

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087354
Vendor Name: Matthew Bender & Co., Inc.
Invoice Number: 32110995
Invoice Date: 7/29/2022
PO Number: B0000986
Check Number: 0301739
Check Amount: \$ 189.10
Check Date: 08/16/2022
Voucher Number: V0749800
Document Type: AP Invoice

Document Below



8/4/22 BO # 0000986

Invoice #	Invoice Date	PO#	Order Date	Acct Mgr	Payment Terms	Ship Method
32110995	07-29-22		07-29-22	R69	30 Days	UPS Ground

BILL TO ACCOUNT # : 1127936001

SHIP TO ACCOUNT # : 1127936001

COLLEGE OF DUPAGE
STANDING ORDERS
LIBRARY
425 FAWELL BLVD SRC 2034
GLEN ELLYN IL 60137

COLLEGE OF DUPAGE
STANDING ORDERS
LIBRARY
425 FAWELL BLVD SRC 2034
GLEN ELLYN IL 60137

INVOICE									
Qty	ISBN	Price	# of Licenses	License Fees	Discount Amount	Net Amount	S&H	Tax	Extended Price
1	0006708064504	163.00				163.00	26.10		189.10
US SUPREME COURT REPORTS LED 2D INTERIM BOUND VOLUME 194									
		163.00				163.00	26.10		189.10

CALL YOUR ACCT MGR, COLLEEN WILSON, AT 1-937-247-8171 FOR INFO ABOUT OUR PUBLICATIONS

Some prices reflected in this Order are contingent on you maintaining all of your existing subscript
accounts with LN and its affiliates; if any such existing business is cancelled by you, LN may modif
prices to reduce or eliminate any related discounts.

MAKE CHECK PAYABLE TO :

Matthew Bender & Co., Inc.
28544 Network Place
Chicago, IL 60673-1285

To Change Address Or If Paying By Credit
Please note On Reverse

INVOICE	#32110995
PO#	
AMOUNT DUE \$	189.10
AMOUNT ENCLOSED	

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicutt, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

"Miller, Larisa" <millerl@cod.edu>

BO # 0000986 Matthew Bender 33110995

"Miller, Larisa" <millerl@cod.edu>

Mon, Aug 8, 2022 at 01:53 PM GMT

CC:

BCC:

Larisa Miller

Supervisor - Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

1 attachment

matthew bender invoice 32110995.pdf