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Purchase Order:	6114294	Order Date:	2020-10-15
Total Amount:	247.35	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

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Digital Proof Request:  
required: Yes  
type: Email  
email: Holly.McCollam@Staples.com  
lineItemGroupId: 1

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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: HOLLY MCCOLLAM  
address1: 7500 West 110th Street  
city: Overland Park  
region: KS  
postalCode: 66210  
country: US  
email: Holly.McCollam@Staples.com  
phone: 4198612083

Contact Type: Sales  
attentionTo: BETSY GREEN  
address1: 411 W. ONTARIO #425  
city: CHICAGO  
region: IL  
postalCode: 60654  
country: US

phone: 3128484534

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Order Shipments:

ContactDetails:

companyName: LYNN LEBERKNIGHT  
addressLines: 3956 RASPBERRY RIDGE RD NW  
city: PRIOR LAKE  
state: MN  
postalCode: 553721124  
country: US  
phone: 9522509746

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: 6114294

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX  
service: GROUND-RES

comments:

Under 501 lbs: Ship via: FEDEX GROUND-  
RES-3rd Party Bill SPP 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!!

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Order Items:

lineNumber:	1
description:	Black/Neoskin Hard Cover Journal
lineType:	New
Quantity:	
value:	25
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.000
lineItemTotal:	247.350
requestedShipDate:	2020-10-26 14:57:25
requestedInHandsDate:	2020-10-29 14:57:25
Program:	
name:	ACCEN
endCustomerSalesOrder:	020342046
productId:	ST4143
customerProductId:	D030-3547
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143BLK
customerSupplied:	No
locationLinkId:	1

Quantity:	
value:	25
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	2
locationName:	Full Cover on Band
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	7442
description:	KEYLINE
color:	PURPLE
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	1.494
extendedPrice:	
Quantity:	
value:	25
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	60.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA

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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:

1PEICIAL ORDER