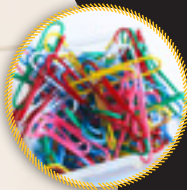


# ADMINISTRATIVE *by Concierge*

## Office Essentials

Supplying everything you need from the smallest paper clip to color copiers. Because your business requires supplies to operate, we make it easy to get it all from one source - paper, ink, binders, folders, pens, clocks and more.

Delivered straight to your office.



# ADMINISTRATIVE

Your **Benefits**



All Concierge offerings are optional and independent



Best available market pricing and services



No unauthorized price increases