
Purchase Order:	7488198	Order Date:	2023-09-29
Total Amount:	29.76	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:	KC
attentionTo:	AUTUMN NORRINGTON
address1:	10851 Mastin St, Ste 220
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	autumn.norrington@staples.com
phone:	3146923189

Contact Type:	Sales
attentionTo:	LAURIE BOYD
address1:	25 ISLAND ROCK
city:	PLYMOUNT
region:	MA
postalCode:	02360
country:	US
phone:	6173044645

Order Shipments:

ContactDetails:	
attentionTo:	TRACEY TEBROW

companyName:	MASS GENERAL BRIGHAM
addressLines:	399 REVOLUTION DR STE 200
city:	SOMERVILLE
state:	MA
postalCode:	021451491
country:	US
email:	Laurie.Boyd@Staples.com
phone:	5555555555
ThirdPartyAccount:	
accountNumber:	79V822
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:	7488198
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!!

Order Items:

lineNumber:	1
description:	Dark Blue/GlacioPen/Stylus Item: GLACIOPEN/STYLUS Item Color: DARK BLUE
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.380
lineItemTotal:	1.380
requestedShipDate:	2023-10-04 15:50:24
requestedInHandsDate:	2023-10-05 15:50:24
Program:	
name:	PARTN
endCustomerSalesOrder:	027135978
productId:	I138
customerProductId:	W020-11972
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00I13800DBL
customerSupplied:	No

description:	Dark Blue/GlacioPen/Stylus Item: GLACIOPEN/STYLUS Item Color: DARK BLUE
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	2
description:	White/GlacioPen/Stylus Item: GLACIOPEN/STYLUS Item Color: WHITE
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.380
lineItemTotal:	1.380
requestedShipDate:	2023-10-04 15:50:24
requestedInHandsDate:	2023-10-05 15:50:24
Program:	
name:	PARTN
endCustomerSalesOrder:	027135978
productId:	I138
customerProductId:	W020-11972
lineItemGroupingId:	2
Parts:	
partGroup:	1
partId:	00I13800WHT
customerSupplied:	No
description:	White/GlacioPen/Stylus Item: GLACIOPEN/STYLUS Item Color: WHITE
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	3
description:	Dark Blue/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: DARK BLUE
lineType:	New
Quantity:	
value:	1

uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	6.750
requestedShipDate:	2023-10-04 15:50:24
requestedInHandsDate:	2023-10-05 15:50:24
Program:	
name:	PARTN
endCustomerSalesOrder:	027135978
productId:	ST4143
customerProductId:	D030-11972
lineItemGroupId:	3
Parts:	
partGroup:	1
partId:	00ST4143DBL
customerSupplied:	No
description:	Dark Blue/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: DARK BLUE
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	4
description:	Navy blue/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: NAVY BLUE
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	6.750
requestedShipDate:	2023-10-04 15:50:24
requestedInHandsDate:	2023-10-05 15:50:24
Program:	
name:	PARTN
endCustomerSalesOrder:	027135978
productId:	ST4143

customerProductId:	D030-11972
lineItemGroupingId:	4
Parts:	
partGroup:	1
partId:	00ST4143NVY
customerSupplied:	No
description:	Navy blue/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: NAVY BLUE
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	5
description:	White/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: WHITE
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	6.750
requestedShipDate:	2023-10-04 15:50:24
requestedInHandsDate:	2023-10-05 15:50:24
Program:	
name:	PARTN
endCustomerSalesOrder:	027135978
productId:	ST4143
customerProductId:	D030-11972
lineItemGroupingId:	5
Parts:	
partGroup:	1
partId:	00ST4143WHT
customerSupplied:	No
description:	White/Neoskin Hard Cover Journal Item: NEOSKIN HARD COVER JOURNAL Item Color: WHITE
Quantity:	
value:	1
uom:	EA

Configuration:
preProductionProof: No
lineNumber: 6
description: Silver/Neoskin Hard Cover Journal Item:
NEOSKIN HARD COVER JOURNAL Item Color:
SILVER
lineType: New
Quantity:
value: 1
uom: EA
ToleranceDetails:
tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 6.750
lineItemTotal: 6.750
requestedShipDate: 2023-10-04 15:50:24
requestedInHandsDate: 2023-10-05 15:50:24
Program:
name: PARTN
endCustomerSalesOrder: 027135978
productId: ST4143
customerProductId: D030-11972
lineItemGroupId: 6
Parts:
partGroup: 1
partId: 00ST4143SLV
customerSupplied: No
description: Silver/Neoskin Hard Cover Journal Item:
NEOSKIN HARD COVER JOURNAL Item Color:
SILVER
Quantity:
value: 1
uom: EA
Configuration:
preProductionProof: No

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:

SAMPLE