Purchase Order: 6448295 Order Date: 2021-07-15

Total Amount: 5.70 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: KC

attentionTo: KRISTIE WOLFF

address1: 7500 West 110th Street

city: Overland Park

region: KS
postalCode: 66210
country: US

email: kristie.wolff@staples.com

phone: 9133194458

Contact Type: Sales

attentionTo: BETSY GREEN

address1: 411 W. ONTARIO #425

city: CHICAGO

region: IL
postalCode: 60654
country: US

phone: 3128484534

Order Shipments:

ContactDetails:

attentionTo: CINDY JOY OLSEN

companyName: ACCENTURE

addressLines: 161 N CLARK ST FL 11

city: CHICAGO

state: IL

postalCode: 606013352

country: US

email: cindy.j.olsen@accenture.com

phone: 3122871371

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: 6448295

packingListRequired: Yes blindShip: Yes allowConsolidation: No

FreightDetails:

carrier: UPS

service: GROUND

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 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.*** ***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

comments:

Order Items:

lineNumber: 1

Natural/Belmond Bamboo Ballpoint Pen Item: description:

BELMOND BAMBOO BALLPOINT PEN Item

Reference Field or on Bill of Lading!!

Color: NATURAL

lineType: New

Quantity:

1 value: EA uom:

ToleranceDetails:

tolerance: ExactOnly

allowPartialShipments: No unitPrice: 5.700 5.700 lineItemTotal:

requestedShipDate: 2021-07-19 09:53:29 requested In Hands Date:2021-07-22 09:53:29

Program:

name: **OBGMI** endCustomerSalesOrder: 022012995 productId: EC130 customerProductId: W020-7259

lineItemGroupingId: 1

Parts:

partGroup:

00EC1300NAT partId:

customerSupplied: No

Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No

Terms And Conditions:

salesChannel:

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.

SAMPLE