

Purchase Order



POS Professional Office Services, Inc.

P.O. Box 450
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
428409	8/28/24	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	4008	EA	BOOKS	BOOKS	.35

DELIVERY DATE 9/17/24

MODA FABRICS #2111927 - QTY 4008 (8 SAMPLES)
DUE TO SHIP 9/17 - QUOTE #Q75421
PRODUCE PER ATTACHED PO REQUEST SHEET
SEND SAMPLES TO PALMER, SHIP ORDER TO MODA
PALMER TO INLCUDE +6% ADD'L MATERIAL FOR SPOILAGE

PO TOTAL

1402.80

Purchase Order Request

Date of Request: 8/21/24

Contact Person: Steve Menk

Customer Name: Moda Fabrics

Customer #: 522500

Sales Order #: 2111927

Form ID #: 2420468

Job Description: "Piece" catalog - September 2024

Quantity: 4,000

Samples Requested: 8

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q75421

Price: \$1,402.80

Date to Vendor: 9/11

Date Back From Vendor: 9/16/24

Vendor instructions:

Palmer to supply:

2,004 (+ 6% spoilage) press sheets of the covers, 2out on 20x26 100# silk cover.

4,008 (+ 6% spoilage) each of (14) 16-pg and (1) 4-pg folded sigs.

Proof.

Boxes: 225 boxes 11.25 x 8.75 x 10 (3SM51006)

The Bindery will make labels.

Instructions: Perfect bind 4,000 books + 8 samples.

4,000 bulk carton in supplied cartons per list. Package the samples separately.

(no shrink wrapping)

Size: 8.5 x 11, 228 pages/ 114 sheets + cover.

Special instructions:

See additional sheet for labeling instructions.

The 8 samples ship to Palmer/POS.

4,000 books ship direct to Moda Fabrics in Dallas TX. Palmer to provide packing list & BOL.

Estimate



DATE: 8/19/2024
TO: Sherri Pelzer
 Palmer Printing Company
FROM: Krista Kolstad
QUOTE: Q75421

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: *Piece Catalog*

- 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 for 3,000 / 6% for 3,500+

You furnish: 1 cover-wraparound for perfect binder on 100# silk cover
 114 sheets on 80# silk text

- Text is furnished as folded signatures (14-16pp, 1-4pp)
- 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.

Price:

3,500 books	\$0.37 per book
4,000	\$0.35
3,000	\$0.39

- Prices do not 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!

BOX LABELING INSTRUCTIONS...

Qty. 2,260 label with this information:

Moda Mail

Order # 2111927

Piece Catalog – Sept. 2024

Qty. ____

Qty. 1,040 label with this information:

Distributors

Order # 2111927

Piece Catalog – Sept. 2024

Qty. ____

Qty. 100 label with this information:

Sales Team

Order # 2111927

Piece Catalog – Sept. 2024

Qty. ____

Qty. 100 label with this information:

Office

Order # 2111927

Piece Catalog – Sept. 2024

Qty. ____

Qty. 500 label with this information:

Market

Order # 2111927

Piece Catalog – Sept. 2024

Qty. ____