
Purchase Order:	5802025	Order Date:	2019-12-17
Total Amount:	1,096.50	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

Digital Proof Request:

required:	Yes
type:	Email
email:	katie.kirchner@staples.com
lineItemGroupingId:	1

Order Contacts:

Contact Type:	Bill
Account Name:	STAPLES PROMOTIONAL PRODUCTS, A/P D
attentionTo:	STAPLES PROMOTIONAL PRODUCTS, A/P D
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	InvoicesSPP@Staples.com
phone:	913-319-3100
comments:	All invoices must reflect our PO# TAX EXEMPT 04-3390816 A/P Phone: 913-319-3100

Contact Type:	Expeditor
Account Number:	SL
attentionTo:	KATIE KIRCHNER
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	katie.kirchner@staples.com
phone:	3146923066

Contact Type:	Sales
attentionTo:	DONNA ARMSTRONG
address1:	70 22ND AVE
city:	SAN FRANCISCO
region:	CA
postalCode:	94121
country:	US

phone: 4158764427

Order Shipments:

ContactDetails:

attentionTo: MANDI KLEPPEL
companyName: HMT ASSCOIATES INC
addressLines: 335 TREEWORTH BLVD
city: CLEVELAND
state: OH
postalCode: 441472985
country: US
email: mandikleppel@hmtassociates.com
phone: 2162690109

ThirdPartyAccount:

accountNumber: 473376300
accountName: STAPLES PROMOTIONAL PRODUCTS, A/P D

ContactDetails:

attentionTo: STAPLES PROMOTIONAL PRODUCTS, A/P D
addressLines: 7500 West 110th Street
city: Overland Park
state: KS
postalCode: 66210
country: US
email: InvoicesSPP@Staples.com
phone: 913-319-3100

shipReferences: 5802025

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX
service: GROUND

comments:

Under 501 lbs: Ship via: FEDEX GROUND-
COMM-3rd PARTY BILL Account#: 473376300
Transporting hazardous materials or dangerous
goods are to be shipped on the vendor's freight
acct and conform to IATA and/or PHMSA Regs.
Power banks are classified as standalone
batteries a HazMat item The safe transport of
hazardous material and dangerous goods
contents is the legal responsibility of the Shipper.
Vendor shall bill SPP their discounted freight-
published rates will not be accepted. Haz Mat
shipping directions supersede any other
directions if shipping Haz Mat/Dangerous Goods
IF 501 TO 8,000 LBS: Route per 'STAPLES
PROMO PRODUCTS LTL ROUTING
MATRIX.XLSX' -- FREIGHT TERMS ARE 3RD
PARTY BILL: Please see billing address below --
Over 8,000 LBS: Email
freightrouting@staples.com 48 hours prior to
shpg for Routing Instructions !!STAPLES PROMO
PRODUCT'S PO# must be entered in 1st
Reference Field or on Bill of Lading!!

Order Items:

lineNumber:	1
description:	White/Neoskin Hard Cover Journal
lineType:	New
Quantity:	
value:	150
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.710
lineItemTotal:	1096.500
requestedShipDate:	2020-01-02 15:18:35
requestedInHandsDate:	2020-01-06 15:18:35
Program:	
name:	NABOL
endCustomerSalesOrder:	018929154
productId:	ST4143
customerProductId:	D030-10807
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143WHT
customerSupplied:	No
locationLinkId:	1

Quantity:	
value:	150
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	16
locationName:	Centered on Front
Decorations:	
decorationId:	1
decorationName:	Debossed
Artwork:	
description:	Debossed
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	
chargeId:	330
chargeName:	Debossing / Embossing Run Charge
description:	
chargeType:	Run
unitPrice:	.600
extendedPrice:	
Quantity:	
value:	150
uom:	EA

Terms And Conditions:	Please include a copy of the Packing List with order. Please follow all instructions on order. No deviations are acceptable unless expressly approved. Do not show your company name on any information going to the recipient. Do not include any manufacturer's literature in shipment unless expressly requested. Partial deliveries are not authorized without prior approval. We reserve the right to cancel all or in partial shipments not shipped within time specified for delivery. Acknowledge and advise immediately if unable to make shipment as requested.
salesChannel:	SPECIAL ORDER