

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1404866
Vendor Name: Open Education Consortium, Inc
Invoice Number: 660-2018
Invoice Date: 06/14/18
PO Number: P0358614
Check Number: 0238094
Check Amount: \$ 650.00
Check Date: 08/15/2018
Department ID: 15165
Reviewer Name: None
Voucher Number: V0519616
Redaction Type: None
Document Type: AP Invoice

Document Below

From: harausn@cod.edu
Sent: Tue Jul 17 08:34:22 CDT 2018
To: invoicing@cod.edu
CC: cruseb199@cod.edu
Subject: FW: CCCOER Invoice

Please see the attached invoice.

Thanks,

Natalie Haraus
Learning Technologies Specialist
Learning Technologies
College of DuPage
425 Fawell Blvd. | BIC 3401 |
Glen Ellyn, IL 60137
Ph: (630) 942-2762

From: Haraus, Natalie
Sent: Thursday, June 21, 2018 8:18 AM
To: Invoicing <invoicing@cod.edu>
Cc: Landers, Susan <landerss@cod.edu>
Subject: CCCOER Invoice

Good morning,

Please see the attached invoice. Let me know if anything else is needed.

Thanks,

Natalie Haraus
Learning Technologies Specialist
Learning Technologies
College of DuPage
425 Fawell Blvd. | BIC 3401 |
Glen Ellyn, IL 60137
Ph: (630) 942-2762



The Global Network for Open Education

Email: memberservices@oeconsortium.org

Website: www.oeconsortium.org

Invoice No.: 660-2018

Date: June 14, 2018

Billing address:

The Open Education Consortium

60 Thoreau St, Suite 238

Concord, MA 01742

US Tax ID Number: 01-0908761

Billed to:

College of DuPage

425 Fawell Blvd.

Glendale, IL 60141

United States

APPROVED

07/17/18 - SUSAN LANDERS

DESCRIPTION	AMOUNT DUE
The Open Education Consortium 2018 Membership	US \$650

Thank you for your support of the OE Consortium through the prompt payment of this invoice.

Please note the following:

- Payment is due 30 days from invoice date.
- Payments not received within 3 months of becoming due will result in membership expiration.
- All Payments should be made in United States Dollars
- Please remit payment by Check, Wire Transfer, Bank Draft, or PayPal

Please don't hesitate to contact us if you need any further information.

Kind regards,

OE Member Services

memberservices@oeconsortium.org

Thank you for your membership!

Paying by check:

Check should be made payable to the Open Education Consortium.

Please include invoice number on the check and mail the check along with this invoice to:

Open Education Consortium
60 Thoreau St, Suite 238
Concord, MA 01742
US Tax ID Number: 01-0908761

Electronic payment:

Bank transfer information can be found below. Please include invoice number in payment.

Company Name	Open Education Consortium
Address	60 Thoreau St, Suite 238
City / State / Zip	Concord, MA 01742, USA
IRS Taxpayer ID#	01-0908761
Bank Name	TD Bank Harvard Square
Bank Branch Address	1270 Massachusetts Ave Cambridge, MA 02138
Name on Account	Open Education Consortium
Account Number	8247649706
Account Type	Checking
Bank Transit Routing # (ABA)	211370545
International SWIFT Code	NRTHUS33

Paypal:

Please contact us to get a PayPal payment link.

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:

1404866
Open Education Consortium, Inc.
60 Thoreau St
Ste 238
Concord, MA 01742
Attn: Marcela Morales

Phone: 408-348-4346
Fax:

PURCHASE ORDER

358614

Page: 1

Release Method: n/a

Release Date: n/a

Created Date: 06/21/2018

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: Haraus, Natalie**PO Created By:** Cernick, Beth**Purchase Order Comments:****Requisition Number(s):** 667279**Requisitioner Name(s):** Natalie Haraus

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		1	Each	Open Education Consortium 2018 Membership	\$650.00	\$650.00
Deliver To: Haraus, Natalie						
						Sub Total: \$ 650.00
						Total: \$ 650.00
Account Code Summary						
Account Code	Account Description					Amount
01-10-15165-5406002						\$650.00

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. Questions about payment status or other inquiries, please email acctpays@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. 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.
6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-06.
7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.
8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.
9. All shipments are accepted subject to inspection and approval by College of DuPage.
10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair employment practice act and all rules & regulations thereunder.
11. Suppliers are required to comply with executive orders 11246, 11375, The Rehabilitation Act of 1973, and the Vietnam Readjustment Act of 1974.
12. All contracts for construction work are subject to the provisions of 820 ILCS 130, ch. 48, Par. 39s-1 through 39s-12, providing for payment of the prevailing rate of wages to laborers, workmen & mechanics. Contractor shall submit to the College, monthly certified

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

payroll records for all workers and sub-contractors utilized for the project.

PURCHASE ORDER

358614

Page: 2

Release Method: n/a

Release Date: n/a

Created Date: 06/21/2018