
Purchase Order:	7661919	Order Date:	2024-02-29
Total Amount:	3,779.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:

required:	Yes
type:	Email
email:	Jessica.Canady@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:	OC
attentionTo:	JESSICA CANADY
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	Jessica.Canady@Staples.com
phone:	7127370909

Contact Type:	Sales
attentionTo:	SIMONE SHAUGHNESSY
address1:	3561 GAVOTA AVENUE
city:	SAN JOSE
region:	CA
postalCode:	95124
country:	US

phone: 4085335950

Order Shipments:

ContactDetails:

attentionTo: JAMIE PRESSLEY
companyName: WELLS FARGO -DUC
addressLines: 12301 VANCE DAVIS DR FL 01
SHIPMENT: #0007006930
city: CHARLOTTE
state: NC
postalCode: 282697699
country: US
phone: 9999999999

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: 7661919

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:	Black/Neoskin Hard Cover Journal
lineType:	Repeat
Quantity:	
value:	500
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	6.750
lineItemTotal:	3375.000
requestedShipDate:	2024-03-15 09:14:04
requestedInHandsDate:	2024-03-21 09:14:04
Program:	
name:	WLFG
endCustomerSalesOrder:	027960943
productId:	ST4143
customerProductId:	D020-7619
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4143BLK
customerSupplied:	No
description:	Black/Neoskin Hard Cover Journal

locationLinkId:	1
Quantity:	
value:	500
uom:	EA
Configuration:	
referenceNumber:	7344906
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	BOTTOM LEFT CORNER OF POUCH
Decorations:	
decorationId:	
decorationName:	Screenprint/Silkscreen
Artwork:	
description:	SIGNIFY
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.3020
width:	3.0000
Layers:	
colorSystem:	Pms
LayerOrStops:	
nameOrNumber:	SEE
description:	ORDER
color:	REPEAT
fileName:	d35bcfa1-0812-41c3-971c-c2e5815c7daa.eps
artworkType:	
fileLocation:	Email
transportMechanism:	Email
Charges:	
chargeId:	310
chargeName:	Debossing / Embossing Set-Up Charge
description:	
chargeType:	Setup
unitPrice:	64.000
extendedPrice:	
Quantity:	
value:	1
uom:	EA
chargeId:	330
chargeName:	Debossing / Embossing Run Charge

description:
chargeType: Run
unitPrice: .680
extendedPrice:
Quantity:
value: 500
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