
Purchase Order:	7103276	Order Date:	2022-11-18
Total Amount:	7,490.70	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:

required: Yes
type: Email
email: nicole.ayers@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: NICOLE AYERS
address1: 1520 Albany Place SE
city: Orange City
region: IA
postalCode: 51041
country: US
email: nicole.ayers@staples.com
phone: 7127370996

Contact Type: Sales
attentionTo: LIZZIE MASKE
address1: 665 WEST NORTH AVE, SUITE 200
city: LOMBARD
region: IL
postalCode: 60148
country: US

phone: 3194313900

Order Shipments:

ContactDetails:

attentionTo: OC KIT SHOP Q202211022
companyName: SPP-OC KIT SHOP
addressLines: 1520 ALBANY PL SE
Q202211022
city: ORANGE CITY
state: IA
postalCode: 510419678
country: US
email: SPP-OCKitShop@Staples.com
phone: 7127370549

ThirdPartyAccount:

accountNumber: A6843V
accountName: IBM ARIBA ORDERS - EDI

ContactDetails:

addressLines:
country: US
email: gecenia@us.ibm.com
phone: 9147656264

shipReferences: 7103276

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: UPS
service: GROUND

comments:

Ship via: UPS GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: A6843V
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**

Order Items:

lineNumber: 1
description: Smooth/plain/Magna Centre Sewn Notebook
lineType: Reference
Quantity:
 value: 2050
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 3.654
lineItemTotal: 7490.700
requestedShipDate: 2022-12-12 14:09:12
requestedInHandsDate: 2022-12-15 14:09:12
Program:
 name: IBMMN
endCustomerSalesOrder: 025302204
productId: SC306
customerProductId: D020-1514
lineItemGroupId: 1
Parts:
 partGroup: 1
 partId: 00SC3060SPLN
 customerSupplied: No
 description: Smooth/plain/Magna Centre Sewn Notebook
 locationLinkId: 1
Quantity:
 value: 2050

uom:	EA
Configuration:	
referenceNumber:	7024292
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	Front and Back Covers
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	511913 LETS CREATE OI.EPS
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	COOL GRAY 2
description:	FRONT AND BACK
color:	BACKGROUND
nameOrNumber:	282 NAVY LET'S
description:	ICONS
color:	CREATE
nameOrNumber:	2132 BLUE REBUS
description:	LOGO/LINE
color:	

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. ALL SHIPMENTS OVER 150 LBS MUST BE ARRANGED BY IBM'S SHIPPING PARTNER. PLEASE PROVIDE THE FOLLOWING DETAILS FOR PICK-UP ARRANGEMENTS TO BE MADE: PICKUP DATE AVAILABLE PICKUP ADDRESS PICKUP CONTACT NAME/PHONE/EMAIL IS THERE A DOCK? WHAT ARE THE DOCK HOURS? WEIGHT AND DIMENSIONS OF THE BOX AND/OR PALLETS TO BE SHIPPED WE MUST SHIP FULL PO QUANTITIES TO RICOH FOR FULFILLMENT. CANNOT SHORT SHIP. SPECIAL ORDER

salesChannel: