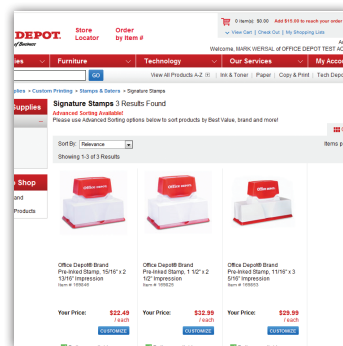
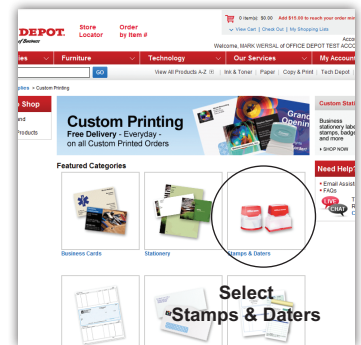
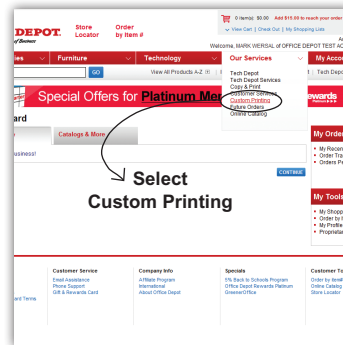




HOW TO ORDER AND CUSTOMIZE YOUR STAMPS

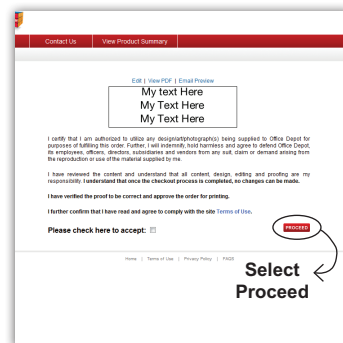
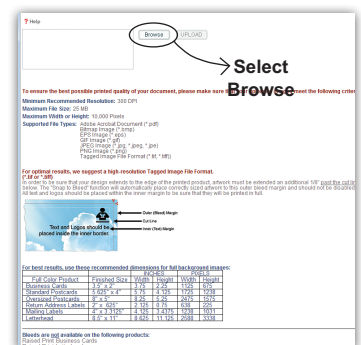
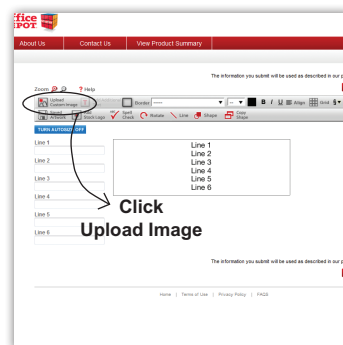
1. Logon to: **officedepot.com/bsd**, select **Custom Printing** in **Our Services** tab
2. Select the **Stamps and Daters** and choose the desired Product Category
3. Choose your stamp and select **Customize**, personalize your stamp then select **Proceed**



SMART STEPS TO ORDERING CUSTOMIZED SIGNATURE, ROUND, AND NOTARY STAMPS:

SIMPLE STEPS TO ORDERING YOUR SIGNATURE STAMP

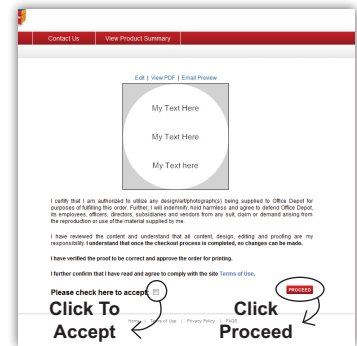
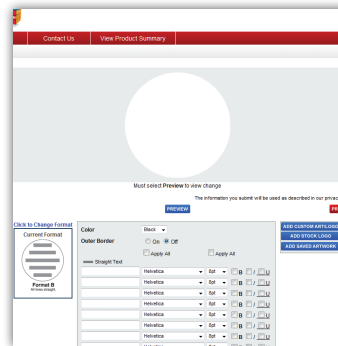
1. Follow the three basic steps to ordering stamps
2. Within the Design Studio select **Upload Custom Image**
3. Pop-up screen appears, select **Browse**, locate image
 - Select **Open**
 - Select **Upload**
 - Close pop-up screen
4. Select **Saved Artwork**, pop-up screen will appear with artwork
 - Select image to upload
 - Adjust art to fit within outline
 - Select **Proceed**
5. Preview appears, click on the **To Accept Box** and select **Proceed**
 - Select **Add to Cart**
 - Continue through Checkout





SIMPLE STEPS TO ORDERING YOUR ROUND STAMP

1. Follow the three basic steps to ordering stamps
2. Within the Design Studio, enter desired text and/or upload custom art, selecting the **Preview** button to view changes
3. Select **Proceed**, preview appears, click on the **To Accept Box** and select **Proceed**
 - Select **Add to Cart**
 - Continue through Checkout



SIMPLE STEPS TO ORDERING YOUR NOTARY STAMP

1. On the **Custom Printing** page in **Our Services** tab, scroll down to the **All Categories** and choose **Notary Stamps**
2. Choose your stamp and select **Customize**, choose your ink color and select **Continue**
3. Within the Design Studio, enter desired text and select **Update Preview** to view changes
4. Select **Continue**, preview appears, review your stamp and select **Proceed**
 - Select **Add to Cart**
 - Continue through Checkout

