
Purchase Order:	6699767	Order Date:	2022-01-26
Total Amount:	537.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: corinne.lakey@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: CORINNE LAKEY
address1: 7500 West 110th Street
city: Overland Park
region: KS
postalCode: 66210
country: US
email: corinne.lakey@staples.com
phone: 9133194417

Contact Type: Sales
attentionTo: NIKKI PROMADES
address1: 4171 MAIN ST
city: JUPITER
region: FL
postalCode: 33458
country: US

phone: 5617586813

Order Shipments:

ContactDetails:

attentionTo: BROOKE GRAHAM
companyName: UNIVERSITY OF ALABAMA HUNTSVIL
addressLines: 301 SPARKMAN DRIVE
SHELBY KING HALL, RM 321
city: HUNTSVILLE
state: AL
postalCode: 358990100
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: 6699767

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:	Blue/Cynthia highlighter 3-in-1 ballpoint
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.074
lineItemTotal:	268.500
requestedShipDate:	2022-02-08 10:11:50
requestedInHandsDate:	2022-02-11 10:11:50
Program:	
name:	UNVAH
endCustomerSalesOrder:	023255372
productId:	I149
customerProductId:	W030-11684
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00I14900BLU
customerSupplied:	No
description:	Blue/Cynthia highlighter 3-in-1 ballpoint

locationLinkId:	1
Quantity:	
value:	250
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	3
locationName:	Side of Barrel
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	ASGC
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	3005
description:	LOGO
color:	BLUE
nameOrNumber:	32
description:	LOGO
color:	RED
lineNumber:	3
description:	Red/Cynthia highlighter 3-in-1 ballpoint
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.074
lineItemTotal:	268.500
requestedShipDate:	2022-02-08 10:11:50
requestedInHandsDate:	2022-02-11 10:11:50
Program:	
name:	UNVAH
endCustomerSalesOrder:	023255372
productId:	I149

customerProductId:	W030-11684
lineItemGroupId:	3
Parts:	
partGroup:	1
partId:	00I14900RED
customerSupplied:	No
description:	Red/Cynthia highlighter 3-in-1 ballpoin
locationLinkId:	1
Quantity:	
value:	250
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	3
locationName:	Side of Barrel
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	ASGC
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	3005
description:	LOGO
color:	BLUE
nameOrNumber:	32
description:	LOGO
color:	RED

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