

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1239587

Vendor Name: Sodexo

Invoice Number: 236680

Invoice Date: 07/02/18

PO Number:

Check Number: E0068287

Check Amount: \$ 10,287.41

Check Date: 07/19/2018

Department ID: 02737

Reviewer Name:

Voucher Number: V0519513

Redaction Type: None

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

Document Below

R-2 V0519513

SODEXO, INC & AFFILIATES

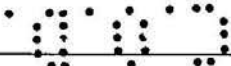
BILL TO: College of DuPage
425 Fawell
Glen Ellyn, IL

INVOICE

SERVICES RENDERED TO: College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137

AP VERIFIED
07/18/18 - MARIA ZERRUDO

MAKE CHECKS PAYABLE TO:
SODEXO, INC & AFFILIATES
PO BOX 360170
PITTSBURGH, PA 15251-6170

TERMS	SDX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER		
Net30	100022720	12096001	07/02/2018	236680		
DESCRIPTION			CUSTOMER REF.	AMOUNT	SALES TAX	TOTAL
06-10-02737-5501001 GenCyber Teacher Camp			5853	\$983.59		\$983.59
06-10-02737-5501001 GenCyber Teacher Camp			5865	\$1,163.59		\$1,163.59
06-10-02737-5501001 GenCyber Teacher Camp			5860	\$983.59		\$983.59
Paralegal Studies Meeting 01-20-00433-5501001			5848	\$148.80		\$148.80
Vaxel International 01-90-13290-5509001			5850	\$72.11		\$72.11
06-10-02737-5501001 GenCyber Camp			5859	\$983.59		\$983.59
01-90-13290-5509001 Vaxel International Breakfast			5849	\$37.03		\$37.03
01-30-00457-5401001 Sandy Heinemann Retirement			5880	\$153.93		\$153.93
01-90-00825-5501001 Dept Mtg			5834	\$524.65		\$524.65
01-80-00789-5501001 Community Transition Commons			5855	\$386.60		\$386.60
06-10-02737-5501001 GenCyber Teacher Camp			5858	\$983.59		\$983.59
01-90-00821-5501001 Foundation Board Meeting			5847	\$220.50		\$220.50
 Tax-exempt#:e99999			INVOICE TOTAL	\$6,641.57	\$0.00	\$6,641.57

TERMS: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE UNLESS OTHERWISE SPECIFIED BY CONTRACT OR IN WRITING.
A SERVICE CHARGE MAY BE ASSESSED ON ANY PAST DUE AMOUNT. ANNUAL PERCENTAGE RATE NOT TO EXCEED STATUTORY LIMITATIONS.

Event Name: **GenCyber Teacher Camp Week 1**



Flavours by Sodexo at The College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(830) 942-2555

ORDER #5853
Monday, 6/25/2018
Ordered On: 6/14/2018
Last Modified: 6/15/2018 11:07:10 AM
Confirmed

Customer Information

First Name: Susan
Last Name: Landers
Department: Learning Technologies
Email: landerss@cod.edu
Phone: 6309422351

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Susan Landers
Contact Phone: 6309422351
How Many Tables Ordered for Food: 2
Service?:
Double Sided Tables?: No
How Many Stations?: 1
Building: SRC
Room#: 1144

Payment Information

Payment Type : Department Account
Approval Email: overstreetk@cod.edu
Department Account Number: 06-10-02737-5501001
Policy Acceptance: I Accept | SL

Event Information

Guest Count: 41
Pick-up/ Delivery Date: Monday, 6/25/2018
Food Delivery Time: 8:00 AM
Event Start Time: 8:00 AM
Food Clean-up Time: 4:00 PM

FOOD

	Qty.	Price	Ext.
All Day at College of DuPage			
<u>Continental Breakfast</u>			
<ul style="list-style-type: none">Seasonal Cubed Fresh Fruit Tray ✓Bakers choice of two Breakfast Baked Goods ✓Chilled Bottled Orange Juice and Apple Juice ✓Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water ✓Iced Water Station with Fresh Quartered Lemons ✓			
<u>Mid-Morning Break</u>			
<ul style="list-style-type: none">Refresh Coffee ServiceWhole Fruit ✓Assorted Granola Bars ✓Assorted Soft DrinksIced Water Station with Fresh Quartered Lemons ✓	41	\$23.99	\$983.59
<u>Lunch Buffet</u> Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage. Our Menu offerings change daily!			
<u>Afternoon Snack</u> Choice of two Snacks			
<ul style="list-style-type: none">Iced Water Station, Raspberry Iced TeaVariety of pastries throughout the week			

- Deli Buffet, Italian Buffet, Mexican , Chicken entrée with vegetable & boxed lunches for Friday
- Snacks - AM Healthy/ PM Sweet
- Breakfast and snacks can be delivered at same time if no refrigeration is needed
- Snack ideas: granola bars, hand fruit, bagged pretzels and/ or popcorn, cookies, celery and carrots with ranch, grapes
-
- **8:00 am** - (Breakfast Delivery Time)
- **Deliver with breakfast** - (Mid-Morning Break Delivery Time)
- **11:45 am** - (Lunch Delivery Time)
- **Deliver with breakfast**
- (Afternoon Snack Delivery Time)
- **Snacks and breakfast will be in the HTC (Homeland Security Training Center).**
- **Lunch will be in SRC 1144.**
- **Camp dates are: Teacher Camp Week 1: Mon 6/25, Tue 6/26, Wed 6/27, Thur 6/28, Fri 6/29**
- **Teacher Camp Week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13 All day food @ 23.99/person.**
- **Vary menu throughout the week and repeat menu for Week 2.**
- These participants are adults.**

Order Summary	Order Totals	
Food	Sub Total	\$983.59
\$983.59	Order Total	\$983.59
	Balance Due	\$983.59

Special Instructions
GenCyber Teacher Camp week 1: Mon June 25, Tue June 26, Wed June 27, Thur June 28, Fri June 29. GenCyber Teacher Camp week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13. Vary menu daily for week 1 and repeat menu for week 2. Participants in Teacher Camp are adults. Breakfast, morning snack and afternoon snack delivered to HTC (Homeland Security Training Center) at 8:00 am and Lunch served in SRC 1144 at 11:45 am.

Order #5853

Event Name: **GenCyber Teacher Camp Week 1**



Flavours by Sodexo at The College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5865
Friday, 6/29/2018
Ordered On: 6/15/2018
Last Modified: 6/18/2018 1:09:45 PM
 Confirmed

Customer Information

First Name: Susan
Last Name: Landers
Department: Learning Technologies
Email: landerss@cod.edu
Phone: 6309422351

Payment Information

Payment Type : Department Account
Approval Email: overstreetk@cod.edu
Department Account Number: 06-10-02737-5501001
Policy Acceptance: I Accept | SL

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Susan Landers
Contact Phone: 6309422351
How Many Tables Ordered for Food 2 Service?:
Double Sided Tables?: No
How Many Stations?: 1
Building: SRC
Room#: 1144

Event Information

Guest Count: 41
Pick-up/ Delivery Date: Friday, 6/29/2018
Food Delivery Time: 8:00 AM
Event Start Time: 8:00 AM
Food Clean-up Time: 4:00 PM

FOOD	Qty.	Price	Ext.
All Day at College of DuPage <u>Continental Breakfast</u> <ul style="list-style-type: none">Seasonal Cubed Fresh Fruit Tray ✓Bakers choice of two Breakfast Baked GoodsChilled Bottled Orange Juice and Apple Juice ✓Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water ✓Iced Water Station with Fresh Quartered Lemons ✓ <u>Mid-Morning Break</u> <ul style="list-style-type: none">Refresh Coffee Service ✓Whole Fruit ✓Assorted Granola BarsAssorted Soft DrinksIced Water Station with Fresh Quartered Lemons ✓ <u>Lunch Buffet</u> Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage. Our Menu offerings change daily! <u>Afternoon Snack</u> Choice of two Snacks <ul style="list-style-type: none">Iced Water Station, Raspberry Iced TeaVariety of pastries throughout the week	41	\$23.99	\$983.59

- Deli Buffet, Italian Buffet, Mexican , Chicken entrée with vegetable & boxed lunches for Friday
- Snacks - AM Healthy/ PM Sweet
- Breakfast and snacks can be delivered at same time if no refrigeration is needed
- Snack ideas: granola bars, hand fruit, bagged pretzels and/ or popcorn, cookies, celery and carrots with ranch, grapes
-
- **8:00 am** - (Breakfast Delivery Time)
- **Deliver with breakfast** - (Mid-Morning Break Delivery Time)
- **11:45 am** - (Lunch Delivery Time)
- **Deliver with breakfast**
- (Afternoon Snack Delivery Time)
- **Snacks and breakfast will be in the HTC (Homeland Security Training Center).**
- **Lunch will be in SRC 1144.**
- **Camp dates are: Teacher Camp Week 1: Mon 6/25, Tue 6/26, Wed 6/27, Thur 6/28, Fri 6/29**
- **Teacher Camp Week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13 All day food @ 23.99/person.**
- **Vary menu throughout the week and repeat menu for Week 2.**
- These participants are adults.**

OTHER	Qty.	Price	Ext.
Add A Server			
Add a server.	6	\$30.00	\$180.00

Order Summary		Order Totals	
Food	Other	Sub Total	\$1,163.59
\$983.59	\$180.00	Order Total	\$1,163.59
		Balance Due	\$1,163.59

Special Instructions

GenCyber Teacher Camp week 1: Mon June 25, Tue June 26, Wed June 27, Thur June 28, Fri June 29. GenCyber Teacher Camp week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13. Vary menu daily for week 1 and repeat menu for week 2. Participants in Teacher Camp are adults. Breakfast, morning snack and afternoon snack delivered to HTC (Homeland Security Training Center) at 8:00 am and Lunch served in SRC 1144 at 11:45 am.

Order #5865

Event Name: **GenCyber Teacher Camp Week 1**



Flavours by Sodexo at The College of DuPage
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
 (630) 942-2555

ORDER #5860
Thursday, 6/28/2018
 Ordered On: 6/15/2018
 Last Modified: 6/18/2018 1:10:05 PM
Confirmed

Customer Information

First Name: Susan
Last Name: Landers
Department: Learning Technologies
Email: landerss@cod.edu
Phone: 6309422351

Payment Information

Payment Type : Department Account
Approval Email: overstreetk@cod.edu
Department Account Number: 06-10-02737-5501001
Policy Acceptance: I Accept | SL

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Susan Landers
Contact Phone: 6309422351
How Many Tables Ordered for Food 2 Service?:
Double Sided Tables?: No
How Many Stations?: 1
Building: SRC
Room#: 1144

Event Information

Guest Count: 41
Pick-up/ Delivery Date: Thursday, 6/28/2018
Food Delivery Time: 8:00 AM
Event Start Time: 8:00 AM
Food Clean-up Time: 4:00 PM

FOOD

	Qty.	Price	Ext.
All Day at College of DuPage			
<u>Continental Breakfast</u>			
<ul style="list-style-type: none"> Seasonal Cubed Fresh Fruit Tray Bakers choice of two Breakfast Baked Goods Chilled Bottled Orange Juice and Apple Juice Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water Iced Water Station with Fresh Quartered Lemons 			
<u>Mid-Morning Break</u>			
<ul style="list-style-type: none"> Refresh Coffee Service Whole Fruit Assorted Granola Bars Assorted Soft Drinks Iced Water Station with Fresh Quartered Lemons 			
	41	\$23.99	\$983.59
<u>Lunch Buffet</u>			
Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage.			
Our Menu offerings change daily!			
<u>Afternoon Snack</u>			
Choice of two Snacks			
<ul style="list-style-type: none"> Iced Water Station, Raspberry Iced Tea 			
<ul style="list-style-type: none"> Variety of pastries throughout the week 			

- Deli Buffet, Italian Buffet, Mexican , Chicken entrée with vegetable & boxed lunches for Friday
- Snacks - AM Healthy/ PM Sweet
- Breakfast and snacks can be delivered at same time if no refrigeration is needed
- Snack ideas: granola bars, hand fruit, bagged pretzels and/ or popcorn, cookies, celery and carrots with ranch, grapes
-
- **8:00 am** - (Breakfast Delivery Time)
- **Deliver with breakfast** - (Mid-Morning Break Delivery Time)
- **11:45 am** - (Lunch Delivery Time)
- **Deliver with breakfast**
- (Afternoon Snack Delivery Time)
- **Snacks and breakfast will be in the HTC (Homeland Security Training Center).**
- **Lunch will be in SRC 1144.**
- **Camp dates are: Teacher Camp Week 1: Mon 6/25, Tue 6/26, Wed 6/27, Thur 6/28, Fri 6/29**
- **Teacher Camp Week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13 All day food @ 23.99/person.**
- **Vary menu throughout the week and repeat menu for Week 2.**
- These participants are adults.**

Order Summary	Order Totals	
Food	Sub Total	\$983.59
\$983.59	Order Total	\$983.59
	Balance Due	\$983.59

Special Instructions

GenCyber Teacher Camp week 1: Mon June 25, Tue June 26, Wed June 27, Thur June 28, Fri June 29. GenCyber Teacher Camp week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13. Vary menu daily for week 1 and repeat menu for week 2. Participants in Teacher Camp are adults. Breakfast, morning snack and afternoon snack delivered to HTC (Homeland Security Training Center) at 8:00 am and Lunch served in SRC 1144 at 11:45 am.

Order #5860

Event Name: **Paralegal Studies Faculty Meeting**



Flavours by Sodexo at The College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5848
Wednesday, 6/27/2018
Ordered On: 6/12/2018
Last Modified: 6/12/2018 5:51:11 PM
Confirmation Pending

Customer Information

First Name: Monica
Last Name: Miller
Department: Academic Affairs
Email: millermo@cod.edu
Phone: 630 942-3074

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Monica Miller
Contact Phone: 630 942-3074
How Many Tables Ordered for Food 1
Service?:
Double Sided Tables?: Yes
How Many Stations?: 1
Building: BIC
Room#: 1425

Payment Information

Payment Type : Department Account
Approval Email: faykris@cod.edu
Department Account Number: 01-20-00433-5501001
Policy Acceptance: I Accept | MM

Event Information

Guest Count: 15
Pick-up/ Delivery Date: Wednesday, 6/27/2018
Food Delivery Time: 5:00 PM
Event Start Time: 5:00 PM
Food Clean-up Time: 5:00 PM

5 bottles water
= 1000

FOOD	Qty.	Price	Ext.
Southwestern Salad Fresh Greens, Corn, Black Beans, Red Pepper, Red Onion, Shredded Cheddar Cheese and Southwestern Dressing. Served with a Crusty Roll and Butter, Cookie or Brownie and a Soft Drink, Regular or Diet, or Bottled Water. <ul style="list-style-type: none">• Substiute Fruit Cup - Add \$1.79• Bottled Water• Gluten Free Please	5	\$10.18	\$50.90
Subway Box Lunches Subway Box Lunch includes your choice of 6-inch Sandwich served with Bag of Chips, Fruit, Cookie and Bottle of Water. <ul style="list-style-type: none">• (5) Turkey Box Lunch• (5) Ham Box Lunch	10	\$9.79	\$97.90

Order Summary	Order Totals
Food \$148.80	Sub Total \$148.80 Order Total \$148.80 Balance Due \$148.80

Special Instructions
Salads are gluten free please. I believe the box lunches and salads will hold until the 6:00 p.m. meeting start. If not, please contact Monica Miller X3074 to make other arrangements for end of day delivery. Thank you.

Event Name: **Vaxcel International Quarterly Meeting - Lunch**



Flavours by Sodexo at The College of
DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5850
Wednesday, 6/27/2018
Ordered On: 6/13/2018
Last Modified: 6/13/2018 4:39:21 PM
Confirmation Pending

Customer Information

First Name: Jennifer
Last Name: Charles
Department: Conference and Events
Email: charlesj36@cod.edu
Phone: 630-942-3953

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Jennifer Charles
Contact Phone: 3953
How Many Tables Ordered for Food Service?: 2
Double Sided Tables?: No
How Many Stations?: 1
Building: TEC
Room#: 1038B

Payment Information

Payment Type : Department Account
Approval Email: schultze399@cod.edu
Department Account Number: 01-90-13290-5509001
Policy Acceptance: I Accept | JC

Event Information

Guest Count: 7
Pick-up/ Delivery Date: Wednesday, 6/27/2018
Food Delivery Time: 12:00 PM
Event Start Time: 12:15 PM
Food Clean-up Time: 5:00 PM

FOOD	Qty.	Price	Ext.
Fresh Fit Platter Veggie Delite, Black Forest Ham, Turkey, Roast Beef and Club Subs; all Subs come with a variety of Breads.	1	\$39.99	\$39.99
Trail Mix - per person	7	\$2.59	\$18.13
Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen	1	\$13.99	\$13.99

Order Summary	Order Totals
Food \$72.11	Sub Total \$72.11 Order Total \$72.11 Balance Due \$72.11

Special Instructions

*Separate tables provided for breakfast and lunch. Please clean up breakfast after setting lunch.

Order #5850

Event Name: **GenCyber Teacher Camp Week 1**

Flavours by Sodexo at The College of
DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5859
Wednesday, 6/27/2018
Ordered On: 6/15/2018
Last Modified: 6/18/2018 1:10:22 PM
ⓐ → Confirmed

Customer Information

First Name: Susan
Last Name: Landers
Department: Learning Technologies
Email: landerss@cod.edu
Phone: 6309422351

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Susan Landers
Contact Phone: 6309422351
How Many Tables Ordered for Food? 2
Service?:
Double Sided Tables?: No
How Many Stations?: 1
Building: SRC
Room#: 1144

Payment Information

Payment Type : Department Account
Approval Email: overstreetk@cod.edu
Department Account Number: 06-10-02737-5501001
Policy Acceptance: I Accept | SL

Event Information

Guest Count: 41
Pick-up/ Delivery Date: Wednesday, 6/27/2018
Food Delivery Time: 8:00 AM 1:30
Event Start Time: 8:00 AM
Food Clean-up Time: 4:00 PM

FOOD

	Qty.	Price	Ext.
All Day at College of DuPage			
Continental Breakfast — HTC			
<ul style="list-style-type: none"> Seasonal Cubed Fresh Fruit Tray Bakers choice of two Breakfast Baked Goods Chilled Bottled Orange Juice and Apple Juice Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water Iced Water Station with Fresh Quartered Lemons 			
Mid-Morning Break — HTC			
<ul style="list-style-type: none"> Refresh Coffee Service Whole Fruit Assorted Granola Bars Assorted Soft Drinks Iced Water Station with Fresh Quartered Lemons 			
Lunch Buffet SRC 1144			
Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage.			
Our Menu offerings change daily!			
Afternoon Snack HTC			
Choice of two Snacks			
<ul style="list-style-type: none"> Iced Water Station, Raspberry Iced Tea 			
<ul style="list-style-type: none"> Variety of pastries throughout the week 			
	41	\$23.99	\$983.59

- Deli Buffet, Italian Buffet, Mexican , Chicken entrée with vegetable & boxed lunches for Friday
- Snacks - AM Healthy/ PM Sweet
- Breakfast and snacks can be delivered at same time if no refrigeration is needed
- Snack ideas: granola bars, hand fruit, bagged pretzels and/ or popcorn, cookies, celery and carrots with ranch, grapes
-
- **8:00 am** - (Breakfast Delivery Time)
- **Deliver with breakfast** - (Mid-Morning Break Delivery Time)
- **11:45 am** - (Lunch Delivery Time)
- **Deliver with breakfast**
- (Afternoon Snack Delivery Time)
- **Snacks and breakfast will be in the HTC (Homeland Security Training Center).**
- **Lunch will be in SRC 1144.**
- **Camp dates are: Teacher Camp Week 1: Mon 6/25, Tue 6/26, Wed 6/27, Thur 6/28, Fri 6/29**
- **Teacher Camp Week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13 All day food @ 23.99/person.**
- **Vary menu throughout the week and repeat menu for Week 2.**
- These participants are adults.**

Order Summary	Order Totals
Food	Sub Total \$983.59
\$983.59	Order Total \$983.59
	Balance Due \$983.59

Special Instructions

GenCyber Teacher Camp week 1: Mon June 25, Tue June 26, Wed June 27, Thur June 28, Fri June 29. GenCyber Teacher Camp week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13. Vary menu daily for week 1 and repeat menu for week 2. Participants in Teacher Camp are adults. Breakfast, morning snack and afternoon snack delivered to HTC (Homeland Security Training Center) at 8:00 am and Lunch served in SRC 1144 at 11:45 am.

Order #5859

Event Name: **Vaxcel International Strategic Planning Meeting - Breakfast**

Flavours by Sodexo at The
College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL
60137
(630) 942-2555

ORDER #5849
Wednesday, 6/27/2018
Ordered On: 6/13/2018
Last Modified: 7/2/2018 10:31:07 AM
(A) Confirmation Pending

Customer Information

First Name: Jennifer
Last Name: Charles
Department: Conference and Events
Email: charlesj36@cod.edu
Phone: 630-942-3953

Payment Information

Payment Type: Department Account
Approval Email: schultze399@cod.edu
Department Account Number: 01-90-13290-5509001
Policy Acceptance: I Accept | JC

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Jennifer Charles
Contact Phone: 3953
How Many Tables Ordered for Food Service?: 1
Double Sided Tables?: No
How Many Stations?: 1
Building: TEC
Room#: 1038B

Event Information

Guest Count: 7
Pick-up/Delivery Date: Wednesday, 6/27/2018
Food Delivery Time: 8:00 AM
Event Start Time: 8:30 AM
Food Clean-up Time: 12:00 PM

FOOD

	Qty.	Price	Ext.
Early Riser			
<ul style="list-style-type: none"> Pastry Basket Assorted Juice Freshly Brewed Coffee and Decaffeinated Coffee 	7	\$5.29	\$37.03
* ** Please serve to accommodate 7** Ok'd per Lynn 6/13/2018			

Order Summary	Order Totals	
Food	Sub Total	\$37.03
\$37.03	Order Total	\$37.03
	Balance Due	\$37.03

Special Instructions

* Separate table will be set for breakfast and lunch.

Order #5849

Event Name: **Sandy Heinemann Retirement**



Flavours by Sodexo at The College of
DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5880
Tuesday, 6/26/2018
Ordered On: 6/19/2018
Last Modified: 6/19/2018 12:46:34 PM
 Confirmed

Customer Information

First Name: Katherine
Last Name: Norris
Department: Student Records
Email: thompsnk@cod.edu
Phone: 630-942-2620

Payment Information

Payment Type : Department Account
Approval Email: thompsnk@cod.edu
Department Account Number: 01-30-00457-5401001
Policy Acceptance: I Accept | KLN

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Katherine Norris
Contact Phone: 630-942-2445
How Many Tables Ordered for Food 8
Service?:
Double Sided Tables?: No
How Many Stations?: 2
Building: SRC
Room#: 2131

Event Information

Guest Count: 80
Pick-up/ Delivery Date: Tuesday, 6/26/2018
Food Delivery Time: 1:45 PM
Event Start Time: 2:00 PM
Food Clean-up Time: 3:15 PM

BEVERAGES

	Qty.	Price	Ext.
Lemonade - per gallon	2	\$12.59	\$25.18
Raspberry Iced Tea - per gallon	2	\$12.59	\$25.18
Water Service - Water (serves 16 per gallon) - per gallon	2	\$2.99	\$5.98

FOOD

	Qty.	Price	Ext.
Full Sheet Cake Full Sheet Cake with your choice of Frosting. <ul style="list-style-type: none">Chocolate CakeVanilla ButtercreamRoseswrite: Best Wishes, Sandy! (decorate in pink & purple) **NOTE: date of event is Tuesday, June 26**	1	\$97.59	\$97.59

Order Summary		Order Totals	
Beverages	Food	Sub Total	\$153.93
\$56.34	\$97.59	Order Total	\$153.93
		Balance Due	\$153.93

Special Instructions

Note: Date of event is Tuesday, June 26

Order #5880

Event Name: **Dept Mtg 6-26-18**



Flavours by Sodexo at The College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5834
Tuesday, 6/26/2018
Ordered On: 5/24/2018
Last Modified: 5/24/2018 2:50:09 PM
Confirmed

Customer Information

First Name: Marsha
Last Name: Metcalf
Department: Marketing
Email: metcalf@cod.edu
Phone: (630) 942-3370

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Marsha Metcalf
Contact Phone: 630 606 8976 cell
How Many Tables Ordered for Food Service?: 3
Double Sided Tables?: No
How Many Stations?: 1
Building: CHC
Room#: 2001 (Silverleaf)

Payment Information

Payment Type : Department Account
Approval Email: jorgensenl@cod.edu
Department Account Number: 01-90-00825-5501001
Policy Acceptance: I Accept | msm

Event Information

Guest Count: 35
Pick-up/ Delivery Date: Tuesday, 6/26/2018
Food Delivery Time: 11:45 AM
Event Start Time: 12:00 PM
Food Clean-up Time: 1:30 PM

FOOD	Qty.	Price	Ext.
Old Fashioned BBQ <ul style="list-style-type: none">• Roasted Vegetable Pasta Salad• Country Potato Salad• Tex Mex Corn• Pulled Chicken & Pork• Roll• Choice of Dessert• Raspberry Iced Tea or Lemonade <ul style="list-style-type: none">• Cookies - (Specialty Buffet Dessert)• Lemonade• if possible can we have half cookies and half brownies. thanks	35	\$14.99	\$524.65

Order Summary	Order Totals
Food \$524.65	Sub Total \$524.65 Order Total \$524.65 Balance Due \$524.65

Special Instructions

Order #5834

Event Name: **Community College Transition Commons**

Flavours by Sodexo at The College of
DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5855

Tuesday, 6/26/2018

Ordered On: 6/14/2018

Last Modified: 6/27/2018 8:40:18 AM

Confirmed

Customer Information

First Name: Barbara
Last Name: Groves
Department: Academic Affairs
Email: grovesb16@cod.edu
Phone: 630-942-2005

Payment Information

Payment Type : Department Account
Approval Email: overstreetk@cod.edu
Department Account Number: 01-80-00789-5501001
Policy Acceptance: I Accept | BJG

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Barbara Groves
Contact Phone: 630-942-2005
How Many Tables Ordered for Food: 3
Service?:
Double Sided Tables?: Yes
How Many Stations?: 1
Building: SRC
Room#: 2131

Event Information

Guest Count: 30
Pick-up/ Delivery Date: Tuesday, 6/26/2018
Food Delivery Time: 10:45 AM
Event Start Time: 11:30 AM
Food Clean-up Time: 1:30 PM

BEVERAGES

	Qty.	Price	Ext.
Coffee (10 servings) - per gallon	2	\$19.99	\$39.98
Water Service - Water (serves 16 per gallon) - per gallon	3	\$2.99	\$8.97

FOOD

	Qty.	Price	Ext.
<ul style="list-style-type: none"> Deli Buffet <ul style="list-style-type: none"> ○ Your choice of two Salads ○ Homemade Chips ○ Assorted Gourmet Rolls ○ Sliced Turkey, Ham, Roast Beef and Salami ○ Sliced Swiss, Provolone and American Cheeses ○ Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard ○ Choice of Dessert ○ Raspberry Iced Tea or Lemonade Seasonal Fresh Fruit Salad Market House Salad with House Dressing Unsweetened Tea Brownies - (Specialty Buffet Dessert) 	25	\$10.99	\$274.75
Deli Buffet			

- Your choice of two Salads
- Homemade Chips
- Assorted Gourmet Rolls
- Sliced Turkey, Ham, Roast Beef and Salami
- Sliced Swiss, Provolone and American Cheeses
- Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard
- Choice of Dessert
- Raspberry Iced Tea or Lemonade

5

\$12.58

\$62.90

- Seasonal Fresh Fruit Salad
- Market House Salad with House Dressing
- Gluten Free Bread - per person - Add \$1.59
- Lemonade
- Cookies - (Specialty Buffet Dessert)

Order Summary

Beverages

\$48.95

Food

\$337.65

Order Totals

Sub Total \$386.60

Order Total \$386.60

Balance Due **\$386.60**

Special Instructions

I will confirm guest count on June 21st.

Order #5855

Event Name: **GenCyber Teacher Camp Week 1**

Flavours by Sodexo at The College of DuPage
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
 (630) 942-2555

ORDER #5858

Tuesday, 6/26/2018

Ordered On: 6/15/2018

Last Modified: 6/18/2018 1:10:42 PM

Confirmed

Customer Information

First Name: Susan**Last Name:** Landers**Department:** Learning Technologies**Email:** landerss@cod.edu**Phone:** 6309422351

Delivery / Pickup Information

Method: On Campus Delivery**Event Contact:** Susan Landers**Contact Phone:** 6309422351**How Many Tables****Ordered for Food** 2**Service?:****Double Sided**
Tables?: No**How Many**
Stations?: 1**Building:** SRC**Room#:** 1144

Payment Information

Payment Type : Department Account**Approval Email:** overstreetk@cod.edu**Department**
Account Number: 06-10-02737-5501001**Policy**
Acceptance: I Accept | SL

Event Information

Guest Count: 41**Pick-up/ Delivery**
Date: Tuesday, 6/26/2018**Food Delivery**
Time: ~~8:00 AM~~ 730**Event Start Time:** 8:00 AM**Food Clean-up**
Time: 4:00 PM

FOOD

All Day at College of DuPage**Continental Breakfast**

- Seasonal Cubed Fresh Fruit Tray
- Bakers choice of two Breakfast Baked Goods ✓
- Chilled Bottled Orange Juice and Apple Juice
- Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water
- Iced Water Station with Fresh Quartered Lemons

Mid-Morning Break

- Refresh Coffee Service
- Whole Fruit ✓
- Assorted Granola Bars ✓
- ~~Assorted Soft Drinks~~
- Iced Water Station with Fresh Quartered Lemons

Lunch Buffet

Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage.

Our Menu offerings change daily!

Afternoon Snack

Choice of two Snacks

- Iced Water Station, Raspberry Iced Tea
- Variety of pastries throughout the week

Qty. Price Ext.

41 \$23.99 \$983.59

- Deli Buffet, Italian Buffet, Mexican , Chicken entrée with vegetable & boxed lunches for Friday
 - Snacks - AM Healthy/ PM Sweet
 - Breakfast and snacks can be delivered at same time if no refrigeration is needed
 - Snack ideas: granola bars, hand fruit, bagged pretzels and/ or popcorn, cookies, celery and carrots with ranch, grapes
 -
 - **8:00 am** - (Breakfast Delivery Time)
 - **Deliver with breakfast** - (Mid-Morning Break Delivery Time)
 - **11:45 am** - (Lunch Delivery Time)
 - **Deliver with breakfast**
 - (Afternoon Snack Delivery Time)
 - **Snacks and breakfast will be in the HTC (Homeland Security Training Center).**
 - **Lunch will be in SRC 1144.**
 - **Camp dates are: Teacher Camp Week 1: Mon 6/25, Tue 6/26, Wed 6/27, Thur 6/28, Fri 6/29**
 - **Teacher Camp Week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13 All day food @ 23.99/person.**
 - **Vary menu throughout the week and repeat menu for Week 2.**
- These participants are adults.**

Order Summary	Order Totals	
Food	Sub Total	\$983.59
\$983.59	Order Total	\$983.59
	Balance Due	\$983.59

Special Instructions
GenCyber Teacher Camp week 1: Mon June 25, Tue June 26, Wed June 27, Thur June 28, Fri June 29. GenCyber Teacher Camp week 2: Mon July 9, Tue July 10, Wed July 11, Thur July 12, Fri July 13. Vary menu daily for week 1 and repeat menu for week 2. Participants in Teacher Camp are adults. Breakfast, morning snack and afternoon snack delivered to HTC (Homeland Security Training Center) at 8:00 am and Lunch served in SRC 1144 at 11:45 am.

Order #5858

Event Name: **College of DuPage Foundation Board Meeting**

Flavours by Sodexo at The College of DuPage
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
 (630) 942-2555

ORDER #5847

Tuesday, 6/26/2018

Ordered On: 6/11/2018

Last Modified: 6/11/2018 3:23:22 PM

Confirmation Pending

Customer Information

First Name: Kristy**Last Name:** Schultz**Department:** Institutional Advancement**Email:** schultzk60@cod.edu**Phone:** 6309423088

Delivery / Pickup Information

Method: On Campus Delivery**Event Contact:** Kristy Schultz**Contact Phone:** 3088**How Many Tables****Ordered for Food** 1**Service?:****Double Sided****Tables?:** No**How Many****Stations?:** 1**Building:** SRC**Room#:** 2200

Payment Information

Payment Type : Department Account**Approval Email:** kuhnk36@cod.edu**Department****Account Number:** 01-90-00821-5501001**Policy****Acceptance:** I Accept | KS

Event Information

Guest Count: 20**Pick-up/ Delivery****Date:** Tuesday, 6/26/2018**Food Delivery****Time:** 7:00 AM**Event Start Time:** 7:15 AM**Food Clean-up****Time:** 10:00 AM

FOOD

	Qty.	Price	Ext.
Mixed Nuts with Peanuts- per person ✓	15	\$2.59	\$38.85
Individual Assorted Yogurts - each ✓	15	\$1.99	\$29.85
The Classic Continental <ul style="list-style-type: none"> Seasonal Cubed Fresh Fruit Tray Bakers choice of two Breakfast Baked Goods ✓ Butter, Cream Cheese and Assorted Jellies ✓ Chilled Bottled Orange Juice and Apple Juice Freshly Brewed Coffee and Decaffeinated Coffee Herbal and Non-Herbal Teas to include Decaffeinated Tea with Hot Water included <ul style="list-style-type: none"> Assorted Breakfast Breads ✓ Assorted Bagels ✓ - Please note that 2 guests are gluten free so please accommodate if possible. - Also, please swap out the chilled juices for water bottles. Thank you in advance! 	20	\$7.59	\$151.80

Order Summary

Food

\$220.50

Order Totals

Sub Total \$220.50**Order Total** \$220.50**Balance Due** \$220.50

Special Instructions

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1239587

Vendor Name: Sodexo

Invoice Number: 236677

Invoice Date: 06/18/18

PO Number:

Check Number: E0068287

Check Amount: \$ 10,287.41

Check Date: 07/19/2018

Department ID: 11201

Reviewer Name:

Voucher Number: V0519527

Redaction Type: None

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

Document Below

R-2

V0519527

SODEXO, INC & AFFILIATES

BILL TO: College of DuPage
425 Fawell
Glen Ellyn, IL, |

INVOICE

SERVICES RENDERED TO: College of Dupage
425 Fawell Blvd.
Glen Ellyn, IL 60137

MAKE CHECKS PAYABLE TO:
SODEXO, INC & AFFILIATES
PO BOX 360170
PITTSBURGH, PA 15251-6170

TERMS	SDX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER	
Net30	100022720	12096001	06/18/2018	236677	
DESCRIPTION		CUSTOMER REF.	AMOUNT	SALES TAX	TOTAL
01-10-14025-5501001 H.S. Equiv Commencement		5829	\$622.40		\$622.40
10-99-99020-2900099 Academic Integrity Conference		5838	\$1,439.55		\$1,439.55
05-60-11201-5509001 Little Italy		5814	\$1,399.25		\$1,399.25
01-90-00821-5501001 Foundation Mtg		5841	\$84.76		\$84.76
05-63-63001-5501001 CDL Meeting - 06/11/2018					
Reception lunch		5831	\$99.88		\$99.88
05-63-63001-5501001					
;;; Function Sheet 4590 Total: \$99.88					
<div style="border: 2px solid blue; padding: 10px; text-align: center;"> AP VERIFIED 07/18/18 - MARIA ZERRUDO </div>					
Tax-exempt#: e99999		INVOICE TOTAL	\$3,645.84	\$0.00	\$3,645.84

TERMS: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE UNLESS OTHERWISE SPECIFIED BY CONTRACT OR IN WRITING.
A SERVICE CHARGE MAY BE ASSESSED ON ANY PAST DUE AMOUNT. ANNUAL PERCENTAGE RATE NOT TO EXCEED STATUTORY LIMITATIONS.

Event Name: **CDL Employer Meeting**

Flavours by Sodexo at The
College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL
60137
(830) 942-2555

ORDER #5831

Thursday, 5/31/2018

Ordered On: 5/21/2018

Last Modified: 5/29/2018 9:28:03 AM

Confirmed

Customer Information

First Name: Debbie
Last Name: Hasse
Department: Continuing Education
Email: hassed@cod.edu
Phone: 630.942.2679

Delivery / Pickup
Information

Method: Pick-up
Event Contact: Debbie Hasse
Contact Phone: 2679

Event Information

Guest Count: 15
Pick-up/
Delivery Date: Thursday, 5/31/2018
Earliest Pick-
Up Time: 11:30 AM
Latest Pick-Up:
Time: 12:00 PM

Payment Information

Payment
Type: Department Account
Approval
Email: deasyd@cod.edu
Department
Account Number: 05-63-63001-5501001
Policy
Acceptance: I Accept | dh

FOOD

	Qty.	Price	Ext.
Subway Sandwich Platter Subway Sandwich Platter with your choice of Turkey, Ham or Veggie. • Turkey Sandwiches	2	\$35.95	\$71.90
Large Cookies - per dozen • One dozen sugar cookies One dozen chocolate chip cookies	2	\$13.99	\$27.98

Order Summary	Order Totals	
Food	Sub Total	\$99.88
\$99.88	Order Total	\$99.88
	Balance Due	\$99.88

Special Instructions

Order #5831

Event Name: **College of DuPage Foundation Finance Committee Meeting**

Flavours by Sodexo at The
College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5841

Tuesday, 6/12/2018

Ordered On: 5/29/2018

Last Modified: 5/30/2018 10:20:18 AM

Confirmation Pending

Customer Information

First Name: Kristy
Last Name: Schultz
Department: Institutional Advancement
Email: schultzk60@cod.edu
Phone: 6309423088

Payment Information

Payment Type: Department Account
Approval Email: kuhnk36@cod.edu
Department Account Number: 01-90-00821-5501001
Policy Acceptance: I Accept | KS

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Kristy Schultz
Contact Phone: 3088
How Many Tables Ordered for Food Service?: None
Double Sided Tables?: No
How Many Stations?: 1
Building: SSC
Room#: 2200

Event Information

Guest Count: 7
Pick-up/Delivery Date: Tuesday, 6/12/2018
Food Delivery Time: 7:00 AM
Event Start Time: 7:30 AM
Food Clean-up Time: 10:00 AM

FOOD

	Qty.	Price	Ext.
Mixed Nuts with Peanuts- per person	5	\$2.59	\$12.95
Whole Fruit - each • Bananas only please	7	\$1.19	\$8.33
Early Riser • Pastry Basket • Assorted Juice • Freshly Brewed Coffee and Decaffeinated Coffee • Please replace juices with bottled water	12	\$5.29	\$63.48

Order Summary	Order Totals
Food	Sub Total
\$84.76	\$84.76
	Order Total
	\$84.76
	Balance Due
	\$84.76

Special Instructions

Order #5841

Event Name: **Volunteer Appreciation Dinner**

Flavours by Sodexo at The
College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5814

Wednesday, 6/13/2018

Ordered On: 5/7/2018

Last Modified: 6/7/2018 8:36:12 AM

Confirmed

Customer Information

First Name: Tom
Last Name: Murray
Department: MAC
Email: murrayt166@cod.edu
Phone: 630-942-3072

Payment Information

Payment Type: Department Account
Approval Email: mcgowan@cod.edu
Department: 05-60-11201-5509001
Number:
Policy Acceptance: I Accept | TMM

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Tom Murray
Contact Phone: 3072
How Many Tables Ordered for Food Service?: 1
Double Sided Tables?: Yes
How Many Stations?: 2
Building: MAC Belushi Stage
Room#: Stage

Event Information

Guest Count: 75
Pick-up/Delivery Date: Wednesday, 6/13/2018
Food Delivery Time: 4:45 PM
Event Start Time: 5:30 PM
Food Clean-up Time: 6:30 PM

FOOD

	Qty.	Price	Ext.
Little Italy <ul style="list-style-type: none"> Seasonal Vegetable Penne Pasta with choice of Sauce Caesar Salad with Homemade Croutons Italian Sausage and Meatballs Dinner Rolls Parmesan Cheese Choice of Dessert Raspberry Iced Tea or Lemonade <ul style="list-style-type: none"> Meatball and Italian Sausage with Peppers and French Rolls (Little Italy Choice) Marinara Sauce (Little Italy Sauce Choice) Brownies (Specialty Buffet Dessert) Lemonade 	75	\$15.99	\$1,199.25
Cheese Tortellini	80	\$1.00	\$80.00

OTHER

	Qty.	Price	Ext.
Add A Server Add a server.	4	\$30.00	\$120.00

Order Summary		Order Totals	
Food	Other	Sub Total	\$1,399.25

\$1,279.25	\$120.00	Order Total	\$1,399.25
		Balance Due	\$1,399.25
Special Instructions			
Cleanup time will most likely be around 7 or 730pm			
set up 4:30			
program starts at 6pm			
clean up at 7:30			
Order #5814			

Event Name: **High School Equivalency Commencement**

Flavours by Sodexo at The College of
DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5829
Saturday, 6/2/2018
Ordered On: 5/17/2018
Last Modified: 5/23/2018 9:49:11 AM
 Confirmed

Customer Information

First Name: Kristin
Last Name: Sandy
Department: CE: Adult Ed
Email: sandyk@cod.edu
Phone: 630-942-3781

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Kristin Sandy
Contact Phone: 630-942-3781
How Many Tables:
Ordered for Food: 2
Service?:
Double Sided:
Tables?: No
How Many
Stations?: 1
Building: MAC
Room#: Lobby-Bar

Payment Information

Payment Type: Department Account
Approval Email: deasyd@cod.edu
Department:
Account Number: 01-10-14025-5501001
Policy
Acceptance: I Accept | KS

Event Information

Guest Count: 400
Pick-up/ Delivery
Date: Saturday, 6/2/2018
Food Delivery
Time: 12:30 PM
Event Start Time: 12:00 PM
Food Clean-up
Time: 3:00 PM

BEVERAGES

	Qty.	Price	Ext.
Water Service - Water (serves 16 per gallon) - per gallon	7	\$2.99	\$20.93
Coffee (10 servings) - per gallon	4	\$19.99	\$79.96
Lemonade - per gallon	3	\$12.59	\$37.77

FOOD

	Qty.	Price	Ext.
Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen	26	\$13.99	\$363.74

OTHER

	Qty.	Price	Ext.
Add A Server Add a server.	4	\$30.00	\$120.00

Order Summary			Order Totals	
Beverages	Food	Other	Sub Total	\$622.40
\$138.66	\$363.74	\$120.00	Order Total	\$622.40
			Balance Due	\$622.40

Special Instructions

Our event is on June 2nd instead of June 1st in the MAC Belushi Performance Hall. Joe Hopper suggested that we have our food set-up on the bar on the lobby.
Thanks! Kristin

Order #5829

Event Name: **Responsible Conduct of Research and Academic Integrity Conference**



Flavours by Sodexo at The
College of DuPage
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137
(630) 942-2555

ORDER #5838

Thursday, 6/14/2018

Ordered On: 5/25/2018

Last Modified: 6/7/2018 8:44:58 AM

A *P* Confirmed

Customer Information

First Name: Lindsey
Last Name: Mueller
Department: Learning Commons
Email: pagorjal@cod.edu
Phone: 630-942-3354

Payment Information

Payment Type: Department Account
Approval Email: dyerja@cod.edu
Department Account Number: 10-99-99020-2900099
Policy Acceptance: I Accept | LM

Delivery / Pickup Information

Method: On Campus Delivery
Event Contact: Lindsey Mueller
Contact Phone: 630-942-3354
How Many Tables Ordered: 6 (2 for breakfast, 2 for lunch, 1 for each snack)
Service?:
Double Sided Tables?: Yes
How Many Stations?: 2
Building: HEC, SRC, BIC
Room#: HEC 1005AB, HEC lobby, SRC2131, BIC 3465 student lounge

Event Information

Guest Count: 45
Pick-up/Delivery Date: Thursday, 6/14/2018
Food Delivery Time: 7:30 AM
Event Start Time: 8:00 AM
Food Clean-up Time: 4:30 PM

FOOD

All Day at College of DuPage

Continental Breakfast

- Seasonal Cubed Fresh Fruit Tray
- Bakers choice of two Breakfast Baked Goods
- Chilled Bottled Orange Juice and Apple Juice
- Freshly Brewed Coffee, Decaffeinated Coffee, Herbal Teas, Decaffeinated Tea with Hot Water
- Iced Water Station with Fresh Quartered Lemons

Mid-Morning Break

- Refresh Coffee Service
- Whole Fruit
- Assorted Granola Bars
- Assorted Soft Drinks
- Iced Water Station with Fresh Quartered Lemons

Lunch Buffet

Choose one of our Themed Buffets or Select from one of our Daily Menus to include a Beverage.

Our Menu offerings change daily!

Afternoon Snack

Choice of two Snacks.

- Iced Water Station, Raspberry Iced Tea
- Mini Scones & Danish for Continental brkfst

Qty.	Price	Ext.
45	\$31.99	\$1,439.55

- Mexican Buffet
- chips and salsa
- chicken & ground beef
- grilled onions & peppers
- tomato, cheese, lettuce , jalapenos, Spanish rice, black beans
- brownies

PM SNACK:

- Assorted Cookies and Bars & Red and green grapes

Delivery times and locations:

- Delivery at 7:30 a.m. with breakfast from 8 to 9 a.m. in the street scene (HEC 1005AB). I requested two tables for food.
- Mid morning break
- Delivery at 10:15 a.m. with the mid-morning break from 10:30 to 11 a.m. on the first floor of the HEC lobby. Along the glass wall of room 1020. I requested one table from facilities for this mid-morning break.
- Lunch
- Delivery at 11:15 with lunch from 11:45 to 1 p.m. in the old board room (SRC 2131). I requested two tables from facilities for food in addition to the counters in the this room that can be used for drinks.

PM SNACK:

- Delivery at 3:15 p.m. with the break from 3:30 to 4 p.m. in the student commons/lounge by BIC 3465. I requested one table from facilities for this afternoon snack.
-
- Table cloths are needed for all of the food tables. I suggested a delivery time of 11:15a.m. for the lunch which starts at 11:45 am. Is this the appropriate amount of time for set-up or is this too long and the food will get cold?

Order Summary	Order Totals
Food	Sub Total \$1,439.55
\$1,439.55	Order Total \$1,439.55
	Balance Due \$1,439.55

Special Instructions

I put the first start time and the last clean-up time for the entire day. breakfast, morning break, lunch, and afternoon snack will all take place in different areas. The times for the actual events are as follows: breakfast (HEC 1005AB) is from 8 to 9 am, morning break (HEC lobby along the glass wall of HEC 1020) is from 10:15 to 10:45 am, lunch (SRC 2131) is from 11:45am to 1pm, and afternoon snack (student lounge by BIC 3465) is from 3:30 to 4 pm. ALLERGIES: Five of our attendees are vegetarian, one is vegan (no dairy/animal products), and one is allergic to herbs in the mint family like rosemary/mint/sage/oregano/etc. DONATION REQUEST: Lynn also said that Sodexo would donate individually wrapped cookies for our welcome bags that will be given to attendees. Could we request 50 individually wrapped cookies for the welcome bags. these need to be dropped off in Specialized Testing on Wednesday, June 13 (the day before the event), so the welcome bags can be assembled.

Order #5838