

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1549012

Vendor Name: Dr Kathleen M. Hess

Invoice Number: 080218

Invoice Date: 08/02/18

PO Number:

Check Number: 0237974

Check Amount: \$ 1,193.60

Check Date: 08/15/2018

Department ID: 00797

Reviewer Name:

Voucher Number: V0523160

Redaction Type: FERPA

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

Document Below

FINAN-15-18226(2/15)

-----  
From: cruseb199@cod.edu  
Sent: Tue Aug 14 08:58:57 CDT 2018  
To: invoicing@cod.edu  
CC:  
Subject: FW: INQUIRY - Moving Reimbursement  
-----

**From:** [REDACTED]  
**Sent:** Monday, August 13, 2018 2:12 PM  
**To:** Marek, Robert <marekr@cod.edu>  
**Cc:** Duval, DeAnna <duvald@cod.edu>; Cruse, Bethany <cruseb199@cod.edu>  
**Subject:** Re: INQUIRY - Moving Reimbursement

Hi Bobby,  
Please let me know if the attached credit card statements are acceptable. Thanks [REDACTED]

On Mon, Aug 13, 2018 at 12:38 PM, [REDACTED]

Hi Bobby,  
I will get the information you requested and get back to you.  
Thanks, [REDACTED]

On Mon, Aug 13, 2018 at 11:56 AM, Marek, Robert <marekr@cod.edu> wrote:

H [REDACTED]

Please see the attached. On each page, it looks like the total balance is \$0 (at the bottom right), however, the invoices don't indicate that a payment was actually applied. Can you please confirm whether these have been paid in full, and if so, are you able to provide a copy of cancelled check or other proof of payment so we can process your reimbursement? Please let me know if you have any questions.

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

**From:** Duval, DeAnna  
**Sent:** Monday, August 13, 2018 11:36 AM  
**To:** [REDACTED]  
**Cc:** Marek, Robert <marekr@cod.edu>  
**Subject:** RE: INQUIRY - Moving Reimbursement

Hello [REDACTED]

I am going to send your request to Mr. Marek in AP. Thank you for your communication!

DeAnna Duval

DeAnna Duval  
Human Resources  
College of DuPage | 425 Fawell Blvd. Glen Ellyn, IL 60137  
630-942-2639 | duvald@cod.edu

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**From:** [REDACTED]  
**Sent:** Monday, August 13, 2018 11:34 AM  
**To:** Duval, DeAnna <duvald@cod.edu>  
**Subject:** Re: INQUIRY - Moving Reimbursement

Hi DeAnna,  
Could you please send me the document in question? Or highlight the area?  
Thank you [REDACTED]

On Thu, Aug 9, 2018 at 11:13 AM, Duval, DeAnna <duvald@cod.edu> wrote:

Hello [REDACTED]

I have submitted your request for reimbursement. Accounts Payable has a question, have already paid – the invoice information is a little conflicting – one area it shows not balance due the other shows \$900 due. Please advise.

Kind regards,  
DeAnna

DeAnna Duval  
Human Resources  
College of DuPage | 425 Fawell Blvd. Glen Ellyn, IL 60137  
630-942-2639 | duvald@cod.edu

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## CREDIT CARD [REDACTED]

Date	Description	Type	Amount
Jun 22, 2018	PODS 9/100	Sale	\$433.29

This transaction posted on Jun 24, 2018

**Additional merchant and transaction information**

PODS.COM, FL 337600000 US

Online, Mail, or Telephone transaction #  
24013398173004419509316

**Rewards earned with this transaction**

+ Addl .5 mile per \$1 earned on all purchases 216.65

+ 1 mile per \$1 spent on all purchases 433.29

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Total Miles 649.94



CREDIT CARD [REDACTED]

Date	Description	Type	Amount
Jun 24, 2018	PODS 9/100	Sale	\$1,050.52
This transaction posted on Jun 25, 2018			
<b>Additional merchant and transaction information</b>			
PODS.COM, FL 337600000 US			
Online, Mail, or Telephone transaction #			
24013398175004886150071			
<b>Rewards earned with this transaction</b>			
+ Addl .5 mile per \$1 earned on all purchases		525.26	
+ 1 mile per \$1 spent on all purchases		1,050.52	
Total Miles		1,575.78	



CREDIT CARD

Date	Description	Type	Amount
Jul 3, 2018	PODS 9/100	Sale	\$136.00
This transaction posted on Jul 4, 2018			
Additional merchant and transaction information			
PODS.COM, FL 337600000 US			
Online, Mail, or Telephone transaction #			
24013398184000483012820			
Rewards earned with this transaction			
+ Addl .5 mile per \$1 earned on all purchases		68.00	
+ 1 mile per \$1 spent on all purchases		136.00	
Total Miles		204.00	



PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Billing 800-776-7637  
Fax 727-532-2679  
Manage Your Account at [PODS.com](http://PODS.com)

Invoice No.  
**PEIU001771761**

Customer account 135860569  
Invoice date 6/23/2018  
Due Date 6/24/2018  
Order 1248853  
Payment Terms RECEIPT

Page 1 of 1

Michael Hess

Description	Qty	Unit	Unit price	Adjustment	Ext. Amount
Transportation Mileage Service Date 7/1/2018	1.00	EA	1,075.80	-107.58	\$ 968.22
Subtotal					\$ 968.22
Tax					82.30
Invoice total					\$ 1,050.52
THANK YOU FOR CHOOSING PODS!					
Account aging					
Current	1 - 30 days	31 - 60 days	61 - 90 days	>90 days	Currency Total balance
0.00	0.00	0.00	0.00	0.00	USD \$ 0.00

..... Cut Remittance Here .....

\*\*\* To Ensure Proper Credit, Please Detach This Remittance and Return With your Payment \*\*\*



PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Customer account number 135860569  
Invoice amount \$ 1,050.52  
Due Date 6/24/2018  
Balance due \$ 0.00

Michael Hess

Please Contact Us For Any Changes  
To Your Account  
800-776-7637

Total Amount Enclosed

\$

Make checks payable to:  
PODS Enterprises, LLC

1358605694PEIU001771761001050521





PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Billing 800-776-7637  
Fax 727-532-2679  
Manage Your Account at PODS.com

Invoice No.  
**PEIU001796970**

Customer account 135860569  
Invoice date 7/2/2018  
Due Date 7/3/2018  
Order 1248853  
Payment Terms RECEIPT

Page 1 of 1

Michael Hess

Description	Qty	Unit	Unit price	Adjustment	Ext. Amount
<b>Redeliver Container to Your Location</b> PODS Container # 12324VX Service Date 7/10/2018 Located: [REDACTED]	1.00		136.00	0.00	\$ 136.00
					Subtotal \$ 136.00
					Tax 0.00
					Invoice total \$ 136.00
<b>THANK YOU FOR CHOOSING PODS!</b>					
Account aging					
Current	1 - 30 days	31 - 60 days	61 - 90 days	>90 days	Currency Total balance
0.00	0.00	0.00	0.00	0.00	USD \$ 0.00



PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Make checks payable to:  
PODS Enterprises, LLC

Customer account number 135860569  
Invoice amount \$ 136.00  
Due Date 7/3/2018  
Balance due \$ 0.00

Michael Hess

Please Contact Us For Any Changes  
To Your Account  
800-776-7637

Total Amount Enclosed

\$

1358605694PEIU001796970000136004



PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Billing 800-776-7637  
Fax 727-532-2679  
Manage Your Account at [PODS.com](http://PODS.com)

Invoice No.  
**PEIU001766876**

Customer account 135860569  
Invoice date 6/21/2018  
Due Date 6/21/2018  
Order 1248853  
Payment Terms RECEIPT

Page 1 of 1

Michael Hess

Description	Qty	Unit	Unit price	Adjustment	Ext. Amount
Contents Protection While in Transit Fee Service Date 6/28/2018	1.00	EA	50.00	0.00	\$ 50.00
Deliver Empty Container to Your Location PODS Container # Located: [REDACTED] Service Date 6/28/2018	1.00	EA	130.00	0.00	\$ 130.00
Contents Protection \$ 10,000 Value - Monthly Fee Service Period 6/28/2018 - 7/27/2018	1.00	EA	49.95	0.00	\$ 49.95
Monthly Rental of Container in Storage Center PODS Container # Located: [REDACTED] Service Period 6/28/2018 - 7/27/2018	1.00	EA	174.99	0.00	\$ 174.99
				Subtotal	\$ 404.94
				Tax	28.35
				Invoice total	\$ 433.29
<b>THANK YOU FOR CHOOSING PODS!</b>					
Account aging					
Current	1 - 30 days	31 - 60 days	61 - 90 days	>90 days	Currency
0.00	0.00	0.00	0.00	0.00	USD
					Total balance
					\$ 0.00



PODS Enterprises, LLC  
PO Box 791003  
Baltimore, MD 21279-1003

Make checks payable to:  
PODS Enterprises, LLC

Customer account number 135860569  
Invoice amount \$ 433.29  
Due Date 6/21/2018  
Balance due \$ 0.00

Michael Hess

Please Contact Us For Any Changes  
To Your Account  
800-776-7637

Total Amount Enclosed

\$

1358605694PEIU001766876000433295