

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1564438  
Vendor Name: Intellectspace Corporation  
Invoice Number: 222823.4003  
Invoice Date: 5/16/2023  
PO Number: P0007114  
Check Number: E0095896  
Check Amount: \$ 21,794.00  
Check Date: 06/26/2023  
Voucher Number: V0786115  
Document Type: AP Invoice

Document Below



# INVOICE

INVOICE NUMBER: **222823.4003**

INVOICE DATE: **MAY 16<sup>TH</sup>, 2023**

INVOICE DUE: **UPON RECEIPT**

STATEMENT OF WORK #: **SOWTZ222823.4003**

PURCHASE ORDER: **P0007114**

## TO:

College of DuPage  
College of Du Page Accounts Payable  
425 Fawell Blvd.  
Glen Ellyn, IL 60137  
United States  
Attn: [invoicing@cod.edu](mailto:invoicing@cod.edu)  
Phone: 630-942-2228

## FROM:

IntellectSpace Corporation  
133 Queen Anne Ave North, Suite 100  
Seattle, WA 98109  
Email: [billing@intellectspace.com](mailto:billing@intellectspace.com)

DESCRIPTION: LiveAlumni	DETAILS:	COST:
<b>LIVEALUMNI SUBSCRIPTION</b>	<b>RECOMMENDED</b> Option	\$19,320.00 USD
<b>Data Package:</b>	<b>REAL-TIME</b> Data	
Current Employment		Included
Location & LinkedIn URL		Included
Employer Type & Info		Included
Historical Employment		Not Included
Nonprofits & Boards		Included
Matching Constituent IDs: Level 1, 2 & 3		Included
Matching Company Record IDs		Included
<b>Additional Services:</b>		
<b>Business Emails</b>		Included
<b>Salary Data</b>		Included
<b>Personal Emails</b>	Added (One Time Append)	\$5,520.00
<b>Matching Gifts</b>	Available to ADD	<input type="checkbox"/> ADD \$1,490
<b>Mid-Year Update</b>	Available to ADD	<input type="checkbox"/> ADD \$2,760
<b>Quarterly Update</b>	Available to ADD	<input type="checkbox"/> ADD \$7,728
<b>Exports &amp; Users</b>	Unlimited	Included
<b>Team Training</b>	Online Support and Training	Included
<b>LiveAlumni Access:</b>		
<b>Access &amp; Users</b>	1 Year Unlimited Users	Included
<b>Monthly Job Changes</b>	While updating other accounts, we'll capture your alumni with job changes.	Included
<b>DISCOUNT</b>		<b>-\$3,046.00 USD</b>
<b>PLEASE READ THE NEXT PAGE FOR PAYMENT OPTIONS AND TERMS.</b>		<b>TOTAL AMOUNT DUE</b>
		<b>\$21,794.00 USD</b>
For Credit Card Payment Only: Add 3.6% Fee		+ \$785 USD
For International Credit Cards: Add 4% Fee		+ \$872 USD
For International Wire Transfer: Add \$45 USD		+ \$45 USD

Thank You For Your Business! If you have any questions concerning this invoice, please contact [billing@intellectspace.com](mailto:billing@intellectspace.com)

133 QUEEN ANNE AVENUE NORTH, SUITE 100 ♦ SEATTLE, WASHINGTON 98109

WEBSITES: [INTELLECTSPACE.COM](http://INTELLECTSPACE.COM) / [LIVEALUMNI.COM](http://LIVEALUMNI.COM)

## **TERMS:**

### **Data Confidentiality & Client Data Protection:**

Any data that is supplied by the client for the purpose of matching IDs, is client owned. We will never authorize any third party to use or buy any client data. IntellectSpace Corp agrees to never use any client-supplied data for any purposes other matching to alumni records IDs. IntellectSpace Corp takes steps to prevent the use, disclosure, and dissemination of alumni profiles other than as necessary to perform our obligations under our agreement.

### **LiveAlumni Terms and Renewal:**

LiveAlumni subscription will automatically renew each year until terminated. The auto-renewal cost has a 5% increase per year. You can keep the same rate by signing up for 2 years or get a 5% discount if you sign up for 3 years. New Alumni are added to the renewal for an additional cost. Client may cancel with a thirty (30) day written notice prior to the renewal date.

### **Invoice Terms:**

Invoices can be paid through direct deposit, credit card, or wire transfer. A 3.6% processing fee is applied to credit cards from the US, a 4% processing fee is applied to all international credit cards, and a \$45 fee is applied to wire transfers. A 1% late fee per month will be charged if the invoice is not paid within 60 days.

### **LiveAlumni License Agreement:**

Licensee acknowledges and agrees that all use of LiveAlumni data shall be subject to the LiveAlumni License Agreement ([www.livealumni.com/license-agreement/](http://www.livealumni.com/license-agreement/)).

### **Updates:**

LiveAlumni has the option to update your alumni profiles mid-year or quarterly. These updates are available to be requested mid-year or quarterly as long as the data is still public and made available to us to capture legally. Updates are non-transferable and must be requested and used within the first 9 months of engagement or renewal. If the data is no longer publicly available or accessible and we can't deliver an update, we reserve the right to not provide an update and to refund any amount paid in advance for such update. Once an update is requested, please allow several weeks to have the data updated once the update has been requested.

## **PAYMENT OPTIONS:**

Via Credit Card: Call (206) 226-3653 to pay

**For United States Credit Cards Add 3.6% for processing fee**

**For International Credit Cards Add 4% for processing fee**

Via Transfer Instructions:

**Note: For International wire transfer payments only add \$45 for processing fee.**

IntellectSpace Corporation

Bank Name: Bank of America

Bank Address: PO Box 25118, Tampa, FL 33622-5118, USA

Bank Phone Number: (800) 432-1000

Account Number (Savings): 005317452613

(Wire Transfer Routing #) Bank ABA Number: 0260-0959-3

(ACH / EFT / Direct Deposit Routing #) Routing Number: 125000024

### **NO CHECKS PLEASE! DIRECT DEPOSIT, WIRE TRANSFER OR CREDIT CARD ONLY!**

We have seen 40-60% of all checks get lost in US Mail. Please don't send checks.

**Need a W-9? Use this link to download the electronic version of our W9: <https://goo.gl/Jpi7fe>**

Thank You For Your Business! If you have any questions concerning this invoice, please contact [billing@intellectspace.com](mailto:billing@intellectspace.com)

133 QUEEN ANNE AVENUE NORTH, SUITE 100 ♦ SEATTLE, WASHINGTON 98109

WEBSITES: [INTELLECTSPACE.COM](http://INTELLECTSPACE.COM) / [LIVEALUMNI.COM](http://LIVEALUMNI.COM)

**Re: [External] INVOICE NOTICE: Your LiveAlumni Invoice**

---

IntellectSpace Billing <billing@intellectspace.com>

Thu, May 18, 2023 at 03:33 PM UTC

CC: Bender, Angela <bendera893@cod.edu>

BCC:

Good morning,

A few days ago you should have received an invoice from us:

Invoice 222823.4003 (attached again here)

Amount Due: \$21,794.00

Date Due: 5/16/2023

Description: LiveAlumni

Please let me know if:

- You received the invoice
- Additional emails the invoice should go to: (ie. Accounts Payable, Secondary Billing, etc)
- You have any questions about this the invoice
- Estimated date of payment
- Method of payment\*

\* Please note that we DO NOT accept payment by check unless you send via courier service for guaranteed delivery. A 1.5% late fee per month will be charged if the payment is not RECEIVED within 45 days.

I appreciate your understanding and look forward to hearing back from you soon!

Kind Regards,

Billing Department

**Email:** [billing@intellectspace.com](mailto:billing@intellectspace.com)

Phone: (206) 372-6586 or (206) 739 2963

Fax: (206) 284-1411

IntellectSpace Corp. 1 Prospect Visual

On Thu, May 18, 2023 at 8:48AM Bender, Angela <[bendera893@cod.edu](mailto:bendera893@cod.edu)> wrote:

You should have received an email from College of DuPage regarding how to submit invoices. It needs to be sent to [invoicing@cod.edu](mailto:invoicing@cod.edu).

Thank you -

**Angela Bender** | Manager, Communication & Events | Institutional Advancement  
**College of DuPage** | 425 Fawell Blvd., | BIC 1520D | Glen Ellyn, IL 60137

Phone: 630.942.2469 | Email: [bendera893@cod.edu](mailto:bendera893@cod.edu)

Social: [Facebook](#) | [LinkedIn](#) | [Twitter](#) | [Instagram](#)

---

**From:** Billing Department <[billing@intellectspace.com](mailto:billing@intellectspace.com)>  
**Sent:** Wednesday, May 17, 2023 9:35 AM  
**To:** Bender, Angela <[bendera893@cod.edu](mailto:bendera893@cod.edu)>  
**Subject:** [External] INVOICE NOTICE: Your LiveAlumni Invoice

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.

Hi Angela,

Your LiveAlumni Invoice # 222823.4003 is ready.

Amount due: \$21,794.00

Date due: 6/16/2023

Invoice Link: <https://tinyurl.com/5evyxk55>

**Ways to Pay:**

1. With a Credit card

NOTE: Add 3.6% for processing fee.

Call Gaby Infante at +1 (206) 739-2963 to pay with a credit card.

2. Via Bank Transfer

NOTE: For International wire transfer payments add \$45 for processing fee.

IntellectSpace Corporation

Bank Name: Bank of America

Bank Address: 10555 NE 8th ST, Bellevue, WA 98004 USA

Branch Name: Bellevue

Account Number (Savings): 005317452613

(Wire Transfer Routing #) Bank ABA Number: 0260-0959-3

(EFT / Direct Deposit Routing #) Transit Number: 125000024.

Need a W-9? Use this link to download the electronic version of our W9: <https://goo.gl/s8ai4g>

If you have any questions, please contact [billing@intellectspace.com](mailto:billing@intellectspace.com).

Sincerely,

The LiveAlumni Billing Team

E: [billing@intellectspace.com](mailto:billing@intellectspace.com)

LiveAlumni by IntellectSpace

[\*Manage your Email Preferences\*](#)

---

## **1 attachment**

College of DuPage - LiveAlumni Invoice (1).pdf