

SHIP8, INC.

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

US
AP.SHIP8@SHIP8.COM

ORDER FROM
100349

THE GROWING COMPANY

SACRAMENTO, CA 95829

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	tree removal	tree removal	1.00	Each		1,386.00

JW

Total Extended Price =



Purchase Requisition Form

DATE 9/9/24
 WHS LOCATION WDC
 DEPARTMENT Maintenance

SHIP8 INC.

SUPPLIER / VENDOR:

NAME Growing Co.
 ADDRESS 4 Wayne court ste# 3
 CONTACT Sacramento, CA
 TEL NO. 916-379-9088

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)
	trec removal	\$ 1,386.00	1	\$ 1,386.00		
				\$ -		
				\$ -		
				\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
ESTIMATED TOTAL				\$ 1,386.00		

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: 9/9/24
 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

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

Alex Gonzalez

To: Christine Jenkins

Good morning and Happy Friday! Yes, this was complete.



SHIP8 INC.

Alex Gonzalez
Director of Operations
2222 East Beamer Street
Woodland, CA 95776

O: 530-669-5991 C: 916-897-7622

Thank you! Thank you! You too! Great, thanks for letting me know!

Reply Forward

9-20-24
AJ

Christine Jenkins

To: Alex Gonzalez

Good morning Alex

Was PO 240910 16 completed?

INVOICE

Billing Inquiries Contact

Bill To:
 SHIP8 INC.
 45875 Northport Loop East
 Fremont, CA 94538

Invoice Date 09/19/2024
Due Date 09/19/2024
Invoice Number CD50451455
Terms of Payment Due upon Receipt
Customer Number 45493

Remit Payment To:
 P.O. Box 102180
 Pasadena, CA 91189-2180

Service Location:
 OA Logistics
 2222 East Beamer Street
 Woodland, California 95776

Customer PO	WO Number	Date	Description	Quantity	Unit Price	Amount
PO# 24091016	253055		Proposal AN# 856404	1.00 ea	\$ 1,386.00	\$ 1,386.00

Scope of Work:
 2222 E Beamer St - Hanson Parking Tree Removal Tree Quantity: 1 Proposal Value: \$1,386 September 4, 2024 Proposal #: 856404 Chinese Pistache 1 Removal and Grind
 \$1,386 Total \$1,386

Sub Total	\$	1,386.00
Tax	\$	0.00
Total Due	\$	1,386.00