
Purchase Order:	7054213	Order Date:	2022-10-17
Total Amount:	7,008.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:	
required:	Yes
type:	Email
email:	whitney.ball@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:	OC
attentionTo:	WHITNEY BALL
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	whitney.ball@staples.com
phone:	7127374925

Contact Type:	Sales
attentionTo:	WIL CORMIER
address1:	4530 HAVILAND FALLS DRIVE
city:	HUMBLE
region:	TX
postalCode:	77396
country:	US

phone: 8322570493

Order Shipments:

ContactDetails:

attentionTo: LEAH SIMPSON
companyName: SHELL OIL PRODUCTS US
addressLines: 150 N DAIRY ASHFORD RD
BUILDING F 7TH FLOOR
city: HOUSTON
state: TX
postalCode: 770791115
country: US
email: Leah.Simpson@shell.comm
phone: 6463263970

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: 7054213

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/Neoskin Hard Cover Journal
lineType:	New
Quantity:	
value:	1000
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	7008.000
requestedShipDate:	2022-11-14 11:21:06
requestedInHandsDate:	2022-11-17 11:21:06
Program:	
name:	SHELL
endCustomerSalesOrder:	025042308
productId:	ST4143
customerProductId:	D030-11029
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143WHT
customerSupplied:	No
description:	White/Neoskin Hard Cover Journal

locationLinkId:	1
Quantity:	
value:	1000
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	CENTERED FRONT BETWEEN EDGE AND ELASTIC
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	SHELL RECHARGE
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	485
description:	SHELL, SHELL DETAILS
color:	RED
nameOrNumber:	116
description:	FILL
color:	YELLOW
nameOrNumber:	313
description:	RECHARGE
color:	BLUE
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.210
extendedPrice:	
Quantity:	
value:	1000
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	

chargeType:	Setup
unitPrice:	48.000
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