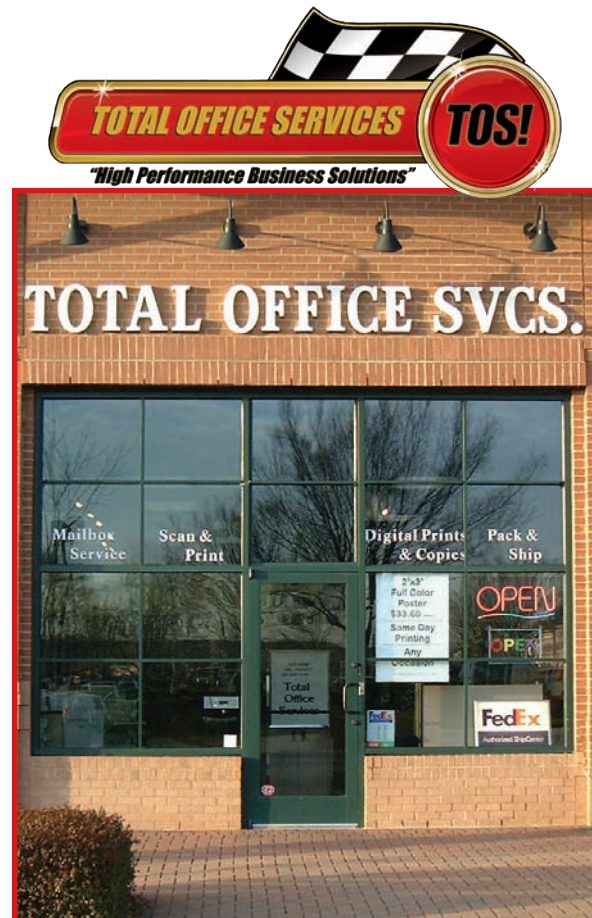


"Joe is always available when I need him for a job. He is willing to go the extra mile to ensure the task at hand is done to my expectations."

Total Office Services is your virtual staff and your virtual office. We do it all! Total Office Services handles all your office functions so that you are free to make the most of your day. We have been in business since 1996 and have a reputation for quality service and quick turnaround.



High Performance Business Solutions™
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*In the Rosedale Shopping Center
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A real street address – not a PO Box. You get credibility and a professional image. We will contact you when you receive packages. TOS Mailbox Rental Service means your mail and packages are secure. We can forward your mail and packages too! Setup is quick and easy.



"I have known Joe ever since we started our company. Joe (and TOS!) has been wonderful to work with and they would often go the extra mile-provide the extra service when needed. He handled several rush jobs for us, without any problem.... I recommend Joe and his staff at TOS!"
Gail P., Davidson

Best in Packing and Shipping!

Total Office Services offers the best in packing and shipping service. We do next day shipping, two day, three day, ground shipping and global freight. We do it better than the "chain stores". We offer you top-quality service and attention to detail. We offer "High Performance Shipping Services".



"Joe is always available when I need him for a job. He is willing to go the extra mile to ensure the task at hand is done to my expectations. If he has a question or concern he'll contact me to make sure the job is done right. I highly recommend Joe for all your office type needs and more."
Heidi O., Huntersville

"I shipped an expensive Guild Guitar that I had sold thru EBay using Total Office Services in Huntersville, NC. Joe Guerrero, the owner sensed my anxiety over shipping such an expensive guitar and told me not to worry, he'd take care of it. When my Buyer posted his comments on EBay, he not only loved the guitar but his biggest comment was on how well packed and professionally shipped the guitar was!"
Jim K., Huntersville

Total Office Services



"Your Trusted Business Companion"

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- Color, b&w copies/prints
- Business Cards - same day
- Brochures, Flyers
- Banners, Posters
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- Door Hangers, Magnets
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- Notary service
- Binding, lamination
- Moving & storage boxes for sale
- FedEx, DHL, postal drop-off location
- Custom iron-on transfers
- Custom imprinted promo items
- Preferred customer accounts
- Greeting cards, passport photos
- Local interest post cards
- Rubber stamps, engraved signs

