

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1488746

Vendor Name: Aries Charter Transportation Inc

Invoice Number: 94727

Invoice Date: 2/25/2022

PO Number: P0002204

Check Number: E0088664

Check Amount: \$ 12,992.50

Check Date: 03/15/2022

Voucher Number: V0733191

Document Type: AP Invoice

Document Below

Aries Charter Transportation Inc.  
 924 West 75th Street  
 Suite #120-258  
 Naperville IL 60565  
 Phone: 773-826-2000  
 Fax: 773-826-2100  
 www.ariescharter.com  
 Ericka.Crout@AriesCharter.com  
 Sales Associate: Ericka

# Invoice

**Order Number:** 94727

Order Date: 12/09/2021  
 Customer NO.: 33467  
 Group: Baseball Team  
 Phone: 815-260-3869  
 Email: wilsonr106@cod.edu

Report produced by driveware!

Invoice No.: 94727  
 Invoice Date: 2/25/2022  
 Terms: Balance Due

College Of DuPage Athletics  
 425 Fawell Blvd.  
 Glen Ellyn IL 60137

Pickup	Destination	Amount	Misc. Charges	Total
Thursday 3/03/2022 Spot: 05:15AM Depart: 05:30AM  College Of DuPage Athletics 425 Fawell Blvd. Glen Ellyn IL 60137 Return 3/03/2022 6:00PM Vehicle Type: 56 Pax	Arrive: 05:30PM  Holiday Inn Express 730 Rufus Graham Rd. Knoxville TN Depart From Destination 3/03/2022	\$12,492.50	\$500.00	\$12,992.50
P/U: College of DuPage 425 Fawell Blvd., Glen Ellyn, IL 60137 (Parking lot 1A) D/O: Holiday Inn Express 730 Rufus Graham Rd Knoxville, Tn. 37924 COD is repsonsible for driver hotel accomodations and bus parking.				
		Gratuity	\$500.00	
		COD Discount	\$1,777.50	
Friday 3/04/2022 Spot: 05:45AM Depart: 06:00AM  Holiday Inn Express 730 Rufus Graham Rd. Knoxville TN Return 3/04/2022 6:00PM Vehicle Type: 56 Pax	Arrive: 04:00PM  Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach SC Depart From Destination 3/04/2022			
P/U: Holiday Inn Express 730 Rufus Graham Rd Knoxville, Tn. 37924 D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582 **Driver hotel with bus parking TBA COD is repsonsible for driver hotel accomodations and bus parking.				
Saturday 3/05/2022 Spot: 12:45PM Depart: 01:00PM  Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Return 3/05/2022 6:00PM Vehicle Type: 56 Pax	Arrive: 10:00PM  Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Depart From Destination 3/05/2022			
P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582 G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 1:45 PM)				

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March 5th- Double header- GAMES 4 PM and 6:30 PM

D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582

COD is responsible for driver hotel accommodations and bus parking.

Sunday 3/06/2022 Spot: 11:45AM Depart: 12:00PM Arrive: 10:00PM

Barefoot Resort

2200D Premier Resort Blvd.  
 North Myrtle Beach SC 29582

Return 3/06/2022 6:00PM

Vehicle Type: 56 Pax

Barefoot Resort

2200D Premier Resort Blvd.  
 North Myrtle Beach SC 29582

Depart From Destination 3/06/2022

P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582

G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 12:45 PM)

March 6th - Single Game- 3:00pm-Single 7-Inning Game

D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582

COD is responsible for driver hotel accommodations and bus parking.

Monday 3/07/2022 Spot: 11:45AM Depart: 12:00PM Arrive: 10:00PM

Barefoot Resort

2200D Premier Resort Blvd.  
 North Myrtle Beach SC 29582

Return 3/07/2022 6:00PM

Vehicle Type: 56 Pax

Barefoot Resort

2200D Premier Resort Blvd.  
 North Myrtle Beach SC 29582

Depart From Destination 3/07/2022

P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582

G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 12:45 PM)

March 7th- Single Game- 3:00pm- Single 7 Inning Game

D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582

COD is responsible for driver hotel accommodations and bus parking.

Tuesday 3/08/2022 Spot: 05:45AM Depart: 06:00AM Arrive: 04:00PM

Barefoot Resort

2200D Premier Resort Blvd.

Barefoot Resort

2200D Premier Resort Blvd.

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 Phone: 815-260-3869  
 Email: wilsonr106@cod.edu

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 Glen Ellyn IL 60137

Invoice No.: 94727  
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 Terms: Balance Due

Pickup	Destination	Amount	Misc. Charges	Total
North Myrtle Beach SC 29582 Return 3/08/2022 6:00PM Vehicle Type: 56 Pax	North Myrtle Beach SC 29582 Depart From Destination 3/08/2022			

March 8th- Off Day- Driver at Request of Coach  
 COD is responsible for driver hotel accommodations and bus parking.

Wednesday 3/09/2022 Spot: 04:45PM Depart: 05:00PM Arrive: 10:00PM	
Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Return 3/09/2022 6:00PM Vehicle Type: 56 Pax	Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Depart From Destination 3/09/2022

P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582  
 G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 5:45 PM)  
 March 9th- Single Game- 8:00pm- Single 7 Inning Game  
 D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582  
 COD is responsible for driver hotel accommodations and bus parking.

Thursday 3/10/2022 Spot: 03:15PM Depart: 03:30PM Arrive: 10:00PM	
Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Return 3/10/2022 6:00PM Vehicle Type: 56 Pax	Barefoot Resort 2200D Premier Resort Blvd. North Myrtle Beach SC 29582 Depart From Destination 3/10/2022

P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582  
 G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 4:15 PM)  
 March 10th- Single Game- 6:30pm- Single 7 Inning Game  
 D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582  
 COD is responsible for driver hotel accommodations and bus parking.

Friday 3/11/2022 Spot: 08:45AM Depart: 09:00AM Arrive: 08:00PM	
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 Group: Baseball Team  
 Phone: 815-260-3869  
 Email: wilsonr106@cod.edu

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 Invoice Date: 2/25/2022  
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Pickup	Destination	Amount	Misc. Charges	Total
<p>Barefoot Resort            2200D Premier Resort Blvd.            North Myrtle Beach SC 29582            Return 3/11/2022 6:00PM            Vehicle Type: 56 Pax</p>				
<p>Barefoot Resort            2200D Premier Resort Blvd.            North Myrtle Beach SC 29582            Depart From Destination 3/11/2022</p>				
<p>P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582            G/T: 3051 Ripken Way Myrtle Beach, SC 29577 (by 9:45 AM)            March- 11th-Double header- 12:00 and 3:00pm            D/O: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582            COD is repsonsible for driver hotel accomodations and bus parking.</p>				
<p>Friday 3/11/2022 Spot: 02:00PM Depart: 02:00PM Arrive: 10:00PM</p>				
<p>Aries Base Richmond, KY            Depart From Destination 3/11/2022</p>				
<p>Deadhead to Richmond, KY            Relay on 3/12</p>				
<p>Saturday 3/12/2022 Spot: 04:45AM Depart: 05:00AM Arrive: 09:00PM</p>				
<p>Barefoot Resort Richmond, KY            2200D Premier Resort Blvd.            North Myrtle Beach SC 29582            3/12/2022 6:00PM            Vehicle Type: 56 Pax</p>				
<p>P/U: Barefoot Resort 2200D Premier Resort Blvd North Myrtle Beach, SC 29582            *Relay with Driver in Richmond, KY            COD is repsonsible for driver hotel accomodations and bus parking.</p>				
<p>Driver will need a minimum of 8 hours off duty before departing on 3/12.            If final itinerary determines this is not possible, this may affect the rate.</p>				
<p>Saturday 3/12/2022 Spot: 03:00PM Depart: 03:00PM Arrive: 09:00PM</p>				

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College Of DuPage Athletics  
 425 Fawell Blvd.  
 Glen Ellyn IL 60137

## Pickup

Richmond, KY

3/12/2022 6:00PM

Vehicle Type: 56 Pax

P/U: \*Relay with Driver in Richmond, KY

D/O: College of DuPage 425 Fawell Blvd. Glen Ellyn, IL

COD is responsible for driver hotel accommodations and bus parking.

Driver will need a minimum of 8 hours off duty before departing on 3/12.  
 If final itinerary determines this is not possible, this may affect the rate.

## Destination

College Of DuPage Athletics

425 Fawell Blvd.

Glen Ellyn IL 60137

Depart From Destination 3/12/2022

**Amount Misc. Charges Total**

Sunday 3/13/2022 Spot: 11:00AM Depart: 11:00AM

Arrive: 07:00PM

Richmond, KY

Aries Base

Depart From Destination 3/13/2022

Deadhead to Base

Relay on 3/12

<b>Total Misc. Charges:</b>	<b>\$500.00</b>
<b>Total:</b>	<b>\$12,992.50</b>
<b>Amount Paid:</b>	
<b>Balance Due:</b>	<b>\$12,992.50</b>

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Invoice Date: 2/25/2022

Terms:

## CHARTER BUS LIABILITY AGREEMENT:

This agreement is a contractual arrangement of Aries Charter Transportation Inc. for the ground transportation service and pertains specifically to the performance by the customer in the vehicle during the course of time. In addition to the hourly rate for this bus and driver, any damage excess of usual use and wear of the hired vehicle, there will be a minimum charge of \$100 for the repair and/or general cleaning of the bus. Decision as to the usual wear and use of the vehicle interior and its environs, rest with Aries Charter Transportation Inc., solely, and its experience as to general habitation of hired ground transportation and its decision is final. Aries Charter Transportation Inc. is not liable for items left on the vehicle, loss of time due to mechanical failure or inclement weather.

*If you book an overnight charter your group is liable for hotel room accommodations for the driver for each night of your charter. Aries Charter requires hotel room confirmations prior to departure.*

A signed contract and deposit is required upon booking. Payment in full is required 14 days prior to service (if we have a credit card on file it WILL be run 14 days prior to service). There is a 50% penalty of the total between 14 to 5 days prior to service for cancellation. 5 days or less there is no refund. Substitution of vehicle at Aries Charter Transportation Inc. discretion. Overtime charges will apply after the contracted service exceeds 15 minutes from original drop off time; charges will be in 1 hour increments.

Pursuant to City of Chicago Municipal Code Chapter 9-114 riders are not allowed:

- a) if under the age of 21 to possess or consume alcoholic liquor
- b) to engage in disorderly conduct
- c) to possess any drug paraphernalia
- d) to unlawfully possess a firearm
- e) to hurl projectiles from the vehicle
- f) to commit indecent exposure
- g) to litter
- h) to unlawfully possess or use cannabis or any controlled substance

CUSTOMER'S SIGNATURE

DATE:

Nick Trevino <nick.trevino@ariescharter.com>

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**[External] RE: College of DuPage PO No. P0002204 for Transportation for the Myrtle Beach Baseball trip in March**

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Nick Trevino <nick.trevino@ariescharter.com>

Fri, Feb 25, 2022 at 04:31 PM GMT

CC: Dawkins, Richard <dawkinsr@cod.edu>, Smith, Bev <smithb244@cod.edu>

BCC:

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 All,

Attached is the invoice in regards to the Myrtle Beach Trip.

I'm also requesting what information would be needed in order to be setup for ACH payments.

Nick

Nick Trevino | Finance Manager

Aries Charter Transportation, Inc.

Phone: 773-826-2000 | E fax: 773-826-2100

[Nick.trevino@ariescharter.com](mailto:Nick.trevino@ariescharter.com) | [www.ariescharter.com](http://www.ariescharter.com)

**ARIES CHARTER IS NOW A FULL SERVICE TRANSPORTATION COMPANY!**



Offering Motor Coaches, Mini Busses, Limo Busses, sedan, SUV, stretch, and Sprinter services.

---

**From:** Ericka Crout <Ericka.Crout@ariescharter.com>  
**Sent:** Friday, February 25, 2022 10:25 AM  
**To:** Casey, Kevin <caseyk650@cod.edu>  
**Cc:** Dawkins, Richard <dawkinsr@cod.edu>; Smith, Bev <smithb244@cod.edu>; Nick Trevino <nick.trevino@ariescharter.com>  
**Subject:** RE: College of DuPage PO No. P0002204 for Transportation for the Myrtle Beach Baseball trip in March

Good morning,

Received.

I've copied Nick Trevino here, he will reply with invoice.

Ericka E. Crout

Director of Operations

Office 773-826-2000 ext 113

24 Hour Dispatch 708-243-6005

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**From:** Casey, Kevin <[caseyk650@cod.edu](mailto:caseyk650@cod.edu)>

**Sent:** Thursday, February 24, 2022 4:39 PM

**To:** Ericka Crout <[Ericka.Crout@ariescharter.com](mailto:Ericka.Crout@ariescharter.com)>

**Cc:** Dawkins, Richard <[dawkinsr@cod.edu](mailto:dawkinsr@cod.edu)>; Smith, Bev <[smithb244@cod.edu](mailto:smithb244@cod.edu)>

**Subject:** College of DuPage PO No. P0002204 for Transportation for the Myrtle Beach Baseball trip in March

Dear Vendor,

Please confirm receipt of PO **(Reply ALL)** and process accordingly.

Kindly follow thread below to view the College of DuPage (COD) Purchase Order presented for processing. To avoid any confusion, COD requests all packages include the PO # for each shipment.

Warehouse Hours Monday through Friday: 7:30am to 4:00pm

Shipping questions? Contact the COD Warehouse at: 630-942-2550

Invoicing

**Procurement Services does not process payments.**

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. Per our Purchase Order terms and conditions, please submit all invoices directly to our Accounts Payable Department.

Invoices must be sent in **PDF format** to [invoicing@cod.edu](mailto:invoicing@cod.edu) **to ensure proper approval routing and expedited payments.**

### **Submission of Invoices Instructions**

- Invoices containing Purchase Order Numbers must clearly be indicated on the invoice
- Electronic Invoices must be submitted in PDF format only
- **One invoice per e-mail is required**
- Non-PO invoices must contain department number for proper routing of approvals

### **Safer, Efficient, and Expedited Payments**

#### **ACH Payments**

For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to [purchasing@cod.edu](mailto:purchasing@cod.edu)

Invoice questions? Contact Accounts Payable at [invoicing@cod.edu](mailto:invoicing@cod.edu) or 630-942-2228

***Thank you!***

***Procurement Services***

[purchasing@cod.edu](mailto:purchasing@cod.edu)