



UBC EWAY.CA On-Line Ordering Enrollment Form
For use with Open Account billing or UBC Visa/Pcard
 All information is confidential

UBC Department Name: _____

Care Of Name (your name): _____

Telephone #: _____

Email Address: _____

Open Account JV Street #	Speed Chart	UBC # 64_ _ _ _
Building Name	Room #	
Vancouver, BC	Postal Code	

I will use my UBC Purchase Card only	Yes	No
I REGULARLY ORDER 4 + CARTONS OF COPY PAPER.	YES	NO

Staples Business Advantage, a UBC Preferred Vendor, fully supports UBC’s Strategic Plans and Sustainability Initiatives regarding Green House Gas Reduction goals. You can help UBC to reduce Green House Gases by consolidating all products into your EWAY orders. EWAY has over 300,000 competitively priced items that you can order on-line ranging from:

- Office Supplies, Toners, Paper
- Breakroom Supplies, Cleaning Supplies
- Personal Protection Equipment, First Aid and Safety
- Furniture and Technology

You can help UBC reduce the # of non-authorized supplier trucks at UBC.

Kathleen.hatami@staples.com -Lower Mainland offices for EWAY ID, account changes, quotes on furniture projects, sit/stand, ergonomics and bulk orders.

Alan.homeniuk@staples.com -UBC Okanagan offices for EWAY ID, account changes, quotes on furniture projects, sit/stand, ergonomics and bulk orders.

For Internal Use Only

Parent #	Main #	
PO#	Mandatory	Yes No
Cost Center#	PST #	
Route #	Block Carrier: 1	
Please forward to the EWAY team to send EWAY ID directly to this new EWAY user.		