

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1685680
Vendor Name: Sunrise International Education Inc
Invoice Number: 004629
Invoice Date: 3/20/2023
PO Number: B0001311
Check Number: E0094841
Check Amount: \$ 9,500.00
Check Date: 04/20/2023
Voucher Number: V0783153
Document Type: AP Invoice

Document Below

Purchase Order

Purchase Order #: B0001311

Order Total: 15,800.00 USD



Sunrise International Education Inc

**Check enclosed request - Needs payment to send to
Sunrise International Education Inc. 3/20/23 kc**

Date: 03/17/2023
Transaction #: 3301712
Authorized By: Kevin Casey

Requested By: Anne Marie Dando
Requester Email: dandoa@cod.edu
Phone: 630-942-2813

Supplier Address:
Sunrise International Education Inc
102 Christopher Columbus Dr
PH1
Jersey City, NJ 07302
United States
Attn: David Weeks
Phone: 972-743-1354

Ship To:
College of DuPage
College of DuPage Shipping & Receiving
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: Laurie Jorgensen
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:

Line #	Item #	Description	UOM	QTY	Unit Price	Line Total
1		Title: CampusXR General Service Agreement Year 1- Holographic Display- 65cm Model. Inclusive of shipping, stand, protective display case, and 3 animations. Holographic Display- 65cm Model. Inclusive of shipping, stand, and protective display case. "Smart Swag"- Augmented Reality 3D Experience Development Service. Inclusive of 3 additional animations. Post Year 1 renewal costs - "Smart Swag"- Augmented Reality 3D Experience Annual Hosting Service. Inclusive of text content and link updates.	Each	1	15,800.00 USD	15,800.00 USD
Ship To Attn: Laurie Jorgensen						

Subtotal: 15,800.00 USD
Tax: 0.00 USD
S & H: 0.00 USD
Order Total: 15,800.00 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.

Powered By: ESM Solutions.

"Casey, Kevin" <caseyk650@cod.edu>

Check Enclosed - Blanket Order B0001311 Anne Marie Dando 3/20/23 kc

"Casey, Kevin" <caseyk650@cod.edu>

Mon, Mar 20, 2023 at 04:35 PM UTC

CC: Dando, Anne Marie <dandoa@cod.edu>

BCC:

Hello,

The attached purchase order and check enclosed has been ordered by Anne Marie Dando.

Kindly work directly with Anne Marie as needed.

Thank you.

Kevin Casey

Buyer

College of DuPage

425 Fawell Boulevard, IRC 1001

Glen Ellyn, IL 60137-6599

T: (630) 942-2355

F: (630) 942.4201

caseyk650@cod.edu

2 attachments

B0001311.pdf

image001.png

From: [Dando, Anne Marie](#)
To: [Casey, Kevin](#)
Cc: [Barrios, Isabel](#); [Jorgensen, Laurette](#)
Subject: Check Request - Sunrise Int'l Educators - Deposit
Date: Friday, March 17, 2023 6:19:14 PM
Attachments: [Check Request Sunrise Intl Ed \\$9500 - B0001311.pdf](#)

Dear Kevin,

Thank you for processing this so timely!! For the vendor to move forward with this order, he will need a \$9500 deposit paid as soon as possible. With what I vaguely remember, I tried to prepare this to save time. May you please process this through to A/P for us. I have attached the email thread. This was also referenced in the Internal Notes of the Transaction.

I've copied Isabel as well.


Thank you!

Best,

Anne Marie Dando

Marketing & Communications

Administrative Assistant

 **College of DuPage**

425 Fawell Blvd. | IRC 1045 | Glen Ellyn, IL 60137-6599 | USA

T: (630) 942.3370 | dandoa@cod.edu

INVOICE

Invoice ID: 0500-1413-9868

Vendor	Sunrise International Education Inc
Created By	Joyce Sekerka [0353607 sekerkaj]
Create Date	03/17/2023

Invoice Information

Vendor	Sunrise International Education Inc [1685680]
Address	[c8100b3f-89b5-490d-9e09-f6db75047019] dba CampusXR 102 Christopher Columbus Dr Jersey City,NJ 07302
Invoice Number	004629
Invoice Date	03/02/2023
Invoice Amount	9,500.00 USD
Description	Holographic Standing Displays
EthINVHDBank	IM
INVbPOCheckbox	Yes,
EthINVAPType	IM
FiscalYear	FY23
INVbPONumber	B0001311

Prior Approvers

03/20/2023	Laurette Jorgensen[0235442 jorgensenl]
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Invoice Notes

- J Sekerka** 03/20/2023 02:53 PM
Hi Laurie. We received this from the vendor. But, I see there is a check Enclosed for the full amount. Which is correct? Pay the full amount or half? Please advise asap. Thanks
- J Sekerka** 03/17/2023 04:49 PM
Email address of sender: david@campusxr.org.
Email received timestamp: 03/17/2023 21:49 GMT

Allocation Details

Amount [USD]

Expense	9,500.00
Amount To Be Expensed	9,500.00

01_90_00825_5407001	DEPT: Marketing & Creative Services
Line	0001
Description	Holographic Standing Displays
Invoice Quantity	1
U/M	EA
Unit Price	9,500.00

Allocation Summary	Amount (USD)
01_90_00825_5407001	DEPT: Marketing & Creative Services 9,500.00
	OBJECT CODE: Advertising Exps

Expense Summary	Amount (USD)
Expense	9,500.00



Sunrise International
accounting@sunriseinspires.com | 917-725-3550

Invoice #004629

Issue date
Mar 2, 2023

College of DuPage - Holographic Displays by CampusXR

Blanket Order (BO) No. B0001311

Payment can be completed by credit card or with the wire or check information below:

Wire Transfers Can Be Made to the Following Account:

Account Owner: Sunrise International
Account Number: 950955711
ABA Routing Number (Wire): 021000021
ABA Routing Number (Paper/ACH): 021202337
SWIFT: CHASUS33
Bank: JPMORGAN CHASE BANK, N.A.

Checks Can Be Mailed To:

Sunrise International
102 Christopher Columbus Dr., #PH1
Jersey City, NJ 07302
USA

Customer	Invoice Details	Payment
Laurette Jorgensen College of DuPage jorgensenl@cod.edu	PDF created March 17, 2023 \$9,500.00	Due March 24, 2023 \$9,500.00

Items	Quantity	Price	Amount
Holographic Standing Display	1	\$6,500.00	\$6,500.00
Holographic Display Additional Unit	1	\$3,000.00	\$3,000.00
Subtotal			\$9,500.00

Total Due \$9,500.00



Pay online

To pay your invoice go to <https://gosq.me/u/vEVzVA7h>

Or open the camera on your mobile device and place the QR code in the camera's view.

Page 1 of 1

David Weeks <david@campusxr.org>

[External] College of DuPage Blanket Order No. B0001311 for CampusXR

David Weeks <david@campusxr.org>

Fri, Mar 17, 2023 at 09:40 PM UTC

CC: Jorgensen, Laurette <jorgensenl@cod.edu>, Sunrise International <accounting@sunriseinspires.com>

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.

Hello,

I'm writing to provide the requested invoice for the holographic fans for Blanket Order No. B000131. Please see attached for the invoice.

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David Weeks
Co-Founder and COO
CampusXR (XR Services) || www.CampusXR.org
Campus 360 (Virtual Tours) || www.Campus360.org
Follow me on || [LinkedIn](#)
US // C: +1.972.743.1354

1 attachment

sqjnv-Laurette-Jorgensen-004629.pdf