

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1087421  
Vendor Name: Progressive Business Compliance  
Invoice Number: O6810489  
Invoice Date: 03/28/18  
PO Number:  
Check Number: 0234999  
Check Amount: \$ 299.00  
Check Date: 04/11/2018  
Department ID: 00757  
Reviewer Name:  
Voucher Number: V0507784  
Redaction Type: None  
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

## College of DuPage - Accounts Payable

## Check Request Form

revised 12/18/17

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Check Request Procedure No. 10-65

Date: 4/2/2018  
Vendor ID: 1319977

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
6810489		01	80	00757	5406001	Publications	\$ 299.00

**AP VERIFIED**  
**04/04/18 - BETHANY CRUSE**

Grand Total

\$ 299.00

Check the appropriate box below and sign

☒ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.

☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Payee Name: Progressive Business PublicationsOther  
Instructions:

Payee Address: \_\_\_\_\_

Description on Check:

Subscription for payroll newsletter

## Approvals:

Prepared By: Eugene Refakes  
Signature: Eugene Refakes  
Payment Due: \_\_\_\_\_

Approved By: Lt. Wray Date: 4/2/18  
Signature: \_\_\_\_\_  
Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Board Approved Date: \_\_\_\_\_

Approved By Division VP: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), [acctpay@cod.edu](mailto:acctpay@cod.edu)

**PROGRESSIVE BUSINESS  
PUBLICATIONS**

370 TECHNOLOGY DRIVE • P. O. BOX 3019 • MALVERN, PA 19355

ACCOUNT # A600812603  
INVOICE # (06810489)  
DATE 03/28/2018

1 REN

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\*\*\*\*\*AUTO\*\*MIXED AADC 197  
550 -1- MAAD 5 1 457 P328520303 PAY  
EUGENE REFAKES  
ACCTG OPS/FINANCE SYS MGR  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN IL 60137-6599

01-80-00757-  
5406001

OK  
EL  
4/2/18

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RETURN THIS PORTION WITH PAYMENT FOR PROPER CREDIT



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370 TECHNOLOGY DRIVE • P. O. BOX 3019 • MALVERN, PA 19355

ACCOUNT # A600812603  
INVOICE # (06810489)  
DATE 03/28/2018

1 REN



A600812605501PPAY  
EUGENE REFAKES  
ACCTG OPS/FINANCE SYS MGR  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN IL 60137-6599

**PLEASE PAY THIS AMOUNT** 299.00