

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1585496
Vendor Name: Banner Personnel Service Inc
Invoice Number: 41841
Invoice Date: 2/5/2022
PO Number: B0374508
Check Number: E0088873
Check Amount: \$ 2,880.01
Check Date: 03/30/2022
Voucher Number: V0733912
Document Type: AP Invoice

Document Below

Remit To:



Banner Personnel Service, Inc.

**7425 Janes Avenue, Suite 201
Woodridge, IL 60517
630-515-0500**

Accounts Payable
College Of DuPage
425 22nd St
Glen Ellyn, IL 60137

Branch Name: Naperville

Invoice Date	Invoice #
2/5/2022	41841
Customer #	Invoice Amt
48221	\$1,265.63

TERMS: Unless otherwise provided for under contract:
This invoice must be paid within 10 days. Any invoiced amount not
paid within 30 days will accrue interest at the rate of 1% per month
or at the maximum rate permitted by law. Client directed travel or
expense costs will be assessed a 5% handling charge.

Supervisor: Flores, Cesar

Please detach and return with remittance

PO Number: BO374508

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Cuff, Judy	Weekend Date: 2/5/2022					
	Data Entry	26.25	\$22.50	0.00	\$33.75	\$590.63
	Department Name: Registration					
Shipkowski, Marcia	Data Entry	30.00	\$22.50	0.00	\$33.75	\$675.00
	Department Name: Registration					

Please Pay \$1,265.63



Molly Blubaugh <mblubaugh@staffingplusinc.com>

[External] Banner Personnel Service, Inc. Invoice - 2 of 2

Molly Blubaugh <mblubaugh@staffingplusinc.com>

Thu, Feb 10, 2022 at 08:23 PM GMT

CC:

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.

To College Of DuPage ,

Thank you for your continued business!

Attached to this e-mail is your electronic invoice statement.

The attachment may only be viewed using Adobe Acrobat or Adobe Reader. To download a free copy of Adobe Reader, please click on the link below:

<http://www.adobe.com/products/acrobat/readstep2.html>

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NOTICE:

The contents of this e-mail and any attachments to it may contain privileged and confidential information from Banner Personnel Service, Inc. or its affiliates. This information is only for the viewing or use of the intended recipient. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of, or the taking of any action in reliance upon, the information contained in this e-mail, or any of the attachments to this e-mail, is strictly prohibited. If you have received this e-mail in error, please immediately notify the sender by replying to this message and delete it from your system.

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2 attachments

Invoice-41841.pdf

From: [Judy Cuff](#)
To: [BPS Naperville](#)
Subject: Judy Cuff week time sheet 2/5/22
Date: Friday, February 4, 2022 4:44:28 PM



Sent from my iPhone

Banner Personnel
Temporary Employee Time Sheet

bannerpersonnel



SOCIAL SECURITY NUMBER									
X	X	X	X	X	5	3	0	9	
EMPLOYEE: LAST NAME					FIRST				
CUFF					JUDY				
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.									
EMPLOYEE SIGNATURE X <i>Judy Cuff</i>									
COMPANY NAME <i>College of DuPage</i>									
ADDRESS <i>425 Fairwell Blvd</i>									
CITY/STATE/ZIP <i>Glen Ellyn IL 60137</i>									

EVERY TEMPORARY EMPLOYEE IS REQUIRED TO CONTACT BANNER PERSONNEL, INC. WHEN THEIR ASSIGNMENT WITH A CUSTOMER ENDS. IF THE EMPLOYEE FAILS TO CONTACT THE FIRM, THE EMPLOYEE WILL BE CONSIDERED TO HAVE LEFT WORK VOLUNTARILY WITHOUT CAUSE, AND UNEMPLOYMENT BENEFITS MAY BE DENIED. ACCEPTANCE OF THIS TEMPORARY JOB CANNOT BE CONSTRUED AS A GUARANTEE OF FULL TIME EMPLOYMENT.

WEEK ENDING SATURDAY

2/5/22

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON	<i>1/31</i>	<i>9:00</i>	<i>5:00</i>	<i>.5</i>	<i>7.5</i>
TUE	<i>2/1</i>	<i>9:00</i>	<i>12:45</i>		<i>3.75</i>
WED	<i>2/2</i>		<i>campus closed weather</i>		
THU	<i>2/3</i>	<i>9:00</i>	<i>5:00</i>	<i>.5</i>	<i>7.5</i>
FRI	<i>2/4</i>	<i>9:00</i>	<i>5:00</i>	<i>.5</i>	<i>7.5</i>
SAT					

denial emergency

TOTAL TO NEAREST QUARTER HOUR.
MINIMUM ASSIGNMENT TIME IS 4 HOURS.
CLIENT WILL BE BILLED FOR HOURS LISTED.

TOTAL: *26.25*

CLIENT AGREEMENT

BANNER HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH BANNER, THE CLIENT AGREES NOT TO HIRE THE TEMPORARY NAMED HEREON AS AN EMPLOYEE, CONSULTANT, INDEPENDENT CONTRACTOR, OR IN ANY OTHER POSITION IN THE COMPANY WITHOUT PRIOR CONSENT OF BANNER AND PAYMENT OF THE APPLICABLE FEE (SEE WWW.BANNERPERSONNEL.COM/TERMS.HTM).
I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE

X *Patricia Linares*

TITLE

Coordinator Enrollment Support Center

Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com

Banner Personnel
Temporary Employee Time Sheet

bannerpersonnel



SOCIAL SECURITY NUMBER									
X	X	X	X	X	0	3	9	1	

EMPLOYEE: LAST NAME	FIRST
Shipkowski	Marcia
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.	
EMPLOYEE SIGNATURE <i>X Marc Shipkowski</i>	

COMPANY NAME
College of DuPage
ADDRESS
425 Favell Blvd.
CITY/STATE/ZIP
Glen Ellyn, IL 60137

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WEEK ENDING SATURDAY

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON	1/31/2022	9:00AM	5:00PM	30min	7.5
TUE	2/1/2022	9:00AM	5:00PM	30min	7.5
WED	SNOW DAY				
THU	2/3/2022	9:00AM	5:00PM	30min	7.5
FRI	2/4/2022	9:00AM	5:00PM	30min	7.5
SAT					

TOTAL TO NEAREST QUARTER HOUR.
MINIMUM ASSIGNMENT TIME IS 4 HOURS.
CLIENT WILL BE BILLED FOR HOURS LISTED.

TOTAL: 30

CLIENT AGREEMENT

BANNER HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH BANNER, THE CLIENT AGREES NOT TO HIRE THE TEMPORARY NAMED HEREON AS AN EMPLOYEE, CONSULTANT, INDEPENDENT CONTRACTOR, OR IN ANY OTHER POSITION IN THE COMPANY WITHOUT PRIOR CONSENT OF BANNER AND PAYMENT OF THE APPLICABLE FEE (SEE WWW.BANNERPERSONNEL.COM/TERMS.HTM).
I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE	TITLE
<i>X [Signature]</i>	Coordinator Enrollment Support Center

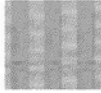
Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1585496
Vendor Name: Banner Personnel Service Inc
Invoice Number: 41885
Invoice Date: 2/12/2022
PO Number: B0374508
Check Number: E0088873
Check Amount: \$ 2,880.01
Check Date: 03/30/2022
Voucher Number: V0733913
Document Type: AP Invoice

Document Below

Remit To:



Banner Personnel Service, Inc.

**7425 Janes Avenue, Suite 201
Woodridge, IL 60517
630-515-0500**

Accounts Payable
College Of DuPage
425 22nd St
Glen Ellyn, IL 60137

Branch Name: Naperville

Invoice Date	Invoice #
2/12/2022	41885
Customer #	Invoice Amt
48221	\$1,614.38

TERMS: Unless otherwise provided for under contract:
This invoice must be paid within 10 days. Any invoiced amount not
paid within 30 days will accrue interest at the rate of 1% per month
or at the maximum rate permitted by law. Client directed travel or
expense costs will be assessed a 5% handling charge.

Supervisor: Flores, Cesar

Please detach and return with remittance

PO Number: BO374508

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Cuff, Judy	Weekend Date: 2/13/2022					
	Data Entry	37.25	\$22.50	0.00	\$33.75	\$838.13
	Department Name: Registration					
Shipkowski, Marcia	Data Entry	34.50	\$22.50	0.00	\$33.75	\$776.25
	Department Name: Registration					

Please Pay \$1,614.38



Banner Personnel
Temporary Employee Time Sheet

bannerpersonnel



SOCIAL SECURITY NUMBER									
X	X	X	X	X	5	3	0	9	
EMPLOYEE: LAST NAME CUFF					FIRST JUDY				
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.									
EMPLOYEE SIGNATURE <input checked="" type="checkbox"/> <i>Judy Cuff</i>									
COMPANY NAME <i>College of DuPage</i>									
ADDRESS <i>465 Fawell Blvd</i>									
CITY/STATE/ZIP <i>Glen Ellyn IL 60137</i>									

EVERY TEMPORARY EMPLOYEE IS REQUIRED TO CONTACT BANNER PERSONNEL, INC. WHEN THEIR ASSIGNMENT WITH A CUSTOMER ENDS. IF THE EMPLOYEE FAILS TO CONTACT THE FIRM, THE EMPLOYEE WILL BE CONSIDERED TO HAVE LEFT WORK VOLUNTARILY WITHOUT CAUSE, AND UNEMPLOYMENT BENEFITS MAY BE DENIED. ACCEPTANCE OF THIS TEMPORARY JOB CANNOT BE CONSTRUED AS A GUARANTEE OF FULL TIME EMPLOYMENT.

WEEK ENDING SATURDAY

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON	2/7	9:00	5:00	.5	8
TUE	2/8	9:00	5:00	.5	8
WED	2/9	9:00	5:00	.5	8
THU	2/10	9:00	3:15	1	5.25
FRI	2/11	9:00	5:00	.5	8
SAT					
TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED.				TOTAL:	37.25

CLIENT AGREEMENT

BANNER HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH BANNER, THE CLIENT AGREES NOT TO HIRE THE TEMPORARY NAMED HEREON AS AN EMPLOYEE, CONSULTANT, INDEPENDENT CONTRACTOR, OR IN ANY OTHER POSITION IN THE COMPANY WITHOUT PRIOR CONSENT OF BANNER AND PAYMENT OF THE APPLICABLE FEE (SEE WWW.BANNERPERSONNEL.COM/TERMS.HTM).

I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE	TITLE
<input checked="" type="checkbox"/> <i>Gavin L. Linn</i>	<i>Coordinator Enrollment Support Center</i>

Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com

Banner Personnel
Temporary Employee Time Sheet

bannerpersonnel



SOCIAL SECURITY NUMBER
X X X X X 0 3 9 1

EMPLOYEE: LAST NAME FIRST
Shipkowski Marcia

I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.

EMPLOYEE SIGNATURE X Marcia Shipkowski

COMPANY NAME
College of DuPage
ADDRESS
425 Favell Dr.
CITY/STATE/ZIP
Glen Ellyn, IL 60137

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WEEK ENDING SATURDAY

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON	2/7/2022	9:00AM	5:00PM	30min	7.5
TUE	2/8/2022	9:00AM	5:00PM	30min	7.5
WED	2/9/2022	9:00AM	5:00PM	1.75hrs.	6.25
THU	2/10/2022	9:00AM	3:45PM	30min	5.75
FRI	2/11/2022	9:00AM	5:00PM	30min	7.5
SAT					

TOTAL TO NEAREST QUARTER HOUR.

MINIMUM ASSIGNMENT TIME IS 4 HOURS.

CLIENT WILL BE BILLED FOR HOURS LISTED.

TOTAL:

34.5

CLIENT AGREEMENT

BANNER HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH BANNER, THE CLIENT AGREES NOT TO HIRE THE TEMPORARY NAMED HEREON AS AN EMPLOYEE, CONSULTANT, INDEPENDENT CONTRACTOR, OR IN ANY OTHER POSITION IN THE COMPANY WITHOUT PRIOR CONSENT OF BANNER AND PAYMENT OF THE APPLICABLE FEE (SEE WWW.BANNERPERSONNEL.COM/TERMS.HTM).

I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE

X [Signature]

TITLE

Coordinator
Enrollment Support Center

Please fax or email to: 630.505.4566 or

bps_naperville@bannerpersonnel.com

Molly Blubaugh <mblubaugh@staffingplusinc.com>

[External] Banner Personnel invoice

Molly Blubaugh <mblubaugh@staffingplusinc.com>

Fri, Feb 18, 2022 at 10:34 PM GMT

CC:

BCC:

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Molly Blubaugh

Staff Accountant

THE PLUS GROUP, INC.

STAFFING PLUS, INC.

BANNER PERSONNEL SERVICE, INC.

(630) 515-0500 office

(630) 725-4910 direct

1 attachment

41885 + timecards.pdf