

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1656116
Vendor Name: Two Hands Interiors
Invoice Number: REEDER-DEC 2022
Invoice Date: 1/25/2023
PO Number: P0005955
Check Number: E0094700
Check Amount: \$ 416.79
Check Date: 04/11/2023
Voucher Number: V0782005
Document Type: AP Invoice

Document Below

PO#5955

College of DuPage

Career Services Center


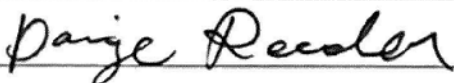
Illinois Board of Higher Education-Illinois Cooperative Work-

Study Grant Period: July 1, 2022-August 31, 2023

06-10-04701-5309001

Monthly Reimbursement Form

Fiscal Year: 2023

Company: Two Hands Interiors
Contact Name: Rachel Alcorn/Heather Luttenton
Contact Signature: 
Student Name: Paige Reeder
Student Signature: 
Student Program: Interior Design
Description of work performed: The responsibilities of the Intern will be to assist design staff with client projects and presentations.
Description of service activities (Please note this refers to any volunteer opportunities available to the student through your company, if applicable):

Please provide paystubs and timesheets to support the monthly reimbursement template. Monthly reports are due on the 5th of every month.

Did Student obtain permanent employment in Illinois? ☐ Yes ☐ No If yes, please provide date of employment and name of employer.

Check Date	Hours Worked	Hourly Rate	Total Wages Paid
July 2022			
August 2022			
September 2022			
October 2022			
November 2022			
December 2022	54.48	\$ 15.00	\$ 714.28
January 2023			
February 2023			
March 2023			
April 2023			
May 2023			
June 2023			
July 2023			
August 2023			

Reimbursement is on a first come, first serve basis. Reimbursement requests are not guaranteed for reimbursement.
Questions or concerns, contact Krystina LaSorsa at internships@cod.edu subject: IBHE FY23 Grant

A/P please pay \$416.79

"LaSorsa, Krystina" <lasorsak@cod.edu>

TwoHands_Interiors_IBHE

"LaSorsa, Krystina" <lasorsak@cod.edu>

Thu, Mar 30, 2023 at 05:00 PM UTC

CC: Wahler, Grace <wahlerg@cod.edu>

BCC:

Please see attached.

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Krystina LaSorsa, MSMOB

Interim Manager, Internship, and Service Learning Coordinator

Career Services Center

College of DuPage

630-942-2230

She/Her/Hers

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1 attachment

approved_TwoHands_Reeder_December_FY23_AP.pdf