
Purchase Order:	6405270	Order Date:	2021-06-09
Total Amount:	3,600.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

Digital Proof Request:
required: Yes
type: Email
email: Chris.Westbrook@Staples.com
lineItemGroupingId: 1

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: CHRISTOPHER WESTBROOK
address1: 8610 Page Ave, Suite A
city: St. Louis
region: MO
postalCode: 63114
country: US
email: Chris.Westbrook@Staples.com
phone: 3148125855

Contact Type: Sales
attentionTo: SIMONE SHAUGHNESSY
address1: 3561 GAVOTA AVENUE
city: SAN JOSE
region: CA
postalCode: 95124
country: US

phone: 4085335950

Order Shipments:

ContactDetails:

attentionTo: COUPA FIELD MKT GIVEAWAYS
companyName: SENDOSO WAREHOUSE
addressLines: 100 N 61ST AVE
city: PHOENIX
state: AZ
postalCode: 850433517
country: US
phone: 4102920600

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: 6405270

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:	Blue/Toscano Leather Journal & Pen Combo
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	14.400
lineItemTotal:	3600.000
requestedShipDate:	2021-06-17 10:31:15
requestedInHandsDate:	2021-06-24 10:31:15
Program:	
name:	COUPA
endCustomerSalesOrder:	021800497
productId:	GF4668
customerProductId:	B095-14726
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00GF4668BLU
customerSupplied:	No
locationLinkId:	1

Quantity:	
value:	250
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	5
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	Coupa bw
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.8180
width:	3.0000
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	SPP W
description:	ALL
color:	WHITE
fileName:	Coupa bw
artworkType:	ProductionReady
fileLocation:	https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/13de003b-4417-4f82-9c17-3a063835d92f.eps
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