



Atlantic
tomorrowsoffice.com

“Atlantic’s managed print services have reduced our costs by 26% and our waste by over 30%”

Green Tips



SAVE MONEY & THE ENVIRONMENT WITH ATLANTIC’S GO GREEN TIPS!

SAVE TREES

- Set printer default settings to print 2 sided
- Print multiple images on a page
- Implement user access codes to restrict use of printers and digital copiers
- Set volume limits by user or department
- Maximize electronic tools & documents instead of print
- Use recycled paper
- Route inbound faxes to an email address

REDUCE WASTE

- Return printer cartridges for recycling
- Trade in older equipment for Atlantic’s Remanufacturing process

SAVE ENERGY

- Reduce dedicated assets with multifunction devices
- Use ENERGY STAR® certified devices
- Update older print devices with newer efficient technology
- Set devices to enter sleep mode during off hours



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**WANT A GREENER OFFICE?
ASK ABOUT OUR ATLANTIC
GO GREEN OFFICE ASSESSMENT!**

