



## Purchase Order

The Imagine Group, LLC  
Imagine Twin Cities  
1000 Valley Park Drive  
Minneapolis, MN 55379  
Remit Invoice to: APTwincities@theimagingroup.com  
Phone: 800-942-7088

**PO Number: 1020665**  
PO Date: 9/16/2025  
Confirming: No  
Authorized By: Steve

Terms: 2%10 N45  
FOB: Origin  
Ship Via: Best Way Cheapest

**Supplier: 3027**  
THE BINDERY INC  
8201 BROOKLYN BLVD STE 1500  
BROOKLYN PARK, MN 55445  
Phone: 763.201.2800  
Fax: 763.201.2790

**Ship To:**  
The Imagine Group, LLC  
Imagine Twin Cities  
1000 Valley Park Drive  
Minneapolis, MN 55379  
USA  
Attention: Subout  
Phone: 800-942-7088

Quantity Ordered	Imagine Item ID	Item Description	Unit Cost	U/M	Amount
103.0000	SUBOUTFIN100000 Job: 3518093-1	<b>Collate, punch and White plastic spiral bind per sample Part # GRTR! STIMULUS EASEL / PN 1572128615 114 pages + front cover + 2 tabs + easel</b>  <b>Rerun of previous PO #534962 August 2022 Q79239</b>  <b>Need 2 Samples from The Bindery for approval before proceeding with Collating &amp; Plastic Spiral Binding. Please send samples to Bill Rittenhouse.</b>  <b>Bill Rittenhouse will supply barcode labels (2 per carton). Please call or email Bill with Weight per carton and Qty/Ctn. Collating &amp; Plastic Spiral Binding.</b>  <b>Punch holes for binding Collate sheets</b>	9.1300	Each	940.39

In the event of an actual or potential labor dispute or any other cause in delaying or threatening to delay timely performance of this contract, Vendor [or Seller] will give notice to Customer [The Imagine Group, LLC] in a timely manner, including all relevant information. If Vendor / Seller fails to deliver within the time specified herein without prior written notification and written waiver of delivery term by Customer, then Customer may, at its option, revoke and/or cancel the contract.

Information Security Vendors: If any work is outsourced, the risk for that product or service must be assumed by the outsourced vendor.



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Quantity Ordered	Imagine Item ID	Item Description	Unit Cost	U/M	Amount
		<b>Fold easel in half for binding</b> <b>Add easels</b> <b>Bind with a white plastic spiral</b> <b>binding on the top 8-1/2" edge</b> <b>Slipsheet finished books</b> <b>Pack 11 books per carton -final</b> <b>tuck in easel - apply 2 labels</b>  <b>120 + front cover , 8 " x 8-1/2"</b> <b>120 + each of 2 tabs ,8-1/2 " x</b> <b>7-1/2"</b> <b>120+ pre collated book sets on</b> <b>100# matte text, 8.5 x 7"</b> <b>125 + of 1 tent easel , 8 " x 8-1/2'</b> <b>125 + 7.75 x 8.5 Slipsheets</b> <b>25 17 x 9 x 9 Cartons</b> <b>Barcode labels</b>  <b>Minimum count 100 books</b> <b>Maximum count 103 books</b> <b>Label each skid with Job #, Desc,</b> <b>PO #, &amp; Qty</b> Expected: 9/19/2025			

Printed: 9/16/2025 8:30:38PM

PO Total: 940.39

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