

## MASTER PACKAGE LABEL

Locate the master package label on the outside of each skid/master package. This label includes delivery information for the purchase order and identifies how many total master packages are on the delivery.

Diagram of a Master Package Label with callouts:

- PO Number Release Number Job Number
- Master Package Number
- Any other pertinent info (Attention to, Contact, Delivery Instructions) will display in the large black box

Label Content:

FROM: P&I SUPPLY  
2220 N. FARES AVE  
EVANSVILLE, IN 47711  
812-423-6256 F: 812-421-4133

ORDER # 0593244

TO: WHITE HOUSE  
1600 PENNSYLVANIA AVE NW  
WASHINGTON DC 20500-01003

PO# 8749-WH-987456

REL#: 00025  
JOB#: B-64782

SKID 1 OF 1

ATTN: JOHN SMITH

G011

## PACKING LIST

Find the Packing List on the side of the skid/master package. The packing list shows all of the items **within a single master package** and includes the box numbers for each item, as well as the total quantity (sum of all boxes) of each item in the master. **Each master package will have its own packing list.**

Diagram of a Packing List with callouts:

- Customer PO Bar Code
- Customer P/N P&I P/N Prod Desc
- Customer PO Line Number
- Box Numbers for this Item
- Master Package Number
- PO Number Release Number Job Number
- Total Qty of this Item in All Boxes
- Customer P/N Bar Code

Packing List Content:

TEST P&I EVANSVILLE  
2220 N. FARES AVE.  
EVANSVILLE IN 47711  
812-423-6256 812-421-4133  
www.pisupply.com

Ship To: WHITE HOUSE  
WHITE HOUSE  
001229927  
1600 PENNSYLVANIA AVE NW  
WASHINGTON DC 20500-0003

P&I SUPPLY

PACKING LIST

BOX/PALLET/GAYLORD NUMBER  
G011

Order # 0593244

SHIP FROM 01 DATE 03/05/2019 PAGE 1 OF 1

Cust PO: [Barcode]

ORDER INFORMATION	TERM INFORMATION	CUSTOMER PURCHASE ORDER
ORDER DATE: 03/05/2019	FRT TERMS: PREPAID AND ADD DELIVERY	P/O #: 8749-WH-987456
REQ DATE: 03/04/2019	SHIP VIA: PAY TERMS: 1% 10TH NET 30	JOB #: B-64782
WRITTEN BY: SDS		REL #: 00025
CUSTOMER CONTACT: JOHN SMITH		

ITEM #	PRODUCT/DESCRIPTION/COMMENTS	ORDERED	U/M	SHIPPED	B/O	PRICE/EXT
1	Cust. PN: 20700050 P&I PN: DEWDW4626 6" x 1/4" x 5/8"-11 A24R AO WHEEL, GRINDING T-27 (BX=10EA) Boxes: B01, B02, B03, B04, B05	150	EA	150	0	711.00
2	Cust. PN: 20800066 P&I PN: DEWDW8435 4.5"x 1/8"x 5/8"-11 A24R AO WHEEL, T-27 CUT & GRIND Boxes: B06, B07, B08, B09, B10	150	EA	150	0	438.00

## BOX LABEL

Using the box numbers listed on the packing list, locate ALL boxes for each item. Use the item number to group like items. Each box inside the master package contains only one product SKU and has a label on the outside of the box. Some items may be packaged into multiple boxes inside the master package.

Diagram of a Box Label with callouts:

- P&I P/N or Customer P/N and Bar Code
- Customer PO Item Number
- Box Number
- Product Description
- Qty Inside This Box
- Customer PO Number
- Total Number of Boxes for an Item

Box Label Content:

4.5"x 1/8"x 5/8"-11 A24R AO  
WHEEL, T-27 CUT & GRIND

20800066

0593244-1

BOX QTY: 30

8749-WH-987456

Item: 2

345

B07: 2 of 5

B07

Total Number of Boxes for an Item  
If there is only one box for an item, this will say "1 of 1". In this example, Box B02 is box 2 of 5 total boxes for this item inside the master package.