
Purchase Order:	6266725	Order Date:	2021-02-18
Total Amount:	247.50	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:	XPEDITE FULFILLMENT
addressLines:	C/O SHIP CENTRAL 8152 S WELBY PARK DR
city:	WEST JORDAN
state:	UT
postalCode:	840885911
country:	US
email:	DANR@SHIPCENTRAL.COM
phone:	888-775-5289

ThirdPartyAccount:

accountNumber: 211A1R
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: 6266725
packingListRequired: Yes
blindShip: No
allowConsolidation: No
FreightDetails:
carrier: UPS
service: GROUND
Under 501 lbs: Ship via: UPS GROUND-
COMM-3rd Party Bill SPP Account#: 211A1R
**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: Spiral Notebook Blue
lineType: Repeat
Quantity:
value: 75
uom: EA
ToleranceDetails:

tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	3.300
lineItemTotal:	247.500
requestedShipDate:	2021-03-01 16:01:17
Program:	
name:	IMHEA
productId:	ST36
customerProductId:	2003653110001
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00ST3600BLU
customerSupplied:	No
locationLinkId:	1
Quantity:	
value:	75
uom:	EA
Configuration:	
referenceNumber:	5812901
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	6
locationName:	Centered on Front
Decorations:	
decorationId:	1
decorationName:	Silk Screened
Artwork:	
instructions:	Decoration Dimensions: 3.25"w
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	WHITE
color:	WHITE
fileName:	IM HC S 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 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