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Purchase Order:	6975712	Order Date:	2022-08-21
Total Amount:	264.00	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 04-3390816 A/P Phone: 913-319-3100

Contact Type:	Expeditor
Account Number:	KC
attentionTo:	MARILYN HARRENSTIEN
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	Marilyn.Harrenstien@Staples.com
phone:	9133194553

Contact Type:	Sales
attentionTo:	LAURIE BOYD
address1:	25 ISLAND ROCK
city:	PLYMOUNT
region:	MA
postalCode:	02360
country:	US
phone:	6173044645

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Order Shipments:

ContactDetails:	
attentionTo:	PHYLLIS JARVIS

companyName:	PHYLLIS JARVIS
addressLines:	1402 STONEBRIDGE WAY
city:	ROSEVILLE
state:	CA
postalCode:	956615456
country:	US
email:	Phyllis.Jarvis@libertymutual.com
phone:	0000000009
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:	6975712
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 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  
'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!!

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Order Items:

lineNumber:	1
description:	Neoskin Journal Combo Black
lineType:	Repeat
Quantity:	
value:	20
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	13.200
lineItemTotal:	264.000
requestedShipDate:	2022-08-31 19:00:05
Program:	
name:	LMDRP
endCustomerSalesOrder:	024658923
productId:	ST4248
customerProductId:	2002385030001
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4248BLK
customerSupplied:	No
description:	Neoskin Journal Combo
locationLinkId:	1

Quantity:  
value: 20  
uom: EA

Configuration:  
referenceNumber: 6690084  
referenceNumberType: PurchaseOrder  
preProductionProof: No

Locations:  
locationLinkId: 1  
locationId: 6  
locationName: Centered on Front

Decorations:  
decorationId: 1  
decorationName: Debossed

Artwork:  
instructions: Decoration Dimensions: 2.5" wide |

Layers:  
colorSystem: Other

LayerOrStops:  
nameOrNumber: DEBOSS  
description: DEBOSS  
color: DEBOSS  
fileName: Liberty Mutual Sure w-R H bw.e  
artworkType: ProductionReady  
fileLocation: Email  
transportMechanism: Email

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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