

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1565759  
Vendor Name: QUADIENT  
Invoice Number: Q1635067  
Invoice Date: 12/12/2024  
PO Number: B0002555  
Check Number: E0105104  
Check Amount: \$ 5,089.58  
Check Date: 01/14/2025  
Voucher Number: V0865091  
Document Type: AP Invoice

Document Below

**"Zerrudo, Marivic"** <zerrudom@cod.edu>

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**Attached Image**

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**"Zerrudo, Marivic"** <zerrudom@cod.edu>

Fri, Dec 20, 2024 at 08:03 PM UTC

CC:

BCC:

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**1 attachment**

1070\_001.pdf



quadient  
Leasing

478 Wheelers Farms Rd • Milford, CT 06461

FEDERAL ID NO. 94-2984524



## Go Paperless!

Paperless invoicing promotes sustainability  
while reducing your carbon footprint.

It's fast, easy and convenient.

Sign up today at  
[www.myquadient.com](http://www.myquadient.com)



1oz - #10 - 1535 - 3257 - F2 P1519

Invoice Date	12/12/2024
Invoice Number	Q1635067
Invoice Due Date	1/13/2025

Previous Balance (Itemized on p. 4)	\$ 5,089.58
Payments Applied	(0.00)
Adjustments	(0.00)
<b>Current Charges (Itemized on p. 3)</b>	<b>5,089.58</b>

<b>Total Amount Due</b>	<b>\$ 10,179.16</b>
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ACCOUNTS PAYABLE  
COLLEGE OF DUPAGE  
425 Fawell Blvd  
Glen Ellyn IL 60137-6708

For your convenience, you can view and  
manage your account online by accessing  
your Myquadient account at  
**[www.myquadient.com](http://www.myquadient.com)**.

Still need assistance? Please use the  
**Contact Us** link or call Quadient Customer  
Service at **1.800.636.7678**.

PLEASE DETACH AND SUBMIT THIS STUB WITH PAYMENT

Payment Stub: To ensure proper credit to your  
account, please write your customer number and  
invoice number on your check. Please detach and  
return this portion with your payment. If you pay  
electronically, please do not remit a payment. Your  
account will be charged three days prior to the  
invoice due date.

Customer Name . . . COLLEGE OF DUPAGE  
Customer Number . . 00104284

Amount Due by  
**On Receipt**

\$ 10,179.16

Amount  
Remitted

Make checks payable to the remit address:

Quadient Leasing USA, Inc.  
Dept 3682  
PO Box 123682  
DALLAS TX 75312-3682



Pay your invoices and manage your account  
online at [www.myquadient.com](http://www.myquadient.com).  
Sign in or sign up today!



2 01635067 00104284 001017916 7



**quadient**  
**Leasing**

478 Wheelers Farms Rd • Milford, CT 06461

## Frequently Asked Questions

**Q: I just received my Quadient Leasing statement and it looks different. Why?**

A: Quadient Leasing has changed the way we present our billings to provide you, our customer, with a full view of recent activity on your account, including current payments and any amount that remains outstanding from previous invoices.

**Q: Why does my invoice have a previous balance?**

A: If your account is reflecting a previous balance, Quadient Leasing did not receive your payment prior to your current statement billing.

**Q: Will my billing cycle remain the same?**

A: Yes, there are no changes to your current billing cycle.

**Q: Where can I get my previous invoices?**

A: Your current invoice is available through Myquadient.

**Q: My statement has a past due amount. How can I see when it was due?**

A: The details of any past due amounts will be found on the last page of your statement summary.

**Q: If I have an adjustment posted, can I see which invoice it applied to?**

A: Yes. Invoice payments and adjustments will be broken out at the invoice level.

**Q: Did my payment address change?**

A: No, your payment address has not changed.

**Q: What is Quadient Leasing and/or Quadient Tax Id number?**

A: Quadient Leasing Federal ID number is 94-2984524. Quadient Federal ID Number is 94-2388882

**Q: Can I pay for my invoice electronically?**

A: Yes. For your convenience, you can view and pay your invoices online by logging in to your account at [www.myquadient.com](http://www.myquadient.com). In addition, recurring ACH or Credit Card billing options are available. For further information, please use the Contact Us link located at [www.myquadient.com](http://www.myquadient.com) or call Customer Service at 1.800.636.7678.

**Q: Previously, I was able to get a copy of my invoice online that reflected any payments or adjustments. Did this change?**

A: Yes. Copies of your statements can be requested through Myquadient, however they will be copies of the original statement for that period. Your account on Myquadient will reflect any adjustments made to your current statement.

**Q: Why didn't my payment apply to the invoice number listed on my remittance slip?**

A: If you submitted a payment for less than the total amount due, then your payment will be applied to the oldest invoice(s) first.

**Q: How will short or over payments be applied?**

A: If you submitted a payment for less than the total amount due, then your payment will be applied to the oldest invoice(s) first and the remaining balance will appear as past due on your next statement. If you submitted a payment in excess of the total amount due, the money will be placed on account to be applied on the next available invoice billing.

**Q: Will any credits or adjustments automatically be applied to any new charges?**

A: Credits and adjustments will be applied to unpaid balances. In the event of a zero balance, customer will be issued a refund check for the credit due.

**Q: I don't have a Myquadient account. What do I need to enroll?**

A: To register for your Myquadient account, follow these simple steps:

- 1.) Go to [www.myquadient.com/US/en\\_US/NewRegistration](http://www.myquadient.com/US/en_US/NewRegistration) and click on the "Not registered yet?" link.
- 2.) You will be asked to provide the following secure account information to complete your registration:
  - **Meter Serial Number** – Run a "zero value" envelope. The serial number appears on the indicia (meter imprint) after all letters in the sequence.
  - **Postage Account Number** – Your Postage (POC) account number appears in two locations: on the documentation you received with your equipment and on your Quadient postage statement.
  - **Customer and Invoice Number** – These account numbers appear on your Quadient invoice. The Customer Number will be the series of numbers before the dash.
- 3.) Complete the registration form. The information requested in red is required. Click "Register."

**Q: I still have questions. Where can I get answers?**

A: For further information, please use the [Contact Us](#) link on [www.quadient.com](http://www.quadient.com) or call Quadient Customer Service at 1.800.636.7678.

COLLEGE OF DUPAGE  
425 Fawell Blvd  
Glen Ellyn IL 60137-6708  
Customer Number: 00104284



10Z - #10 - 1535 - 3258 - F2 P1521

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## Current Charges

INVOICE NO.	COVERAGE PERIOD / DESCRIPTION
Q1635067	13-Jan-25 To 12-Feb-25

LEASE NO.	INSTALL ADDRESS	PAYMENT	AMOUNT
N24091119	COLLEGE OF DUPAGE 425 Fawell Blvd GLEN ELLYN IL 60137-6708	Lease Payment	\$ 808.71
		Lease Total	\$ 808.71
N24091810	COLLEGE OF DUPAGE 425 Fawell Blvd GLEN ELLYN IL 60137-6708	Lease Payment	\$ 4,280.87
		Lease Total	\$ 4,280.87
<b>Current Charges Total</b>			<b>\$ 5,089.58</b>



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Leasing

478 Wheelers Farms Rd • Milford, CT 06461

FEDERAL ID NO. 94-2984524

COLLEGE OF DUPAGE  
425 Fawell Blvd  
Glen Ellyn IL 60137-6708  
Customer Number: 00104284

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## Previous Balance

LEASE NO.	INSTALL ADDRESS	INVOICE NO.	COV PERIOD / DESC		AMOUNT
N24091119	COLLEGE OF DUPAGE 425 Fawell Blvd GLEN ELLYN IL 60137-6708	Q1613765	13-Nov-24 To 12-Dec-24	\$	808.71
N24091810	COLLEGE OF DUPAGE 425 Fawell Blvd GLEN ELLYN IL 60137-6708	Q1613765	13-Nov-24 To 12-Dec-24		4,280.87

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**Previous Balance Total** (May include applicable late charges)

**\$ 5,089.58**

\* Amount includes late fees

quadi<sup>ent</sup>

PO Box 3811  
Milford, CT 06460-8711

1oz - #10 - Q29049 - 1535 - 3256 - F2 P1517



ACCOUNTS PAYABLE  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN IL 60137-6599



1oz - #10 - 1535 - 3256 - F2 P1517

