

PURCHASE ORDER

San Juan County

117 S. Main Street
 Monticello, UT 84535
 Ph: 435-587-3225



Mack McCord

Purchase From Vendor Name

Printing Center USA

Street Address

City, State, Zip

Phone:

Attention To :

Deliver To

Deliver To Name Tammy Gallegos

Street Address 117 S Main Street

City, State, Zip Monticello, Utah

Phone: 435-587-3225

Attention To :

Purchase Order

P. O. No# SMP2 2024

Date: 02/06/2024

Your Ref#

Our Ref#

Credit Terms

Contract #

Product ID	Description	Quantity	Unit Price	Amount
Aging Services	Booklet with SMP Resources information	500	5.83	2,912.57

Approval

Department Head:

Tammy Gallegos

County Admin:

Mack McCord

Sub Total

Tax

196.60

Freight

225.91

Balance Due

3,335.08

San Juan County should be tax exempt. Please make sure anything you submit has no tax!



SAN JUAN COUNTY COMMISSION

Jamie Harvey

Chairman

Silvia Stubbs

Vice-Chair

Bruce Adams

Commissioner

Mack McDonald

Administrator

2/7/2023

RE: PO

San Juan Aging Services are requesting to purchase items from a single source. We can not find another vendor that will print the size of booklet that we are needing. We are requesting to use PrintingCenterUSA.

Sammy Gallegos

San Juan County Aging Director



Gallegos, Tammy <tgallegos@sanjuancounty.org>

Confirmation of PrintingCenterUSA.com Order #828740

1 message

donotreply@printingcenterusa.com <donotreply@printingcenterusa.com>
Reply-To: donotreply@printingcenterusa.com
To: tgallegos@sanjuancounty.org

Wed, Feb 7, 2024 at 1:13 PM



Order Confirmation

Order Date: 07 Feb, 2024
Order #828740

PLEASE REVIEW CAREFULLY

You are 100% responsible for the accuracy of your job specifications and time frames.

Shipping Address

Tammy Gallegos
117 S Main Street
Monticello, Utah, 84535
United States
Company Name: San Juan County EM

Customer Service Representative

Rebecca Anderson
Direct Line: 844-476-9349
Email: randerson@printingcenterusa.com

Shipment Details

Estimated Delivery Date: 19 Feb, 2024

*Need it sooner?
[Email your CSR](#)*

Item #1 (of 1) Book Printing

Job Name : San Juan Aging SMP Resource
Size : **8.5 x 11 (8.5 x 11 Inch)**
Quantity : 500
Binding : Saddle Stitch
Pages : 84 Pages (Cover + 80 Inside)
Cover Ink : (4/1) Full Color Front / Black Back
Inside Ink : (1/1) Black Front / Black Back
Cover Paper : 70# Uncoated Text
Inside Paper : 70# Gloss Text
Binding Edge : Left Edge
Proof : Electronic - PDF
Shrink Wrap : Convenient Bundles
Hole Drilling : No Thank You
Address & Mail : No Thank You

What's Next?

We are Preparing a PDF Proof for You. Proof notifications will be emailed to tgallegos@sanjuancounty.org

Shipping Method:
Ground | \$225.91

Printing Time : Standard (5 Days)
Coupon Code : FROSTY200

Item Summary:

Printing:\$3,112.57
Product Total:\$3,112.57

Payment Information

All Product Total:\$3,112.57
Discount:- \$200.00
Shipping:\$225.91
Tax:\$196.60
Order Total Amount:\$3,335.08

Payment: Credit Card
Name on Card: Tammy Gallegos
Card Number: X9233
Payment Amount: \$3,335.08

Your Customer Service Representative

Your Direct Contact for All Questions on Your Order is :

Rebecca Anderson

Direct Line: 844-476-9349

Email: randerson@printingcenterusa.com

Rebecca Anderson will be communicating with you via the email on your order,
tgallegos@sanjuancounty.org.

Please feel free to call or email them anytime with any questions you may have. We will respond as quickly as possible.

Proofing

Your files have been received and we are preparing a PDF proof for you. We are processing files as quickly as possible. You will receive your proof within 1 business day, usually much sooner. The proof will be emailed to tgallegos@sanjuancounty.org for review and approval. Printing will not start until your proof is approved.

Please note:

- Any delays with proof approval will delay your final in-hand date. Printing starts the following date after your approval.
- Turnaround time is based upon receiving print-ready files. We will do a review and inform you if we

find an issue with your files. Any problems or delays with your files will cause a delay of your in-hand date.

- As noted in our terms and conditions & your order confirmation any alterations or any new files submitted will be invoiced at a minimum of \$ 15
- Printing time starts the day following your approval.
- You are responsible for setting your files up using proper print settings. any delays caused by problems associated with bad or unusable files will delay your printing & Shipping schedule. To read our file guidelines please, [CLICK HERE](#).
- Any rejection of the proof for any reason will delay your printing & shipping schedule.
- Any adjustments or new files will require at least 1 business day for changes to be applied and new proof to be submitted to you. This will delay your printing & shipping schedule.
- Additional charges may apply to upgrade shipping or printing time to meet your deadline.

Printing Time

Printing Time: 5 Business Days

You have chosen our Standard printing time option. Please note:

- Printing Time is the time it takes to manufacture your product. It does not include any shipping transit time.
- Printing on your order starts the day following your proof is approved. Any approvals sent AFTER 5PM EST will start printing the day following the next.
- Your Printing Time is 5 business days after proof approval.

IMPORTANT: Printing time does not start until you've approved your proof and are fully paid.

Shipping Transit Time

Your order will be shipped out via UPS on the final day of printing.

Please note:

- If you wish to change your shipping information you will need to contact your Customer Service Representative Rebecca Anderson directly. Changing the shipping information in your account will change the shipping options for future orders but will not change shipping information on any orders that have already been placed.
- UPS shipping transit time is estimated and transit times are not guaranteed. While we find that well over 95% of shipments do arrive on its scheduled arrival date, the service is not guaranteed. If you have a firm in-hand date, it is best to plan to receive a day ahead of time to address many of

the possible delays, most of which are not more than 1 day. Things such as weather and mechanical failures among other things are usually what causes such delays.

- PrintingCenterUSA has no control of and is not responsible for any delays after the product has been tendered to the shipping carrier for delivery. Click here to see the shipping guarantees that are included and not included for your order. *Any refunds associated with a late shipment only applies to the cost of the shipment and does not apply to the cost of the product.

Satisfaction Guarantee



We want you to be completely satisfied with your experience and product from PrintingCenterUSA. If for any reason you are experiencing difficulty with your Customer Service Representative or Final Product, please contact us using the information below and we will do what we can to resolve these issues as soon as possible.

- Kevin Evans: kevans@printingcenterusa.com
- Jazmin Mendez: jmendez@printingcenterusa.com

Please click on the link below to view the new order and to begin the order fulfillment process.

[View New Order](#)



Follow us on social media for our latest promotions and product updates!



centerusa

PrintingCenterUSA, 117 9th St North, Great Falls, MT 59401, USA, 1-800-995-1555