

**SHIP8, INC.**

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

AP.SHIP8@SHIP8.COM

ORDER FROM

100047

ULINE  
ATTN: ACCOUNTS RECEIVABLE  
CHICAGO, IL 60680-1741

SHIP TO

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

Buyer

Terms

FOB

Ship Via

Purchasing Dept

Net 30 Days

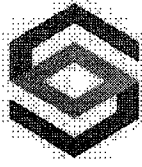
FOB Origin

Best possible

Line No.	Vendor Item No.	Vendor Item Description	Qty Ordered	UOM	Unit Price	Extended Price
1	S-5940	SIDE LOADING BUSINESS CARD PLE - CLEAR, 3 X 4-1/2	5.00	Each	31.00	

JMW. 9-7

Total Extended Price =



# Purchase Requisition Form

## SHIP8 INC.

DATE: 8.5.25  
 WHS LOCATION: WDC  
 DEPARTMENT: Rework>Returns

SUPPLIER / VENDOR:

NAME: Uline  
 ADDRESS:  
 CONTACT:  
 TEL NO.:

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)
S-5940	packing list	\$ 31.00	5	\$ 155.00	rework projects	
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
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		\$ -		\$ -		
		\$ -		\$ -		
<b>ESTIMATED TOTAL</b>				<b>\$ 155.00</b>		

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: 8/5.25  
 DATE: \_\_\_\_\_  
 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 process

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

# ULINE

1-800-295-5510

uline.com

8800 Military Road, Reno, NV 89506



DO#: 1007995910001

SHIPPING SUPPLY SPECIALISTS

**SOLD TO:** SHIP 8 INC  
45875 NORTHPORT LOOP E  
FREMONT, CA 945386414

**SHIP TO:** SHIP8  
221 HANSON WAY  
WOODLAND, CA 957766211

CUSTOMER NO.	PURCHASE ORDER NO.	SHIP VIA	ORDER DATE	INVOICE DATE	ORDER #
4320560	25080824	FedEx Ground (California)	08/06/25	08/06/25	35745496
MODEL NUMBER	DESCRIPTION	QUANTITY			SACK ORDERED
		ORDERED	U/M	SHIPPED	
S-5940	3X4.5 CLEAR PKG LIST ENV 1M/CT	5	CT	5	
***** DO NOT SEND CATALOGS  <i>JJ</i> <i>8/17/25</i>					

RETURNS: WE HOPE YOU ARE HAPPY WITH THIS ORDER. HOWEVER, IF YOU NEED TO RETURN MERCHANDISE, PLEASE REFER TO THE BACK OF THIS FORM. THERE IS NO NEED TO CALL ULINE.

ORDERED BY: ALEX GONZALEZ

5306695991

0021-1

R6

08/06/25 12:00

08/06/25 10:01

INTERNET

## PACKING LIST



1-800-295-5510  
 uline.com  
 PO Box 88741 • Chicago, IL 60680-1741

**INVOICE**

ULINE FED ID#: 36-3684738  
 INVOICE #: 196262419  
 ORDER #: 35745496

THANK YOU FOR YOUR ORDER. ULINE CUSTOMER SINCE 2008

**SOLD TO:** SHIP 8 INC  
 45875 NORTHPORT LOOP E  
 FREMONT CA 94538-6414

**SHIP TO:** SHIP8  
 221 HANSON WAY  
 WOODLAND CA 95776-6211

CUSTOMER NO	PURCHASE ORDER NO	SHIP VIA	ORDER DATE	DATE SHIPPED	TERMS	INVOICE DATE
4320560	25080824	PARCEL	08/06/25	08/06/25	NET 30 DAYS	08/06/25
QTY ORDERED	U/M	BACK ORDERED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
5	CT		S-5940	SIDE LOADING PACKING LIST ENVELOPES - BUSINESS CARD, CLEAR, 3 X 4 1/2"	28.00	140.00 T
				'T' DENOTES A TAXABLE LINE.		

ORDER PLACED BY: ALEX GONZALEZ  
 INTERNET

SUB-TOTAL 140.00	SALES TAX 11.32	SHIPPING/HANDLING 22.00	AMOUNT DUE \$ 173.32
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PLEASE PAY FROM THIS INVOICE REFER TO THIS INVOICE NUMBER WHEN CONTACTING US REGARDING THIS TRANSACTION

CUSTOMER NAME	CUSTOMER NUMBER	INVOICE NUMBER	INVOICE DATE	AMOUNT DUE
SHIP 8 INC	4320560	196262419	08/06/25	173.32

AMOUNT ENCLOSED  
 IF DIFFERENT THAN AMOUNT DUE \$ \_\_\_\_\_  
 EXPLAIN DIFFERENCES ON REVERSE SIDE

MAKE CHECK PAYABLE AND MAIL TO:

**ULINE**  
 ATTN: ACCOUNTS RECEIVABLE  
 PO Box 88741  
 Chicago IL 60680-1741

IMPORTANT - PLEASE DETACH AND RETURN THIS PORTION TO ENSURE PROPER CREDIT