

**THE JOHN ROBERTS COMPANY**

9687 East River Rd NW

Minneapolis, MN 55433

(763) 755-5500

(763) 754-4455

**Purchase Order****PO Req Number:****PO Number: 162635**

PO Date: 08/17/23

Date Required: 08/17/23

Confirming: No

Requested By: bl

Authorized By: Crystal

Printed: 08/17/23 13:59

**Supplier:** 1052

Bindery, Inc., The

8201 Brooklyn Blvd

Suite 1500

Brooklyn Park MN 55445

**Ship To:**

The John Roberts Company

9687 East River Road

Minneapolis MN 55433

US

Phone: (763)-755-5500

**Contact:****Main Phone:** 763-201-2800**Fax:** 763-201-2790

Attention:

**Important: The correct Purchase Order Number must appear on the invoice and correspondence.**

Internal Notes:

Quantity Ordered	Quantity Received	Item Number	Item Description	GL-Acct	Unit Cost	U/M	Amount
365			<b>Spiral Binding</b>		1.920	Each	700.80

4470

Deluxe Corporation - 1027

Job: 450823

Expected: 08/17/23

Date Last Receipt:

18 Column Disbursement Journal 200016144

**Special Instructions:**

The Bindery Estimate: Q71558

JR to provide: Approx.

110 sheets of covers - sheets are 28 x 40 18pt C1S board

4 on each: FC and BC

Approx. 425 printed, perfed and remoist applied to page 1 sheets -

1 on each: LF 1/2 and 3/4 and 6 on of the common sheet

Approx. 2,200 printed, perfed common page sheets - 8 on - on 28 x 40 50# offset

NOTE: Page 1 has remoist along the face edge and (1) vertical perf

Page 3/4 has no perf - all of the remaining pages are perfed - horizontally

Previous sample Deluxe skids

The Bindery to:

Trim and collate, punch and bind with double wire o binding -

Black along the 8-1/2" edge

Pagination: FC, Page 1/2, Page 3/4, Page 5/6 (common) 46 sheets, BC

Carton best way to avoid scratching - MUST HAVE 40 TO A CARTON -

Use Deluxe skids

Please keep (5) samples separated and clearly marked as samples. Included in PO qty.

return to JR with the remainder of the job

**PO Total:**

700.80