



Employee Discount Program

Highmark Health employees are eligible to receive discounted pricing from Office Depot. Listed below are two available options to enjoy discounted pricing through the Office Depot Employee Discount Program. You can register for both options, or just the option that works best for you!

Simply click on this link: [Register for Office Depot Employee Purchase Program](https://business.officedepot.com/b2b/portalLoginPage.do)

If typing in the link: <https://business.officedepot.com/b2b/portalLoginPage.do>

Create your account now!

To create an **online ordering** profile and have product delivered to your home, simply click on the "Create your account now!" icon. You will be prompted to create a profile and a password. You will have the option of defaulting a credit card for every transaction.

Register your credit card

To access your discount at any of Office Depot's over 1,100 **retail stores** nationwide, you can register your personal credit card(s). You will need to click on the "Register your credit card" icon, enter your credit card number, and click submit. Your card will be ready for store purchasing in two business days. You will not receive an email confirmation notifying you when you will be to use your card in the store.

PLEASE NOTE:

- The Employee Discount is 10% off retail for most products.
- Discounts do not apply to all products, i.e. retail-only/regional items, technology, special store promotions or close-out items. Additional exceptions apply.
- Coupons and/or the Advantage/Worklife Program cannot be combined with this program for additional savings.

PROCESS AT CHECKOUT FOR USING A REGISTERED CREDIT CARD:

- The cashier will tell you the amount of your purchase with retail pricing.
- You do not have to identify yourself as a member of the **Highmark Health** Program; simply provide your registered credit card for payment.
- Once your credit card has been swiped for payment, the qualified products will be discounted if applicable. There will be no documentation showing the retail price compared to your corporate program discount price.

THANK YOU! OFFICE DEPOT APPRECIATES THE OPPORTUNITY TO SERVE YOU!