



**Yes, I want to be part of the Staples Business Advantage Program!**

As a CTAA member, your organization has the opportunity to begin placing office supply orders through Staples Business Advantage! To set up your account please fill out the following information and email to: **Nicholas Evans** at [nicholas.evans@staples.com](mailto:nicholas.evans@staples.com). If you have any questions call 616-550-5952

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

**\*No PO Boxes Please**

City, State, Zip: \_\_\_\_\_

Is the Delivery Location a Residential Address?  Yes  No

Is Your Organization Tax Exempt?  Yes  No

**\*If Yes, Please email your tax exemption certificate along with this form.**

Primary Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Contact regarding Office Supplies: \_\_\_\_\_

Email: \_\_\_\_\_

How many office workers at your Location? \_\_\_\_\_

Is this your only Location?  Yes  No

**\*If more than one Location, Please Attach list.**

If No, How many other Locations? \_\_\_\_\_

Do you prefer to place orders:  Online  By Phone  By Fax

Email form to: **Nicholas Evans** at [nicholas.evans@staples.com](mailto:nicholas.evans@staples.com)