
Purchase Order:	6787965	Order Date:	2022-04-04
Total Amount:	360.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: shari.liebenthal@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: SHARI LIEBENTHAL
address1: 7500 West 110th Street
city: Overland Park
region: KS
postalCode: 66210
country: US
email: shari.liebenthal@staples.com
phone: 4198612110

Contact Type: Sales
attentionTo: TODD MCDERMOTT
address1: TWO PARK MANOR DRIVE, STE 400
city: PITTSBURG
region: PA
postalCode: 15205
country: US

phone:

7248829791

Order Shipments:

ContactDetails:

attentionTo: MALAYIA CRUZ 0009085939
companyName: UPMC LILLIAN KAUFMANN BUILDING
addressLines: 3471 5TH AVE
3RD FLOOR SUITE 300
city: PITTSBURGH
state: PA
postalCode: 152133215
country: US
email: keimcl2@upmc.edu
phone: 6478070000

ThirdPartyAccount:

accountNumber: 525497887
accountName: UPMC EDI TAX EXEMPT

ContactDetails:

addressLines:
country: US
email: cruzm4@upmc.edu
phone: 4126470489

shipReferences: 0009085939

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX
service: GROUND

comments:

Ship via: FEDEX GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: 525497887
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**

Order Items:

lineNumber: 1
description: Black/Bradford Refillable Journal Combo
lineType: New
Quantity:
 value: 75
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 4.800
lineItemTotal: 360.000
requestedShipDate: 2022-04-19 15:21:04
requestedInHandsDate: 2022-04-22 15:21:04
Program:
 name: UPMC
endCustomerSalesOrder: 023663426
productId: ST4423
customerProductId: D030-8217
lineItemGroupingId: 1
Parts:
 partGroup: 1
 partId: 00ST4423BLK
 customerSupplied: No
 description: Black/Bradford Refillable Journal Combo
 locationLinkId: s
Quantity:
 value: 75

uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	8
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	UPMC
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.8460
width:	3.5000
locationLinkId:	2
locationId:	
locationName:	Barrel - Centered
Decorations:	
decorationId:	
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	UPMC (ON PEN)
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	LOGO
color:	WHITE

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