

## What We Purchase

Staples, Inc. is the world's largest office products company with sales of \$27 billion dollars in 2007. Our 96,000 associates are dedicated to making it easy to buy office products. We offer quality products and services at competitive prices. We purchase products and services for our corporate office and sales offices nationwide. We also purchase products for resale online, in our retail stores and catalogs. Below is a list of products and services that we purchase for both resale (merchandise) and nonresale (expense).

### Product Categories for Resale (Merchandise):

#### Supplies

Food  
Janitorial Supplies and Paper  
Housewares  
Appliances and Seasonal  
Decorative Accessories  
Light Bulbs/Home Wiring  
Safes and Security  
Envelopes  
Shipping and Mailing Supplies  
Labels and Tags  
Retail Supplies  
Pads and Memos  
Stickies and Index Cards  
Paper  
Filing  
Red Rope  
Forms  
Business Cases and Accessories  
Boards and Easels  
Dated Goods and Organizers  
Personal Organizers  
Ink Writing  
Lead Writing  
Fine Writing  
Markers  
Binders  
Presentation  
Business Tools  
Business Essentials  
Storage and Organization  
Desk Accessories  
School and Art Supplies  
Teaching and Education  
Maps

#### Technology

Telephones  
Office Machines  
Handheld Electronics  
Wireless Hardware  
Copiers and Faxes  
Calculators  
Copier Cartridges, Etc.  
Printer Cartridges, Etc.  
Machine Supplies and Misc.  
Telecommunication Services  
Multifunction Devices  
Commodity Accessories  
Desktop Computers  
Portable Computers  
Printers  
Peripherals  
Circuit Protection, Cables, Etc.  
Computer Media  
Computer Accessories  
Consumer Software  
Business Software  
Books  
Imaging

#### Furniture

Chairs  
Furniture Collections  
File Cabinets  
Wall Units  
Furniture Items  
Tables  
Shelving, Panels, Etc.  
Chairmats  
Lighting  
Carts and Stands

### Services for Resale (for use in our stores, catalogs, etc.):

Warranty, installation and more . . .

**Nonresale Products and Services (for use in our corporate office, sales offices and retail stores):**

**Products**

Security Products/Alarms for Products  
Plastic Pouches for Signs  
Labels  
Envelopes  
Jan San Products  
Table Covers  
Fixtures  
Bags  
Sign Holders  
Brochures  
Packaging Materials  
Corrugated Boxes  
Sign Channels  
First Aid Supplies  
Ink  
Furniture  
Peg Hooks  
Ladders/Lifts  
Keys and Cores  
Carriages and Hand Baskets  
Material Handling Equipment  
Safes  
Wire Baskets

**Services**

Carpet Installation  
HVAC  
Trash Disposal  
First Aid Replenishment  
Janitorial Services  
Relamp Services  
Elevator Maintenance