
Purchase Order:	7717566	Order Date:	2024-04-17
Total Amount:	399.00	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:	AUTUMN RATH
address1:	1520 Albany Place SE
city:	Orange City
region:	IA
postalCode:	51041
country:	US
email:	Autumn.Rath@staples.com
phone:	9133194452

Contact Type:	Sales
attentionTo:	CRAIG OMINSKI
address1:	1406 TEXAS AVE SOUTH
city:	ST LOUIS PARK
region:	MN
postalCode:	55426
country:	US

Order Shipments:

ContactDetails:

attentionTo:	TAMMIE SAND-BENSON
companyName:	SOURCEWELL

addressLines: 202 12TH ST NE
city: STAPLES
state: MN
postalCode: 564792438
country: US
email: Autumn.Rath@staples.com
phone: 2188954187
ThirdPartyAccount:
accountNumber: 39A7A5
accountName: SOURCEWELL
ContactDetails:
addressLines:
country: US
email: Tammie.Sand-Benson@sourcewell-mn.gov
phone: 2185415107
shipReferences: 7717566
packingListRequired: Yes
blindShip: Yes
allowConsolidation: No
FreightDetails:
carrier: UPS
service: GROUND
Ship via: UPS GROUND-COMM-3rd party
CLIENT ACCT BILL Account#: 39A7A5
**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*** !! CUST PO # must be entered in
FIRST Reference Field or on Bill of Lading !! **IF
ORDER IS LARGE ENOUGH TO PALLETIZE,
CONTACT FREIGHTROUTING@STAPLES.COM
FOR INSTRUCTIONS**

Order Items:
lineNumber: 1
description: Black/Spiral eco notebook Item: ECO SPIRAL
BOUND NOTEBOOK Item Color: BLACK
lineType: New
Quantity:

value:	100
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	3.990
lineItemTotal:	399.000
requestedShipDate:	2024-04-30 10:21:11
requestedInHandsDate:	2024-05-03 10:21:11
Program:	
name:	NJPA
endCustomerSalesOrder:	028195146
productId:	EC3090
customerProductId:	D020-9932
lineItemGroupId:	1
Parts:	
partGroup:	1
partId:	00EC3090BLK
customerSupplied:	No
description:	Black/Spiral eco notebook Item: ECO SPIRAL BOUND NOTEBOOK Item Color: BLACK
Quantity:	
value:	100
uom:	EA
Configuration:	
preProductionProof:	No

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