

RECEIVED :

# THE BINDERY - BIND ORDER

Use this sheet or provide all information on your Purchase Order

TYPE OF BINDING: **PERFECT [X]**  
**OTABIND [ ]**

DATE **5/16/24** DATE NEEDED **07/02/24**

CUSTOMER NAME

**VERSA PRESS for Loyola Press**

PERSON TO CONTACT

**DOUG KERNS**

TITLE OF JOB

**LAS MAÑANITAS**

QUANTITY

**7,500**

NUMBER OF PAGES

**40 Pg.**

NUMBER OF SIGNATURES

**1 - 24 PG Sig & 2 - 8 PG SIGS**

SEQUENCE OF SIGNATURES

**1<sup>st</sup> - 8 pg. sig., 2<sup>nd</sup> - 8 pg. sig., 3<sup>rd</sup> 1 - 24 pg. sig.**

TRIM SIZE

**8" X 10"**

HEAD TRIM

**3/32"**

GUTTER TRIM

**1/4"**

PACKING INSTRUCTIONS

☒ **CARTONS BY THE BINDERY**

☐ **CARTONS FURNISHED**

SPECIAL PACKING INSTRUCTIONS

**Please use PUR Glue**

**Please Hinge Score**

BODY STOCK

COVER STOCK

**80# White Matte Text 454 PPI**

DRILLING HOLE SIZE

**10 Pt. C1S Cover 200 PPI, Nylon Gloss Film Laminated**

SPACING

FOLDING

☐ **BY THE BINDERY**



**VERSA**

COVER SCORE

☐ **2 SIDES**

☐ **4 SIDES (SIDE GLUE)**

☐ **SIDE WIRE STITCH**

DELIVERY OR PICK-UP INSTRUCTIONS

## Estimate



**DATE:** 5/16/2024  
**TO:** Patricia Burton  
Versa Press, Inc.  
**FROM:** Justine Carpenter  
**QUOTE:** Q74025o1

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:** *Las Mananitas*

- cut covers
- gather signatures
- perfect bind books (PUR perfect bind)
- 3-side trim to 8" x 10" (10" 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 10pt C1S  
20 sheets on 80# matte text

- Text is furnished as folded signatures (1-24pp, 2-8pp)
- 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
- 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>	1,500 books	\$0.39 per book
	2,500	\$0.28
	3,000	\$0.25
	3,500	\$0.23
	5,000	\$0.19
	7,500	\$0.16
	10,000	\$0.15

- 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!*



# Standard Shipping Instructions

## LOYOLA PRESS

Contact Instructions:

Fax Instructions:

Truck Type:

Delivery Instructions: **WHEN BOOKS ARE READY TO SHIP EMAIL CINDY SCALF AT VERSA PRESS AT [cscalf@versapress.com](mailto:cscalf@versapress.com) with total counts & weights for a freight carrier.**

Special Instructions:

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

Product	Qty	Branch Name	Contact Name	Ship Method	Ship Instructions
Bound Books	Bal	Shipping-RR DONNELLEY-LAKEPARK ATTN: RECEIVING  N9234 LAKE PARK ROAD  APPLETON	WI	Common Carrier  54915	BBD# 7/2/24 MUST BE PRINTED ON THE BOL. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST & THE BOL TO THE FOLLOWING EMAIL ADDRESSES: <a href="mailto:mmamirez@loyolapress.com">mmamirez@loyolapress.com</a> ; <a href="mailto:pjanz@versapress.com">pjanz@versapress.com</a> ; <a href="mailto:pburton@versapress.com">pburton@versapress.com</a>
Phone:		920-969-6434	Ext:	Fax:	
Carrier Name: Not Selected		CarrierAcctNo:	Dock Hours:		
Payment Type: 3 <sup>rd</sup> Party Bill					
Location Instr: BBD# 7/2/24; Delivery Appointment Required;					

### Bill To Information

VERSA PRESS, INC.  
1465 SPRING BAY ROAD  
EAST PEORIA, IL 61611  
PHONE# 309-822-8272

### Forward Information

# 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	3	Office-LOYOLA PRESS 8770 W. BRYN MAWR AVE., SUITE 1125  CHICAGO	MADELINE RAMIREZ  IL	Next Day Air  60631	MUST SHIP BOOKS IN A BOX. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES: mramirez@loyolapress.com; pjanz@versapress.com; pburton@versapress.com
Carrier Name: UPS		CarrierAcctNo:		Dock Hours:	
Payment Type: PrePaid		eMail:			
Location Instr:					

## Bill To Information

## Forward Information

PUBLISHER: LOYOLA PRESS      PRODUCT NO: 103074  
TITLE: LAS MAÑANITAS  
AUTHOR: ERNESTO JOEL VEGA ROSALES      PRINTED IN USA

PPON: 009130



(251) 009130

BARCODE



EAN

PRINTING #:01

(10) 01

CTN QTY:



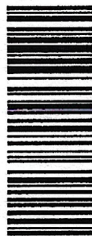
(30)

CTN WGT:      Lbs.



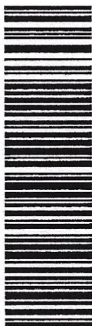
(3401)

ISBN 13: 978-0-8294-5707-0



(01) 19780829457077

COVER PRICE: \$14.99 USD



(9012Q) 1499USD

5/20/2024

1:35:23 PM

# Bindery Work Order

Page: 1

JobNo: J24-53302	Q24-55220	Status Group: 2424.1	Box No:	Qty / Stack:
Sales Rep: PJ	Order Entry: RW	Planner: DK	No of Boxes:	No. Stacks:
LOYOLA PRESS	112		Books / Box:	Approx Maj. Sheets: 0
LAS MAÑANITAS			Max Box Wt: 40	Min. Sheets: 0
ISBN:	PO: 009130		Label Box: 1 End & 1 Side	Top Sheets:
Reprint:	Due Date: 6/10/2024		Pallet Size: 48" x 40", 4-Way - P-1	
Trim Size : 8 x 10	Spine : 0.11		Max PalletHt: 52	
Trim Size (mm): Non-Standard	Spine (mm): 2.8		Recipe: 0	Recipe Name: None
Number Books: 7500			No Layers: 0	Toggle: 0
No64s: 0	No32s: 0	No18s: 0	Pattern: 0	Boxer Per Layer: 0
No16s: 0	No12s: 0	No8s: 2	Boxes Per Skid: 0	
No6s: 0			Comments:	
Max Run: 7875	Min Run: 7875			

Status	Product Description	Qty	Ship Method	Max Run	Min Run	Instructions
	Sample Books	3	Next Day Air	0	0	MUST SHIP BOOKS IN A BOX. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST TO THE FOLLOWING EMAIL ADDRESSES: mramirez@loyolapress.com; pjanz@versapress.com; pburton@versapress.com
	Bound Books - Bal	7497	Common Carrier	7872	7122	BBD# 7/2/24 MUST BE PRINTED ON THE BOL. WHEN BOOKS SHIP YOU MUST EMAIL A COPY OF THE PACKING LIST & THE BOL TO THE FOLLOWING EMAIL ADDRESSES: mramirez@loyolapress.com; pjanz@versapress.com; pburton@versapress.com