

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087679
Vendor Name: Paddock Publications
Invoice Number: FY23 704449
Invoice Date: 7/14/2022
PO Number: P0003778
Check Number: E0090923
Check Amount: \$ 847.60
Check Date: 08/10/2022
Voucher Number: V0749214
Document Type: AP Invoice

Document Below

Daily Herald

P0003778

Subscription Invoice

Paddock Publications, Inc.
P.O. Box 1420, Arlington Heights, IL 60006-1420

msk 7/14/2022

Account: 704449

Reference This Account Number When Paying Electronically

For Service Dates

06/04/2022-06/02/2023

Amount Due: \$847.60

Due Upon Receipt

980000

T4 B8 P1 *AUTO**ALL FOR AADC 601

College Of Du Page

Library Periodicals



425 Fawell Blvd

Glen Ellyn IL 60137-6708



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**Newsprint Surcharge
Service from 06/04/22-06/02/23**

**\$62.40
\$785.20**

Amount Due

\$847.60

The amount due includes an invoice fee of \$1.00. To avoid this charge, we encourage you to pay through our Easy Pay program, credit card, or your electronic bill payment service. See below and the reverse side of this invoice for the convenient payment option enjoyed by thousands of Daily Herald subscribers. Subscription payments are due 15 days from the beginning service date noted on this invoice. Payments not received within 56 days of the beginning service date will be assessed a \$5.00 service fee.

To manage your subscription 24/7 call us at (847) 427-4333. See back for more details.

Effective with this notice is a rate increase for your subscription. Please know that your support is vital to us. We will invest it in the local journalism you need, not just to maintain our level of coverage but also to improve that coverage, and to report on the developments that matter to your life as they happen, along with the implications, analysis and explanations. We are indebted to you for your support.

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College Of Du Page

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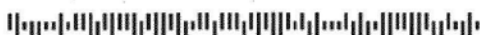
Due Upon Receipt

Total Paid \$ _____

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Carol Stream, IL 60197-7695



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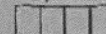
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Expire Date

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Signature

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From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, 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
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SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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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

"Konkel, Mary" <konkel@cod.edu>

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Thu, Jul 14, 2022 at 01:00 PM GMT

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Thank you,

--MARY

Mary S. Konkel

Professor

Head of Technical Services

OCLC Global Council Delegate for the Americas Regional Council (ARC)

College of DuPage Library SRC 2034A

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E-mail: konkel@cod.edu

<https://library.cod.edu>

Difficult is done at once, the impossible takes a little longer / late 19th century proverb attributed to French statesman Charles Alexandre de Calonne

1 attachment

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