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Purchase Order:	6168720	Order Date:	2020-11-25
Total Amount:	371.70	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

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Digital Proof Request:  
required: Yes  
type: Email  
email: Margaret.Baxter@Staples.com  
lineItemGroupingId: 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: SL  
attentionTo: MARGARET BAXTER  
address1: 8610 Page Ave, Suite A  
city: St. Louis  
region: MO  
postalCode: 63114  
country: US  
email: Margaret.Baxter@Staples.com  
phone: 3146923095

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:

attentionTo: ATTN: PO TBD  
companyName: SPP-ORANGE CITY  
addressLines: 1520 ALBANY PL SE  
DRIVEWAY 4  
city: ORANGE CITY  
state: IA  
postalCode: 510419678  
country: US  
phone: 7127370712

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: 6168720

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX  
service: GROUND

comments:

Under 501 lbs: Ship via: FEDEX GROUND-  
COMM-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:	White/Neoskin Hard Cover Journal
lineType:	Reference
Quantity:	
value:	50
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.000
lineItemTotal:	371.700
requestedShipDate:	2020-12-14 15:45:13
requestedInHandsDate:	2020-12-21 15:45:13
Program:	
name:	ACCEN
endCustomerSalesOrder:	020662024
productId:	ST4143
customerProductId:	D030-3547
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143WHT
customerSupplied:	No
locationLinkId:	1

Quantity:  
value: 50  
uom: EA

Configuration:  
referenceNumber: 6133469  
referenceNumberType: PurchaseOrder  
preProductionProof: No

Locations:  
locationLinkId: 1  
locationId: 13  
locationName: CENTERED ON FRONT

Decorations:  
decorationId: 1  
decorationName: Four Color Process

Artwork:  
description: THIS CHANGES EVERYTHING & >  
instructions: RE: PO 6133469 FOR ART

Dimensions:  
geometry: Other  
useMaxLocationDimensions: Yes

Charges:  
chargeId: 923  
chargeName: Run Charge  
description:  
chargeType: Run  
unitPrice: .594  
extendedPrice:  
Quantity:  
value: 50  
uom: EA  
chargeId: 980  
chargeName: Set Up Charge  
description:  
chargeType: Setup  
unitPrice: 42.000  
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:

SPECIAL ORDER