

Technical support: 800-269-6888 • Customer Services: 888.263.3423

User Login

Website url is: <https://business.officedepot.com/>

Enter your user Name/ID

Enter Password

“Automatic Login”
Check this box to by-pass the login page and connect to your account without rekeying credentials.

Lost Login / Password assistance



Taking care of business

Welcome to the Business Solutions Division

Registered Customers

Login Name

Password [Show](#)

[Log In](#)

☐ Keep me logged in

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

[Need Help Logging In?](#)

You take care of business.
We take care of you.

Not a customer? [LET'S GET STARTED](#)

Home

The landing page includes a bulletin board to keep you informed. From this page all shopping features may be launched.

Help

Live Chat, customer service links, User Guide and online Demos

My Account

To view Account Profile On line Reporting, Dashboard features and orders. Order tracking can be found here



Store Locator

Find a local store

Products:

Click on Product Category to view product groupings.

Ink & Toner Find refills and supplies for your business machines.

Search:

Type in product description: Office Depot or manufacturer product codes. Predictive search reduces keystrokes

Building Your Order

Step 1 Logon on to <https://business.officedepot.com> using the unique user id and password provided by your Office Depot representative

Step 2 Combine any of the following tools to build you order:

- **Products:** Click a category from the **Product section** and select the category or sub-category to view products.
- **Search:** type item **Keyword** or **Item Number** and click **Search**. A summary of matching categories and the top ranking items will appear. Choose a category or brand, or go directly to an item. Results can be resorted by: Best Value (Contract), Price and relevance. To filter search results by characteristics such as brand, size, color etc, click the desired characteristic listed on the left-side tool bar.
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Step 3  **Shopping Cart** to review your selections, view Office Depot recommended savings opportunities, share your cart with another user, save items for later, or add to custom shopping lists.

Step 4  **Checkout** - Review selected items and shipping address and accounting field requirements (i.e. ATTN, Cost Center, FL/STE#); modify as needed. If the order is released by 5:00 it will be processed for next available day delivery

Your Office Depot Contacts:

James Karmilovich, Strategic Account Manager

Email: James.Karmilovich@officedepot.com

Phone number: 609.923.4938

Technical support: 800-269-6888 • Customer Service Team: 888.263.3423

Your Office Depot Account Number is: 90243590

Office Depot Website url: <https://business.officedepot.com/>
(make sure to add to your favorites list)

THINGS TO REMEMBER:

- Your **Office Depot** Account will be active for placing office supplies orders effective **January 29th, 2018**.
- **PHH Mortgage** contract items are identifiable online by the “**Best Value**” icon: .
- All orders will be routed to PHH Mortgage Procurement for approval. Once approved, order will then route to Office Depot for processing.
- For password resets or navigational questions contact Technical Support at: **800.269.6888**
- For questions regarding your order, product information or returns contact Customer Service at: **888.263.3423**
- To order an Office Depot catalog simply add item **# 817643** to your shopping cart.