Purchase Order:	7344500	Order Date:	2023-05-31
Total Amount:	828.00	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:	SL
attentionTo:	KAJAS MARKUS
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	kajas.markus@staples.com

Contact Type:	Sales
attentionTo:	ANGELIC ROMAN
address1:	2260 NORTH POINT #5
city:	SAN FRANCISCO
region:	CA
postalCode:	94123
country:	US
phone:	5103279490

Order Shipments:
ContactDetails:

attentionTo:	GISELLE ANDRADE
companyName:	FIGMA OFFICE

addressLines:	760 MARKET ST FL 10
city:	SAN FRANCISCO
state:	CA
postalCode:	941022300
country:	US
phone:	5555555555
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:	7344500
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 classfied 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: Natural/Eco Notebook 48 sheet
lineType: Reference
Quantity:
    value: 300
    uom: EA
ToleranceDetails:
    tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 2.760
lineItemTotal: 828.000
requestedShipDate: 2023-06-08 10:03:23
requestedInHandsDate: 2023-06-13 10:03:23
Program:
    name: FIGMA
endCustomerSalesOrder: 026462648
productId: EC3021
customerProductId: D020-14629
lineItemGroupingId: 1
Parts:
    partGroup: 1
    partId: 00EC3021NAT
    customerSupplied: No
    description: Natural/Eco Notebook 48 sheet
    locationLinkId: 1
    Quantity:
        value: 300
        uom: EA
Configuration:
  referenceNumber: 6556327
  referenceNumberType: PurchaseOrder
  preProductionProof: No
  Locations:
  locationLinkId: 1
  locationId:
  locationName: Center
  Decorations:
  decorationId:
  decorationName: Screenprint/Silkscreen
   Artwork:
  description: FIGMA
  Layers:
  colorSystem: Other

LayerOrStops:

nameOrNumber:	BLACK
description:	LOGO
color:	BLACK
fileName:	figma
artworkType:	
fileLocation:	Email
transportMechanism:	Email

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