



OP Inventory MANAGEMENT FAQ

Inventory management is the process of ordering, storing, and using office supply items or a determined list of items, that your office regularly uses.

What is the process?

Working with your client manager, based on how frequently you go through each item, we determine the quantity of each item you always want in stock. Every month, your client manager will walk through this inventory and determine what quantity remains on each item and order enough of that item to reach the minimum quantity level you want in stock. This streamlines the order process and takes all the work out of your end of supply management.

Your client manager will place the order and items will be delivered next day and stocked by a Rhyme delivery driver or client manager. Items will be restocked in the designated areas.

Trusted Partnership

Working together, we will learn how and what you buy, determine the set areas where supplies will be stored, with the option of multiple areas in each building and/or locations.

Entrusting in Rhyme and your Client Manager with Inventory Management, will free up time and be an overall benefit to your business.



This service is offered at no additional cost to our clients and signing up is as easy as starting the conversation with your Client Manager.

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