

Purchase Order



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

| PO NUMBER | DATE | PAGE |
|-----------|---------|------|
| 425871 | 4/05/24 | 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 | 507 | EA | BOOKS | BOOKS | 1.15 |

DELIVERY DATE 4/18/24

INT WORK MN CS MARKETING #2048829- QTY 507
QUOTE #Q73950 - DUE 4/18 - PRODUCE PER PO REQUEST

PALMER TO INCLUDE +3% ADD'L FOR SPOILAGE

PO TOTAL

583.05

Purchase Order Request

Date of Request: 3/28/24

Contact Person: Steve Menk

Customer Name: Int Work-MN CS Marketing

Customer #: 521212

Sales Order #: 2048829

Form ID #: 2408621

Job Description: My Pattern Journal book

Quantity: 500

Samples Requested: 7

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q73950

Price: \$583.05

Date to Vendor: 4/15

Date Back From Vendor: 4/19/24
18

Vendor instructions:

PALMER TO SUPPLY:

507 + 3% spoilage each of the Front Covers, Back Covers and collated pages, all trimmed to final size of 5.5 x 8.5. Covers printed on 16pt C2S, pages printed on 70# white offset uncoated.

Proof.

12 boxes 11 7/8 x 8 3/4 x 12 (palmer # 3SG51150T)

Labels supplied by The Bindery.

INSTRUCTIONS:

Add covers to book blocks, punch, wire-O bind with WHITE wire on 8.5" edge.

Bulk carton in supplied boxes.

Need 500 + 7 samples packaged separately.

Special instructions:

Label cartons with this information...

Int Work - MN CS Marketing

Order #2048829

"My Pattern Journal" book

Qty. ____

All will ship back to Palmer/POS

Estimate



theBindery
INNOVATIVE FINISHING SOLUTIONS

DATE: 3/22/2024
TO: Lisa Berg
Palmer Printing Company
FROM: Krista Kolstad
QUOTE: Q73950

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:

- add covers
- punch holes for binding
- bind with a white wire loop (Wire-O) binding on the 8-1/2" edge
- bulk pack in cartons

Quantity:

see below

In order to ensure making quantity, please provide 3% extra materials

You furnish:

2 covers-2pp on 16pt C2S, 5-1/2 " x 8-1/2"
50 sheets on 80# offset, 5-1/2 " x 8-1/2"

- Books are furnished collated with covers separate, colored slipsheets between books, and trimmed to size
- Covers furnished trimmed to final size
- All materials are flat (ie no foldouts, perfs, reinforcing, tabs, etc)

Shipping:

would apply.

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

Price:

| | |
|-----------|-----------------|
| 500 books | \$1.15 per book |
| 750 | \$1.09 |
| 1,000 | \$1.06 |

- Prices do not include cartons.
- If you wish to have slipsheets between finished books please furnish them and add \$0.07 per book to the above pricing.

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!