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**From:**  
**RRD NSSC**  
PO Box 281588  
Nashville, TN 37228  
United States

**To:**  
**THE BINDERY INC**  
8201 Brooklyn Blvd Ste 1500  
Brooklyn Park, MN 55445-2587  
United States  
Phone: +1 (763) 2012800  
Fax: +1 (763) 2012790  
Email: [sales@thebinderymn.com](mailto:sales@thebinderymn.com)

## Purchase Order

(→ Changed)

0051661660

Amount: \$12,042.80 USD

Amount: ~~\$13,489.50 USD~~

Version: 3

### Payment Terms

4.000% 30

0.000% 60

4 % 30 days / Net 60

### Comments

**Header text:** Notes and price updated JH 8/20  
Notes and price updated JH 8/15

### Terms & Conditions:

This order is subject to the Purchase Order Terms and other documents (including, as applicable, RR Donnelley's H1 Specifications while receiving personal information and/or protected health information, D1 Specifications while performing Professional Services, and G1 Specifications while performing applicable Work, for RR Donnelley or its clients) located at <http://www.rrdonnelley.com/supplier-info>.

### Contact Information

#### Supplier Address

THE BINDERY INC  
8201 BROOKLYN BLVD 1500  
BROOKLYN PARK, MN 55445  
United States  
Email: [SALES@THEBINDERYMN.COM](mailto:SALES@THEBINDERYMN.COM)  
Phone: +1 ( ) 763-201-2800  
Fax: +1 ( ) 763-201-2790  
Address ID: 0001211867

Buyer ID: 0001211867

### Other Information

Company Code: USA1  
Purchase Group: IND  
Purchase Organization: 1000  
Party Additional ID: 0001211867  
Requester: [peter.murray@rrd.com](mailto:peter.murray@rrd.com)  
OrderingAddressID: 0001211867  
OrderingAddressStreet: 8201 BROOKLYN BLVD 1500  
OrderingAddressPostalCode: 55445  
OrderingAddressCity: BROOKLYN PARK  
OrderingAddressName: THE BINDERY INC  
OrderingAddressState: MN  
OrderingAddressCountry: US

### Transport Terms Information

Delivery Terms: Transport Condition

Transport Terms: FOB ( Free on board )

Transport Location: SEE ROUTING GUIDE

Sold To  
Twin Cities - RR Donnelley & Sons Co.  
18780 West 78th St

Chanhassen  
MN 55317  
US

SHIP ALL ITEMS TO

**Twin Cities**  
18780 West 78th St -  
Chanhassen, Minnesota 55317  
United States  
Ship To Code: 5213  
Location Code: 5213

BILL TO

**RRD NSSC**  
PO Box 281588  
Nashville, TN 37228  
United States  
Buyer ID: USA1  
All invoices should be sent through your  
Ariba Network account. Invoicing questions  
may be directed to  
[RRDAP\\_AribaCustomerService@RRD.com](mailto:RRDAP_AribaCustomerService@RRD.com)

DELIVER TO

RR Donnelley & Sons Co.

Line Items

No.	Line #	Schedule	Change	Part # / Description	Type	Return	Qty (Unit)	Need By	Unit Price	Subtotal
		Lines								
	10	1	→ Edited	NOT AVAILABLE	Material		3,910.000 (EA)	11 Sep 2024	\$3.08 USD	\$12,042.80 USD
									\$3.45 USD	\$13,489.50 USD
				Heritage - Tabs, collate, wire-o						

Control Keys

Order Confirmation: allowed
Ship Notice: not allowed
Invoice: is not ERS

Comments

**Item text:**

Vendor Contact:  
Name: Joe Hennen  
Phone: 952.221.6610  
Email: twincitiesoutsidefinishing@rrd.com

TC Doc Number: 7394\_1421240726  
Job Title: Heritage Landscape Group Job# 22784  
Sold Estimate Number: 108615  
TABS To Vendor Date: 8/14/2024  
Text To Vendor Date: 9/5/2024  
Vendor Complete Date: 9/11/2024

Special Vendor Required by Customer: No,

\*\*\*\*\*

VENDORS QUOTE #: KKolstad - Q75078R@

FSC, SFI, PEFC REQUIRED: No

Chain Of Custody number:

Medical Device job: No

Billable Overs Allowed: 0%

QUANTITY + SAMPLES: 3,900 + Samples: 10

Ship sample to : RRD Twin Cities, Attn: Sample Dept.

RRD TO SUPPLY:

Covers: Cut, scored and converted and folded for punching

Text: ALL cut to 8.5 x 11

HERITAGE PAGES - 4 sheets (NO PERF)

SUPPLIER PAGES - 52 sheets (PERFED 1/2 inch from binding edge)

Tabs : 15 sheets - Cut to 9 x 11

VENDOR SERVICES REQUIRED:

\*\*\* Create Semi-Concealed, Wire-O Bound Books

Heritage Landscape - 2025 EOP Book

- Cut (15) double-sided tabs (bank of 4) no mylar, all with 1/2 inch extension

- Collate tabs, heritage sheets, and supplier pages that are part of the bound book

- Match with cover, punch and bind with semi-concealed BLACK Wire-O, binding on the 11 inch edge

- Pack in provided cartons in 10 (full cartons only)

MATCH SAMPLE OR PROOF PROVIDED

FINISHED SIZE: With Cover - 9.875 x 11.25 / Tabs - 9 x 11 / Interior pages - 8.5 x 11

CARTONS: RRD Supplied - See Below,  
11.375 X 10.5 X 6.25

LABELS: None Needed

SHIP TO: RRD Chanhassen, ATTN: Hand Bindery

SEND COPY OF PO TO:

Peter Murray, peter.murray@rrd.com

**Accounting**

General Ledger	ID	0000200113
Percentage	Percentage	100.00

**Schedule Lines**

Schedule Line #	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date
1	11 Sep 2024 10:00 AM PDT		3,910.000 (EA)		

**Other Information**

Account Category:	G
Purchase Organization:	1000
Corporate Customer Name:	HERITAGE LANDSCAPE S
Job Number:	22784
Profit Center:	USA1_P5213
Purchase Group:	IND
RRD Item or	MOSPOutServ-EA

AG Nbr:	
Receiving Type:	1
Purchasing Control:	RRDDisc
SAP Plant:	5213
External Line Number:	00010
Estimated days for inspection:	0
Classification Domain:	ERPCommodityCode
Classification Code:	71000000

#### Transport Terms Information

Order submitted on: Monday 29 Jul 2024 10:00 AM GMT-07:00  
Received by SAP Business Network on: Wednesday 21 Aug 2024 12:17 PM GMT-07:00  
This Purchase Order was sent by RR Donnelley AN01494374958 and delivered by SAP Business Network.

**Sub-total:** - \$ ~~13,489.50~~ -USD

**Sub-total:** \$ **12,042.80** USD