HELP US HELP YOU AND THE DISTRICT

BARNES & NOBLE:

All payments should be sent to the corporate address. Do NOT send payments to any of the Barnes & Noble Stores. They are not forwarding the payments to the corporate location.

All payments should be sent to:

Barnes & Noble

PO Box 930455

Atlanta, GA 31193-0455

ODP(Office Depot)

Purchase orders are NO LONGER an allowed payment method for placing orders with Office Depot. You may only make purchases using your P-Card. If using Federal Funds, other vendor options include Gateway & Sam's Club.

HOME DEPOT:

<u>Please make sure all business with Home Depot is conducted at the Pro Desk.</u> PO's and/or tax exempt forms are not accepted at Customer Service or any other registers.