Purchase Order: 6809979 Order Date: 2022-04-20

Total Amount: 179.55 Currency: USD Is Rush Order: Yes 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: KC

attentionTo: HOLLY MCCOLLAM address1: 7500 West 110th Street

city: Overland Park

region: KS
postalCode: 66210
country: US

email: Holly.McCollam@Staples.com

phone: 4198612083

Contact Type: Sales

attentionTo: BETSY GREEN

address1: 411 W. ONTARIO #425

city: CHICAGO

region: IL
postalCode: 60654
country: US

phone: 3128484534

Order Shipments:

ContactDetails:

attentionTo: ANGELA HICKS (GUEST)

companyName:	HYATT REGENCY ORLANDO
addressLines:	9801 INTERNATIONAL DR
	HOLD FOR GUEST ARRIVAL 5/9/22
city:	ORLANDO
state:	FL
postalCode:	328198104
country:	US
phone:	000000009
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:	6809979
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 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 '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: Black/Bamboo Adult Face Mask lineType: Repeat Quantity: value: 75 EΑ uom: ToleranceDetails: tolerance: ExactOnly allowPartialShipments: No unitPrice: 2.394 lineItemTotal: 179.550 2022-05-02 06:59:44 requestedShipDate: requestedInHandsDate: 2022-05-06 06:59:44 Program: **ACCEN** name: endCustomerSalesOrder: 023838603 productId: EC913 P095-3547 customerProductId: lineItemGroupingId: 1 Parts: partGroup: 00EC9130BLK partId: customerSupplied: No description: Black/Bamboo Adult Face Mask locationLinkId: Quantity: value: 75 EA uom: Configuration: referenceNumber: 6445158 referenceNumberType: PurchaseOrder preProductionProof: No Locations: locationLinkId: 1 locationId: locationName: Centered on Either Side **Decorations:** decorationId: decorationName: Screenprint/Silkscreen Artwork: description: GREATER THAN SYMBOL

Dimensions:

geometry:	Other
use Max Location Dimensions:	Yes
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	WHITE
description:	>
color:	WHITE
	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
Terms And Conditions:	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.

SPECIAL ORDER