

---

Purchase Order:	7226447	Order Date:	2023-02-28
Total Amount:	0.60	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:	JOSHUA ALTIER
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	joshua.altier@staples.com
phone:	7127371831

Contact Type:	Sales
attentionTo:	JENNY MATTY
address1:	1499 S. MAIN STREET, #95
city:	CAVE SPRINGS
region:	AR
postalCode:	72718
country:	US
phone:	4797994609

---

Order Shipments:

ContactDetails:	
attentionTo:	MARSHA HATFIELD

companyName: REGIONS  
addressLines: 1900 5TH AVE N FL 21  
city: BIRMINGHAM  
state: AL  
postalCode: 352032610  
country: US  
phone: 2057890262  
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: 7226447  
packingListRequired: Yes  
blindShip: Yes  
allowConsolidation: No  
FreightDetails:  
carrier: UPS  
service: GROUND  
Under 501 lbs: Ship via: UPS GROUND-RES-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:	Clear/Aqua Ballpoint Pen Item: AQUA BALLPOINT PEN Item Color: CLEAR
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.600
lineItemTotal:	.600
requestedShipDate:	2023-03-06 11:22:12
requestedInHandsDate:	2023-03-09 11:22:12
Program:	
name:	REGNS
endCustomerSalesOrder:	025892866
productId:	EC112
customerProductId:	W030-3563
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00EC1120CLR
customerSupplied:	No
description:	Clear/Aqua Ballpoint Pen Item: AQUA BALLPOINT PEN Item Color: CLEAR
Quantity:	
value:	1
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:	SAMPLE