

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1088816
Vendor Name: Cengage Learning, Inc.,D/B/A Gale
Invoice Number: 86107829
Invoice Date: 1/2/2025
PO Number: P0015226
Check Number: E0105057
Check Amount: \$ 2,639.87
Check Date: 01/14/2025
Voucher Number: V0864742
Document Type: AP Invoice

Document Below

DIRECT ALL CORRESPONDENCE TO:
CENGAGE Learning
27555 Executive Drive, Suite 350
Farmington Hills, MI 48331
PHONE: 248-699-4253, 800-877-4253
FAX: 248-699-8061



BRINGING YOU RESOURCES FROM:

Gale
Macmillan Library Ref USA
Primary Source Microform

ORIGINAL INVOICE

NO. 86107829

Date 01/02/25

Page 1 of 1

Order No. 50271106SO

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

ACCOUNT NO. 156699

ACCOUNT NO. 156699

BILL TO COLLEGE OF DUPAGE
LIBRARY ACQ
425 FAWELL BLVD
GLEN ELLYN IL 601376708

SHIP TO COLLEGE OF DUPAGE
LIBRARY ACQ
425 FAWELL BLVD
GLEN ELLYN IL 601376708

1/6/25 PO # 15226 Non tangible item. OK to Receive

| QUANTITY | | PURCHASE ORDER NUMBER | PAYMENT DUE | TERMS | FOB SHIPPING POINT | | | |
|--|-----------|-----------------------|---|-------------|--------------------|----------|------------|--------|
| | | | 02/01/25 | Net 30 Days | EXW | | | |
| SHIPPED | PENDING | ISBN | TITLE / AUTHOR / EDITION | | PRICE | DISCOUNT | NET AMOUNT | |
| 1 | | 196066 | GALE EBOOK HOSTING FEE 51+ EBOOKS Subscription Start & End Date: 12/29/24 & 12/28/25 | | 0.00 | 0.00 | 600.00 | |
| 1 | Total Qty | | | | | SUBTOTAL | | 600.00 |
| <div><div>Tax Information</div><div>Currency : USD</div><div>If you are exempt and feel you have been charged sales tax in error, email a copy of this invoice and your sales tax exemption certificate to MS.Certificates@Cengage.com. For other sales tax inquiries, contact MS.Tax@Cengage.com.</div></div> | | | | | | | | |
| PAY THIS AMOUNT | | | | | | | | 600.00 |

DETACH: THIS PORTION MUST BE RETURNED WITH YOUR PAYMENT

| PURCHASE ORDER NUMBER | INVOICE DATE | INVOICE NUMBER | CUSTOMER ACCOUNT NUMBER | PAYMENT DUE | AMOUNT DUE |
|-----------------------|--------------|----------------|-------------------------|-------------|------------|
| . | 01/02/25 | 86107829 | 156699 | 02/01/25 | 600.00 |

RETURN THIS STUB WITH PAYMENT TO:

MAIL CHECKS TO: Cengage Learning Inc / Gale
PO BOX 936754
ATLANTA, GA 31193-6754

WIRE TRANSFERS: Wells Fargo
ABA 121000248
ACCT 4437861156
SWIFT WFBUS6S

RETURN BOOKS TO:
CENGAGE LEARNING
Distribution Center
10650 Toebben Drive
Location 04
Independence, KY 41051

As of 04/01/16, Cengage accepts credit & debit cards for proforma and point of sale orders only. To set up ACH or update your existing ACH information for after invoice payments, email ACH vendor forms to clarky@cengage.com

ALL CLAIMS AND SHIPPING ERRORS MUST BE REPORTED WITHIN 10 DAYS AFTER THE INVOICE DATE

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

PO # 15226 Cengage Invoice 86108829

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

Mon, Jan 6, 2025 at 08:01 PM UTC

CC:

BCC:

PO # 15226 Cengage Invoice 86107829 Non tangible Item. OK to Receive.

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

cengage invoice 86107829.pdf

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1088816

Vendor Name: Cengage Learning, Inc.,D/B/A Gale

Invoice Number: 86082375

Invoice Date: 12/20/2024

PO Number: B0002211

Check Number: E0105057

Check Amount: \$ 2,639.87

Check Date: 01/14/2025

Voucher Number: V0864963

Document Type: AP Invoice

Document Below

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 CENGAGE Learning
27555 Executive Drive, Suite 350
Farmington Hills, MI 48331
 PHONE: 248-699-4253, 800-877-4253
 FAX: 248-699-8061



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ORIGINAL INVOICE

NO. 86082375

Date 12/20/24

Page 1 of 1

Order No. 50258211S#

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

ACCOUNT NO. **156699**

ACCOUNT NO. **156699**

BILL TO LARISA MILLER
 COLLEGE OF DUPAGE
 LIBRARY ACQ
 425 FAWELL BLVD
 GLEN ELLYN IL 601376708

SHIP TO LARISA MILLER
 COLLEGE OF DUPAGE
 LIBRARY ACQ
 425 FAWELL BLVD
 GLEN ELLYN IL 601376708

1/8/25 BO # 2211

| | | PURCHASE ORDER NUMBER | | PAYMENT DUE | TERMS | FOB SHIPPING POINT | | |
|----------|-----------|-----------------------|---|-------------|-------------|--------------------|----------|------------|
| QUANTITY | | D COTE | | 01/19/25 | Net 30 Days | UPS GRD & | EXW | |
| SHIPPED | PENDING | ISBN | TITLE / AUTHOR / EDITION | | | PRICE | DISCOUNT | NET AMOUNT |
| | | | Your account has an established Standing Order for the product. This invoice is for the latest edition/volume of this product. Thank you for your Standing Order! | | | | | |
| 1 | | 9781535878807 | GALE LIT CRIT: CONTEMPORARY LITERARY CRITICISM V546 YB | | | 656.10 | 29.63 | 461.70 |
| 1 | | 9781535878814 | GALE LIT CRIT: CONTEMPORARY LITERARY CRITICISM V547 | | | 656.10 | 29.63 | 461.70 |
| 1 | | 9781535880022 | GALE LIT CRIT: SHORT STORY CRITICISM V356 | | | 517.05 | 29.63 | 363.85 |
| 1 | | 9781535880039 | GALE LIT CRIT: SHORT STORY CRITICISM V357 | | | 517.05 | 29.63 | 363.85 |
| 4 | Total Qty | SUBTOTAL | | | | | 1,651.10 | |

Tax Information

Currency : USD

If you are exempt and feel you have been charged sales tax in error, email a copy of this invoice and your sales tax exemption certificate to MS.Certificates@Cengage.com. For other sales tax inquiries, contact MS.Tax@Cengage.com.

PAY THIS AMOUNT

1,651.10

DETACH: THIS PORTION MUST BE RETURNED WITH YOUR PAYMENT

| PURCHASE ORDER NUMBER | INVOICE DATE | INVOICE NUMBER | CUSTOMER ACCOUNT NUMBER | PAYMENT DUE | AMOUNT DUE |
|-----------------------|--------------|----------------|-------------------------|-------------|------------|
| D COTE | 12/20/24 | 86082375 | 156699 | 01/19/25 | 1,651.10 |

RETURN THIS STUB WITH PAYMENT TO:

MAIL CHECKS TO: Cengage Learning Inc / Gale
 PO BOX 936754
 ATLANTA, GA 31193-6754

WIRE TRANSFERS: Wells Fargo
 ABA 121000248
 ACCT 4437861156
 SWIFT WFBIUS6S

RETURN BOOKS TO:
 CENGAGE LEARNING
 Distribution Center
 10650 Toebben Drive
 Location 04
 Independence, KY 41051

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ALL CLAIMS AND SHIPPING ERRORS MUST BE REPORTED WITHIN 10 DAYS AFTER THE INVOICE DATE

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 # 2211 Cengage Invoice 86082375

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

Wed, Jan 8, 2025 at 10:01 PM UTC

CC:

BCC:

BO # 2211 Cengage Invoice 86082375

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

cengage invoice 86082375.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1088816
Vendor Name: Cengage Learning, Inc.,D/B/A Gale
Invoice Number: 86082534
Invoice Date: 12/20/2024
PO Number: B0002211
Check Number: E0105057
Check Amount: \$ 2,639.87
Check Date: 01/14/2025
Voucher Number: V0865008
Document Type: AP Invoice

Document Below

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 CENGAGE Learning
27555 Executive Drive, Suite 350
Farmington Hills, MI 48331
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 FAX: 248-699-8061



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 Primary Source Microform

ORIGINAL INVOICE

NO. 86082534

Date 12/20/24

Page 1 of 1

Order No. 50258379S#

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

ACCOUNT NO. **156699**

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1/8/25 BO # 2211

| QUANTITY | | PURCHASE ORDER NUMBER | PAYMENT DUE | TERMS | FOB SHIPPING POINT | | | |
|---|-----------|-----------------------|---|-------------|--------------------|----------|------------|--------|
| | | L MILLER | 01/19/25 | Net 30 Days | UPS GRD & | EXW | | |
| SHIPPED | PENDING | ISBN | TITLE / AUTHOR / EDITION | | PRICE | DISCOUNT | NET AMOUNT | |
| 1 | | 9781535878197 | Your account has an established Standing Order for the product. This invoice is for the latest edition/volume of this product. Thank you for your Standing Order! GALE LIT CRIT: SOMETHING ABOUT THE AUTHOR V415 | | 471.15 | 17.48 | 388.77 | |
| 1 | Total Qty | | | | | SUBTOTAL | | 388.77 |
| <div><div><div>Tax Information</div><div>Currency : USD</div><div>If you are exempt and feel you have been charged sales tax in error, email a copy of this invoice and your sales tax exemption certificate to MS.Certificates@Cengage.com. For other sales tax inquiries, contact MS.Tax@Cengage.com.</div></div><div>PAY THIS AMOUNT</div></div> | | | | | | | | 388.77 |

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| L MILLER | 12/20/24 | 86082534 | 156699 | 01/19/25 | 388.77 |

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Attachments: [image001.png](#)
[image002.png](#)

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

BO # 2211 Cengage Invoice 86082534

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

Wed, Jan 8, 2025 at 10:02 PM UTC

CC:

BCC:

BO # 2211 Cengage Invoice 86082534

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

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Glen Ellyn, IL 60137

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cengage invoice 86082534.pdf