
Purchase Order:	7639049	Order Date:	2024-02-07
Total Amount:	1,144.68	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: nancy.barnes@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: NANCY BARNES
address1: 10851 Mastin St, Ste 220
city: Overland Park
region: KS
postalCode: 66210
country: US
email: nancy.barnes@staples.com
phone: 9133194862

Contact Type: Sales
attentionTo: KRISTI KOSZYK
address1: 3740 E. HARRISON ST
city: GILBERT
region: AZ
postalCode: 85295
country: US

phone: 9099730390

Order Shipments:

ContactDetails:

attentionTo: MARISSA MCMURRAY
companyName: HATCH
addressLines: 375 N SHORE DR FL 5
city: PITTSBURGH
state: PA
postalCode: 152125866
country: US
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: 7639049

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/Bruno Ballpoint Pen
lineType:	New
Quantity:	
value:	100
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	1.614
lineItemTotal:	217.400
requestedShipDate:	2024-02-22 10:17:26
requestedInHandsDate:	2024-02-27 10:17:26
Program:	
name:	HATAC
endCustomerSalesOrder:	027857954
productId:	G3001
customerProductId:	W020-12641
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00G30010WHT
customerSupplied:	No
description:	White/Bruno Ballpoint Pen

locationLinkId:	1
Quantity:	
value:	100
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	3
locationName:	ENLARGED AREA SIDE OF BARREL
Decorations:	
decorationId:	1
decorationName:	Laser Engraving
Artwork:	
description:	Hatch sc.eps
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.2630
width:	1.7500
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	7417
description:	IMPRINT
color:	ORANGE
fileName:	7124c1bb-bcd7-4408-87b1-cce93bdef5c7.eps
artworkType:	ProductionReady
fileLocation:	https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/7124c1bb-bcd7-4408-87b1-cce93bdef5c7.eps
transportMechanism:	Url
Charges:	
chargeId:	670
chargeName:	Less Than Min, PerOrder, P/P=No
description:	
chargeType:	Order
unitPrice:	36.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	923

chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.280
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	16.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	3
chargeName:	PROCESSING FEE
description:	
chargeType:	Order
unitPrice:	56.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
lineNumber:	6
description:	Silver/Neoskin Hard Cover Journal
lineType:	Repeat
Quantity:	
value:	100
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	675.000
requestedShipDate:	2024-02-22 10:17:26
requestedInHandsDate:	2024-02-27 10:17:26
Program:	
name:	HATAC
endCustomerSalesOrder:	027857954
productId:	ST4143
customerProductId:	D020-12641

lineItemGroupId:	6
Parts:	
partGroup:	1
partId:	00ST4143SLV
customerSupplied:	No
description:	Silver/Neoskin Hard Cover Journal
locationLinkId:	s
Quantity:	
value:	100
uom:	EA
Configuration:	
referenceNumber:	6691945
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	Top Left Corner
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	PLUS GRID
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
locationLinkId:	2
locationId:	
locationName:	Bottom Right Corner
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	HATCH
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
locationLinkId:	3
locationId:	23
locationName:	CENTERED ON BACK
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	

description:	POSITIVE CHANGE SYMBOL
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
Charges:	
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.680
extendedPrice:	
Quantity:	
value:	100
uom:	EA
chargeId:	923
chargeName:	Run Charge
description:	
chargeType:	Run
unitPrice:	.680
extendedPrice:	
Quantity:	
value:	100
uom:	EA
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	32.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA

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