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Purchase Order:	7640119	Order Date:	2024-02-08
Total Amount:	2,774.25	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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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:	OC
attentionTo:	DEION RHONE
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	deion.rhone@staples.com
phone:	9133194587

Contact Type:	Sales
attentionTo:	EILEEN MARTIN
address1:	3 LOVERS LANE
city:	MEDFORD
region:	NY
postalCode:	11763
country:	US
phone:	5168529108

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Order Shipments:

ContactDetails:	
attentionTo:	SAMANTHA YOCUS

companyName:	LENOX HILL HUMAN RECOURSES
addressLines:	122 E 76TH ST STE 5A
city:	NEW YORK
state:	NY
postalCode:	100212834
country:	US
email:	Syocus@northwell.edu
phone:	3473412452
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:	7640119
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:	Blue/Neoskin Soft Cover Journal
lineType:	New
Quantity:	
value:	517
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	4.650
lineItemTotal:	2774.250
requestedShipDate:	2024-02-19 08:53:38
requestedInHandsDate:	2024-02-22 08:53:38
Program:	
name:	NORTHSHORELIJ
endCustomerSalesOrder:	027865153
productId:	ST4158
customerProductId:	642613
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4158DBL
customerSupplied:	No
description:	Blue/Neoskin Soft Cover Journal

locationLinkId:	1
Quantity:	
value:	517
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	12
locationName:	Centered front between edge and elastic
Decorations:	
decorationId:	1
decorationName:	Debossed
Artwork:	
description:	NSLIJ-LENOX HILL HOSPITAL
instructions:	Special Placement: Bottom Center
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	1.2280
width:	3.0000
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	White
description:	White
color:	White
fileName:	NWH Lenox Hill HR bw.eps
artworkType:	ProductionReady
fileLocation:	<a href="https://designer.artifi.net/Designer/services/GetColorizedVector?accesstoken=sL9XK0sIXGKLMqRor81cyuJG2%2fBGuB%2blCCFp2j9Qzw75jwLris6uNQvFUZWchvRAI5FCimwDrQO4YKw4UqBxF1LYSHYID3EuFC1%2f13X3VftyIw0Dg9YBixRkhJDO6cHK1cEkC2uixs%2f1ASO4RA5axVrGJdu%2fouEfkY2rsHs56cVADJ6ZwPsWcSxqB2Ks4v56HF59sEMzLjIVuzpNYekOYyvaRYnMxi8u4Gu2GqHVMVUbO6Y%2fUfBh6B%2bx0mPjCHxEdAy5GxoTcU1dDOihIEvS33OBtodqKpM%2fLmNdSWuhJEHHobIxWDCF1%2bqnrmsG%2bftGY6JR1ozmZ8EAKs1bLM%2bgXqTb2HE8YATZ9nozeLHrTRqeiXGUF46rAOhbzo8Aqa7Fhlg%2bpmEbJtPEx9cBnkGvB5hm1hw%2bkWC4zk%2bqigIpTY%3d">https://designer.artifi.net/Designer/services/GetColorizedVector?accesstoken=sL9XK0sIXGKLMqRor81cyuJG2%2fBGuB%2blCCFp2j9Qzw75jwLris6uNQvFUZWchvRAI5FCimwDrQO4YKw4UqBxF1LYSHYID3EuFC1%2f13X3VftyIw0Dg9YBixRkhJDO6cHK1cEkC2uixs%2f1ASO4RA5axVrGJdu%2fouEfkY2rsHs56cVADJ6ZwPsWcSxqB2Ks4v56HF59sEMzLjIVuzpNYekOYyvaRYnMxi8u4Gu2GqHVMVUbO6Y%2fUfBh6B%2bx0mPjCHxEdAy5GxoTcU1dDOihIEvS33OBtodqKpM%2fLmNdSWuhJEHHobIxWDCF1%2bqnrmsG%2bftGY6JR1ozmZ8EAKs1bLM%2bgXqTb2HE8YATZ9nozeLHrTRqeiXGUF46rAOhbzo8Aqa7Fhlg%2bpmEbJtPEx9cBnkGvB5hm1hw%2bkWC4zk%2bqigIpTY%3d</a>
transportMechanism:	Url
fileName:	Virtual
artworkType:	VirtualProof

fileLocation: [https://designer.artifi.net/Designer/Services/GetP  
reviewImage?websiteId=136&webApiClientKey=  
5dd78a25-c22d-4ffe-a36e-  
b803f90702af&customizedProductId=23188176  
&angleId=271262&isThumbnail=False](https://designer.artifi.net/Designer/Services/GetP<br/>reviewImage?websiteId=136&webApiClientKey=<br/>5dd78a25-c22d-4ffe-a36e-<br/>b803f90702af&customizedProductId=23188176<br/>&angleId=271262&isThumbnail=False)

transportMechanism: Url

Charges:

chargeId: 2  
chargeName: Running Chg 1 AS

description:  
chargeType: Order  
unitPrice: .600

extendedPrice:

Quantity:  
value: 517

uom: EA

chargeId: 3  
chargeName: Setup Charge AS

description:  
chargeType: Order  
unitPrice: 60.000

extendedPrice:

Quantity:  
value: 1

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: SPPONE