

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 1002  
Invoice Date: 3/16/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0733380  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Fostering Student Success			
025511415	1@	\$59.99	\$47.99 N
Discount	20.00%		(12.00)
PL - Department Discount - 20%			
Subtotal			\$59.99
Total Discount			(12.00)
Total Sales Tax			\$0.00
Total			\$47.99
ARHousecharge			\$47.99
Major Acct: 606			
Student ID: 1002			
Student Name: Learning Commons- Susan M			
Major Account Name: COD Department Purchase			

Signature: \_\_\_\_\_  
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 1  
YOU SAVED \$12.00

Total Tender	\$47.99
Change Due	\$0.00



00784108762320220316

Associate: Shaba

---

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

---

7623 0784 108 108 3/16/22 12:49 PM

SALE

---

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* [www.follettexperience.com](http://www.follettexperience.com) \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply. \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: Your receipt from the Campus Store**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Mar 16, 2022 at 05:54 PM GMT

CC: Maloney, Susan <maloneys@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 Susan

Your book is ready for pick up.

Attached receipt is the invoice.

Please do let me know if you have any questions.

Thanks

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** 0784mgr@follett.com <0784mgr@follett.com>

**Sent:** Wednesday, March 16, 2022 12:49 PM

**To:** Shaba Patel (0784) <s.patel@follett.com>

**Subject:** Your receipt from the Campus Store

Thank you for shopping at Follett.

---

**2 attachments**

00784108762320220316SaleReturn.pdf

Outlook-fnczg3tn.png





Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 1003  
Invoice Date: 3/16/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0733381  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Macroeconomics, SVE (LoosePgs)			
018924293	1@	\$228.50	\$182.80 N
Discount 20.00%			(45.70)
PL - Department Discount - 20%			
Subtotal			\$228.50
Total Discount			(45.70)
Total Sales Tax			\$0.00
Total			\$182.80
ARHousecharge			\$182.80
Major Acct: 606			
Student ID: 1003			
Student Name: Learning Commons- Susan M			
Major Account Name: COD Department Purchase			

Signature: \_\_\_\_\_  
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 1

YOU SAVED \$45.70

Total Tender	\$182.80
Change Due	\$0.00



00784108762520220316

Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

7625 0784 108 108 3/16/22 12:55 PM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* [www.follettexperience.com](http://www.follettexperience.com) \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply, \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: Your receipt from the Campus Store**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Mar 16, 2022 at 06:01 PM GMT

CC: Maloney, Susan <maloneys@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 Susan

Your second book is ready for pick up as well.

**Shaba Patel**

Operations Manager

Tel: (630)942-4347  
Follett Higher Education  
College of DuPage Bookstore  
425 Fawell Blvd, Glen Ellyn, IL 60137  
s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** 0784mgr@follett.com <0784mgr@follett.com>

**Sent:** Wednesday, March 16, 2022 12:55 PM

**To:** Shaba Patel (0784) <s.patel@follett.com>

**Subject:** Your receipt from the Campus Store

Thank you for shopping at Follett.

---

**2 attachments**

Outlook-5fsd03ms.png

00784108762520220316SaleReturn.pdf

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 2001  
Invoice Date: 3/17/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0733726  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
-----			
LST 2C FSN FC/GRHTR/SM.			
014246639	1@	\$26.00	\$20.80 N
Discount 20.00%			(5.20)
PL - Department Discount - 20%			
Subtotal			\$26.00
Total Discount			(5.20)
Total Sales Tax			\$0.00
Total			\$20.80
ARHousecharge			\$20.80
Major Acct: 606			
Student ID: 2001			
Student Name: Multi Media- Jennifer H			
Major Account Name: COD Department Purchase			

Signature: \_\_\_\_\_  
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 1  
YOU SAVED \$5.20

Total Tender	\$20.80
Change Due	\$0.00



Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

1844 0784 101 101 3/17/22 10:17 AM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* [www.follettexperience.com](http://www.follettexperience.com) \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply, \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days



"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: Your receipt from the Campus Store**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Thu, Mar 17, 2022 at 03:45 PM GMT

CC: Hiar, Jennifer <hiarj@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.

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

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**From:** 0784mgr@follett.com <0784mgr@follett.com>

**Sent:** Thursday, March 17, 2022 10:17 AM

**To:** Shaba Patel (0784) <s.patel@follett.com>

**Subject:** Your receipt from the Campus Store

Thank you for shopping at Follett.

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**2 attachments**

00784101184420220317SaleReturn.pdf

Outlook-gy0wxybr.png

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 002443  
Invoice Date: 3/23/2022  
PO Number: P0002443  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0733978  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
 425 Fawell Blvd - SRC Building  
 Glen Ellyn  
 IL, 60137  
 (630) 942-2360  
 0784mgr@fhg.follett.com  
 www.efollett.com

ITEM	QTY	PRICE	TOTAL
----	---	-----	-----
GRAD PRODUCT/TAXABLE			
000000149	14@	\$42.00	\$470.40 T
Item Comment: gold nursing pin w/o guard			
Discount 20.00%			(8.40)
PL - Department Discount - 20%			
GRAD PRODUCT/TAXABLE			
000000149	32@	\$53.00	\$1,356.80 T
Item Comment: nursing pin gold w/ guard			
Discount 20.00%			(10.60)
PL - Department Discount - 20%			
GRAD PRODUCT/TAXABLE			
000000149	8@	\$90.00	\$576.00 T
Item Comment: silver nursing pin w/ guard			
Discount 20.00%			(18.00)
PL - Department Discount - 20%			
Subtotal			\$3,004.00
Total Discount			(600.80)
Total Sales Tax			\$0.00
Total			\$2,403.20

ARHousecharge \$2,403.20  
 Major Acct: 606  
 Student ID: 002443  
 Student Name: Nursing Pins- Jelymar M  
 Major Account Name: COD Department Purchase

Signature: \_\_\_\_\_  
 I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 54

YOU SAVED \$600.80

Total Tender \$2,403.20

Change Due \$0.00



00784101199920220323

Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

1999 0784 101 101 3/23/22 12:28 PM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*

\* We want your feedback! \*

\* Go to: \*

\* [www.follettexperience.com](http://www.follettexperience.com) \*

\* Get \$5 off on minimum \$40 purchase \*

\* Validation Code: \_\_\_\_\_ \*

\* Offer expires 30 days from \*

\* purchase date. Exceptions apply, \*

\* see stores for complete details \*

\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*

Course Materials refunds- 2 days from time of purchase. Tech items 14days



"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: College of DuPage PO# P0002443**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Mar 23, 2022 at 05:43 PM GMT

CC: Mejia, Jelymar <mejiaj742@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.

Please see the attachment for dpt purchase receipt/ invoice

Thank you

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

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**From:** Kalish, Amber

**Sent:** Friday, March 18, 2022 10:11 AM

**To:** Brown, Celeste

**Cc:** Mejia, Jelymar

**Subject:** College of DuPage PO# P0002443

Dear Vendor,

Please review referenced below and confirm receipt of PO (Reply ALL) and process accordingly. Embedded below is a College of DuPage (COD) Purchase Order 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)



#### **2 attachments**

Outlook-pl1pp3iw.png

00784101199920220323SaleReturn.pdf

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 1004  
Invoice Date: 3/17/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0733980  
Document Type: AP Invoice

Document Below



Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhcg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Boundary Issues & Dual Relatio			
025517818	1@	\$35.00	\$28.00 N
Discount 20.00%			(7.00)
PL - Department Discount-20%			

Subtotal	\$35.00
Total Discount	(7.00)

Total Sales Tax	\$0.00
-----------------	--------

Total	\$28.00
-------	---------

ARHousecharge	\$28.00
---------------	---------

Major Acct:606

Student ID:1004

Student Name: Social Sci- Jen B

Major Account Name:COD Department Purchase

Signature: \_\_\_\_\_  
I am liable for any financial charges to t  
he campus regarding my student status and  
restricted merchandise in connection with  
my financial aid account.

Items Purchased: 1

**YOU SAVED \$7.00**

Total Tender	\$28.00
--------------	---------

Change Due	\$0.00
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Associate: Shaba

"Shaba Patel (0784)" <s.patel@follett.com>

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**[External] Department purchase invoice # 1004**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Thu, Mar 17, 2022 at 03:12 PM GMT

CC: Butler, Jennifer <butlerj61@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.

Please see the attachment for the invoice/ receipt of the dpt purchase.

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**2 attachments**

img-220317105122.pdf

Outlook-3irdx4kx.png

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 00798  
Invoice Date: 4/4/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0735744  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
-----	---	-----	-----
New			
Chinese Link Intern (text onl			
012965040	1@	\$93.00	\$74.40 N
Discount 20.00%			(18.60)
PL - Department Discount - 20%			
Subtotal			\$93.00
Total Discount			(18.60)
Total Sales Tax			\$0.00
Total			\$74.40
ARHousecharge			\$74.40
Major Acct: 606			
Student ID: 00798			
Student Name: Cont Ed- Ashley M			
Major Account Name: COD Department Purchase			

Signature: \_\_\_\_\_  
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 1  
YOU SAVED \$18.60

Total Tender	\$74.40
Change Due	\$0.00



00784101235720220404

Associate: Vincent

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

2357 0784 101 101 4/4/22 4:25 PM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* [www.follettexperience.com](http://www.follettexperience.com) \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply, \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: Your receipt from the Campus Store**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Mon, Apr 4, 2022 at 10:58 PM GMT

CC: McLaughlin, Ashley <mclaughl@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.

Please see the attached inv/ receipt for dpt purchase.

Thanks

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** 0784mgr@follett.com <0784mgr@follett.com>

**Sent:** Monday, April 4, 2022 4:25 PM

**To:** Shaba Patel (0784) <s.patel@follett.com>

**Subject:** Your receipt from the Campus Store

Thank you for shopping at Follett.

---

**2 attachments**

00784101235720220404SaleReturn.pdf

Outlook-5f5smlaq.png

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: STUDENT ID 1001  
Invoice Date: 3/16/2022  
PO Number:  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0735745  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
425 Fawell Blvd - SRC Building  
Glen Ellyn  
IL, 60137  
(630) 942-2360  
0784mgr@fhg.follett.com  
www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Print Reading for Construction			
024822285	1@	\$126.00	\$100.80 N
Discount 20.00%			(25.20)
PL - Department Discount - 20%			
Subtotal			\$126.00
Total Discount			(25.20)
Total Sales Tax			\$0.00
Total			\$100.80
ARHousecharge			\$100.80
Major Acct: 606			
Student ID: 1001			
Student Name: Cont Edu- Ashley M			
Major Account Name: COD Department Purchase			

Signature: \_\_\_\_\_  
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 1

YOU SAVED \$25.20

Total Tender	\$100.80
Change Due	\$0.00



00784108762420220316



Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

7624 0784 108 108 3/16/22 12:51 PM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* [www.follettexperience.com](http://www.follettexperience.com) \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply, \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: Your receipt from the Campus Store**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Mar 16, 2022 at 05:54 PM GMT

CC: McLaughlin, Ashley <mclaughl@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 Ash

Your book is ready for pick up.

Attached receipt is the invoice.

Please do let me know if you have any questions.

Thanks

**Shaba Patel**

Operations Manager

Tel: (630)942-4347  
Follett Higher Education  
College of DuPage Bookstore  
425 Fawell Blvd, Glen Ellyn, IL 60137  
s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** 0784mgr@follett.com <0784mgr@follett.com>  
**Sent:** Wednesday, March 16, 2022 12:51 PM  
**To:** Shaba Patel (0784) <s.patel@follett.com>  
**Subject:** Your receipt from the Campus Store

Thank you for shopping at Follett.

---

**2 attachments**

Outlook-ed5x03bh.png

00784108762420220316SaleReturn.pdf



Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: 002257  
Invoice Date: 3/28/2022  
PO Number: P0002257  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0736062  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
 425 Fawell Blvd - SRC Building  
 Glen Ellyn  
 IL, 60137  
 (630) 942-2360  
 0784mgr@fhg.follett.com  
 www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Strengths Finder 2.0 (w/ Access			
010794397	15@	\$39.99	\$479.85 T
Discount 20.00%			(8.00)
PL - Department Discount - 20%			
New			
10 Simple Secrets of the World			
025431894	13@	\$16.99	\$176.67 T
Discount 20.00%			(3.40)
PL - Department Discount - 20%			
Subtotal			\$820.72
Total Discount			(164.20)
Total Sales Tax			\$0.00
Total			\$656.52
ARHousecharge			\$656.52
Major Acct: 606			
Student ID: 002257			
Student Name: Cont Edu- Ashley M			
Major Account Name: COD Department Purchase			
Signature: _____			
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.			
Items Purchased: 28			
YOU SAVED			\$164.20
Total Tender			\$656.52

Change Due

\$0.00



00784108794420220328

Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

7944 0784 108 108 3/28/22 2:43 PM

SALE

\*\*\*\*\*Return Policy\*\*\*\*\*

Valid ID and receipt required for all returns, exchanges and refunds. Non-textbook items may be returned within 30 days of purchase. Textbook returns may be accepted if within the posted current term deadline. All gift card sales are final. Other restrictions may apply, see store for complete details.

\*\*\*\*\*  
\* We want your feedback! \*  
\* Go to: \*  
\* www.follettexperience.com \*  
\* \*  
\* Get \$5 off on minimum \$40 purchase \*  
\* \*  
\* Validation Code: \_\_\_\_\_ \*  
\* Offer expires 30 days from \*  
\* purchase date. Exceptions apply, \*  
\* see stores for complete details \*  
\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: College of DuPage PO# P0002257**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Mon, Mar 28, 2022 at 07:45 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.

**Shaba Patel**

Operations Manager

Tel: (630)942-4347  
Follett Higher Education  
College of DuPage Bookstore  
425 Fawell Blvd, Glen Ellyn, IL 60137  
s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** Brown, Celeste <follettbrown@cod.edu>  
**Sent:** Thursday, March 3, 2022 10:20 AM  
**To:** Shaba Patel (0784) <s.patel@follett.com>  
**Subject:** Fw: College of DuPage PO# P0002257

CAUTION: This email was sent from outside of Follett. Please be careful with web links or attachments, and avoid entering credentials when you are not expecting a logon prompt.

---

Waiting on the 2nd book to arrive.

Celeste Brown  
Text Manager

Follett's COD Bookstore #784  
630-942-4330  
[follettbrown@cod.edu](mailto:follettbrown@cod.edu)

---

**From:** Kalish, Amber  
**Sent:** Thursday, March 3, 2022 9:39 AM  
**To:** Brown, Celeste  
**Cc:** McLaughlin, Ashley  
**Subject:** College of DuPage PO# P0002257

Dear Vendor,

Please review referenced below and confirm receipt of PO (Reply ALL) and process accordingly.  
Embedded below is a College of DuPage (COD) Purchase Order 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)





**2 attachments**

Outlook-t0vf0r53.png

00784108794420220328SaleReturn.pdf

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1084530  
Vendor Name: Follett's College of DuPage  
Invoice Number: 002296  
Invoice Date: 3/16/2022  
PO Number: P0002296  
Check Number: 0298320  
Check Amount: \$ 5,818.51  
Check Date: 04/12/2022  
Voucher Number: V0736063  
Document Type: AP Invoice

Document Below

Follett's COD Bookstore  
 425 Fawell Blvd - SRC Building  
 Glen Ellyn  
 IL, 60137  
 (630) 942-2360  
 0784mgr@fhg.follett.com  
 www.efollett.com

ITEM	QTY	PRICE	TOTAL
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New

New Perspectives MS Office 365  
 020720385 4@ \$180.00 \$576.00 T  
 Discount 20.00% (36.00)  
 PL - Department Discount-20%

New

Word 2019 Comprehensive (text  
 020614313 4@ \$180.00 \$576.00 T  
 Discount 20.00% (36.00)  
 PL - Department Discount-20%

New

New Perspectives Microsoft Off  
 020571706 4@ \$180.00 \$576.00 T  
 Discount 20.00% (36.00)  
 PL - Department Discount-20%

New

Powerpoint 2019 Comprehensive  
 021472895 4@ \$180.00 \$576.00 T  
 Discount 20.00% (36.00)  
 PL - Department Discount-20%

Subtotal \$2,880.00

Total Discount (576.00)

Total Sales Tax \$0.00

Total \$2,304.00

ARHousecharge \$2,304.00

Major Acct: 606

Student ID: 002296

Student Name: Cont Edu- Ashley MA

Major Account Name: COD Department Purchase

Signature: \_\_\_\_\_

I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with

my financial aid account.

Items Purchased: 16

YOU SAVED \$576.00

Total Tender \$2,304.00

Change Due \$0.00



00784108762220220316

Associate: Shaba

Thank You For Shopping At  
FOLLETT STORE 0784  
Please Save Receipt for Return

7622 0784 108 108 3/16/22 12:35 PM

SALE

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\*\*\*\*\*

\*\*\*\*\*Store Message\*\*\*\*\*  
Course Materials refunds- 2 days from time  
of purchase. Tech items 14days

"Shaba Patel (0784)" <s.patel@follett.com>

---

**[External] Fw: College of DuPage PO# P0002296**

---

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Mar 16, 2022 at 05:41 PM GMT

CC: McLaughlin, Ashley <mclaughl@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.

**Shaba Patel**

Operations Manager

Tel: (630)942-4347

Follett Higher Education

College of DuPage Bookstore

425 Fawell Blvd, Glen Ellyn, IL 60137

s.patel@follett.com/ patelsh@cod.edu/ www.codbooks.com

---

**From:** Kalish, Amber <kalisha@cod.edu>

**Sent:** Monday, March 7, 2022 9:29 AM

**To:** Brown, Celeste <follettbrown@cod.edu>; Shaba Patel (0784) <s.patel@follett.com>

**Cc:** McLaughlin, Ashley <mclaughl@cod.edu>

**Subject:** College of DuPage PO# P0002296

CAUTION: This email was sent from outside of Follett. Please be careful with web links or attachments, and avoid entering credentials when you are not expecting a logon prompt.

---

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**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)



**2 attachments**

00784108762220220316SaleReturn.pdf

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