

## STAPLES PROMOTIONAL PRODUCTS, CANADA

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Purchase Order:	8015133	Order Date:	2025-01-29
Total Amount:	243.00	Currency:	USD
Is Rush Order:	No	Payment Terms:	NET45

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Digital Proof Request:  
required: Yes  
type: Email  
email: alison.altier@staples.com  
lineItemGroupId: 1

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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: ALISON ALTIER  
address1: 8610 Page Ave, Suite A  
city: St. Louis  
region: MO  
postalCode: 63114  
country: US  
email: alison.altier@staples.com  
phone: 9133194504

Contact Type: Sales  
attentionTo: KIM DUFFY  
address1: 305 HIDDEN HOLLOW DR  
address2: #319, BOX 2637  
city: JACKSON  
region: WT

postalCode: 83001  
country: US  
phone: 4089741834

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Order Shipments:

ContactDetails:

attentionTo: SCOTT MORRIS  
companyName: TORERO STORE  
addressLines: 5998 ALCALA PARK  
city: SAN DIEGO  
state: CA  
postalCode: 921108001  
country: US  
email: alison.altier@staples.com  
phone: 6192604552

ThirdPartyAccount:

accountNumber: 095109403  
accountName: APPLE CORP PREPAID

ContactDetails:

addressLines: 5998 ALCALA PARK  
city: SAN DIEGO  
state: CA  
postalCode: 921108001  
country: US  
email: scottmorris@sandiego.edu  
phone: 6192604552

shipReferences: 8015133

packingListRequired: Yes

blindShip: Yes

allowConsolidation: No

FreightDetails:

carrier: FEDEX  
service: PRIORITY OVRNT

comments:

Ship via: FEDEX PRIORITY OVRNT-COMM-3rd party CLIENT ACCT BILL Account#: 095109403  
\*\*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\*\*

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Order Items:

lineNumber: 1  
description: White/Willow ballpoint pen  
lineType: Reference  
Quantity:  
    value: 150  
    uom: EA  
ToleranceDetails:  
    tolerance: ExactOnly  
allowPartialShipments: No  
unitPrice: 1.620  
lineItemTotal: 243.000  
requestedShipDate: 2025-02-10 11:39:40  
requestedInHandsDate: 2025-02-11 11:39:40  
Program:  
    name: APPLE  
endCustomerSalesOrder: 029711137  
productId: G3106  
customerProductId: W020-3632  
lineItemGroupingId: 1  
Parts:  
    partGroup: 1  
    partId: 00G31060WHT  
    customerSupplied: No  
    description: White/Willow ballpoint pen  
    locationLinkId: 1  
Quantity:  
    value: 150

uom: EA  
Configuration:  
referenceNumber: 7036176  
referenceNumberType: PurchaseOrder  
preProductionProof: No  
Locations:  
locationLinkId: 1  
locationId: 2  
locationName: Opposite Clip Center  
Decorations:  
decorationId: 1  
decorationName: Laser Engraving  
Artwork:  
description: .25" APPLE LOGO  
Dimensions:  
geometry: Rectangle  
useMaxLocationDimensions: No  
height: .2500  
width: .1940

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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