

# QUICK REFERENCE GUIDE

## Washington + N. Idaho



### IT + DOCUMENT AUTOMATION SERVICE REQUEST

- ONLINE Go to [www.fisherstech.com](http://www.fisherstech.com) and select "Support" on the task bar. Select "Request Service/ IT Support" and follow instructions.
- EMAIL [support@fisherstech.com](mailto:support@fisherstech.com)
- PHONE Technical assistance available during normal business hours at: (816) 355-3137

### COPIER / PRINTER SUPPLY ORDERS

- ONLINE Go to [www.fisherstech.com](http://www.fisherstech.com) and select "Support" on the task bar. Select "Order Toner & Supplies" and follow instructions.
- EMAIL [supplies@fisherstech.com](mailto:supplies@fisherstech.com)
- PHONE (509) 558-8823 **SPOKANE**

### COPIER / PRINTER SERVICE CALL

- ONLINE Go to [www.fisherstech.com](http://www.fisherstech.com) and select "Support" on the task bar. Select "Request Service/ IT Support" and follow instructions.
- EMAIL [service@fisherstech.com](mailto:service@fisherstech.com) with FEQ # and issue description
- PHONE Technical assistance available during normal business hours at: (509) 558-8821 **SPOKANE**



#### LEASING QUESTIONS

Leasing Administrator  
Email: [leasing@fisherstech.com](mailto:leasing@fisherstech.com)  
Phone: 208-947-3617

#### BILLING QUESTIONS

Accounts Receivable Administrator  
Email: [ar@fisherstech.com](mailto:ar@fisherstech.com)  
Phone: 208-333-3425

#### HOURS

Monday - Friday 8AM - 5PM  
*CLOSED: Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas, and New Year's Day*

All Things **OFFICE TECH**



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