

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1367917

Vendor Name: Bannerville Usa

Invoice Number: 29094

Invoice Date: 06/17/20

PO Number: P0369947

Check Number: E0080748

Check Amount: \$ 5,942.50

Check Date: 07/08/2020

Department ID: 02440

Reviewer Name:

Voucher Number: V0630414

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

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From: mcgowan@cod.edu  
Sent: Tue Jun 30 14:49:29 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: inv Bannerville #29094  
-----

Please process this invoice. I am returning the copy in ImageNow which is the wrong amount. We changed one banner.  
Thank you.

Ellen McGowan  
Business Manager  
McAninch Arts Center  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

Bannerville USA, Inc.  
PO Box 184  
Western Springs, IL 60558 US  
630-455-0304  
pat@bannerville.com

## INVOICE

PO# 369947  
06-40-02440-5407001  
2,500.00  
05-60-11999-5402001  
3,592.50

**BANNERVILLE USA**  
LARGE FORMAT PRINTING, DESIGN, & INSTALLATION

### BILL TO

Finance Office  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599

### SHIP TO

Mandy Rakow  
College of DuPage - The Mac  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

INVOICE # 29094

DATE 06/17/2020

DUE DATE 07/17/2020

TERMS net 30 {1}

### SHIP VIA

Deliver

### P.O. NUMBER

369947

### ORDER NO.

2031

**AP VERIFIED**

**07/01/20 - MARIA ZERRUDO**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/17/2020	light pole banners	30 x 72" Pole Banners - Parking Lot, mesh	15	95.00	1,425.00T
06/17/2020	light pole banners	12 x 72" Pole Banners Parking Lot, mesh	9	47.50	427.50T
06/17/2020	brackets	Double Banner Display Bracket System - Spring backed	9	195.00	1,755.00T
06/17/2020	brackets	Single Banner Display Bracket System - Spring backed	6	125.00	750.00T
06/17/2020	custom banners	25.5' x 5' mesh banner	1	895.00	895.00T
06/17/2020	light pole banners	36" x 84" Pole Banners - Entrance, mesh	2	150.00	300.00T
06/17/2020	light pole banners	18" x 84" Pole Banners - Entrance, mesh	2	75.00	150.00T
06/17/2020	brackets	Double Banner Display Bracket System - Spring backed	2	195.00	390.00T

Our FEIN # is 36-2821255.

SUBTOTAL 6,092.50  
TAX (0%) 0.00  
TOTAL 6,092.50  
BALANCE DUE **\$6,092.50**

06-40-02440-5407001  
2,500.00 (NEA Grant)  
70 Advertising General G20\_KAHLO  
05-60-11999-5402001  
3592.50  
62 Print General G20\_KAHLO

**APPROVED**

By Ellen McGowan at 2:30 pm, Jun 30, 2020

Thank you for your business!!

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From: zerrudom@cod.edu  
Sent: Wed Jul 08 08:25:19 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: FW: Attached Document  
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**From:** McGowan, Ellen  
**Sent:** Tuesday, July 7, 2020 3:51 PM  
**To:** Zerrudo, Maria <zerrudom@cod.edu>  
**Subject:** RE: Attached Document

Yes, the order was reduced. We have all the parts and this is what we should pay. The po can be used and closed however you can.  
Thank you.

Ellen McGowan  
Business Manager  
McAninch Arts Center  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone 630.942.3009  
Fax 630.942.3002

**From:** Zerrudo, Maria <zerrudom@cod.edu>  
**Sent:** Monday, July 6, 2020 2:34 PM  
**To:** McGowan, Ellen <mcgowan@cod.edu>  
**Subject:** Attached Document

Hi Ellen,

Please review PO 369947

The invoice shows (2) light pole banners 18" x 84" for \$75.00 each, total of \$150.00, but there is no line for 18" x 84" on the PO.

Instead there is a line for (4) 36" x 84" pole banner for \$150.00 each, but the invoice only shows quantity of 2 instead of 4.

Thanks

**Marivic Zerrudo**  
**Accounts Payable Team Leader**  
**College of DuPage**  
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599  
phone 630-942-2601 | zerrudom@cod.edu

