

Standard Shipping Instructions

J24-52078

CONCORDIA PUBLISHING HOUSE

Contact Instructions:

Fax Instructions:

Truck Type:

Delivery Instructions: **WHEN BOOKS ARE READY TO SHIP YOU MUST CONTACT CINDY SCALF @ VERSA PRESS WITH TOTAL COUNTS & WEIGHTS FOR A FREIGHT CARRIER.**

Special Instructions:

	PO#	ISBN	Title	Ship Instr	Loc Instr	Versa	Email
Packing List:	True	True	True	True	True	False	True
Bill Of Lading:	True	False	False	False	True	False	False
Skid Topper:	False	False	True	False	False	False	False

Product	Qty	Branch Name	Contact Name	Ship Method	Ship Instructions
Bound Books	Bal	Shipping-CONCORDIA PUBLISHING HOUSE 3558 SOUTH JEFFERSON AVENUE ST. LOUIS	MO	Common Carrier 63118	ITEM# 977843; PO# 13160 & THE TITLE MUST BE PRINTED ON THE PACKING LIST & THE BOL. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES: mary.rakoski@cph.org; mike.resendez@cph.org; mark.jarus@cph.org; charlie.carretti@cph.org; mschwinn@versapress.com; hjohnson@versapress.com

Phone: 314-268-1000

Ext:
Fax:

Carrier Name: Not Selected

CarrierAcctNo:

Dock Hours: 8 AM - 4 PM MON-FRI

Payment Type: 3rd Party Bill

Location Instr: 5 OR MORE PALLETS REQUIRE A DELIVERY APPOINTMENT.

Bill To Information	Forward Information
VERSA PRESS, INC. 1465 SPRING BAY ROAD EAST PEORIA, IL. 61611 PHONE#: 309-822-8272	

Standard Shipping Instructions

<u>Product</u>	<u>Qty</u>	<u>Branch Name</u>	<u>Contact Name</u>	<u>Ship Method</u>	<u>Ship Instructions</u>
Sample Books	23	Shipping-CONCORDIA PUBLISHING HOUSE ATTN: MARK JARUS		Send With Load	ITEM# 977843; PO# 13160 & THE TITLE MUST BE PRINTED ON THE PACKING LIST. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES:
		3558 SOUTH JEFFERSON AVENUE			mary.rakoski@cph.org;
		ST. LOUIS	MO	63118	mike.resendez@cph.org;
					charlie.carretti@cph.org;
					mark.jarus@cph.org;
					mschwinn@versapress.com;
					hjohnson@versapress.com
		Phone: 314-268-1000	Ext:	Fax:	
Carrier Name: UPS		CarrierAcctNo:		Dock Hours	

Payment Type: 3rd Party Bill

Location Instr: **PACK THESE SAMPLES IN A SEPARATE PACKAGE WITH ITS OWN PACKING LIST & PLACE ON TOP OF SKID.
CLEARLY MARK PACKAGE – "SAMPLES TO MARK JARUS"**

Bill To Information	Forward Information

From Versa Press to Concordia Publishing House

977843 / PIANO PRELUDE SERIES - VOL 12 (WXYZ)

P.O. NO.: 13160



ISBN

ITEM NO. 977843



JOB NO. 413420



QTY/BOX



5/8/2024

10:40:15 AM

Bindery Work Order

Page: 1

JobNo: J24-52078	Q24-50915	Status Group: 2419.4	Box No:	Qty / Stack:
Sales Rep: MS	Order Entry: TS2	Planner: DK	No of Boxes:	No. Stacks:
CONCORDIA PUBLISHING HOUSE		35	Books / Box:	Maj. Sheets: 0
977843 / PIANO PRELUDE SERIES - VOL 12 (WXYZ)			Max Box Wt:	Min. Sheets: 0
ISBN:	PO: 13160		Label Box: 1 End & 1 Side	Top Sheets:
Reprint:	Due Date: 5/9/2024		Pallet Size: 48" x 40", 4-Way - P-1	
Trim Size : 9 x 12	Spine : 0.74		Max PalletHt: 45	
Trim Size (mm): Non-Standard	Spine (mm): 18.8		Recipe: 0	Recipe Name: None
Number Books: 900			No Layers: 0	Toggle: 0
No64s: 0	No32s: 0	No18s: 10	Pattern: 0	Boxer Per Layer: 0
No16s: 0	No12s: 0	No8s: 0	Boxes Per Skid: 0	
No6s: 0			Comments:	
Max Run: 927	Min Run: 900			

Status	Product Description	Qty	Ship Method	Max Run	Min Run	Instructions
	Sample Books - Boxed	23	Send With Load	0	0	ITEM# 977843; PO# 13160 & THE TITLE MUST BE PRINTED ON THE PACKING LIST. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES: mary.rakoski@cph.org;mike.resendez@cph.org;charlie.carretti@cph.org;mark.jarus@cph.org; mschwinn@versapress.com; hjohnson@versapress.com
	Bound Books - Bal	877	Common Carrier	904	877	ITEM# 977843; PO# 13160 & THE TITLE MUST BE PRINTED ON THE PACKING LIST. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES: mary.rakoski@cph.org;mike.resendez@cph.org;charlie.carretti@cph.org;mark.jarus@cph.org; mschwinn@versapress.com; hjohnson@versapress.com