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Purchase Order:	6376293	Order Date:	2021-05-17
Total Amount:	491.40	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

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Digital Proof Request:  
required: Yes  
type: Email  
email: taylor.stone@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: 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

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Order Shipments:

ContactDetails:

attentionTo: DAVID DAUTERIVE  
companyName: SHELL MIDSTREAM PARTNERS  
addressLines: 6931 LOUIS XIV ST  
city: NEW ORLEANS  
state: LA  
postalCode: 701243417  
country: US  
email: nina.mandala@shell.com  
phone: 8323370306

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: 6376293

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS  
service: GROUND

comments:

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 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: Red/NeoSkin Hard Cover Journal  
lineType: New  
Quantity:  
    value: 100  
    uom: EA  
ToleranceDetails:  
    tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: 3.900  
lineItemTotal: 491.400  
requestedShipDate: 2021-06-04 10:51:26  
requestedInHandsDate: 2021-06-09 10:51:26  
Program:  
    name: SHELL  
endCustomerSalesOrder: 021613184  
productId: ST4142  
customerProductId: D020-11029  
lineItemGroupId: 1  
Parts:  
    partGroup: 1  
    partId: 00ST4142RED  
    customerSupplied: No  
    locationLinkId: 1  
Quantity:

value:	100
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	10
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	DESIGN WV002C
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.594
extendedPrice:	
Quantity:	
value:	100
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