds	4362 Pounds
% Postconsumer		70	40
Wood Use		9 tons	4 tons
Net Energy		215 million BTU's	57 million BTU's
Greenhouse Gases		33,241 pounds CO ₂ equiv.	9,715 pounds CO ₂
Wastewater		43,921 gallons	16,021 gallons
Solid Waste		4,791 pounds	1,987 pounds

If you have any questions or suggestions on our newsletter, please feel free to contact us:

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