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Purchase Order:	7591402	Order Date:	2023-12-19
Total Amount:	485.64	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:

required:	Yes
type:	Email
email:	tonya.burden@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:	SL
attentionTo:	TONYA BURDEN
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	tonya.burden@staples.com
phone:	3146923100

Contact Type:	Sales
attentionTo:	NICOLE CAPULLI
address1:	7500 W 110TH ST
city:	OVERLAND PARK
region:	KS
postalCode:	66210
country:	US

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Order Shipments:

ContactDetails:

attentionTo: JILLIAN SMITH  
companyName: TAKEDA  
addressLines: 300 SHIRE WAY  
city: LEXINGTON  
state: MA  
postalCode: 024212101  
country: US  
email: Jillian.Smith@Takeda.com  
phone: 7815186839

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: 7591402

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:	Silver/Neoskin Hard Cover Journal
lineType:	New
Quantity:	
value:	60
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	405.000
requestedShipDate:	2024-01-04 10:10:06
requestedInHandsDate:	2024-01-08 10:10:06
Program:	
name:	GBTAK
endCustomerSalesOrder:	027649830
productId:	ST4143
customerProductId:	D030-12916
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143SLV
customerSupplied:	No
description:	Silver/Neoskin Hard Cover Journal

locationLinkId:	1
Quantity:	
value:	60
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	CENTERED FRONT TOP BETWEEN EDGE AND ELASTIC
Decorations:	
decorationId:	
decorationName:	Laser Engraving
Artwork:	
description:	Takeda 1clr bw.eps
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.9720
width:	3.0000
fileName:	29386761-2583-40a3-b137-37f290ac415c.eps
artworkType:	ProductionReady
fileLocation:	<a href="https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/29386761-2583-40a3-b137-37f290ac415c.eps">https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/29386761-2583-40a3-b137-37f290ac415c.eps</a>
transportMechanism:	Url
Charges:	
chargeId:	610
chargeName:	Laser Engrave Set Up Charge
description:	
chargeType:	Setup
unitPrice:	42.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	640
chargeName:	Laser Engrave Run Chrg-Dec Loc x Qty
description:	
chargeType:	Run
unitPrice:	.594
extendedPrice:	

Quantity:  
value: 60  
uom: EA  
chargeId: 890  
chargeName: Polybag Charge  
description:  
chargeType: Run  
unitPrice: .050  
extendedPrice:  
Quantity:  
value: 60  
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