

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1511288

Vendor Name: The Zakat Foundation of Americ

Invoice Number: COD-MSA-DONATION

Invoice Date: 03/23/18

PO Number:

Check Number: 0235053

Check Amount: \$ 300.00

Check Date: 04/11/2018

Department ID: 99541

Reviewer Name:

Voucher Number: V0508075

Redaction Type: FERPA

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

AP VERIFIED

04/06/18 - ROBERT MAREK

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: 3/23/2018
Vendor ID: 1511288

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descip.	Amount
		01	99	99541	2900099	Funds Held in Custody of Othr	\$ 300.00
Grand Total							\$ 300.00

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: Zakat Foundation of America
Payee Address: 7421 W. 100th Place, Bridgeview, IL 60455

Other
Instructions:

Description on Check:

Donation from Muslim Student Association - funds were raised through a bake sale

Approvals:

Prepared By: Shannon Hernandez
Signature: Shannon Hernandez
Payment Due: 4/13/2018
Board Approved Date: _____

Approved By: Chuck Steele Date: _____
Signature: Chuck Steele
Approved By: _____ Date: _____
Signature: _____
Approved By Division VP: _____ Date: _____
Signature: _____

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

Hernandez, Shannon

From: [REDACTED]
Sent: Tuesday, March 20, 2018 12:30 PM
To: Hernandez, Shannon
Cc: [REDACTED]; Wolf, Leslie; [REDACTED]; Plumtree, Nicole
Subject: MSA Funds Donated

Hello All,

I was just at Student Life and deposited \$300 into MSA's account.

I am writing to request that the \$300 (the funds raised from the MSA Fastathon last Thursday) be donated to Zakat Foundation of America on behalf of COD Muslim Student Association. We would like the money to go towards the people of Ghouta, Syria. (<https://www.zakat.org/en/save-the-rohingya/>)

"ZF is recognized and registered under 501(c)(3) as a non-profit charity organization. All donations to ZF are US tax exempt; we are registered in Illinois as Zakat Foundation of America and our Tax ID is 36-4476244. (<https://www.zakat.org/en/>)

Thank you so much!

[REDACTED]
COD MSA Co-President

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7421 W. 100th Place
Bridgeview, IL 60455