After your copier has been delivered you will receive an email from Konica to setup your “MyKMBS” password and account for their on-line ordering, service and meter reading website. On the front of your copier is a Konica Minolta label that will list the ID numbers for your copier. You will need these numbers when you contact Konica Minolta or Procurement Services.

Included with the lease of the copier are all service and supplies (except paper and transparencies). You may order both, on-line at MyKMBS (https://www.mykmbs.com/mykmbs/login.jspx) or by phone. There is no charge for regular delivery. If supplies are ordered as a “rush” delivery (overnight express) your department will be charged for the freight on that shipment.

Your supplies are included with your lease so please be aware of scam toner telephone calls. Konica Minolta will never call you about ordering supplies. These companies will ask about your copier, then call back and imply they are with Konica Minolta and tell you the price of toner will be increasing, etc… Konica will never charge you for supplies.

You will receive an email each month from Konica Minolta requesting the meter reading from the copier for billing purposes. The email will come from meters@kmbs.konicaminolta.us – please add this to your safe senders list.

Your inside Konica Minolta contact assigned to U of M exclusively is Lori Cunningham at lcunningham@kmbs.konicaminolta.us or by calling (734) 452-4186 or (800)-510-4800. The Konica salesperson is Chuck Kava ckava@kmbs.konicaminolta.us or 734-216-0198 (local call in Ann Arbor).

If you have any questions about the Konica Contract Program please contact Norma Glennie at 734-647-6450, nglennie@umich.edu.