
Purchase Order:	6755463	Order Date:	2022-03-11
Total Amount:	228.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: zoe.haas@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: ZOE HAAS
address1: 7500 West 110th Street
city: Overland Park
region: KS
postalCode: 66210
country: US
email: zoe.haas@staples.com
phone: 9133194622

Contact Type: Sales
attentionTo: CRAIG OMINSKI
address1: 1406 TEXAS AVE SOUTH
city: ST LOUIS PARK
region: MN
postalCode: 55426
country: US

Order Shipments:

ContactDetails:

attentionTo: MICHELLE BARRETT
companyName: SOURCEWELL
addressLines: 202 12TH ST NE
city: STAPLES
state: MN
postalCode: 564792438
country: US
phone: 2188954187

ThirdPartyAccount:

accountNumber: 39A7A5
accountName: SOURCEWELL

ContactDetails:

addressLines:
country: US
email: michelle.barrett@sourcewell-mn.gov
phone: 2188954187

shipReferences:

6755463

packingListRequired:

Yes

blindShip:

Yes

allowConsolidation:

No

FreightDetails:

carrier: UPS
service: GROUND

Ship via: UPS GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: 39A7A5
**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*** !! CUST PO # must be entered in
FIRST Reference Field or on Bill of Lading !! **IF
ORDER IS LARGE ENOUGH TO PALLETIZE,
CONTACT FREIGHTROUTING@STAPLES.COM
FOR INSTRUCTIONS**

comments:

Order Items:

lineNumber:	1
description:	Black/ECO Spiral Bound Notebook
lineType:	Reference
Quantity:	
value:	50
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	3.600
lineItemTotal:	228.000
requestedShipDate:	2022-03-25 10:27:03
requestedInHandsDate:	2022-03-31 10:27:03
Program:	
name:	NJPA
endCustomerSalesOrder:	023523166
productId:	EC3090
customerProductId:	D020-9932
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00EC3090BLK
customerSupplied:	No
description:	Black/ECO Spiral Bound Notebook
locationLinkId:	1
Quantity:	
value:	50
uom:	EA
Configuration:	
referenceNumber:	5538141
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	4
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	SOURCEWELL
instructions:	LOGO IN LOWER RIGHT CORNER
Dimensions:	
geometry:	Other

useMaxLocationDimensions:	Yes
Charges:	
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	48.000
extendedPrice:	
Quantity:	
value:	1
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