

11th October 2023

Dear U3A Australia Groups,

Introducing exclusive benefits, you can now enjoy with Officeworks.

The University of the Third Age (U3A) has partnered with Officeworks to provide you with the best products, services, and solutions to help make bigger things happen for your business.

As a member of U3A Australia you can gain access to exclusive member benefits by signing up to a 30 Day Business Account. These benefits include special business pricing on a wide range of office essentials including, office supplies, cleaning, washroom, catering products and much, much more. Plus, all Officeworks customers have access to our free 2-hour Click & Collect service on stocked items in-store.

A 30 Day Business Account will also allow you to:

- Consolidate all your purchases through the one account to monitor expenses and improve record keeping.
- Shop online or in-store with the option to manage your spending through multiple store cards for the one account.
- Free next-day delivery for in-stock items in metropolitan areas for orders \$55 or more..
- Access a dedicated Sales Support line
- Access to our commercial print offer, our Workspace Solutions (furniture) teams, Geeks2U and more.

With 30 days to pay, 167 stores in our network across Australia, next-day delivery in selected areas and longer trading hours we're here to help keep your organisation running, so you can focus on making it grow.

Register now for a 30 Day Business Account at:

<https://www.officeworks.com.au/campaigns/u3a-australia>

Email u3aaustralia@officeworks.com.au if you have an existing 30 Day Account or a Standard Account where you pay by credit card and you would like to upgrade, or wish to make further enquiries.

Thanks you for your time and we look forward to assisting U3A Australia members moving forward.

Regards,

Simon Spivak
Business Specialist
Officeworks

Glen Wall
Chair U3AAA
U3A Australia



Officeworks website: www.officeworks.com.au

U3A Australia onboarding options

U3A Groups with an existing 30 Day Business Account

All U3A Australia groups with an existing 30 Day Business account are able to request to be added to the U3A Australia Buying Group . This program provides you with the ability to:

- Access Business pricing to over 1300 consumable products on a wide range of office essentials including, office supplies, cleaning, washroom, catering products and much, much more.
- Shop online or in-store with the option to manage your spending through multiple digital store cards for the one account.
- Next-day FREE delivery for in-stock items in metropolitan areas for orders over \$55.00
- Access a dedicated Sales Support line
- Access to our commercial print offer, our Workspace Solutions (furniture) teams, Geeks2U and more.

To take advantage of this offer please have the Treasurer or main Admin Officer at your group email u3aaustralia@officeworks.com.au with your Account Number (Business Partner Number) and request to be added to the U3A Australia Buying Group. Once approved you will receive an email from Officeworks welcoming you to the U3A Australia Buying Group.

U3A Groups with an existing Credit Card Account

For U3A Australia groups who are currently purchasing with Officeworks via a credit card you can upgrade your account to a 30 Day Account with All the above benefits.

To take advantage of this offer please log in to your existing account at www.officeworks.com.au

- Click the My Account button next to the Log In
- Click the Organisation or Personal Details tile on the right hand side
- Click the [Upgrade to a 30 Day Account](#) tile
- Complete the fields and check boxes
- Select a Credit Limit to meet your business needs
- Press Submit
- Go to your emails and click Verify on the email you will receive from Officeworks.

When you get the Thank You message, your registration is on its way to Officeworks.

Your new 30 Day Account will be ready in about 2-3 working days.

If you get any message from our Credit Team please respond to them asap.

U3A Groups with no existing Officeworks Account

For U3A Australia groups who do not currently have a 30 day Business Account with Officeworks you can register for an account by clicking www.officeworks.com.au/campaigns/u3a-australia