

Purchase Order



POS Professional Office Services, Inc.

P.O. Box 450
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
431041	1/20/25	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: CSTEARNs

LINE	QUANTITY	UM	ITEM	DESCRIPTION	COST
1.00	2019	EA		PADS	1.28

DELIVERY DATE 2/05/25

LEILA GARDUNIA - QTY 2,019 - DUE 2/5
QUOTE #Q76610R1 - SEE ATTACHED FORMS FOR DETAILS
PALMER TO SUPPLY +3% ADD'L MATERIAL FOR SPOIALGE

PO TOTAL

2584.32

Purchase Order Request

Date of Request: 12/19/24

Contact Person: Steve Menk

Customer Name: Leila Gardunia

Customer #: 523833

Sales Order #: 2166887

Form ID #: 2431927

Job Description: 3x6 Scrappy Half-Rectangle Triangles Pads

Quantity: 2,019

Samples Requested: 0

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q76610R1

Price: \$2,584.32

Date to Vendor:

Date Back From Vendor:

Vendor instructions:

Palmer to supply:

* Cover sheet: 2,019 sheets (+3% spoilage) 11x17 with 2 on.

*Black & white sheets: 2,019 sheets (+3% spoilage) each of 51 versions 11x17 with 2 on of the same version.

*2,080 pieces of 11 x 17 18pt. chipboard.

*Sample.

Ok to skid pack.

Instructions:

Collate cover sheet, 1 each of 51 versions of black & white sheets & chipboard.

Need 2,019 11x17 2-up sheets collated into sets to make 4,000 single pads 7 x 8.

Return to Palmer to pad and trim to final size.

Special instructions:

Email when ready to pick up.

Estimate



DATE: 12/19/2024
TO: Lisa Berg
Palmer Printing Company
FROM: Justine Carpenter
QUOTE: Q76610R1

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: *Collating Quote 11 x 17*

- collate sheets
- bulk pack in cartons

Quantity: 2,000 books all one version
In order to ensure making quantity, please provide 3% extra materials

You furnish: 1 sheet on 80# silk cover, 11 " x 17"
51 sheets on 40# offset, 11 " x 17"
1 backer on 18pt chipboard, 8-1/2 " x 11"
• All materials are flat (ie no foldouts, perfs, reinforcing, tabs, etc)

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

Price: \$1.28 per book
• 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
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Finish With Us!