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Purchase Order:	7641215	Order Date:	2024-02-09
Total Amount:	7,688.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:  
required: Yes  
type: Email  
email: teresa.brooks@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: TERESA BROOKS  
address1: 10851 Mastin St, Ste 220  
city: Overland Park  
region: KS  
postalCode: 66210  
country: US  
email: teresa.brooks@staples.com  
phone: 9133194433

Contact Type: Sales  
attentionTo: KELLI WILLIAMSON  
address1: 326 WESTCOAT CT  
city: MOUNTAIN VIEW  
region: CA  
postalCode: 94043  
country: US

phone: 9492850895

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Order Shipments:

ContactDetails:

attentionTo: LIZ CROOKS  
companyName: FIG STREET MARKETING GRP  
addressLines: 2670 EASTERN VALLEY RD  
city: LEEDS  
state: AL  
postalCode: 350943730  
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: 7641215

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:	Grey/get up & get going
lineType:	Reference
Quantity:	
value:	288
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	26.250
lineItemTotal:	7560.000
requestedShipDate:	2024-03-01 08:08:05
requestedInHandsDate:	2024-03-06 08:08:05
Program:	
name:	HPI
endCustomerSalesOrder:	027870649
productId:	GF791
customerProductId:	P010-8557
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00GF7910GRY
customerSupplied:	No
description:	Grey/get up & get going

locationLinkId:	1
Quantity:	
value:	288
uom:	EA
Configuration:	
referenceNumber:	7520319
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	Centered
Decorations:	
decorationId:	1
decorationName:	Laser Engraving
Artwork:	
description:	HP WORFORCE SOLUTIONS
instructions:	Decorating all items, including box
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes
fileName:	Art
artworkType:	ProductionReady
fileLocation:	Link: <a href="https://binated.com/bi/yy9q49">HTTPS://BINATED.COM/BI/YY9Q49</a>
transportMechanism:	Url
Charges:	
chargeId:	980
chargeName:	Set Up Charge
description:	
chargeType:	Setup
unitPrice:	64.000
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:

SPECIAL ORDER