
Purchase Order:	7679715	Order Date:	2024-03-18
Total Amount:	314.51	Currency:	USD
Is Rush Order:	Yes	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: chelsea.martinez@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:	SL
attentionTo:	CHELSEA MARTINEZ
address1:	8610 Page Ave, Suite A
city:	St. Louis
region:	MO
postalCode:	63114
country:	US
email:	chelsea.martinez@staples.com

Contact Type:	Sales
attentionTo:	GINA RINEY
address1:	645 SIMMONS AVE
city:	ST LOUIS
region:	MO
postalCode:	63122
country:	US
phone:	3145181969

Order Shipments:

ContactDetails:

attentionTo: ATTN: SUSIE KYFF
companyName: EMERSON
addressLines: 2500 PARK AVE W
city: ONTARIO
state: OH
postalCode: 449061235
country: US
phone: 4195284047

ThirdPartyAccount:

accountNumber: 473376300
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: 7679715

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX
service: PRIORITY OVRNT

comments:

Under 501 lbs: Ship via: FEDEX PRIORITY
OVRNT-COMM-3rd Party Bill SPP Account#:
473376300 **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: Silver/Neoskin soft cover journal
lineType: Reference
Quantity:
 value: 47
 uom: EA
ToleranceDetails:
 tolerance: ExactOnly
allowPartialShipments: No
unitPrice: 4.650
lineItemTotal: 218.550
requestedShipDate: 2024-03-22 06:58:40
requestedInHandsDate: 2024-03-25 06:58:40
Program:
 name: EMERS
endCustomerSalesOrder: 028037708
productId: ST4158
customerProductId: D020-16784
lineItemGroupingId: 1
Parts:
 partGroup: 1
 partId: 00ST4158SLV
 customerSupplied: No
 description: Silver/Neoskin soft cover journal

locationLinkId:	s
Quantity:	
value:	47
uom:	EA
Configuration:	
referenceNumber:	7404425
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	
locationName:	CENTERED ON FRONT
Decorations:	
decorationId:	
decorationName:	Four Color Process
Artwork:	
description:	Lets Go blue 4c.eps
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	3.0000
width:	2.9860
fileName:	e2597e08-9848-4fe1-8757-7a234e1c0e86.eps
artworkType:	ProductionReady
fileLocation:	https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/e2597e08-9848-4fe1-8757-7a234e1c0e86.eps
transportMechanism:	Url
locationLinkId:	2
locationId:	
locationName:	CENTER FRONT BOTTOM
Decorations:	
decorationId:	
decorationName:	Deboss
Artwork:	
description:	859203 Emerson hdt.eps
instructions:	PLEASE USE SAME EMERSON LOGO AS PO# 7404425
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.4160
width:	1.0000

fileName: 92d3ee0c-2cf9-4249-bc8f-45b95ed3264d.eps
artworkType: ProductionReady
fileLocation: https://images.artifi.net/UserImages/a4acc0fc-bc09-4928-892d-ed55e399d5c4/533a7dbc-b48d-4892-b02d-5bdf651d331a/Cliparts/Vector/92d3ee0c-2cf9-4249-bc8f-45b95ed3264d.eps
transportMechanism: Url

Charges:

chargeId: 923
chargeName: Run Charge
description:
chargeType: Run
unitPrice: .680
extendedPrice:
Quantity:
value: 47
uom: EA
chargeId: 980
chargeName: Set Up Charge
description:
chargeType: Setup
unitPrice: 64.000
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