

# QUICK REFERENCE GUIDE

## 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 (208) 947-3625

### 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:
- |                                  |                                   |
|----------------------------------|-----------------------------------|
| (208) 947-3600 <b>BOISE</b>      | (208) 734-0641 <b>SUN VALLEY</b>  |
| (208) 734-0641 <b>TWIN FALLS</b> | (208) 522-0835 <b>IDAHO FALLS</b> |
| (208) 522-0835 <b>POCATELLO</b>  |                                   |

#### 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: 208-947-3617

#### 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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