



Introducing Your Office Depot Coffee Program!

Brewer Cost \$1.00

Installation Site Survey Checklist

Completing this checklist is mandatory for all equipment installations to insure our customer receives the highest quality installation service available.

Scan completed form and send to: elizabeth.henderson@officedepot.com

Questions Call: 773-430-0602 Elizabeth Henderson

Type of Keurig Equipment Requested:

Keurig K150 (5-25 employees) Not Plumbed Quantity _____

Keurig K150P (25+ employees) Plumbed (into water source) or Not Quantity _____

Keurig K3000 (30+ employees) Plumbed (into water source) Only Quantity _____

Type of Pour Over Equipment Requested:

Newco ACE TS Air Pot Brewer Plumbed (into water source) Only Quantity _____

Newco ACE-LP Traditional Brewer 2 Warmers Plumbed Only Quantity _____

Grounds to Grow On Program Sign me up _____

Office Depot Account # 38560847-00005

Name of Building, Dept Name _____

Address, Floor # _____

Contact Name _____ Phone # _____

Email Address _____

Where is the specific location of the installation within the building breakroom (s)? For example, First floor, Lobby, Executive Office, etc. _____

Are we replacing an existing coffee brewer? If yes does it require disconnection? _____

Approximately how far away (in feet) is the nearest water source from where the coffee brewer will be installed? _____

Are there upper cabinets? If so what is the approximate counter to upper cabinet height? _____

Please Note – Installers will not run water lines through ceilings or walls or drill through stone countertops. If backflow preventers are required by county code – Client is responsible for such installation.

****Delivery will be to UD Central Receiving**

Keurig Models



K150 & K150P



K3000

(Plumbed or Not Plumbed)

(Plumbed only)

Traditional Brewers

MFG	MODEL	ITEM NO.	OFFICE SIZE	*MPR	DESCRIPTION	BREWER PROGRAM VALUE
NEWCO	ACE TS	Special Order	10+	\$500	• Adjustable height to accommodate low cabinets • Must be plumbed into a waterline • Hot water dispensing option • LED Certified Commercial Grade Brewer • Server = 2.2 Liter glass lined air pot • Dimensions: Adj. Ht. 26.25" – 16.75" H x 8.5" W x 17.5" D	\$1.00 NON AGREEMENT VALUE \$799.99

MFG	MODEL	ITEM NO.	OFFICE SIZE	*MPR	DESCRIPTION	BREWER PROGRAM VALUE
NEWCO	ACE-LP	Special Order	10+	\$500	• Ready light indicates optimum brew temperature • Flashing brew light alerts user that coffee is brewing • Universal base for perfect dispenser alignment • Gravity fed hot water faucet for tea, soups and hot cocoa • Tank "ON/OFF" switch for easy installation • Pulse brewing option - when turned "on" allows pulsation of water over coffee grounds • PDS Valve. The most accurate flow control on the market, eliminating service calls due to inconsistent pot levels • Dimensions: 16.375"L x 15.5"W x 15.875"H Ship wght: 31 lbs.	\$1.00 NON AGREEMENT VALUE \$799.99

