
Purchase Order:	6606289	Order Date:	2021-11-10
Total Amount:	227.40	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:	SL
attentionTo:	KAJAS MARKUS
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	kajas.markus@staples.com

Contact Type:	Sales
attentionTo:	ANGELIC ROMAN
address1:	2260 NORTH POINT #5
city:	SAN FRANCISCO
region:	CA
postalCode:	94123
country:	US
phone:	5103279490

Order Shipments:

ContactDetails:

attentionTo:	SOFIA MONTGOMERY
companyName:	FIGMA OFFICE

addressLines:	57 E 11TH ST FL 9
city:	NEW YORK
state:	NY
postalCode:	100034605
country:	US
phone:	5555555555
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:	6606289
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 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.***
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
description: Natural/Eco Notebook 48 sheet
lineType: Reference
Quantity:
 value: 100
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 2.274
lineItemTotal: 227.400
requestedShipDate: 2021-11-24 15:17:25
requestedInHandsDate: 2021-11-30 15:17:25
Program:
 name: FIGMA
endCustomerSalesOrder: 022761189
productId: EC3021
customerProductId: D020-14629
lineItemGroupId: 1
Parts:
 partGroup: 1
 partId: 00EC3021NAT
 customerSupplied: No
 description: Natural/Eco Notebook 48 sheet
 locationLinkId: 1
 Quantity:
 value: 100
 uom: EA
Configuration:
 referenceNumber: 6556327
 referenceNumberType: PurchaseOrder
 preProductionProof: No
Locations:
 locationLinkId: 1
 locationId:
 locationName: Center
Decorations:
 decorationId:
 decorationName: Screenprint/Silkscreen
 Artwork:
 description: FIGMA
Layers:
 colorSystem: Other

LayerOrStops:	
nameOrNumber:	BLACK
description:	LOGO
color:	BLACK
fileName:	figma
artworkType:	
fileLocation:	Email
transportMechanism:	Email

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