
Purchase Order:	6691945	Order Date:	2022-01-19
Total Amount:	3,900.00	Currency:	USD
Is Rush Order:	Yes	Payment Terms:	NET45

Digital Proof Request:	
required:	Yes
type:	Email
email:	nancy.barnes@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:	KC
attentionTo:	NANCY BARNES
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	nancy.barnes@staples.com
phone:	9133194862

Contact Type:	Sales
attentionTo:	KRISTI KOSZYK
address1:	3740 E. HARRISON ST
city:	GILBERT
region:	AZ
postalCode:	85295
country:	US

phone: 9099730390

Order Shipments:

ContactDetails:

attentionTo: KRISTIN CARROLL
companyName: HATCH
addressLines: 170 S MAIN ST STE 510
city: SALT LAKE CITY
state: UT
postalCode: 841011640
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: 6691945

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:	Silver/Neoskin Hard Cover Journal
lineType:	Repeat
Quantity:	
value:	500
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.600
lineItemTotal:	3900.000
requestedShipDate:	2022-02-02 14:09:03
requestedInHandsDate:	2022-02-09 14:09:03
Program:	
name:	HATAC
endCustomerSalesOrder:	023217067
productId:	ST4143
customerProductId:	D030-12641
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143SLV
customerSupplied:	No
description:	Silver/Neoskin Hard Cover Journal

locationLinkId:	s
Quantity:	
value:	500
uom:	EA
Configuration:	
referenceNumber:	6646456
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Top Left Corner
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	PLUS GRID
instructions:	***FIRM IHD IS 02/17/22***
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
locationLinkId:	2
locationId:	
locationName:	Bottom Right Corner
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	HATCH
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
locationLinkId:	3
locationId:	10
locationName:	CENTERED ON BACK
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	THE POSITIVE CHANGE SYMBOL
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	

chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.600
extendedPrice:	
Quantity:	
value:	500
uom:	EA
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.600
extendedPrice:	
Quantity:	
value:	500
uom:	EA

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