

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1089188

Vendor Name: Verbatim

Invoice Number: 54529

Invoice Date: 02/18/21

PO Number:

Check Number: E0083580

Check Amount: \$ 100.00

Check Date: 03/03/2021

Department ID: 00817

Reviewer Name: Kathy Cosentino

Voucher Number: V0662238

Redaction Type: None

Document Type: AP Invoice

Document Below

SALESPERSON		PURCHASE ORDER NO.		PAYMENT TERMS		DUE DATE	
ROBYN NELSON		NA		DUE UPON RECEIPT		UPON RECEIPT	
TASK / PROJECT NAME OR DESCRIPTION				LANGUAGE		SUB-TOTAL	
Translation services for: COD PACE 2021. Additional Polish Translation				Polish		\$ 100.00	
<div style="border: 2px solid green; padding: 10px; text-align: center;"> <h2 style="margin: 0;">APPROVED</h2> <h2 style="margin: 0;">02/23/21 - JAMES KOSTECKI</h2> </div>							
<div style="border: 2px solid green; padding: 10px; text-align: center;"> <h1 style="margin: 0;">INVOICE REVIEWED</h1> <h1 style="margin: 0;">OKAY TO PAY</h1> <h1 style="margin: 0;">KATHY COSENTINO 02/22/21</h1> </div>							
				INVOICE AMOUNT		\$ 100.00	
				PAYMENT RECEIVED		\$ 0.00	
				TOTAL DUE		\$ 100.00	
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	AMOUNT DUE		
\$ 100.00					\$ 100.00		
THANK YOU FOR YOUR BUSINESS!							
Make all checks payable to Verbatim Solutions or pay online at https://verbatimolutions.com/payment Please contact accounting@verbatimolutions.com with any questions Overdue accounts subject to a late payment charge of 3% per month.							

From: Robyn Nelson <robyn@verbatimsolutions.com >
Sent: Fri Feb 19 15:17:43 CST 2021
To: invoicing@cod.edu
CC: schrader@cod.edu
Subject: FW: [External] Re: Translation of change to our PACE Survey

From: Robyn Nelson [mailto:robyn@verbatimsolutions.com]
Sent: Thursday, February 18, 2021 12:09 PM
To: 'schrader@cod.edu' <schrader@cod.edu>
Cc: 'cosent@cod.edu' <cosent@cod.edu>; 'matiassekj@cod.edu' <matiassekj@cod.edu>; 'accounting@verbatimsolutions.com' <accounting@verbatimsolutions.com >
Subject: RE: [External] Re: Translation of change to our PACE Survey

Hello Tom,

This project is complete. Please let me know of any questions or comments.

Attached is a copy of your invoice.

The balance can be paid online by simply clicking the link below.

<https://verbatimsolutions.com/pay-with-paypal/>

Please use your invoice number (54529) as the reference number.

Thank you,
Robyn Nelson

From: Schrader, Thomas [mailto:schrader@cod.edu]
Sent: Wednesday, February 17, 2021 8:00 AM
To: Robyn Nelson <robyn@verbatimsolutions.com >
Cc: Cosentino, Kathy <cosent@cod.edu>; Matiassek, Jennifer <matiassekj@cod.edu>
Subject: RE: [External] Re: Translation of change to our PACE Survey

Hi Robyn –

Please proceed with the project and send us an invoice upon completion. Thanks so much!

Tom

Thomas O. Schrader
Research Analyst
College of DuPage
Research and Analytics
schrader@cod.edu
630 942-3890

From: Robyn Nelson <robyn@verbatimsolutions.com>
Sent: Tuesday, February 16, 2021 3:14 PM
To: Schrader, Thomas <schrader@cod.edu>
Cc: Cosentino, Kathy <cosent@cod.edu>; Matiasek, Jennifer <matiasekj@cod.edu>
Subject: [External] Re: Translation of change to our PACE Survey

CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.

Hi Tom, we can update it within one day from your approval and total cost is \$100. Please let me know if you need additional information at this time

Thank you

On Tue, Feb 16, 2021 at 10:45 AM Schrader, Thomas <schrader@cod.edu> wrote:

Hi Robyn –

Verbatim helped us translate our PACE survey from English to Polish last year. This year, some changes and additions to the survey have been made that we need to have translated to Polish as well. I've attached the file above. If you can send us an estimate and invoice for this that would be great. Thanks!

Tom

Thomas O. Schrader
Research Analyst
College of DuPage
Research and Analytics
schrader@cod.edu
630 942-3890

[attachment: Invoice 54529.pdf]