

SHIP8, INC.

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

AP.SHIP8@SHIP8.COM

ORDER FROM

100978

HCI SYSTEMS, INC.
1354 S. PARKSIDE PL.
ONTARIO, CA 91761
US

SHIP TO

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

Buyer

Purchasing Dept

Terms

30 days

FOB

FOB Origin

Ship Via

Best possible

Extended Price

Unit Price

UOM

Qty Ordered

Vendor Item Description

Vendor Item No.

Line No.

550.00

Each

1.00

12v 33AH Batteries

Panel Room

1

gmv. 6-12

Total Extended Price =

NOTES / INSTRUCTIONS (Not part of printed form)

Please select and thoroughly review the below linked
Warehouse Purchases and Approval Policy - Mar 2023

This form is required for all SHIP8 INC. purchase requests

Fill out form in its entirety

Confirm pricing with the vendor

Obtain all appropriate approvals

Download/Save completed form as a pdf (include quote if applicable)

Email PDF to AP.SHIP8@SHIP8.com

Upload a copy of the signed PDF to the Purchase Req Forms
folder on the Google Drive to relevant location

Once product is received, upload POD to the shared drive

so that payment to the vendor can be processed

S:\POD Public File



Purchase Requisition Form

SHIP8 INC.

SUPPLIER / VENDOR:

NAME: HCL
 ADDRESS: 1168 West National Dr
 Sacramento, Ca 95834
 CONTACT: Gody Conrad
 TEL NO: 916-224-7479

DATE: 5/28/24
 WHS LOCATION: WDC
 DEPARTMENT: Maintenance

SHIP TO:

NAME: SHIP8 INC
 ADDRESS: 221 Hanson Way
 Woodland, CA 95776
 CONTACT: Alex Gonzalez
 TEL NO: 916-897-7622

ITEM	DESCRIPTION	UNIT PRICE	QTY	EXTENDED \$\$	REMARKS/PURPOSE	CODING (ACCT USE ONLY)
	12v 33AH Batteries	\$ 550.00	1	\$ 550.00	Panel room	
		\$0		\$		
		\$0		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
		\$		\$		
ESTIMATED TOTAL				\$ 550.00		

Completed 6/12/24
ERV

Check box if attaching quote

REQUESTER SIGNATURE: _____
 WAREHOUSE DIRECTOR SIGNATURE: *Alex Gonzalez*
 SHIP8 PRESIDENT SIGNATURE: _____
 E&E CONTROLLER SIGNATURE: _____
 IT AUTHORIZER (SOFTWARE & HARDWARE): _____

DATE: _____
 DATE: _____
 DATE: _____
 DATE: _____
 DATE: _____

FOR OFFICE USE ONLY

ORDER DATE: _____ ORDERED BY: _____
 ETA DATE: _____ ORDERED AMOUNT: _____
 PAYMENT METHOD: (Please check one)

OPEN ACCOUNT (VENDOR BILL)
 COD / PREPAID
 COMPANY CREDIT CARD / CARD HOLDER
 EMPLOYEE CREDIT CARD / CHECK

Provide REQ # to vendor for invoicing, submit approved requisition form to A/P for payment process
 Submit approved requisition form and vendor invoice to Controller for COD/prepaid check
 Submit approved requisition form and receipt to Credit Card Holder
 Attach approved requisition form and receipt to employee's expense report for reimbursement.



Service Order Repair Invoice

1354 South Parkside Place
 Ontario, CA 91761
 (909) 628-7773

Invoice Number:	10080914
Invoice Date:	06/26/2024

Customer:	Ship8 INC
Customer ID:	SHIP8INC
Bill to Address:	45875 Northport Loop East Fremont CA 94538

Site:	Ship8 INC-2222 Beamer
Site ID:	222EBE01
Site Address:	2222 East Beamer Street Woodland CA 95776

Service Order #	PO #	Request Type	Department #	Terms
SV2406040979	24060592	Fixed Price Job	802 - Service - Sacramento	Net 30

Ordered By:

Eddie Vega

Service Order Description:

Provide 12V 33AH Batteries (No Labor)

Service Order Resolution:

6/17/2024 William Hartfield: Replaced FACP batteries.

Description	Unit Price	Extended
Fixed Price Job	\$550.00	\$550.00
TOTAL AMOUNT DUE		\$550.00