

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1188209

Vendor Name: College of Dupage Foundation

Invoice Number: 040518

Invoice Date: 04/05/18

PO Number:

Check Number: 0235159

Check Amount: \$ 2,000.00

Check Date: 04/17/2018

Department ID: 00000

Reviewer Name:

Voucher Number: V0509049

Redaction Type: Other

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: 4/5/2018

Vendor ID: 1188209

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
		01	00	00000	2300005	Deposit Due Foundation	\$ 2,000.00

Grand Total

\$ 2,000.00

--- \$1,000 and Greater: Approval of Division Vice President Required ---

Check the appropriate box below and sign

☒ We, the undersigned, hereby certify that the goods/services for which payment is being 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 being requested have not been received. 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: College of DuPage Foundation

Other
Instructions:

Payee Address: 425 Fawell Blvd, Glen Ellyn, IL 60137

Description on Check:

Pepsi support funds - Foundation fundraising

Approvals:

Prepared By: M. Zale

Approved By:

Date:

Signature:

Signature:

4/9/18

Payment Due:

Approved By:

Date:

Board Approved Date:

Signature:

Approved By Division VP:

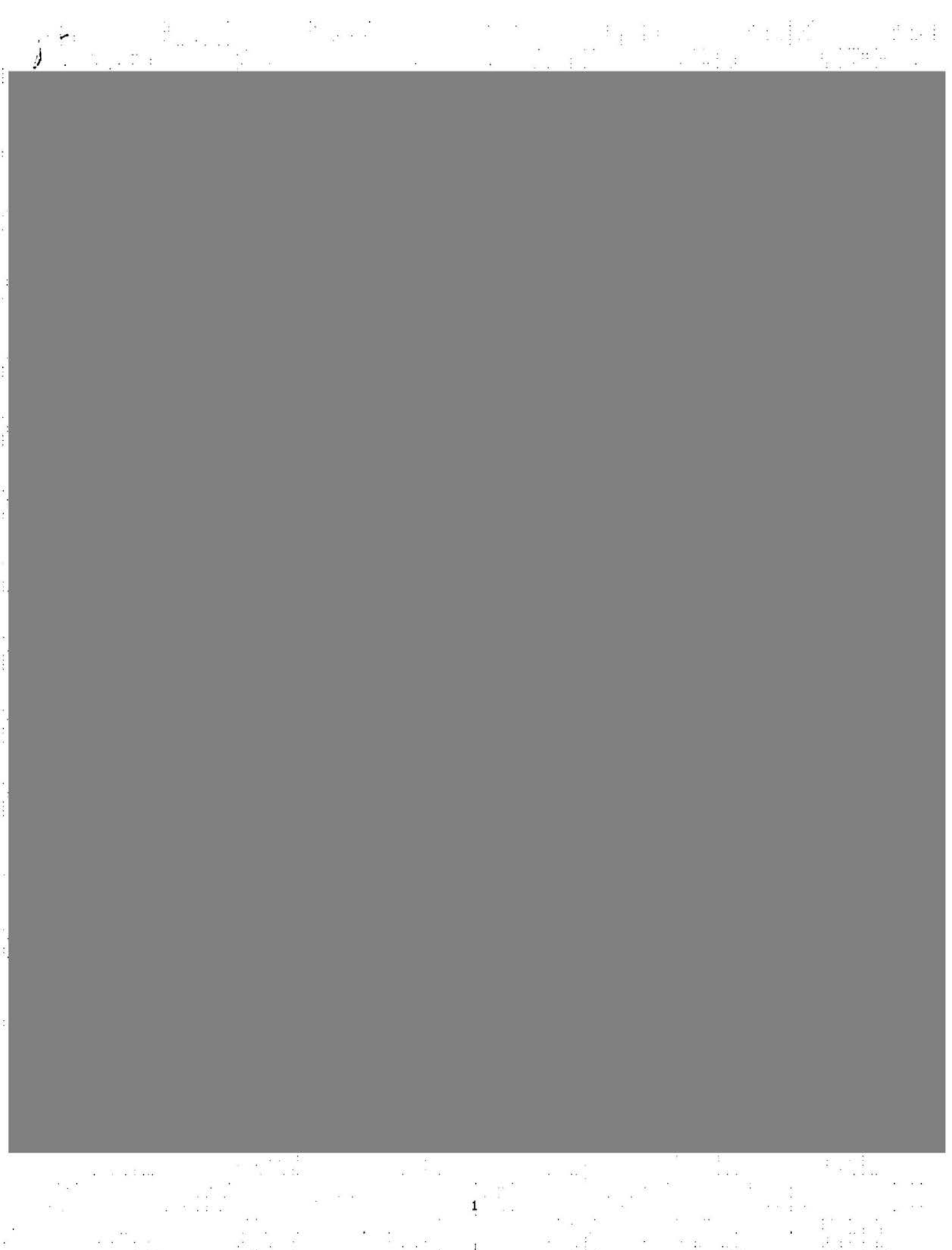
Date:

Signature:

Brian W. Caputo 4/9/18

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

Brian W. Caputo, Ph.D., C.P.A.
Vice President/CFO
Administrative Affairs



April 5 2018
12:15

RECEIPT TENDER CODE ANALYSIS

Page 1

CODE: BANK Thank You for Your Payment

ID	Name	Date	Receipt No	AR Type/ Dep Type/ Non-AR Receipt Code	Session	Amount	GL NOS
	4/2/18 Sustainability/Fundrais	04/03/18	001518550	VEND Vending Receipts			
					44354	1,000.00	05_60_13160_4800001
					44354	2,000.00	01_00_00000_2500005
					Total:	3,000.00	
					Receipt Tender Total:	3,000.00	

