Purchase Order:	7167228	Order Date:	2023-01-11
Total Amount:	702.00	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:
    companyName: LAURA THOMSON

companyName:	LAURA THOMSON
addressLines:	22118 ROBINS RD
city:	HOCKLEY
state:	TX
postalCode:	774478713
country:	US
phone:	0000000009

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:	7167228
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 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 '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 blue/Fabrizio Soft Cover Journal
lineType:	New
Quantity:	
value:	130
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	5.400
lineItemTotal:	702.000
requestedShipDate:	2023-02-03 10:47:14
requestedInHandsDate:	2023-02-08 10:47:14
Program:	
name:	SYSCO
endCustomerSalesOrder:	025622524
productId:	ST4171
customerProductId:	D020-2682
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4171NVY
customerSupplied:	No
description:	Navy blue/Fabrizio Soft Cover Journal

locationLinkId:	1
Quantity:	
value:	130
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	5
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	SYSCO
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes

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