
Purchase Order:	7026319	Order Date:	2022-09-27
Total Amount:	225.00	Currency:	USD
Is Rush Order:	Yes	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: Laura.Saravia@staples.com
lineItemGroupId: 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: KC
attentionTo: LAURA SARAVIA
address1: 7500 West 110th Street
city: Overland Park
region: KS
postalCode: 66210
country: US
email: Laura.Saravia@staples.com
phone: 9133194605

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

phone: 6173044645

Order Shipments:

ContactDetails:

companyName: TBD TBD
addressLines: TBD
city: PLANO
state: TX
postalCode: 75023
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: 7026319

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!!

Order Items:

lineNumber:	1
description:	White/GlacioPen/Stylus
lineType:	New
Quantity:	
value:	120
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.380
lineItemTotal:	225.000
requestedShipDate:	2022-10-11 11:11:44
requestedInHandsDate:	2022-10-17 11:11:44
Program:	
name:	LBRTY
endCustomerSalesOrder:	024897062
productId:	I138
customerProductId:	W020-10769
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00I13800WHT
customerSupplied:	No
description:	White/GlacioPen/Stylus

locationLinkId:	1
Quantity:	
value:	120
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	3
locationName:	BESIDE CLIP
Decorations:	
decorationId:	1
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	LIBERTY MUTUAL SAFECO LOGO
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	2965
description:	LOGO
color:	NAVY
nameOrNumber:	WHITE
description:	LOGO
color:	WHITE
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.270
extendedPrice:	
Quantity:	
value:	120
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	27.000
extendedPrice:	
Quantity:	

value:

1

uom:

EA

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