



CORPORATE OFFICE

6845 Winnetka Circle, Brooklyn Park, MN 55428
m. 763.535.7277 alwaysenpointe.com

Purchase Order

173901

ENPOINTE

Ac No : 1925
Vendor : Bindery Inc.
 8201 Brooklyn Blvd.
 Suite 1500
 Brooklyn Park, MN 55445
 Tel No :763-201-2800
 Fax : 763-201-2790

Order Date 2/26/2026

Due Date 3/5/2026

Ordered By dawn.hanson

Reference

Ship Attention

Ship To : ENPOINTE BP
 6845 Winnetka Circle
 Brooklyn Park, MN 55428-1537

Ship Via :

10172001 /

#	Job #	Item / Quote	Quantity	Item Description	Unit Price	Per	Due dt.	Gross Amt	Tax
1	357169	79161	250	COLLE MCVOY NOTEBOOK COLLATE SHEETS ADD COVERS punch holes for binding bind with a black wire loop (Wire-O) binding on the 10-1/4" edge add furnished slipsheet between bound books. bulk pack in cartons Details=QUOTE: Q79161.01 100 books \$6.27 per book 150 \$5.80 250 books \$4.16 per book 500 \$3.17 750 \$2.88 Prices include cartons If you wish to have slipsheets between finished books please furnish them and add \$0.07 per book to the above pricing Project: Colle McVoy Notebook: Specs based on previous P.O. 153573 collate sheets punch holes for binding add covers bind with a black wire loop (Wire-O) binding on the 10-1/4" edge add furnished slipsheet between bound books. bulk pack in cartons w/ slips You furnish: 2 covers-french fold on 24pt c1s, 7-1/4 " x 10-1/4" 1 fly sheet on 100# vellum text, 7-1/8 " x 10-1/8" 50 sheets on 70# vellum text, 7-1/8 " x 10-1/8" Materials are furnished as single sheets trimmed to final size Covers furnished pre-folded and trimmed to final size All materials are flat (ie no , perfs, reinforcing, tabs, etc) {GL:05-01-01-1460}->Expense: {GL:05-01-60-5500}	4.16001		3/5/26	1,040.00	0.00



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<i>Sub Total</i>	\$1,040.00
<i>Total Discount</i>	\$0.00
<i>Total Tax</i>	\$0.00
TOTAL	\$1,040.00

Authorized By: _____

Approved By :

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**TERMS AND CONDITIONS
PLEASE READ CAREFULLY**

The statements on the front and back of this purchase order are understood to be an accurate statement of the terms and conditions of the agreement between the parties hereto. Failure to advise us immediately of any discrepancies, objections to disagreements with such terms and conditions shall be construed as an acceptance of this Agreement.

1. Acceptance is limited to the exact terms of this purchase order. None of the terms and conditions on this purchase order may be modified, added to, superceded or otherwise altered, except with the consent of Buyer.
2. Time is of the essence under this Agreement. Supplier will advise Buyer immediately upon receipt of this order if specified time cannot be met. Upon failure of Supplier to comply with delivery date, as specified, Buyer has the option to cancel this purchase order at any time without further cost or liability.
3. Supplier agrees to defend, indemnify and hold harmless Buyer and/or its customers, against any and all liability, loss and expense (including attorney's fees) by reason of any claim, action, or litigation arising out of failure of the material supplied to meet specifications or warranties or to be otherwise defective and/or from any alleged or actual, direct or contributory infringement of patent, arising from the purchase, use or sale of subject material.
4. Art work, type, negatives, plates, dies, molds and other pertinent items are property of Buyer, and are accepted by Seller at his risk, and must be returned to us at Buyer's request.
5. Any cost incurred by Buyer as a result of an error in shipment of wrong material, shall be reimbursed by Supplier.
6. Buyer shall not be liable for any prevention or delay in performance resulting in whole or in part directly or indirectly, from fires, floods, or other acts of God, strikes, lockouts, or labor disputes, wars, riots, or embargoes, actions by foreign, federal, state or local governments, shortages or transportation, equipment, fuel, or labor, or any other circumstances beyond Buyer's control.
7. Buyer may designate any reasonable alternative delivery points if necessary to expedite Seller's performance of this Agreement but shall have no obligation to do so.
8. Acceptance of any delivery by Buyer after breach of the terms and conditions of this Agreement by Seller shall not waive any rights or remedies accruing to Buyer as a result of such prior breach.
9. Acknowledgement not essential. Acceptance of order means acceptance of all conditions.

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SHIPPING REQUIRMENTS!

The following guidelines apply to ENPOINTE vendors that ship materials/product to an ENPOINTE plant or drop ship to another Subcontractor, ENPOINTE Designated Warehouse or Customer location.

SHIPMENT TO PLANT LOCATION

ENPOINTE
9491 Winnetka Ave STE 100
Brooklyn Park, MN 55445

ENPOINTE
6845 Winnetka Ave Circle
Brooklyn Park, MN 55428

ENPOINTE
6905 Winnetka Ave Circle
Brooklyn Park, MN 55428

Normal receiving hours: M-F from 7:00 a.m. to 4:00 p.m.

1. Vendor/Subcontractor must supply a detailed packing list, affixed to the top carton of the first pallet on a shipment, or on one carton of a non-palletized shipment.
2. Purchase order number should be included in packing list.

Inbound shipments in excess of 12 pallets should be scheduled with the receiving department. For delivery appointment in Brooklyn Park, call 763-535-7277,
Ext. 5522, for the warehouse
Ext. 5285 for 6845 Production
In St. Paul, call 651-632-9243
M-F between 7:00 a.m. and 4:00 p.m. CST.

DROP SHIPMENT FROM VENDOR, INCLUDING SUBCONTRACTOR, TO OTHER DISTINATION

1. If Vendor is shipping to subsequent Subcontractor, ENPOINTE Designated Warehouse or Customer, an email with packing list must be sent to packslips@alwaysevenpointe.com.
2. Purchase order number should be included in packing list.

Any deviation from this process could delay payment of invoice.