



CONVENIENT.
CUSTOMIZED.
PRODUCTIVE.

Print & Copy Services™

DESIGN

- Creative consultation
- Typesetting
- Customized online content
- Virtual proofing
- Digital asset management

PRODUCTION

- State-of the-art digital print technology
- National offset print production partnerships
- Job routing for production and delivery optimization
- Kitting, fulfillment and warehousing

DISTRIBUTION

- Vendor consolidation
- Integrated billing
- Consultation and visibility into cost efficiencies and total cost of ownership
 - Sales engineers
 - 1,000-plus retail locations
 - World-class supply management
- Print supply chain management

OPTIMIZATION

- Data analysis
- Asset management tools
- Inventory reporting
- Utilization tracking

MANAGEMENT

- Brand identity control
- Elimination of obsolete and outdated materials
- Online unified ordering platforms
- Improved turnaround times and print quality
- Revision and version control
- Digital assets managed through user access rights
- Web-enabled print technology platforms

SHREDDING & STORAGE SUBSCRIPTION SERVICES*

- Tap into our secure shredding and storage for monthly pickups, bins and transportation.
- Add unlimited access that includes monthly pickups, bins, transportation, file retrieval and refiling.

*Subscription Services: A 12-month commitment and valid credit card is required. Recurring payments will be automatically billed to the selected method of payment based on the selected frequency until terminated by customer.

Explore more at business.officedepot.com,
call **888.263.3423** or visit us in store.



Print what you need, when you need it.

No matter how critical or complex your print needs are, Office Depot® provides personalized solutions to help you achieve your business goals.

DOCUMENT SERVICES

Simplify printing for your business with our state-of-the-art equipment and wide selection of paper options. Order online and pick it up in store or have it delivered right to your door.

DOCUMENT STORAGE

Get secure unlimited storage, convenient access to your files from anywhere and the ability to order and reorder what you need, when you need it with our My Files solution.

MARKETING MATERIALS

Choose from flyers, brochures, postcards, direct mail and more to communicate your business messages to everyone, everywhere.

BRAND IDENTITY

Streamline the ordering process and maintain consistency and accuracy of all your brand information with a personalized storefront and direct access to your company's templates.*

- Business cards
- Envelopes
- Letterhead
- Labels
- Custom forms
- Custom stamps

SIGNS, POSTERS AND BANNERS

Promote your business with posters, banners, sidewalk signs or magnetic designs made of plastic or metal to create a memorable experience for your customers.

PROMOTIONAL PRODUCTS

Leverage personalized products that leave a lasting impression of your brand. From caps and calendars to pens and Post-it® pads, count on our products to help your business make a powerful impact.

Contact your Account Manager for details.

*Minimum \$10,000 annual spend required in order to qualify for this program.

Warren Kramer
Strategic Development Manager
Warren.Kramer@OfficeDepot.com
562.972.2796

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DEPOT®**

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