

Office Depot's Privacy Statement - Your Privacy Rights

Updated: August 14, 2014



This Privacy Policy applies to information we collect from you

This statement describes our privacy practices for the websites where it is posted. This includes mobile websites, text programs and applications. It also applies to information we collect in our stores or other places offline.

[To download a full copy of this Privacy Policy, click here.]



We collect information from you in many ways

We collect information directly from you. For example, if you register for a promotion or apply for a job. We might collect information if you post a comment on one of our websites or request information. We also collect information when you apply for our credit card or buy something.

We collect information from you passively. We use tracking tools like browser cookies and web beacons. To learn more about these tools and how you can control them, click [here](#). **[Need to go to the Tracking Tools Page]**

We get information about you from third parties. For example, social media platforms may give us information about you. We may combine the information we collect from you with the information we get from third parties.



We collect various information about you

We may collect your name, email address, postal address, phone number, cell phone number, or credit card number, for example. We may ask you for information to learn more about you, like your age or products you like. In a mobile environment, we might collect your location. We might look at how often you use the app and where you downloaded it.



We use information as disclosed and described here

To respond to your requests or questions. For example, we might use your information to register you for promotions.

To improve our products and services. We might use your information to customize your experience with us.

To look at site trends and customer interests. We may use your information to make website or product improvements. We may also combine information we get from you with information we have gotten from third parties.

For security purposes. We may use information to protect our company, our customers, or our websites.

To promote us and our various websites. Unless we tell you otherwise, we might notify you about products, special promotions, or offers. We might tell you about new website features or products. We

might also push out mobile notices for content or offers we think you might like. To manage this, follow the instructions in [Your Choices](#), below.

To communicate with you about your account or our relationship: We may contact you to tell you about changes to this Policy or our website Terms. We may also tell you about issues with your orders.



We may share information with third parties

Your information may be shared when legally permitted, including in the following situations:

Within our company (including our affiliated companies).

With third parties who perform services on our behalf. For example, we share information with vendors, or will authorize them to collect information on our behalf. Some vendors may be located outside of the United States.

With our business partners. To opt out of having your information shared, see [Your Choices](#) below. To stop receiving information from a business partner, follow their opt out instructions.

If we think we have to in order to comply with the law. For example, we will share information to respond to a court order or subpoena. We may also share it if a government agency or investigatory body requests. We may also share information to protect us, our sites, or our users. We might share information with other companies for fraud and credit risk reduction.

With any successor to all or part of our business. For example, if part of our business was sold we may sell our customer list as part of that transaction.



Our websites may link to third party sites or services we don't control

If you click on one of those links, you will be taken to websites we do not control. This policy does not apply to the information practices of that website. You should read the privacy policy of other websites carefully. We are not responsible for such third party's sites.



We use standard security measures to protect your information

The Internet is not 100% secure. We thus cannot promise that your information will be completely safe. Please use caution when using the Internet or providing personal information to others.



Our digital platforms and programs are not intended for kids

Our websites are not intended for children under 13. We take steps on these sites to avoid collecting information online from children under 13. In some cases, children may give us information without us knowing about it. If you are a parent or legal guardian and believe that your child under 13 has provided us with personally identifiable information, please [email](#) us or call us at 1-800-463-3768. If you want to write, use the address listed below. Please mark your inquiries to the attention of "COPPA - Information Request" and include your email and phone number.

Learn more about how to protect your child online. Read the [helpful information provided by the FTC](#). This information includes this [consumer education bulletin](#).



We store information in the United States.

Information we maintain is stored in the United States. If you live outside of the United States, you understand and agree that we may transfer your information to the United States. This site is subject to U.S. laws, which may not afford the same level of protection as those in your country.



Your choices about our marketing and tracking tools.

You can opt out of marketing emails and texts. To stop receiving our promotional emails, please [email](#) us or call us at 1-800-915-4624. Please indicate whether you wish to continue to receive Office Depot's catalogs and other postal mailings. To stop receiving marketing text messages, text STOP to 33768 (Depot), a confirmation text will be sent. Or you can email us at stoptexts@officedepot.com (be sure to include your cell phone number in the email message). If you have an account on our website, you can manage your preferences [here](#).

You can control if we share information with third parties for their marketing purposes. To opt out of having us share your information with third parties for their promotional purposes, please [email](#) us or call us at 1-800-915-4624. If you accept an offer from one of them after you opt out, we will share your information with that specific party.

You can control cookies and tracking tools. To learn how to manage how we – and our vendors – use cookies and other tracking tools, please click [here. \(Needs to go to the tracking tools page\)](#)

You can control tools on your mobile devices. For example, you can turn off the GPS locator or push notifications on your phone. Each push notification has an “unsubscribe” link.

You have other controls you can exercise. You can choose whether or not to share personal information. If you choose not to share, some features and services may be more difficult or impossible to use. If you turn off cookies or tracking tools, parts of our site and services may also not work properly.



Feel free to contact us if you have more questions.

You can [email](#) us or write to us at:

**Attn: Legal Department Privacy Team
Office Depot, Inc.
6600 N. Military Trail
Boca Raton, FL 33496**



We may update this Policy.

From time to time, we may change our privacy policies. We will notify you of any material changes to our Policy as required by law. We will also post an updated copy on our website. Please check our site periodically for updates.