

**SHIP8, INC.**

ATTN: ACCOUNTS PAYABLE  
45875 NORTHPORT LOOP EAST  
FREMONT, CA 94538  
US

AP.SHIP8@SHIP8.COM

PO No.

23121486

PO Date

12/22/2023

Page

1 OF 1

**ORDER FROM**

100041

ODP BUSINESS SOLUTIONS, LLC  
PO BOX 29248  
PHOENIX, AR 85038-9248  
US

**SHIP TO**

WDC(4000),  
SHIP8, INC.  
ATTN: CHRISTINE JENKINS  
221 HANSON WAY  
WOODLAND, CA 95776  
US

**Buyer**

Purchasing Dept

**Terms**

Net 30 Days

**FOB**

FOB Origin

**Ship Via**

Best possible

Line No.	Vendor Item No.	Vendor Item Description	Qty Ordered	UOM	Unit Price	Extended Price
1	MSCNOTES	K-Cup Coffee Pods, Medium Roast	1-3-24 3.00	Each	21.97	
2	MSCNOTES	K-Cup Coffee Pods, Light Roast	1-3-24 1.00	Each	20.99	
3	MSCNOTES	Brother P-touch TZe-FX231 Laminate	1-11-24 1.00	Each	12.91	
4	MSCNOTES	MA Global CE390A Cartridge	1.00	Each	172.49	
5	MSCNOTES	Sharpies Permanent Markers	1-3-24 1.00	Each	9.29	

*Cancelled and assigned to # 24010090*  
*1-3-24*

Total Extended Price =



# Purchase Requisition Form

## SHIP8 INC.

DATE 12/21/2023  
 WHS LOCATION WDC  
 DEPARTMENT \_\_\_\_\_

**SUPPLIER / VENDOR:**

NAME	ODP Business Solutions
ADDRESS	PO BOX 29248 Phoenix, AR 85038
CONTACT	
TEL NO.	1-800-721-6592

**SHIP TO:**

NAME	SHIP8
ADDRESS	221 Hanson Way Woodland, CA 95776
CONTACT	
TEL NO.	530-669-5991

ITEM	DESCRIPTION	UNIT PRICE	QTY	EXTENDED \$\$	REMARKS/PURPOSE	CODING (ACCT USE ONLY)
6967043	K-Cup Coffee Pods, Medium Roast	\$ 21.97	3	\$ 65.91		
4394456	K-Cup Coffee Pods, Light Roast	\$ 20.99	1	\$ 20.99		
775666	Brother P-touch TZe-FX231 Laminat	\$ 12.91	1	\$ 12.91		
7360807	MA Global CE390A Cartridge	\$ 172.49	1	\$ 172.49	cancel - need a diff. part	
754871	Sharpies Permantent Markers	\$ 9.29	1	\$ 9.29		
		\$ -		\$ -	24010040	
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
<b>ESTIMATED TOTAL</b>				<b>\$ 281.59</b>		

Check box if attaching quote

REQUESTER SIGNATURE: Wendy Yang  
 WAREHOUSE DIRECTOR SIGNATURE: Alex Gonzalez  
 SHIP8 PRESIDENT SIGNATURE: \_\_\_\_\_  
 E&E CONTROLLER SIGNATURE: \_\_\_\_\_  
 IT AUTHORIZER (SOFTWARE & HARDWARE): \_\_\_\_\_

DATE: 12/21/2023  
 DATE: 12/21/23  
 DATE: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

**FOR OFFICE USE ONLY**

ORDER DATE: _____	ORDERED BY: _____
ETA DATE: _____	ORDERED AMOUNT: _____
<b>PAYMENT METHOD: (Please check one)</b>	
<input type="checkbox"/> OPEN ACCOUNT (VENDOR BILL)	<input type="checkbox"/> Provide REQ # to vendor for invoicing, submit approved requisition form to A/P for payment proces
<input type="checkbox"/> COD / PREPAID	<input type="checkbox"/> Submit approved requisition form and vendor invoice to Controller for COD/prepaid check
<input type="checkbox"/> COMPANY CREDIT CARD / CARD HOLDER	<input type="checkbox"/> Submit approved requisition form and receipt to Credit Card Holder
<input type="checkbox"/> EMPLOYEE CREDIT CARD / CHECK	<input type="checkbox"/> Attach approved requisition form and receipt to employee's expense report for reimbursement.

**WAVE**  
**03**

**03141111**  
ODP Business Solutions, LLC  
1-888-2OFFICE  
6700 AUTOMALL PKWY  
FREMONT, CA 94538

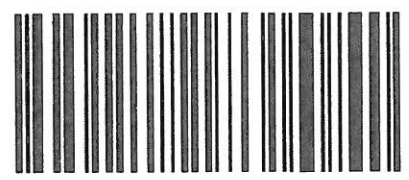
Stop: **003**  
Door: **051**  
WOODLAND, CA 95776-6211

RTE **0301**

WEIGHT  
**3**  
**12.110**

STOP **3**  
DOOR **51**  
BO# **698541**

**P C 5**  
BATCH  
**5598 06:41 PM**  
CUST# **70324916**



88857141010301  
INV# 349015108001

**C**  
**PACKING LIST ENCLOSED**  
WAVE: **03**  
PO # 23121486  
Special Instructions:  
**WENDY YANG**  
Batch: 5598 BO: 698541  
1/2/24 23:43:10  
01135PR32T005598000492000491U#2V23-10



23121486

ODP Business Solutions, LLC  
**0301**  
MOVE  
D3490151080013010001  
Cust#: 70324916

ODP Business Solutions, LLC  
1-888-2OFFICE  
6700 AUTOMALL PKWY  
FREMONT, CA 94538

Location	Qty	UOM	Vendor Item Code	Description	SKU	UPC	Weight	Markout	Filled By
08 SC 05-45	N 1	DOZ	38201	MARKER,CHISEL,SHARPIE,BLACK	0754871	0-75487-1-	0.540		
10 SC 04-32	1	CT	5000203807	KCUP,BRKfst BLEND,POD,70CT	4394456	4-39445-6-	2.490		
10 SC 05-35	3	CT	5000203809	KCUP,HOUSE BLEND,POD,70CT	6967043	6-96704-3-	7.455		
21 BL 54-01	1	PEACH	TZE-FX231	CARTRIDGE,TAPE,FLEX,1/2"	0775666	0-77566-6-	0.105		
*****END OF CARTON*****									



\*\*\* PACKING LIST \*\*\*

ODP Business Solutions, LLC  
1-888-2OFFICE  
6700 AUTOMALL PKWY  
FREMONT CA 94538  
Order Number: 349015108-1

Order Summary

Shipping Address  
307  
HIP 8 INC  
1 HANSON WAY  
JODLAND CA 95776-6211

Customer Information  
Customer#: 70324916  
Contact: WENDY YANG  
Phone#: 530-669-5991 0130

Carton Counts  
Repack / Split Case 1  
Full Case 0  
Bulk 0  
Total 1

Additional Information  
PO # 23121486  
Route/Stop/Door: 0301/003/051  
Order Date: 02-Jan-2024  
Delivery Date: 03-Jan-2024

Parent Order Number 349015108

Item Details

Line	Quantity		Mfgr Code	Customer Code	Description	Units	Carton ID		
	Ordered	Shipped							
1	1	✓1	0	775666 TZE-FX231	CARTRIDGE,TAPE,FLEX,1/2"	EACH	85714101		
2	3	✓3	0	6967043 5000203809	KCUP,HOUSE BLEND,POD,70CT	CT	85714101		
3	1	✓1	0	4394456 5000203807	KCUP,BRKFST BLEND,POD,70CT	CT	85714101		
4	1	✓1	0	754871 38201	MARKER,CHISEL,SHARPIE,BLACK	DOZ	85714101		

Please visit [ODPBusiness.com](http://ODPBusiness.com) for all other information including re-orders, voice re-prints, parts replacement and quick easy returns.

**PLEASE NOTE: Your orders will arrive in separate shipments. Your orders can be tracked via the ODPBusiness.com website. 349017422-001 2024-01-11**



ORIGINAL INVOICE

10000

THANKS FOR YOUR ORDER

Contact Number For:
Account Inquiries: (888) 263-3423
Order Inquiries: (800) 721-6592

Table with 3 columns: INVOICE NUMBER, AMOUNT DUE, PAGE NUMBER. Rows include invoice number 349015108001, amount due \$110.87, and invoice date 01/03/2024.

Federal ID # 86-2161688

Bill To: ATTN: ACCTS PAYABLE
SHIP 8 INC
45875 NORTHPORT LOOP E
FREMONT CA 94538-6414

Ship To: SHIP 8 INC
221 HANSON WAY
WOODLAND CA 95776-6211

Main invoice table with columns: ACCOUNT NUMBER, ACCOUNT MANAGER, SHIP TO ID, ORDER NUMBER, ORDER DATE, SHIPPED DATE, BILLING ID, PURCHASE ORDER, RELEASE, ORDERED BY, DESKTOP, COST CENTER, CATALOG ITEM # / MANUF CODE, DESCRIPTION / CUSTOMER ITEM #, U/M TAX, QTY ORD, QTY SHIP, QTY B/O, UNIT PRICE, EXTENDED PRICE.

Summary table with columns: SUB-TOTAL (109.10), DISCOUNT (0.00), DELIVERY (0.00), MISCELLANEOUS (0.00), SALES TAX (1.77), TOTAL (\$110.87). Includes note: ALL AMOUNTS ARE BASED ON USD CURRENCY.

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

▲ DETACH HERE ▲

Table with columns: CUSTOMER NAME, BILLING ID, INVOICE NUMBER, INVOICE DATE, INVOICE AMOUNT, AMOUNT ENCLOSED. Row for SHIP 8 INC with invoice number 349015108001 and amount \$110.87.

FL0 188403950 3490151080017 00000011087 1 0

PLEASE SEND YOUR CHECK TO: ODP Business Solutions, LLC
PO BOX 29248
PHOENIX AZ 85038-9248

PLEASE RETURN THIS STUB WITH YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT.

PLEASE DO NOT STAPLE OR FOLD. THANK YOU