

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 0051761

Vendor Name: Mrs Paula M. Cebula

Invoice Number: B0352740/043018

Invoice Date: 04/30/18

PO Number: B0352740

Check Number: E0066274

Check Amount: \$ 3,100.00

Check Date: 04/04/2018

Department ID: 11701

Reviewer Name:

Voucher Number: V0507567


Redaction Type: None

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

Document Below

EM-SIEC030818

V0501763

 College of DuPage

Human Resources

**Professional Dues Reimbursement**  
(Classified • Managerial • FOP • Union 399)

Eligible after 6 months probation.

Employee name: Cheryl Siegman Date: 2/28/18  
Department: Library Colleague ID#: 0049710  
Payment to: ☒ Me (receipt attached) ☐ Organization (return check to me)

☒ Classified/Managerial — \$500 max per year ☐ Union 399 — \$150 max per year ☐ FOP — \$200 max per year

I request reimbursement of \$ 89.00 for membership dues in:

Name of organization: American Library Association

Address: *(needed only if check is issued to organization. Also, please submit a copy of the completed dues application form.)*

Purpose of organization: To support libraries and library staff.

APPROVED ☒ (considered a business expense helpful in the performance of the employee's duties)

DENIED ☐

Signature of Dean or Administrator: *Jennifer McIntosh* Date: 3/6/18

**Obtain signature of Dean or Administrator — Mail to Human Resources**

**OFFICE USE ONLY:**

Reimbursement amount \$ 89.00 Account #01-90-00835-52090-19 Fiscal year: 18  
H/R approval: *A. Quinn* Date sent to Accounts Payable: 3/8/18  
Date request approved: \_\_\_\_\_ Date expense approved: \_\_\_\_\_



American  
Library  
Association

Member and Customer Service50  
E Huron St.Chicago, IL 60611

Cheryl Siegman

425 Fawell Blvd  
Src 2034  
Glen Ellyn, IL 60137-6708  
United States

## YOUR MEMBERSHIP RECEIPT

Membership ID: 2049614

Paid Through: 03/31/2019

### Your Membership Summary

	Amount
Support Staff Member	\$50.00
Association for Library Collections and Technical Svcs	\$29.00
Library Support Staff Interests Round Table	\$10.00
LSS	