

Office DEPOT

Custom Stationary Program **Ordering Guide** (Viking Modular Solutions)



Office DEPOT
Taking Care of Business

Office Depot - Microsoft Internet Explorer provided by Office Depot, Inc.

File Edit View Favorites Tools Help

Back Forward Stop Reload Home Search Favorites RSS Mail Print Address Book Favorites

Address <https://bsd.officedepot.com/index.do> Go Links

888.2.OFFICE (888.263.3423) | Technical Support: 800.269.6888

Office DEPOT

BUSINESS SOLUTIONS DIVISION

Sign my company up About Office Depot About BSD Trouble logging in?



LOWERING YOUR COSTS IS ONE OF OUR HIGHEST PRIORITIES.

► ABOUT BSD

Sign up for an account

If you have 15 or more employees and if you spend more than \$6,000 per year on office and technology supplies, then the Business Solutions Division is for you.

If you do not spend \$6,000 per year on office and technology supplies, please visit us at www.officedepot.com.

CONTACT US

Please enter your login name and password

Login Name:

Password:

[forgot password?](#)

☐ Log in automatically

LOGIN



COMPANY SIZE

- Home Business
- Small Business
- Medium-Size Business
- Large Business
- National/Global Firm

INDUSTRY SOLUTIONS

- Healthcare Solutions
- Education Solutions
- Government Customers
- Diversity Solutions

Future Orders

Use future orders when ordering for delivery more than three weeks in advance.

PLACE FUTURE ORDER

CUSTOMER SERVICE

888.2.OFFICE
(888.263.3423)

TECHNICAL SUPPORT

800.269.6888



Convenience & Quality

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- Select the Custom Printing Tab

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Office DEPOT BUSINESS SOLUTIONS DIVISION

Search for

Logged in as ADMIN SANMINA of SANMINA CORP [Log Out](#)

Bulletin Board Office Supplies Furniture Technology **Custom Printing** Design Print & Ship

Shopping Cart

0 Item(s) in Cart
Subtotal: \$0.00
[View Cart](#) | [Check Out](#)

Shopping Tools

Find Printer Supplies
Manufacturer

Find a Store

Order Tracking

Order Approvals

Order by Item #

My Shopping Lists

My Profile

Account Center

User Profiles

Online Reporting

Online Catalogs

Future Orders

Bulletin Board

Last update by: ADMIN SANMINA



We Have A \$50 Minimum Order. We Are Charged A Delivery Fee For Anything Less Than \$50. Thank You Gail Coates

***** Welcome to Office Depot, Sanmina! *****

Please add Item# 850910 to your next order to receive the 2009 catalog.

Your Greener Office 

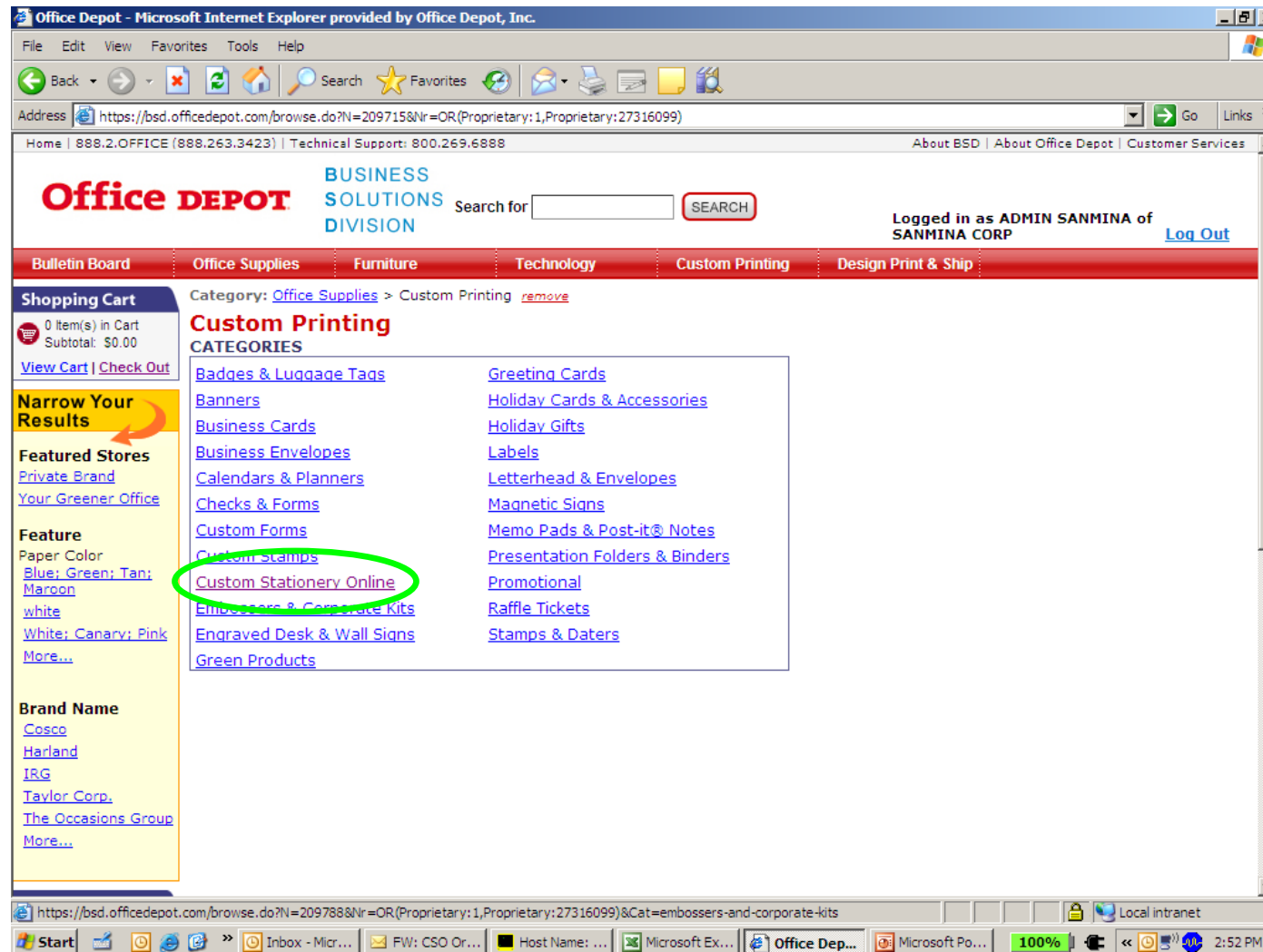
Done

Start       100%  2:51 PM

Convenience & Quality



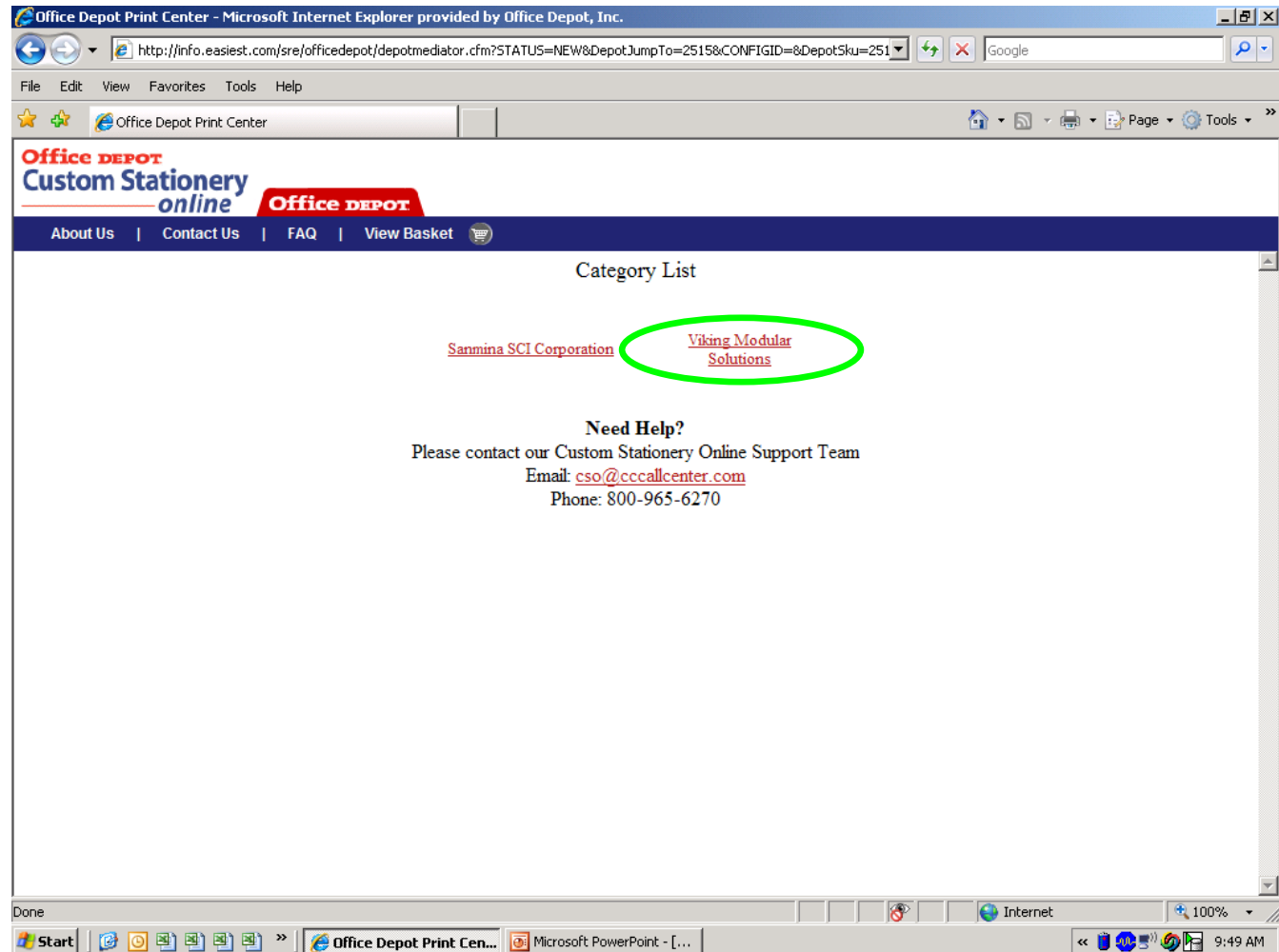
- Select the **Custom Stationery Online** link from the Custom Printing Tab
- Custom Stationery Online is fully integrated with your office supply site



Convenience & Quality



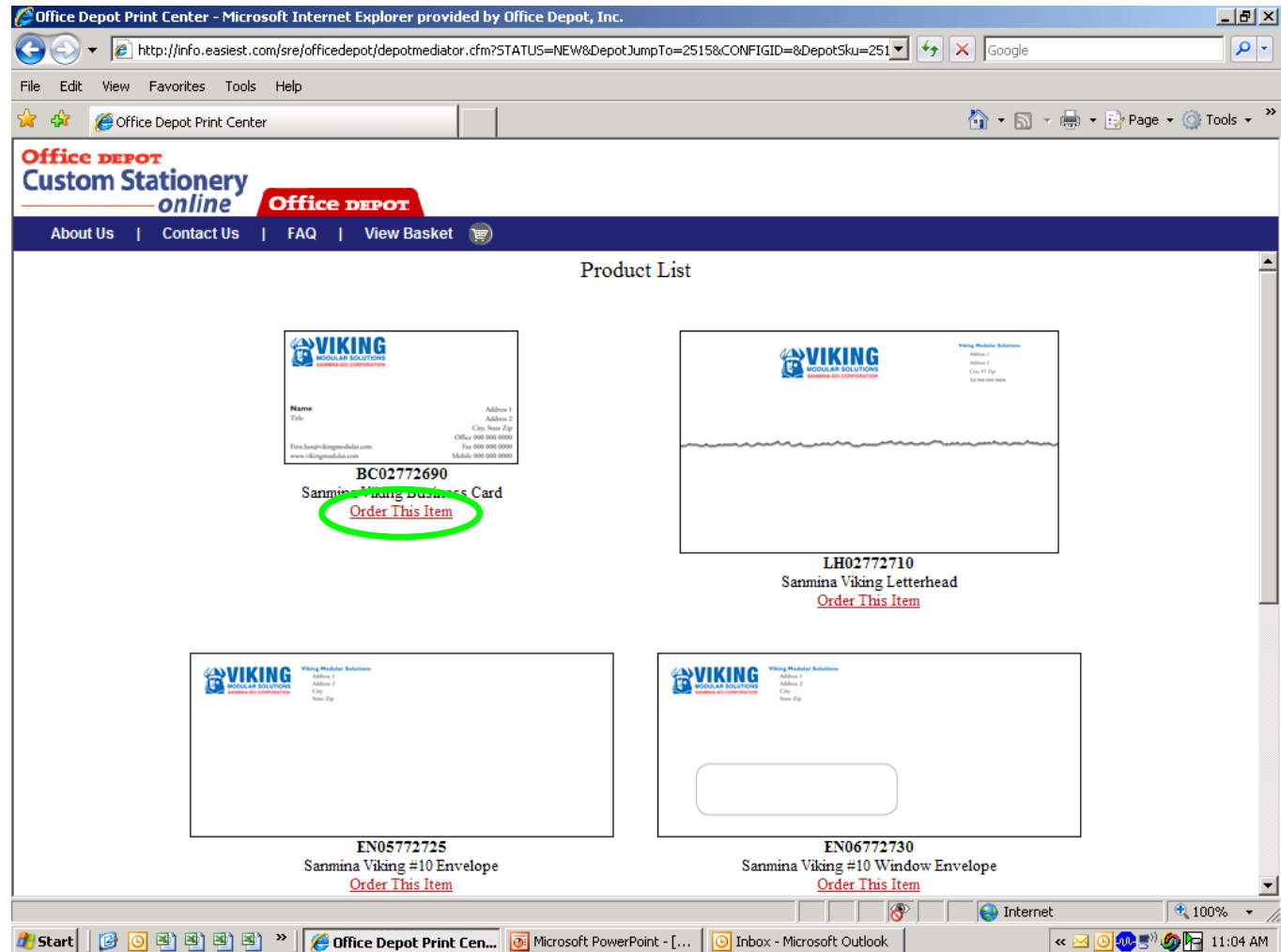
- Select the **Viking Modular Solutions** link to access your templates



Brand Identity

Office DEPOT
Taking Care of Business

- Select a custom image from your ordering engine



Brand Identity

Office DEPOT
Taking Care of Business

- Add your personalization
- Form has been created to your specifications
- Be sure to select your pre-populated address from the dropdown menu

Office Depot Print Center - Microsoft Internet Explorer provided by Office Depot, Inc.

http://info.easiest.com/sre/officedepot/depotmediator.cfm?STATUS=NEW&DepotJumpTo=2515&CONFIGID=&DepotSku=251

File Edit View Favorites Tools Help

Office Depot Print Center

Office DEPOT
Custom Stationery
online

About Us | Contact Us | FAQ | View Basket

Item Information

Item Number: BC02772690
Description: Sanmina Viking Business Card
Quantity: 1

Quantities are for Boxes of 500 Pieces.

Imprint Information

Information will be printed exactly as you type it.

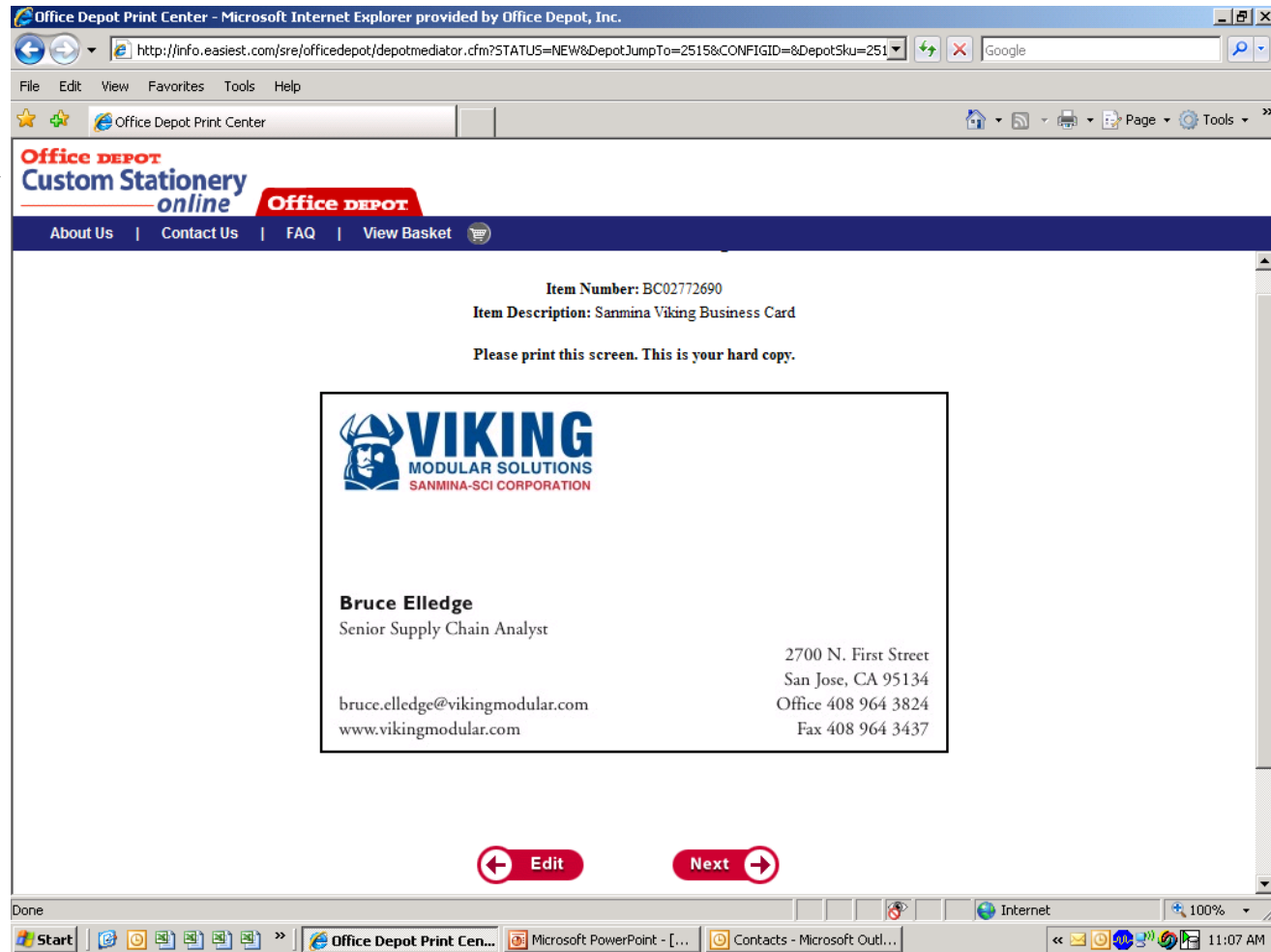
Name: Bruce Elledge
Title: Senior Supply Chain Analyst
Address - City, State Zip: 2700 N. First Street, San Jose, CA 95134
Office: 408 964 3824
Fax: 408 964 3437
Mobile:
Email: bruce . elledge @vikingmodular.com
Web: www.vikingmodular.com

Start | Office Depot Print Cen... | Microsoft PowerPoint - [... | Contacts - Microsoft Outl... | 11:06 AM

Simplify Process



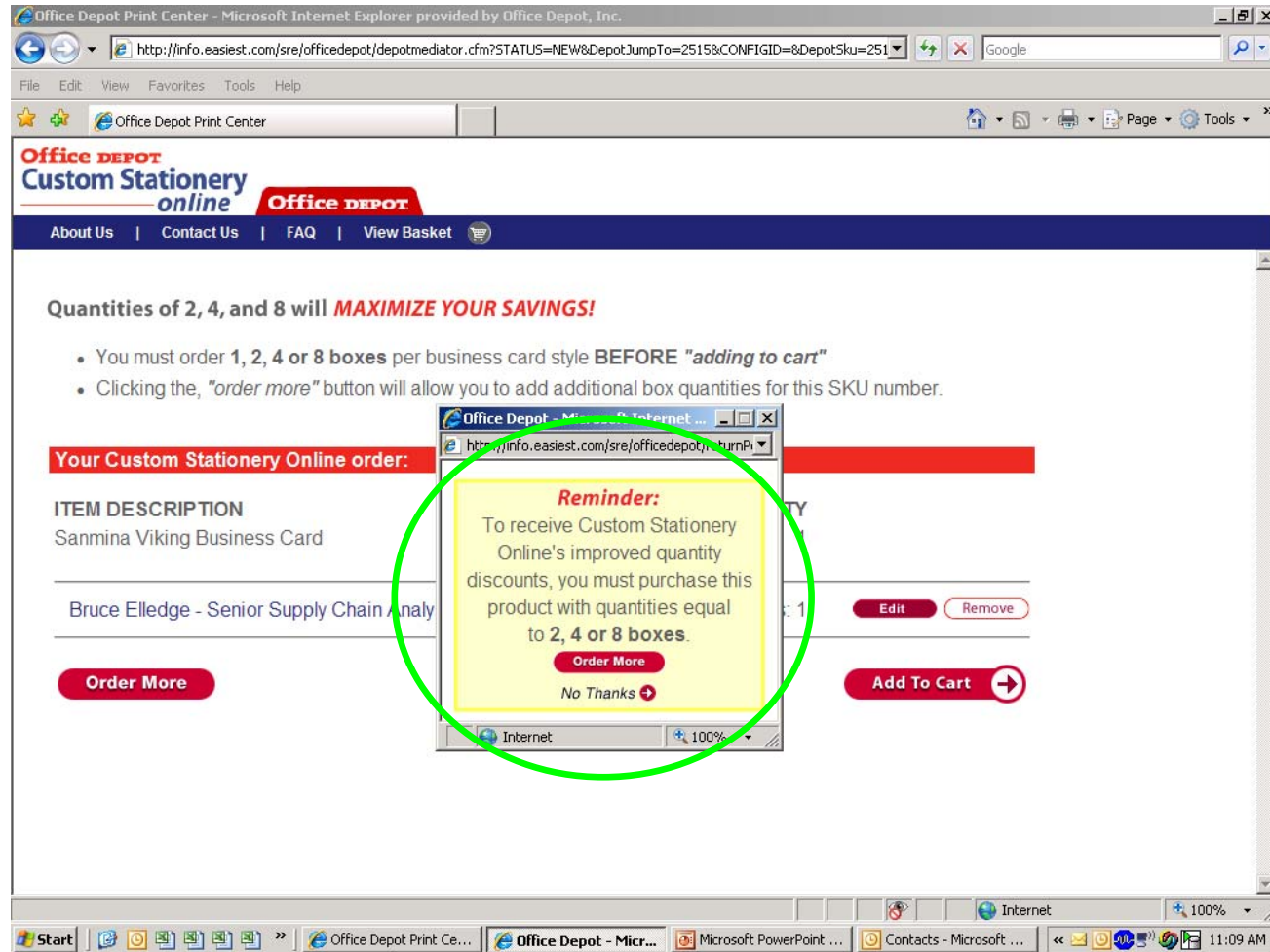
- Instant, online proof
- Ensures accuracy



Enhance Bottom Line



- Message appears as a reminder as to how you can save money by ordering multiple boxes
- Add to cart to submit your order for printing



Control Purchasing

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- One consolidated bill
- One order tracking vehicle
- One user name and password
- Order is fulfilled and shipped directly to you

Cart Edit View - Microsoft Internet Explorer provided by Office Depot, Inc.

File Edit View Favorites Tools Help

Address https://bsd.officedepot.com/taylorBack.do;jsessionid=0000Jkk1JyRkN_Ci074KiyTn_A1:13kijurkg?configid=33359769 Go Links

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Bulletin Board Office Supplies Furniture Technology Custom Printing Design Print & Ship

Shopping Cart

1 Item(s) in Cart
Subtotal: \$36.85
[View Cart](#) | [Check Out](#)

Shopping Tools

Find Printer Supplies
Manufacturer

Find a Store

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My Shopping Lists

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Online Catalogs

Future Orders

Shopping Cart

Please review the contents of your Shopping Cart. If you do not want to purchase an item at this time, select the remove checkbox next to that item, or click the "Save for Later" arrow.

Item number	Entered item number	Our Price	Units	Qty	Back-Ordered	Total Price	Comments	Remove	Save for Later
772690	772690	\$36.85	box	1	0	\$36.85	Business Cards, Imprint, Box Of 500 CUSTOM SPECIAL ORDER PRODUCT RETURN POLICY	☐	➔

Subtotal: \$36.85

[Go to My Comparisons](#)
[Go to My Shopping Lists](#)
[Go to My Profile](#)

Don't Forget to order your ink and toner today.

Site Info: Customer Services: Company Info:

Start Local intranet 2:55 PM

Finalize the Order

- The checkout screen will be exactly the same as for office supplies
- Enter any required information in the appropriate fields
- **Place the Order** and you're done!

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Checkout - Microsoft Internet Explorer provided by Office Depot, Inc.

Address: https://bsd.officedepot.com/art101.do

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Business Board | Office Supplies | Furniture | Technology | Custom Printing | Design Print & Shop

Live Chat!
Need help with checkout?
Monday - Friday
8:00am to 8:00pm
east

Contact Our Live Chat Support
or please call
1-800-249-6888
For more assistance

Checkout
*Required Information
Please review your order options, and fill in any comments. Click "Add" to update any changes made to your existing information and choose one of the options at the bottom of the page to complete the transaction.

User Info [Edit](#)

Name: BRUCE ELLEDGE
Phone: (408) 964-3824

Shipping Info [Select](#)

20EPLUMERADR
SARASOTA
30 E PLUMERIA DR
SAN JOSE, CA 95134-2102
USA

Order Options

PLANT # * [Select](#)

PO #

DEPT # *

☐ Make these my default values, if permitted

Contact: BRUCE ELLEDGE
Contact Phone: (408) (964) - (3824) Ext.

Comments:

Payment Info

Payment Type: Account Billing

Email Options

☒ Send an email order confirmation for this order

Additional Email Confirmation:

Checkout - Microsoft Internet Explorer provided by Office Depot, Inc.

Address: https://bsd.officedepot.com/art101.do

Delivery Options

For Standard Delivery:
If you are not available to receive this order on the date below, then select a different delivery date (date request applies to stocked items, any items shipped directly from the vendor will be delivered as previously indicated).

Request a desired delivery date:
Wed, Feb 25, 09

For Future Delivery:
To place an order for FUTURE delivery, (delivered in no less than 21 days and no greater than 180 days) [Click Here](#)

The chosen delivery date field does not apply to custom imprint items or online print center items, due to varying order requirements and time for production. The production and delivery time of your order will be determined by the personalized options you selected. If your order contains Online Print Center items, an Office Depot employee will call you to confirm delivery availability.

Shopping Cart [Hide Item Images](#)

expected delivery date: 03/10/2009

Item Number	Item Name	Our Price	Units	Quantity	Back Ordered	Extended Price	Comments	Remove
0772490	Business Cards, Imprint, Box of 500	\$18.95	box	1	0	\$18.95		

Subtotal \$18.95
Delivery Charge \$0.00
Misc \$0.00
Taxes \$3.04
Total \$21.99

[Continue Shopping](#) [Save Items for Later](#) [Put this order on hold](#) [Place Order](#)

Office DEPOT

Thank you for your patronage

