Purchase Order: 7548447 Order Date: 2023-11-15

Total Amount: 360.00 Currency: USD Is Rush Order: No Payment Terms: NET45

Digital Proof Request:

required: Yes type: Email

email: Joani.Wardle@Staples.com

lineItemGroupingId: 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: KC

attentionTo: JOANI WARDLE

address1: 10851 Mastin St, Ste 220

city: Overland Park

region: KS
postalCode: 66210
country: US

email: Joani.Wardle@Staples.com

phone: 9133194690

Contact Type: Sales

attentionTo: SUSAN TROTTERE address1: 47 WELLS ROAD city: GREENLAWN

region: NY postalCode: 11740 country: US

phone: 6319878171

Order Shipments:

ContactDetails:

companyName: VANESSA BEDNARZ

addressLines: 3316 9TH ST

VANESSA BEDNARZ

city: LUBBOCK

state: TX

postalCode: 794099827

country: US

email: vanessa.bednarz@basf.com

phone: 0000000009

Third Party Account:

accountNumber: 79V822

accountName: STAPLES PROMOTIONAL PRODUCTS

Contact Details:

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: 7548447

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 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:

comments:

lineNumber: 1

description: Black/Donald Hard Cover Journal Combo

lineType: New

Quantity:

value: 50 uom: EA

ToleranceDetails:

tolerance: ExactOnly

allowPartialShipments:

unitPrice:

7.200
lineItemTotal:

360.000

requestedShipDate: 2023-12-04 16:27:10 requestedInHandsDate: 2023-12-07 16:27:10

Program:

name: BASF

endCustomerSalesOrder: 027440251 productId: ST4361 customerProductId: D030-1394

lineItemGroupingId: 1

Parts:

partGroup: 1

partId: 00ST4361BLK

customerSupplied: No

description: Black/Donald Hard Cover Journal Combo

Quantity:     value:     uom:     EA  Configuration:     preProductionProof:     No     Locations:     locationLinkId:     locationId:     locationName:     Decorations:     decorationId:     decorationName:     Deboss     Artwork:     description:     Dimensions:     geometry:     useMaxLocationDimensions:  Please include a copy of the Packing order. Please follow all instructions deviations are acceptable unless expaproved. Do not show your comparany information going to the recipie include any manufacturer literature unless expressly requested. Partial not authorized without prior approverserve the right to cancel all or in I shipments not shipped within time so	4	1
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	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.  SPECIAL ORDER	