

Date: 4/19/2024

## PURCHASE ORDER

76669TG

### VERSA PRESS, INC.

1465 Spring Bay Road  
East Peoria, IL 61611-9788  
Ph. 1-309-822-8272  
FAX 309-822-8141

Plant Location:  
Spring Bay Road/Route 26

(5 Mi. North of Junction of  
Route 26 & Route 116)

To: The Bindery

8309 Brooklyn Blvd

Brooklyn Park, MN 55445

Attn: Eric Feuerstein

QUANTITY	DESCRIPTION	UNIT PRICE
4000	Title: TUNISIAN CROCHET FOR BEGINNERS	0.32
5% Maximum Over Run	For: Rowman & Littlefield Publishing Group	
	- Follow enclosed specs	
5% Maximum Under Run	- 4000 Copies @ \$0.32 Each (Quote: Q74128o1)	
	- Ship per shipping instructions and carton label(s) enclosed with materials.	
	- Use 48" x 40", 4-Way - P-1 pallets	
	Send 2 sample books to Versa Press, Inc.	
	Ship Signatures & Covers: 05/16/24	
	The Bindery ship date : 06/03/24	
Job No: J24-53373		Total Price: \$1,280.00

ORDERED BY: Tamara Gilbert

RECEIVED : \_\_\_\_\_

**VERSA PRESS, INC.**

Rev. 8/24/21

DATE

04/19/24

DATE NEEDED

06/03/24

VENDOR

**THE BINDERY**

ATTENTION

**JUSTINE CARPENTER**

QUOTE NUMBER

**Q7412801**

VERSA PRESS CONTACT

**TAMARA GILBERT**

TITLE

**TUNISIAN CROCHET FOR BEGINNERS**

PUBLISHER

**ROWMAN & LITTLEFIELD**

RUN QUANTITY

**4,000**

TOTAL PAGES

**32**

TEXT TRIM SIZE

**8 1/2**
**X**

OBLONG

**NO**

NUMBER OF SIGNATURES

☐ 32's ☐ 24's ☒ 1 18's ☐ 16's ☒ 1 12's ☐ 8's ☐ 6's ☐ 4's ☒ 1 2's

HEAD TRIM

**5/8**

GUTTER TRIM

**1/4**

SEQUENCE OF SIGNATURES

**1-18, 1-2, 1-12**

TEXT STOCK

**80 # COATED MATTE**

PPI

**454**

COVER STOCK

**12 Pt. C1S MATTE Laminated**

MATERIALS PROVIDED AS:

☐ Book Blocks (Trimmed Three Sides) ☒ Folded Ungathered Signatures ☐ Flat sheets to fold at vendor

CASE COVER CLOTH

FINISH

SPINE OF 3 PIECE CASE

FINISH

☐ Printed cover ☐ Dust Jacket

CASE STAMPING

☐ Stamped sample case ☐ Foil Color(s) ☐ Foil Stamp Die ☐ Deboss Die ☐ PDF file provided by Versa

☐ Smythe Sewn ☐ Side Sewn ☐ Adhesive Bound ☐ PUR glue ☐ Shrink Wrap (Convenient Pkgs)

☐ Bindery Board (Caliper) ☐ Flat Back (With Board Spine) ☐ Shrink Wrap (Individually)

☐ 80# Matching End Sheets ☐ Reinforced End Sheet ☐ Shrink Wrap - Qty

☐ 80# Special End Sheets

☐ Head & Foot Bands

BINDING TYPE

☒ Perfect ☐ Otabind ☒ PUR glue ☐ Spiral Wire (Tin) ☐ Spiral Wire (Color) ☐ Double Wire-O (Color) ☐ GBC (color) ☐ Other

PACKING INSTRUCTIONS

☒ Cartons Supplied by Vendor

☐ Furnished cartons

SPECIAL CARTON INSTRUCTIONS

Special Instructions

## Estimate



**DATE:** 4/18/2024  
**TO:** Tamara Gilbert  
Versa Press, Inc.  
**FROM:** Justine Carpenter  
**QUOTE:** Q74128o1

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:** *Tunisian Crochet For Beginners*

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

**Quantity:** see below

In order to ensure making quantity, please provide 10% extra materials

**You furnish:** 1 cover-wraparound for perfect binder on 12pt C1S  
16 sheets on 80# matte text

- Text is furnished as folded signatures (1-18pp, 1-12pp, 1-2pp)
- Maximum head, foot and face trim is 1-9/16", minimum is 1/8"
- Folded sigs must have closed spine (no z-folds)
- To prevent additional charges, 2pp sigs should not fall at front or back of the book, and should be the same size as the rest of the sigs
- 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
- Sigs are furnished skid packed or in skid tubs
- 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.

<b>Price:</b>	2,500 books	\$0.40 per book
	3,000	\$0.36
	3,500	\$0.34
	4,000	\$0.32

- 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!*

\* Contact Cindy Scalf at Versa Press for routing \*

<u>Product</u>	<u>Qty</u>	<u>Branch Name</u>	<u>Contact Name</u>	<u>Ship Method</u>	<u>Ship Instructions</u>
All Books		Shipping-UPA/NBN WAREHOUSE 15200 NBN WAY BLDG. D		Common Carrier	
		BLUE RIDGE SUMMIT	PA	17214	
	Phone:	717-794-3800	Ext:	Fax:	
	Carrier Name:	Not Selected	CarrierAcctNo:	Dock Hours:	
	Payment Type:	3rd Party Bill			
	Location Instr:				

Bill To Information	Forward Information

<u>Product</u>	<u>Qty</u>	<u>Branch Name</u>	<u>Contact Name</u>	<u>Ship Method</u>	<u>Ship Instructions</u>
Sample Covers	0	Office-ROWMAN & LITTLEFIELD-COVERS SPECIFIC PER TITLE		Ground	New Titles; SEND TO BUYER ON JOB WHEN REQUESTED; GIVE TO BILL WILL SHIP BY MAILER

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Carrier Name: Not Selected CarrierAcctNo: \_\_\_\_\_ Dock Hours: \_\_\_\_\_  
 Payment Type: Not Assigned eMail: \_\_\_\_\_  
 Location Instr: \_\_\_\_\_

Bill To Information	Forward Information
Unassigned	Unassigned
Unassigned	Unassigned



4/22/2024

9:10:29 AM

# Bindery Work Order

Page: 1

JobNo: J24-53373 Q24-55737 Status Group: 2419.1		Box No:		Qty / Stack:	
Sales Rep: RR Order Entry: ST1 Planner: TG		<del>No of Boxes:</del>		<del>No. Stacks:</del>	
ROWMAN & LITTLEFIELD PUBLISHING GROUP		809		Books / Box: Approx Maj. Sheets: 0	
TUNISIAN CROCHET FOR BEGINNERS		Max Box Wt: 35		Min. Sheets: 0	
ISBN: PO: SF 24-137		Label Box: 1 End & 1 Side		Top Sheets:	
Reprint: J24-51262 Due Date: 5/6/2024		Pallet Size:			
Trim Size: 8 1/2 x 11 Spine: 0.09		Max PalletHt: 48			
Trim Size (mm): Non-Standard Spine (mm): 2.3		Recipe: 0		Recipe Name: None	
Number Books: 4000		No Layers: 0		Toggle: 0	
No64s: 0 No32s: 0 No18s: 1		Pattern: 0		Boxer-Per-Layer: 0	
No16s: 0 No12s: 1 No8s: 0		Boxes-Per Skid: 0			
No6s: 0		Comments:			
Max Run: 4200 Min Run: 4200					

  

Status	Product Description	Qty	Ship Method	Max Run	Min Run	Instructions

TITLE: TUNISIAN CROCHET FOR BEGINNERS  
AUTHOR: SHARON HERNES SILVERMAN  
PUBLISHER: STACKPOLE BOOKS

PRINTED IN USA

PPON: SF 24-137



(251) SF 24-137

BARCODE

**EAN**

PRINTING #:00000



(10) 00000

CTN QTY:



(30)

CTN WGT: Lbs.



(3401)

ISBN 13: 978-0-8117-7018-7



(01)19780811770184

COVER PRICE: \$09.95USD



(9012Q) 0995 USD