
Purchase Order:	5838470	Order Date:	2020-01-21
Total Amount:	420.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

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:	KC
attentionTo:	NELSON MILLER
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	nelson.miller@staples.com
phone:	9133194757

Order Shipments:

ContactDetails:

companyName:	STAPLES PROMOTIONAL PRODUCTS
addressLines:	1520 ALBANY PLACE SE RECEIVING DOCK, DRIVEWAY #3
city:	ORANGE CITY
state:	IA
postalCode:	51041
country:	US
email:	GROUP-RECEIVINGLEADS@STAPLES.COM
phone:	712-737-0528

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: 5838470
packingListRequired: Yes
blindShip: No
allowConsolidation: No
FreightDetails:
carrier: FEDEX
service: GROUND
Under 501 lbs: Ship via: FEDEX GROUND-
COMM-COLLECT 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 'SPP LTL
ROUTING MATRIX.xlsx' -- FREIGHT TERMS ARE
3RD PARTY BILL: Please see 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 the Bill of Lading!!

Order Items:
lineNumber: 1
description: Ali Pen/Pencil Set Metallic Satin Silve
Quantity:
value: 200
uom: EA
ToleranceDetails:
tolerance: ExactOnly

allowPartialShipments:	No
unitPrice:	2.100
lineItemTotal:	420.000
requestedShipDate:	2020-01-30 08:33:32
Program:	
name:	HRBLK
productId:	G3139
customerProductId:	2003321910001
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G31390SLV
customerSupplied:	No
locationLinkId:	1
Quantity:	
value:	200
uom:	EA
Configuration:	
referenceNumber:	5815244
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Barrel - Centered
Decorations:	
decorationId:	
decorationName:	Engrave
Artwork:	
fileName:	Block Adv noR H bw.eps
artworkType:	ProductionReady
fileLocation:	Email
transportMechanism:	Email

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:

PROGRAM