



# ENPOINTE<sup>SM</sup>

## Purchase Order

### CORPORATE OFFICE

6845 Winnetka Circle, Brooklyn Park, MN 55428  
 m. 763.535.7277 **alwaysevenpointe.com**

152498

ENPOINTE

**Ac No :** 1925  
**Vendor :** Bindery Inc.  
 8201 Brooklyn Blvd.  
 Suite 1500  
 Brooklyn Park, MN 55445  
 Tel No :763-201-2800  
 Fax : 763-201-2790

**Order Date** 2/8/2023  
**Due Date** 2/20/2023  
**Ordered By** MarkD

**Ship To :** ENPOINTE BP  
 6845 Winnetka Circle  
 Brooklyn Park, MN 55428-1537

**Reference**  
**Ship Attention**

**Ship Via :**

# 10-15249

#	Job #	Item / Quote	Quantity	Item Description	Unit Price	Per	Due dt.	Gross Amt	Tax
1	319443	22 ANDERSON CORP 68961- AR COLLECTION BOOK OS Description=cut covers perfect bind books using (PUR GLUE) 3-side trim to 9" x 12" (12" bind edge) bulk pack in cartonsDetails=QUOTE: Q68961 1/12/23			10.5000	1	2/20/23	231.00	0.00
		NET: 20 + 2 SAMPLES ENPOINTE TO FURNISH 1 cover-wraparound for perfect binder on 100# dull cover with soft touch laminate on outsid 200 sheets on 80# dull text Books are furnished collated 1-up with slipsheets between books Sheets are oversized with 1/8" to 1-9/16"for us to trim Covers laid out for a perfect bound book allowing an 1/8" overhang from untrimmed book block at head and foot, are furnished separate on press sheets for us to trim Cover stock should have grain running parallel to spine to help prevent cracking UV and varnish coating knocked out of spine/side glue area of inside cover, and side glue area of first and last pages Price: \$10.50 per book Prices include cartons							
		***** NEED 2/20 AM***** MATERIAL TO THE BINDERY BY 2/16 .....OUT 2/20 AM.....							
		THANKS {GL:05-01-01-1460}->Expense: {GL:05-01-60-5500}							

**Instructions and Conditions**

- 1: Return Acknowledgement promptly upon receipt of order & Invoice Promptly.
- 2: Place Order Number on all packages, bills of lading and invoices.
- 3: Seller warrants goods shipped produced in accordance with applicable provisions fair labor standards act.
- 4: No charge for packing or crating accepted unless perviously agreed on.

<b>Sub Total</b>	<b>\$231.00</b>
<b>Total Discount</b>	<b>\$0.00</b>
<b>Total Tax</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$231.00</b>

Authorized By: \_\_\_\_\_

Approved By : \_\_\_\_\_



**CORPORATE OFFICE**

6845 Winnetka Circle, Brooklyn Park, MN 55428  
m. 763.535.7277 [alwaysevenpointe.com](http://alwaysevenpointe.com)

**Purchase Order**

**152498**

**ENPOINTE**

**SHIPPING REQUIRMENTS!**

The following guidelines apply to ENPOINTE vendors that ship materials/product to an ENPOINTE plant or drop ship to another Subcontractor, ENPOINTE Designated Warehouse or Customer location.

**SHIPMENT TO PLANT LOCATION**

ENPOINTE  
6905 Winnetka Circle  
Brooklyn Park, MN 55428

ENPOINTE  
1280 Energy Park Drive  
St. Paul, MN 55108

Normal receiving hours: M-F from 7:00 a.m. to 4:00 p.m.

1. Vendor/Subcontractor must supply a detailed packing list, affixed to the top carton of the first pallet on a shipment, or on one carton of a non-palletized shipment.
2. Purchase order number should be included in packing list.

Inbound shipments in excess of 12 pallets should be scheduled with the receiving department. For delivery appointment in Brooklyn Park, call 763-535-7277, Ext. 5522, for the warehouse  
Ext. 5285 for 6845 Production  
In St. Paul, call 651-632-9243  
M-F between 7:00 a.m. and 4:00 p.m. CST.

**DROP SHIPMENT FROM VENDOR, INCLUDING SUBCONTRACTOR, TO OTHER DISTINATION**

1. If Vendor is shipping to subsequent Subcontractor, ENPOINTE Designated Warehouse or Customer, an email with packing list must be sent to [packslips@alwaysevenpointe.com](mailto:packslips@alwaysevenpointe.com).
2. Purchase order number should be included in packing list.

**Any deviation from this process could delay payment of invoice.**