

# Purchase Order



**P.O. No:** 100213

**Ac No:** V1957

**Date:** 12/19/2024

**Ordered By:** Ty Gerber

**Required:** 1/31/2025

**PO Ref:**

Vendor Name:

The Bindery  
8201 Brooklyn Blvd Ste 1500  
Brooklyn Park, MN 55445  
(800) 851-6598

Ship To:

Suttle-Straus, Inc.  
1000 Uniek Drive

WAUNAKEE  
WI  
United States  
53597  
608-849-1000

Product Code	Product Description	Vendor Code	Size	Due Date	Quantity	Unit Price	POCode	PO Line Amount
FIN-MECH	The Bindery - Coil Bind			1/31/2025	13,005	2,320.00 /1000	OS-MECHANI CAL BINDING 60300	30,171.60

Title: XGM 2025 Notebook  
Binding Type: Wire-O  
Number of Cover Pages: 4  
Cover Stock: Sandwich of 65# uncoated cover,  
50pt binders board and 80# uncoated cover  
Furnished as: 2 Page FC and BC to final size.  
Number of Body Pages: 200  
Body Stock: 70# Uncoated Text  
Furnished as: 12-16s and 1-8  
Final Size: 5.5 x 8.4375  
Bound on the: 8.4375  
Element Color: Pewter (Silver)  
Pack in: Vendor Cartons  
% overs we will accept: 1  
Vendor Quote Number: Q76396  
Finish samples from the sample material  
provided.  
Notes: Previous SS PO#96461. See attached art.  
SS Receiving Instructions: Deliver to Shipping.

Stock to arrive 1/20

## Instructions and Conditions

- Please put the PO number on all packages, bills of lading and invoices

**Sub Total** \$30,171.60

**Shipping** \$0.00

**Total Tax** \$0.00

Authorized By: \_\_\_\_\_ Approved By: \_\_\_\_\_

**Total** \$30,171.60