

ANNOUNCEMENT

IMPORTANT INFORMATION REGARDING YOUR ACCOUNT



Office DEPOT®
OfficeMax®
Taking care of business

UPDATE TO YOUR CURRENT OFFICE SUPPLY AND PRINT PROGRAM

Office Depot is excited to announce the transition of supply and print purchasing from Office Max to Office Depot via eMarket.

Within the next 2 weeks, the Office Max eMarket portal and account will be closing and the Office Depot icon will be your new access point.

The State's contracted pricing will remain in place with the new accounts and eMarket procedures will also remain the same.

WHAT DO I NEED TO DO?

To insure your new Office Depot account is set up accurately, please click on the link below to register yourself and your department with Office Depot.

By providing the information in this link, we are better able to make your transition and experience with Office Depot a pleasant one.

COMPLETE THIS REGISTRATION BY 1/31/18 TO AVOID SERVICE INTERRUPTION!

<https://app.smartsheet.com/b/form/c7aef25eaadf4ecbb5a3fd636ec949b1>

We thank you for your business, assistance and patience during this transition.

Please feel free to contact your Office Depot account manager with questions.

Donna McGuire ~ Account Manager

E: donna.mcguire@officedepot.com C: 775.772.0131 O: 775.674.4457