

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1085401
Vendor Name: Grey House Publ.
Invoice Number: 189206
Invoice Date: 8/1/2024
PO Number: B0002309
Check Number: 0330282
Check Amount: \$ 171.60
Check Date: 09/24/2024
Voucher Number: V0850594
Document Type: AP Invoice

Document Below

9/9/24 BO # 2309

SALEM PRESS

Published & Distributed by GREY HOUSE PUBLISHING

PLEASE REMIT TO:

SALEM PRESS
PO Box 56
Amenia, NY 12501-0056
(800) 562-2139
Tax ID #13-3044945

CUSTOMER SERVICE
(800) 562-2139 X104
or
csr@salempress.com

INVOICE NO. 189206

DATE: 8-1-2024

INVOICE TO:

College of DuPage Library
Larisa Miller, Supvr/Acquisitions
425 Fawell Blvd
SRC 2034
Glen Ellyn IL 60137-6708

SHIP TO:

CUSTOMER ACCOUNT NO.	SALESMAN	CUSTOMER ORDER NO.	TERMS	SHIP DATE
CIL544	S-26		30 DAYS	8-30-2024
QUANTITY	DESCRIPTION & ISBN		UNIT COST	EXTENSION
1	Principles of Health: Hypertension 9781637008041		165.00	165.00

INSTANT & FREE ONLINE ACCESS WITH YOUR PRINT PURCHASE!

To activate your titles for instant student & patron access via Salem Press' On-Line Platform call (201) 968-0500 or email csr@salempress.com. Be sure to include your invoice number and your titles will be on-line for you in 24 hours!

Less Discount:	.00
Shipping & Handling:	6.60
Sales Tax:	.00
Invoice Total:	171.60
Amount Received:	.00
TOTAL DUE:	171.60

Please return a copy with your remittance.

THANK YOU FOR YOUR ORDER!

Please note our new Remittance Address:

Salem Press Tax ID# 13-3044945
PO Box 56, Amenia NY 12501-0056
Please call (800) 562-2139 x104 or email csr@salempress.com if you have any questions.
You can download a copy of our W9 at <https://salempress.com/w9>

189206 / 171.60



H.W. Wilson & Salem Press Sales
2 University Plaza, Suite 310, Hackensack, NJ 07601
(201) 968-0500 FAX: (201) 968-0511
csr@salempress.com www.salempress.com



Grey House Publishing
4919 Route 22, PO Box 56, Amenia, NY 12501-0056
(800) 562-2139 FAX: (845) 373-6370
www.greyhouse.com books@greyhouse.com

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



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

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>

Grey House Publishing Invoice 189206

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

Mon, Sep 9, 2024 at 03:21 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

grey house publishing 189206.pdf