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Purchase Order:	7253448	Order Date:	2023-03-21
Total Amount:	2,135.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:  
required: Yes  
type: Email  
email: alison.altier@staples.com  
lineItemGroupingId: 1

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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: SL  
attentionTo: ALISON ALTIER  
address1: 8610 Page Ave, Suite A  
city: St. Louis  
region: MO  
postalCode: 63114  
country: US  
email: alison.altier@staples.com  
phone: 9133194504

Contact Type: Sales  
attentionTo: CHELSEA HORAN  
address1: 49 PULIDO COURT  
city: DANVILLE  
region: CA  
postalCode: 94526  
country: US

phone: 2064659051

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Order Shipments:

ContactDetails:

attentionTo: ATTN: JOCELYN QUATTLEBAUM  
companyName: NOVA MARKETING  
addressLines: 11434 MOOG DR  
NM20230152  
city: SAINT LOUIS  
state: MO  
postalCode: 631463528  
country: US  
phone: 4044080940

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: 7253448

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!!

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Order Items:

lineNumber:	1
description:	Aqua Ballpoint Pen
lineType:	New
Quantity:	
value:	3500
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.600
lineItemTotal:	2100.000
requestedShipDate:	2023-04-05 15:29:48
requestedInHandsDate:	2023-04-07 15:29:48
Program:	
name:	QCHEL
endCustomerSalesOrder:	026013652
productId:	EC112
customerProductId:	W030-11063
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00EC1120RED
customerSupplied:	No
description:	Aqua Ballpoint Pen

locationLinkId:	1
Quantity:	
value:	3500
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Barrel - Centered
Decorations:	
decorationId:	
decorationName:	Printing/Pad Print
Artwork:	
description:	PROTECTION PLAN ART
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	35.000
extendedPrice:	
Quantity:	
value:	1
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:

SPECIAL ORDER