

Purchase Order



POS Professional Office Services, Inc.

P.O. Box 450
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
433800	6/23/25	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	3500	EA	BOOKS	BOOKS	.29

DELIVERY DATE 7/08/25

MODA #2229939 - QTY 3500 - DUE 7/8
QUOTE #Q78473 - SEE ATTACHED FOR DETAILS
PALMER TO SUPPLY +10% ADD'L MATERIAL FOR SPOIALGE

PO TOTAL

1015.00

Purchase Order Request

Date of Request: 6/19/25

Contact Person: Steve Menk

Customer Name: Moda Fabrics

Customer #: 522500

Sales Order #: 2229939

Form ID #: 2504411

Job Description: "Piece" catalog - July 2025

Quantity: 3,500

Samples Requested: 8

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q78473

Price: \$1,017.32

Date to Vendor:

Date Back From Vendor:

Vendor instructions:

Palmer to supply:

1,754 (+ 10% spoilage) press sheets of the covers, 2-out on 20x26 100# silk cover.

3,508 (+ 10% spoilage) each of (10) 16-pg and (1) 8-pg folded sigs.

Proof.

Boxes: 186 boxes 11.25 x 8.75 x 8 (3SM51007)

The Bindery will make labels.

Instructions: Perfect bind 3,500 books + 8 samples.

3,500 bulk carton in supplied cartons per list. Package the samples separately.
(no shrink wrapping)

Size: 8.5 x 11, 168 pages/ 84 sheets + cover.

Special instructions:

See additional sheet for labeling instructions.

The 8 samples ship to Palmer.

3,500 books ship direct to Moda Fabrics. Palmer to provide packing list & BOL.

BOX LABELING INSTRUCTIONS...

Qty. 2,260 label with this information:

Moda Mail

Order # 2229939

Piece Catalog – July 2025

Qty. ____

Qty. 1,040 label with this information:

Distributors

Order # 2229939

Piece Catalog – July 2025

Qty. ____

Qty. 100 label with this information:

Sales Team

Order # 2229939

Piece Catalog – July 2025

Qty. ____

Qty. 100 label with this information:

Office

Order # 2229939

Piece Catalog – July 2025

Qty. ____

#83494

Estimate

DATE: 6/12/2025
TO: Sherri Pelzer
 Palmer Printing Company
FROM: Justine Carpenter
QUOTE: Q78473

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 30 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

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

- Text is furnished as folded signatures (10-16pp, 1-8pp)
- 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:

3,000 books	\$0.31 per book
3,500	\$0.29
4,000	\$0.27

- 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

Mike Cress
 763-201-2725

Justine Carpenter
 763-201-2740

Finish With Us!