

**Office
DEPOT®**



Open for Business

Retail messaging solutions for the new normal

Office Depot would like to introduce our **Retail** signage solutions that can be added to your existing Brand Identity online ordering platform.

Our Brand Identity programs provide:

- A fast, dependable and convenient service to order all of your signage
- Products available to order for those who do not need a template based, online solution

For more information or assistance, please contact your Office Depot sales executive today!



Grand Re-opening for the new normal

- 1 | BANNERS & SOFT SIGNAGE**
 Communicate messages effectively and prominently to customers. Let them know you are open for business and ready to patronize.
 - Use durable outdoor banners to announce your opening
 - Yard signs to be placed in the neighborhood; “We’re Now Open” and “Support Your Local Businesses”
 - Place teardrop sail signs strategically to grab attention
- 2 | WINDOW DECALS**
 Announce your re-opening and safety policies clearly as your customers enter your business.
 - Add updated store hours and occupancy requirements to your front window to let customers know from a distance of your policies.
 - Place a “Face Masks Required” decal on the front door
 - Large scale window decals: “Lobby Now Open”
- 3 | CONVERTIBLE SIGNAGE**
 Easily direct and inform customers of your business operating protocol.
 - Place A-frame signs to signify pick-up parking. The message graphic can be easily replaced as your needs change
 - Add synthetic stock posters to the window to indicate capacity. One side: “At Capacity, Please Wait for Entry.” The other side: “Please Come In”

CUSTOMER & EMPLOYEE SAFETY



GROUND STENCILS

- A low-cost way to encourage social distancing.
- Use to create queue waiting spaces outside
 - Made of durable plastic
 - Use pre-designed templates or be creative and design your own



CLOTH FACE MASKS

- Consider providing face masks to employees and customers to help promote safety.
- Pleated cotton cloth masks
 - Elastic loops around ears
 - Washable material allows for re-use, reducing waste



MASK HOOKS

- Easily attach to ear loops and convert to headband to help reduce irritation around the ears.
- Can be customized with your brand colors and logo
 - Disposable and sanitary
 - Heavy duty paper can be recycled



Come in & Shop
Promote safety and comfort as customers embrace the **new normal**

4 | SOCIAL DISTANCING FLOOR DECALS
Durable floor decals can be created in a standard design or create your own. They are durable and washable for extended use but can be easily removed.

- Add one-way indicators on the floor to direct traffic flow and decrease customer interactions
- Place queue line spacers near the check-out

5 | WALL DECALS
Opaque decals printed in full color let you keep your branding and still effectively convey your message.

- Add store protocol reminders on the wall along with your branded marketing images

6 | BANNER STANDS
Economical and movable, these retractable banners are a great way to adjust your messaging to the changing environment and prepare for future promotions.

- Welcome customers back with a cheerful slogan or message of thanks
- Update regularly with most recent sales and offers

7 | TABLE TENTS AND BADGES
Available in full color, spot color or engraved, these table tents and badges will hold up to multiple cleanings and can be placed in small spaces.

- Show customers your dedication to their safety with table tents. "We clean the dressing rooms after each customer use"
- Magnetic badges for employees, stay put and are easy to disinfect

AT THE CHECKOUT



ACRYLIC PARTITIONS

- Provides a protective barrier between the customer and employee
- Available with slot/bent bottom, even custom sizes
- Easy to sanitize
- Add a decal with branding



MARKETING MATERIALS

- Place rack cards on the counter with website details and curbside pick-up instructions
- Include a note card in the bag with a special offer
- Offer branded pens to customers after use



LABELS

- Add to shopping bags or use as package seals
- Available in full color, spot color or jazz them up with foil stock and embossing

OPEN FOR BUSINESS

Product Listing

Large Scale Signage	Description	Popular Sizes	Typical Quantities
Window Decals	Translucent and Repositionable, Full Color, Easy Application and Removal, Multiple Sizes	8.5" x 11" to 24" x 36"	1 - 500+
Durable Outdoor Banners	Durable Vinyl and Mesh, Full Color, Grommets Included	6.5', 9.5' or 13'	1 - 1,500+
Sail Signs "Feather Flags"	Full Color, Super Poly Knit Fabric with Pole Pocket Includes Carbon Composite Pole and Choice of Base	24" x 48"	1 - 100+
A-Frame Signs	Replaceable Graphics Available	28" x 22"	1 - 500+
Yard Signs	Plastic Graphic with Metal H-Stake, Replaceable Graphic	18" x 24"	1 - 2,000+
Banner Stands	Replaceable Graphics, Mobile Units	33" or 48" Height	1 - 250+
Floor Decals	Circles, Squares, Rectangles, Arrows, Custom Shapes	12" diameter, 24" x 36" and 6" x 24"	1 - 1,000
Wall & Door Decals	Opaque and Repositionable, Full Color, Easy Application and Removal, Multiple Sizes	8.5" x 11" to 24" x 36"	1 - 500+

Small Messaging	Description	Popular Sizes	Typical Quantities
Name Badges	Digital Full Color or Engraved, Add a Magnetic Back for Secure Fastening	Various Shapes and Sizes Available	1 - 100+
Posters	Washable Synthetic, Full Color, Vertical or Horizontal Multiple Sizes available	12" x 18" to 19" x 27"	5 - 5,000+
Note Cards	Full or Spot Color, Multiple Stocks Available	4 sizes	25 - 5,000
Rack Cards	Full Color, Double or Single Sided, Variable Text Options	3 1/2" x 8 1/2"	50 - 1,000+
Labels, 24-Hour FasTurn	Full Color, One-Color, Foil or Embossed	1/2" x 1" to 5" x 7"	250 - 10,000+
Table Tents	Digital Full Color or Engraved	6" x 4"	1-1,000

Specialty Products	Description	Popular Sizes	Typical Quantities
Face Masks	Pleated, Washable Cotton Cloth	Standard	10 - 1000
Disposable Masks Hooks	16 pt. Stock, Available Blank or Full Color Printed	8.25" x 2.25"	250 - 10,000
Ground Stencils	Plastic Stencils, Templates Available or Custom Designs	26" x 19"	1 - 200
Acrylic Partitions	Bent Foot or Slot Foot (custom sizes available upon request)	30" x 36"	3 - 50+
Pens	Resume Stylus Pen	4 colors available	150 - 10,000

Valid at business.officedepot.com or by phone at 888.2.OFFICE and fax at 888.813.7272 only. Office Depot updates pricing, product and service assortment on a regular basis as a result of a variety of factors, including, but not limited to, market and competitive forces, and reserves the right to change pricing and product assortment at any time without notice. Offers are non-transferable. Office Depot reserves the right to limit quantities sold to each customer. We are not responsible for errors.

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