
Purchase Order:	6986421	Order Date:	2022-08-29
Total Amount:	682.20	Currency:	USD
Is Rush Order:	No	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:	SL
attentionTo:	KAJAS MARKUS
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	kajas.markus@staples.com

Contact Type:	Sales
attentionTo:	ANGELIC ROMAN
address1:	2260 NORTH POINT #5
city:	SAN FRANCISCO
region:	CA
postalCode:	94123
country:	US
phone:	5103279490

Order Shipments:

ContactDetails:

attentionTo:	GISELLE ANDRADE
companyName:	FIGMA OFFICE

addressLines: 760 MARKET ST FL 10
city: SAN FRANCISCO
state: CA
postalCode: 941022300
country: US
phone: 5555555555

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: 6986421
packingListRequired: Yes
blindShip: Yes
allowConsolidation: No

FreightDetails:
carrier: UPS
service: GROUND
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!!

comments:

Order Items:	
lineNumber:	1
description:	Natural/Eco Notebook 48 sheet
lineType:	Reference
Quantity:	
value:	300
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	2.274
lineItemTotal:	682.200
requestedShipDate:	2022-09-06 09:46:44
requestedInHandsDate:	2022-09-09 09:46:44
Program:	
name:	FIGMA
endCustomerSalesOrder:	024707398
productId:	EC3021
customerProductId:	D020-14629
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00EC3021NAT
customerSupplied:	No
description:	Natural/Eco Notebook 48 sheet
locationLinkId:	1
Quantity:	
value:	300
uom:	EA
Configuration:	
referenceNumber:	6556327
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Center
Decorations:	
decorationId:	
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	FIGMA
Layers:	
colorSystem:	Other

LayerOrStops:
nameOrNumber: BLACK
description: LOGO
color: BLACK
fileName: figma
artworkType:
fileLocation: Email
transportMechanism: Email

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