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|-----------------|----------|----------------|------------|
| Purchase Order: | 7039416  | Order Date:    | 2022-10-06 |
| Total Amount:   | 1,012.80 | Currency:      | USD        |
| Is Rush Order:  | No       | Payment Terms: | NET45      |

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Digital Proof Request:  
required: Yes  
type: Email  
email: Melinda.thomas@Staples.com  
lineItemGroupingId: 1

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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: OC  
attentionTo: MELINDA THOMAS  
address1: 1520 Albany Place SE  
city: Orange City  
region: IA  
postalCode: 51041  
country: US  
email: Melinda.thomas@Staples.com  
phone: 7127370895

Contact Type: Sales  
attentionTo: JOHN JENSEN  
address1: 1605 FAWN DRIVE  
city: NORTH LIBERTY  
region: IA  
postalCode: 52317  
country: US

phone: 5152319872

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Order Shipments:

ContactDetails:

attentionTo: JEAN SEITZ  
companyName: BALDWIN  
addressLines: 4400 HIGHWAY 30 E  
city: KEARNEY  
state: NE  
postalCode: 688479797  
country: US  
email: jean.seitz@parker.com  
phone: 3082339462

ThirdPartyAccount:

accountNumber: 633267  
accountName: BALDWIN FILTERS

ContactDetails:

addressLines:  
country: US  
email: jean.seitz@parker.com  
phone: 3082339462

shipReferences: 881213

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS  
service: GROUND

Ship via: UPS GROUND-COMM-3rd party  
CLIENT ACCT BILL Account#: 633267  
\*\*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\*\*\* !! 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\*\*

comments:

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Order Items:  
lineNumber: 1  
description: RED/Toscano Ballpoint Pen  
lineType: New  
Quantity:  
    value: 200  
    uom: EA  
ToleranceDetails:  
    tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: 4.260  
lineItemTotal: 1012.800  
requestedShipDate: 2022-10-20 07:34:02  
requestedInHandsDate: 2022-10-25 07:34:02  
Program:  
    name: BALDW  
endCustomerSalesOrder: 024970593  
productId: G3151  
customerProductId: W020-1605  
lineItemGroupId: 1  
Parts:  
    partGroup: 1  
    partId: 00G31510RED  
    customerSupplied: No  
    description: RED/Toscano Ballpoint Pen  
    locationLinkId: 1  
    Quantity:  
        value: 200  
        uom: EA  
Configuration:  
    preProductionProof: No  
Locations:  
    locationLinkId: 1  
    locationId: 1  
    locationName: BESIDE CLIP  
Decorations:  
    decorationId: 1  
    decorationName: Laser Engraving  
    Artwork:  
    description: Baldwin Filters  
Dimensions:  
    geometry: Rectangle  
    useMaxLocationDimensions: No

|                     |                                      |
|---------------------|--------------------------------------|
| height:             | .7360                                |
| width:              | 1.5410                               |
| fileName:           | Baldwin Filters 1clr bw.eps          |
| artworkType:        |                                      |
| fileLocation:       | Email                                |
| transportMechanism: | Email                                |
| Charges:            |                                      |
| chargeId:           | 610                                  |
| chargeName:         | Laser Engrave Set Up Charge          |
| description:        |                                      |
| chargeType:         | Setup                                |
| unitPrice:          | 42.000                               |
| extendedPrice:      |                                      |
| Quantity:           |                                      |
| value:              | 1                                    |
| uom:                | EA                                   |
| chargeId:           | 640                                  |
| chargeName:         | Laser Engrave Run Chrg-Dec Loc x Qty |
| description:        |                                      |
| chargeType:         | Run                                  |
| unitPrice:          | .594                                 |
| extendedPrice:      |                                      |
| Quantity:           |                                      |
| value:              | 200                                  |
| 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:

SPECIAL ORDER