
Purchase Order:	7336808	Order Date:	2023-05-24
Total Amount:	3,363.60	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: nicole.ayers@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: NICOLE AYERS
address1: 1520 Albany Place SE
city: Orange City
region: IA
postalCode: 51041
country: US
email: nicole.ayers@staples.com
phone: 7127370996

Contact Type: Sales
attentionTo: LIZZIE MASKE
address1: 665 WEST NORTH AVE, SUITE 200
city: LOMBARD
region: IL
postalCode: 60148
country: US

phone: 3194313900

Order Shipments:

ContactDetails:

attentionTo: JAY DEVEREUX ANAMARIA ROJAS
companyName: RICOH
addressLines: 6300 DIAGONAL HWY
BUILDING 5 / QUANTUM ITEMS
city: BOULDER
state: CO
postalCode: 803019270
country: US
phone: 3146923144

ThirdPartyAccount:

accountNumber: 505146220
accountName: IBM ARIBA ORDERS - EDI

ContactDetails:

addressLines:
country: US
email: anamaria@ibm.com
phone: 5555555555

shipReferences: 7336808

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX
service: GROUND

comments:

Ship via: FEDEX GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: 505146220
**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*** !! CUST PO # must be entered in
FIRST Reference Field or on Bill of Lading !! **IF
ORDER IS LARGE ENOUGH TO PALLETIZE,
CONTACT FREIGHTROUTING@STAPLES.COM
FOR INSTRUCTIONS**

Order Items:
lineNumber: 1
description: Smooth/dotted/Magna Centre Sewn Notebook
lineType: New
Quantity:
 value: 300
 uom: PK
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 10.962
lineItemTotal: 3288.600
requestedShipDate: 2023-06-14 13:45:59
requestedInHandsDate: 2023-06-20 13:45:59
Program:
 name: IBMMN
endCustomerSalesOrder: 026421416
productId: SC306
customerProductId: D020-8060
lineItemGroupId: 1
Parts:
 partGroup: 1
 partId: 00SC3060SDOT
 customerSupplied: No
 description: Smooth/dotted/Magna Centre Sewn Notebook
 locationLinkId: 1
 Quantity:
 value: 300
 uom: EA
Configuration:
 preProductionProof: No
Locations:
 locationLinkId: 1
 locationId: 12
 locationName: Front and Back Covers
Decorations:
 decorationId: 1
 decorationName: Four Color Process
 Artwork:
 description: IBM QUANTUM
Dimensions:
 geometry: Other
 useMaxLocationDimensions: Yes

Charges:

chargeId:	821
chargeName:	Packaging Per Item Charge
description:	
chargeType:	Run
unitPrice:	.250
extendedPrice:	
Quantity:	
value:	300
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