



Change Order

Date: 9/30/2020

To: Paul Engleman
The UPS Store 3798

From: Michael Cress

Change order #: 25304co1

Your PO #:

Your job #:

Project name: Orono School Directory 2020-2021

Change: Sheets in collated book blocks have variable sizes both head to foot and spine to face, so had to switch from auto punch to hand punch

Price: \$1.23 x 350 = \$430.50

Note:

Please review and sign to acknowledge receipt, or issue an updated purchase order.