

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1377418

Vendor Name: National Pen Co, LLC

Check Details:

Check Number: 0339569

Check Amount: \$ 662.26

Check Date: 6/3/2025

Invoice Details:

Invoice Number: 114212186

Invoice Date: 5/20/2025

PO Number: P0017456

Voucher Number: V0886522

Document Type: AP Invoice

Document Below



Pens.com
P.O. Box 847203
Dallas, TX 75284-7203

INVOICE

NC-COC-070789

Page 1 / 1

Invoice To:

MORGAN BAINBRIDGE
MCANINCH ARTS CENTER
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137
UNITED STATES

Ship To (If different from invoice to):

MORGAN BAINBRIDGE
MCANINCH ARTS CENTER
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137
UNITED STATES

Invoice No. 114212186	Invoice Date 20-May-2025	Order ID / Reference No. ONQP6EL-87J44-3I9/ 53161351	Shipped Via UPS GROUND
Customer No. 20897704	Payment Terms ON RECEIPT	Customer P.O. No. P0017456	Salesperson ALOU, MARIEM

Quantity	Description	Unit Price	Amount
300	DOUBLE HANDLE LIAM SHOPPING TOTE	1.84	552.00
1	DISCOUNT	-55.20	-55.20
1	LOGO CHARGE	0.00	0.00
1	SETUP CHARGE	34.95	34.95
1	SHIPPING AND HANDLING CHARGE	55.99	55.99
1	TARIFF FEE	74.52	74.52

P0017456
05-60-11201-5501002
262 Donor Gifts NONE

To pay by Credit Card go to: www.Pens.com/Payments.

Prepayment amounts are subject to approval / clearing of funds. A late charge of \$25.00 will be imposed if invoice is not paid promptly.

Returned checks are subject to a \$25.00 charge. Customer is responsible for all fees associated with the collection of this invoice.

To contact Customer Care please call 1-800-347-7367. To contact the Accounting Department please call 1-866-388-9850.

Subtotal	\$	662.26
Tax	\$	0.00
Prepaid	\$	0.00
TOTAL DUE	\$	662.26

Please detach and return lower portion with your payment.



Customer No. 20897704	Invoice Date 20-May-2025	Invoice No. 114212186	AMOUNT DUE \$ 662.26
--------------------------	-----------------------------	--------------------------	-------------------------

Form of Payment

Please do not send cash.

Payable to:

Pens.com
P.O. Box 847203
Dallas, TX 75284-7203
United States

Pay online at:

<https://www.pens.com/us/payments/>

Pay by Credit Card



Scan QR Code to pay



Please write your customer number on the check or money order

20897704 000066226 114212186 6

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Pens.com Invoice 114212186 \$662.26

"Sharbaugh, Linda" <sharbaughl@cod.edu>

Tue, May 27, 2025 at 08:44 PM UTC

CC:

BCC:

For processing. Thank you!

Linda

Linda Sharbaugh

McAninch Arts Center, College of DuPage

sharbaughl@cod.edu | 630-942-3009

pronouns: she/her

1 attachment

Pens.com Invoice 114212186 \$662.26 5.27.25.pdf