

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1350939
Vendor Name: Harland Clarke Corp
Invoice Number: 8900179945
Invoice Date: 02/03/18
PO Number: B0354756
Check Number: E0066677
Check Amount: \$ 4,396.50
Check Date: 04/25/2018
Department ID: 00825
Reviewer Name: Marsha Metcalf
Voucher Number: V0508123
Redaction Type: None
Document Type: AP Invoice

Document Below



HARLAND CLARKE DIGITAL™

Invoice

ORIGINAL

Please return Remittance Copy with your payment.

Send Payment to Address

PO BOX 931898

ATLANTA, GA 31193

Billing Address

College of DuPage - Emerging Techno
PO# 354754
425 Fawell Blvd
Glen Ellyn IL 60137-0000

Information

Invoice Number 8900179945 Invoice Date 02/03/2018

Payment Terms Net Due within 60 days

Account Manager

Notes: Copy

Customer Number 80032652

APPROVED

04/24/18 - LAURETTE JORGENSEN

Page 1 of 1

Line	Code	Description	Quantity	Unit Price	Unit of Measure	Amount
0001	602031	SubscriberMail - Monthly Billing Cycle Sales Tax	1	0.00000	Each	1,465.50
TOTAL AMOUNT DUE						\$ 1,465.50

If you have any questions regarding this invoice, please contact your Billing Specialist at DMBillingMail@harlandclarke.com.

Prices may vary from agreement if quantities are not met or if additional services are provided.

**INVOICE REVIEWED
OKAY TO PAY
MARSHA METCALF 04/24/18**

From: cruseb199@cod.edu
Sent: Fri Apr 06 12:09:30 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: College of Dupage 50032652

Thanks

Bethany Cruse
AP Lead
College of DuPage
Room SRC 2132
425 Fawell Boulevard
Glen Ellyn, IL 60137
630-942-4294
cruseb199@cod.edu

From: Carrie.Avila@harlandclarke.com <Carrie.Avila@harlandclarke.com>
Sent: Friday, April 6, 2018 11:38 AM
To: Cruse, Bethany <cruseb199@cod.edu>
Subject: RE: College of Dupage 50032652

Hello Bethany

I have emailed billing to see if there is a reason why emails are not going through.



From: Cruse, Bethany [mailto:cruseb199@cod.edu]
Sent: Friday, April 06, 2018 11:33 AM
To: Avila, Carrie (Harland Clarke) <Carrie.Avila@harlandclarke.com>
Subject: RE: College of Dupage 50032652

Carrie,
That is the correct email, please try sending again as we have not received. I'll keep a look out for it coming thru today. Please send all three invoices below.

Thanks

Bethany Cruse
AP Lead
College of DuPage

Room SRC 2132
425 Fawell Boulevard
Glen Ellyn, IL 60137
630-942-4294
cruseb199@cod.edu

From: Carrie.Avila@harlandclarke.com <Carrie.Avila@harlandclarke.com>
Sent: Friday, April 6, 2018 11:27 AM
To: Cruse, Bethany <cruseb199@cod.edu>
Subject: RE: College of Dupage 50032652
Importance: High

Good Afternoon

Bethany, billing has been emailing all invoice to all below including
invoicing@cod.edu not sure why these invoices are now past due. You were setup
to pay us ACH please provide status on all below thank you.



From: Cruse, Bethany [mailto:cruseb199@cod.edu]
Sent: Monday, December 04, 2017 9:12 AM
To: Avila, Carrie (Harland Clarke) <Carrie.Avila@harlandclarke.com>
Subject: RE: College of Dupage 50032652

Please update our account to have them sent electronically to: invoicing@cod.edu. If coming thru the mail we have not way
to track. I will send these out for approval.

Thanks

Bethany Cruse
AP Lead
College of DuPage
Room SRC 2132
425 Fawell Boulevard
Glen Ellyn, IL 60137
630-942-4294
cruseb199@cod.edu

From: Carrie.Avila@harlandclarke.com [mailto:Carrie.Avila@harlandclarke.com]
Sent: Monday, December 4, 2017 9:04 AM
To: Cruse, Bethany <cruseb199@cod.edu>
Subject: RE: College of Dupage 50032652

Good Morning

They are being mailed to 425 Fawell Blvd Glen Ellyn IL 60137 I have attached all your open invoices.

Thank you

From: Cruse, Bethany [mailto:cruseb199@cod.edu]
Sent: Monday, December 04, 2017 8:49 AM
To: Avila, Carrie (Harland Clarke) <Carrie.Avila@harlandclarke.com>
Subject: RE: College of Dupage 50032652

CAUTION EXTERNAL EMAIL

Hi Carrie,
Who are you sending your invoices to? We are not receiving them in A/P.

Thanks

Bethany Cruse
AP Lead
College of DuPage
Room SRC 2132
425 Fawell Boulevard
Glen Ellyn, IL 60137
630-942-4294
cruseb199@cod.edu

From: Carrie.Avila@harlandclarke.com [mailto:Carrie.Avila@harlandclarke.com]
Sent: Monday, December 4, 2017 8:36 AM
To: Cruse, Bethany <cruseb199@cod.edu>
Subject: College of Dupage 50032652
Importance: High

Good Morning

Bethany, I know you are setup to pay ACH however, your invoices below are past due with Harland Clarke. Please provide me your payment process on ACH payment

thank you.

Balance	Invoice #	Invoice Date
1,465.50	8900169968	10/7/2017
1,465.50	8900172465	11/4/2017
2,930.96		



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DO NOT open attachments or click on links from unknown senders or unexpected emails

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1350939
Vendor Name: Harland Clarke Corp
Invoice Number: 8900177455
Invoice Date: 01/06/18
PO Number: B0354756
Check Number: E0066677
Check Amount: \$ 4,396.50
Check Date: 04/25/2018
Department ID: 00825
Reviewer Name: Marsha Metcalf
Voucher Number: V0508124
Redaction Type: None
Document Type: AP Invoice

Document Below



HARLAND CLARKE DIGITAL™

Invoice

ORIGINAL

Please return Remittance Copy with your payment.

Send Payment to Address

PO BOX 931898

ATLANTA, GA 31193

Billing Address

College of DuPage - Emerging Techno
PO# 354754
425 Fawell Blvd
Glen Ellyn IL 60137-0000

Information

Invoice Number 8900177455 Invoice Date 01/06/2018
Payment Terms Net Due within 60 days
Account Manager
Notes: Monthly
Customer Number 50032652

Page 1 of 1						
Line	Code	Description	Quantity	Unit Price	Unit of Measure	Amount
0001	602031	SubscriberMail - Monthly Billing Cycle Sales Tax	1	0.00000	Each	1,465.50
<div>APPROVED 04/24/18 - LAURETTE JORGENSEN</div>						
TOTAL AMOUNT DUE						\$ 1,465.50

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**INVOICE REVIEWED
OKAY TO PAY
MARSHA METCALF 04/24/18**

From: cruseb199@cod.edu
Sent: Fri Apr 06 12:09:21 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: College of Dupage 50032652

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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1350939
Vendor Name: Harland Clarke Corp
Invoice Number: 8900182341
Invoice Date: 03/03/18
PO Number: B0354756
Check Number: E0066677
Check Amount: \$ 4,396.50
Check Date: 04/25/2018
Department ID: 00825
Reviewer Name: Marsha Metcalf
Voucher Number: V0508125
Redaction Type: None
Document Type: AP Invoice

Document Below



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Billing Address

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PO# 354754
425 Fawcett Blvd
Glen Ellyn IL 60137-0000

Information

Invoice Number 8900182341 Invoice Date 03/03/2018

Payment Terms Net Due within 60 days

Account Manager

Notes: Monthly

Customer Number 6032512

APPROVED
04/24/18 - LAURETTE JORGENSEN

						Page 1 of 1
Line	Code	Description	Quantity	Unit Price	Unit of Measure	Amount
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TOTAL AMOUNT DUE						\$ 1,465.50

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