



Dear Valued Customer,

We recently announced some exciting changes -- starting in May 2022 Office Depot's Business Solutions Division is reemerging as a B2B-dedicated organization with a new name: ODP Business Solutions. This evolution will allow us to be more agile and more innovative in how we focus on businesses like yours – all while bringing nearly 30 years of knowledge and experience to the table.

As a finance or accounting professional for your organization, we are sending this email to you so that you are aware of the changes that accompany our rebranding, and which may require action on your part:

## Changes to name, invoices, and Tax ID

- As of May 1, 2022, our “remit to” name will be changed to **‘ODP Business Solutions, LLC’** - all invoices and statements will bear our new company name and logo. ODP Business Solutions, LLC is a C Corporation.
  - **Note:** Our remittance addresses are not changing, so please be sure to select the W-9 with the address that matches your current one indicated at the bottom of your invoice
- We have a new Tax ID number – **EIN/TIN:** 86-2161688 – associated with our new company, which is available on a W-9 form. You may download a copy of the new W-9 associated with your lockbox remittance address at the following link: [ODP Business Solutions, LLC - W-9 forms](#)
- **Veyer**, also a new company under The ODP Corporation umbrella, will provide ODP Business Solutions with supply chain, transportation, procurement, sourcing, and logistics support, and you may see some correspondence and financial documents from them as well. Please note that any checks sent to you going forward will be issued by "Veyer, on behalf of ODP Business Solutions, LLC"

## Changes to ACH Transfers

- Our bank accounts and remittance addresses are not changing, so if you pay via ACH transfers, we ask that you change the “remit to” name to the one indicated on our W-9s, whether you pay direct or through a 3rd party payment solution
- If your company has set-up forms required for new suppliers or for ACH transfers which you need completed, please contact our Customer Care department at 888-2-OFFICE.

These changes should not cause any interruptions to your service, and you can reference these [Frequently Asked Questions](#) for the latest information on our rebranding.

Work has changed and so have we ... into something your business can always count on. Thank you for coming along on this exciting journey – we greatly value your loyalty!