
Purchase Order:	7445153	Order Date:	2023-08-25
Total Amount:	2,724.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Order Contacts:

Contact Type:	Bill
Account Name:	STAPLES PROMOTIONAL PRODUCTS
attentionTo:	STAPLES PROMOTIONAL PRODUCTS
address1:	10851 Mastin St, Ste 220
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:	DENISE KING
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	Denise.King@Staples.com
phone:	3146923116

Order Shipments:

ContactDetails:

companyName:	DIVERSITY PRESS
addressLines:	4050 W 10TH ST
city:	INDIANAPOLIS
state:	IN
postalCode:	46222
country:	US
email:	FC.SHIPPING@PRIORITYGROUP.COM
phone:	317-957-0936
ThirdPartyAccount:	
accountNumber:	211A1R

accountName:	STAPLES PROMOTIONAL PRODUCTS
ContactDetails:	
attentionTo:	STAPLES PROMOTIONAL PRODUCTS
addressLines:	10851 Mastin St, Ste 220
city:	Overland Park
state:	KS
postalCode:	66210
country:	US
email:	InvoicesSPP@Staples.com
phone:	913-319-3100
shipReferences:	7445153
packingListRequired:	Yes
blindShip:	No
allowConsolidation:	No
FreightDetails:	
carrier:	UPS
service:	GROUND
	Under 501 lbs: Ship via: UPS GROUND- COMM-3rd Party Bill SPP Account#: 211A1R **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 'SPP LTL ROUTING MATRIX.xlsx' ---FREIGHT TERMS ARE 3RD PARTY BILL: Please see 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 the Bill of Lading!!
comments:	

Order Items:	
lineNumber:	1
description:	Neoskin Soft Cover Journal White
lineType:	Repeat
Quantity:	
value:	500
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly

allowPartialShipments:	No
unitPrice:	4.650
lineItemTotal:	2724.000
requestedShipDate:	2023-09-05 09:49:41
Program:	
name:	CIGNA-EVERNORTH
productId:	ST4158
customerProductId:	2004406760001
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4158WHT
customerSupplied:	No
description:	Neoskin Soft Cover Journal White
locationLinkId:	1
Quantity:	
value:	500
uom:	EA
Configuration:	
referenceNumber:	7237250
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	Centered front between edge and elastic
Decorations:	
decorationId:	1
decorationName:	Silk Screened
Artwork:	
instructions:	Decoration Dimensions: 2.5" W
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	5473
description:	Green
color:	Green
fileName:	Evernorth HS 5473 sc.eps
artworkType:	ProductionReady
fileLocation:	Email
transportMechanism:	Email
Charges:	
chargeId:	940
chargeName:	Screenprint Run Charge

description:
chargeType: Run
unitPrice: .690
extendedPrice:
Quantity:
value: 500
uom: EA
chargeId: 950
chargeName: Screenprint Set Up
description:
chargeType: Setup
unitPrice: 54.000
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:

PROGRAM