

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1450119

Vendor Name: National College Learning

Invoice Number: EM-MARS080118

Invoice Date:

PO Number:

Check Number: 0238060

Check Amount: \$ 50.00

Check Date: 08/15/2018

Department ID:

Reviewer Name:

Voucher Number: V0522912

Redaction Type: Other

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

Document Below

x 3681

RECEIVED

JUL 31 2018

AP - Return check to [redacted]

 College of DuPage

Human Resources

HUMAN RESOURCES

Professional Dues Reimbursement
(Classified • Managerial • FOP • Union 399)

Eligible after 6 months probation

V522912

Employee name: [redacted]

Date: 7/31/18

Department: Learning Commons

Colleague ID#: [redacted]

Payment to:

☐

Me (receipt attached)

☒

Organization (return check to me)

☒

Classified/Managerial — \$500 max per year

☐

Union 399 — \$150 max per year

☐

FOP — \$200 max per year

I request reimbursement of \$ 50 for membership dues in:

Name of organization:

National College Learning Center Association

Address: (needed only if check is issued to organization. Also, please submit a copy of the completed dues application form.)

c/o David Reedy

146 Brookview Court

Lima, OH 45801

Purpose of organization:

Professional Development for Tutoring Center

APPROVED ☒

☒

(considered a business expense helpful in the performance of the employee's duties)

DENIED ☐

☐

Signature of Dean or Administrator:

Deane Szalowski

Date:

7-31-18

Obtain signature of Dean or Administrator — Mail to Human Resources

OFFICE USE ONLY:

Reimbursement amount \$

50.00

Account #01-90-00835-52090-19

Fiscal year:

19

H/R approval:

A. Casale

Date sent to Accounts Payable:

8/1/18

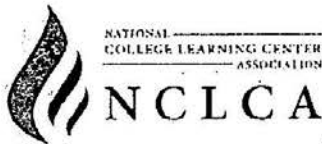
Date request approved:

Date expense approved:

NCLCA Store

JOIN NCLCA NOW!

MEMBERS



**SUPPORTING LEARNING
CENTER PROFESSIONALS**



PAY WITH A CARD

PAY WITH A CHECK

Please mail your check to NCLCA Treasurer:

Click *PAY ONLINE* below

*David Reedy
146 Brookview Court
Lima, OH 45801
419.303.1908*

[Back](#)

Invoice #02730

Balance due: \$50.00

PLEASE NOTE: The application is process is not complete until your payment has been processed. Payments are due within 30 days of invoice. Pay online by credit card using paypal and this invoice. If you have payment questions, please contact the Treasurer, Dr. David Reedy, (419) 303-1908.

Pay online or pay offline

Invoice details

Balance due \$50.00

Amount \$50.00

Invoice # 02730

Date 07/31/2018

Origin Member renewal
NCLCA Professional Membership

Invoiced to



Item

Amount

Membership renewal Level: NCLCA Professional Membership, Renew to 10/01/2019

\$50.00

Invoice total \$50.00

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NCLCA Message Board

1450119

08/15/2018

0238060

EM-MARS080

V0522912

MEMBERSHIP RENEWAL

0190008355209019

50.00

1

1

1

50.00

0238060

PAY ONLY FIFTY AND 00/100 DOLLARS

08/15/2018

\$*****50.00

National College Learning Cent
146 Brookview Ct
Lima OH 45801
UNITED STATES OF AMERICA

J. Marshall