





MY **RICOH**

Benefits ✓

-  Place service calls and supply orders on demand
-  Live tracking of Ricoh Services and/or Supplies
-  Search your order history for the last 6 months
-  Access to meter reads reporting*

*Subject to account access

With MyRicoh.ca, you can manage all of your **Ricoh Services** directly with instant access to your account status and fleet of devices for timely, easy transactions. Taking control of your account has never been so convenient.

Account request

Please select the MyRicoh supplementary features that you would like access to below. By completing the information below you will also receive access to standard features such as Service and Supply Request Placement, Live Tracking and Order History.

- ☐ User Management
(add, edit or delete users)
- ☐ Meter Reads Reporting

Name: _____
Email Address: _____
Phone Number: _____
Customer Number or Device Serial Number: _____

Submit

For questions or inquiries please contact:

Customer Service: MyRicohSupport@Ricoh.ca | 1-888-742-6417 (option 4)

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