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Purchase Order:	7507510	Order Date:	2023-10-16
Total Amount:	8.41	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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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:	ZOE HAAS
address1:	10851 Mastin St, Ste 220
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	zoe.haas@staples.com
phone:	9133194622

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

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Order Shipments:

ContactDetails:	
companyName:	LAURIE BOYD

addressLines:	25 ISLAND ROCK
city:	PLYMOUTH
state:	MA
postalCode:	023606363
country:	US
email:	Laurie.Boyd@Staples.com
phone:	5085284484
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:	7507510
packingListRequired:	Yes
blindShip:	Yes
allowConsolidation:	No
FreightDetails:	
carrier:	UPS
service:	GROUND
	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!!
comments:	

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Order Items:  
lineNumber: 1  
description: Natural/Kane ballpoint pen Item: KANE  
BALLPOINT PEN Item Color: NATURAL  
lineType: New  
Quantity:  
    value: 1  
    uom: EA  
ToleranceDetails:  
    tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: .474  
lineItemTotal: .474  
requestedShipDate: 2023-10-20 10:16:28  
requestedInHandsDate: 2023-10-25 10:16:28  
Program:  
    name: PARTN  
endCustomerSalesOrder: 027238856  
productId: EC1010  
customerProductId: W030-11972  
lineItemGroupId: 1  
Parts:  
    partGroup: 1  
    partId: 00EC1010NAT  
    customerSupplied: No  
    description: Natural/Kane ballpoint pen Item: KANE  
    BALLPOINT PEN Item Color: NATURAL  
    Quantity:  
        value: 1  
        uom: EA  
Configuration:  
    preProductionProof: No  
lineNumber: 2  
description: Natural/Cork Ballpoint Pen Item: CORK  
BALLPOINT PEN Item Color: NATURAL  
lineType: New  
Quantity:  
    value: 1  
    uom: EA  
ToleranceDetails:  
    tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: 1.000

lineItemTotal:	1.000
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856
productId:	EC146
customerProductId:	W095-11972
lineItemGroupId:	2
Parts:	
partGroup:	1
partId:	00EC1460NAT
customerSupplied:	No
description:	Natural/Cork Ballpoint Pen Item: CORK BALLPOINT PEN Item Color: NATURAL
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	3
description:	Natural/Ali Bamboo Ballpoint Pen Item: ALI BAMBOO BALLPOINT PEN Item Color: NATURAL
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.000
lineItemTotal:	1.000
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856
productId:	EC131
customerProductId:	W020-11972
lineItemGroupId:	3
Parts:	
partGroup:	1
partId:	00EC1310NAT
customerSupplied:	No

description:	Natural/Ali Bamboo Ballpoint Pen Item: ALI BAMBOO BALLPOINT PEN Item Color: NATURAL
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	4
description:	Dark Blue/Ecologist Paper Pen Item: ECOLOGIST PAPER PEN Item Color: DARK BLUE
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.540
lineItemTotal:	.540
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856
productId:	EC1090
customerProductId:	W030-11972
lineItemGroupingId:	4
Parts:	
partGroup:	1
partId:	00EC1090DBL
customerSupplied:	No
description:	Dark Blue/Ecologist Paper Pen Item: ECOLOGIST PAPER PEN Item Color: DARK BLUE
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	5
description:	Black Wood/Silver Clip/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: BLACK WOOD/SILVER CLIP
lineType:	New
Quantity:	

value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.800
lineItemTotal:	1.800
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856
productId:	EC122
customerProductId:	W095-11972
lineItemGroupId:	5
Parts:	
partGroup:	1
partId:	00EC122BKSV
customerSupplied:	No
description:	Black Wood/Silver Clip/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: BLACK WOOD/SILVER CLIP
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	6
description:	Charcoal Gray Wood/Silver/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: CHARCOAL GRAY WOOD/SILVER
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.800
lineItemTotal:	1.800
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856

productId:	EC122
customerProductId:	W095-11972
lineItemGroupingId:	6
Parts:	
partGroup:	1
partId:	00EC1220GRY
customerSupplied:	No
description:	Charcoal Gray Wood/Silver/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: CHARCOAL GRAY WOOD/SILVER
Quantity:	
value:	1
uom:	EA
Configuration:	
preProductionProof:	No
lineNumber:	7
description:	Natural Wood/Black Trim/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: NATURAL WOOD/BLACK TRIM
lineType:	New
Quantity:	
value:	1
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.800
lineItemTotal:	1.800
requestedShipDate:	2023-10-20 10:16:28
requestedInHandsDate:	2023-10-25 10:16:28
Program:	
name:	PARTN
endCustomerSalesOrder:	027238856
productId:	EC122
customerProductId:	W095-11972
lineItemGroupingId:	7
Parts:	
partGroup:	1
partId:	00EC1220BLK
customerSupplied:	No
description:	Natural Wood/Black Trim/Asia Bamboo Pen Item: ASIA BAMBOO PEN Item Color: NATURAL WOOD/BLACK TRIM
Quantity:	
value:	1

uom: EA  
Configuration:  
preProductionProof: No

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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