



Change Order

Date: 4/6/2022
To: Renee Glad
Focus 33, Inc.
From: Krista Kolstad
Change order #: 31410co1
Your PO #: 1475
Your job #: 02486:01
Project name: Workshop Journals

Change: Covers arrived flat, we need to back fold before punching binding holes

Price: \$0.10 x 750 = \$75.00

Note: Please see additional charge for us to back fold the covers

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

Binding Fulfillment Finishing