

Purchase Order



POS Professional Office Services, Inc.
P.O. Box 450
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
425649	3/25/24	1

VENDOR: 97785
BINDERY, INC., THE
8201 BROOKLYN BLVD #1500
BROOKLYN PARK MN 55445

SHIP TO:
POS - MINNESOTA
2902 3RD ST S
WAITE PARK, MN 56387

ATTN:

NOTIFY:

User: CSTEARNES

LINE	QUANTITY	UM	ITEM	DESCRIPTION	COST
1.00	305	EA	BOOKS	BOOKS	3.27

DELIVERY DATE 4/17/24

H&H ARCHERY #2045601 - QTY 305 - DUE 4/17
QUOTE #Q73960 - PRODUCE PER PO REQUEST SHEET

PALMER TO PROVIDE +10% ADD'L FOR SPOILAGE

PO TOTAL

997.35

Purchase Order Request

Date of Request: 3/25/24

Contact Person: Ryan

Customer Name: H & H Archery

Customer #: 520728

Sales Order #: 2045601

Form ID #: 2206678

Job Description: H & H Catalog

Quantity: 300

Samples Requested: 5

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q73960

Price: 981.00

Date to Vendor: 4/10/24

Date Back From Vendor: 4/17/24

Vendor instructions:

Palmer to provide:

- Complete mock-up of the catalog.
- Covers - 2-up on 20 x 26 sheets (coming from Creative Laminating).
- (12) Folded signatures (11) 16 page and (1) 4 page

The Bindery to:

- Trim covers to 1-up
- Gather signatures
- Otabind catalogs. 180 pages + covers

*Palmer will arrange pick-up and delivery of the catalogs to the client.

Special instructions:

Estimate



theBindery
INNOVATIVE FINISHING SOLUTIONS

DATE: 3/22/2024
TO: Lisa Berg
Palmer Printing Company
FROM: Krista Kolstad
QUOTE: Q73960

8201 Brooklyn Blvd
Brooklyn Park, MN 55445
Phone: 763.201.2800
Receiving Dock Doors 31 - 36

Thank you for the opportunity to provide you with the following Estimate. Estimate valid for 90 days unless otherwise indicated..

Project: *H and H Archery Catalogs*

- cut covers
- gather signatures
- perfect bind books (Otabind)
- 3-side trim to 8-1/2" x 11" (11" bind edge)
- bulk pack in cartons

Quantity: 300 books all one version
In order to ensure making quantity, please provide 15% extra materials

You furnish: 1 cover-wraparound for perfect binder on 100# gloss cover 1.2 mil lam 1S
90 sheets on 60# offset

- Text is furnished as folded signatures (11-16pp, 1-4pp)
- Maximum head, foot and face trim is 1-9/16", minimum is 1/8"
- Folded sigs must have closed spine (no z-folds)
- Cover stock should have grain running parallel to spine to help prevent cracking
- Covers furnished on press sheets for us to trim
- Covers are laid out for a perfect bound book allowing an 1/8" overhang from raw sig size on the head and foot
- First and last page must be free of critical copy and UV or varnish coatings 7/16" + grind
- Inside front and back covers must be free of critical copy and UV or varnish coatings 7/16" + spine thickness + 7/16"
- UV and varnish coating knocked out of spine/side glue area of inside cover, and side glue area of first and last pages

Shipping: FOB our Brooklyn Park dock (doors 31-36). We can provide transportation if requested. Shipping charges would apply.

Price: \$3.27 per book

- **Prices include cartons**

It is our pleasure to serve you! Please review all specifications (paper caliper, sheet count, etc.) for accuracy and let us know if you need any additional information.

Your Bindery Team

Eric Feuerstein
763-201-2732

Scott Rooney
763-201-2704

Jane Stire
763-201-2735

Krista Kolstad
763-201-2715

Mike Cress
763-201-2725

Justine Carpenter
763-201-2740

Finish With Us!