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Purchase Order:	7568201	Order Date:	2023-12-04
Total Amount:	295.20	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:

required:	Yes
type:	Email
email:	casey.peters@staples.com
lineItemGroupingId:	1

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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:	CASEY PETERS
address1:	10851 Mastin St, Ste 220
city:	Overland Park
region:	KS
postalCode:	66210
country:	US
email:	casey.peters@staples.com
phone:	9133193100

Contact Type:	Sales
attentionTo:	KELSEY EVANS
address1:	7500 WEST 110TH ST
city:	OVERLAND PARK
region:	KS
postalCode:	66210
country:	US

phone: 9132065654

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Order Shipments:

ContactDetails:

attentionTo: MATT HODGES  
companyName: JE DUNN CONSTRUCTION  
addressLines: 1001 LOCUST ST  
city: KANSAS CITY  
state: MO  
postalCode: 641061904  
country: US  
email: hailey.george@jedunn.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: 7568201

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!!

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Order Items:

lineNumber:	1
description:	Black/Neoskin Hard Cover Journal
lineType:	New
Quantity:	
value:	32
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	216.000
requestedShipDate:	2023-12-19 10:04:45
requestedInHandsDate:	2023-12-26 10:04:45
Program:	
name:	JEDUN
endCustomerSalesOrder:	027540556
productId:	ST4143
customerProductId:	D030-8423
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143BLK
customerSupplied:	No
description:	Black/Neoskin Hard Cover Journal

locationLinkId:	1
Quantity:	
value:	32
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	JE Dunn Const S bw.eps
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	2.4720
width:	4.7500
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	DEBOSS
description:	LOGO
color:	DEBOSS
fileName:	79c14b51-d5b4-4436-a22e-a2860bfeea44.eps
artworkType:	ProductionReady
fileLocation:	<a href="https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/79c14b51-d5b4-4436-a22e-a2860bfeea44.eps">https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/79c14b51-d5b4-4436-a22e-a2860bfeea44.eps</a>
transportMechanism:	Url
Charges:	
chargeId:	310
chargeName:	Debossing / Embossing Set-Up Charge
description:	
chargeType:	Setup
unitPrice:	60.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	330

chargeName:	Debossing / Embossing Run Charge
description:	
chargeType:	Run
unitPrice:	.600
extendedPrice:	
Quantity:	
value:	32
uom:	EA

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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