

Dear Valued Customer,

When it comes to running a business, there's always one thing you can count on: change. That's why staying agile, adaptive and ahead of an ever-bending curve is so important. You should have more than a supplier in your corner. You deserve a collaborator with the power to deliver on big initiatives, plus the focus to notice the smallest details.

As Office Depot Business Solutions Division, we've always worked closely with our customers to deliver products and services that make an impact on your bottom line. And starting in May 2022, we are reemerging as a *B2B-dedicated organization with a new name* – **ODP Business Solutions** – to better reflect that close collaboration. We're evolving, because we know the landscape of work is evolving – and this evolution will allow us to be faster, more flexible and more innovative in how we focus on businesses like yours — all while bringing nearly 30 years of knowledge and experience to the table.

With the launch of our new brand in May, you will automatically be routed to our **new and improved website – <u>odpbusiness.com</u>** – where you can place orders and take advantage of all our services with your registered account. Future communications will come from our new email address(es), along with a new logo on all billing materials. These changes should not cause any interruptions to your service, but please visit our <u>Frequently Asked Questions</u> for more information on our new brand launch, including new billing and invoicing information, new website, etc.

Of course, if you have any additional questions, please contact our Customer Care team at 888-2-OFFICE.

Work has changed and so have we ... into something your business can always count on. Thank you for coming along on this exciting journey – we greatly value your loyalty!

ODP Business Solutions.

Stephen Mohan

EVP, Business Solutions Division