
Purchase Order:	7584064	Order Date:	2023-12-14
Total Amount:	142.50	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: Francie.Braida@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: FRANCIE BRAIDA
address1: 10851 Mastin St, Ste 220
city: Overland Park
region: KS
postalCode: 66210
country: US
email: Francie.Braida@Staples.com
phone: 4198612075

Contact Type: Sales
attentionTo: CRAIG OMINSKI
address1: 1406 TEXAS AVE SOUTH
city: ST LOUIS PARK
region: MN
postalCode: 55426
country: US

Order Shipments:

ContactDetails:

companyName: KAYLI JO BECK
addressLines: 9325 TARVER DR
SUITE A102 LOCATION TX8611000
city: TEMPLE
state: TX
postalCode: 765026161
country: US
phone: 0000000009

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: 7584064

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:	White/Viva Highlighter Pen
lineType:	New
Quantity:	
value:	250
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.570
lineItemTotal:	142.500
requestedShipDate:	2023-12-26 07:37:42
requestedInHandsDate:	2024-01-02 07:37:42
Program:	
name:	UNOPT
endCustomerSalesOrder:	027614465
productId:	G1215
customerProductId:	W015-17189
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G12150WHT
customerSupplied:	No
description:	White/Viva Highlighter Pen

locationLinkId:	1
Quantity:	
value:	250
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Side of Barrel
Decorations:	
decorationId:	
decorationName:	4 Color Process
Artwork:	
description:	Landmark + PHONE #
instructions:	* ok to print logo in 4CP - match green PMS 361 just as closely as possible * please add this phone # below logo: 254-218-3295
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	361
description:	LOGO
color:	GREEN
fileName:	Art
artworkType:	ProductionReady
fileLocation:	https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/195ee336-b312-430b-bc78-1920227cb342.eps
transportMechanism:	Url

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