

---

Purchase Order:	6340663	Order Date:	2021-04-16
Total Amount:	1,386.00	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:	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:	ANDREW CUMMINGS
address1:	636 JAMESTOWN AVE
city:	PHILADELPHIA
region:	PA
postalCode:	19128
country:	US
phone:	2154077768

---

Order Shipments:

ContactDetails:	
attentionTo:	SARAH MAY

companyName:	SAIC
addressLines:	4801 STONECROFT BLVD
city:	CHANTILLY
state:	VA
postalCode:	201513861
country:	US
email:	sarah.e.may@saic.com
phone:	7039845208
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
state:	KS
postalCode:	66210
country:	US
email:	InvoicesSPP@Staples.com
phone:	913-319-3100
shipReferences:	6340663
packingListRequired:	Yes
blindShip:	Yes
allowConsolidation:	No
FreightDetails:	
carrier:	UPS
service:	GROUND

comments:

Under 501 lbs: Ship via: UPS GROUND-  
COMM-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 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:	Dark Blue/Melody 2-Tone Pen & Neoskin Journal Set
lineType:	New
Quantity:	
value:	105
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	13.200
lineItemTotal:	1386.000
requestedShipDate:	2021-04-28 14:41:56
requestedInHandsDate:	2021-04-30 14:41:56
Program:	
name:	SAIC
endCustomerSalesOrder:	021408091
productId:	G6827
customerProductId:	D095-0943
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G68270DBL
customerSupplied:	No

locationLinkId:	s
Quantity:	
value:	105
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	16
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	SAIC
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
fileName:	Art
artworkType:	ProductionReady
fileLocation:	<a href="https://dc.doodleall.com/zip/201335">https://dc.doodleall.com/zip/201335</a>
transportMechanism:	Url
locationLinkId:	2
locationId:	1
locationName:	IN LINE WITH CLIP
Decorations:	
decorationId:	1
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	SAIC
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	PRINT
color:	WHITE
fileName:	Art
artworkType:	ProductionReady
fileLocation:	<a href="https://dc.doodleall.com/zip/201335">https://dc.doodleall.com/zip/201335</a>
transportMechanism:	Url

---

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