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|-----------------|---------|----------------|------------|
| Purchase Order: | 6849216 | Order Date:    | 2022-05-17 |
| Total Amount:   | 412.80  | Currency:      | USD        |
| Is Rush Order:  | No      | Payment Terms: | NET45      |

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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<br>04-3390816 A/P Phone: 913-319-3100 |

|                 |                           |
|-----------------|---------------------------|
| Contact Type:   | Expeditor                 |
| Account Number: | OC                        |
| attentionTo:    | EMILY NEWBORG             |
| address1:       | 1520 Albany Place SE      |
| city:           | Orange City               |
| region:         | IA                        |
| postalCode:     | 51041                     |
| country:        | US                        |
| email:          | Emily.Newborg@Staples.com |
| phone:          | 7127370609                |

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Order Shipments:

ContactDetails:

|               |                                                     |
|---------------|-----------------------------------------------------|
| companyName:  | STAPLES PROMOTIONAL PRODUCTS                        |
| addressLines: | 1520 ALBANY PLACE SE<br>RECEIVING DOCK, DRIVEWAY #3 |
| city:         | ORANGE CITY                                         |
| state:        | IA                                                  |
| postalCode:   | 510419678                                           |
| country:      | US                                                  |
| email:        | GROUP-RECEIVINGLEADS@STAPLES.COM                    |
| phone:        | 712-737-0528                                        |

ThirdPartyAccount:

|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| accountNumber:       | 211A1R                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 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:      | 6849216                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| packingListRequired: | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| blindShip:           | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| allowConsolidation:  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| FreightDetails:      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| carrier:             | UPS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 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 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*** **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!! |
| comments:            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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|--------------|---------------------------------------------------------------------|
| Order Items: |                                                                     |
| lineNumber:  | 1                                                                   |
| description: | MAGNA PERFECT BOUND W/ SMOOTH CARDOARD AND LINED PAPER Smooth/lined |
| lineType:    | Repeat                                                              |
| Quantity:    |                                                                     |
| value:       | 100                                                                 |
| uom:         | EA                                                                  |

ToleranceDetails:

tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: 3.654  
lineItemTotal: 412.800  
requestedShipDate: 2022-05-26 13:25:53

Program:

name: IBMMN  
productId: sc106  
customerProductId: 2004114590001  
lineItemGroupId: 1

Parts:

partGroup: 1  
partId: 00SC1060SLIN  
customerSupplied: No  
description: MAGNA PERFECT BOUND W/ SMOOTH  
CARDOARD AND LINED PAPER  
locationLinkId: 1  
Quantity:  
value: 100  
uom: EA

Configuration:

referenceNumber: 6769757  
referenceNumberType: PurchaseOrder  
preProductionProof: No

Locations:

locationLinkId: 1  
locationId: 13  
locationName: Inside Cover 2-Sided Print

Decorations:

decorationId: 1  
decorationName: 4-Color Process

Artwork:

instructions: Front-IBM Consulting, Front Inside-  
Rebus/Strategy Experience Technology  
Operations. Back- IBM logo. Back inside- blank  
yellow. Please send proof to  
kasia.vanegdom@staples.com Smooth cover with  
matte finish/Round corners

Dimensions:

geometry: Rectangle  
useMaxLocationDimensions: No  
height: 8.2500  
width: 11.0000  
fileName: 507291 Strategy Rebus loshV.ep

artworkType: ProductionReady  
fileLocation: Email  
transportMechanism: Email

Charges:

chargeId: 923  
chargeName: INSIDE COVER RUN CHARGE  
description:  
chargeType: Run  
unitPrice: .474  
extendedPrice:  
Quantity:  
value: 100  
uom: EA

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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