



Office DEPOT®

Health and Wellness

Prevention – the best defense against colds and flu

Colds and flu will soon be making their annual, unwelcome visits to homes, schools and offices. Keeping your office clean and sanitized is one way to help protect your employees from getting sick and Office Depot® has dozens of products to help you do just that, including over 60 kinds of hand soap and dozens of hand, surface and air sanitizers.



Timely Tips

As the first and most important step in protecting against seasonal flu, the Centers for Disease Control advises getting a seasonal flu vaccine. Beyond getting vaccinated, here are other preventative steps you can take:

- **Cover your nose and mouth** with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it. Office Depot carries many brand name tissues, including Kleenex® Anti-Viral Facial Tissue, Item # 664242.
- **Wash your hands often** with soap and water, especially after you cough or sneeze. To supplement routine hand washing and help reduce the risk of infections, try the Purell® Instant Hand Sanitizer Pump, Item # 450073.
- **Avoid touching your eyes, nose or mouth.** Germs spread this way.
- **Share a phone?** Clean the receiver often with a sanitary wipe, such as Scrubs Disinfectant Wipes, Item # 375219.
- **If you get a cold or the flu,** there are many products to treat the symptoms, including Tylenol® Cold Severe Congestion, Item # 538845.
- **For more tips on what to do if you get sick with the flu,** visit the CDC website at <http://www.cdc.gov/h1n1flu/>.



GREENER OFFICE Q & A

Is recycled facial tissue safe and sanitary? – Trying to be greener

Recycled facial tissue is manufactured to be perfectly clean and sanitary and is highly beneficial to the environment. If every household in the United States replaced just one box of virgin fiber facial tissues (175 sheets) with 100% recycled ones, we could save 163,000 trees.*

* Source: Natural Resources Defense Council



Item # 664242



Item # 450073



Item # 375219



Item # 538845

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888.2.OFFICE (888.263.3423)



HANDY SHOPPING LISTS: No need to make a shopping list — we've done it for you! Each comes with product item numbers, making them online shopping-friendly — just enter the item number into the search box at officedepot.com/bsd. There you'll find more product information and you can choose the quantity you need. Don't see what you want? Swap out other name-brand favorites for the ones we've listed! And remember — the more you order, the more you save. Ask your Account Manager for more information.



HAND SOAP

Office Depot® Green™ Hand Soap, 8 Oz., Item # 485985
 Gojo® Green Seal Certified Hand Soap, 46 Oz., Refill, Item # 117540
 Gojo® Green Seal Certified Hand Soap, 7.5 Oz. Pump, Item # 117345
 Kimberly-Clark® Antibacterial Hand Soap, 800 ml, Item # 369591
 Softsoap™ Antibacterial Liquid Soap, 1 Gallon, Item # 327677
 Dial Complete® Antibacterial Foaming Hand Wash, Original, 7.5 Oz. Pump, Item # 140288
 Genuine Joe Antibacterial Foaming Hand Soap, 8 Oz. Pump, Item # 603060
 Genuine Joe Antibacterial Foaming Hand Soap Refill, 64 Oz. Bottle, Item # 603065



CLEANING SUPPLIES

Lysol® Fresh Scent Spray, 19 Oz., Item # 422469
 Rochester Midland Enviro Care® Low-Foam All-Purpose Cleaner, 1 Gallon, Item # 673995
 Lysol® Disinfectant Foam Cleaner, 24 Oz., Case of 12, Item # 604075
 Ultra Clorox® Germicidal Bleach, Regular Scent, 96 Oz., Item # 292358
 Clorox® Green Works™ All-Natural Commercial Solutions All-Purpose Cleaner, 32 Oz. Spray, Item # 434205
 Simple Green Disinfectant Pro 5, 1 Gallon, Item # 597635
 Marcal® Premium Recycled Jumbo Paper Towels, Roll of 140 Sheets, Pack of 6 Rolls, Item # 407711
 Bounty Paper Towels, 2-Ply, Roll of 64 Sheets, Case of 30 Rolls, Item # 918280
 Imperial Impressions® Recycled 2-Ply Perforated Roll Towels, 210 Sheets per Roll, 12 Rolls per Case, Item # 717290
 Adenna PolyVinyl Powder-Free Examination Gloves, Medium, Item # 771058
 R3 Safety Nontoxic Nuisance Dust Masks, Box of 50, Item # 883171
 Rubbermaid® Caution Wet Floor Safety Sign, 25" x 11", Yellow, Item # 539440

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HAND SANITIZER

Purell® Instant Hand Sanitizer with Aloe, 8 Oz., Item # 185432
 Purell® NXT® Hand Sanitizer Dispenser, Item # 625999
 Purell® Instant Hand Sanitizer Dispenser Refill, 27.05 Oz., Item # 506572
 Purell® Instant Hand Sanitizer, 8 Oz., Blue Ocean Mist, Item # 514510
 Purell® Instant Hand Sanitizer, 8 Oz., Pink Spring Bloom, Item # 514515
 Purell® Foam Sanitizer, 18 Oz., Item # 617900
 Purell® Instant Hand Sanitizer Moisture Therapy, 8 Oz. Pump Bottle, Item # 426300
 Purell® Instant Hand Sanitizer Pump, 8 Oz., Item # 450073
 Purell® Instant Hand Sanitizing Wipes, 5" x 7", Pack of 100, Item # 566410
 Genuine Joe Gel Hand Sanitizer, 64 Oz. Pump, Item # 602990
 Genuine Joe Foaming Hand Sanitizer, Lavender, 8 Oz. Pump, Item # 603005



CLEANING WIPES

Clorox® Disinfecting Wipes, Lemon Fresh, Pack of 75, Item # 984560
 Clorox® Disinfecting Wipes, Fresh Scent, Pack of 75, Item # 821808
 Clorox® Premoistened Germicidal Wipes, Box of 70, Item # 439675
 SCRUBS Multisurface Wipes, Box of 50, Item # 652660
 SCRUBS Green Cleaning Wipes, Box of 90, Item # 756875
 MMI Antiseptic Wipes, Box of 50, Item # 346085
 Pledge® Multi-Surface Wipes, Box of 25, Item # 595103
 Genuine Joe Disinfecting Cleaning Wipes, Box of 35, Item # 756755
 Acme First Aid Antiseptic Towels Refills, Box of 25, Item # 434659
 Lysol® Disinfecting Wipes, Citrus Scent, Box of 80, Item # 512112
 Lysol® Disinfecting Wipes, Spring Waterfall Scent, Box of 80, Item # 939760
 Lysol® Disinfecting Wipes, Citrus Scent, 35 Sheets per Canister, Pack of 2, Item # 861770