

# GPO Online Paper Store Getting Started

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U.S. GOVERNMENT PRINTING OFFICE | Keeping America Informed

## Home

### FDsys - GPO Access

Find Government publications with GPO's Federal Digital System

### Customers

#### Working with GPO

- Official Journals of Government
- Print Procurement
- Security and Intelligent Documents
- Creative and Digital Media Services
- Publication & Information Sales
- Library Services & Content Management
- Plant Operations
- GPO University
- Select Forms & Standards

### Vendors

Find out how you can Do Business with GPO

### Libraries

Find information about Federal depository libraries & the Catalog of U.S. Government Publications

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GPO has teamed up with Unisource Worldwide, Inc. to develop the **GPO Online Paper Store**. All Federal Government organizations can now order environmentally friendly, xerographic copier paper throughout the continental U.S. using a Web-based online system.

The GPO Online Paper Store offers a multitude of paper options nationwide. Copier paper is available nationwide in white and six colors. All paper on the Online Paper Store is 30-percent post consumer fiber waste (PCW) recycled paper as mandated by Section 2 of Executive Order 13423—*Strengthening Federal Environmental, Energy, and Transportation Management*. This offering will fulfill your everyday paper needs while providing a product that is cost effective, federally compliant and environmentally responsible.

**NOTICE: Effective November 1st, 2010 GPO Online Paper Store has new products available including 50% and 100% PCW recycled papers, and 24lb stocks. [Price Guide](#).**

### Secure Online Ordering

The secure ordering system allows GPO customers to place orders online with a password protected ID enabling users to easily access their account online.

The GPO Online Paper Store offers:

- A variety of paper options and products available to the federal buyer
- Green options for federal consumers looking to follow federal guidelines and sustainable requirements
- Same-day or next-day delivery in major U.S. cities and 48-hour delivery for other locations across the continental U.S.
- 24/7 easy online ordering with the [GPO Online Paper Store](#) Web site
- Dedicated Customer Service Center at 866.805.9498
- Competitive pricing [pdf](#)
- Payment by Credit Card, IPAC, or Deposit Account

Register NOW!

Download and View the [Price Guide](#)

Speak to a [GPO National Account Manager](#)

Find a [GPO seminar](#) near you

Not ready to register, [need more information?](#)

## Quick Links

[GPO Online Paper Store](#)  
[Connect here](#) and start saving.

### Registration

[Price Guide](#)  
A product that saves [pdf](#)

### Paper Store FAQ

General questions about the online Paper Store [pdf](#)

### Inquiry of Interest

Get in touch with a representative.

### Unisource Locations

Find a location close to you [pdf](#)

## Contact

Please contact the [GPO National Account Manager \(NAM\)](#) assigned to your agency.

From the GPO homepage click on the hyperlink "GPO Online Paper Store" or type in [www.gpo.gov/onlinepaperstore](http://www.gpo.gov/onlinepaperstore)

# GPO Online Paper Store

New Customers  
may register by  
clicking 'New  
Customer  
Register Here'

Username

Password

Remember Me

[Forgot Password?](#)

[Forgot Username?](#)

[New Customers Register Here](#)

[For More Information](#)

**GPO** U.S. GOVERNMENT PRINTING OFFICE  
Keeping America Informed | [www.gpo.gov](http://www.gpo.gov)

A business paper resource. A cost-effective answer.

# New Customer Registration

CONTACT US HELP

## GPO Online PaperStore

### GPO Registration

If you need assistance filling out the registration form, please fill in the [Inquiry of Interest](#) form and your National Account Manager will follow-up with you or review the [Frequently Asked Questions](#) for further instruction

\* Required

First Name: \*

Last Name: \*

Title/Position: \*

Agency/Bureau: \*

Telephone Number: \*  -  -

Email Address: \*

An agency administrator has access to view other Online Paper Store accounts within their agency.

#### Billing Address

Address (line 1): \*

Address (line 2):

City: \*

State: \*

Zip Code: \*

#### Shipping Address

Click here if the shipping address is the same as the billing address.

Address (line 1): \*

Address (line 2):

City: \*

State: \*

Zip Code: \*

#### Payment Method

How will you be paying for your purchases? \*  BAC  Credit Card

A business paper resource. A cost-effective answer.

6.2.2

All fields with an asterisk are required

## Upon Registration

- You will receive an e-mail summarizing your registration information
- BAC customers will receive a copy of form 2747 for completion and a fax number to send the completed form.
- Both BAC & Credit Card customers will have their billing information verified.
- Upon verification customers will receive their new Username & Password within 3 business days.

# Start Shopping!

**GPO Online PaperStore** CONTACT US HELP LOG OUT

HOME PRODUCTS MY ACCOUNT SEARCH FOR Keywords or Item# IN Printing & Imaging GO

GPO - DOD/USAF Hickam AFB - Credit Card Only CHANGE SHIP-TO LOCATION QUICK ORDER / SEARCH by product number HIDE CART 0 items

**MY ACCOUNT:**  
Welcome GPO Admin  
Edit my profile >

**MY ORDERS:**  
View Order Status >

**MY EASY ORDER LISTS:**  
Copy  
Create/View Lists >

**MY INVOICES:**  
View/Generate Invoice >

**MY REPORTS:**  
No saved reports found  
Create/View Reports >

**ESTIMATING DOWNLOADS:**  
eft PrintSmith PRINTCARE MIS SOLUTIONS  
Franklin Digital Print & Copy Estimator  
ARIBA Ariba Ready PLATINUM

**Printing & Imaging Products**  
Bond & Writing  
Cut Size & Digital

**QUICK ORDER / SEARCH**

Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty

Get Price & Availability  
Add to Cart  
Add More Items  
Clear All

**MY SHOPPING CART:**  
No items in cart

**MY SALES REPRESENTATIVE:**  
National Account GPO  
1-866-805-9498  
Email Customer Service >

**SAMPLE REQUEST:**  
Request a Sample >

**ATTENTION!**  
Do you have special delivery requirements?  
Such as:  
→ Tractor Trailer height restrictions or length restrictions.  
→ Delivery times or delivery appointments needed.  
→ Delivery contact person and phone number for

The is your homepage. The key features of the site are on the left hand side of the page; My Account, My Orders, My Easy Order Lists, My Invoices and My Reports

# My Account

**NEED HELP?**  
Contact us with your questions or additional needs.  
[Contact Us](#)




**MY ACCOUNT:**  
Welcome GPO Buyer  
[Edit my profile >](#)

**MY ORDERS:**  
[View Order Status >](#)

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper  
[Create/View Lists >](#)

**MY INVOICES:**  
[View/Generate Invoices >](#)

**MY REPORTS:**  
No saved reports found  
[Create/View Reports >](#)

**ESTIMATING DOWNLOAD:**  
  

### MY PROFILE

[Print >](#)

**Personal Information**

First Name:

Last Name:

Job Title:

Phone Number:

Email:

**Default Criteria**

Default Login Page:

Default Purchase Order#:

Default Ship-To:   
[Change Default Ship-To](#)

Default Search Results:

Search Results/Page:

Stocked Items Only:

Default Segment:

Default My Orders:

**Preferences**

**Line Item Detail Options:**  
I will be using the following Item Details options:  
 Department  GL Code  Job Code  Purchase Order#  
Note: Additional fields may be required during order entry.

**My Internet Orders Display Options:**

Display internet orders in complete status for  days.

Display internet orders until Header PO Number is entered.

Display internet orders until the following line item information is entered:  
 Department  GL Code  Job Code  Purchase Order#

**Invoice Email Subscription**  
[Please click here](#) to view and select subscription options.

**Delivery Window Email Subscription**  
[Please click here](#) to view and select subscription options.

[Save Profile](#) [Change Password](#) [Home](#)

**MY SHOPPING CART:**

Item	Quantity
10442620	25,000 SH
10442536	25,000 SH
10304887	10 CT
<b>Subtotal</b>	<b>\$957.00</b>

[Cart Detail](#)

**MY SALES REP**  
John Mulhern  
 Email My Res

This page displays your personal information (name, e-mail address, phone number...) along with basic setting for the site; You may update this information and save your updates.

# My Orders

**GPO Online PaperStore** CONTACT US HELP LOG OUT

HOME PRODUCTS MY ACCOUNT SEARCH FOR  IN

GPO - Government Printing Office, Washington DC - Credit Card Only CHANGE SHIP-TO LOCATION > QUICK ORDER / SEARCH > by product number VIEW CART > 3 items

**MY ORDERS**

Order Type:

No Recent Orders

**ONLINE SUPPORT**  
Chat with us LIVE!

**MY ACCOUNT:**  
Welcome GPO Buyer

**MY ORDERS:**

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper

**MY INVOICES:**

**MY REPORTS:**  
No saved reports found

**ESTIMATING DOWNLOAD:**

For assistance with the web site, contact the E-Commerce help desk at [e-commerce.ns@unisourcelink.com](mailto:commerce.ns@unisourcelink.com) or (866) 805-9498 from 8am - 5pm Monday through Friday.

This page will display your orders from the last 30 days; they are sorted by 3 categories – Internet Orders, Backorders and Open Orders.

# My Easy Order Lists

CONTACT US   HELP   LOG OUT

**GPO OnlinePaperStore**

HOME   PRODUCTS   **MY ACCOUNT**

SEARCH FOR  IN

GPO - Government Printing Office, Washington DC - Credit Card Only   CHANGE SHIP-TO LOCATION >   QUICK ORDER / SEARCH > by product number   VIEW CART >   3 items

**NEED HELP?**  
Contact us with your questions or additional needs.  
[Contact Us](#)




**MY ACCOUNT:**  
Welcome GPO Buyer  
[Edit my profile >](#)


**MY ORDERS:**  
[View Order Status >](#)

**MY EASY ORDER LISTS:**  
[Colored paper](#)  
[Copy Paper](#)  
[Create/View Lists >](#)

**MY INVOICES:**  
[View/Generate Invoices](#)

**MY REPORTS:**  
*No saved reports found*  
[Create/View Reports >](#)

**ESTIMATING DOWNLOAD:**  
  
  


**MY EASY ORDER LISTS**  Print >

**Common Order Lists:**

Name	Owner	Modified By / Comments	Action
<a href="#">Colored paper</a>	gpobuyer	gpobuyer on 11/15/2010	<a href="#">Delete</a>
<a href="#">Copy Paper</a>	nam@gpo.gov	nam@gpo.gov on 11/15/2010	<a href="#">Delete</a>
<b>Create New List</b>	<input type="text"/>		<a href="#">Create</a>

**Ship-To Order Lists:**

Name	Owner	Modified By / Comments	Action
<b>Create New List</b>	<input type="text"/>		<a href="#">Create</a>

For assistance with the web site, contact the E-Commerce help desk at [commerce\\_na@unisourcelink.com](mailto:commerce_na@unisourcelink.com) or (866) 805-9498 from 8am - 5pm Monday through Friday.

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You can create as many Order Lists as you'd like. From the list you may quickly create an order.



# My Easy Order Lists

[Save Changes](#) [Quick Add](#) [Get Price & Availability](#) [Add To Cart](#)

To add items to your list, browse the catalog or search by entering the Unisource Product Number or the Customer Product Number. If you know the Unisource Product Number or the Customer Product Number, and want to add multiple items at one time, click the 'Quick Add' button to add your items.

Select	Unisource Product #	Customer Product #	Quantity	UOM	Category	Taxable	Action
<input type="checkbox"/>							<a href="#">Edit All</a> <a href="#">Delete Items</a>
<input checked="" type="checkbox"/>	<a href="#">10442620</a>	Blue123	<input type="text" value="5000"/>	SH	Blue	<input type="radio"/> Taxable <input checked="" type="radio"/> Non-Taxable	<a href="#">Edit</a> <a href="#">Delete</a>
Description: 8 1/2X11 10M 20# BLUE DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81199							
Comments: <input type="text"/>							
<input type="checkbox"/>	<a href="#">10442558</a>		<input type="text" value="5000"/>	SH	Buff	<input type="radio"/> Taxable <input checked="" type="radio"/> Non-Taxable	<a href="#">Edit</a> <a href="#">Delete</a>
Description: 8 1/2X11 10M 20# BUFF DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81204							
Comments: <input type="text"/>							
<input checked="" type="checkbox"/>	<a href="#">10442536</a>		<input type="text" value="5000"/>	SH	Canary	<input type="radio"/> Taxable <input checked="" type="radio"/> Non-Taxable	<a href="#">Edit</a> <a href="#">Delete</a>
Description: 8 1/2X11 10M 20# CANARY DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81196							
Comments: <input type="text"/>							
<input type="checkbox"/>	<a href="#">10442621</a>		<input type="text" value="5000"/>	SH			<a href="#">Edit</a> <a href="#">Delete</a>
Description: 8 1/2X11 10M 20# GREEN DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81197							
Comments: <input type="text"/>							

[Save Changes](#) [Quick Add](#) [Get Price & Availability](#) [Add To Cart](#)

For assistance with the web site, contact the E-Commerce help desk at [ecommerce.na@unisourceallink.com](mailto:ecommerce.na@unisourceallink.com) or (866) 805-9498 from 8am - 5pm Monday through Friday.

The Easy Order List contains the item number, quantity (which you control), Unit of Measure, Category (you also control) and Description

After placing a check mark next to the items you may add them to your cart.



# My Invoices

GPO Online PaperStore CONTACT US HELP LOG OUT

HOME PRODUCTS MY ACCOUNT SEARCH FOR  IN

GPO - Government Printing Office, Washington DC - Credit Card Only  QUICK ORDER / SEARCH by product number

**MY ACCOUNT:**  
Welcome GPO Buyer  
[Edit my profile >](#)

**MY ORDERS:**  
[View Order Status >](#)

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper  
[Create/View Lists >](#)

**MY INVOICES:**  
[View/Generate Invoices >](#)

**MY REPORTS:**  
No saved reports found  
[Create/View Reports >](#)

**ESTIMATING DOWNLOAD:**

**MY INVOICES**

The following option allows you to pull invoice(s) under different scenarios within a 13 month rolling basis. Please note that these invoices may differ from either your statement balance or total obligations due. For specific questions concerning your account, please contact our Credit Dept will be happy to assist you.

For more reporting options, see My Reports or contact the Unisource eBusiness Support Center at 1-800-285-0155.

Search Type:

Account Selection:

Date Range:

Invoice Date	Invoice Number	Internet Order Number	Purchase Order	Account Number	Ship To	Amount
04/08/2010	<a href="#">54970336930</a>	uni-001106313	Blue Paper	NU-70-226958000001	GOVERNMENT PRINTING OFFICE	
03/25/2010	<a href="#">54970332265</a>	uni-001097385	GPO Sample	NU-70-226958000001	GOVERNMENT PRINTING OFFICE	\$82.60

For assistance with the web site, contact the E-Commerce help desk at [commerce.na@unisourcelink.com](mailto:commerce.na@unisourcelink.com) or (866) 805-9498 from 8am - 5pm Monday through Friday.

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Search for and view invoices by Account number/date range, Purchase Order#, Invoice#, Sales Order# or Internet Order#

# My Invoices

**GPO Online Paper Store**

HOME PRODUCTS MY ACCOUNT

GPO - Government Printing Office, Washington DC

**MY ACCOUNT:**  
Welcome GPO Buyer  
Edit my profile >

**MY ORDERS:**  
View Order Status >

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper  
Create/View Lists >

**MY INVOICES:**  
View/Generate Invoices >

**MY REPORTS:**  
No saved reports found  
Create/View Reports >

**ESTIMATING DOWNLOAD:**  
efi PrintSmith  
Franklin  
Ariba Ready

Generate Invoices

Invoice Date	Invoice Number
04/08/2010	<a href="#">54970336930</a>
03/25/2010	<a href="#">54970332265</a>

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http://gpo.unisourceink.com/ec/GetInvoicePDF.do;jsessionid=33329A1627704DC469B828B7042287BA.ec

File Edit Go To Favorites Help

http://gpo.unisourceink.com/ec/GetInvoicePDF.do;jsessionid=33329A1627704DC469B828B7042287BA.ec?...

108%

Adobe Reader 7.0



**eInvoice**

FSC: SGS-COC-003630  
SFI: NCS-SFICOC-037  
PEFC: SGS-PEFC/COC-0208

Invoice No.	Invoice Date	Account No.
549-70336930	04/08/2010	226958
Due Date	Total Amount Due	Enter Amount Paid
04/28/2010	46.40	

UNISOURCE WORLDWIDE, INC  
8261 PRESTON COURT  
JESSUP, MD 20794

GOVERNMENT PRINTING OFFICE  
MS: CSS ROOM C-831  
732 N CAPITOL STREET NW  
WASHINGTON, DC 20401-0002

UNISOURCE WORLDWIDE, INC  
7472 COLLECTION CENTER DRIVE  
CHICAGO, IL 60693

Remit Payment To This Address

Detach and return this portion with remittance. Retain bottom portion for your records.

SHIP TO	GOVERNMENT PRINTING OFFICE RECEIVING	SOLO TO	GOVERNMENT PRINTING OFFICE	Page
8261 PRESTON COURT JESSUP, MD 20794	732 N CAPITOL STREET NW WASHINGTON, DC 20401-0002	MS: CSS ROOM C-831 732 N CAPITOL STREET NW WASHINGTON, DC 20401-0002	7472 COLLECTION CENTER DRIVE CHICAGO, IL 60693	1 OF 1
			Type of Sale	WAREHOUSE

Invoice No.	Invoice Date	Customer P. O.	Order Date	Terms
549-70336930	04/08/2010	Blue Paper	04/07/2010	CREDIT CARD / VISA / MC

Product No.	Description/References	Weight	Qty. Ordered	Qty. Shipped	Unit Meas.	Unit Price	Unit Meas.	Extended Price	Tax
10442620	SALES ORDER NO. 70336930 8 1/2X11 10M 20# BLUE DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81199 SFI Fiber Sourcing BV ORD-UNI-001106313 Line:001 ***** SHIP UPS	50.00	1.00	1.00	CT	9.28	M	46.40	N

1 of 1

Unknown Zone

Click on the hyperlink invoice number to open a PDF with line by line detail ready to print.

# My Reports

CONTACT US   HELP   LOG OUT

## GPO OnlinePaperStore

HOME   PRODUCTS   MY ACCOUNT

SEARCH FOR  IN All Items GO

GPO - Government Printing Office, Washington DC - Credit Card Only
CHANGE SHIP-TO LOCATION >
QUICK ORDER / SEARCH > by product number
VIEW CART > 3 items

**NEED HELP?**  
Contact us with your questions or additional needs.  
[Contact Us](#)

**MY ACCOUNT:**  
Welcome GPO Buyer  
[Edit my profile >](#)




**MY ORDERS:**  
[View Order Status >](#)

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper  
[Create/View Lists >](#)

**MY INVOICES:**  
[View/Generate Invoices >](#)

**MY REPORTS:**  
No saved reports found  
[Create/View Reports >](#)

**ESTIMATING DOWNLOAD:**

### MY REPORTS

*The following option allows you to pull invoice(s) under different scenarios within a 13 month rol advised that these obligations may differ from either your statement balance or total obligations concerning your account balance, please call (800)874-9165 and our Credit Dept will be happy*

**Report Name:**   
(Optional)

**Description:**   
(Optional)

**Select a Report Type to begin.**

**Report Type:** Select Report Type

**Account Selection:** Select Report Type ng Office, Washington DC - Credit Card Only Bill

**Report Criteria:** Internet Orders  
Product Purchases  
Invoices

Field	Comparator	Value	Actions

For assistance with the web site, contact the E-Commerce help desk at [e-commerce\\_na@unisourcelink.com](mailto:commerce_na@unisourcelink.com) or (866) 805-9498 from 8am - 5pm Monday through Friday.

Generate a wide variety of reports by building your query from Internet Orders, Product Purchases or Invoices



# My Invoices

**MY REPORTS**

The following option allows you to purchase reports. You will be advised that these obligations may differ from those concerning your account balance, please refer to the terms and conditions.

**Report Name:** (Optional)

**Description:** (Optional)

**Select a Report Type to begin.**

**Report Type:** Invoices

**Account Selection:** GPO - Government Printing Office

*Complete the form below to create a report. You will be advised that these obligations may differ from those concerning your account balance, please refer to the terms and conditions.*

**Report Criteria:**

Field
Invoice Date
Invoice Date
<input type="text" value="Purchase Order#"/>

**Select or unselect data to display:**

Invoice Date  Invoice Number  
 Purchase Order#  Ship To  
 Order Total

Invoice Date	Invoice Number	Internet Order Number	Purchase Order#	Ship To
03/25/2010	<a href="#">54970332265</a>	<a href="#">uni-001097385</a>	GPO Sample	GPO - Government Printing Office, Washington DC - Credit Card Only - Ship To
04/08/2010	<a href="#">54970336930</a>	<a href="#">uni-001106313</a>	Blue Paper	GPO - Government Printing Office, Washington DC - Credit Card Only - Ship To

[Download Report](#) [Close Window](#)

[Download Report](#) [Close Window](#)

[Run Report](#) [Save Report](#) [Create New Report](#)

*If the Report you have selected does not display, please remove the pop-up blocker from your browser.*

This is an example of an invoice report. By clicking the Download Report hyperlink the report will be available in Excel.

# GPO Item Catalog

The screenshot shows the GPO Online Paper Store interface. At the top, there are links for 'CONTACT US', 'HELP', and 'LOG OUT'. The main navigation bar includes 'HOME', 'PRODUCTS', and 'MY ACCOUNT'. A search bar is present with the text 'SEARCH FOR Keywords or Item# IN All Items' and a 'GO' button. Below the navigation, there are links for 'GPO - Gov Washin', 'Printing & Imaging', 'Favorites', 'CHANGE SHIP-TO LOCATION', 'QUICK ORDER / SEARCH by product number', and 'VIEW CART' (showing 3 items). The main content area is titled 'GPO Online PaperStore' and 'All PRODUCTS', with '17 Items Found' under the 'Printing & Imaging Products' category. A left sidebar contains filters for 'Show Stocked Items Only', 'NARROWED BY: GPO Items', 'BRAND', 'BASIS WEIGHT', 'BRIGHTNESS', 'CALIPER', 'CERTIFICATION INFO', 'COLOR', and 'COLOR GROUP'. A blue arrow points from the 'GPO Items' option in the 'Products' dropdown menu to a text box on the right.

To access all of the GPO Online paper Store contract items choose the GPO Items catalog from the dropdown menu of the Products tab.

# GPO Items

GPO OnlinePaperStore CONTACT US HELP LOG OUT

HOME **PRODUCTS** MY ACCOUNT SEARCH FOR  IN  GO

GPO - Government Printing Office, Washington DC - Credit Card Only CHANGE SHIP-TO LOCATION QUICK ORDER / SEARCH by product number VIEW CART 3 items

**ONLINE SUPPORT**  
Chat with us LIVE!  
[Click to Chat](#)

**BROWSE PRODUCTS**  
Printing & Imaging → *Bond & Writing*  
Narrowed by: *GPO Items* 17 Items Found

Show Stocked Items Only

[Compare](#) [Add to Cart](#)

Item	Grade Name	Basis WT	Size	M WT	Color	# of Holes	Packing	MFG Item #
<input type="checkbox"/>	10503217 Boise Aspen 100 Xerographic	20	8 1/2X11	10	White		5000/Carton	309479
<input type="checkbox"/>	10472690 Boise Aspen 50 Xerographic	20	8 1/2X11	10	White		5000/Carton	055011
<input type="checkbox"/>	10478639 Boise Aspen Laser Xerographic	24	8 1/2X11	12	White		4000/Carton	Bpl-2411-Rc
<input type="checkbox"/>	10442620 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Blue		5000/Carton	81199
<input type="checkbox"/>	10442558 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Buff		5000/Carton	81204
<input type="checkbox"/>	10442536 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Canary		5000/Carton	81196
<input type="checkbox"/>	10442621 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Green		5000/Carton	81197
<input type="checkbox"/>	10442538 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Pink		5000/Carton	81198
<input type="checkbox"/>	10442565 Domtar Colors Smooth Multipurpose	20	8 1/2X11	10	Salmon		5000/Carton	81195
<input type="checkbox"/>	10304887 Recycled Husky Xerocopy DP	20	8 1/2X11	10	White	3	5000/Carton	81194
<input type="checkbox"/>	10303505 Recycled Husky Xerocopy DP	20	8 1/2X11	10	White		5000/Carton	81193
<input type="checkbox"/>	10304957 Recycled Husky Xerocopy DP	20	8 1/2X14	12.72	White		5000/Carton	81192
<input type="checkbox"/>	10320833 Recycled Husky Xerocopy DP	20	11X17	20	White		2500/Carton	81191
<input type="checkbox"/>	10326095 Spectrum 30% Recycled Multi-Use	20	8 1/2X11	10	White	3	5000/Carton	81190
<input type="checkbox"/>	10326070 Spectrum 30% Recycled Multi-Use	20	8 1/2X11	10	White		5000/Carton	81189
<input type="checkbox"/>	10326078 Spectrum 30% Recycled Multi-Use	20	8 1/2X14	12.72	White		5000/Carton	81188
<input type="checkbox"/>	10326097 Spectrum 30% Recycled Multi-Use	20	11X17	20	White		2500/Carton	81187

Stocked Item 
  MSDS Available 
  Certified

Clicking on the category header will provide details for each item in the GPO Item catalog.

# GPO Items

CONTACT US   HELP   LOG OUT

**GPO OnlinePaperStore**

HOME   PRODUCTS   MY ACCOUNT   SEARCH FOR  IN

GPO - Government Printing Office, Washington DC - Credit Card Only   CHANGE SHIP-TO LOCATION >   QUICK ORDER / SEARCH > by product number   VIEW CART > 3 items

**ONLINE SUPPORT**  
Chat with us LIVE!  
[Click to Chat](#)

**BROWSE PRODUCTS**  
Printing & Imaging → Bond & Writing → *Recycled White Bond*  
Narrowed by: *GPO Items*   
10 Items Found Print >

Show Stocked Items Only

**NARROWED BY:**  
*GPO Items*  
[Return to All Items >](#)

**BRAND:**  
Boise Aspen 100 (1)  
Boise Aspen 50 (1)  
Recycled Husky (4)  
Spectrum 30% Recycled (4)

**CALIPER:**  
4.1 (5)  
4.25 (1)  
4 (4)

**CERTIFICATION INFO:**  
FSC (1)  
SFI (8)

**MFG NAME:**  
Boise Cascade (2)  
Georgia-Pacific (4)  
Weyerhaeuser (4)

**NUMBER OF HOLES:**  
3 (2)

**OPACITY:**  
90 - 90.9 (1)  
85 - 89.9 (9)

**SIZE:**  
11X17 (2)  
8 1/2X11 (6)  
8 1/2X14 (2)

Item	Grade Name	Basis WT	Size	M WT	Color	# of Holes	Packing	MFG Item #
<input type="checkbox"/>	10503217 Boise Aspen 100 Xerographic	20	8 1/2X11	10	White		5000/Carton	309479
<input type="checkbox"/>	10472690 Boise Aspen 50 Xerographic	20	8 1/2X11	10	White		5000/Carton	055011
<input type="checkbox"/>	10304887 Recycled Husky Xerocopy DP	20	8 1/2X11	10	White	3	5000/Carton	3161
<input type="checkbox"/>	10303505 Recycled Husky Xerocopy DP	20	8 1/2X11	10	White		5000/Carton	3160
<input type="checkbox"/>	10304957 Recycled Husky Xerocopy DP	20	8 1/2X14	12.72	White		5000/Carton	3162
<input type="checkbox"/>	10320833 Recycled Husky Xerocopy DP	20	11X17	20	White		2500/Carton	3163
<input type="checkbox"/>	10326095 Spectrum 30% Recycled Multi-Use	20	8 1/2X11	10	White	3	5000/Carton	999917
<input type="checkbox"/>	10326070 Spectrum 30% Recycled Multi-Use	20	8 1/2X11	10	White		5000/Carton	999916
<input type="checkbox"/>	10326097 Spectrum 30% Recycled Multi-Use	20	8 1/2X14	12.72	White		5000/Carton	999918
<input type="checkbox"/>	10326097 Spectrum 30% Recycled Multi-Use	20	11X17	20	White		2500/Carton	999919

Page 1

Stocked Item    MSDS Available    Certified Items

For assistance visit [commerce.na@com](mailto:commerce.na@commerce.gpo.gov) Friday.

Additional 'drill down' information is available on the left hand side of the page to help you narrow your search.



# GPO Items

CONTACT US HELP LOG OUT

## GPO OnlinePaperStore

HOME PRODUCTS MY ACCOUNT

SEARCH FOR  IN  **GO**

GPO - Government Printing Office, Washington DC - Credit Card Only

CHANGE SHIP-TO LOCATION > QUICK ORDER / SEARCH > by product number

HIDE CART > 3 items

**ONLINE SUPPORT**  
Chat with us LIVE!

[Click to Chat](#)

Show Stocked Items Only

**FIND SIMILAR ITEMS:**

- Printing & Imaging: Bond & Writing Recycled White Bond
- Brand: Recycled Husky
- Basis Weight: 20
- Brightness: 91 - 93.9
- Caliper: 4.1
- Certification Info: SFI
- Color: White
- Color Group: Whites
- Finish: Smooth
- Mfg Name: Weyerhaeuser
- MSDS Available: No
- Opacity: 85 - 89.9
- Product Type: Dual Purpose
- Recycled: Yes
- Size: 8 1/2X11

[Find Similar Items >](#)

**ITEM 10303505**

Printing & Imaging → Bond & Writing → Recycled White Bond → Cut Size

**8 1/2X11 10M 20# White 92 Bright Recycled Husky Xerocopy DP 3160**

Pack: 5000/Carton  
Product#: 10303505

Customer Product#:  **Save**

*Image Not Available*

[Request a Sample](#)

Unisource Price:	Quantity	1	3	10	40
Price		\$14.76	\$13.46	\$11.96	\$10.99

Your Unit Price: **\$8.76 / M**    \$87.60/CW  
Your Total Price: **\$43.80 for 1 CT**

Quantity:  UOM:  Minimum Order Qty: 1 CT  
Multiple of: 1 CT

**Update Price & Availability**    **Add To My Favorites**    **Add To Cart**

**Availability**    Features    Order Lists    Certification Info

	Quantity
Jessup:	0
<b>Next Day:</b>	
Philadelphia:	197
<b>Total:</b>	197

If quantity displayed is insufficient for your needs, please contact Customer Service or your Sales Representative for special availability options.

Comments:

Taxable     Non-Taxable    **Save Details To Item**

**MY SHOPPING CART:**

Item	Quantity
10442620	25,000
10442536	25,000
10304887	10
<b>Subtotal</b>	<b>\$957.</b>

**Cart Details**

**SALES REPRESENTATIVE:**  
John Mulkern  
 Email My Representative >

**SAMPLE REQUEST:**  
 Request a Sample >

**GPO PaperStore**

[View Price List](#)

[View FAQ](#)

**ATTENTION!**

Do you have special delivery requirements? Such as:

→ Tractor Trailer height restrictions or length restrictions.

Clicking on an individual item provides your contract price

You will also see availability on this screen

# Cart Detail

CONTACT US HELP LOG OUT

GPO OnlinePaperStore

HOME PRODUCTS MY ACCOUNT

SEARCH FOR  IN

GPO - Government Printing Office, Washington DC - Credit Card Only

3 items

ONLINE SUPPORT  
Chat with us LIVE!



MY ACCOUNT:  
Welcome GPO Buyer

MY ORDERS:

MY EASY ORDER LISTS:  
Colored paper  
Copy Paper

MY INVOICES:

MY REPORTS:  
No saved reports found

ESTIMATING DOWNLOAD:



## MY SHOPPING CART

MY SHOPPING CART:

Item	Quantity
10442620	25,000 SH
10442536	25,000 SH
10304887	10 C
<b>Subtotal</b>	<b>\$957.00</b>

Line #	Unisource Product #	Customer Product #	MFR Product #	Quantity	UOM	Unit Price	Price UOM	Total Price	Tax	Action
1	<a href="#">10442620</a>	Blue123		<input type="text" value="25000"/>	<input type="text" value="SH"/>	\$9.84	M	\$246.00	<input type="radio"/> Tax <input checked="" type="radio"/> Non-Tax	<a href="#">Delete</a>
Description: 8 1/2X11 10M 20# BLUE DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81199 Cert Info: SFI Fiber Sourcing Availability: Jessup: 135,000 Philadelphia: 315,000 Total: 450,000 [+] Comments:										
2	<a href="#">10442536</a>			<input type="text" value="25000"/>	<input type="text" value="SH"/>	\$98.40	CW	\$246.00	<input type="radio"/> Tax <input checked="" type="radio"/> Non-Tax	<a href="#">Delete</a>
Description: 8 1/2X11 10M 20# CANARY DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81196 Cert Info: SFI Fiber Sourcing Availability: Jessup: 235,000 Mechanicsburg, Philadelphia: 205,000 Total: 440,000 [+] Comments:										
3	<a href="#">10304887</a>			<input type="text" value="10"/>	<input type="text" value="CT"/>	\$93.00	CW	\$465.00	<input type="radio"/> Tax <input checked="" type="radio"/> Non-Tax	<a href="#">Delete</a>
Description: 8 1/2X11 10M 20# WHITE 92 BRIGHT RECYCLED HUSKY XEROCOPY DP 3HP 5000/CT 3161 Cert Info: SFI Fiber Sourcing Availability: Jessup: 69 Total: 69 [+] Comments:										

Subtotal: \$957.00

John M...  
 Email My...  
**SAMPLE REQUEST!**  
 Request a Sample



GPO PaperStore

### ATTENTION!

Do you have special delivery requirements?  
Such as:

→ Tractor Trailer height restrictions or length restrictions.

At any time you may see your cart detail which includes, items, quantity, price and availability

# Checking Out – Placing your Order

**ONLINE SUPPORT**  
Chat with us LIVE!  
[Click to Chat](#)

**MY ACCOUNT:**  
Welcome GPO Buyer  
[Edit my profile >](#)

**MY ORDERS:**  
[View Order Status >](#)

**MY EASY ORDER LISTS:**  
[Colored paper](#)  
[Copy Paper](#)  
[Create/View Lists >](#)

**MY INVOICES:**  
[View/Generate Invoices >](#)

**MY REPORTS:**  
*No saved reports found*  
[Create/View Reports >](#)

**ESTIMATING DOWNLOAD:**

**CHECKOUT**

**Ship To:** GPO - Government Printing Office, Washington DC - Credit Card Only - Ship-To - 226958000001 (NU/70)  
732 N. Capitol Street, NW, Washington, DC, 20401

**Bill To:** GPO - Government Printing Office, Washington DC - Credit Card Only Bill-To - 226958 (NU/70)  
MS: CSS Room 831, 732 N. Capitol Street, NW, Washington, DC, 20401

**Requested Delivery Date:** 11 17 2010  
When accepting default date or selecting an alternate date, please consider your regular delivery service.

**Purchase Order#:**

**Shipment Type:** Standard Delivery

**Method of Payment:** Credit Card

**Last 4 digits of Credit Card:**

**Special Shipping Instructions:**

**Order Comments:**

Line #	Unisource Product #	Customer Product #	MFR Product #	Quantity	UOM	Unit Price	Price UOM	Total Price	Tax
1	10442620	Blue123		25000	SH	\$9.84	M	\$246.00	N
	Description: 8 1/2X11 10M 20# BLUE DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81199								
	Cert Info: SFI Fiber Sourcing								
Availability: Jessup: 135,000 Philadelphia: 315,000 Total: 450,000									
2	10442536			25000	SH	\$98.40	CW	\$246.00	N
	Description: 8 1/2X11 10M 20# CANARY DOMTAR COLORS SMOOTH MULTIPURPOSE 5000/CT 81196								
	Cert Info: SFI Fiber Sourcing								
Availability: Jessup: 235,000 Mechanicsburg, Philadelphia: 205,000 Total: 440,000									
3	10304887			10	CT	\$93.00	CW	\$465.00	N
	Description: 8 1/2X11 10M 20# WHITE 92 BRIGHT RECYCLED HUSKY XEROCOPY DP 3HP 5000/CT 3161								
	Cert Info: SFI Fiber Sourcing								
Availability: Jessup: 69 Total: 69									

**Subtotal:** \$957.00  
**Estimated Tax:** \$0.00 Estimated Taxes may change and Miscellaneous Charges may be added to final billing.  
**Estimated Total:** \$957.00

[Save For Later](#) [Save As New Order List](#) [Clear Cart](#) [Continue](#)

\*Click the Place Order button once to complete your order\*

**MY SHOPPING CART:**

Item	Quantity
10442620	25,000

Subtotal: \$957.00

[Cart Detail](#) [Checkout](#)

**MY SALES REPRESENTATIVE:**  
John Mulkern  
 Email My Representative >

**SAMPLE REQUEST:**  
 Request a Sample >

The Check Out screen shows you where the product is shipping, and being billed.

You may also enter a PO#, choose your delivery method and credit card customers may enter their credit card information

# Additional Tools

The screenshot displays the GPO PaperStore website interface. On the left, a navigation menu includes sections for 'MY ORDERS', 'MY EASY ORDER LISTS', 'MY INVOICES', 'MY REPORTS', and 'ESTIMATING DOWNLOAD'. The 'ESTIMATING DOWNLOAD' section features logos for 'eft PrintSmith', 'Franklin', and 'ARIBA Ariba Ready'. The central 'QUICK ORDER / SEARCH' form contains a table of input fields for 'Item#' and 'Qty', followed by buttons for 'Get Price & Availability', 'Add to Cart', 'Add More Items', and 'Clear All'. On the right, a 'SAMPLE REQUEST' section includes a 'Request a Sample' link and a 'GPO PaperStore' logo. Below this is a 'View Price List' and 'View FAQ' section. A prominent red 'ATTENTION!' box contains a list of special delivery requirements and instructions on how to provide them. The footer includes copyright information for GPO Online Paper Store / Unisource Worldwide, Inc. and a version number '8.2.2'.

Welcome GPO Buyer  
Edit my profile >

**MY ORDERS:**  
View Order Status >

**MY EASY ORDER LISTS:**  
Colored paper  
Copy Paper  
Create/View Lists >

**MY INVOICES:**  
View/Generate Invoices >

**MY REPORTS:**  
No saved reports found  
Create/View Reports >

**ESTIMATING DOWNLOAD:**

eft PrintSmith  
PRINTCAPTIVE MMS SOLUTIONS

Franklin  
Digital Print & Copy Estimator

ARIBA  
Ariba Ready  
PLATINUM

**QUICK ORDER / SEARCH**

Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty
Item#	Qty

Get Price & Availability  
Add to Cart  
Add More Items  
Clear All

**SAMPLE REQUEST:**  
Request a Sample >

GPO PaperStore

View Price List  
View FAQ

**ATTENTION!**

Do you have special delivery requirements?  
Such as:

- Tractor Trailer height restrictions or length restrictions.
- Delivery times or delivery appointments needed.
- Delivery contact person and phone number for us to call.
- Hand truck delivery specifics.

Please let us help serve you better by adding any specific delivery requirements you may have, into the Comments section on the Check Out page.

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There are PDF documents on the website for informational purposes – Current Contract Price List and Frequently asked questions

Instructions for notifying The GPO Online Paper Store of your special delivery instructions

**ATTENTION!**

Do you have special delivery requirements?  
Such as:

- Tractor Trailer height restrictions or length restrictions.
- Delivery times or delivery appointments needed.
- Delivery contact person and phone number for us to call.
- Hand truck delivery specifics.

Please let us help serve you better by adding any specific delivery requirements you may have, into the Comments section on the Check Out page.

## Your Order

- Your order will go Unisource customer service for processing
- You will receive both an e-mail Order Notification (the order has been placed) and Order Confirmation (has been processed for delivery)
- You may contact customer service at any time by using the *Contact Us* at the top of every page on the website