
Purchase Order:	6607412	Order Date:	2021-11-11
Total Amount:	808.20	Currency:	USD
Is Rush Order:	No	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 DEVEREUX
companyName: RICOH
addressLines: 6300 DIAGONAL HWY BLDG 5
CAMPUS SWAG/ JESSIE R.
city: BOULDER
state: CO
postalCode: 803019270
country: US
phone: 3146923144

ThirdPartyAccount:

accountNumber: A6843V
accountName: IBM ARIBA ORDERS - EDI

ContactDetails:

addressLines: 6300 DIAGONAL HWY BLDG 5
CAMPUS SWAG/ JESSIE R.
city: BOULDER
state: CO
postalCode: 803019270
country: US
email: gecenia@us.ibm.com
phone: 3146923144

shipReferences: 6607412

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS
service: GROUND

comments:

Ship via: UPS GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: A6843V
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 Perfect Bound w/Smooth Cardbo
lineType: New
Quantity:
 value: 300
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 2.694
lineItemTotal: 808.200
requestedShipDate: 2021-11-26 10:28:36
requestedInHandsDate: 2021-12-02 10:28:36
Program:
 name: IBMMN
endCustomerSalesOrder: 022766020
productId: sc106
customerProductId: D020-12209
lineItemGroupId: 1
Parts:
 partGroup: 1
 partId: 00SC1060SLIN
 customerSupplied: No
 description: Smooth/lined/Magna Perfect Bound w/Smooth Cardbo
 locationLinkId: 1
 Quantity:

value:	300
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	Front and Back Covers
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	IBM PAN AFRICAN
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