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Purchase Order:	7336275	Order Date:	2023-05-24
Total Amount:	172.50	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:  
required: Yes  
type: Email  
email: aimee.nieroda@staples.com  
lineItemGroupId: 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: AIMEE NIERODA  
address1: 8610 Page Ave, Suite A  
city: St. Louis  
region: MO  
postalCode: 63114  
country: US  
email: aimee.nieroda@staples.com  
phone: 3145067525

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

phone: 5168529108

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Order Shipments:

ContactDetails:

attentionTo: YULIYA BUSLOVICH  
companyName: LENOX HILL HOSPITAL  
addressLines: 130 E 77TH ST  
PO #1523023176  
city: NEW YORK  
state: NY  
postalCode: 100751851  
country: US  
email: YBuslovich@northwell.edu  
phone: 2124343691

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: 7336275

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:	Blue/Cynthia Ballpoint Pen
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.594
lineItemTotal:	148.500
requestedShipDate:	2023-06-02 09:42:36
requestedInHandsDate:	2023-06-06 09:42:36
Program:	
name:	NSLIJ
endCustomerSalesOrder:	026418955
productId:	G1249
customerProductId:	W030-8155
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G12490BLU
customerSupplied:	No
description:	Blue/Cynthia Ballpoint Pen

locationLinkId:	1
Quantity:	
value:	250
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	2
locationName:	BESIDE CLIP
Decorations:	
decorationId:	1
decorationName:	Four Color Process
Artwork:	
description:	NWH Lenox Hill HOSPITAL
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
fileName:	Lenox Hill Hospital
artworkType:	ProductionReady
fileLocation:	<a href="https://tinyurl.com/3jyebaac">https://tinyurl.com/3jyebaac</a>
transportMechanism:	Url
Charges:	
chargeId:	50
chargeName:	Four Color Process Set Up Charge
description:	
chargeType:	Setup
unitPrice:	24.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA

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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