Purchase Order: 6252575 Order Date: 2021-02-05

Total Amount: 215.91 Currency: USD Is Rush Order: Yes 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: OC

attentionTo: TAYLOR STONE

address1: 1520 Albany Place SE

city: Orange City

region: IA
postalCode: 51041
country: US

email: taylor.stone@staples.com

phone: 7127370724

Contact Type: Sales

attentionTo: WIL CORMIER

address1: 4530 HAVILAND FALLS DRIVE

city: HUMBLE

region: TX
postalCode: 77396
country: US

phone: 8322570493

Order Shipments:

ContactDetails:

companyName: DON DENNIS

addressLines: 3330 COBB PKWY NW STE 324-252 city: ACWORTH state: GA 301018320 postalCode: country: US email: don.dennis@motiva.com 7138303849 phone: ThirdPartyAccount: accountNumber: 79V822 accountName: STAPLES PROMOTIONAL PRODUCTS, A/P D ContactDetails: attentionTo: STAPLES PROMOTIONAL PRODUCTS, A/P D addressLines: 7500 West 110th Street city: Overland Park KS state: postalCode: 66210 US country: email: InvoicesSPP@Staples.com phone: 913-319-3100 shipReferences: 6252575 packingListRequired: Yes blindShip: Yes allowConsolidation: No FreightDetails: carrier: **UPS** service: **GROUND** Under 501 lbs: Ship via: UPS GROUND-RES-3rd Party Bill SPP Account#: 79V822 **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 classfied 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 comments: 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: Navy/Fabrizio Pen and Journal Set lineType: New Quantity: value: 15 EA uom: ToleranceDetails: tolerance: ExactOnly allowPartialShipments: No unitPrice: 13.200 lineItemTotal: 215.910 2021-02-10 13:21:04 requestedShipDate: requestedInHandsDate: 2021-02-15 13:21:04 Program: **SHELL** name: endCustomerSalesOrder: 021036495 productId: ST4349 D010-11029 customerProductId: lineItemGroupingId: 1 Parts: partGroup: 1 00ST4349NVY partId: customerSupplied: No locationLinkId: S Quantity: value: 15 uom: EΑ Configuration: preProductionProof: No Locations: locationLinkId: 1 locationId: locationName: Centered front between edge and elastic Decorations: decorationId: decorationName: **Deboss** Artwork: description: **PECTEN** ***PECTEN MUST HAVE CLEAR SPACE ON ALL instructions: SIDES EQUAL TO 1"W, FROM EDGES OF COVER AND ELASTIC BAND*** Dimensions: Rectangle geometry:

useMaxLocationDimensions: No height: 1.8500 2.0000 width: locationLinkId: 2 locationId: 2 locationName: IN LINE WITH CLIP Decorations: decorationId: 1 decorationName: Laser Engraving Artwork: description: **PECTEN** ***pecten centered on navy grip, in line with instructions: clip*** Dimensions:

geometry: Other useMaxLocationDimensions: Yes

Charges:

chargeId: 330

chargeName: Debossing / Embossing Run Charge

description:

chargeType: Run unitPrice: .600

extendedPrice:

Quantity:

value: 15
uom: EA
chargeId: 640

chargeName: Laser Engrave Run Chrg-Dec Loc x Qty

description:

chargeType: Run unitPrice: .594

extendedPrice:

Quantity:

value: 15 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.

SPECIAL ORDER