

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1083337

Vendor Name: College Central Network

Invoice Number: 10200

Invoice Date: 01/30/21

PO Number: B0372416

Check Number: 0277205

Check Amount: \$ 3,458.53

Check Date: 03/08/2021

Department ID: 00473

Reviewer Name:

Voucher Number: V0662180

Redaction Type: None

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

Document Below

From: Dando, Anne Marie <dandoa@cod.edu>
Sent: Thu Feb 18 13:58:10 CST 2021
To: invoicing@cod.edu
CC: wendtel19@cod.edu
Subject: Check Enclosed Requested

Hello,

The attached purchase order and check enclosed has been ordered by Lori Wendte as the invoice must be included with the check.

Kindly work directly with her if needed.

Thank you.

Best,

Anne Marie Dando

Procurement Services Assistant



425 Fawell Blvd. | Glen Ellyn, IL 60137-6599 | USA
T: (630) 942.2813 | dandoa@cod.edu

[Click Here for current bids/Rfps!](#)

COD: Check out our [Team Site!](#)

[attachment: Check Enclosed Requested PO#372416 2-18-21 amd.pdf]

PO#372416

This is your invoice for services rendered by College Central Network, Inc.
Thank you for your prompt payment. No statement will be sent.

BILL TO

College of DuPage
Krystina LaSorsa, Interim Manager-Career Services Center
Career Services Center
425 Fawell Blvd.
Glen Ellyn, IL 60137

■ DATE 01/30/2021

■ INVOICE NO. 10200

Make your check payable to:
"CCN Financial Services, Inc."

Include a copy of this invoice with your payment
and write the invoice number on your check.

■ Please note:

1. Invoice is due and payable in full by due date.
2. No discount or change in payment method is permitted.

■ TERMS Net 30

APPROVED

DESCRIPTION

02/22/21 - KRYSTINA LASORSA

AMOUNT

Career Services Center® – Application Service Provider Fee (03/01/2021 to 02/28/2022)

\$3,458.53

PLEASE NOTE: This invoice is due in full by 03/01/2021. Thank you!

Please make check payable to:

CCN Financial Services Inc.

PO Box 153943

Irving, TX 75015-3943

EIN: 75-3045035

FAX CREDIT CARD PAYMENT TO 1-775-546-6040**Note:** For your convenience, you may pay your College Central Network invoice by credit card.Simply complete this form and fax it back to: **1-775-546-6040**.Your credit card statement will show your payment was made to **CCN Financial Services, Inc.**

Pay this invoice or invoice no. _____ Your PO number (if applicable) _____

Payment amount \$ _____

Please charge my ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Cardholder's name _____

Card no. _____ Expiration (month/year) ____/____

Authorized signature _____

Print name _____

Area/phone* _____ Fax* receipt to: _____

College Central Network is a registered trademark of College Central Network, Inc.

*Required

■ **TOTAL \$3,458.53****College Central Network, Inc. – Now powering over 500 college and university career services and employment offices.**

Please make your check payable to CCN Financial Services, Inc. and return a copy of this invoice with payment.

Past due accounts are subject to a service charge of 1 1/2% per month until remittance is made.

TERMS & CONDITIONS: Payment is to be made in full within the period of the stated terms. Companies and individuals placing orders with College Central Network, Inc. are jointly and severally liable for payment for all work performed. Any amount not paid when due shall bear the interest rate as stated above from the due date until paid. If payment is not made within stated terms, customer shall be liable for all costs incurred in collection, including all attorney's fees and court costs.**Federal ID no. 75-3045035**

Rev 0110

Bill To:**College of DuPage**

College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137

Accounts Payable, SRC2049
Phone: 630-942-2228
Fax: 630-858-9078

**Check Enclosed Request - Attached
Invoice #10200 must be included
with check payment. 2/18/21 and**

PURCHASE ORDER

372416

Page: 1

Release Method: Hard Copy

Release Date: 02/16/2021

Created Date: 02/16/2021

*** Confirming Purchase Order *****Vendor:**

1083337
College Central Network
P.o. Box 153943
Irving, TX 75015-3943

Attn: Joy Miller

Phone: 123-123-1234
Fax:

Ship To:

BLANKET PO
425 Fawell Blvd.
Glen Ellyn, IL 60137

Purchasing, Manager

Phone: 630-942-2378
Fax:

Deliver To: Wendte, Lori

PO Created By: Dando, Anne Marie

Purchase Order Comments:

Invoice Number: 10200

Covered dates: 03/01/2021 to 02/28/2022

Requisition Number(s): 683533

Requisitioner Name(s): Lori Wendte

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		1	Each	College Central Network Renewal	\$3,458.53	\$3,458.53

Deliver To: Wendte, Lori

Sub Total: \$ 3,458.53

Total: \$ 3,458.53

Account Code Summary

Account Code	Account Description	Amount
01-30-00473-5309001		\$3,458.53

Terms and Conditions:

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices, which can be in any format, including but not limited to PDF, Word, Excel. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu. Questions about payment status or other inquiries, please email acctpay@cod.edu or call 630-942-2228.
3. All payments are processed via ACH transfer on a weekly basis. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under separate cover which outlines the set-up instructions, your log-in, and temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to invoicing@cod.edu. Paper checks are issued once-a-month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.
4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices to the Contractor, in accordance with the Local Government Prompt Payment Act.
5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.
6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-06.
7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.
8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.
9. All shipments are accepted subject to inspection and approval by College of DuPage.
10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair employment practice act and all rules & regulations thereunder.
11. Suppliers are required to comply with executive orders 11246, 11375, The Rehabilitation Act of 1973, and the Vietnam Readjustment

Bill To:**College of DuPage**

College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137

Accounts Payable, SRC2049
Phone: 630-942-2228
Fax: 630-858-9078

PURCHASE ORDER

372416

Page: 2**Release Method:** Hard Copy**Release Date:** 02/16/2021**Created Date:** 02/16/2021*** Confirming Purchase Order ***

Act of 1974.

12. All contracts for construction work are subject to the provisions of 820 ILCS 130, ch. 48, Par. 39s-1 through 39s-12, providing for payment of the prevailing rate of wages to laborers, workmen & mechanics. Contractor shall submit to the College, monthly certified payroll records for all workers and sub-contractors utilized for the project.