
Purchase Order:	5899168	Order Date:	2020-03-04
Total Amount:	600.00	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: 5899168
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: Neoskin Hard Cover Journal Combo Charcoal
Quantity:
value: 100
uom: EA
ToleranceDetails:
tolerance: ExactOnly

allowPartialShipments:	No
unitPrice:	6.000
lineItemTotal:	600.000
requestedShipDate:	2020-03-13 14:28:34
Program:	
name:	SFCM
productId:	ST4442
customerProductId:	2003238250001
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	ST4442CHR
customerSupplied:	No
locationLinkId:	1
Quantity:	
value:	100
uom:	EA
Configuration:	
referenceNumber:	5878111
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	Side of Barrel
Decorations:	
decorationId:	1
decorationName:	4-Color Process
Artwork:	
instructions:	Decoration Dimensions: MAX
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	WHITE
color:	WHITE
fileName:	Trailblazer Comm S 4c.eps
artworkType:	ProductionReady
fileLocation:	Email
transportMechanism:	Email
locationLinkId:	1
locationId:	19
locationName:	Centered on Front
Decorations:	

decorationId: 1
decorationName: Debossed
Artwork:
instructions: Decoration Dimensions: 3.5" W |
Layers:
colorSystem: Other
LayerOrStops:
nameOrNumber: DEBOSS
description: DEBOSS
color: DEBOSS
fileName: SF TB Community 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