



StyleFile

Innovative office solutions with style

Welcome ...

... to *StyleFile* the newsletter of Style Office Solutions Ltd.

Our journey started in August 2001, and nearly 10 years on we are making great strides since our launch .

We specialise in three areas of the office supply industry with our main focus on office furniture and interiors at our showroom and warehouse, Whitemyres Business Centre on Whitemyres Avenue off the Langstracht.

We also supply office stationery, equipment, speciality paper products and are the leading supplier of drawing office materials.

2009/2010 were steady years considering the current economic climate. During this, we made a big decision to move to larger premises. This has enabled us to provide a more efficient service to you our customers, hold bigger stocks and on this basis we look forward to the year ahead.



We are a member of the UK's largest consortium of independent office product suppliers, with an 820 page office supplies catalogue, over 22,000 office products, providing a same or next day delivery service using our own delivery personnel and vehicles. We are also the leading supplier of drawing office materials to architectural practices and construction firms.

In this edition:

Our Journey...

Office Interiors...

22,000 Office Products just a click away ...

Drawing Office Supplies...

Quality Assurance...



A recent addition to our services is the re-launch of our shop on-line purchasing service, where you can see the full 22,000 product lines, your own prices, and take full control of your account and reports.



Are you sitting comfortably?



Working closely with clients to determine their needs across the whole range of office facilities, including receptions, meeting rooms, training rooms, canteen/breakout areas as well as general office space.

It is a known fact that fundamental changes are taking place in business today, with flexibility, mobility and how individuals work alone and in teams redefining the office of the future.

When choosing furniture you are able to examine the quality of the products you select at our showroom which is open Monday to Friday 8:00am to 5:30pm.

With advanced computer aided design, we can demonstrate to you, proposals in 2-D plan form and full 3-D rendering. For complete control, our skilled team will carry out the complete delivery, installation and after sales support.

Style Office Solutions provides a total office furnishing service, including space planning, sourcing, installation and maintenance, and is a distributor for some of the worlds biggest furniture manufacturers.

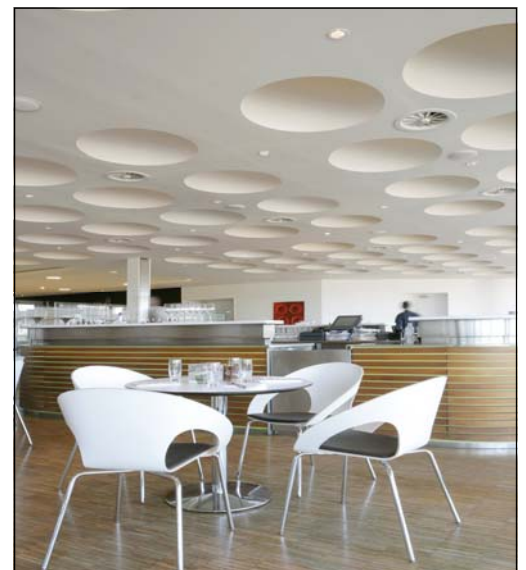
We work closely with local interior designers and architects during projects, and take into account practical demands such as numbers of staff, onsite storage, mix of open plan and cellular office requirements, with the aim of maximising space utilisation.

Recent furniture projects include the new HQ offices for Craig Group at Queen's Road, new offices for GDF Suez within Union Plaza, Lawrence of Kemnay Ford Dealership, 210 Bistro Restaurant and Conference Facilities in Market Street and TAQA Britani two new office blocks in Westhill. We also supplied the refurbished Salvation Army Citadel with office and café furnishings along with specialist congregational seating and audio visual products.



Style office can furnish your...

- Reception Areas
- Conference Suites
- Meeting Rooms
- Boardrooms
- Executive Offices
- Call Centres
- General Offices
- Home Offices
- Rest Rooms
- Canteens



So.... "Get Style into your offices and do business in Style"

22,000 Office Products just a click away!

We have recently re-launched our Shop Online system. Are you registered yet? If not then give us a call and we will email your login details. You can browse the site at...

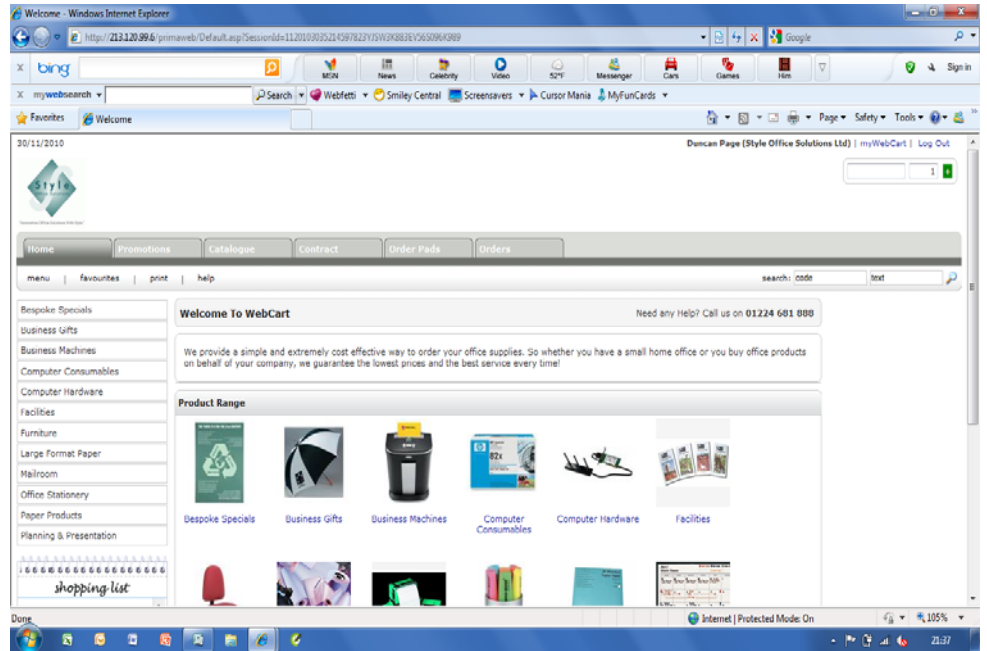
www.style-office.co.uk

and press the Shop Online tab.

Shop Online is a unique website created to meet the office products and supply needs for all our account clients.

Here are some facts about this service:

- Online shopping represents the biggest shift in business transactions since the invention of the telephone.
- It can help speed up the purchasing of your office supplies and significantly reduce your administration costs.
- Your Favourites, Templates and Order History—just a click away.
- Your own personalised page is where we set up your company's own ordering page within our website which includes your most regularly ordered products and agreed contract prices.
- It is a fully transactable online system
- It is fast, intuitive and easy to use—The price you see is the price you pay



- Securely web-hosted - no software for you to install and no danger of viruses
- Contains all 22,000 products in our main catalogue, featuring product features/pictures and your own prices.
- Payment on Account
- Prices shown can reflect net or gross of VAT and with % saving against the RRP price
- Easy to produce sales reports showing order details, financial summary and product usage,
- Pre-Set department budgets and supervisor authorising.

We are always on hand to help you with your specific requirements and enquiries speak to any of us on

Telephone:

01224 681888

Fax:

01224 681881

E-mail:

sales@style-office.co.uk



Its available now—so give us a call for a demonstration !

Working to gain our ISO 9001-2008 !

We are currently working with the BSI to gain our ISO 9001-2008 certification.

ISO 9001 is the internationally recognised standard for management of business systems. The standard provides a framework for managing and improving an organisations system using a process approach.

We know that once we gain our ISO 9001 we will improve our already high standard of customer satisfaction levels, internal efficiency and employee involvement within the business. We will keep you posted on our progress.



Design Office Supplies - The North's largest stockist

As Aberdeen's largest stockist of design office supplies, we are now able to offer a same or next day delivery service to all Aberdeen city clients.

Out-with the city, goods would be collected by our approved carrier service and delivered either next day or within a two day period depending on your location.



We are a Xerox partner and there main stockist for wide format supplies with the largest stock in the north east.

So what do we stock: ?

- Wide Format PPC Supplies
- Ink Jet Plot Materials
- Ink Jet Plotter Cartridges
- Diazo Materials

Genuine Xerox supplies and consumables are specially formulated to provide the best image quality and most reliable print.

Style are also an appointed reseller of HP plotters and stock a selected range of HP original & compatible Ink Jet cartridges suitable for large and small format printers.



If you have a Wide format PPC Printer or Ink Jet plotter, give one of our sales team a call for a competitive quotation.

Feel free to visit us at any time...



Plenty of free parking...

◆ *In this changing world - we at Style Office will deliver that Office Solution with a first class service. You can be assured your business will see the benefits.*

Give us a call today to find out more



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