

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1082006
Vendor Name: Amer Culinary Federation
Invoice Number: 178135
Invoice Date: 12/14/2022
PO Number: P0005439
Check Number: 0307089
Check Amount: \$ 4,500.00
Check Date: 01/18/2023
Voucher Number: V0767779
Document Type: AP Invoice

Document Below



American Culinary Federation
Education Foundation

College of DuPage
425 Fawell Blvd
Attn: Tim Meyers
Glen Ellyn, IL 60137-6599

Invoice
Order # 178135
ID # 048716

048716- College of Dupage

Tuesday, February 28, 2023 through Thursday, March 02, 2023

Coordinators: Timothy Meyers
meyerst@cod.edu
W: (630)942-3223
C: (630)399-6256

Site Visit Fee

	4,500.00
Total	4,500.00
Payment	0.00
Balance	4,500.00

All site visit fees must be paid in full 60 days prior to your scheduled site visit or a late fee of \$250 will be assessed.

If your site visit fee, plus late fee if applicable, is not received 45 days prior to your scheduled site visit, an additional \$500 change/cancelation fee will be assessed and your site visit will be placed on hold until payment is received and your accreditation is subject to derecognition by the ACFEF Accrediting Commission.

Important Note: All Accreditation fees are non-refundable.

Dana Baldwin <DBaldwin@acfcchefs.org>

[External] 2023 ACFEF AC Site visit invoice

Dana Baldwin <DBaldwin@acfcchefs.org>

Wed, Dec 14, 2022 at 02:44 PM UTC

CC: Meyers, Timothy <meyerst@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 attached invoice for College of DuPage's 2023 ACFEF AC Site visit.

DN-B

Dana Nagy-Baldwin | Accreditation Program Administrator | American Culinary Federation, Inc. |
6816 Southpoint Pkwy Ste 400, Jacksonville, FL 32216 | Direct: (904) 484-0235 | (800) 624-9458 Ext.
235 | Fax (904) 940-0741 | www.acfcchefs.org

10 attachments

image005.png

image004.png

image009.png

image006.png

image007.png

college of dupage 048716 sv invoice.pdf

image008.png

image002.png

image003.png

image001.png

Purchase Order



Purchase Order #: P0005439

Amer Culinary Federation

**Check Enclosed Request -
Needs Payment to send to -
Amer Culinary Federation.
1/10/2023 EF**

Order Total: 4,500.00 USD

Date: 01/10/2023

Transaction #: 3195261

Authorized By: Eric Frick

Requested By: Catherine Fanelli Munguia

Requester Email: munguiac@cod.edu

Phone: 630-942-2596

CONFIRMING REQUEST

Supplier Address:

Amer Culinary Federation
180 Center Place Way
St. Augustine, FL 32095
United States
Attn:
Phone:

Ship To:

College of DuPage
College of DuPage Shipping & Receiving
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: Tim Meyers
Phone: 630-942-2238

Bill To:

College of DuPage
College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: invoicing@cod.edu
Phone: 630-942-2228

Order Comments: order # 178135

Line #	Item #	Description	UOM	QTY	Unit Price	Line Total
1		Site Visit Fee	Each	1	4,500.00 USD	4,500.00 USD
Ship To Attn: Tim Meyers						

Subtotal: 4,500.00 USD

Tax: 0.00 USD

S & H: 0.00 USD

Order Total: 4,500.00 USD

General Terms

PLEASE NOTE: ALL SHIPMENTS ARE REQUIRED TO BE DELIVERED TO WAREHOUSE SERVICES. FAILURE TO COMPLY WILL JEOPARDIZE OR DELAY THE PAYMENT PROCESS.

EXCEPTIONS WITH PRIOR APPROVAL BY PROCUREMENT SERVICES WILL PRINT ON THE P.O.

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices in PDF format. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu with **only one PDF document per email**. For questions about payment status or other inquiries, please email acctpay@cod.edu or call 630-942-2228.
3. All payments are processed via ACH transfer weekly. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under a separate cover that outlines the set-up instructions, your log-in, and your temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to invoicing@cod.edu. Paper checks are issued once a month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.
4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices, in accordance with the Local Government Prompt Payment Act.
5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.
6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-06.
7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.
8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.

9. All shipments are accepted subject to inspection and approval by the College of DuPage.

10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair employment practice act and all rules & regulations thereunder.

11. Suppliers are required to comply with executive orders 11246, and 11375, The Rehabilitation Act of 1973, and the Vietnam Readjustment Act of 1974.

12. All contracts for construction work are subject to the provisions of 820 ILCS 130, ch. 48, Par. 39s-1 through 39s-12, providing for payment of the prevailing rate of wages to laborers, workmen & mechanics.

13. This Agreement is the entire agreement between the College of DuPage ("Customer") (including Customer's employees and other End Users) and Vendor ("Seller") unless specifically indicated and supported by previously mutually approved terms. In the event that Seller enters into terms of use agreements or other agreements, policies, or understandings, whether on Seller's purchase order, website, electronic, click-through, verbal or in writing, with Customer's employees or other End Users, such agreements shall be null, void and without effect, and the terms of this Agreement shall apply. The customer will not be bound to any other terms and conditions set forth in any documents, agreements, or policies posted on the Seller's website unless such terms and conditions are also set forth in this Agreement. Seller may not unilaterally change any term or condition of this Agreement.

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