

**SHIP8, INC.**

ATTN: ACCOUNTS PAYABLE  
45875 NORTHPORT LOOP EAST  
FREMONT, CA 94538  
US  
AP.SHIP8@SHIP8.COM

PO No.

24101176

PO Date

10/15/2024

Page

1 OF 1

**ORDER FROM**

60

OAKLAND PALLET CO., INC.  
2500 GRANT AVE.  
SAN LORENZO, CA 94580  
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**

3.75

**UOM**

Each

**Qty Ordered**

704.00

**Vendor Item Description**

48 X 40 GRADE B PALLET

**Vendor Item No.**

PLT4840B

1

*JW 10-16*

**ENTERED**  
10-24-24

Total Extended Price =



# Purchase Requisition Form

## SHIP8 INC.

DATE: 10/15/24  
 WHS LOCATION: WDC  
 DEPARTMENT: Receiving

**SUPPLIER / VENDOR:**

NAME: Oakland Pallet  
 ADDRESS: 109 Pioneer Ave  
 Woodland, CA 95776  
 CONTACT: Adrian Padilla  
 TEL NO.: 510-278-1291

**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)
Pallet	#2 Grade B Pallet	\$ 3.75	704	\$ 2,640.00	1 truckload	
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
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		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
<b>ESTIMATED TOTAL</b>				<b>\$ 2,640.00</b>		

Check box if attaching quote

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

DATE: \_\_\_\_\_  
 DATE: 10/15/24  
 DATE: 10/15/24  
 DATE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

FOR OFFICE USE ONLY

ORDER DATE: \_\_\_\_\_ ORDERED BY: \_\_\_\_\_  
 ETA DATE: \_\_\_\_\_ ORDERED AMOUNT: \_\_\_\_\_

**PAYMENT METHOD: (Please check one)**

OPEN ACCOUNT (VENDOR BILL)  Provide REQ # to vendor for invoicing, submit approved requisition form to A/P for payment proces

COD / PREPAID  Submit approved requisition form and vendor invoice to Controller for COD/prepaid check

COMPANY CREDIT CARD / CARD HOLDER  Submit approved requisition form and receipt to Credit Card Holder

EMPLOYEE CREDIT CARD / CHECK  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

# Delivery Ticket

Order #: 207264



OPC, Inc. - Pioneer  
109 Pioneer Avenue  
Woodland, CA 95776

Phone: (510) 278-1291  
Fax: (510) 278-2267

Ship To:  
Ship8 - Woodland  
Attn: Christine Jenkins  
221 Hanson Way  
Woodland, CA 95776

PO/Reference #: 24101176  
Ship Date: October 16, 2024

Trailer #: SET DBL  
Driver: Yovany Romero (Class A)

Item	Description	Ordered	Back Ordered	Shipped
PU4840M42BS00	#2B 48X40 4W PALLET	704	0	704

Total: 704

**Notes**

Received By: Thomas Burns Date: 10/16/24 Time: 12:45

The risk and responsibility of all use of pallets shall be solely upon the user or other responsible parties. Under no circumstances should any person stand, step, lean upon pallet, or otherwise use them for support.

**THANK YOU FOR YOUR BUSINESS!**



**OPC, Inc. - Pioneer**

2500 Grant Avenue  
 San Lorenzo, CA 94580 USA  
 (510) 278-1291  
 (510) 278-2267 fax

**Invoice**

Date	Due Date	Invoice #
10/22/2024	11/21/2024	207264

<b>Bill To</b>
SHIP8, INC. AP.SHIP8@SHIP8.COM 45875 Northport Loop East Fremont, CA 94538 USA (510) 490-9788 (510) 490-2804 fax

<b>Ship To</b>
Ship8 - Woodland Attn: Christine Jenkins 221 Hanson Way Woodland, CA 95776 USA

Customer PO#	Terms	Salesperson	Ship Date	Method	F.O.B.
24101176	Net 30	House	10/16/2024	Delivery	Delivery

Quantity	Product #	Description	Units	Price	Amount
704.0000	PU4840M42BS00	#2B 48X40 4W PALLET	ea	\$3.7500	\$2,640.00

Thank you for your business.	Subtotal	\$2,640.00
	Sales Tax	\$0.00
	<b>Total</b>	<b>\$2,640.00</b>

**Notes**

The risk and responsibility of all use of pallets shall be solely upon the user or other responsible parties. Under no circumstances should any person stand, step, lean upon pallet, or otherwise use them for support. A finance charge of 1.5% per month (annual percentage rate of 18%) will be charged on accounts over 30 days past due. Customer shall be liable for reasonable attorney's fees and costs of suit in relation to enforcement of collection.