
Purchase Order:	6418951	Order Date:	2021-06-21
Total Amount:	259.50	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:	KC
attentionTo:	NANCY BARNES
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	nancy.barnes@staples.com
phone:	9133194862

Contact Type:	Sales
attentionTo:	KRISTI KOSZYK
address1:	3740 E. HARRISON ST
city:	GILBERT
region:	AZ
postalCode:	85295
country:	US
phone:	9099730390

Order Shipments:

ContactDetails:	
attentionTo:	NEIL TANNYAN

companyName: HATCH ASSOCIATES CONSULTANTS
addressLines: 1600 W CARSON ST STE 1
GATEWAY VIEW PLAZA
city: PITTSBURGH
state: PA
postalCode: 152191031
country: US
email: AcctsPayableUS@hatch.ca
phone: 4124972000
ThirdPartyAccount:
accountNumber: 473376300
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: 6418951
packingListRequired: Yes
blindShip: Yes
allowConsolidation: No
FreightDetails:
carrier: FEDEX
service: STANDARD OVRNT

comments:

Under 501 lbs: Ship via: FEDEX OVERNIGHT-
COMM-3rd Party Bill SPP Account#: 473376300
**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:	Orange/Bruno Ballpoint Pen
lineType:	New
Quantity:	
value:	150
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.730
lineItemTotal:	259.500
requestedShipDate:	2021-06-24 13:16:38
requestedInHandsDate:	2021-06-25 13:16:38
Program:	
name:	HATAC
endCustomerSalesOrder:	021879710
productId:	G3001
customerProductId:	W020-12641
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G30010ORG
customerSupplied:	No
locationLinkId:	1

Quantity:	
value:	150
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	IN LINE WITH CLIP
Decorations:	
decorationId:	
decorationName:	Laser Engraving
Artwork:	
description:	HATCH
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	IMPRINT
color:	WHITE

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