

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1411532
Vendor Name: Jenn Sales Corporation,D/B/A Special T
Invoice Number: 43855
Invoice Date: 5/11/2023
PO Number:
Check Number: 0312462
Check Amount: \$ 486.00
Check Date: 06/06/2023
Voucher Number: V0785812
Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 10-65, Vendor Payment — Non-Purchase Order.

Date: 05-11-2023 Vendor ID: 1411532 Vendor Name: Jenn Sales
 Payee Address: 4835 Butterfield Road Hillside, IL 60162 Payment Due Date: 05-11-2023

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
43855	01-70-00697-5401006	Police	282.00
Total			\$ 282.00

Check the appropriate box below:

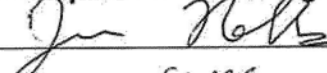
- ☒ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Received - vendor needs payment

Other Instructions:

All requests will require the following approvals:

Requester:  Print Name: James Nehls
 Budget Officer: SAME Print Name: SAME

Requests \$5,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$5,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$10,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Special T Unlimited
4835 Butterfield Road
Hillside, IL 60162
(708) 449-5550

Invoice

Date	Invoice #
5/10/2023	43855

Bill To

COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN, IL 60137

Ship To

COL7
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN, IL 60137

P.O. No.	Terms	Due Date	Account #	Rep
23-04 RECRUIT	Net 30	6/9/2023	COL7	CEB
Item	Description	Qty	Rate	Amount
PACKAGE	SLEA RECRUIT UNIFORM PACKAGE (ROBERTS)	1	282.00	282.00

Sub total	\$282.00
Sales Tax	\$0.00
Total	\$282.00
Payments/Credits	\$0.00
Balance Due	\$282.00

01-70-00697-5401006

"Nehls, James" <nehlsj156@cod.edu>

Check Request form and Invoice

"Nehls, James" <nehlsj156@cod.edu>

Thu, May 11, 2023 at 05:45 PM UTC

CC:

BCC:

Please pay - TY

Deputy Chief James Nehls

College of DuPage PD

630-942-4277

nehlsj156@cod.edu

1 attachment

Records - Check Request and Invoice.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1411532
Vendor Name: Jenn Sales Corporation,D/B/A Special T
Invoice Number: 43788
Invoice Date: 5/4/2023
PO Number: B0000914
Check Number: 0312462
Check Amount: \$ 486.00
Check Date: 06/06/2023
Voucher Number: V0787956
Document Type: AP Invoice

Document Below

We cover your company to a "T"

4835 W. Butterfield Road
Hillside, IL 60162-1483
(708) 449-5550

Fax: (708) 449-5012

S O L D T O
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN, IL 60137

S H I P T O
COL7
COLLEGE OF DUPAGE
ATTN JIM VOLPE
425 FAWELL BLVD
GLEN ELLYN, IL 60137

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Embroidery
www.specialtunlimited.com

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COL7
4835 W. Butterfield Road
Hillside, IL 60162-1483
(708) 449-5550
Fax: (708) 449-5012

DATE	5/4/2023	SALESMAN	CEB	ORDER NO.	ORDER DATE	SHIPPED VIA	TERMS	Net 30	INVOICE NO.	43788
QUANTITY SHIPPED	4	ITEM NUMBER	BOTTLE	DESCRIPTION	BLACK WATER BOTTLE	UNIT	UNIT PRICE	16.00	AMOUNT	64.00
<div>5/11/23</div> <div>BLANKET</div> <div>ORDER # - 000914</div>										
NON-TAXABLE		TAXABLE		SALES TAX		FREIGHT		MISCELLANEOUS		
Subtotal									\$64.00	
Sales Tax (10.0%)									\$0.00	
Payments/Credits									\$0.00	
INVOICE TOTAL									\$64.00	

THANK YOU

PLEASE RETURN
THIS PORTION
OF THE INVOICE
WITH YOUR
PAYMENT

INVOICE TOTAL
\$64.00

"Augustyn, Patricia" <augustyn@cod.edu>

Special T -Jenn Sales Invoice 43788 5-11-23

"Augustyn, Patricia" <augustyn@cod.edu>

Thu, May 11, 2023 at 03:55 PM UTC

CC:

BCC:

Please process this invoice. Thank you.

1 attachment

Special T Invoice 43788 5-11-23.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1411532
Vendor Name: Jenn Sales Corporation,D/B/A Special T
Invoice Number: 43085
Invoice Date: 2/17/2023
PO Number: B0000914
Check Number: 0312462
Check Amount: \$ 486.00
Check Date: 06/06/2023
Voucher Number: V0787957
Document Type: AP Invoice

Document Below

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S COLLEGE OF DUPAGE - MAIN
O 425 FAWELL BLVD
L D GLEN ELLYN, IL 60137
T O

S COL7
H COLLEGE OF DUPAGE - MAIN
I P ATTN JUDITH VELAZQUEZ
T 425 FAWELL BLVD
O GLEN ELLYN, IL 60137

TE	2/17/2023	SALES MAN CEB	ORDER NO.	ORDER DATE	SHIPPED VIA	TERMS Net 30	INVOICE NO. 43085
QUANTITY SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT	UNIT PRICE	AMOUNT		
2	SZ LRG	MENS BLACK POLO SHIRT		40.00	80.00		
1	SZ LRG	BLACK 1/4 ZIP PULLOVER		45.00	45.00		
1	QUANTITY CHARGE	BELOW MINIMUM QUANTITY CHARGE		15.00	15.00		
						Subtotal	\$140.00
						Sales Tax (10.0%)	\$0.00
						Payments/Credits	\$0.00
						INVOICE TOTAL	\$140.00

5/11/23

BLANKET
ORDER # - 000914

THANK YOU

PLEASE RETURN
THIS PORTION
OF THE INVOICE
WITH YOUR
PAYMENT

INVOICE TOTAL
\$140.00

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COL7
4835 W. Butterfield Road
Hillside, IL 60162-1483
(708) 449-5550
Fax: (708) 449-5012

2/17/2023 43085

INVOICE DATE INVOICE NO.

"Augustyn, Patricia" <augustyn@cod.edu>

Special T - Jenn Sales Invoice 43085

"Augustyn, Patricia" <augustyn@cod.edu>

Thu, May 11, 2023 at 03:53 PM UTC

CC:

BCC:

Please process this invoice. Thank you.

1 attachment

Special T Invoice 43085 5-11-23.pdf