

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1089615

Vendor Name: Window to the World Comm.

Invoice Number: 025614

Invoice Date: 10/26/17

PO Number: P0357197

Check Number: 0235167

Check Amount: \$ 1,650.00

Check Date: 04/18/2018

Department ID: 00829

Reviewer Name:

Voucher Number: V0509573

Redaction Type: None

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

Document Below

Window To The World Communications, Inc.
5400 N St. Louis Avenue
Chicago, IL 60625
(773) 509-5410 - Accounts Receivable

WTTW 11
98.7 WFMT
The Chicago Production Center

INVOICE

AP VERIFIED

DAN BINDERT

90.9 FM WDCB PUBLIC RADIO
425 FAWELL BLVD
GLEN ELLYN, IL 60137

04/18/18 - ROBERT MAREK

Date: 10/26/2017
Invoice Number: 025614

P.O. # Reference:

Terms: Due on Receipt

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WDCB

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REIMBURSEMENT OF JAZZ PROGRAMMING
ASSOCIATED WITH THE CHICAGO JAZZ FESTIVAL
DURING SEPTEMBER 2017.

TOTAL DUE

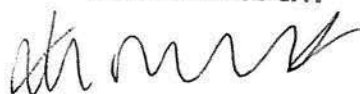
1,650.00

OK TO PAY

APR 16 2018

PO# 357197

DANIEL BINDERT



Make Checks Payable in U.S. Dollars to:
Window To The World Communications, Inc.

Total: \$ 1,650.00

FEIN # 36-2246703

From: marekr@cod.edu
Sent: Mon Apr 16 14:29:39 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: WTTW - PO357197 - \$1650

Bobby Marek Accounts Payable Team Leader Cash Disbursements/Payroll Department College of DuPage
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599 phone 630-942-2229 | marekr@cod.edu

-----Original Message----- From: Pallasch, Irene Sent: Monday, April 16, 2018 2:29 PM To: Marek, Robert
Subject: FW: WTTW - PO357197 - \$1650 OK Bobby, Here is the invoice that you need. . . let me know when
the ACH has been processed so we can call them with the electronic payment number and let them know
payment is on the way. Thanks, Irene Irene Pallasch Administrative Assistant 90.9FM WDCB Public Radio
College of DuPage 425 Fawell Boulevard Glen Ellyn, IL 60137 630.942.4295 pallasch@cod.edu -----Original
Message----- From: Pallasch, Irene Sent: Monday, April 16, 2018 1:29 PM To: Marek, Robert Subject: RE:
WTTW - PO357197 - \$1650 OK Bobby, I understand everything--will try to get you what you need by the end
of the day tomorrow. Thanks--did not know they are ACH!! Irene -----Original Message----- From: Marek,
Robert Sent: Monday, April 16, 2018 1:18 PM To: Pallasch, Irene Subject: RE: WTTW - PO357197 - \$1650
Hi Irene, It looks like a 4/11 receipt would have been past the cutoff date for our check run last week, but this
vendor is actually paid via ACH. The document our office received with Dan's approval was actually a
monthly statement that listed the \$1,650 invoice, so we can't actually process payment off of that. Can you
reach out to the vendor to see if they can send us the actual invoice? It is invoice #025614. If I can get the
invoice with Dan's approval on it by end of day tomorrow, we can have it paid on the 20th, in this week's ACH
run. Please let me know when you get a chance. Thank you, Bobby Marek Accounts Payable Team Leader
Cash Disbursements/Payroll Department College of DuPage 425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL
60137-6599 phone 630-942-2229 | marekr@cod.edu -----Original Message----- From: Pallasch, Irene Sent:
Monday, April 16, 2018 12:32 PM To: Marek, Robert Subject: WTTW - PO357197 - \$1650 Hi Bobby, We
brought this up to A/P on 4-11, but it doesn't look like it was paid. Our Budget Summary is still showing it in
the ENC column. Can you check please?--We promised them the check was going to be mailed out on the 13th. . .
.it's old--from September 2017 and needed to get paid. Thanks, Irene Irene Pallasch Administrative Assistant
90.9FM WDCB Public Radio College of DuPage 425 Fawell Boulevard Glen Ellyn, IL 60137 630.942.4295
pallasch@cod.edu -----Original Message----- From: pallasch@cod.edu Sent: Monday, April 16, 2018 12:22
PM To: Pallasch, Irene Subject: Scanned from a Xerox Multifunction Device Please open the attached
document. It was scanned and sent to you using a Xerox Multifunction Device. Attachment File Type: pdf,
Multi-Page Multifunction Printer Location: SCR1010 Device Name: Printer-239

[attachment: WTTW Invoice#025614.pdf]