

Purchase Order

PO NUMBER	DATE	PAGE
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 **POS** Professional Office Services, Inc.
P.O. Box 450
WATERLOO, IA 50704

437611 1/26/26 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: CSTEARN

LINE	QUANTITY	UM	ITEM	DESCRIPTION	COST
1.00	3025	EA	GENPRINT	GENPRINT	.95

DELIVERY DATE 2/17/26

LEILA GARDUNIA #2344531 - QTY 3025 - DUE 2/17
QUOTE #Q80573 - SEE ATTACHED FORM FOR DETAILS
PALMER TO SUPPLY +3% ADD'L MATERIAL FOR SPOIALGE

PO TOTAL
2873.75

Purchase Order Request

Date of Request: 1/23/26

Contact Person: Steve Menk

Customer Name: Leila Gardunia

Customer #: 523833

Sales Order #: 2344531

Form ID #: 2510837

Job Description: 3x6 Scrappy Mountains Pads

Quantity: 3,025

Samples Requested: 0

Vendor Name: The Bindery

Vendor #: 97785

Quote #: Q80573

Price: \$2,873.75

Date to Vendor:

Date Back From Vendor:

Vendor instructions:

Palmer to supply:

* Cover sheet: 3,025 sheets (+3% spoilage) 11x17 with 2 on.

*Black & white sheets: 3,025 sheets (+3% spoilage) each of 50 versions 11x17 with 2 on of the same version.

*3,090 pieces of 11 x 17 18pt. chipboard.

*Sample.

Ok to skid pack.

Instructions:

Collate cover sheet, 1 each of 50 versions of black & white sheets & chipboard.

Need 3,025 11x17 2-up sheets collated into sets to make 6,000 single pads 7 x 8.

Return to Palmer to pad and trim to final size.

Special instructions:

Email when ready to pick up.

Estimate

DATE: 1/22/2026
TO: Julio Garcia
 Palmer Printing Company
FROM: Justine Carpenter
QUOTE: Q80573

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: *Mountain* ~~Scrapbook~~ *Scrapbook* Pads
 • collate sheets
 • bulk pack in cartons

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

You furnish:
 1 sheet on 80# silk cover, 11 " x 17"
 50 sheets on 40# offset, 11 " x 17"
 1 backer on 18pt chipboard, 11 " x 17"
 • 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:

2,500 books	\$0.98 per book
3,000	\$0.95
3,500	\$0.93

• 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
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Finish With Us!