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Purchase Order:	6658230	Order Date:	2021-12-15
Total Amount:	235.20	Currency:	USD
Is Rush Order:	No	Payment Terms:	N45

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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:	DENISE KING
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	Denise.King@Staples.com
phone:	3146923116

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Order Shipments:

ContactDetails:

companyName:	STAPLES PROMOTIONAL PRODUCTS
addressLines:	1520 ALBANY PLACE SE RECEIVING DOCK, DRIVEWAY #3
city:	ORANGE CITY
state:	IA
postalCode:	510419678
country:	US
email:	GROUP-RECEIVINGLEADS@STAPLES.COM
phone:	712-737-0528

ThirdPartyAccount:

accountNumber:	211A1R
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:	6658230
packingListRequired:	Yes
blindShip:	No
allowConsolidation:	No
FreightDetails:	
carrier:	UPS
service:	GROUND
comments:	Under 501 lbs: Ship via: UPS GROUND-COMM-COLLECT Account#: 211A1R **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*** **If 501 to 8,000 LBS: Route per 'SPP LTL ROUTING MATRIX.xlsx' ---FREIGHT TERMS ARE 3RD PARTY BILL: Please see 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 the Bill of Lading!!

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Order Items:	
lineNumber:	1
description:	Alix ballpoint pen Blue - 25
lineType:	Repeat
Quantity:	
value:	40
uom:	PK
ToleranceDetails:	

tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	5.850
lineItemTotal:	235.200
requestedShipDate:	2021-12-24 22:13:23
Program:	
name:	PNC
productId:	G1282
customerProductId:	2003846120001
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00G12820BLU
customerSupplied:	No
description:	Alix ballpoint pen
locationLinkId:	1
Quantity:	
value:	40
uom:	PK
Configuration:	
referenceNumber:	6593499
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	2
locationName:	Enlarged Area Side of Barrel
Decorations:	
decorationId:	1
decorationName:	Silk Screened
Artwork:	
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.6250
width:	2.5000
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	Black
description:	Black
color:	Black
fileName:	PNC Bank bw.eps
artworkType:	ProductionReady

fileLocation:	Email
transportMechanism:	Email
Charges:	
chargeId:	820
chargeName:	25 pk
description:	
chargeType:	Run
unitPrice:	.030
extendedPrice:	
Quantity:	
value:	40
uom:	EA

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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:

PROGRAM