

Change Order



Date: 9/9/2025
To: Jennifer Schave
Corporate Graphics Commercial
From: Justine Carpenter
Change order #: 54694co1
Your PO #: 102901
Your job #: 559089
Project name: Desk Pad Calendars 2026

Change: We are going to be receiving raw press sheets for us to trim to 22 x17
Price: \$0.03 x 25000 = \$750.00
Note:

Please review and sign to acknowledge receipt, or issue an updated purchase order.