Purchase Order:	6834630	Order Date:	2022-05-06
Total Amount:	308.88	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:

required:	Yes
type:	Email
email:	nicole.ayers@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:	OC
attentionTo:	NICOLE AYERS
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	nicole.ayers@staples.com
phone:	7127370996

Contact Type:	Sales
attentionTo:	LIZZIE MASKE
address1:	665 WEST NORTH AVE, SUITE 200
city:	LOMBARD
region:	IL
postalCode:	60148
country:	US

phone:	3194313900

Order Shipments:
ContactDetails:

attentionTo:	RUI GIRAO
companyName:	LOUIS V. GERSTNER CENTER
addressLines:	20 OLD POST RD EXECUTIVE INSIGHTS CLASS
city:	ARMONK
state:	NY
postalCode:	105041314
country:	US
phone:	2034864685

ThirdPartyAccount:

accountNumber:	5A584W
accountName:	IBM ARIBA ORDERS - EDI
ContactDetails:	
addressLines:	
country:	US
email:	dfhorree@us.ibm.com
phone:	2034864685
shipReferences:	6834630
packingListRequired:	Yes
blindShip:	Yes
allowConsolidation:	No

FreightDetails:

carrier:	UPS
service:	GROUND
comments:	Ship via: UPS GROUND-COMM-3rd party CLIENT ACCT BILL Account#: 5A584W **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*** !! 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:	Smooth/plain/Magna Centre Sewn Notebook
lineType:	Reference
Quantity:	
value:	120
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	2.574
lineItemTotal:	308.880
requestedShipDate:	2022-05-20 10:04:07
requestedInHandsDate:	2022-05-23 10:04:07
Program:	
name:	IBMMN
endCustomerSalesOrder:	023973377
productId:	SC306
customerProductId:	D020-6512
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00SC3060SPLN
customerSupplied:	No
description:	Smooth/plain/Magna Centre Sewn Notebook
locationLinkId:	s
Quantity:	
value:	120
uom:	EA
Configuration:	
referenceNumber:	6734553
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	Front and Back Covers
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	LET'S CREATE
Dimensions:	

geometry:	Other
useMaxLocationDimensions:	Yes
locationLinkId:	2
locationId:	12
locationName:	Front and Back Covers
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	REBUS
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes

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