

Office Depot, an eProcurement supplier, has partnered with Procurement Services to put together this quarterly newsletter with the latest tips, news, important events and information to keep you in the loop. Let us know what you think!



New Product Spotlight: IdeaPaint

IdeaPaint is an innovative white board paint used to transform the way people work and learn by turning virtually any surface into an erasable canvas to collaborate, communicate, and fully explore ideas.

High Performance

- ◆ No ghosting, etching, or hazing
- ◆ Performs with all brands and colors of dry-erase markers
- ◆ Erases clean every time!

Cost-Efficient

- ◆ IdeaPaint is one of the most cost-efficient dry-erase solutions available.

Environmentally Responsible

- ◆ Non-toxic, certified low emitting performance coatings, compliant with SCQWMD, GREENGUARD Children and Schools, and LEED.

Please reach out to Scott Komine if you are interested or have any questions!



Did You Know?

The **HUB** symbol identifies products in the Office Depot assortment that were originally manufactured and/or distributed by a Historically Underutilized Business (HUB). This refers to the type of businesses that historically have not had equal opportunities. They include certified minority, women, disabled, veteran and small enterprises. Next time when ordering online, look for the **HUB** symbol!



Office Depot Named Greenest Large Retailer For The Third Year by Newsweek Magazine!

On November 5, 2012 Office Depot announced that it has been recognized in Newsweek magazine's annual Green Rankings as the number one greenest

large retailer in America, for the third consecutive year. Across all industry sectors, Office Depot was ranked as America's ninth greenest large company.

Office Depot received the highest mark for transparency of environmental disclosure among retailers evaluated and was recognized for its innovative use of electric bicycles to deliver products in certain markets. The main reason for the company's top ranking, however, was due to its ongoing effort to reduce its environmental footprints including carbon, water, waste and materials; and its best-practice environmental management program through its strategy to "buy greener, be greener and sell greener."

Verifying Your Delivery Date

Most of our products ordered online are delivered to you next business day, however, there are some items that have a longer lead time because they are either coming from another Office Depot warehouse or directly from a manufacturer. Please double-check your order delivery date on the confirmation email that you receive after placing your order. If the item you ordered is coming directly from the manufacturer, you can track the order on the Office Depot site under "Order Tracking."

If you have any questions or suggestions on our newsletter, please feel free to contact us:

- **Scott Komine**, UW's Office Depot Service Consultant, 206-685-3556 or scott.komine@officedepot.com
- **Cindy Tsuei**, UW's Office Depot Account Manager, 253-872-1711 or cindy.tsuei@officedepot.com
- **David Wright**, Director of Communications Procurement Services, 206-616-7076 or djwright@u.washington.edu
- **Claudia Christensen**, Procurement Manager Procurement Services, 206-543-4156 or claudiac@u.washington.edu