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Purchase Order:	6677888	Order Date:	2022-01-06
Total Amount:	1,200.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:  
required: Yes  
type: Email  
email: jessica.morrison@staples.com  
lineItemGroupId: 1

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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: KC  
attentionTo: JESSICA MORRISON  
address1: 7500 West 110th Street  
city: Overland Park  
region: KS  
postalCode: 66210  
country: US  
email: jessica.morrison@staples.com  
phone: 9133194711

Contact Type: Sales  
attentionTo: GENEVIEVE CASHMAN  
address1: 7822 DAVIDSON CT  
city: INVER GROVE HTS  
region: MN  
postalCode: 55076  
country: US

phone: 6515032287

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Order Shipments:

ContactDetails:

attentionTo: TANIA SCHNEIDER  
companyName: C.H. ROBINSON  
addressLines: 20860 N TATUM BLVD STE 350  
city: PHOENIX  
state: AZ  
postalCode: 850504285  
country: US  
phone: 9526833303

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: 6677888

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS  
service: GROUND

comments:

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.\*\*  
\*\*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!!

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Order Items:

lineNumber:	1
description:	Black/Ronan Refillable7" X 9.5" Journal C
lineType:	Reference
Quantity:	
value:	100
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	11.400
lineItemTotal:	1200.000
requestedShipDate:	2022-01-25 11:51:45
requestedInHandsDate:	2022-02-01 11:51:45
Program:	
name:	CHROB
endCustomerSalesOrder:	023144856
productId:	ST4592
customerProductId:	D020-15172
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4592BLK
customerSupplied:	No
description:	Black/Ronan Refillable7" X 9.5" Journal C

locationLinkId:	1
Quantity:	
value:	100
uom:	EA
Configuration:	
referenceNumber:	6668230
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	KEY ACCOUNT SALES PROGRAM
instructions:	Same layout as PO 6668230 Please update the text to read Key Account Sales Program
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	DEBOSS
description:	IMPRINT
color:	DEBOSS
Charges:	
chargeId:	330
chargeName:	Debossing / Embossing Run Charge
description:	
chargeType:	Run
unitPrice:	.600
extendedPrice:	
Quantity:	
value:	100
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:

SPECIAL ORDER