
Purchase Order:	7460886	Order Date:	2023-09-08
Total Amount:	3,375.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: nicole.ayers@staples.com
lineItemGroupId: 1

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: 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: SHERI QUINN
address1: 3 NATIONWIDE PLAZA 3-11-101
city: COLUMBUS
region: OH
postalCode: 43215
country: US

phone: 6142180775

Order Shipments:

ContactDetails:

attentionTo: FIORELLA PEDRAGLIO
companyName: KIRKLAND & ELLIS
addressLines: 601 LEXINGTON AVE FL 35
city: NEW YORK
state: NY
postalCode: 100224643
country: US
phone: 3128623137

ThirdPartyAccount:

accountNumber: 060623317
accountName: KIRKLAND AND ELLIS

ContactDetails:

addressLines:
country: US
email: mmunnich@kirkland.com
phone: 3128623137

shipReferences: 219892-0-0

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX
service: GROUND

comments:

Ship via: FEDEX GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: 060623317
**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:	Black/Donald Hard Cover Journal
lineType:	Reference
Quantity:	
value:	500
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	3375.000
requestedShipDate:	2023-09-25 13:26:54
requestedInHandsDate:	2023-09-26 13:26:54
Program:	
name:	KIRKE
endCustomerSalesOrder:	027015260
productId:	ST4177
customerProductId:	D020-14282
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00ST4177BLK
customerSupplied:	No
description:	Black/Donald Hard Cover Journal
locationLinkId:	1
Quantity:	
value:	500
uom:	EA
Configuration:	
referenceNumber:	7162143
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Front
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	KIRKLAND & ELLIS PRO BONO
Dimensions:	
geometry:	Other

useMaxLocationDimensions:

Yes

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