

What you need.
What you need to know.™

EMPLOYEE PURCHASE PROGRAM

*Just another **VALUE-ADDED** service for our
Business Services Division Customers.*

Validated Personal Credit Cards allow your Employees to shop at Office Depot retail stores using their personal credit card and receive contract pricing. Cards must be validated through your Office Depot account manager prior to purchase. Contract pricing only applies to credit card purchases. **Please Note:** When using a **Debit Card, transaction must be processed as a Credit Card in order to receive discount.**

You'll Enjoy NUMEROUS ADVANTAGES:

- ✓ Use for PERSONAL purchases
- ✓ Easy and Convenient
- ✓ Items purchased will be re-priced to reflect your contract price OR retail price-whichever is lower
- ✓ Charges will appear on your normal credit card statement
- ✓ You can link personal or corporate cards and as little or as many as you would like.

To take advantage of this great benefit, please fill out and fax to your account manager at (530) 224-1700. Please allow 48 hours for credit card validation after information has been received. You will be notified once the process is complete. Email: isoares@officedepot.com, Fax: (530) 224-1700.

Account No. **34512166** Account Name: **Connecting Waters Charter Sch**

Name as appears on card:

Credit card type and #:

Work Telephone:

Account Manager: **John Soares**

Accepted cards: Visa, MC, Amex, Discover, Diner's Club, Office Depot Credit Card & Office Depot Visa.

* Please note that coupons are not applicable when using your Procurement Card.

Office DEPOT®