
Purchase Order:	6690084	Order Date:	2022-01-18
Total Amount:	216.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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:	MARILYN HARRENSTIEN
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	Marilyn.Harrenstien@Staples.com
phone:	9133194553

Contact Type:	Sales
attentionTo:	LAURIE BOYD
address1:	25 ISLAND ROCK
city:	PLYMOUNT
region:	MA
postalCode:	02360
country:	US
phone:	6173044645

Order Shipments:

ContactDetails:	
attentionTo:	CYNTHIA BOWERS 01A

companyName:	CYNTHIA BOWERS
addressLines:	14110 COOPER RD
city:	PHOENIX
state:	MD
postalCode:	211311314
country:	US
email:	Cynthia.Bowers@LibertyMutual.com
phone:	2594234000
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:	6690084
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!!

Order Items:

lineNumber: 1
description: Neoskin Journal Combo Black
lineType: Repeat
Quantity:
 value: 18
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 12.000
lineItemTotal: 216.000
requestedShipDate: 2022-01-27 11:30:32
Program:
 name: LMDRP
endCustomerSalesOrder: 023206608
productId: ST4248
customerProductId: 2002385030001
lineItemGroupId: 1
Parts:
 partGroup: 1
 partId: 00ST4248BLK
 customerSupplied: No
 description: Neoskin Journal Combo
 locationLinkId: 1

Quantity:	
value:	18
uom:	EA
Configuration:	
referenceNumber:	5651120
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	6
locationName:	Centered on Front
Decorations:	
decorationId:	1
decorationName:	Debossed
Artwork:	
instructions:	Decoration Dimensions: 2.5" wide
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	DEBOSS
description:	DEBOSS
color:	DEBOSS
fileName:	Liberty Mutual Sure w-R H bw.e
artworkType:	ProductionReady
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:	PROGRAM