

The GPO*Express* Card



GPO*Express*SM Program

Convenient access to cost-effective document solutions for federal government agencies



The GPO*Express* Card



Cost-Effective Document Solutions for Federal Government Agencies

Agenda

- About the program
- Program benefits and features
- About FedEx Kinko's
- Document solutions
- Signs and graphics
- Direct mail
- FedEx Kinko'sSM DocStore
- FedEx Kinko's DocStore demonstration
- Resource information
- Summary

The GPO*Express* Card



Cost-Effective Document Solutions for Federal Government Agencies

The GPO*Express*SM program

- The U.S. Government Printing Office (GPO) has contracted with FedEx Kinko's to provide copy and print services, signs and graphics services, and more at discount prices to federal government agencies
- Through the program, you have access to cost-effective, consistent, high-impact document services at discounted rates through a digitally connected network of FedEx Kinko's locations



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Agencies using the program

- Dept. of Veterans Affairs
- Dept. of Agriculture
- Dept. of State
- Dept. of Labor
- Dept of Interior
- Dept. of Justice
- Dept. of Commerce
- U.S. Courts
- U.S. Merchant Marines
- Peace Corps
- National Guard
- GSA
- NASA
- NIH
- FEMA
- TSA
- EEOC
- HUD
- FTC

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How the program works

- Agency employees use the GPO*Express*SM card to make online and in-store purchases at guaranteed rates
- FedEx Kinko's bills the GPO, which in turn bills the agency
 - Agencies are billed on the normal GPO billing schedule
 - The value of each purchase made by the agency will be rounded up to the next whole dollar per the IPAC agreement
 - The FY08 identifying jacket number is 339-001
 - For questions about GPO billing and program details, contact your GPO National Account Manager
 - Program training information is available at www.gpo.gov/gpoexpress

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Program benefits

- **Convenience:** access to a network of more than 1,600 FedEx Kinko's locations nationwide
- **Ordering options:** place in person or online, or request a pickup
- **Free proofs:** request by phone, in person or online
- **Free delivery:** within the local delivery zone of each FedEx Kinko's Office and Print Center[®]
- **Free cost estimates:** request by phone, in person or online

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Cost-Effective Document Solutions for Federal Government Agencies

Program benefits

- **Pricing:** no GPO surcharges
 - Agencies pay listed prices
 - Pricing guide available at www.gpo.gov/gpoexpress
- **Receipts:** attached to each completed job
 - Includes job details and line-item charges
- **Agency job reference:** captured at time of order
 - Information appears on invoice


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Program benefits

- **eView:** Your account's transactions available online
 - Transaction data within 24 hours after purchase
 - Access available to all cardholders, managers and administrators
 - View up to three years of invoice data
 - Export information to a PDF or XLS file


eView

Hello, PAUL ORFALEA | [Change Password](#) | [Contact Us](#) | [Help](#) | [Logout](#)

Account Listing
Invoices
Payments
Reports
Admin

Account 8300024091 : 1505-01 GPO (A) [View Account Details](#)

Initial results return the last six months of data; however, if you are looking for a specific invoice or a broader range, use the [Invoice Search](#) feature.

Invoices						
Invoice ID	Location	Card User	Card Number	Agency Job Ref	Invoice Date	Amount
12450000801	1245 / Washington DC K Street	CAROL CINI	0014	1505-01 GPO(A)	06-21-2006	\$266.29
051900001631	0519 / Chattanooga TN Brainerd St	CARRIE GIBB	0002	PO# NPS Presentation	06-21-2006	\$5.74
052800001334	0528 / Mars PA Cranberry	NANCY BEDNAR-ESCHER	0005	200 copies letter folded	05-23-2006	\$65.40
181500004466	1815 / Washington DC 2020 K Street	KATHERINE D. CLARKE	0006		05-11-2006	\$91.26
150900001619	1509 / Atlanta GA Midtown	CARRIE GIBB	0002	carrie gibb - note test	04-21-2006	\$99.99
12450P000134	1245 / Washington DC K Street	CAROL CINI	0014	TEST PRNG	04-18-2006	\$0.02
12450P000126	1245 / Washington DC K Street	CAROL CINI	0014		03-29-2006	\$0.95
012300000394	0123 / Little Rock AR Downtown	CARRIE GIBB	0002	APPL conference	03-06-2006	\$55.80
012300000395	0123 / Little Rock AR Downtown	CARRIE GIBB	0002	1505-01 GPO (A) GPO express	03-06-2006	\$188.06

All Items. (9 total) 1

[Excel](#) | [PDF](#)

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GPO*Express*SM card

- Single method of payment at all FedEx Kinko's locations
 - Guarantees you receive your contracted rates
- Per-transaction limit established by agency program coordinator
 - FedEx Kinko's can process projects in excess of card limit only with manager approval



The GPOExpress Card



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GPOExpressSM spending limits

- Per-transaction spending limit is indicated by the A-Z alpha character in parentheses on your card
 - Refer to the following chart to determine your spending limit
 - No approvals required if the transaction is below your limit
 - FedEx Kinko's and the GPO require pre-approval from your manager via e-mail for transactions over your limit before placing your order
 - Request a quote at the time you place your order to determine if approval is required



Letter	Spending Limit	Letter	Spending Limit	Letter	Spending Limit
A	\$100	I	\$900	R	\$8,000
B	\$200	J	\$1,000	S	\$9,000
C	\$300	K	\$2,000	T	\$10,000
D	\$400	L	\$2,500	U	\$15,000
E	\$500	M	\$3,000	V	\$25,000
F	\$600	N	\$4,000	W	\$50,000
G	\$700	O	\$5,000	X	\$100,000
H	\$800	P	\$6,000	Y	\$250,000
		Q	\$7,000	Z	Unlimited

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Cost-Effective Document Solutions for Federal Government Agencies

Customer support

- FedEx Kinko's GPO*Express*SM account team 1.866.815.4428
 - Your account executive is your key contact for:
 - Location of the nearest FedEx Kinko's team for production support
 - Details about your contract and available products and services
 - Answers to questions about your program features and benefits
 - Proactive follow-up to ensure outstanding customer service
 - Helpful information about contract and program updates
- GPO National Account Manager
 - Your GPO National Account Manager is your key contact for:
 - Questions about your GPO contract and GPO billing
 - Continued consultative support
 - Go to www.gpo.gov/customerservices/nams.htm or call 1.202.512.1904 for contact information

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Cost-Effective Document Solutions for Federal Government Agencies

Customer support

- FedEx Kinko's locations
 - Each knowledgeable center manager is committed to providing excellent service; primary source for issue resolution
 - All center team members can process your order and provide quotes
 - Senior project coordinators can answer questions related to your project
- GPO*Express*SM Help Desk 1.866.654.6567
 - Dedicated support for GPO*Express* customers
 - Available 24 hours a day, 7 days a week for:
 - General program information
 - Location of a nearby FedEx Kinko's center
 - Technical assistance

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Cost-Effective Document Solutions for Federal Government Agencies

A look at FedEx Kinko's

- FedEx Kinko's Office and Print Centers[®] provide a comprehensive range of business services to meet your unique needs
 - Copying, printing, direct mail, and signs and graphics services
 - High-speed Internet access, computer use, Wi-Fi services and videoconferencing
 - A full range of FedEx Express[®] and FedEx Ground[®] shipping services

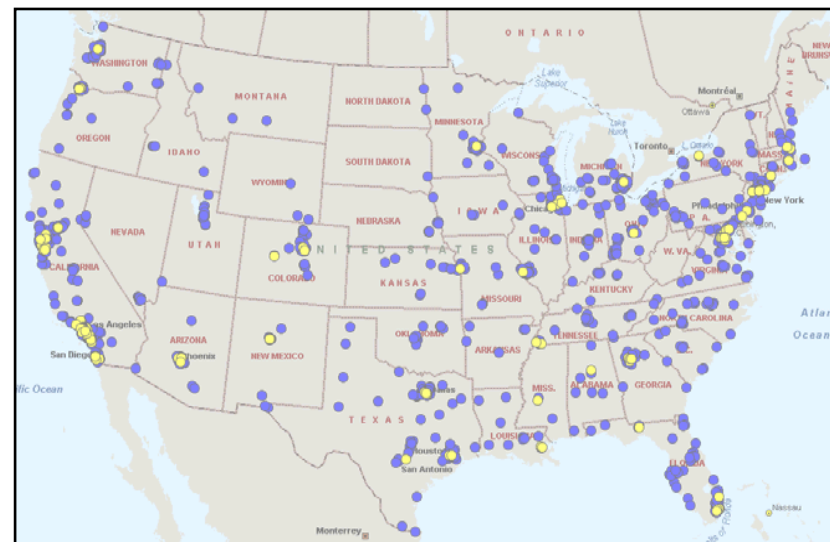




Cost-Effective Document Solutions for Federal Government Agencies

The FedEx Kinko'sSM network

- More than 1,600 digitally connected FedEx Kinko's locations strategically located in high-traffic areas
- Open 7 days a week with extended business hours, and 24-hour-a-day access available at hundreds of locations
- Planned growth of 3,000 additional centers over the next five years



- FedEx Kinko's Office and Print Centers[®]
- FedEx Kinko'sSM Ship Centers

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Cost-Effective Document Solutions for Federal Government Agencies

The GPO*Express*SM program for document solutions

- Copying and printing services
 - State-of-the-art black & white and color copying equipment
 - High-output equipment with outstanding image resolution
 - Large-format production: presentation boards; trade show graphics; and architectural, construction and engineering drawings
 - Cutting, folding and stapling
 - Wide range of paper colors, stocks and sizes available
 - Trained, experienced team members who can provide specialized advice and assistance
 - FedEx Kinko'sSM DocStore to manage, store, print and distribute your projects



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Cost-Effective Document Solutions for Federal Government Agencies

The GPO*Express*SM program for document solutions

- Binding options
 - Choose book binding, booklet making, coil binding, comb binding, tape binding and velo binding
- Finishing options
 - Choose folding, cutting, drilling, laminating, stapling and mounting
- Document-creation options
 - Choose business cards, brochures, proposals, fliers, reports, presentations, announcements, invitations, and much more

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Cost-Effective Document Solutions for Federal Government Agencies

The GPO*Express*SM program for signs and graphics

- Take advantage of all our services, or just have us help you with a few steps in the process
 - Full range of sign capabilities
 - Experienced sign specialists
 - Quick turnaround time (one to five days)
 - Capacity to handle orders of virtually any size





Cost-Effective Document Solutions for Federal Government Agencies

The GPOExpressSM program for signs and graphics

- **Outdoor banners.** Banners and signs that can last for years outdoors
- **Indoor banners.** Full-color banners to advertise your message
- **Rigid signs.** Aluminum, plastic and corrugated plastic
- **Specialty prints.** High-quality photo enlargements, backlit prints, window clings, floor graphics and many types of point-of-purchase signage
- **Specialty signs.** Lettering, graphics, decals, and vehicle and promotional magnets

Rigid Signs



Outdoor Banners



Vinyl Outdoor Banners



Cost-Effective Document Solutions for Federal Government Agencies

The GPO*Express*SM program for direct mail

- We offer the convenience of a one-stop resource where you can take advantage of our full array of services, or just have us help you with a few steps in the process
 - Document creation and personalization
 - Printing and finishing services like folding, inserting and sealing
 - List services and address cleansing, verification and updating
 - Postal discounts and delivery
 - Virtually any budget and volumes ranging from 100 to 100,000 pieces

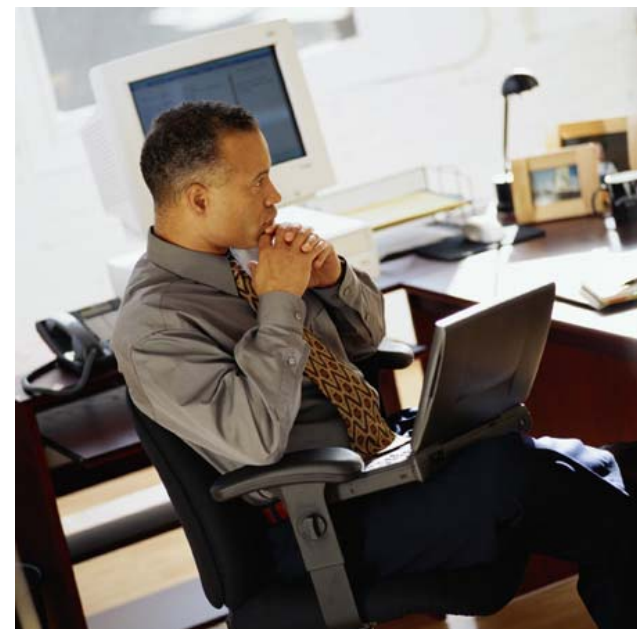




Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore

- Whether you need to facilitate just-in-time printing or establish an online catalog, FedEx Kinko's DocStore is your solution
 - **Send & Print.** Authorized users have the power to upload files directly from their computer and send them to any FedEx Kinko's location for printing and distribution
 - **Online Catalog.** Use this virtual storage room for all your company's most frequently printed documents, which you can revise, customize, print and ship at any time. Simply log in, then select and order the document you need



The GPO*Express* Card



Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore

- The benefits of Send & Print:
 - Distribute documents in hours instead of days or weeks
 - Save money by printing only what you need
 - Save money by having files printed at the destination of your choice
 - Control user access and spending limits
- The benefits of Online Catalog:
 - Eliminate storage and inventory hassles
 - Access, customize and order materials anytime, anywhere
 - Add, delete and update documents as needed
 - Simplify ordering with convenient shopping-cart and address-book features
 - Keep documents secure by employing firewalls, passwords and encryption






Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Go to www.gpo.gov/gpoexpress and select *Send an Order*



The screenshot shows the GPO Express Program page. The navigation bar includes 'GPO INSIDE', 'GPO ACCESS', 'GPO SERVICES', and 'GPO VENDORS'. The main content area is titled 'The GPOExpressSM Program' and features a 'Your Solution for Document Needs at Discount Prices!' section. A list of services is provided, including access to FedEx Kinko'sSM locations, 24-7-365 service, convenient ordering options, high-quality printing services, and more. The 'Send an Order' link is circled in red.

The GPOExpressSM Program
Your Solution for Document Needs at Discount Prices!

The GPO is always looking to make our services more convenient for our customers. That's why we have developed a program called GPOExpressSM - a nationwide convenience printing contract that allows Government personnel to walk into any FedEx Kinko'sSM Print Center, day or night, at any of the thousands of locations throughout the United States and Canada -- to take care of small printing needs.

GPO has awarded a contract (950-S) to FedEx Kinko'sSM Office and Print Services that allows all U.S. Federal agencies direct access to services at FedEx Kinko'sSM locations worldwide. Using the new GPOExpressSM Card, agencies will receive significant discounts and benefits on their printing and finishing needs at any store location, at any time.

If you are interested in the program, please subscribe on our [registration page](#).

Services provided include:

- Access at FedEx Kinko'sSM locations worldwide;
- Access to FedEx Kinko'sSM services 24-7-365;
- Convenient ordering options via e-mail, the Web, or walk-in;
- High-quality printing services, which include full-color vinyl banners, posters, back-lit and metal-yard signage, auto magnets, business cards, stationery, invitations, brochures, manuals, presentations, newsletters, flyers, and more;
- Design and finishing services for professional looking digital prints and copies in either black and white or color;
- Binding, mounting, and other finishing services;
- Print-on-demand programs;
- Document scanning into various formats;
- Digital oversize printing;
- Access to a wide range of FedEx Express and FedEx Ground shipping services;
- And much more!

Visit our [registration page](#), or call 202.512.1904.

<https://docstore.kinkos.com/gpoexpress>



Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Enter your user name and password
- The default user name is your agency e-mail address, and the default password is “GPOExpress1”
- Select *Continue*

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May 2, 2006

GPO Express

Login

Login

▶ Username:

▶ Password:

[Forgot your password?](#)

[Forgot your username?](#)

Continue

For assistance please call 1-800-254-6567 or email customerrelations@fedexkinkos.com
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FedEx Kinko'sSM
Office and Print Services

The GPOExpress Card



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FedEx Kinko'sSM DocStore demonstration

- To get an estimated cost
 - Select *GPOExpressSM Cost Calculator*

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Start

My Account | Help | Logout

GPOExpress

[Start Your Order](#)

Welcome, Training User

Choose an option to begin your order.

Options For Ordering

- ▷ [Send & Print Your Documents at FedEx Kinko's](#)
Select files from your computer and send to FedEx Kinko's for printing.
- ▷ [GPOExpress Cost Calculator](#)
Estimate your project cost based on the number of copies needed, billed at GPOExpress pricing.
- ▷ [Order Paper Sample Book](#)
Order a GPOExpress Branded Paper Sample Book \$65.00 each

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Done | docstore.kinkos.com



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FedEx Kinko'sSM DocStore demonstration

- The calculator tool will provide estimates for the most commonly used print specifications
- For additional options or for a detailed quote, contact the FedEx Kinko's location that will produce your order

Description	Single Side		Double Side	
	B&W	Color	B&W	Color
8 1/2 x 11 (# of pages in original x # of copies needed)	1000 \$0.024	50 \$0.300	\$0.048	\$0.600
8 1/2 x 14 (# of pages in original x # of copies needed)	\$0.024	\$0.300	\$0.048	\$0.600
11 x 17 (# of pages in original x # of copies needed)	\$0.048	\$0.600	\$0.077	\$1.200

Description	Single Side		Double Side	
	B&W	Color	B&W	Color
8 1/2 x 11 (# of pages in original x # of copies needed)	\$0.049	\$0.300	\$0.098	\$0.600

Additional Services

3 Hole Drill	<input type="checkbox"/> \$0.007 (Plus \$5.00 set up fee to the Total Estimated Cost)
Fold	<input type="checkbox"/> \$0.027 (Plus \$5.00 set up fee to the Total Estimated Cost)
Staple (Machine Staple Only)	<input type="checkbox"/> \$0.010
Coll Bind	50 \$1.800
Comb Bind	<input type="checkbox"/> \$1.500

Please note: The price provided is an estimate and not a price quote. For an exact quote please contact your local center.

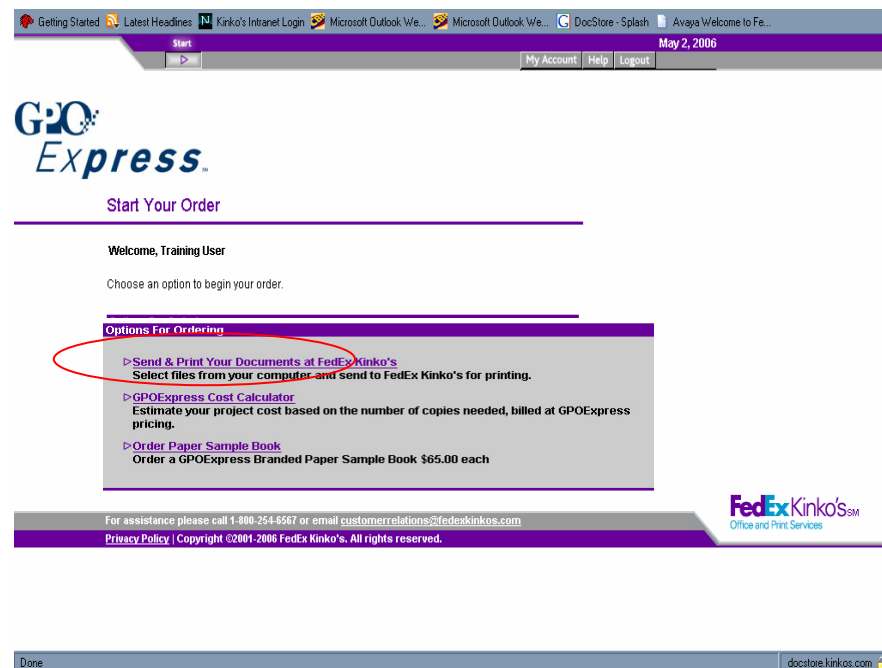
Print this page Calculate Estimated Cost: 129.0000




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FedEx Kinko'sSM DocStore demonstration

- To place your order, select *Send & Print Your Documents*



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Start

My Account | Help | Logout

GPO Express

Start Your Order

Welcome, Training User

Choose an option to begin your order.

Options For Ordering

- ▶ **Send & Print Your Documents at FedEx Kinko's**
Select files from your computer and send to FedEx Kinko's for printing.
- ▶ [GPOExpress Cost Calculator](#)
Estimate your project cost based on the number of copies needed, billed at GPOExpress pricing.
- ▶ [Order Paper Sample Book](#)
Order a GPOExpress Branded Paper Sample Book \$65.00 each

For assistance please call 1-800-254-6567 or email customerrelations@fedexkinkos.com
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Done | docstore.kinkos.com

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FedEx Kinko'sSM DocStore demonstration

- Select *Browse* to locate and upload your file
- Select various drop-downs to customize printing options for your file

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GPO Express

Create Your Document - Step 1

Please note: If no online proof is available, your order will still be printed. If a proof is required, please contact the producing Center. Thank you.

Step 1 - Select your file, choose printing options for it and add it to your document.

1 File Selection and Printing Options

File Selection:
Add one or more files to your document.
If your document contains more than one file, you will add files one at a time.

Browse... ⓘ

Printing Options:

Color: black and white Paper Type: white (20 bond)

Paper Size: 8.5 x 11 (letter) Folding: none

of Sides: double-sided Cutting: none

1/2 fold
tri-fold
Z-fold
other (tell us in step 2)

Enter instructions for Other choices in \$ **Add File**

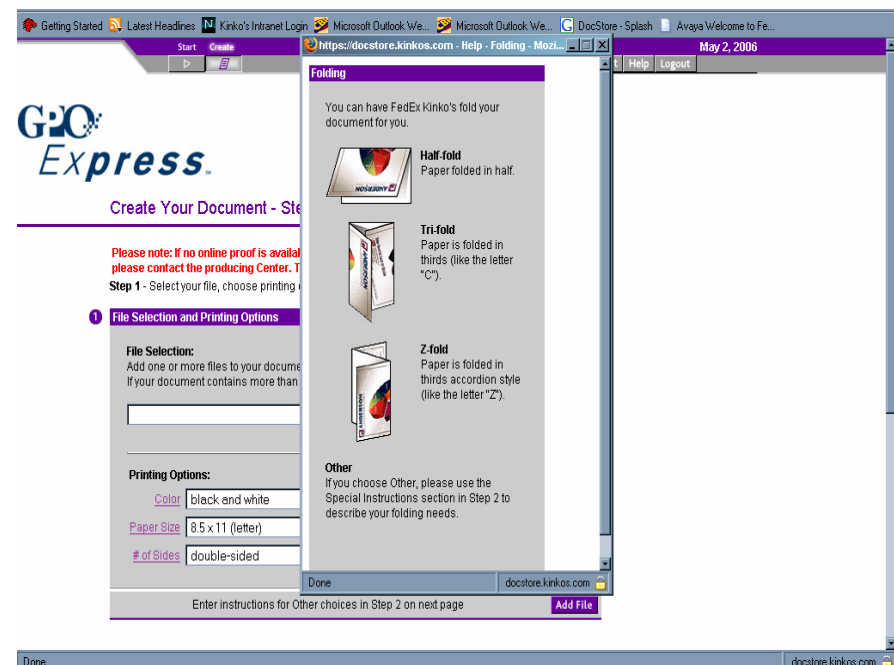
Done docstore.kinkos.com



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FedEx Kinko'sSM DocStore demonstration

- If you click a printing option name, a window will open, providing pictures and descriptions of each option to assist you in making decisions
- Select *Add File* to upload your file and prepare it for preview





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FedEx Kinko'sSM DocStore demonstration

- Once your file is loaded, the site will display the file name and the selected printing options. The site allows you to add multiple files to create your document
- Select *Continue* to proceed to document finishing options

Enter instructions for Other choices in Step 2 on next page [Add File](#)

GP04.5_SendPrint_QRef1.0.pdf

Printing Options:

Color: black and white	Paper Type: Salmon
Paper Size: 8.5 x 11 (letter)	Folding: none
# of Sides: double-sided	Cutting: none

[Delete File](#)

Please Note: Online Preview [Continue](#)

We can now offer online preview for the following file types:

- Microsoft Office Word (.doc)
- Microsoft Office PowerPoint (.ppt)
- Microsoft Office Excel (.xls)
- Rich Text File (.rtf)
- PostScript (.ps)
- Encapsulated PostScript (.eps)
- FedEx Kinko's document file (.kdf)
- Adobe Acrobat (.pdf)
- Plain Text (.txt)

If a non-accepted file type is uploaded to the system, please be aware that you will be directed to an exception screen that will ask you to provide additional detail regarding the uploaded file. If you choose to continue processing the uploaded file, we will not be able to provide a preview or estimated price.

For assistance please call 1-800-254-8567 or email customerrelations@fedexkinkos.com

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Done docstore.kinkos.com

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Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Name your document
- Select your finishing options
- Select *Continue* to preview your document

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Start Create My Account Help Logout

GPOExpress

Create Your Document - Step 2

2 Step 2 - Indicate how you want the finished document to look

Document Name & Finishing Options

Document Name:
Give your document a descriptive name (for example, HR Training Manual, Sales Presentation, etc.)
Test Document

Finishing Options:

Organize	collated (sets)
Stapling	none
Drilling	standard 3-hole
Binding	none
Front Cover	none
Back Cover	none

Special Instructions: [I do not see the options I need.](#)

Add File **Continue**

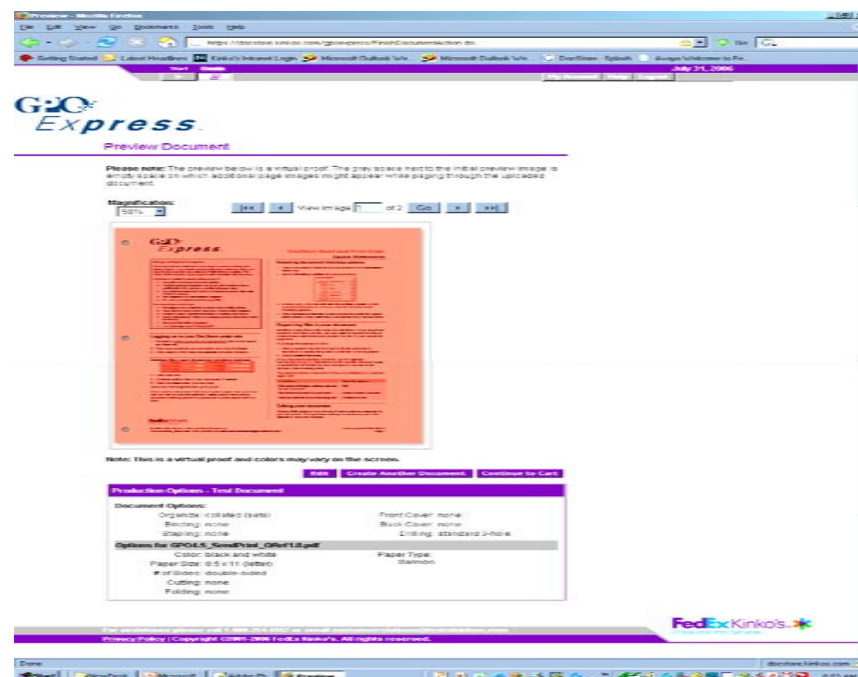
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Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Preview enables you to review and edit your entire document
- You can get online preview for the following file types:
 - Adobe[®] Acrobat[®]
 - Microsoft[®] Office Word, Microsoft Office PowerPoint[®] and Microsoft Office Excel[®]
 - PostScript[®] and Encapsulated PostScript
 - Rich Text and Plain Text



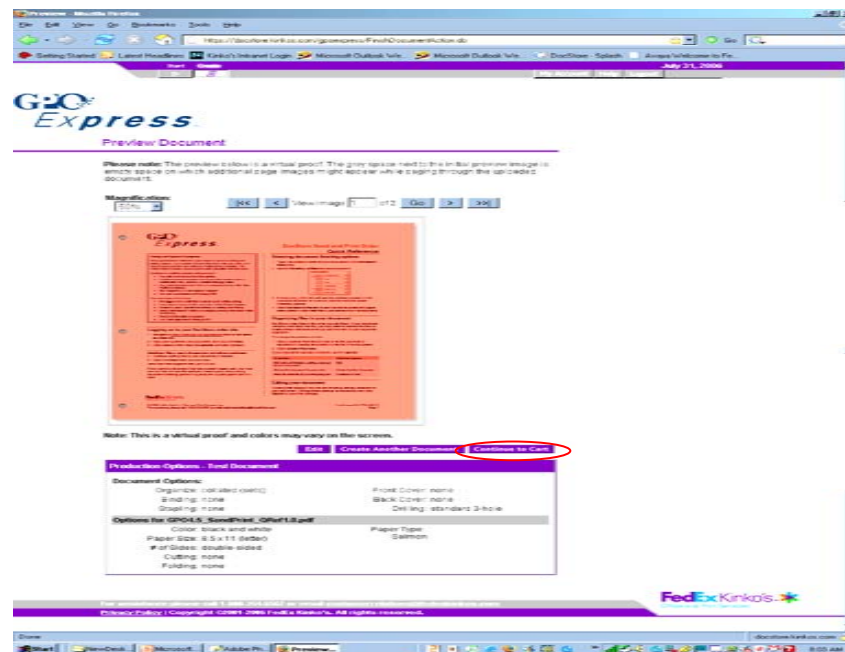
The GPOExpress Card



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FedEx Kinko'sSM DocStore demonstration

- *Please note:* While nonstandard file formats will not preview, the order will still be placed
- Select *Continue to Cart* to proceed to checkout





Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Some information on the Shopping Cart screen will already be completed based on your user profile
- Enter all additional information in the required fields, including the number of copies required
- If you would like to have the FedEx Kinko's location that will be producing your order call you with a quote, select that option
- Select *Continue* to add delivery information

Shopping Cart - Mozilla Firefox

https://docstore.kinkos.com/gpoexpress/PreviewDocumentRoutesAction.do

GPO Express

Shopping Cart

Please Note: Alpha character in parenthesis on face of card designates your assigned spending level.

Quantity	Documents in Your Order	Files in the Document	Edit	Delete
50	Test Document	GPO4.5_SendPrint_QRef1.0.pdf		

Empty Shopping Cart Create Another Document

Contact

Indicate who to contact regarding this order.

*First Name: Training

*Last Name: User

*Address 1: 732 North Capitol

Address 2:

*City: Washington

*State/Province/Other: DC-Washington D.C.

Zip/Postal Code: 20170

*Country: United States

*Phone: 2021231234 ext:

*E-Mail Address: training@gpo.gov

Call With Quote Before Production? Yes, Call me with a Quote Required

Payment

*GPOExpress Card Number: 1234567890

*Agency Job Reference: Test

*User Name: Training User

*Alpha Character Code Located on Card: Z

Continue



Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Use the drop-down menu to select the due time for your document
- Select your proof option; it is recommended you always request a proof
- Enter the recipient information; if you are the recipient, check “I am the recipient,” and your contact information will automatically populate
- Select *Locate Store* to find a FedEx Kinko's Office and Print Center[®]

Shipping & Production Details

Note: Please call producing Center if turnaround is less than 24 hours. Thank you.

Order Completion
 Indicate when the FedEx Kinko's Office and Print Center should complete the production of your order. Additional time required for shipping or local delivery.
 in 24 hours

Proof
 Do you want to receive a hard copy proof?
 No, I do not want a proof
 Choose No Proof if you accept the online Preview as the Proof
 Please Note:
 • No charge for first hard copy proof copy
 • Charge for additional proof copies

Recipient
 Add this recipient to my order.
 I am the recipient
 * First Name: Training
 * Last Name: User
 Company:
 * Address 1: 732 North Capitol
 Address 2:
 * City: Washington
 * State/Province/Other: DC-Washington D.C.
 * Zip/Postal Code: 20401
 * Country: United States
 Email: training@gpo.gov
 * Phone: 2021231234 ext.
 Example: (555) 555-5555

Production Location
 FedEx Kinko's Office and Print Center for Production:

The GPOExpress Card



Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Your recipient information automatically populates the Store Locator
- Select *Locate Store* to start the search

Kinkos Store Locator - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

http://docstore.kinkos.com/gpoexpress/StandardShippingClearFlags.do

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Start Create Cart Ship My Account Help Logout

GPO Express

Store Locator

Find a FedEx Kinko's

Enter some, or all, of the information below. The more information you provide, the more accurate the results.

Street Address:

City:

State:

Zip Code:

Back [Locate Store](#)

For assistance please call 1-800-254-6567 or email customerrelations@fedexkinkos.com

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Done docstore.kinkos.com

Start GPO - Coming Soon - Th... Microsoft PowerPoint - [Pr] Kinkos Store Locator - ... 6:56 AM

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Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- The Store Locator will provide up to five location results
- The map, hours of operation and local driving directions are also provided

Kinkos Store Locator - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

https://docstore.kinkos.com/gpoexpress/FindBranchRouter.do

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Start Create Cart Ship My Account Help Logout May 2, 2006

GPO Express

Store Locator

Find a FedEx Kinko's

Enter some, or all, of the information below. The more information you provide, the more accurate the results.

Street Address:

City:

State:

Zip Code:

Map of Store Locations

MapPoint

You are here

Search Results

- 1. Washington DC K Street**
800 K Street NW
Washington, DC 20001
Fax: (202) 682-0802
Phone: (202) 682-0349
[Hours >>](#)
[Driving directions:](#)
- 2. Washington DC 7th and D**
325 7th St
Washington, DC 20004-2801
Fax: (202) 347-8737
Phone: (202) 347-8730
[Hours >>](#)
[Driving directions:](#)
- 3. Washington DC 1400 K St**
1400 K St NW Suite 102
Washington, DC 20005
Fax:
Phone: (202) 898-1401
[Hours >>](#)
[Driving directions:](#)
- 4. Washington DC Capitol Hill**

Done docstore.kinkos.com 6:56 AM



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FedEx Kinko'sSM DocStore demonstration

- Choose a delivery method from the drop-down list
- *Please note:* Delivery is free within the local delivery zone of each FedEx Kinko's Office and Print Center[®]
- Select *Continue* to proceed to the order confirmation page

Shipping & Production Details - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

https://docstore.kinkos.com/gpoexpress/StandardShippingClearFlags.do

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Email: training@gpo.gov

* Phone: 2021231234 ext: [] Example: (555) 555-5555

* Required

Select from Address Book

Delivery Method:

* Delivery Method: Pick Up at FedEx Kinko's

Pick Up at FedEx Kinko's
FedEx
FedEx Kinko's Local Delivery

Continue

Delivery Instructions to Center

Please include additional delivery instructions.

For assistance please call 1-800-254-6567 or email customerrelations@fedexkinkos.com

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Done

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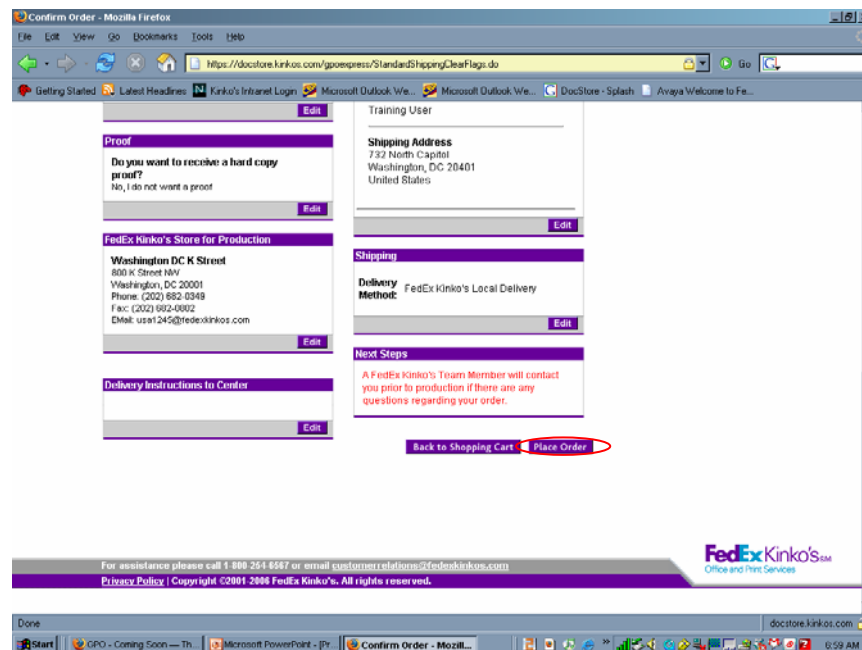
The GPO^{Express} Card



Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- Use the order confirmation screen to review your order and make changes in job options where necessary
- Select *Place Order* to confirm your order



The GPO*Express* Card

Cost-Effective Document Solutions for Federal Government Agencies

FedEx Kinko'sSM DocStore demonstration

- You may print the confirmation page as a receipt
- The site will give you an order number that you can use to track your order
- The system will send you an e-mail confirming receipt of your order. You will also receive a confirmation e-mail once your order is completed

Thank You - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

https://docstore.kinkos.com/gpoexpress/PlaceOrder/routeAction.do

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My Account Help Logout

GPO Express

Thank You [Print This Page](#)

Thank you for your order. Your order number is **1012567837851652**

This is your receipt. Please print this as your receipt.

You will receive an e-mail confirming your order.

If you have questions about this order or need to cancel this order, you must immediately call FedEx Kinko's customer relations at 1-800-254-6567 and reference the order number above. Most jobs go into production within 15 minutes of receipt. Orders cancelled after going into production may be subject to a charge.

Quantity	Documents in Your Order
50	Test Document

Contact	Payment
Training User (202) 123-1234 training@gpo.gov 732 North Capitol Washington, DC 20170	1234567890 Agency Job Reference Test Job User Name: Training User

Done

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GPOExpressSM program resources

Finding a location

- Go to gpo.gov/gpoexpress
- Select *Store Locator*

Placing an order

- Go to your local FedEx Kinko's Office and Print Center[®]
- Call your local center to schedule a pickup
- Submit your order online via FedEx Kinko'sSM DocStore

FedEx Kinko's DocStore

- Go to <https://docstore.kinkos.com/gpoexpress>
- User name is your agency e-mail; password is "gpoexpress"

Order questions

- Contact the local center that is processing your order and ask for the senior project coordinator

The GPO*Express* Card



Cost-Effective Document Solutions for Federal Government Agencies

GPO*Express*SM program resources

Service issues

- Contact the local center that is processing your order and ask for the center manager

eView

- Go to <https://eview.fedexkinkos.com>
- For access issues, send an e-mail to gpoexpresseview@gpo.gov

The GPO*Express* Card



Cost-Effective Document Solutions for Federal Government Agencies

GPO*Express*SM program resources

FedEx Kinko's GPO*Express* account team 1.866.815.4428

- Questions about program services
- Questions about local production support
- Proactive customer service follow-up

GPO National Account Manager

- Questions about your GPO contract and GPO billing
- Continued consultative support
- For contact info go to www.gpo.gov/customerservices/nams.htm or call 1.202.512.1904



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Cost-Effective Document Solutions for Federal Government Agencies

GPO*Express*SM program resources

GPO*Express* Help Desk 1.866.654.6567

- For questions or issues related to:
 - General program information
 - After-hours support 24 hours a day, 7 days a week
 - Location of a nearby FedEx Kinko's center
 - Technical assistance





Cost-Effective Document Solutions for Federal Government Agencies

Testimonials from current participants

The U.S. Fish and Wildlife Service is very pleased with the GPO*Express*SM contract. The customer service, ease of use, and quality of the end products make this contract a winner. It is an excellent tool that supplements our existing term contracts, small purchase and one-time bid procurements.

Mark Newcastle
Branch of Printing & Publishing
U.S. Fish and Wildlife Service

The Transportation Security Administration has greatly benefited from the GPO*Express* program. TSA personnel especially like the flexibility of using any FedEx Kinko's in the country while they are traveling. Overall, the GPO*Express* program is a fantastic and user-friendly tool for TSA to satisfy many of its print requirements in a timely fashion.

Kathleen Rubus
Transportation Security Administration

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Cost-Effective Document Solutions for Federal Government Agencies

Testimonials from current participants

GPO*Express*SM is an innovative, streamlined printing procurement tool that will handle the emergency and administrative copying and duplication requirements of agency offices, particularly those without printing expertise.

Bert Simon
Chief, Materials Management
U.S. Geological Survey