

Intelligent solutions to manage your office printing.

A look at PrintIQTM by Office Depot[®] – our total managed print services program.

In today's challenging economy, businesses are continually looking for ways to increase productivity and decrease expenses. For many of these businesses, the printing environment represents an untapped resource for significant savings. Nevertheless, the total cost of managing and printing documents, along with the ability to drive improvements remains a challenge.

This paper explores the issues and opportunities associated with typical printing environments, and highlights the benefits of using PrintIQTM by Office Depot[®].

Today's printing-related challenges:

- Most businesses don't have a way to control toner usage and spend.
- The exact number of printers and multifunction devices is typically unknown and improper asset identification can be costly.
- Managing printers places unnecessary demands on IT staff.
- Older, inefficient printers can lead to higher operating expenses and costly repairs.
- Printers and copiers can consume excess energy and increase carbon footprint.
- Managing multiple vendors for printer hardware, supplies and repairs is costly and time consuming.
- Heightened fiscal challenges make it difficult to maintain internal print shops.
- The data required to calculate the total cost of printing is difficult to obtain.

Start using your PrintIQTM today!

Contact your Account Manager to sign up. For more information, email PrintIQMPS@officedepot.com or call 800-333-3023

The Office Depot name and logo are the registered trademarks of The Office Club, Inc. © 2013 Office Depot, Inc. All Rights Reserved.



Office
DEPOT[®]

PrintIQ™ by Office Depot® is ready to meet these challenges, with comprehensive services including:

PrintIQ™ essentials

As part of this service, FREE software provided by Office Depot® monitors toner levels for all the printers on your network. When toner levels are low, just the right amount is shipped to you automatically, eliminating the cost of storing extra product. In addition, PrintIQ™ essentials features 24/7 monitoring of your entire print environment, which takes the worry out of managing this important aspect of your business.

PrintIQ™ plus

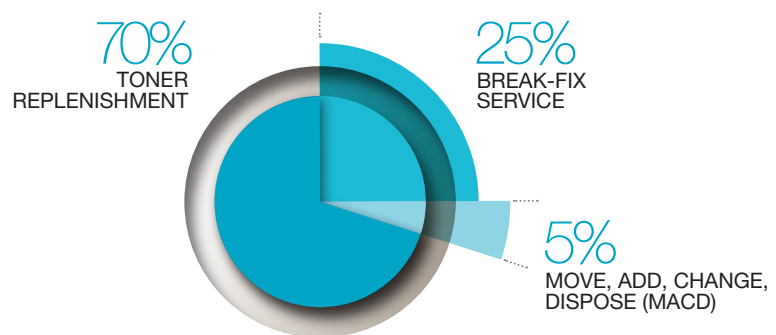
This second level of service includes everything from PrintIQ™ essentials, plus the option to lease award-winning printers from top manufacturers including Lexmark™, Xerox® and HP®, for a flat monthly fee. As part of your lease agreement, repair and maintenance services are included. However, if you choose not to lease, we give you the option to only get repair and maintenance services for your existing printers.

PrintIQ™ enterprise

This all-encompassing service includes everything from PrintIQ™ essentials and PrintIQ™ plus. We'll also perform periodic assessments to ensure that your entire print environment is working at peak efficiency (including scanning and cloud services). And when your business has the need for larger print jobs, we can handle them all through our Copy & Print Depot™. Our highly-trained Xerox®-Certified Print Specialists are ready to help your business stand out from the competition, with enhanced printing and document services. Additional fees will apply.

Supporting the office printing environment – by the numbers

In businesses that have successfully implemented a total managed print services program, the breakdown of service requests begins to reveal what it takes to support an office printing environment:



Breakdown of Service Requests

Start using your PrintIQ™ today!

Contact your Account Manager to sign up. For more information, email PrintIQMPS@officedepot.com or call 800-333-3023

The Office Depot name and logo are the registered trademarks of The Office Club, Inc. © 2013 Office Depot, Inc. All Rights Reserved.



With this in mind, controlling and managing toner spend represents a natural starting point. That's where PrintIQ™ essentials can help.

PrintIQ™ essentials is a **FREE** service that automatically ships just the right amount of toner when levels are low, eliminating the cost of storing extra product. It also includes 24/7 monitoring of your print environment.

PrintIQ™ essentials benefits:

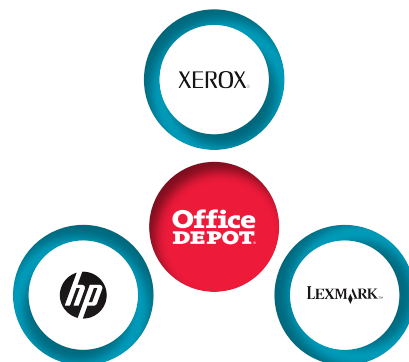
- No contract needed
- **FREE** PrintIQ™ assessment to help us understand your unique printing needs
- All brands of toner available
- Centralized billing
- No need to store excess inventory
- **FREE** ink & toner cartridge recycling

Our next level of service enables you to get all your toner, **PLUS** printers, parts and service.

PrintIQ™ plus includes automatic toner deliveries when levels are low and 24/7 monitoring of your print environment. **PLUS**, you have the option to lease award-winning printers from top manufacturers including Lexmark™, Xerox® and HP®, or get complete repair and maintenance services for your existing printers.

PrintIQ™ plus benefits:

- **FREE** PrintIQ™ Assessment to help us understand your unique printing needs
- All brands of toner available
- Centralized billing
- No need to store excess inventory
- **FREE** ink & toner cartridge recycling
- **PLUS** —
- Award-winning printers from top manufacturers, Including Lexmark™, Xerox® and HP®
- Professional installation of your new printers
- On-site repair and maintenance services



Office Depot Strategic Partners

Start using your PrintIQ™ today!

Contact your Account Manager to sign up. For more information, email PrintIQMPS@officedepot.com or call 800-333-3023

The Office Depot name and logo are the registered trademarks of The Office Club, Inc. © 2013 Office Depot, Inc. All Rights Reserved.

PrintIQ™
by Office Depot®

Finally, with PrintIQ™ enterprise, you'll get a total, customizable managed print solution.

PrintIQ™ enterprise includes automatic toner deliveries when levels are low; options to lease high-end printers or get complete repair and maintenance services on your existing printers; plus 24/7 monitoring of your printing environment, monthly assessments and more.

PrintIQ™ enterprise benefits:

- All your toner shipped automatically, before you need it
- Your choice of award-winning printers
- Parts and 3-year on-site service
- Access to mobile printing and scan-to-cloud services
- A broad range of services and products are available for your larger print jobs through our Copy & Print Depot™. These include:
 - Black & white and color printing
 - **FREE** document archiving
 - Flyers, newsletters & brochures
 - NCR forms & labels
 - Banners and posters
 - Our comprehensive list of finishing services includes: binding, collating, cutting, stapling laminating, mounting, folding and hole-punching

Copy & Print Depot™ can also provide a **FREE** Total Cost of Ownership (TCO) analysis to give your business a comprehensive view of the true cost of your printed materials. This analysis will give you a better understanding of how to utilize our print services and leverage copier fleet expenditures to create internal revenue streams and more.

It includes the following:

Financial impact study: Most businesses aren't aware of their true cost to produce a copy. Office Depot® will show the effects of a copy and print program on rebate dollars and bottom line.

Comprehensive implementation: A detailed list will identify all tasks required to enable a successful launch and smooth transition.

Flexible configuration recommendations: Office Depot® will accommodate your specific needs, whether we visit on-site, align near-site or a blend of both.

Start using your PrintIQ™ today!

Contact your Account Manager to sign up. For more information, email PrintIQMPS@officedepot.com or call 800-333-3023

The Office Depot name and logo are the registered trademarks of The Office Club, Inc. © 2013 Office Depot, Inc. All Rights Reserved.



As a result of this analysis, Copy & Print Depot™ can help your business leverage today's technologies, along with your existing contract pricing to save up to an additional 40% on the true cost of print procurement. Your business will be able to:

- Decrease the need for large production-style technology. As Xerox's 2nd largest customer in the U.S., Office Depot® has already invested in today's latest and greatest technology so you don't need to.
- Move to a just-in-time print procurement model to save dollars and reduce waste.
- Increase ability to track and control print spends.
- Consolidate print spends and increase rebates via a number of customizable offerings, including print on demand, Virtual File Cabinet, stationery items, custom stamps, promotional products and more.

It's the combined power of PrintIQ™ and Copy & Print Depot™ that enables Office Depot® to enhance your printing environment with a cost-efficient, total document solution.

Summary

Printing is a critical component to any business. Ensuring that the right supplies are always on hand and that printer fleets are working at peak efficiency will enhance overall productivity, while cutting costs.

That's where PrintIQ™ by Office Depot® can make all the difference.

As a leader in printing products and services, we can help your business:

- 1) control and manage toner spend
- 2) optimize the printing environment
- 3) enhance printing and document services.

This three-step approach, combined with more than 25 years of account implementation experience and more than 1 million related weekly transactions, makes us the right choice for your total managed print services program.

Start using your PrintIQ™ today!

Contact your Account Manager to sign up. For more information, email PrintIQMPS@officedepot.com or call 800-333-3023

The Office Depot name and logo are the registered trademarks of The Office Club, Inc. © 2013 Office Depot, Inc. All Rights Reserved.

