

# Office Depot

## Custom Stationary Online (CSO)



[Get started with BSD >](#) [About Office Depot >](#) [Learn About BSD >](#) [Why BSD? >](#) [Login FAQs >](#)



**WE PROVIDE SMART SOLUTIONS THAT HELP YOU TAKE CARE OF BUSINESS.**

[▶ ABOUT BSD](#)

### Business Solutions

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

### Industry Solutions

- Federal Government
  - GSA
- State & Local Government
  - National IPA
  - TCPN
  - US Communities
- Healthcare Solutions
- Education Solutions
- Diversity Solutions

### Registered Customers

Please enter your login name and password.

Login Name   
Password

[Forgot your login name/password?](#)

[LOG IN](#)

☐ Log me in automatically  
(Cookies must be enabled for auto login.)

### New Customers

We provide everyday office essentials and solutions to help you take care of business. Click Sign Up to learn more.

[SIGN UP](#)

Customer Service: 888.263.3423 (888-2-OFFICE)  
Technical Support: 800.269.6888

[PLACE FUTURE ORDER](#) (Delay your delivery for 21-180 days)

[Talk with a Representative  
Now](#)

Enter your login information. Your login will be your email address with the extension CSO. For example, [firstname.lastname@seattlecolleges.educso](mailto:firstname.lastname@seattlecolleges.educso). If you are having trouble with your login, please contact your account manager, Tom Burns by email at [thomas.burns@officedepot.com](mailto:thomas.burns@officedepot.com).

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**Office Depot Contact:** Tom Burns, Account Manager ([thomas.burns@officedepot.com](mailto:thomas.burns@officedepot.com))

Joe Piccirillo, Print Development Manager ([joe.piccirillo@officedepot.com](mailto:joe.piccirillo@officedepot.com))

## How to access Custom Stationary Online (CSO)

Click **Copy & Print**.

Home Customer Services | 888.2.OFFICE (888.263.6343)

**Office DEPOT.** *Taking Care of Business* **Store Locator** **Order by Item #**

0 item(s): \$0.00 **Add to Cart** **for FREE shipping**  
View Cart | Check Out | My Shopping Lists | My Shipto

Welcome, SOUTHSEATTLECC TRAINING of SEATTLE COMMUNITY COLLEGES SOUTH - **Logout** Account #: 45367343

**Office Supplies** **Furniture** **Technology** **Our Services** **My Account**

**SEARCH**  **GO** View All Products A-Z | Ink & Toner | Paper | **Copy & Print** | Tech Depot | Bulletin Board

### Bulletin Board

**My Messages** **Catalogs & More**

Last update by: SCC SOUTH



Seattle Community Colleges  
North | Central | South | SVI

**My Orders**

- My Recent Orders
- Order Tracking
- Orders Pending Approval

**My Tools**

- My Shopping Lists
- Order by Item#
- My Profile Overview
- Proprietary Items

**CONTINUE**

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|                                                                                                                                                                                                                                                                             |                                                                                                                                                                              |                                                                                                                                 |                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <b>Site Info</b><br><a href="#">Site Map</a><br><a href="#">International</a><br><a href="#">Terms &amp; Conditions</a><br><a href="#">Store Purchasing Card Terms</a><br><a href="#">Terms of Use</a><br><a href="#">Catalog Pricing</a><br><a href="#">Privacy Policy</a> | <b>Customer Service</b><br><a href="#">Email Assistance</a><br><a href="#">Phone Support</a><br><a href="#">Gift &amp; Rewards Card</a><br><a href="#">Customer Services</a> | <b>Company Info</b><br><a href="#">Affiliate Program</a><br><a href="#">International</a><br><a href="#">About Office Depot</a> | <b>Customer Tools</b><br><a href="#">Order by item#</a><br><a href="#">Online Catalog</a><br><a href="#">Store Locator</a> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|

Copyright ©2011 by Office Depot, Inc. All rights reserved. Prices shown are in U.S. Dollars. Prices are subject to change based on your order and delivery location(s) and the applicable retail store location. All orders are subject to the Terms of Use.

**Office DEPOT.**  
*Taking Care of Business*
[Store  
Locator](#)
[Order  
by Item #](#)


0 item(s): \$0.00

Add \$50.00 more for **FREE** shipping

[View Cart](#) | [Check Out](#) | [My Shopping Lists](#) | [My Shipto](#)

Account #: 45367343

Welcome, SOUTHSEATTLECC TRAINING of SEATTLE CMNTY COLLEGES SOUTH - [Logout](#)

Office Supplies

Furniture

Technology

Our Services

My Account

SEARCH

GO

[View All Products A-Z](#) | [Ink & Toner](#) | [Paper](#) | [Copy & Print](#) | [Tech Depot](#) | [Bulletin Board](#)

## Copy & Print Depot

Take care of all of your copying, printing and shipping needs in-store or online. Whether it's full or self service copies, presentations, business cards or UPS shipping, you can do it all in one place.


**Print your  
documents**

Upload files for delivery  
or request store pickup.

[UPLOAD FILES](#)
[Video Demo](#)

**File Cabinet**

Easily retrieve and store  
documents from your dedicated  
file cabinet.

[GET STARTED](#)

# copy and print done right. guaranteed\*

**Free Delivery Everyday**  
on all custom printed orders

[LEARN MORE](#)

**Free print assessment** by a certified specialist. Learn how to save time & money.

[SIGN ME UP](#)

### Custom Printing



Stationery, business cards,  
custom stamps and more.

### Promotional Products



Choose from over a thousand  
unique products to promote  
your brand or special event.

### Large Format Prints



Make a big impression with  
banners, blueprints and signs  
up to 60" wide

### Custom Stationery Online



Your premiere one-stop shop  
for all your office products like  
business stationery, labels,  
stamps, badges and more.

Click **Custom  
Stationery  
Online.**

## Customizing your business card

Office DEPOT  
Custom Stationery  
online

Office DEPOT

[About Us](#) | [Contact Us](#) | [FAQ](#) | [View Basket](#)

### Product List



Item ID: **BC01649102**  
South Seattle Community College 2 Sided Business Card  
[Order This Item](#)

**Need Help?**  
Please contact our Custom Stationery Online Support Team  
Email: [officedepotso@navitor.com](mailto:officedepotso@navitor.com)  
Phone: 800-965-6270, Option 1

To configure your business card, click **Order This Item**. If you click on the card business card image itself, you will see an enlargement of the card image.

### Item Information

Item Number: BC01649102

Description: South Seattle Community College 2 Sided Business Card

Quantity: 1 ▾

*Quantities are for Boxes of 500 Pieces.*

### Imprint Information

Information will be printed exactly as you type it.

Name:

Title 1:

Title 2:

Phone 1: Phone: (206) 934-

Phone 2: Fax: (206) 934-

Phone Tag 3:

Phone 3:

Email:  @seattlecc.edu

Address, City, State Zip, and Web will be automatically populated on preview.

Location: Main Campus ▾

Back Copy: Core Theme Backer ▾  
Core Theme Backer  
Grant Backer  
International Backer

Next ➔

Enter the information in each of the boxes. It is not necessary to enter information in the **Phone Tag 3** or **Phone 3** field.

Using the drop down menu, select 1 of the 3 locations (Main Campus, Georgetown Campus, or New Holly)

Select 1 of the 3 Back Copy. The default is the **Core Theme Backer**. Click **Next** to see a preview of the card.

## Core Theme Backer Preview



### Core Themes

Student Achievement  
Teaching and Learning  
College Culture and Climate  
Community Engagement and Partnerships

## Grant Backer Preview



**Asian American  
Native American Pacific Islander  
SERVING INSTITUTION  
South Seattle Community College**

### Grant Strategies:

- Improve freshman experience through culturally relevant, family connected orientation, and the creation of clustered learning communities.
- Increase transition from English as a Second Language classes to college courses.
- Improve retention rates, including the creation of a virtual API resource center.
- Improve transfer and graduation rates, and pathways to four year partners.

## International Backer Preview



### INTERNATIONAL PROGRAMS

**We facilitate educational opportunities to enhance global citizenship through:**

- International student enrollment
- Comprehensive programs and support services
- Faculty and staff exchanges with partner institutions
- Education abroad programs for South students
- Resource development to support institutional internationalization

## SAMPLE Business Card

### Item Information

**Item Number:** BC01649102

**Description:** South Seattle Community College 2 Sided Business Card

**Quantity:**

*Quantities are for Boxes of 500 Pieces.*

### Imprint Information

**Information will be printed exactly as you type it.**

**Name:**

**Title 1:**

**Title 2:**

**Phone 1:** Phone: (206) 934-

**Phone 2:** Fax: (206) 934-

**Phone Tag 3:**

**Phone 3:**

**Email:**

**Address, City, State Zip, and Web will be automatically populated on preview.**

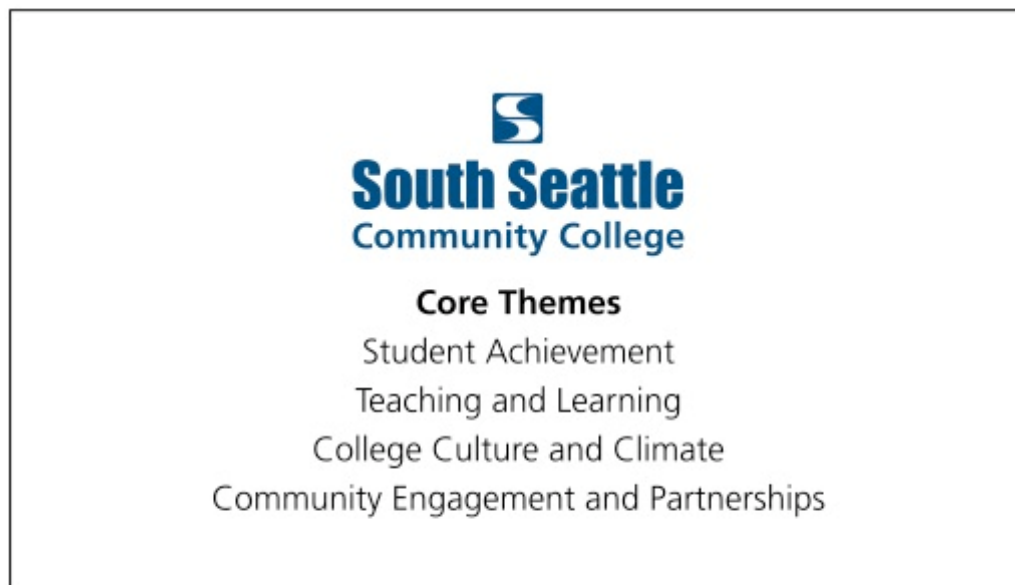
**Location:**

**Back Copy:**

Next



## Business Card Preview



Click **Edit** to go back and modify the card or **Next** to continue.

## Check Out

Office DEPOT  
Custom Stationery  
online

Office DEPOT

[About Us](#)

[Contact Us](#)

[FAQ](#)

[View Basket](#)



Quantities of 2, 4, and 8 will **MAXIMIZE YOUR SAVINGS!**

- You must order **1, 2, 4, 8 or 10 boxes** per business card style **BEFORE "adding to cart"**
- Clicking the, "order more" button will allow you to add additional box quantities for this SKU number.

### Your Custom Stationery Online order:

#### ITEM DESCRIPTION

South Seattle Community College 2 Sided Business Card

SKU

0649102

TOTAL BOX QUANTITY

1

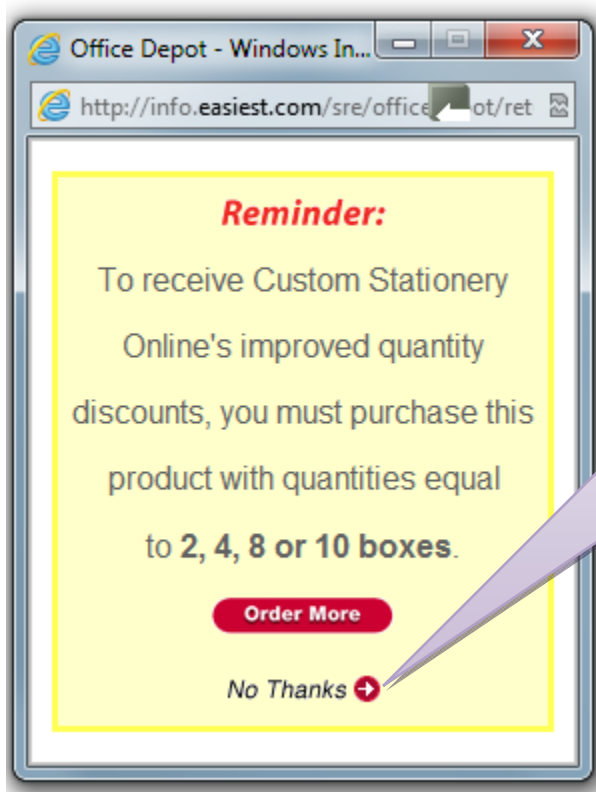
Candace Oehler - Interim Director of Communications

Boxes: 1

[Edit](#)

[Order More](#)

[Add To Cart](#)



Price per box has been pre-negotiated and additional quantities are not required to receive the best price.

If additional cards need to be ordered, click **Order More**. To continue, click **No Thanks** followed by **Add to Cart**.

[Home](#)

Customer Services | 888.2.OFFICE (888.263.3423) | Technical Support: 800.269.6888

**Office DEPOT.**  
*Taking Care of Business*

Store Locator

Order by Item #

1 item(s): \$25.00

Add \$25.00 more for **FREE** shipping

[View Cart](#) | [Check Out](#) | [My Shopping Lists](#) | [My Shipto](#)

Account #: 45367343

Welcome, SOUTHSEATTLECC TRAINING of SEATTLE CMNTY COLLEGES SOUTH - [Logout](#)

Office Supplies | Furniture | Technology | Our Services | My Account

SEARCH  [GO](#)

[View All Products A-Z](#) | [Ink & Toner](#) | [Paper](#) | [Copy & Print](#) | [Tech Depot](#) | [Bulletin Board](#)

[Home](#) > Find Your Product

### Shopping Cart

[Continue Shopping](#) [CHECK OUT](#) [Print This Page](#)

| Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Price/unit | Qty. | Backorder | Total |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------|-----------|-------|
| <div><div></div><div><b>2-Sided Business Cards, Imprint, Box Of 500</b><br/>Item # 649102 Entered Item # 649102<br/><a href="#">Special Order Item</a></div></div> <div><div><div>1</div><div><a href="#">EDIT</a> <a href="#">VIEW</a></div><div>0</div></div><div><div>\$25.00 / box</div><div>\$25.00</div></div></div> <div><div>Remove Item</div><div>Comments <input type="text"/> <a href="#">UPDATE</a></div></div> |            |      |           |       |

[Continue Shopping](#) [Update Cart](#) | [Empty Cart](#) | [Save Cart To List](#) | [Share Cart](#) [CHECK OUT](#)

Save for Later

[MY SHOPPING LIST](#)

[Go to My Account](#)

[CHECK OUT](#)

**Need Help?**

- Email Assistance
- FAQs
- Chat not available

Order Item #

[ADD TO CART](#)

It is highly recommended that the **Comments** field be used to list the business card recipient.

To continue, click **Check Out**. To reconfigure the card, click the **Edit** button.

## 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):

Select a desired delivery date:

Mon, Jun 6, '11

### 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 Desired Delivery Date field does not apply to **custom imprint items** or **print on demand 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 Print on Demand items, an Office Depot employee will call you to confirm delivery availability.

## Shopping Cart

[Hide Images](#)

Estimated Delivery Date: 06/06/2011

The production and shipping time of your order will be determined by the personalized options requested.

| Description                                                                                                                                                     | Your Price/unit | Qty.                                                                         | Backorder | Total   | Remove Item                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------|-----------|---------|----------------------------------|
| 2-Sided Business Cards, Imprint, Box Of 500                                                                                                                     |                 |                                                                              |           |         |                                  |
|  Item # 0649102<br>Entered Item # 649102<br><a href="#">Special Order Item</a> | \$25.00 / box   | 1 <input type="button" value="EDIT"/><br><input type="button" value="VIEW"/> | 0         | \$25.00 | <input type="button" value="x"/> |

Comments:

When the order is ready to be submitted for fulfillment, click **Put This Order on Hold**. The order will go through an approval process with the Communications department and you will receive the order confirmation once it has been reviewed and released. Standard delivery after approval is typically 3-5 business days.

|                |                |
|----------------|----------------|
| Subtotal:      | \$25.00        |
| Delivery Fee:  | FREE           |
| Miscellaneous: | \$0.00         |
| Taxes:         | \$2.38         |
| <b>Total:</b>  | <b>\$27.38</b> |

Have you made any changes to your cart or delivery option?   
By submitting this order, you agree to the [Terms and Conditions](#).

[Continue Shopping](#)