

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1644549
Vendor Name: 3003 Corporate Hotel LLC
Invoice Number: 33669
Invoice Date: 6/9/2022
PO Number: P0003411
Check Number: 0299936
Check Amount: \$ 3,959.19
Check Date: 06/21/2022
Voucher Number: V0741484
Document Type: AP Invoice

Document Below



3003 Corporate West Drive • Lisle, IL 60532
Phone (630) 505-0900 • Fax (630) 505-8948
For reservations across the nation
www.doubletree.com or 1-800-222-TREE

Name & Address

ORIGINAL

COLLEGE OF DUPAGE-ATHLETIC DEP

INVOICE# 33869
INVOICE DATE 6/9/2022
CURRENT DATE 6/9/2022
YOUR ACCOUNT # C208
YOUR P/O #

Hilton

Page: 1

Do# P 0003411

DATE	Folio #	AR TRANS	DESCRIPTION	AMOUNT
6/5/2022	115467 B	398152		\$105.45
6/5/2022	115468 B	398168		\$105.45
6/5/2022	115464 B	398169		\$105.45
6/5/2022	115466 B	398174		\$105.45
6/5/2022	115465 B	398211		\$105.45
6/5/2022	115483 B	398214		\$105.45



CONRAD
HOTELS & RESORTS

canopy
by hilton



CURIO
A COLLECTION BY HILTON



TAPESTRY
COLLECTION
BY HILTON



HOMEWOOD SUITES
BY HILTON

HOME2
SUITES BY HILTON

Hilton
Grand Vacations

Hilton
HONORS

PAYMENT DUE UPON RECEIPT

\$632.70

THANK YOU FOR YOUR BUSINESS!

QUESTIONS CONCERNING THIS INVOICE?

CALL: NICOLE THOMASON
630-245-7634

PLEASE RETURN ONE COPY OF INVOICE WITH PAYMENT

PAYMENT DUE UPON RECEIPT - 1.5% PER MONTH INTEREST CHARGE WILL BE APPLIED TO ALL PAST DUE INVOICES.



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Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
 ATTN: BEVERLY SMITH

Room 805/NKRD
 Arrival Date 6/4/2022 3:21:00 PM
 Departure Date 6/5/2022 1:20:00 PM

Adult/Child 1/0
 Room Rate 95.00

Rate Plan: CHF
 HH #
 AL:
 Car:

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
6/4/2022	397604	GUEST ROOM	\$95.00
6/4/2022	397604	RM LOCAL TAX	\$4.75
6/4/2022	397604	RM STATE TAX	\$5.70
6/5/2022	397929	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/4/2022 STAY TOTAL	
ROOM AND TAX		\$105.45 \$105.45	
DAILY TOTAL		\$105.45 \$105.45	

ACCOUNT NO.

CARD MEMBER NAME

ESTABLISHMENT NO. & LOCATION

ESTABLISHMENT AGREES TO TRANSFER TO CARD HOLDER FOR PAYMENT

I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND
 AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT
 THE INDICATED PERSON, COMPANY OR ASSOCIATION FAILS TO
 PAY FOR ANY PART OR THE FULL AMOUNT OF THESE CHARGES.

CARD MEMBER'S SIGNATURE

X

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

DATE OF CHARGE	FOLIO NO /CHECK NO.
	115483 B
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-105.45

PAYMENT DUE UPON RECEIPT





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Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
 ATTN: BEVERLY SMITH

Room 828/NKR
 Arrival Date 6/3/2022 6:08:00 PM
 Departure Date 6/5/2022 8:06:00 AM

Adult/Child 2/3
 Room Rate 95.00

Rate Plan: CHF
 HH #
 AL:
 Car:

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
6/4/2022	397632	GUEST ROOM	\$95.00
6/4/2022	397632	RM LOCAL TAX	\$4.75
6/4/2022	397632	RM STATE TAX	\$5.70
6/5/2022	397753	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/3/2022 STAY TOTAL	
ROOM AND TAX		\$105.45 \$105.45	
DAILY TOTAL		\$105.45 \$105.45	

ACCOUNT NO

CARD MEMBER NAME

ESTABLISHMENT NO. & LOCATION

(ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT)

I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND
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CARD MEMBER'S SIGNATURE

X

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

DATE OF CHARGE	FOLIO NO./CHECK NO.
	115484 B
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-105.45

PAYMENT DUE UPON RECEIPT





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Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
ATTN: BEVERLY SMITH

Room 311/NDR
Arrival Date 6/4/2022 2:37:00 PM
Departure Date 6/5/2022 12:51:00 PM

Adult/Child 1/0
Room Rate 95.00

Rate Plan: CHF
HH #
AL:
Car:

Hilton



CONRAD
HOTELS & RESORTS



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TAPESTRY
COLLECTION
BY HILTON



HOMEWOOD
SUITES
BY HILTON



DATE	REFERENCE	DESCRIPTION	AMOUNT
6/4/2022	397295	GUEST ROOM	\$95.00
6/4/2022	397295	RM LOCAL TAX	\$4.75
6/4/2022	397295	RM STATE TAX	\$5.70
6/5/2022	397921	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/4/2022 STAY TOTAL	
ROOM AND TAX		\$105.45 \$105.45	
DAILY TOTAL		\$105.45 \$105.45	

ACCOUNT NO.

CARD MEMBER NAME

ESTABLISHMENT NO. & LOCATION ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT

I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND
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CARD MEMBER'S SIGNATURE

X

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND

DATE OF CHARGE	FOLIO NO./CHECK NO.
	115485 B
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-105.45

PAYMENT DUE UPON RECEIPT



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Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
ATTN: BEVERLY SMITH

Room 110/NKR
Arrival Date 6/4/2022 3:00:00 PM
Departure Date 6/5/2022 8:52:00 AM

Adult/Child 1/0
Room Rate 95.00

Rate Plan: CHF
HH #
AL:
Car:

Hilton

W
WALDORF
ASTORIA
HOTELS & RESORTS

CONRAD
HOTELS & RESORTS

canopy
HOTELS

Hilton
HOTELS & RESORTS

CURIO
A COLLECTION BY HILTON

DOUBLE TREE
BY HILTON

TAPESTRY
COLLECTION
BY HILTON

E
EMBASSY
SUITES
BY HILTON

Hilton
Garden
Inn

Hampton
BY HILTON

tru
BY HILTON

HOMEWOOD
SUITES
BY HILTON

HOME2
SUITES & HOTELS

Hilton
Grand Vacations

Hilton
HONORS

DATE	REFERENCE	DESCRIPTION	AMOUNT
6/4/2022	397162	GUEST ROOM	\$95.00
6/4/2022	397162	RM LOCAL TAX	\$4.75
6/4/2022	397162	RM STATE TAX	\$5.70
6/5/2022	397773	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/4/2022 STAY TOTAL	
ROOM AND TAX		\$105.45	\$105.45
DAILY TOTAL		\$105.45	\$105.45

ACCOUNT NO.		DATE OF CHARGE	FOLIO NO./CHECK NO.
			115486 B
CARD MEMBER NAME		AUTHORIZATION	INITIAL
ESTABLISHMENT NO. & LOCATION		PURCHASES & SERVICES	
ESTABLISHMENT AGREES TO TRANSMIT TO CARDHOLDER FOR PAYMENT		TAXES	
I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT THE INDICATED PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF THESE CHARGES.		TIPS & MISC	
CARD MEMBER'S SIGNATURE		TOTAL AMOUNT	-105.45
X			

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND

PAYMENT DUE UPON RECEIPT



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www.doubletree.com or 1-800-222-TREE

Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
ATTN: BEVERLY SMITH

Room /NKR
Arrival Date 6/4/2022
Departure Date 6/5/2022

Adult/Child 1/0
Room Rate 95.00

Rate Plan: CHF
HH #
AL:
Car:

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
6/5/2022	397677	NOSHOW: 1 NIGHT(S) AT \$95.00/NIGHT FOR ARRIVAL 06/04/2022	\$95.00
6/5/2022	397677	RM LOCAL TAX	\$4.75
6/5/2022	397677	RM STATE TAX	\$5.70
6/5/2022	397678	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/4/2022 STAY TOTAL	
ROOM AND TAX		\$105.45 \$105.45	
DAILY TOTAL		\$105.45 \$105.45	
ACCOUNT NO.		DATE OF CHARGE	
CARD MEMBER NAME		FOLIO NO./CHECK NO. 115487 B	
ESTABLISHMENT NO. & LOCATION		AUTHORIZATION	
I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT THE INDICATED PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF THESE CHARGES.		INITIAL	
CARD MEMBER'S SIGNATURE X		PURCHASES & SERVICES	
		TAXES	
		TIPS & MISC.	
		TOTAL AMOUNT -105.45	

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND

PAYMENT DUE UPON RECEIPT





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 www.doubletree.com or 1-800-222-TREE

Name & Address

COLLEGE OF DUPAGE-ATHLETIC DEP
 ATTN: BEVERLY SMITH

Room 301/NKR
 Arrival Date 6/4/2022 4:03:00 PM
 Departure Date 6/5/2022 8:06:00 AM

Adult/Child 2/0
 Room Rate 95.00

Rate Plan: CHF
 HH #
 AL:
 Car:

Hilton



DATE	REFERENCE	DESCRIPTION	AMOUNT
6/4/2022	397278	GUEST ROOM	\$95.00
6/4/2022	397278	RM LOCAL TAX	\$4.75
6/4/2022	397278	RM STATE TAX	\$5.70
6/5/2022	397750	Direct Bill - COLLEGE OF DUPAGE-ATHLETIC DEP	(\$105.45)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		6/4/2022 STAY TOTAL	
ROOM AND TAX		\$105.45	\$105.45
DAILY TOTAL		\$105.45	\$105.45

ACCOUNT NO.

CARD MEMBER NAME

ESTABLISHMENT NO. & LOCATION ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT
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CARD MEMBER'S SIGNATURE

X

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

DATE OF CHARGE	FOLIO NO./CHECK NO.
	115488 B
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-105.45

PAYMENT DUE UPON RECEIPT

Nicole Thomason <Nicole.Thomason@Hilton.com>

[External] DoubleTree INV 33669 PO# P0003411

Nicole Thomason <Nicole.Thomason@Hilton.com>

Fri, Jun 10, 2022 at 01:25 PM GMT

CC: Smith, Bev <smithb244@cod.edu>, Invoicing <invoicing@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.

Hello,

Please see attached invoice.

Thank you!

Nicole Thomason
Accounts Receivable Manager
DoubleTree by Hilton Lisle/Naperville
3003 Corporate West Drive
Lisle, IL 60532
Phn: 630-245-7634
Fax: 630-505-8948

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1 attachment

COD HALL OF FAME INV 33669.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1644549
Vendor Name: 3003 Corporate Hotel LLC
Invoice Number: 33670
Invoice Date: 6/9/2022
PO Number: P0003449
Check Number: 0299936
Check Amount: \$ 3,959.19
Check Date: 06/21/2022
Voucher Number: V0741485
Document Type: AP Invoice

Document Below



3003 Corporate West Drive • Lisle, IL 60532
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For reservations across the nation
www.doubletree.com or 1-800-222-TREE

Name & Address

COLLEGE OF DUPAGE-ELLEN ROBERT

425 FAWELL BLVD

GLEN ELLYN 60137

INVOICE# 33670
INVOICE DATE 6/9/2022
CURRENT DATE 6/9/2022
YOUR ACCOUNT # C216
YOUR P/O #

Hilton

Page: 1

DO# P 0003449

DATE	Folio #	AR TRANS	DESCRIPTION	AMOUNT
6/8/2022	112292 A	399574	Grp CHF [RTD FR COLLEGE OF DUPAGE HALL OF FAME:RCPT A]	\$3,326.49

W
WALDORF
ASTORIA
HOTELS & RESORTS

CONRAD
HOTELS & RESORTS

canopy
by hilton

Hilton
HOTELS & RESORTS

CURIO
A COLLECTION BY HILTON

DOUBLE TREE
by hilton

TAPESTRY
COLLECTION
by hilton

EMBASSY
SUITES
by hilton

Hilton
Garden
Inn

Hampton
by hilton

tru
by hilton

HOMESWOOD
SUITES
by hilton

HOME2
SUITES by hilton

Hilton
Grand Vacations

Hilton
HONORS

PAYMENT DUE UPON RECEIPT

\$3,326.49

THANK YOU FOR YOUR BUSINESS!

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 www.doubletree.com or 1-800-222-TREE

Name & Address

COLLEGE OF DUPAGE-ELLEN ROBERT
 ATTN: ELLEN ROBERTS
 425 FAWELL BLVD
 GLEN ELLYN 60137

Room CHF
 Arrival Date 5/31/2022 12:00:00 AM
 Departure Date 6/7/2022 12:00:00 AM

Adult/Child
 Room Rate

Rate Plan:
 HM #
 AL:
 Car:

COLLEGE OF DUPAGE HALL OF FAME
 6/8/2022

Hilton

DATE	REFERENCE	DESCRIPTION	AMOUNT
6/7/2022	398616	BANQUETS - AV RENTAL-1713905-6.4.22	\$927.00
6/7/2022	398632	*BANQUETS-79448-6.4.22	\$2,399.49
6/8/2022	399244	Direct Bill - COLLEGE OF DUPAGE-ELLEN ROBERT	(\$3,326.49)
		BALANCE	\$0.00



ACCOUNT NO.

CARD MEMBER NAME

ESTABLISHMENT NO. & LOCATION ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT
 I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND
 AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT
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CARD MEMBER'S SIGNATURE
 X

DATE OF CHARGE FOLIO NO./CHECK NO.
 112292 A

AUTHORIZATION INITIAL

PURCHASES & SERVICES

TAXES

TIPS & MISC.

TOTAL AMOUNT -3,326.49

PAYMENT DUE UPON RECEIPT

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

DAILY RENTAL ORDER

Order Number	Order Date	Term	Customer Number	Master Account Number
17_13905	June 04, 2022	Master Bill	126176	TBD

Event: College of DuPage Hall of Fame Banquet
Location: Majestic Ballroom

Start: 5:00 PM

End: 10:00 PM

Audio

Qty	ID No	Description	Rate	Total
1.00	15-16	Laptop Audio Connection	\$0.00	\$0.00
1.00	20	Audio Mixer	\$0.00	\$0.00
1.00	16-21	Podium Microphone	\$0.00	\$0.00

Scenery

Qty	ID No	Description	Rate	Total
15.00	11-10	Running Feet Pipe and Drape	\$15.00	\$225.00

Projection

Qty	ID No	Description	Rate	Total
1.00	10-41	Projection Package - Our Screen & Projector	\$675.00	\$675.00

Room Sub Total: \$900.00

Event Notes:

Hang banner outside of 3003 entrance above the bench if not done already

Client, Jane Vatchev, will be onsite at 3 pm to test audio

AV department will be onsite 3 pm also, will need patch out of board for own recording

Special Pricing to remedy last year vs this year's costs

Notes:	Daily Subtotal	\$900.00
	Discount	\$180.00
	Service Charge	\$207.00
	Daily Total:	\$927.00

Delivered by :

Client's Signature

Tuesday, June 07, 2022



DoubleTree by Hilton Lisle Naperville
 3003 Corporate West Drive, Lisle, IL 60532
 Phone: (630) 505 0900

BEO/Check #: 79448
 Page 1 of 1
 Date Printed: 06/04/22

Banquet Check

Post As:	College of DuPage Hall of Fame Inductee Banquet	Event Date:	Saturday, June 4, 2022
Account:	College of DuPage	Contact:	Jane Vatchev
Address:	425 Fawell Blvd. Glen Ellyn, IL 60137	Phone:	
		Email:	vatchev@cod.edu
		Onsite Contact:	
		Onsite Phone:	
		Catering Manager:	Cynthia Schwartz
		Booked By:	Cynthia Schwartz

Event Time	Event Name	Room	Agr	Gtd
2:00 PM - 5:00 PM	Setup	Majestic Ballroom		
5:00 PM - 10:00 PM	Dinner	Majestic Ballroom	60	

Food			
Quantity	Item	Price	Amount
70	Braised Pot Roast with merlot gravy & mashed potatoes	\$26.45	\$1,851.50
1	Kid's Meal of Chicken Fingers & Fries	\$19.95	\$19.95
3	Crispy Threa-Cheese Risotto Cake	\$26.45	\$79.35
	Subtotal:		\$1,950.80
	Service Charge:		\$448.69
	Sales Tax .00%:		\$0.00
	Food Total:		\$2,399.49

Check Subtotal	\$1,950.80
Total Service Charges	\$448.69
Total Taxes	\$0.00
Check Grand Total	\$2,399.49
Deposit Paid	\$0.00
Balance Due	\$2,399.49

The Service Charge is the property of the hotel to cover discretionary costs of the event, a portion of which may be distributed to certain food and beverage service employees. Such Charge is not a tip or gratuity.

Organization Authorized Signature

Date

Date Printed: 06/04/22

Nicole Thomason <Nicole.Thomason@Hilton.com>

[External] INV 33670 PO P0003449

Nicole Thomason <Nicole.Thomason@Hilton.com>

Mon, Jun 13, 2022 at 12:30 PM GMT

CC:

BCC:

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Nicole Thomason
Accounts Receivable Manager
DoubleTree by Hilton Lisle/Naperville
3003 Corporate West Drive
Lisle, IL 60532
Phn: 630-245-7634
Fax: 630-505-8948

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