

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1085312  
Vendor Name: Glen Ellyn Chamber of  
Invoice Number: 18945  
Invoice Date: 06/04/20  
PO Number:  
Check Number: 0268314  
Check Amount: \$ 100.00  
Check Date: 06/10/2020  
Department ID: 00774  
Reviewer Name:  
Voucher Number: V0625563  
Redaction Type: None  
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

-----  
From: zerrudom@cod.edu  
Sent: Fri Jun 05 10:24:23 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: Attached Document  
-----

-----  
From: gonzales33929@cod.edu  
Sent: Thu Jun 04 13:05:56 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: Community Relations voucher invoice payments  
-----

Hello,

Attached please find two voucher invoice payments for review and processing. If they can be processed during the next check cycle on June 11, 2020, that would be appreciated.

Thank you.

Stay well.

Sandra

**Sandra Gonzales**, Administrative Assistant

Community Relations | Marketing and Communications

College of DuPage | 425 Fawell Blvd., | IRC 1045-1 | Glen Ellyn, IL 60137

# Voucher Confirmation: V0625563

acctpay@cod.edu

## Reply

Today, 12:39 PM

Gonzales, Sandra

Label: Inbox Retention - 1 year (1 year) Expires: 6/4/2021 12:39 PM

## Report Suspicious Mail

Voucher Number V0625563

Voucher Status In Progress (Unfinished)

Requestor Name Sandra R. Gonzales

Voucher Date 06/04/20

Due Date 06/11/20

Vendor ID and/or Name 1085312 Glen Ellyn Chamber of

AP Type IM Invoices < \$15,000

Voucher Total \$100.00

## ITEM 1

Item Description Eblast to promote digital archive.

Quantity 1.000

Price \$100.0000

Extended Price \$100.00

GL Distribution 01-40-00774-5407001

## COMMENTS

Email blast to promote Digital Archive.

APPROVAL

DATE

NEXT APPROVALS



Glen Ellyn Chamber of Commerce  
810 N. Main St  
Glen Ellyn, IL 60137  
(630) 469-0907 | fax: (630) 469-0426  
finance@glenellynchamber.com

## Invoice

Invoice Date: 6/4/20  
Invoice Number: 18945

# AP VERIFIED

## 06/05/20 - MARIA ZERRUDO

College of DuPage  
Sandra Gonzales  
425 Fawell Blvd  
BIC 1645 A  
Glen Ellyn, IL 60137-6559

		Terms	Due Date
		Upon Receipt	
Description	Quantity	Rate	Amount
Community & Member E-Blast	1	\$100.00	\$100.00
Subtotal:			\$100.00
Total:			\$100.00
Payment/Credit Applied:			\$0.00
Balance:			\$100.00

Login to your Member Information Center to pay your invoice online  
at <https://business.glenellynchamber.com/login/>

Interested in updating your membership for more benefits or setting up monthly payments? Contact us at [630-469-0907](tel:630-469-0907) or email [finance@glenellynchamber.com](mailto:finance@glenellynchamber.com).

Member Name: College of DuPage

Invoice #: 18945

Payment Amount: \$ \_\_\_\_\_

Payment Method: ☐ Check # \_\_\_\_\_ ☐ Credit Card

Make all checks payable to **Glen Ellyn Chamber of Commerce** or enter credit card information below.

Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV Code \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

*OK to pay*  
*Anni Chambers*  
*# V0625563*