

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1631705
Vendor Name: Bucket Listers Inc
Invoice Number: 2375
Invoice Date: 05/21/21
PO Number: B0374218
Check Number: 0282109
Check Amount: \$ 1,500.00
Check Date: 06/15/2021
Department ID: 11999
Reviewer Name: None
Voucher Number: V0680059
Redaction Type: None
Document Type: AP Invoice

Document Below

From: Bucket Listers <quickbooks@notification.intuit.com>

Sent: Fri May 21 13:54:31 CDT 2021

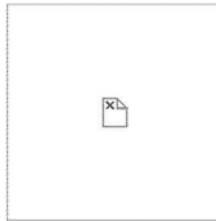
To: invoicing@cod.edu,mcgowan@cod.edu,whitneyr@carolfoxassociates.edu

CC:

Subject: [External] Invoice 2375 from Bucket Listers (Please pay via ACH or Quickbooks, no paper checks accepted)

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INVOICE 2375



Bucket Listers

DUE 05/21/2021

\$1,500.00

**Review and
pay**

Powered by QuickBooks

Here's your invoice!

Unfortunately we no longer accept paper check. Please pay through QuickBooks or request our banking instructions (ACH) directly.

We appreciate your prompt payment.

Thanks for your business!

Bucket Listers

Bucket Listers

447 Broadway 2nd FL #627 New York, NY 10013

(312) 320-2482 ar@bucketlisters.com

If you receive an email that seems fraudulent, please check with the business owner before paying.



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[attachment: Invoice_2375_from_Bucket_Listers.pdf]

Bucket Listers

447 Broadway 2nd FL #627
New York, NY 10013
3123202482
ar@bucketlisters.com



INVOICE

BILL TO

McAninch Arts Center/College
of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

INVOICE # 2375**DATE 05/21/2021****DUE DATE 05/21/2021****TERMS** Due on receipt**APPROVED****06/08/21 - ELLEN MCGOWAN**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/21/2021	Social Media Promotion	Invoice 1 of 2	1	1,500.00	1,500.00

We no longer accept paper checks, please utilize the Quickbooks payment option or request our ACH instructions.

BALANCE DUE**\$1,500.00**

Thank you we truly appreciate your business!

From: Cruse, Bethany <cruseb199@cod.edu>
Sent: Tue Jun 15 11:32:56 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: Manual Check Approval Bucket Listers - Approved

From: McGowan, Ellen <mcgowan@cod.edu>
Sent: Tuesday, June 15, 2021 11:28 AM
To: Sekerka, Joyce <sekerkaj@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>; Cruse, Bethany <cruseb199@cod.edu>
Cc: Barrios, Isabel <barriosi142@cod.edu>
Subject: FW: Manual Check Approval Bucket Listers - Approved
Importance: High

Attached is Ellen R's approval and the contract.

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: Humphrey, Vera <humphreyv@cod.edu>
Sent: Monday, June 14, 2021 10:44 AM
To: McGowan, Ellen <mcgowan@cod.edu>; Sekerka, Joyce <sekerkaj@cod.edu>
Subject: FW: Manual Check Approval Bucket Listers - Approved
Importance: High

Hi Ellen and Joyce,

Please see Ellen Roberts note below.

Thank you.

Vera Humphrey
Administrative Assistant to the
Interim Vice President
of Administrative Affairs

College of DuPage | 425 Fawell Blvd | SRC 2130 | Glen Ellyn, IL 60137
630-942-4285 (ph) | 630-942-2297 (fax)

x

From: Roberts, Ellen <roberts@cod.edu>
Sent: Monday, June 14, 2021 10:40 AM
To: Humphrey, Vera <humphreyv@cod.edu>
Cc: McGowan, Ellen <mcgowan@cod.edu>
Subject: FW: Manual Check Approval Bucket Listers - For approval
Importance: High

Vera,

Attached please find the approved invoice.

Ellen, if this is a service, please be sure to send the contract with the invoice to A/P.

Thank you,

Ellen

Ellen M. Roberts
Interim Vice President, Administrative Affairs
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137
roberts@cod.edu
630-942-2218

From: Humphrey, Vera <humphreyv@cod.edu>
Sent: Monday, June 14, 2021 9:13 AM
To: Roberts, Ellen <roberts@cod.edu>
Subject: FW: Manual Check Approval Bucket Listers - For approval
Importance: High

Hi Ellen,

For your approval.

Thank you.

Vera Humphrey
Administrative Assistant to the
Interim Vice President
of Administrative Affairs

College of DuPage | 425 Fawell Blvd | SRC 2130 | Glen Ellyn, IL 60137
630-942-4285 (ph) | 630-942-2297 (fax)

x

From: McGowan, Ellen <mcgowan@cod.edu>
Sent: Monday, June 14, 2021 9:12 AM
To: Humphrey, Vera <humphreyv@cod.edu>
Cc: Sekerka, Joyce <sekerkaj@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>
Subject: Manual Check Approval Bucket Listers
Importance: High

Hi Vera,

This invoice is already vouchered, but we need to move it up for print to this week 6/16.

Please ask Ellen to approve for us.

Thank you.

Ellen McGowan
Business Manager
McAninch Arts Center
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
P. 630-942-3009
F. 630-942-3002
mcgowan@cod.edu

[attachment: Bucket Listers Inv 2375 1500.00 05-21-21.pdf]

[attachment: FE Bucket Listers Agreement.pdf]

[attachment: Bucket Listers Contract Approval Cover Sheet.pdf]