

# Purchase Order



**POS** Professional Office Services, Inc.

P.O. Box 450  
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
427854	7/30/24	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	10000	EA	BOOKS	BOOKS	1.06

DELIVERY DATE 8/21/24

FAT QUARTER SHOP #2102860 - QTY 10,000 - DUE 8/21  
QUOTE #Q73753R1 - PRODUCE PER ATTACHED FORMS  
PALMER TO SUPPLY +3% ADD'L MATERIAL FOR SPOILAGE  
BINDERY TO SHIP COMPLETED PRODUCT TO FAT QUARTER

PO TOTAL

10600.00



# Purchase Order Request

Date of Request: 7/17/24

Contact Person: Steve Menk

Customer Name: Fat Quarter Shop, LLC

Customer #: 520866

Sales Order #: 2102860

Form ID #: 2418596

Job Description: Christmas Jolly Bar Vol. 1 book

Quantity: 10,000

Samples Requested: 12

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q73753 RI

Price: \$10,612.72

Date to Vendor:

Date Back From Vendor:

## Vendor instructions:

Palmer to supply:

10,012 (+ 3% spoilage) each of front cover, back cover, and 47 sheets (94 pages) of text all trimmed to the final size of 5 x 10.

Proof.

Boxes & Labels supplied by The Bindery

## Special instructions:

Collate front cover, back cover and 47 sheets.

Punch holes for binding and wire loop/Wire-O bind with white wire on the 10" side.

Shrink wrap finished books in 12's and bulk carton in your boxes.

Label cartons with this info:

Fat Quarter Shop, LLC

Order #2102860

"Christmas Jolly Bar Vol. 1" Book

Qty. \_\_\_\_

10,000 books ship direct to Fat Quarter Shop. Palmer will supply packing list and BOL.

12 Samples ship to Palmer.



## Estimate



**DATE:** 7/17/2024  
**TO:** Steve Menk  
Palmer Printing Company  
**FROM:** Krista Kolstad  
**QUOTE:** Q73753R1

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:** *Christmas Jolly Bar Book*

- collate sheets
- punch holes for binding
- bind with a white wire loop (Wire-O) binding on the 10" edge
- shrinkwrap finished books 12 per package
- bulk pack in cartons

**Quantity:** see below  
In order to ensure making quantity, please provide 3% extra materials

**You furnish:** 2 covers-2pp on 24pt c2s, 5 " x 10"  
47 sheets on 80# silk text, 5 " x 10"

- Materials are furnished as single sheets trimmed to final size
- All materials are flat (ie no foldouts, perms, reinforcing, tabs, etc)

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

<b>Price:</b>	10,000 books	\$1.06 per book
	12,000	\$1.03
	15,000	\$1.00

- **Prices 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

<b>Eric Feuerstein</b> 763-201-2732	<b>Scott Rooney</b> 763-201-2704	<b>Jane Stire</b> 763-201-2735	<b>Krista Kolstad</b> 763-201-2715	<b>Mike Cress</b> 763-201-2725	<b>Justine Carpenter</b> 763-201-2740
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**Finish With Us!**