
Purchase Order:	7090022	Order Date:	2022-11-10
Total Amount:	690.00	Currency:	USD
Is Rush Order:	Yes	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: Katie.Rausch@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: KATIE RAUSCH
address1: 1520 Albany Place SE
city: Orange City
region: IA
postalCode: 51041
country: US
email: Katie.Rausch@Staples.com
phone: 7127370860

Contact Type: Sales
attentionTo: ALISA LYONS
address1: 23705 CALM MEADOW CT
city: GROSSE ILE
region: MI
postalCode: 48138
country: US

phone: 7346759153

Order Shipments:

ContactDetails:

attentionTo: KAREN LUSTY
companyName: UNIVERSITY OF MICHIGAN
addressLines: 4251 PLYMOUTH RD
B3, F2 - STE 2500
city: ANN ARBOR
state: MI
postalCode: 481053640
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: 7090022

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:	Navy/Ronan Refillable7" X 9.5" Journal C
lineType:	New
Quantity:	
value:	50
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	12.000
lineItemTotal:	600.000
requestedShipDate:	2022-11-21 09:41:41
requestedInHandsDate:	2022-11-23 09:41:41
Program:	
name:	QAYMI
endCustomerSalesOrder:	025233671
productId:	ST4592
customerProductId:	D020-7433
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4592NVY
customerSupplied:	No
description:	Navy/Ronan Refillable7" X 9.5" Journal C

locationLinkId:	1
Quantity:	
value:	50
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	8
locationName:	Deboss
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	U OF M /INFO AND TECH SERVICES
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
lineNumber:	2
description:	Navy Wood/Silver/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: NAVY WOOD/SILVER
lineType:	New
Quantity:	
value:	50
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.800
lineItemTotal:	90.000
requestedShipDate:	2022-11-21 09:41:41
requestedInHandsDate:	2022-11-23 09:41:41
Program:	
name:	QAYMI
endCustomerSalesOrder:	025233671
productId:	EC122
customerProductId:	W095-7433
lineItemGroupId:	2
Parts:	
partGroup:	1
partId:	00EC1220NVY
customerSupplied:	No
description:	Navy Wood/Silver/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: NAVY WOOD/SILVER

Quantity:
value: 50
uom: EA
Configuration:
preProductionProof: No

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