Purchase Order: 6738784 Order Date: 2022-02-28

Total Amount: 267.30 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: OC

attentionTo: JEANNIE SCHLICHTE address1: 1520 Albany Place SE

city: Orange City

region: IA
postalCode: 51041
country: US

email: Jeannie.Schlichte@Staples.com

phone: 7127370608

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

Third Party Account:

211A1R accountNumber: accountName: STAPLES PROMOTIONAL PRODUCTS, A/P D ContactDetails: attentionTo: STAPLES PROMOTIONAL PRODUCTS, A/P D addressLines: 7500 West 110th Street city: Overland Park KS state: postalCode: 66210 US country: email: InvoicesSPP@Staples.com phone: 913-319-3100 shipReferences: 6738784 packingListRequired: Yes blindShip: No allowConsolidation: No FreightDetails:

UPS carrier: service:

GROUND

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 classfied 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!!

Order Items:

comments:

lineNumber: 1

description: Veneno 3-in-1 Pen/Stylus/Highlighte White

lineType: Repeat

Ouantity:

value: 450 EA uom:

ToleranceDetails:

tolerance: ExactOnly allowPartialShipments: No unitPrice: .594 lineItemTotal: 267.300 2022-03-09 09:48:43 requestedShipDate: Program: name: EY productId: I151 customerProductId: 2003806110001 lineItemGroupingId: 1 Parts: partGroup: 1 partId: 00I15100WHT customerSupplied: No Veneno 3-in-1 Pen/Stylus/Highlighte description: locationLinkId: Quantity: value: 450 EA uom: Configuration: 6704763 referenceNumber: referenceNumberType: PurchaseOrder preProductionProof: No Locations: locationLinkId: 1 locationId: locationName: Side of Barrel Decorations: decorationId: decorationName: **4-Color Process** Artwork: instructions: Decoration Dimensions: max width | Layers: colorSystem: **Pms** LayerOrStops: nameOrNumber: 433 dk charcoal description: color: dk charcoal nameOrNumber: 116 description: yellow color: yellow fileName: EY no-tag 2sc.eps 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