

# Purchase Order



**POS** Professional Office Services, Inc.  
P.O. Box 450  
WATERLOO, IA 50704

PO NUMBER	DATE	PAGE
434080	7/11/25	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: CSTEARNES

LINE	QUANTITY	UM	ITEM	DESCRIPTION	COST
1.00	2500	EA	BOOKS	BOOKS	.52

DELIVERY DATE 7/25/25

GE DESIGNS #2241798 - QTY 2500 - DUE 7/25  
QUOTE #Q78259 - SEE ATTACHED FOR DETAILS  
PALMER TO SUPPLY +10% ADD'L MATERIAL FOR SPOIALGE  
\*\*\*\*\*

PO TOTAL

1300.00

# Purchase Order Request

Date of Request: 6/20/25

Contact Person: Steve Menk

Customer Name: GE Designs

Customer #: 520729

Sales Order #: 2241798

Form ID #: 2513378

Job Description: "Stripology Mixology 2" Book

Quantity: 2,500

Samples Requested: 7

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q78259

Price: \$1,303.64

Date to Vendor:

Date Back From Vendor:

## Vendor instructions:

Palmer to supply:

1,254 (+ 10% spoilage) 20 x 26 press sheets of covers with 2 on.

2,507 (+ 10% spoilage) each of (5) 16-page sigs and (1) 4-page sig.

53 boxes 17.25 x 11.25 x 6 (#3SG13315).

Sample.

## Instructions:

This is a repeat of Palmer's PO 202391.

OTA bind with PUR layflat, 2,500 books + 7 samples packaged separately for Palmer.

Shrink wrap in 12's.

Size: 8.5 x 11, 84 pages (42 sheets) + cover.

Carton in supplied boxes - 48 per box.

## Special instructions:

Carton Label Info.:

GE Designs

Order #2241798

"Stripology Mixology 2" Book

Qty. 48

Ship direct to GE Designs in Chaska, MN. Palmer to supply BOL and packing list.

Samples ship to Palmer.

11-36  
16-2-1-1  
9-921  
20-635  
A  
spelzer

# Estimate



**DATE:** 5/22/2025  
**TO:** Sherri Pelzer  
Palmer Printing Company  
**FROM:** Justine Carpenter  
**QUOTE:** Q78259

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:** *Mixology Book*

- cut covers
- gather signatures
- perfect bind books (PUR layflat)
- 3-side trim to 8-1/2" x 11" (11" bind edge)
- shrinkwrap finished books 12 per package
- bulk pack in cartons

**Quantity:** see below

In order to ensure making quantity, please provide 10% extra materials for 2,500 / 6% for 5,000 – 7,500 / 3% for 10,000+

**You furnish:**

- 1 cover-wraparound for perfect binder on 12pt C1S
- 42 sheets on 80# silk text
- Text is furnished as folded signatures (5-16pp, 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
- First and last page must be free of critical copy and UV or varnish coatings 7/16" + grind
- Inside front and back covers must be free of critical copy and UV or varnish coatings 7/16" + spine thickness + 7/16"
- 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.

<b>Price:</b>	2,500 books	\$0.52 per book
	5,000	\$0.35
	7,500	\$0.29
	10,000	\$0.26
	15,000	\$0.23

- Prices do not include cartons.

## 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!*