

---

Purchase Order:	7691637	Order Date:	2024-03-27
Total Amount:	176.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

---

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:	AMY STADEL
address1:	12570 N. BEACON COURT
city:	PLATTE CITY
region:	MO
postalCode:	64079
country:	US
phone:	9133194673

---

Order Shipments:

ContactDetails:	
attentionTo:	MEGAN PINDER

companyName:	HEARTFIELDS ASSISTED LIVING AT
addressLines:	700 PORT ST
city:	EASTON
state:	MD
postalCode:	216018184
country:	US
email:	deion.rhone@staples.com
phone:	4108204400
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:	7691637
packingListRequired:	Yes
blindShip:	Yes
allowConsolidation:	No
FreightDetails:	
carrier:	FEDEX
service:	GROUND-RES

comments:

Under 501 lbs: Ship via: FEDEX GROUND-  
RES-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:	Orange/Maida 3-in-1 ballpoint pen/highligh
lineType:	New
Quantity:	
value:	200
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	.720
lineItemTotal:	176.000
requestedShipDate:	2024-04-05 13:28:11
requestedInHandsDate:	2024-04-08 13:28:11
Program:	
name:	FIVESTAR
endCustomerSalesOrder:	028087394
productId:	I119
customerProductId:	565535
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00I11900ORG
customerSupplied:	No
description:	Orange/Maida 3-in-1 ballpoint pen/highligh

locationLinkId:	1
Quantity:	
value:	200
uom:	EA
Configuration:	
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	Barrel
Decorations:	
decorationId:	1
decorationName:	Silk Screened
Artwork:	
description:	FSSL-FIVE STAR SENIOR LIVING
Dimensions:	
geometry:	Rectangle
useMaxLocationDimensions:	No
height:	.3270
width:	1.5000
Layers:	
colorSystem:	Other
LayerOrStops:	
nameOrNumber:	Black
description:	Black
color:	Black
fileName:	Five Star SL H bw.eps
artworkType:	ProductionReady
fileLocation:	<a href="https://designer.artifi.net/Designer/services/GetColorizedVector?accesstoken=sL9XK0sIXGKLMqRor81cyuJG2%2fBGuB%2blCCFp2j9Qzw75jwLris6uNQvFUZWchvRAI5FCimwDrQO4YKw4UqBxF1LYSHYID3EuFC1%2fi3X3VftyIw0Dg9YBixRkhJDO6cHK1cEkC2uixs%2f1ASO4RA5axVrGJdu%2fouEfky2rsHs56cVADlJ6ZwPsWcSxqB2Ks4v5yBBP9gPffCui%2b%2fixIIgosCDJiIcoo5CVpvrKsqreIZCcaZc77gJAt16uQO0ncGW7kGO4TYFwHC8KqGB%2fApMaxDeZYNFnd5iAW2bjSCiEPj%2bV2MIHPjH1fKaCvxz8tcjH6FCCF15Tjt5rGpBypfFBFhbxSms7rzH3jhS4tWM98eChMfF8mGq%2fXbzOS2Vszdc8Li7sRVYKAVaIBEJQrRqXvj9rQaJhL801ZcKnF5mlHuw%3d">https://designer.artifi.net/Designer/services/GetColorizedVector?accesstoken=sL9XK0sIXGKLMqRor81cyuJG2%2fBGuB%2blCCFp2j9Qzw75jwLris6uNQvFUZWchvRAI5FCimwDrQO4YKw4UqBxF1LYSHYID3EuFC1%2fi3X3VftyIw0Dg9YBixRkhJDO6cHK1cEkC2uixs%2f1ASO4RA5axVrGJdu%2fouEfky2rsHs56cVADlJ6ZwPsWcSxqB2Ks4v5yBBP9gPffCui%2b%2fixIIgosCDJiIcoo5CVpvrKsqreIZCcaZc77gJAt16uQO0ncGW7kGO4TYFwHC8KqGB%2fApMaxDeZYNFnd5iAW2bjSCiEPj%2bV2MIHPjH1fKaCvxz8tcjH6FCCF15Tjt5rGpBypfFBFhbxSms7rzH3jhS4tWM98eChMfF8mGq%2fXbzOS2Vszdc8Li7sRVYKAVaIBEJQrRqXvj9rQaJhL801ZcKnF5mlHuw%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=24068520  
&angleId=320232&isThumbnail=False](https://designer.artifi.net/Designer/Services/GetP<br/>reviewImage?websiteId=136&webApiClientKey=<br/>5dd78a25-c22d-4ffe-a36e-<br/>b803f90702af&customizedProductId=24068520<br/>&angleId=320232&isThumbnail=False)

transportMechanism: Url

Charges:

chargeId:	2
chargeName:	Screen Chg WB
description:	
chargeType:	Order
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: SPPONE