

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1656411  
Vendor Name: Bernina of Naperville Inc  
Invoice Number: 04252201  
Invoice Date: 4/25/2022  
PO Number: P0003590  
Check Number: E0090807  
Check Amount: \$ 6,103.99  
Check Date: 08/03/2022  
Voucher Number: V0748931  
Document Type: AP Invoice

Document Below



# INVOICE

## BERNINA of Naperville

2764 Aurora Avenue, 100  
Naperville, Illinois 60540  
331-472-4231  
Berninaofnaperville.com

INVOICE # 04252201  
DATE: APRIL 25, 2022

TO Nelson Cantada  
Assistant Professor-Fashion Studies  
College of DuPage  
(630)942-2363

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Gayle	College of Dupage	Due on receipt	July 31, 2022

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	BERNINA 500 Embroidery Machine (available Fall 2022, but BERNINA of Naperville will provide a suitable loaner with same features to use in the interim)	\$2,999	\$2,999
1	Oil Pen	\$14.99	\$14.99
1	BERNINA Embroidery Software: Designer Plus Includes 5 Licenses	\$1,999	\$1,999
1	Embroidery Starter Thread Selection	\$249	\$249
1	Stabilizer (Heavy Cut-Away and light-weight Tear Away)	\$30	\$30
2	BERNINA Midi Hoops	\$359.25	718.50
20	BERNINA Jumbo Bobbins	3.74	74.80
5	BERNINA Embroidery Needles (5 packages of 5)	3.74	18.70
SUBTOTAL			\$6,103.99
SALES TAX			0
TOTAL			\$6,103.99

Quotation prepared by: Gayle Schliemann

THANK YOU FOR YOUR BUSINESS!

"Cantada, Nelson" <cantadan@cod.edu>

---

**Re: [External] BERNINA of Naperville Invoice**

---

"Cantada, Nelson" <cantadan@cod.edu>

Wed, Jul 27, 2022 at 02:21 PM GMT

CC: Santos, Christine <santosc489@cod.edu>, Stevens, Eva <stevense@cod.edu>

BCC:

Hello,

Attached is the PDF file of the invoice from Bernina of Naperville which was originally sent as a Word file on 6/28 . Please advice when the payment will be processed and I can inform the vendor as they are inquiring about the date.

Thank you,

Nelson

Nelson Cantada  
Assistant Professor-Fashion Studies  
College of DuPage  
(630)942-2363

---

**From:** Zerrudo, Maria  
**Sent:** Wednesday, July 27, 2022 8:55:50 AM  
**To:** Cantada, Nelson; Santos, Christine; Stevens, Eva  
**Subject:** RE: [External] BERNINA of Naperville Invoice

Hi Nelson.

Yes you email the invoice in pdf format to [invoicing@cod.edu](mailto:invoicing@cod.edu)

Thanks

**Marivic Zerrudo**

**Accounts Payable Team Leader**

**College of DuPage**

425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599

phone 630-942-2601 | [zerrudom@cod.edu](mailto:zerrudom@cod.edu)

**Summer Hours: Fridays Closed beginning June 10, 2022-August 12, 2022**

---

**From:** Cantada, Nelson <cantadan@cod.edu>

**Sent:** Wednesday, July 27, 2022 8:48 AM

**To:** Santos, Christine <santosc489@cod.edu>; Stevens, Eva <stevens@cod.edu>

**Cc:** Zerrudo, Maria <zerrudom@cod.edu>

**Subject:** Re: [External] BERNINA of Naperville Invoice

Hi Christine,

Can I just email the invoice in PDF format myself to Accounts Payable at [invoicing@cod.edu](mailto:invoicing@cod.edu)? The vendor is very frustrated with the number of requests she has received to put the order through and it seems as if it would be quicker for me to save the Invoice as a PDF file and send it to Accounts Payable than to contact the vendor and have her save the file in PDF format and then email to [invoicing@cod.edu](mailto:invoicing@cod.edu) again.

Nelson

Nelson Cantada

Assistant Professor-Fashion Studies

College of DuPage

(630)942-2363

---

**From:** Santos, Christine  
**Sent:** Wednesday, July 27, 2022 8:17:37 AM  
**To:** Cantada, Nelson; Stevens, Eva  
**Cc:** Zerrudo, Maria  
**Subject:** Re: [External] BERNINA of Naperville Invoice

Hello Nelson,

I am copying Maria Zerrudo from Accounts Payable in this email as she handles Bernina of Naperville. In my understanding, Accounts Payable didn't receive the invoice that Gayle sent. They are asking if she can send it to [invoicing@cod.edu](mailto:invoicing@cod.edu), through a pdf format.

Christine Santos

College of DuPage

CTE Program Support Assistant

(630)942-3226

**Summer hours - Friday off from June 6<sup>th</sup> through August 12<sup>th</sup>**

---

**From:** Cantada, Nelson  
**Sent:** Wednesday, July 27, 2022 8:07:42 AM  
**To:** Santos, Christine; Stevens, Eva  
**Subject:** Fw: [External] BERNINA of Naperville Invoice

Hi Christine,

The attached invoice was sent to the Invoicing department on 6/28 by the vendor. Is this not the correct form?

Nelson

Nelson Cantada

Assistant Professor-Fashion Studies

College of DuPage

(630)942-2363

---

**From:** Gayle Schliemann <[gayle@gayleschliemann.com](mailto:gayle@gayleschliemann.com)>  
**Sent:** Tuesday, June 28, 2022 9:56 AM  
**To:** Invoicing  
**Cc:** Cantada, Nelson; Chris Donahue; Amy Paauwe  
**Subject:** [External] BERNINA of Naperville Invoice

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 Invoicing,

Please accept this invoice from our organization and promptly remit payment.

Thank you,

Gayle

Gayle Schliemann

BERNINA of Naperville

331-472-4231 | [gayle@berninaofnaperville.com](mailto:gayle@berninaofnaperville.com)

[www.berninaofnaperville.com](http://www.berninaofnaperville.com)

Visit us on Social Media

@berninaofnaperville

\_\_\_\_\_

---

**6 attachments**

image002.jpg

image003.jpg

image001.jpg

image005.jpg

image004.jpg

Bernina of Naperville Final Invoice.pdf





# INVOICE

## BERNINA of Naperville

2764 Aurora Avenue, 100  
Naperville, Illinois 60540  
331-472-4231  
Berninaofnaperville.com

INVOICE # 04252201  
DATE: APRIL 25, 2022

TO Nelson Cantada  
Assistant Professor-Fashion Studies  
College of DuPage  
(630)942-2363

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Gayle	College of Dupage	Due on receipt	July 31, 2022

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	BERNINA 500 Embroidery Machine (available Fall 2022, but BERNINA of Naperville will provide a suitable loaner with same features to use in the interim)	\$2,999	\$2,999
1	Oil Pen	\$14.99	\$14.99
1	BERNINA Embroidery Software: Designer Plus Includes 5 Licenses	\$1,999	\$1,999
1	Embroidery Starter Thread Selection	\$249	\$249
1	Stabilizer (Heavy Cut-Away and light-weight Tear Away)	\$30	\$30
2	BERNINA Midi Hoops	\$359.25	718.50
20	BERNINA Jumbo Bobbins	3.74	74.80
5	BERNINA Embroidery Needles (5 packages of 5)	3.74	18.70
SUBTOTAL			\$6,103.99
SALES TAX			0
TOTAL			\$6,103.99

Quotation prepared by: Gayle Schliemann

THANK YOU FOR YOUR BUSINESS!

"Cantada, Nelson" <cantadan@cod.edu>

---

**Re: [External] BERNINA of Naperville Invoice**

---

"Cantada, Nelson" <cantadan@cod.edu>

Wed, Jul 27, 2022 at 02:21 PM GMT

CC: Santos, Christine <santosc489@cod.edu>, Stevens, Eva <stevense@cod.edu>

BCC:

Hello,

Attached is the PDF file of the invoice from Bernina of Naperville which was originally sent as a Word file on 6/28 . Please advice when the payment will be processed and I can inform the vendor as they are inquiring about the date.

Thank you,

Nelson

Nelson Cantada  
Assistant Professor-Fashion Studies  
College of DuPage  
(630)942-2363

---

**From:** Zerrudo, Maria

**Sent:** Wednesday, July 27, 2022 8:55:50 AM

**To:** Cantada, Nelson; Santos, Christine; Stevens, Eva

**Subject:** RE: [External] BERNINA of Naperville Invoice

Hi Nelson.

Yes you email the invoice in pdf format to [invoicing@cod.edu](mailto:invoicing@cod.edu)

Thanks

**Marivic Zerrudo**

**Accounts Payable Team Leader**

**College of DuPage**

425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599

phone 630-942-2601 | [zerrudom@cod.edu](mailto:zerrudom@cod.edu)

**Summer Hours: Fridays Closed beginning June 10, 2022-August 12, 2022**

---

**From:** Cantada, Nelson <cantadan@cod.edu>

**Sent:** Wednesday, July 27, 2022 8:48 AM

**To:** Santos, Christine <santosc489@cod.edu>; Stevens, Eva <stevens@cod.edu>

**Cc:** Zerrudo, Maria <zerrudom@cod.edu>

**Subject:** Re: [External] BERNINA of Naperville Invoice

Hi Christine,

Can I just email the invoice in PDF format myself to Accounts Payable at [invoicing@cod.edu](mailto:invoicing@cod.edu)? The vendor is very frustrated with the number of requests she has received to put the order through and it seems as if it would be quicker for me to save the Invoice as a PDF file and send it to Accounts Payable than to contact the vendor and have her save the file in PDF format and then email to [invoicing@cod.edu](mailto:invoicing@cod.edu) again.

Nelson

Nelson Cantada

Assistant Professor-Fashion Studies

College of DuPage

(630)942-2363

---

**From:** Santos, Christine  
**Sent:** Wednesday, July 27, 2022 8:17:37 AM  
**To:** Cantada, Nelson; Stevens, Eva  
**Cc:** Zerrudo, Maria  
**Subject:** Re: [External] BERNINA of Naperville Invoice

Hello Nelson,

I am copying Maria Zerrudo from Accounts Payable in this email as she handles Bernina of Naperville. In my understanding, Accounts Payable didn't receive the invoice that Gayle sent. They are asking if she can send it to [invoicing@cod.edu](mailto:invoicing@cod.edu), through a pdf format.

Christine Santos

College of DuPage

CTE Program Support Assistant

(630)942-3226

Summer hours - Friday off from June 6<sup>th</sup> through August 12<sup>th</sup>

---

**From:** Cantada, Nelson  
**Sent:** Wednesday, July 27, 2022 8:07:42 AM  
**To:** Santos, Christine; Stevens, Eva  
**Subject:** Fw: [External] BERNINA of Naperville Invoice

Hi Christine,

The attached invoice was sent to the invoicing department on 6/28 by the vendor. Is this not the correct form?

Nelson

Nelson Cantada

Assistant Professor-Fashion Studies

College of DuPage

(630)942-2363

---

**From:** Gayle Schliemann <[gayle@gayleschliemann.com](mailto:gayle@gayleschliemann.com)>  
**Sent:** Tuesday, June 28, 2022 9:56 AM  
**To:** Invoicing  
**Cc:** Cantada, Nelson; Chris Donahue; Amy Paauwe  
**Subject:** [External] BERNINA of Naperville Invoice

**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 Invoicing,

Please accept this invoice from our organization and promptly remit payment.

Thank you,

Gayle

Gayle Schliemann

BERNINA of Naperville

331-472-4231 | [gayle@berninaofnaperville.com](mailto:gayle@berninaofnaperville.com)

[www.berninaofnaperville.com](http://www.berninaofnaperville.com)

Visit us on Social Media

@berninaofnaperville

\_\_\_\_\_

---

**6 attachments**

image002.jpg

image003.jpg

image001.jpg

image005.jpg

image004.jpg

Bernina of Naperville Final Invoice.pdf