



12080 SW MYSLONY STREET
 TUALATIN, OR 97062-8041
 (503)692-6010
 www.albinaco.com

PURCHASE ORDER No S13521-559

SHOW THIS NUMBER ON ALL INVOICES,
 PACKAGES, DELIVERY FORMS, ETC.

Date: 12/01/2025
FOB: Destination
Ship To: Albina
Terms: Net 30 Days

Vendor Empower Digital Solutions Phone: 503-928-6018 Fax: Attn: Erik Hopkins
--

<u>Quantity</u>	<u>Description</u>	<u>Due Date</u>	<u>Unit Cost</u>	<u>Extended</u>
1 Lot	Run three Cat5 cables to the center of the shop where we are setting up a new workstation. Cable 1 is for a computer and cable 2 is for a phone, cable 3 is for printer.	12/05/2025	T&M	
1 Lot	Activate second network drop in Shane's old office. That office will need two active Cat5 network drops (one additional to Shane's current data drop).	12/05/2025	T&M	
1 Lot	Relocate the office camera in the shop office to a new location at the R13	12/05/2025	T&M	
1 Lot	troubleshoot the VOIP system (Reception, KC, Josh)	12/05/2025	T&M	
1 Lot	move network and phone drop in Justin's office to new location	12/05/2025	T&M	
1 Lot	move network and phone drop in Shane's office to new location	12/05/2025	T&M	

SPECIAL INSTRUCTIONS

1. If multiple heat numbers are being supplied please bundle each heat number separately- unless instructed otherwise in the PO details listed above.
2. You must inform Albina immediately if you are unable to meet the required delivery date(s) listed on this PO, failure to do so will cause significant scheduling problems.

Terms and Conditions of Purchase: See separately attached terms and conditions

Albina Co., Inc.

Brian Smith - Authorized Agent