
Purchase Order:	6488865	Order Date:	2021-08-17
Total Amount:	550.62	Currency:	USD
Is Rush Order:	Yes	Payment Terms:	N45

Digital Proof Request:	
required:	Yes
type:	Email
email:	nicole.ayers@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:	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:

attentionTo: JAY DEVEREAUX
companyName: RICOH USA
addressLines: 6300 DIAGONAL HWY
KRISTINE BERRY/ IBM SYSTEMS
city: BOULDER
state: CO
postalCode: 803019270
country: US
phone: 0000000009

ThirdPartyAccount:

accountNumber: R20048
accountName: IBM ARIBA ORDERS - EDI

ContactDetails:

addressLines: 6300 DIAGONAL HWY
KRISTINE BERRY/ IBM SYSTEMS
city: BOULDER
state: CO
postalCode: 803019270
country: US
email: kberry@us.ibm.com
phone: 5555555555

shipReferences: 6488865

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS
service: GROUND

comments:

Ship via: UPS GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: R20048
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 !! CUST PO # must be entered in FIRST Reference Field or on Bill of Lading !! **IF ORDER IS LARGE ENOUGH TO PALLETIZE, CONTACT FREIGHTROUTING@STAPLES.COM FOR INSTRUCTIONS**

Order Items:

lineNumber:	1
description:	Smooth/lined/Magna Centre Sewn Notebook
lineType:	New
Quantity:	
value:	230
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	2.394
lineItemTotal:	550.620
requestedShipDate:	2021-08-31 11:18:37
requestedInHandsDate:	2021-09-03 11:18:37
Program:	
name:	IBMMN
endCustomerSalesOrder:	022189920
productId:	SC306
customerProductId:	D020-1508
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00SC3060SLIN
customerSupplied:	No
description:	Smooth/lined/Magna Centre Sewn Notebook
locationLinkId:	1
Quantity:	
value:	230

uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Front
Decorations:	
decorationId:	
decorationName:	Four Color Process
Artwork:	
description:	CUSTOM IMPRINT
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes

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