

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1520605

Vendor Name: Reach Sports Marketing Group,

Invoice Number: 54760

Invoice Date: 05/24/18

PO Number: P0358052

Check Number: 0237256

Check Amount: \$ 4,950.00

Check Date: 07/11/2018

Department ID: 39007

Reviewer Name: Kathy Striplin

Voucher Number: V0514512

Redaction Type: None

Document Type: AP Invoice

Document Below

# Invoice

DATE	INVOICE #
5/24/2018	54760

REACH  
6440 Flying Cloud Dr Suite #225  
Eden Prairie, MN 55344  
Office: (952) 944-7727  
Fax: (952) 513-4631  
www.reachmedianetwork.com



**BILL TO:**

**Ship To:**

College of Dupage  
College of Dupage Accounts Payable  
425 Fawell Blvd  
Glen Ellyn, IL 60137

425 Fawell Blvd.  
Glen Ellyn, IL 60137

**APPROVED**

Thank you for your business!  
For Billing Questions call (952) 944-7727, Options  
Or E-mail AR@Reachmedianetwork.com

P.O. No  
358052

**DUE DATE**  
6/3/2018

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Existing Player Reconfiguration	Player Reconfiguration	15	20.00	300.00T
Player License	Player License	15	300.00	4,500.00T
One-Time Digital Signage Cu...	One time Digital Signage Customization	1	150.00	150.00T
	Total Sales Tax		0.00%	0.00
			0.00%	0.00

**INVOICE REVIEWED  
OKAY TO PAY  
KATHY STRIPLIN 06/27/18**

Please make checks payable to: REACH

PAYMENT OPTION		
PAYMENT TYPE	CREDIT CARD / BANK ACCOUNT NUMBER	EXP. DATE / ROUTING #
<input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> Amex <input type="checkbox"/> Disc <input type="checkbox"/> Electronic Check		
NAME ON ACCOUNT (PLEASE PRINT)	SIGNATURE	CVC Code

**Total** USD 4950.00

**Payments/Credits** USD 0.00

**Balance Due** USD 4,950.00

**Bill To:****College of DuPage**

College of DuPage Accounts Payable  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

Accounts Payable, SRC2049  
Phone: 630-942-2228  
Fax: 630-858-9078

**Vendor:**

1520605  
Reach Sports Marketing Group, Inc.  
6440 Flying Cloud Dr  
Ste # 225  
Eden Prairie, MN 55344  
Attn: Tyler Storm

Phone: 952-944-7727 x211  
Fax:

REC'D

6-11-18

COD

**PURCHASE ORDER**

358052

Page: 1

Release Method: Hard Copy

Release Date: 05/24/2018

Created Date: 05/24/2018

**Ship To:**

College of DuPage Shipping & Receiving  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

Purchasing, Manager

Phone: 630-942-2238

Fax: 630-942-2417

Deliver To: Don Inman, CMC

PO Created By: Cernick, Beth

Purchase Order Comments:

Requisition Number(s): 666620

Requisitioner Name(s): April Fern

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		15	Each	Initial First Year Digital Signage Software License	\$300.00	\$4,500.00
Deliver To: Don Inman, CMC						
2		15	Each	Remote configuration of existing Players	\$20.00	\$300.00
Deliver To: Don Inman, CMC						
3		1	Each	Initial Setup Fee (Remote)	\$150.00	\$150.00
Deliver To: Don Inman, CMC						
4		1	Each	Estimated Shipping	\$45.00	\$45.00
Deliver To: Don Inman, CMC						
					Sub Total: \$	4,995.00
					Total: \$	4,995.00

**Account Code Summary**

Account Code	Account Description	Amount
03-90-39007-5804001		\$4,995.00

**Terms and Conditions:**

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices, which can be in any format, including but not limited to PDF, Word, Excel. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to [invoicing@cod.edu](mailto:invoicing@cod.edu). Questions about payment status or other inquiries, please email [acctpay@cod.edu](mailto:acctpay@cod.edu) or call 630-942-2228.
3. All payments are processed via ACH transfer on a weekly basis. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under separate cover which outlines the set-up instructions, your log-in, and temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to [invoicing@cod.edu](mailto:invoicing@cod.edu). Paper checks are issued once-a-month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.
4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices to the Contractor, in accordance with the Local Government Prompt Payment Act.
5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.