SHIP8, INC.

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

PO No.	PO Date	Page
25080868	08/14/2025	1 OF 1

ORDER FROM

100943

DIXIE MEMBRANE ROOFING, INC.
1375 CAPITAL CIRCLE
LAWRENCEVILLE, GA 30043
US

SHIP TO

SD2(2000),
SHIP8, INC.
ATTN: CHRISTINE JENKINS
550 NORTHPORT PARKWAY
PORT WENTWORTH, GA 31407
US

Buyer	Terms	FOB	Ship Via
Purchasing Dept	30 days	FOB Origin	Best possible

Line No.	Vendor Item No.	Vendor Item Description	Qty Ordered	UOM	Unit Price	Extended Price
1	BLD001 - ROOF REPAIRS	BLD001 - ROOF NTE $1000.00	1.00	Each	1,000.00	

Inv

Total Extended Price =

SHIP8INC.

DATE	8/13/2025
WHS LOCATION	SD2
DEPARTMENT	Maintenance

SUPPLIER / VENDOR:		SHIP TO:	
NAME	Dixie Membrane Roofing, INC.	NAME	James Burford
ADDRESS		ADDRESS	550 International Trade Port Wentworth, GA 31407
CONTACT		CONTACT	James Burford
TEL NO.		TEL NO.	

Purchase Requisition Form

PARTS	DESCRIPTION	UNIT PRICE	QTY	EXTENDED $$	REMARKS/PURPOSE	CODING (ACCT USE ONLY)
	Roofing repairs	$ 1,000.00	1	$ 1,000.00	**Roofing Repairs**	
				$ -	**NTE $1,000.00**	
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
		ESTIMATED TOTAL		**$ 1,000.00**		

[x] Check box if attaching quote

REQUESTER SIGNATURE:	Patrick Androshak	DATE:	8/14/2025
WAREHOUSE DIRECTOR SIGNATURE:	Joe Burford (Aug 14, 2025 08:26:01 EDT)	DATE:	14/08/2025
SHIP8 PRESIDENT SIGNATURE:	Ron Capranos	DATE:	14/08/2025
E&E CONTROLLER SIGNATURE:		DATE:	
IT AUTHORIZER (SOFTWARE & HARDWARE):		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 processing
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

DIXIE MEMBRANE ROOFING, INC.

Commercial Roofing

1 August 2025

Ship 8
550 International Trade Pkwy
Port Wentworth, Ga. 31407

Attention: Patrick Andreshack

Reference: Roof Leak Investigation and Repair

Per your request, we propose to investigate active roof leaks and make the needed repairs for the lump sum of $1,000.00.

The above price includes:
1. Travel Time, Labor and Material
2. Remove all trash and debris associated with this project
3. Set up and material procurement fee
4. All repairs will be installed per the manufacturer's warranty specifications.

The above price does not include:
1. Raising existing penetration (by others)
2. Disconnection or removal of MEP penetrations
3. Any other existing roofing or metal related work/repair except as noted above
4. Cutting decking and or any substrate
5. Any additional pipe penetrations i.e. Electrical, gas lines, etc. will charge at $150.00 each.
5.

All work will be performed in accordance with the manufacturer's technical details and warranty requirements. To maintain warrantable flashing details, all penetrations should be a minimum of 12" above the finished roof height, a minimum of 16" away from any other penetration, curb or wall, a minimum of 1" diameter and should be a rigid, water-tight penetration, i.e. no braided cables or uni-struts.

We base our quotes on the information you provide that any changes to the scope of work will be billed accordingly after the completion of the work. Please send written confirmation of the work requested and any necessary purchase order or reference numbers. All work needs to be scheduled at least one week in advance.

Please note that some ponding water may occur as the penetration may obstruct the flow of water as originally designed by the building's architect.

If you need any further information, please let me know.

Very truly yours,
DIXIE MEMBRANE ROOFING, INC.

Don Hatch

Don Hatch
Service Coordinator

Accepted by: Ron Capranos _____ Date: 14/08/2025

Company: _____ PO# _____

Project Name: _____

Certified WBENC Women's Business Enterprise

1375 Capital Circle ~ Lawrenceville, Georgia 30043-5866 ~ 678.386.9420 ~ 678.325.4781 fax

SHIP 8 550 Bldg. Leak Repairs08142025

Final Audit Report 2025-08-14

Created:	2025-08-14
By:	Angele White (angele.white@ship8.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQOXJsfHdiGJRI1PgUPE3OdWzmLr6tNiU

"SHIP 8 550 Bldg. Leak Repairs08142025" History

Document created by Angele White (angele.white@ship8.com)
2025-08-14 - 12:32:16 PM GMT

Document emailed to James Burford (james.burford@ship8.com) for signature
2025-08-14 - 12:32:21 PM GMT

Document emailed to Ron Capranos (ron.capranos@ship8.com) for signature
2025-08-14 - 12:32:21 PM GMT

Email viewed by James Burford (james.burford@ship8.com)
2025-08-14 - 12:35:46 PM GMT

Document e-signed by James Burford (james.burford@ship8.com)
Signature Date: 2025-08-14 - 12:36:01 PM GMT - Time Source: server

Email viewed by Ron Capranos (ron.capranos@ship8.com)
2025-08-14 - 3:17:26 PM GMT

Document e-signed by Ron Capranos (ron.capranos@ship8.com)
Signature Date: 2025-08-14 - 3:17:40 PM GMT - Time Source: server

Agreement completed.
2025-08-14 - 3:17:40 PM GMT

Adobe Acrobat Sign

Outlook

Re: Invoice From Dixie Membrane Roofing

From Patrick Andreshack <patrick.andreshack@ship8.com>
Date Thu 9/18/2025 8:30 AM
To Christine Jenkins <christine.jenkins@ship8.com>; James Burford <james.burford@ship8.com>

Completed and Approved

SHIP8 INC.

Patrick Andreshak
Maintenance Manager
550 Northport Parkway
Port Wentworth, GA 31407

C:912.414.6118

From: Christine Jenkins <christine.jenkins@ship8.com>
Sent: Thursday, September 18, 2025 7:09 AM
To: James Burford <james.burford@ship8.com>; Patrick Andreshack <patrick.andreshack@ship8.com>
Subject: Fw: Invoice From Dixie Membrane Roofing

Team

Do you approve of the attached invoices from Dixie, and have they been completed?

They are associated with POs 25080868 & 25080868-1

SHIP8 INC.

Christine Jenkins
Purchasing Coordinator
550 Northport Parkway

DIXIE MEMBRANE ROOFING, INC.
1375 CAPITAL CIRCLE
LAWRENCEVILLE, GA 30043
678-386-9420

Invoice

Invoice#: J3341

Date: 09/09/2025

Billed To: Ship 8
550 North Point Parkway Port Wentworth GA 31407

250808 68

Due Date: 10/30/2025 **Terms:** 30TH **Order#**

Description	Amount
Service Address 550 North Point Parkway & 311	
Labor and material to repair leaks.	1,000.00
Patrick Andreshak patrick.andreshak@ship8.com	

We appreciate your business!

Amount Due	**1,000.00**