

**Information:**

**Drawer:** Accounts Payable - Invoices **Vendor Number:** 1723406 **Vendor Name:** AMCP LLC dbc: MarCom Awards, Hermes Awards,Ava Awards, Dot-comm Awards, Viddy Awards,Communitas Award

**Check Details:**

**Check Number:** E0110699 **Check Amount:** \$ 915.00 **Check Date:** 11/25/2025

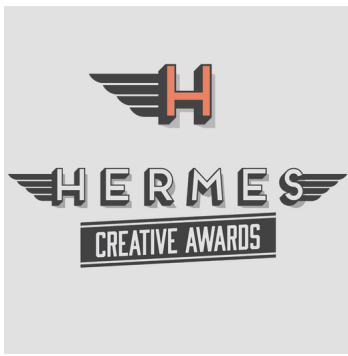
**Invoice Details:**

**Invoice Number:** H-57864 **Invoice Date:** 11/17/2025 **PO Number:** P0020424 **Voucher Number:** V0914314

**Document Type:** AP Invoice

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**Document Below**

**Hermes Creative Awards**

127 Pittsburg St  
Dallas, Texas 75207  
United States

[www.hermescreativeawards.com](http://www.hermescreativeawards.com)

## Invoice

**BILL TO****College of DuPage**

Edward Kuhs  
425 Fawell Boulevard  
Glen Ellyn, Illinois 60137  
United States

630-942-2255  
[invoicing@cod.edu](mailto:invoicing@cod.edu)

**Invoice Number:** H-57864

**P.O./S.O. Number:** # P0020424

**Invoice Date:** November 17, 2025

**Payment Due:** December 17, 2025

**Amount Due (USD):** **\$915.00**

Product	Quantity	Price	Amount
Free Certificates	3	\$0.00	\$0.00
***Hermes Statuettes	3	\$250.00	\$750.00
Additional Certificates	3	\$35.00	\$105.00
Shipping Cost	1	\$60.00	\$60.00
<b>Total:</b>			<b>\$915.00</b>

**Amount Due (USD):** **\$915.00**

**Notes / Terms**

Thank you for your order. Orders will move to production once payment has been received.  
Order typically are shipping 4 weeks after the start of production.

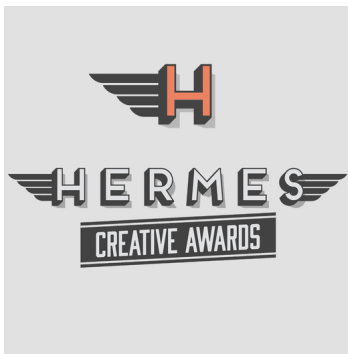
AMCP, LLC

127 Pittsburg St. Dallas TX 75207 [www.amcpros.com](http://www.amcpros.com) | 214-377-3524 | [info@amcpros.com](mailto:info@amcpros.com)  
[www.amcpros.com](http://www.amcpros.com)

**Wire Transfer Information**

• Beneficiary (AMCP) is not responsible for any fees associated with this wire transfer.

Account: 675018201



**Hermes Creative Awards**

127 Pittsburg St  
Dallas, Texas 75207  
United States

[www.hermescreativeawards.com](http://www.hermescreativeawards.com)

Invoice

Beneficiary Name & Address: AMCP LLC 127 Pittsburg St. Dallas TX 75207

Beneficiary Bank & Address: CHASE 270 Park Ave New York, NY 10017

Bank's Swift Code: CHASUS33

Currency: US Dollars

Routing Number(s) if needed below:

Routing number for wire transfers: 021000021

Routing number for direct deposits & ACH transactions: 111000614

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[External] Re: College of DuPage PO # P0020424

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Viddy Awards <info@viddyawards.com>

Mon, Nov 17, 2025 at 05:24 PM UTC

CC: Micheli, Max <michelim874@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.

Greetings,

Please see your invoice attached. Our ACH payment information is included on the invoice. Let us know if you have any questions or if any updates are needed.

Regards,  
Mardelle Riley

On Mon, Nov 17, 2025 at 10:54AM Frick, Eric <[fricke@cod.edu](mailto:fricke@cod.edu)> wrote:

Dear Vendor,

Please review referenced below and confirm receipt of PO (Reply ALL) and process accordingly.

Embedded below is a College of DuPage (COD) Purchase Order for processing. To avoid any confusion, COD requests all packages include the PO # for each shipment.

Shipping questions? Contact the COD Warehouse at: 630-942-2550.

Invoicing.

**Procurement Services does not process payments.**

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. Per our Purchase Order terms and conditions, please submit all invoices directly to our Accounts Payable Department.

Invoices must be sent in **PDF format** to [invoicing@cod.edu](mailto:invoicing@cod.edu) to ensure proper approval routing and expedited payments.

### **Submission of Invoices Instructions**

- Invoices containing Purchase Order Numbers must clearly be indicated on the invoice
- Electronic Invoices must be submitted in PDF format only
- **One invoice per e-mail is required**
- Non-PO invoices must contain department number for proper routing of approvals

### **Safer, Efficient, and Expedited Payments**

#### **ACH Payments**

For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to [purchasing@cod.edu](mailto:purchasing@cod.edu)

**Invoice questions? Contact Accounts Payable at [invoicing@cod.edu](mailto:invoicing@cod.edu) or 630-942-2228**

***Thank you!***

***Procurement Services***

[Purchasing@cod.edu](mailto:Purchasing@cod.edu)

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**VIDDY AWARDS**

127 Pittsburg St.  
Dallas TX 75207

**1 attachment**

Invoice\_H-57864\_2025-12-17.pdf