Purchase Order:	7157340	Order Date:	2023-01-03
Total Amount:	228.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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:	NELSON MILLER
address1:	7500 West 110th Street
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	nelson.miller@staples.com
phone:	9133194757

Order Shipments: ContactDetails:

ContactDetans.		
companyName:	STAPLES PROMOTIONAL PRODUCTS	
addressLines:	1520 ALBANY PLACE SE RECEIVING DOCK, DRIVEWAY #3	
city:	ORANGE CITY	
state:	IA	
postalCode:	510419678	
country:	US	
email:	GROUP-RECEIVINGLEADS@STAPLES.COM	
phone:	712-737-0528	
ThirdPartyAccount:		

accountNumber: accountName: ContactDetails: attentionTo: addressLines: city: state: postalCode: country: email: phone: shipReferences: packingListRequired: blindShip: allowConsolidation: FreightDetails: carrier: service:

comments:

211A1R STAPLES PROMOTIONAL PRODUCTS, A/P D

STAPLES PROMOTIONAL PRODUCTS, A/P D 7500 West 110th Street Overland Park KS 66210 US InvoicesSPP@Staples.com 913-319-3100 7157340 Yes No No

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GROUND

Under 501 lbs: Ship via: UPS GROUND-COMM-COLLECT Account#: 211A1R **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 classfied 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 'SPP LTL ROUTING MATRIX.xlsx' ---FREIGHT TERMS ARE 3RD PARTY BILL: Please see 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 the Bill of Lading!!

Order Items:		
lineNumber:		
description:		
lineType:		
Quantity:		
value:		
uom:		
ToleranceDetails:		

1

Rita Ballpoint Pen White Repeat

400 EA

tolerance: ExactOnly allowPartialShipments: No unitPrice: .540 lineItemTotal: 228.000 requestedShipDate: 2023-01-12 11:05:09 Program: name: **KEMPI** G1109 productId: customerProductId: 2003894150001 lineItemGroupingId: 1 Parts: partGroup: 1 partId: 00G11090WHT customerSupplied: No **Rita Ballpoint Pen White** description: locationLinkId: 1 Quantity: value: 400 EA uom: Configuration: referenceNumber: 6999901 referenceNumberType: PurchaseOrder preProductionProof: No Locations: locationLinkId: 1 locationId: locationName: Next to Clip Decorations: decorationId: decorationName: Screenprint/Silkscreen Artwork: Dimensions: geometry: Rectangle useMaxLocationDimensions: No height: .7500 width: .7500 Layers: colorSystem: Pms LayerOrStops: nameOrNumber: 485 description: Red color: Red nameOrNumber: 540 description: Navy

color:	Navy
nameOrNumber:	423
description:	GRAY
color:	GRAY
fileName:	Kemper Auto Com H 3sc.eps
artworkType:	ProductionReady
fileLocation:	Email
transportMechanism:	Email
Charges:	
chargeId:	920
chargeName:	Repeat Set Up Charge
description:	
chargeType:	Setup
unitPrice:	12.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
	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

Terms And Conditions:

salesChannel:

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. PROGRAM