
Purchase Order:	5951567	Order Date:	2020-05-04
Total Amount:	276.22	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

Digital Proof Request:
required: Yes
type: Email
email: kelly.duncan@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: KC
attentionTo: KELLY DUNCAN
address1: 7500 West 110th Street
city: Overland Park
region: KS
postalCode: 66210
country: US
email: kelly.duncan@staples.com
phone: 7127370689

Contact Type: Sales
attentionTo: KAREN FRIEDLAND
address1: SKSK
address2: SKSK
city: SKSK
region: KS
postalCode: 64701

country: US
phone: 919191919

Order Shipments:

ContactDetails:

attentionTo: ROCKY ABBOTT
companyName: NOVA MARKETING
addressLines: 11522 ROCK ISLAND CT
city: MARYLAND HTS
state: MO
postalCode: 630433522
country: US
phone: 3149936945

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: 5951567

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:	Blue/Neoskin Soft Cover Journal
lineType:	New
Quantity:	
value:	38
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	4.200
lineItemTotal:	276.220
requestedShipDate:	2020-05-14 15:27:35
requestedInHandsDate:	2020-05-18 15:27:35
Program:	
name:	CIGNA
endCustomerSalesOrder:	019545893
productId:	ST4158
customerProductId:	D020-13025
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4158DBL
customerSupplied:	No
locationLinkId:	1

Quantity:	
value:	38
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	Centered front between edge and elastic
Decorations:	
decorationId:	1
decorationName:	4-Color Process
Artwork:	
description:	CIGNA NETWORK ACADEMY
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	ALL
color:	WHITE
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	1.490
extendedPrice:	
Quantity:	
value:	38
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	60.000
extendedPrice:	
Quantity:	
value:	1
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 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