

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089475
Vendor Name: Swank Motion Pictures
Invoice Number: 395408
Invoice Date: 12/10/2024
PO Number: B0002485
Check Number: E0104958
Check Amount: \$ 248.00
Check Date: 01/06/2025
Voucher Number: V0864322
Document Type: AP Invoice

Document Below



Invoice Number	Invoice Date	Customer #
395408	12/10/2024	0302015001
P.O. Number :		
Terms: Due upon receipt.		

Fed Tax ID: 43-1382264

Billed To :

College of DuPage
Accounts Payable
425 Fawell Blvd
Glen Ellyn, IL 60137-6599

For questions regarding this invoice please call or fax:
Phone: 800-876-5445 Fax: 314-966-3472 Or
mpbillinginquiries@swank.com

Make Check Payable To:

Swank Motion Pictures, Inc.
2844 Paysphere Circle
Chicago, IL 60674

12/12/24 BO # 2485

IMPORTANT : Licensee is legally bound by the license agreement if EITHER: (1) content identified below is exhibited; or (2) if Swank Motion Pictures, Inc. is not notified in writing of any exhibition errors or requested changes within 15 days after the event start date. Note that (2) applies even if no exhibition occurs.

Use By	Program	Title	Format	Bookings	Billing Period	Cost Per Unit	Total Price
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College of DuPage

Academic Streaming

THE MOTORCYCLE DIARIES / DIARIOS DE

First Playing : 12/06/2024 License Period : 12/06/2024 - 11/30/2025

Total : 1

Monthly

\$240.00

ST DHD 1 PO # : P0008567

1 \$240.00

Academic Streaming Total : \$240.00

Encoding Studio Content

DIGITAL PROCESSING FEE

First Playing : 12/06/2024 License Period : 12/06/2024 - 11/30/2025

Total : 1

Monthly

\$8.00

.. FEE 1

1 \$8.00

Encoding Studio Content Total : \$8.00

College of DuPage Total : \$248.00

Invoice Total : \$248.00

Invoice #	Invoice Date	Customer #
395408	12/10/2024	0302015001

Invoice Summary Please Pay This Amount : \$248.00

In accepting the listed motion picture for exhibition, the customer hereby agrees not to, or permit others to (1) broadcast any motion picture or any part thereof over radio, cable, television or Internet; (2) sell, lease or rent any motion picture to others; (3) cut or edit the motion picture in any way; (4) copy or duplicate all or any part of the motion picture; (5) delete or permit deletion of the copyright in any motion picture; or (6) otherwise use the motion picture in any manner or for any purpose not expressly licensed. A late payment charge of 1 1/2 % per month will be added to balance unpaid thirty days after invoice date.

PLEASE MAIL YOUR REMITTANCE AND MAKE CHECKS PAYABLE TO :

Swank Motion Pictures, Inc.
2844 Paysphere Circle
Chicago, IL 60674-

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 # 2485 Swank Invoice 395408

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

Thu, Dec 12, 2024 at 09:01 PM UTC

CC:

BCC:

BO # 2485 Swank Invoice 395408

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664

millerl@cod.edu

1 attachment

swank invoice 395408.pdf