Purchase Order: 6430021 Order Date: 2021-06-29

Total Amount: 0.00 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: OC

attentionTo: NICOLE AYERS

address1: 1520 Albany Place SE

city: Orange City

region: IA
postalCode: 51041
country: US

email: nicole.ayers@staples.com

phone: 7127370996

Contact Type: Sales

attentionTo: LIZZIE MASKE

address1: 665 WEST NORTH AVE, SUITE 200

city: LOMBARD

region: IL
postalCode: 60148
country: US

phone: 3194313900

Order Shipments:

ContactDetails:

companyName: LIZZIE MASKE

addressLines: 245 23RD STREET DR SE city: **CEDAR RAPIDS** state: ĪΑ 524031617 postalCode: country: US email: Elizabeth.Maske@Staples.com 3194313900 phone: 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 KS state: postalCode: 66210 US country: email: InvoicesSPP@Staples.com 913-319-3100 phone: shipReferences: 6430021 packingListRequired: Yes blindShip: Yes allowConsolidation: No FreightDetails: **FEDEX** carrier: service: PRIORITY OVRNT Under 501 lbs: Ship via: FEDEX PRIORITY OVRNT-RES-3rd Party Bill SPP Account#: 105059965 **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 classfied 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.*** comments: ***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 Smooth/lined/Magna Centre Sewn Notebook description: Item: MAGNA CENTRE SEWN NOTEBOOK Item Color: SMOOTH/LINED lineType: New Quantity: value: 1 EΑ uom: ToleranceDetails: tolerance: ExactOnly allowPartialShipments: No unitPrice: .000 lineItemTotal: .000 requestedShipDate: 2021-06-30 10:38:00 requestedInHandsDate: 2021-06-30 10:38:00 Program: **IBMMN** name: endCustomerSalesOrder: 021931037 productId: SC306 D020-14839 customerProductId: lineItemGroupingId: 1 Parts: partGroup: 1 00SC3060SLIN partId: customerSupplied: No Quantity: value: 1 EA uom: Configuration: preProductionProof: No lineNumber: 2 Smooth/lined/Magna Perfect Bound w/Smooth Cardbo Item: MAGNA PERFECT BOUND description: W/SMOOTH CARDBO Item Color: SMOOTH/LINED lineType: New Quantity: 1 value: EA uom: ToleranceDetails: tolerance: ExactOnly allowPartialShipments: No

.000

unitPrice:

lineItemTotal: .000 requestedShipDate: 2021-06-30 10:38:00 requestedInHandsDate: 2021-06-30 10:38:00 Program: **IBMMN** name: endCustomerSalesOrder: 021931037 productId: sc106 D020-14839 customerProductId: lineItemGroupingId: 2 Parts: partGroup: 1 partId: 00SC1060SLIN customerSupplied: No Quantity: 1 value: EA uom: Configuration: preProductionProof: No 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

Terms And Conditions:

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: SAMPLE