

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1083159
Vendor Name: Baker & Taylor Books
Invoice Number: H66253490
Invoice Date: 9/14/2023
PO Number: B0001790
Check Number: 0318034
Check Amount: \$ 262.20
Check Date: 10/11/2023
Voucher Number: V0801270
Document Type: AP Invoice

Document Below

Baker & Taylor

PLEASE REMIT P.O. Box 277930
 PAYMENT TO: Atlanta, GA 30384-7930

Baker & Taylor

501 S Gladiolus Street
 Momence, IL 60954

INVOICE

UPS SHIPPER NO.
 IL 622-320
 PKG. ID# H66253490

9/20/23 BO # 0001790

COLLEGE OF DUPAGE
 NONPRINT ACQ-LRC3038
 425 FAWELL BOULEVARD
 GLEN ELLYN, IL 60137-6599

COLLEGE OF DUPAGE
 NONPRINT ACQ-LRC3038
 425 FAWELL BOULEVARD
 GLEN ELLYN, IL 60137-6599

PO#1790

630-942-3664

Net Order

BILL TO CUSTOMER NO.	SHIP TO CUSTOMER NO.	DATE SHIPPED	INVOICE NO.	INVOICE NO.	PAGE NO.
75000187	75000187	09/14/23	H66253490	75000187 24649 H66253490	1

ATS #: MOE0430602

TIME	DATE ENTERED	TERMS	CTN. COUNT	Incoterm	ORDER POINT MOM	SHIP POINT MOM
07:34 AM	09/13/23	NET 30 DAYS	1 Carton	FOB Ship Point	ORDER TYPE Net Order	
TOTAL WEIGHT	SHIP VIA	INSIDE SALES REP	OUTSIDE SALES REP			
4.27	UPS DELIVERYTRAC CHICAGO	P02 Metro, Dan	P02 Metro, Dan			PG22

ITEM NUMBER	DESCRIPTION	QTY PACK	LINE NO.	ORD	SHIP	B/O	UNIT RETAIL	DISC %	UNIT PRICE	AMOUNT (USD)	CUSTOMER P.O. #
- The TRACKING NUMBER for your shipment is: 1Z6223200318838256 UP3											
INVOICE CONFIRMED BY: VIDMASS											
DD MP	DVD7466	ALL QUIET ON THE WESTERN FRONT	1 005	1	1	0	24.98	25.0	24.98	18.73	1790
DD MGM	M100327	AMITYVILLE HORROR	1 002	1	1	0	5.97	25.0	5.97	4.48	1790
DD LGHE	61146	ARE YOU THERE GOD IT'S ME	1 001	1	1	0	19.98	25.0	19.98	14.98	1790
DD MC	824897	ASTEROID CITY	1 010	1	1	0	29.98	25.0	29.98	22.48	1790
DD MGM	M133307	DR NO	1 008	1	1	0	5.97	25.0	5.97	4.48	1790
DD MGM	M136440	HANDMAID'S TALE:SEASON 3	4 004	1	1	0	19.98	25.0	19.98	14.98	1790
DD WA	780614	HANDMAID'S TALE:SEASON 4	3 007	1	1	0	19.98	25.0	19.98	14.98	1790
DD MGM	826932	HANDMAID'S TALE:SEASON 5	3 013	1	1	0	24.98	25.0	24.98	18.73	1790
DD MC	826632	POLITE SOCIETY	1 012	1	1	0	19.98	25.0	19.98	14.98	1790
DD MGM	M133341	QUANTUM OF SOLACE	1 006	1	1	0	5.97	25.0	5.97	4.48	1790
DD HBO	1000830	070 SUCCESSION:COMPLETE S	12 009	1	1	0	84.99	25.0	84.99	63.74	1790
DD LGHE	61007	WHALE	1 003	1	1	0	19.98	25.0	19.98	14.98	1790
DD MC	824659	WOMEN TALKING	1 011	1	1	0	19.98	25.0	19.98	14.98	1790
DD PA	817836	YELLOWSTONE:SEASON FIVE P	4 014	1	1	0	25.99	25.0	25.99	19.49	1790
Shipping & Handling Credit										-13.84	
Shipping & Handling Charge										13.84	

All claims must be made within 45 days of invoice date.
 Return authorization required.
 Not responsible for goods sent uninsured.

NA-NOT AVAILABLE

PLEASE NOTE: Past due invoices are subject to a finance charge based upon an annual rate of 18% per annum, or the highest rate permitted by law, computed at the periodic monthly rate of 1.5%. File all breakage claims with carrier. Notify us of any errors or omissions. IMPORTANT: NO CLAIMS WILL BE ALLOWED 5 DAYS AFTER RECEIPT OF GOODS. GOODS RETURNED WITHOUT AUTHORIZATION WILL NOT BE ACCEPTED FOR CREDIT OR EXCHANGE.

600089972-000

INVOICE

UPS SHIPPER NO.
 IL 622-320
 PKG. ID# H66253490

Net Order

600089972-000

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

"Miller, Larisa" <millerl@cod.edu>

BO # 0001790 Baker and Taylor H66253490

"Miller, Larisa" <millerl@cod.edu>

Wed, Sep 20, 2023 at 04:07 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

<https://library.cod.edu/>

1 attachment

baker and taylor invoice H66253490.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1083159
Vendor Name: Baker & Taylor Books
Invoice Number: H66310620
Invoice Date: 9/20/2023
PO Number: B0001790
Check Number: 0318034
Check Amount: \$ 262.20
Check Date: 10/11/2023
Voucher Number: V0803768
Document Type: AP Invoice

Document Below

Baker & Taylor

PLEASE REMIT P.O. Box 277930

PAYMENT TO: Atlanta, GA 30384-7930

Baker & Taylor

501 S Gladiolus Street

Mokena, IL 60954

INVOICE

UPS SHIPPER NO.

IL 622-320

PKG. ID# H66310620

COLLEGE OF DUPAGE

10/3/23 BO # 0001790

NONPRINT ACQ-LRC3038

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6599

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75000187	75000187	09/28/23	H66310620	75000187 1571	H66310620 1

ATS #: MOE0439778

TIME	DATE ENTERED	TERMS	CTN. COUNT	Incoterm	ORDER POINT MOM		SHIP POINT MOM				
06:56 PM	09/20/23	NET 30 DAYS	1 Carton	FOB Ship Point	ORDER TYPE		Net Order				
TOTAL WEIGHT	SHIP VIA		INSIDE SALES REP			OUTSIDE SALES REP					
0.68	UPS DELIVERYTRAC CHICAGO		P02 Metro, Dan			P02 Metro, Dan PG22					
ITEM NUMBER	DESCRIPTION	QTY PACK	LINE NO.	ORD	SHIP	B/O	UNIT RETAIL	DISC %	UNIT PRICE	AMOUNT (USD)	CUSTOMER P.O. #
- The TRACKING NUMBER for your shipment is:											
1Z6223200319204714 UP3											
INVOICE CONFIRMED BY: VIDMASS											
DD WA	1000332834 CABARET	1	002	1	1	0	14.97	25.0	14.97	11.23	1790
DD MGM	M133311 FROM RUSSIA WITH LOVE	1	001	1	1	0	5.97	25.0	5.97	4.48	1790
Shipping & Handling Credit										-11.69	
Shipping & Handling Charge										11.69	
TOTAL ITEMS:				2	TOTAL MERCHANDISE TOTAL					15.71	
										15.71	

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NA-NOT AVAILABLE

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480005009-107

From: [Brady, Scott](#)
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BO # 0001790 Baker and Taylor Invoice H66310620

"Miller, Larisa" <millerl@cod.edu>

Tue, Oct 3, 2023 at 04:05 PM UTC

CC:

BCC:

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

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