

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1212793
Vendor Name: Chef by Request - CBR Ind.
Invoice Number: E20917
Invoice Date: 12/7/2024
PO Number: B0002526
Check Number: E0105060
Check Amount: \$ 1,028.52
Check Date: 01/14/2025
Voucher Number: V0865035
Document Type: AP Invoice

Document Below



Event Invoice

COD Green Room Dinner

Saturday, December 7, 2024
E20917

Client COD	Event Date 12/7/2024 (Sat)	Telephone (630) 942-3008	Site Tel (630) 942-3008	Event # E20917
Address 425 Fawell Blvd		Booking Contact Hopper, Joe	Site Contact ,	Guests 25 (Pln)

25	Price per Person with One Entree Selection @ 26.00	650.00
25	Beef Barley Soup *DF/SOY-FREE/POULTRY-FREE* @ 4.00	100.00
1	Plastic To-Go Boxes (CBR) @ 2.00	2.00
1	Chocolate-Dipped Chocolate Chunk Cookies @ 65.00	65.00
1	CBR Disposable Delivery - Set Up @ 75.00	75.00
25	Disposable Service Ware - Upgrade @ 1.95	48.75
3	Disposable Heat & Go Pack @ 8.95	26.85
1	Disposable Heat & Go Pack - Half Sized *Soup* @ 6.95	6.95

	Food	Hot Line	Cold Line	Liquor	Beverage	Equipment	Labor	Other	Total
Subtotal	815.00	0.00	0.00	0.00	0.00	84.55	75.00	0.00	974.55
Supply Costs Surcharge	48.90	0.00	0.00	0.00	0.00	5.07	0.00	0.00	53.97
Total	863.90	0.00	0.00	0.00	0.00	89.62	75.00	0.00	1,028.52

Paid	0.00
Balance	1,028.52

Subtotal	974.55
Supply Costs Surcharge	53.97
Tax	0.00
Total Value	1,028.52

Please make all checks payable to:
Chef by Request - 5100 Academy Dr., #200, Lisle, IL 60532

A Convenience Fee of 3% will be assessed on all charges.

Amanda Ingle <aingle@chefbyrequest.com>

[External] COD Green Room Dinner 12/7/2024 ~ Final Invoice

Amanda Ingle <aingle@chefbyrequest.com>

Sun, Dec 15, 2024 at 07:17 PM UTC

CC: Hopper, Joe <hopper@cod.edu>

BCC:

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.

Good Afternoon –

Attached is a copy of your final invoice. The balance due by **January 14th** is **\$1,028.52**. To pay by credit card, simply fill out the payment box on the invoice (including CVV and billing address) or I can send you a link to pay online at your request. All credit card payments will incur a 3% processing fee. You may also mail us a company or cashier's check.

Let me know of any final questions or concerns you may have.

Thank you,

Amanda Ingle

Director of Weddings & Special Events

Chef By Request Catering

www.chefbyrequest.com

Main/Office: 630.493.4300

Direct/Office: 630.796.7376

5 attachments

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COD Green Room Dinner INVOICE 12-7.pdf

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