

STAPLES PROMOTIONAL PRODUCTS, CANADA

Purchase Order:	7979695	Order Date:	2024-12-12
Total Amount:	1,143.75	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

Digital Proof Request:
required: Yes
type: Email
email: corinne.lakey@staples.com
lineItemGroupId: 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: KC
attentionTo: CORINNE LAKEY
address1: 10851 Mastin St, Ste 220
city: Overland Park
region: KS
postalCode: 66210
country: US
email: corinne.lakey@staples.com
phone: 9133194417

Contact Type: Sales
attentionTo: DONNA ARMSTRONG
address1: 3970 CLAY STREET
city: SAN FRANCISCO
region: CA
postalCode: 94118

country: US
phone: 4156093644

Order Shipments:

ContactDetails:

attentionTo: BRIANA OYLER
companyName: USOPC
addressLines: 1 OLYMPIC PLZ
city: COLORADO SPGS
state: CO
postalCode: 809095780
country: US
email: corinne.lakey@staples.com
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: 7979695

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/Donald refillable junior portfolio
lineType:	Reference
Quantity:	
value:	125
uom:	EA
ToleranceDetails:	
tolerance:	ExactOnly
allowPartialShipments:	No
unitPrice:	9.150
lineItemTotal:	1143.750
requestedShipDate:	2024-12-24 14:27:05
requestedInHandsDate:	2024-12-30 14:27:05
Program:	
name:	USOC
endCustomerSalesOrder:	029504138
productId:	ST4233
customerProductId:	D030-4940
lineItemGroupingId:	1
Parts:	
partGroup:	1
partId:	00ST4233BLK
customerSupplied:	No
description:	Black/Donald refillable junior portfolio

locationLinkId:	1
Quantity:	
value:	125
uom:	EA
Configuration:	
referenceNumber:	7502071
referenceNumberType:	PurchaseOrder
preProductionProof:	No
Locations:	
locationLinkId:	1
locationId:	1
locationName:	Centered Left Of Flap On Bottom
Decorations:	
decorationId:	1
decorationName:	Deboss
Artwork:	
description:	TEAM USA AC
Dimensions:	
geometry:	Other
useMaxLocationDimensions:	Yes

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