
Purchase Order:	7181125	Order Date:	2023-01-23
Total Amount:	218.50	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:	OC
attentionTo:	DEION RHONE
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	deion.rhone@staples.com
phone:	9133194587

Contact Type:	Sales
attentionTo:	EILEEN MARTIN
address1:	3 LOVERS LANE
city:	MEDFORD
region:	NY
postalCode:	11763
country:	US
phone:	5168529108

Order Shipments:

ContactDetails:	
attentionTo:	DARLENE SANTELLI

companyName:	PHELPS HOSPITAL
addressLines:	701 N BROADWAY HUMAN RESOURCES - 777 BLDG 2ND
city:	TARRYTOWN
state:	NY
postalCode:	105911096
country:	US
email:	dsantelli@northwell.edu
phone:	9143292340
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:	7181125
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:	Assorted/Cynthia Ballpoint Pen
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.594
lineItemTotal:	218.500
requestedShipDate:	2023-02-01 14:28:48
requestedInHandsDate:	2023-02-06 14:28:48
Program:	
name:	NSLIJ
endCustomerSalesOrder:	025686893
productId:	G1249
customerProductId:	552344
lineItemGroupingId:	1
Parts:	
0:	
partGroup:	1
partId:	00G12490GRN
customerPartId:	

customerSupplied:
description: Green
Quantity: s
locationLinkId: 1
unitPrice:
extendedPrice:
1: s
2: s
3: s
4: s
5: s

Configuration:

preProductionProof: No

Locations:

locationLinkId: 1
locationId: 2
locationName: Beside Clip

Decorations:

decorationId: 1
decorationName: 4-Color Process

Artwork:

description: PHELPS MEMORIAL HOSPITAL
instructions: Pens must ship with black ink.

Dimensions:

geometry: Rectangle
useMaxLocationDimensions: No
height: .3120
width: 1.7500

Layers:

colorSystem: Other
LayerOrStops:
nameOrNumber: 4 Color Process
description: Four color process
color: 4 Color Process
fileName: Art
artworkType: ProductionReady

fileLocation: <https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/44928395-ced2-46f5-9d0e-ffd60e985943.eps>

transportMechanism: Url
fileName: Virtual
artworkType: VirtualProof

fileLocation: [https://designer.artifi.net/Designer/Services/GetP
reviewImage?websiteId=136&webApiClientKey=
5dd78a25-c22d-4ffe-a36e-
b803f90702af&customizedProductId=16536058
&angleId=314729&isThumbnail=False](https://designer.artifi.net/Designer/Services/GetP
reviewImage?websiteId=136&webApiClientKey=
5dd78a25-c22d-4ffe-a36e-
b803f90702af&customizedProductId=16536058
&angleId=314729&isThumbnail=False)

transportMechanism: Url

Charges:

chargeId: 2
chargeName: Miscellaneous Ch

description:
chargeType: Order

unitPrice: .100

extendedPrice:

Quantity:

value: 250

uom: EA

chargeId: 3
chargeName: Running Chg 1 AS

description:
chargeType: Order

unitPrice: .180

extendedPrice:

Quantity:

value: 250

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: SPPONE