



**Office DEPOT. OfficeMax®**  
Taking care of business

LaMATS Purchasing Services has partnered with Office Depot Business Solutions Division to provide organizations like yours an extraordinary savings opportunity, making available to you, contract discount pricing at Office Depot for your business needs.

Some of the benefits include:

- ❖ **Discounts Up to 66% off the Office Depot Business Select Catalog. Discounts vary per category.**
- ❖ **Dedicated Account Management**
- ❖ **Online Ordering and Real Time Inventory**
- ❖ **Copy & Print Depot Services online or in our stores**
- ❖ **Business Net 20 Account with reporting capabilities that provide a process to manage and control your supply expenditures, check invoices etc as well as approval processes**
- ❖ **Next Day Delivery (in all major markets) and Free Shipping for all orders over \$50**
- ❖ **Shop online or in any Office Depot/Office Max retail store through the use of our **Store Purchasing Card or your own Procurement Card**, where you can purchase supplies at your business price in our stores. The card identifies you as a BSD Customer and captures your usage for your account volume.**

**Ways to capture the spend and receive the discount in stores:**



1. For those requiring individual business accounts, the card is tied to Net 20 billing which will automatically bill each transaction so there is no need for cash, check, or credit card.
2. If using the LPS Store Purchase Card PDF in stores, you will receive the LPS discount pricing or store sale price if lower, and pay with cash, check or credit card. This card can be used for business or personal purposes.
3. If you are tax exempt, you will need your own business Store Purchase Card to receive the tax exemption. In that case, please email Lisa Peranio at [lisa.peranio@officedepot.com](mailto:lisa.peranio@officedepot.com) or call 504-909-2178 to be set up properly along with your tax-exempt certificate.