

5% Back to Schools Program



Smart starts at school!

We want kids to feel ready to take on the world. That's why everyone at Office Depot® is committed to children and schools. By supporting education initiatives, we help prepare kids to participate in the global community. The way we see it, tomorrow's workforce is sitting in today's classroom.



The 5% Back to Schools Program: When you shop, kids benefit.

OUR 5% BACK TO SCHOOLS PROGRAM IS AN EFFORTLESS WAY TO SUPPORT A SCHOOL IN YOUR COMMUNITY.

WHEN YOU BUY QUALIFYING PRODUCTS, 5% OF THESE PURCHASES WILL BE CREDITED TO A PRE-K – GRADE 12 SCHOOL OF YOUR CHOICE. EVERY QUARTER, YOUR SCHOOL CAN REDEEM CREDITS FOR FREE SUPPLIES.

Three simple steps to credit your school.

- 1 Be sure to give your school's 5% Back to Schools ID number each time you make a purchase.
- 2 Office Depot will total the qualifying purchases made each quarter.
- 3 Office Depot will offer your school 5% of the qualifying purchases in merchandise credit, which can be used towards FREE SUPPLIES.



What products qualify for school credit?

Basic school supplies qualify: pens, pencils, note pads, binders and more. Chances are, you're already buying things that qualify for credit. For a list of qualifying products and the terms and conditions, see the back of this page.

HOW DO I GET MY SCHOOL'S ID NUMBER?

- Email us at backtoschool@officedepot.com
- Call the Platinum member hotline, 877.627.8631
- Visit an Office Depot retail store for a listing of school ID numbers

Any way you order, your school wins.

- ONLINE**
- After you place your online order, write down the order number
 - Click on the 5% Back to Schools link on our home page, business.officedepot.com
 - Fill out the form and include your school's ID number
- PHONE** Whenever you place an order on the Platinum member hotline 877.SMART.OD1 (877.627.8631) or 888.2.OFFICE (888.263.3423), be sure to give your school's ID number
- FAX** Once you've received your order number, write it down and follow the same procedure as for online ordering
- STORE** Just give your school ID number to the cashier any time you make a purchase in an Office Depot retail store. Qualifying purchases are automatically credited to your school's account.



5% BACK TO SCHOOLS PROGRAM QUALIFYING PRODUCTS

Here is a list of some qualifying products



Adding machine/POS roll

Adhesives

Art/drafting papers

Art/drafting supplies

Ballpoint pens

Basic labels

Batteries

Better pens/pencils

Binders

Books

Boxes/packing materials

Bulletin boards

Children's coloring

Cleaning supplies

Clipboards

Clips/fasteners/push pins

Clocks

Color copy paper

Computer paper

Construction paper

Contract ruled paper

Correction products

Corrugated storage

Design papers

Desk pads

Display calculators

Dry erase boards

Easel pads and easels

Education and reference software

Electronic labeling

Expanding files

Fax paper

File folders

Filing/ID labels

Filler paper

Financial calculator

Flag

General ergonomic accessories

Graphing calculators

Hanging file folders

Highlighters

Hole punches

Index cards and files

Indexes/dividers

Inkjet labels

Inkjet paper

Labeling accessories

Laser labels

Laser paper

Lead/refills/erasers

Legal pads

Letter opener/knives

Machine card products

Mailing supplies

Manual labelmakers

Maps and atlases

Media labels

Media storage

Multi-purpose paper

Name badges

Office stationery

Office systems

Organizer/reference

Overhead projectors

Packing tape/dispensers

Pads/wrist rests

Paper products

Paper trimmers

Pencils

Permanent markers

Personal hygiene

Photo paper

Poly filing

Portfolios

Presentation markers

Project boards

Report covers

Rollerball pens

Rubberbands

Rulers

Safes

Safety/security

Scales

School backpack/accessories

School accessories

School binders

Scientific calculator

Scissors

Self-stick notes

Sharpeners

Sheet protectors

Signs and letters

Specialty labels

Specialty pens

Stampers/accessories

Stapling

Storage

Tape and dispensers

Teaching supplies

Transparencies

Wastebasket/bags

White copy paper

Wirebound notebooks

Wireless notebooks

Writing journals

5% Back to Schools Program is available at Office Depot® store locations, by phone at 1-800-GO-DEPOT (800-463-3768), online at www.OfficeDepot.com, and in Canada at www.OfficeDepot.ca. Customers who participate in the Office Depot Rewards Platinum program are eligible to participate by calling 87-SMART-OD1 (877-627-8631) and online at www.business.OfficeDepot.com. The program is not applicable to schools in Puerto Rico. There are four program periods: a) January 1 through March 31; b) April 1 through June 30; c) July 1 through September 30; and d) October 1 through December 31. Five percent of qualifying school and office supply purchases made during each program period will be tallied under the name of each school designated by our customers. Qualifying purchases are categorized as basic school and office supplies, i.e., paper, file folders, pens, pencils, crayons, etc. Products that do not qualify are 1) all technology and consumer electronic products and accessories, media and software that is not education or reference related, 2) all furniture items and furniture accessories, 3) all ink and toner cartridges, 4) Gift Cards and postage stamps, 5) purchases from Copy & Print Depot, and 6) purchases made to contract business accounts, except purchases made by Office Depot Rewards Platinum members. At the end of each program period, the total credits tallied per school will be offered to that school in the form of an Office Depot® Merchandise Card for the school's use toward the purchase of any products or services from any Office Depot® store. Office Depot® Merchandise Cards are for school use only, are not transferable or assignable and are not for resale or auction. Credits are only effective once the offer is accepted. Credits will be issued 60 days after the end of each program period and will be valid for 120 days after the date of issuance. Credits will not be offered to schools with less than \$10.00 in tallied credits per program period. See your local Office Depot® store for a list of qualifying products. Office Depot® will honor up to \$10 million in total credits to the designated schools that opt to participate. Unaccepted/declined credits immediately expire and are void. Limited to Pre-K-12th grade.

business.officedepot.com
87.SMART.OD1 (877.627.8631)