

A MAGAZINE BY WJ OFFICE

"Excellence is the unlimited ability to improve the quality of what you offer."

Rick Pitino



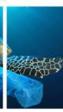




OUR WORLD







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greenhouse gases and use large amounts of fossil fuels. From every angle, ocean plastics present a rapidly growing threat not only to marine life. Solving this crisis means pic ins - and that's where



from the portfolio



ANYWAY

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The Case for Independent Suppliers

In today's competitive business environment, companies are always looking to reduce costs, improve efficiency, and streamline operations. Wait a minute! I've been in the workforce for more than 50 years. That was the goal of business in 1973 as well! Today the tools are different, but the goal is the same. The way orders are placed, and vendors are evaluated are different, but information gathering and operations are far easier today.

However, one thing has not changed. A customer wants to buy at the best price that they can get while having great service, feeling appreciated, and wherever possible having the comfort of a personal relationship with the knowledge that someone truly cares about them and wants to serve them.

In 1973, we competed against other small local businesses and mail order catalogs. Today it's Staples, Amazon, mail order, national and regional publicly traded suppliers, and many others. When we ask potential clients who they are dealing with now and how they made that decision, the reasons are normally price, inertia (habit), reputation, familiarity, and in some cases – relationships.

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INDEPENDENT SUPPLIERS

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Competing With the Giants

Many of the larger companies that we compete with are affiliated with a large manufacturer which dictates that they must have a certain percentage of their total sales with their brand of merchandise. This is particularly true in the office furniture side of our business. Dealers who represent Steelcase, Miller Knoll, and others don't like it but must abide by those dictates if they want to continue to represent that line of product.

Independent suppliers (i.e. WJ Office) do not have such restrictions. Independent suppliers normally have numerous options and are constantly looking for new ones that can meet the needs of their customers. Providing options for your budget, look, design, and function is what an independent supplier does best. WJ Office also works with design firms that want a competent, trusted supplier that can help with budget planning, accurate ordering of products, professional installation, and constant communication throughout the project. They want experienced professionals and they want to have confidence that those people in that firm care about a long term relationship that may include multiple projects in the future. Confidence in your supplier cannot be overstated because mistakes can be very expensive.

WJ OFFICE WAS FOUNDED

DECEMBER, 1976

In addition to office furniture, our copier division also provides choices of top, proven brands with experienced professionals that care We know that our clients want the best equipment for their purposes, responsive professional service, courteous administrative staff, and a consultative representative who can provide affordable pricing and options who also knows the copier industry. We know that they like having a person taking their service call who is friendly and, in most cases, can answer their questions and sometimes even take care of the problem by phone instead of the client calling an 800 number. And, they don't want to be speaking with a clerk who just wants their company name, the asset number of the machine, and the name of the person who made the call.

An independent business is constantly collaborating with team members to improve procedures and practices that affect the end users. They are not worried about the corporate stock price, nor are they driven by a fear of a mass layoff. They identify with the company that they represent as "my company." Pride in your work. Pride in your company. These are hallmarks of most independent businesses and certainly the hallmark of our team at WJ Office.

In our next issue, I will discuss this "independent business" advantage in further detail. For now, however, if you have a need with furniture, copiers or printers, **Why not WJ**?

ENJOY THE WHITE GLOVE EXPERIENCE

OF THE WJ WAY



WE UNDERSTAND YOU PREFER TO BUY THE PRODUCTS YOU NEED FROM AN INDEPENDENT, LOCAL BUSINESS AS LONG AS THERE ISN'T A HUGE PREMIUM ON PRICE. WE HAVE A WAY FOR YOU TO DO EXACTLY THAT. WHETHER OR NOT YOU CURRENTLY BUY FROM STAPLES, OFFICE DEPOT, QUILL OR EVEN AMAZON, THIS IS SOMETHING YOU CAN'T AFFORD TO OVERLOOK!

EASY ONLINE ORDERING. YOUR FAVORITE ITEMS READY FOR YOU TO JUST TELL US HOW MANY. NO HASSLE, PROMPT RETURNS. AND WE'LL PLACE IT WHERE YOU WANT IT.

DO YOU HATE BACKORDERS? WE HAVE A 94% NEXT DELIVERY DATE FILL RATE. WHETHER IT'S A BRAND NAME THAT YOU TRUST OR THE MOST ECONOMICAL OPTION - WE'VE GOT IT!

WJ OFFICE HAS SERVED WESTERN NORTH CAROLINA SINCE 1976, WITH MANY OF OUR EMPLOYEES SERVING YOU FOR OVER 20 YEARS! IMAGINE KNOWING THE NAME OF THE PERSON WHEN YOU NEED TO ASK FOR EXTRA HELP, GET A COPY OF AN INVOICE, OR GET A RETURN RESOLVED. ENJOY THE WHITE GLOVE TREATMENT OF THE WJ WAY.



OUR WORLD

FROM NETS TO CHAIRS

Humanscale





By 2050, our oceans are expected to be filled with more plastic than fish. That's a figure shared by the World Economic Forum, who also estimates that global plastic use has increased 20x in the past 50 yearsand is expected to double again over the next 20. Already, microplastics have been making their way from the oceans and into our food supply, with the average person possibly consuming up to 5 grams per week.

What makes this even more troubling is that when it comes to disposal, there's no quick fix. Despite widespread participation in recycling programs, converting plastics is more complicated than most realize.

Around 80% of all plastics ever produced have not been properly recycled. When sent to landfills, plastics release chemicals that become only more toxic over time. When burned at high temperatures, they produce greenhouse gases and use large amounts of fossil fuels. From every angle, ocean plastics present a rapidly growing threat not only to marine life, but to the planet itself.

Solving this crisis means pioneering fresh solutions - and that's where Humanscale comes in.

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OUR WORLD

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In 2016, Humanscale partnered with Patagonia to fund a new kind of sustainability effort, launched from the coast of Chile, and focused on collecting discarded fishing nets.

Fishing nets account for about 20% of all ocean plastics, and are largely considered the most dangerous, killing scores of marine life and destroying reefs. However, through upcycling, they can serve a very different purpose. Once pulled from the water, the nets are turned into plastic pellets. Humanscale then uses those pellets to create our Ocean chairs - specifically Liberty Ocean, Smart Ocean, and Path (at present). Liberty Ocean and Smart Ocean contain almost 2 lbs. of reclaimed ocean plastics each, while Path incorporates nearly 10 lbs. of ocean plastics.

The most exciting part? As people see that it's possible to create products like our Ocean chairs, demand for similar products increases, and more and more nets are taken out of the ocean. As fishermen are informed and motivated to not only collect more discarded nets, but to stop discarding them in the first place, we begin to see how a small solution can quickly become a much larger movement.

Ocean plastics remain a growing threat, but through strategic partnerships like ours, solutions are emerging. Learn more about our Ocean seating above, and discover how you can help save the planet, one chair at a time.



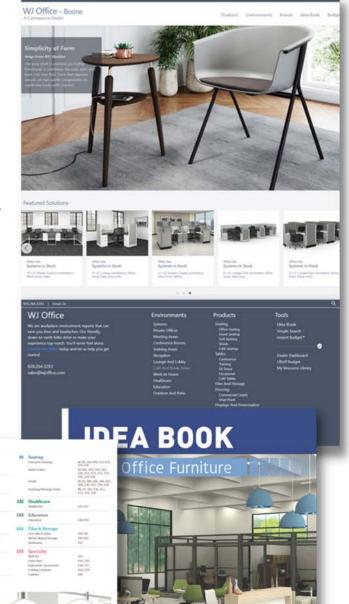


your space

WJ OFFERS A NEW WAY TO VISUALIZE AND FURNISH YOUR WORKSPACE

Shopping around for furniture can be a timeconsuming task when you have so many things to do and even less time than ever before. It's also a little difficult to see what's available in style, aesthetics and price without walking around showrooms or flipping through catalogs during your lunch break.

We've changed that with a whole new connection that you can make online, anytime. Just visit our WJ Connexions website where you may view the many options available to you depending on your environment or budget. The site offers some amazing tools including a digital Idea Book and Instant Budget builder that can help you narrow your search down based on parameters you set.



FIND YOUR CONNEXION AT WJOFFICE.COM/MID-MARKET-FURNITURE

LACASSE

TOP 5 TIPS FOR KEEPING YOUR COMPUTER MONITOR CLEAN

Your computer monitor is one of the most important components of your workstation, whether you use it for work, gaming, or entertainment. Over time, dust, fingerprints, and smudges can accumulate, reducing visibility and even causing eye strain. Keeping your monitor clean improves clarity and extends its lifespan. Here are five expert tips to keep your screen spotless and in top condition.

1. Use a Microfiber Cloth

When it comes to cleaning your monitor, a microfiber cloth is your best friend. Unlike paper towels or regular cloths, microfiber won't leave scratches or lint on the screen. For daily maintenance, gently wipe the screen in circular motions to remove dust and minor smudges.

2. Avoid Harsh Cleaning Solutions

Never use ammonia-based cleaners, alcohol, or glass cleaners like Windex on your monitor. These substances can damage the screen's protective coating. Instead, use a screen-safe cleaning solution or a DIY mix of distilled water and white vinegar (in a 50/50 ratio). Lightly dampen your microfiber cloth with the solution—never spray directly onto the screen.

3. Power Down Before Cleaning

Always turn off and unplug your monitor before cleaning. Not only does this protect the device from electrical damage, but it also makes it easier to see dust and smudges on a dark screen. Plus, allowing your monitor to cool down prevents streaks from forming.

4. Be Gentle with Stubborn Smudges

For fingerprints or tougher smudges, apply minimal pressure when cleaning. Pressing too hard can damage the delicate screen. If dry wiping doesn't work, slightly dampen a microfiber cloth with distilled water or a screen-safe cleaner and gently wipe in a circular motion.

5. Keep Your Workspace Dust-Free

Prevention is key to keeping your monitor cleaner for longer. Regularly dust your workspace, including your desk and keyboard, to minimize the buildup of dust and debris. Using an air purifier can also help reduce airborne particles that settle on your screen.

A clean monitor enhances your viewing experience and keeps your workspace looking professional. By following these five simple tips, you can maintain a streak-free, scratch-free screen for years to come.





HIGHLY RECOMMENDED!

DUST-OFF ANTI-STATIC MONITOR WIPES

STREAK-FREE, PRE-MOISTENED, ALCOHOL-FREE WIPES

CANISTER OF 80 WIPES - \$12.45



Good News

RICOH RANKED TOP COMPUTERS AND PERIPHERALS MANUFACTURING COMPANY AND 51ST AMONG THE 2025 GLOBAL 100 MOST SUSTAINABLE CORPORATIONS

Ricoh has been recognized as one of the Global 100 Most Sustainable
Corporations, securing the 51st position. This marks the 13th selection for Ricoh, which was selected for ten consecutive years from 2005 to 2014 and three successive years since 2023. Ricoh was ranked at the top of the computers and peripherals manufacturing peer group.

The Global 100 is an annual ranking of the world's most sustainable corporations published by Canadabased Corporate Knights. The assessment is executed across 25 key indicators that cover resource management, employee management, financial management, sustainable revenue and sustainable investment, and supplier performance. The assessment results are announced yearly during the World Economic Forum's annual meeting in Davos, Switzerland. Some 8,359 publicly traded companies with revenues of more than \$1 billion were evaluated for the 21st annual ranking, the 2025 Global 100.

"This recognition is a testament to Ricoh's continuous and accelerated commitment to sustainability that stems from our strategic policy to align ESG with business growth," said Mikako Suzuki, Corporate Officer in charge of ESG and Risk Management at Ricoh Company, Ltd. "We are honored to be recognized again, and we believe our sales expansion of sustainable products and services and long-standing commitment to advocacy activities in the field of climate change led to this selection. Ricoh is excited to continue our contribution in solving social issues and achieving the Sustainable Development Goals through its business activities."



