

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1082333

Vendor Name: ProQuest LP,ProQuest LLC - EIN 39--2053

Invoice Number: 63351244

Invoice Date: 1/8/2025

PO Number: B0002310

Check Number: E0105238

Check Amount: \$ 598.00

Check Date: 01/22/2025

Voucher Number: V0865667

Document Type: AP Invoice

Document Below



ProQuest LLC
789 E. Eisenhower Parkway
P.O. Box 1346
Ann Arbor MI 48106-1346
Telephone (800) 521-0600 ; (734) 761-4700
FEIN: 39-2053855

Invoice

Page 1 of 3

1/9/25 BO # 2310

SHIP TO : College Of Dupage
425 Fawell Blvd
Glen Ellyn IL 60137-6599
US

BILL TO : Larisa Miller
College Of Dupage
425 Fawell Blvd
Glen Ellyn IL 60137-6599
US

Invoicing and Renewing Simplified

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SUMMARY TOTALS FOR INVOICE NUMBER: **63351244**

DATE: **08-Jan-2025**

INVOICE DUE DATE: **07-Feb-2025**

SUB-TOTAL :	\$ 598.00
SHIPPING & HANDLING :	\$ 0.00
TAX :	\$ 0.00

INVOICE TOTAL :	\$ 598.00
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PAYMENTS/CREDITS:	\$ 0.00
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AMOUNT DUE (USD):	\$ 598.00
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ProQuest LLC
789 E. Eisenhower Parkway
P.O. Box1346
Ann Arbor MI 48106-1346
Telephone (800) 521-0600 ;(734)761-4700
FEIN:39-2053855

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BILL TO :

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INVOICE NUMBER

63351244

INVOICE DATE

08-Jan-2025

ORDER NUMBER

700465086

PAYMENT DUE DATE

07-Feb-2025

Description	Item	Order Details	Qty.	Cust PO Item Number	Tax	List Price	Dscnt	Net Price
Counseling Theories in Action, Adlerian Therapy	AS3986 933	Streaming	1		N	299.00		299.00
Brief Integrative Adlerian Couples Therapy	AS1778 761	Streaming	1		N	299.00		299.00

FOR CHANGES TO YOUR INVOICE: Please do not write changes (address, contact person, purchase order number, etc.) directly on your invoice. Rather, if any changes are required, please contact Customer Service at www.proquest.com/go/contactsupport. If you have any questions, please let us know.



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08-Jan-2025

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PAYMENT DUE DATE

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OTHER WAYS TO PAY:

3 year streaming

You may wire transfer funds directly to our depository bank account: Bank of America, Rockville, MD 20852, ABA routing no. 026009593, for the account of ProQuest LLC, account no. 446011658131. ACH payments should be directed to ABA routing no. 052001633 for the account of ProQuest LLC, account no. 446011658131. When remitting payment, please identify the invoice(s) you are paying and email details to cashoffice@proquest.com. For payment questions, please contact us at 1-734-761-4700.

Please send payment to:

Check payments:

ProQuest LLC

6216 Paysphere Circle

Chicago, IL 60674

ACH Payment Instructions:

Bank of America

ABA Routing: 052001633

Account Name: ProQuest LLC

Account: 446011658131

INTERNAL USE:

Order : 700465086

Ship to Acct : 165214

Bill To Acct : 165214

Invoice : 63351244

Tax ID :

SUB-TOTAL :

\$ 598.00

SHIPPING & HANDLING :

\$ 0.00

TAX :

\$ 0.00

INVOICE TOTAL :

\$ 598.00

PAYMENTS/CREDITS:

\$ 0.00

AMOUNT DUE (USD):

\$ 598.00

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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 # 2310 ProQuest Invoice 63351244

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

Thu, Jan 9, 2025 at 07:19 PM UTC

CC:

BCC:

BO # 2310 ProQuest Invoice 63351244

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

proquest invoice 63351244.pdf