

SHIP8, INC.

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

AP.SHIP8@SHIP8.COM

ORDER FROM

100617

AMAZON INC.

SEATTLE, WA 98109

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	JAN999 - MISC	Oreck Commercial Vacuum	1.00	Each	332.00	
2	JAN999 - MISC	Vacuum Cleaner Bags	1.00	Each	28.40	

12-15 *JW*

Total Extended Price =



Purchase Requisition Form

SHIP8 INC.

SUPPLIER / VENDOR:

DATE 12/9/25

WHS LOCATION WDC

DEPARTMENT Administrative

SHIP TO:

NAME Amazon
 ADDRESS
 CONTACT
 TEL NO.

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)
	Oreck Commercial Vacuum	\$ 332.00	1	\$ 332.00		
	Vacuum Cleaner Bags	\$ 28.40	1	\$ 28.40		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -	0	\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
		\$ -		\$ -		
ESTIMATED TOTAL				\$ 360.40		

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: 12/9/25
 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

 Outlook

Re: Amazon PO

From Alex Gonzalez <alex.gonzalez@ship8.com>
Date Tue 12/16/2025 7:42 AM
To Christine Jenkins <christine.jenkins@ship8.com>

Good morning Christine - Yes, this delivered yesterday.



SHIP8 INC.

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

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

From: Christine Jenkins <christine.jenkins@ship8.com>
Sent: Tuesday, December 16, 2025 4:27 AM
To: Alex Gonzalez <alex.gonzalez@ship8.com>
Subject: Re: Amazon PO

Hi Alex

Has PO 25121408 been recived?



SHIP8 INC.

Christine Jenkins
Purchasing Coordinator
550 Northport Parkway
Port Wentworth, GA 31407



Invoice

Invoice # 1VNX-7L9F-CG93 | December 12, 2025

For customer support, visit www.amazon.com/contact-us.

Invoice summary

Payment due by January 11, 2026

Item subtotal before tax	\$ 360.40
Shipping & handling	\$ 0.00
Promos & discounts	\$ 0.00
Total before tax	\$ 360.40
Tax	\$ 28.83
Amount due	\$ 389.23 USD

Account # A35AFFUVNI95SG

Payment terms Net 30

Purchase date 10-Dec-2025

Purchased by Alex Gonzalez

PO # 25121408

Pay by

Electronic funds transfer (EFT/ACH/Wire)

Check

Account name	Amazon Capital Services, Inc	Amazon Capital Services
Bank name	Wells Fargo Bank	PO Box 035184
ACH routing # (ABA)	121000248	Seattle, WA 98124-5184
Bank account # (DDA)	41630120002270518	
SWIFT code (wire transfer)	WFBUS6S	

Registered business name

Shp8 Inc

Bill to

Shp8 Inc
45875 NORTHPORT LOOP E
FREMONT, CA 94538

Ship to

Alex Gonzalez
221 HANSON WAY
WOODLAND, CA 95776-6211

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or

Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Oreck Commercial XL Vacuum Cleaner Bags, Pack of 25, Single-Wall Filtration, Disposable, Fights Odors, Oreck Vacuum Cleaner Bags for Use in Upright Vacuums ASIN: B008BPFN08 Sold by: Amazon.com Services, Inc Order # 111-6521832-3377827	1	\$28.40	\$28.40	8.000%
2 Oreck Commercial U2000RB2L-1 LEED-Compliant Upright Vacuum, Gray/Black, 9.25"D x 47.75"H x 12.5"W ASIN: B00CH5EI2C Sold by: Amazon.com Services, Inc Order # 111-6521832-3377827	1	\$332.00	\$332.00	8.000%

Total before tax	\$360.40
Tax	\$28.83
Amount due	\$389.23

FAQs

How is tax calculated?

Visit <https://www.amazon.com/gp/help/customer/display.html?nodeId=G202036190>

How are digital products and services taxed?

Visit <https://www.amazon.com/gp/help/customer/display.html?nodeId=T18ikShu13no6ZK3jZ>

When will I get a refund for undelivered items?

You can expect to get your refund within 7 calendar days after we receive confirmation that your package was undeliverable (exclusions apply).