

# Purchase Order



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

PO NUMBER	DATE	PAGE
434706	8/18/25	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	15000	EA	BOOKS	BOOKS	.90

DELIVERY DATE 9/01/25

FAT QUARTER #2263951 - QTY 15000 - DUE 9/1  
QUOTE #Q78951R1 - SEE ATTACHED FOR DETAILS  
PALMER TO SUPPLY +3% ADD'L MATERIAL FOR SPOIALGE  
SHIP DIRECT TO FAT QUARTER SHOP  
\*\*\*\*\*

This customer does not pay freight.

PO TOTAL

13500.00

# Purchase Order Request

Date of Request: 8/7/25

Contact Person: Steve Menk

Customer Name: Fat Quarter Shop

Customer #: 520866

Sales Order #: 2263951

Form ID #: 2516395

Job Description: "Fat Quarters by the Dozen" book

Quantity: 15,000

Samples Requested: 10

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q78951R1

Price: \$13,509.00

Date to Vendor:

Date Back From Vendor:

## Vendor instructions:

### PALMER TO SUPPLY:

3750 5,004 (+ 3% spoilage) press sheets of the covers - 4-unit 3-out each of front & back covers on 24pt C2S stock.

15,010 (+ 3% spoilage) each of (4) 16-page & (1) 8-page folded sigs. on 80# silk text. Proof.

425 12.25 x 9.25 x 9 Cartons #3SM51022

Carton labels supplied by The Bindery.

### INSTRUCTIONS:

Cut covers to signature size, gather with signatures, 4-side trim to 8.5x11, punch holes and Wire-O bind with white wire on the 11" edge.

Shrink wrap in 12's.

## Special instructions:

Bulk carton in supplied boxes.

Label cartons with this information:

Fat Quarter Shop, LLC

Order # 2263951

"Fat Quarters by the Dozen" Book

Qty. \_\_\_\_

15,000 Books ship direct to Fat Quarter Shop - Palmer will supply BOL and Packing List and will make shipping arrangements. 10 Samples ship to Palmer/POS.

## Estimate



**DATE:** 8/7/2025  
**TO:** Sherri Pelzer  
Palmer Printing Company  
**FROM:** Justine Carpenter  
**QUOTE:** Q78951R1

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:** *White Wire O Quote*

- cut covers to signature size
- gather signatures and covers
- 4-side trim to 8-1/2" x 11" (11" spine)
- punch holes for binding
- bind with a white wire loop (Wire-O) binding on the 11" edge
- **shrinkwrap finished books 12 per package**
- bulk pack in cartons

**Quantity:** see below  
In order to ensure making quantity, please provide 3% extra materials

**You furnish:** 2 covers-2pp on 24pt c2s  
36 sheets on 80# silk text

- Text is furnished as folded signatures (4-16pp, 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)
- Heavy paper (>5pt) must have grain parallel to the spine
- Covers furnished on press sheets for us to trim to the same size as the signatures
- 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:	10,000 books	\$0.94 per book
	12,500	\$0.92
	<del>15,000</del>	\$0.90
	20,000	\$0.88

- Prices do not include cartons.
- If you wish to have slipsheets between finished books please furnish them and add \$0.07 per book to the above pricing.

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!*