
Purchase Order:	7040075	Order Date:	2022-10-06
Total Amount:	602.70	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:	
required:	Yes
type:	Email
email:	autumn.norrington@staples.com
lineItemGroupingId:	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:	AUTUMN NORRINGTON
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	autumn.norrington@staples.com
phone:	3146923189

Contact Type:	Sales
attentionTo:	SAMANTHA PECK
address1:	20448 S HUNTER DRIVE
city:	FRANKFORT
region:	IL
postalCode:	60423
country:	US

phone: 7085413664

Order Shipments:

ContactDetails:

attentionTo: CHRISTINE KIM
companyName: BASIS TECHNOLOGIES
addressLines: 11 E MADISON ST STE 600
city: CHICAGO
state: IL
postalCode: 606024575
country: US
phone: 7203237803

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: 7040075

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:	Black/Giuseppe Refillable Journal
lineType:	New
Quantity:	
value:	30
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	17.100
lineItemTotal:	602.700
requestedShipDate:	2022-10-20 09:47:10
requestedInHandsDate:	2022-10-25 09:47:10
Program:	
name:	ALYCE
endCustomerSalesOrder:	024973150
productId:	ST604
customerProductId:	D030-15423
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST6040BLK
customerSupplied:	No
description:	Black/Giuseppe Refillable Journal

locationLinkId:	1
Quantity:	
value:	30
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	4
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	ADTECH ACADEMY
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	
chargeId:	310
chargeName:	Debossing / Embossing Set-Up Charge
description:	
chargeType:	Setup
unitPrice:	69.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	330
chargeName:	Debossing / Embossing Run Charge
description:	
chargeType:	Run
unitPrice:	.690
extendedPrice:	
Quantity:	
value:	30
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