

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

EM - RICK051418

V0523809



Human Resources

Professional Development Request Full-Time Faculty

This form must be signed and approved *before* enrolling in courses, workshops, seminars or submitting requests for professional dues or periodical subscriptions. *Requests submitted without prior approval are not eligible for reimbursement or course credit.*
Please refer to the "Concur Professional Development Procedure" in the Forms Library to complete your request/expense.

Employee Name: Kent Richter Colleague ID#: 0052615Department: Liberal Arts Extension: X3404 Date: 5/14/18PROFESSIONAL DEVELOPMENT REIMBURSEMENT REQUEST: ☒ REIMBURSEMENT ☐ PRE-PAYMENT†☐ Workshop/Conference ☐ Dues/Subscriptions☒ Books ☐ Travel*Title/Sponsor: see attached

Date of Event: _____

Tuition, Registration, Dues, Subscription Fee: \$ _____

Travel: \$ _____ Books: \$ 120.05 ~~\$100.00~~

Course Number: _____ Date: _____

College or University: _____

Course Name: _____

Number of Credits: _____
semester hours quarter hours

Tuition, Registration, Fee: \$ _____

Provide rationale that includes how this will improve your ability to work with students and/or teach your courses:
(attach additional page if necessary)

Each attached invoice notes the course for which the book applies

☒ Approved ☐ Not Approved S. Martin Date: 5-14-18
Dean/Associate Dean

*Up to \$600.00 per year (of the \$1,850.00) may be used for pre-approved travel related expenses in accordance with College Travel Policies.

†When requesting a pre-payment, attach a registration form or invoice to this form. If using Concur, please contact Accounts Payable for payment.
If I receive an advance, I understand I must produce evidence of satisfactory completion of the course or seminar within 60 days. Failure to do this will result in the cost of the course or seminar being deducted from my paycheck.
(Initial here)

COURSE CREDIT FOR RANGE CHANGE REQUEST:

Course Number: _____ Dates: _____ College or University: _____

Course Name: _____ Number of Credits Earned: _____
semester hours quarter hoursProvide rationale that includes how this will improve your ability to work with students and/or teach your courses:
(attach additional page if necessary)
☐ Approved ☐ Not Approved _____ Date: _____
Dean Vice President

Return this signed form along with attachments showing proof of payment and proof of satisfactory completion, if applicable, to Human Resources.

HR USE ONLY

HR has recorded _____ semester hours

The cumulative hours recorded are: _____

HR Approval: _____ Date: _____

Account #01-90-00835-52090-14: Faculty Tuition

Account #01-90-00835-52090-18: Faculty Dues

Amount of reimbursement: \$ 100.00Date request sent to Accounts Payable: 5/14/18

Date request approved: _____

Date expense approved: _____

HR Approval: [Signature]

HR-17-25555(01/17)

amazon.com

Final Details for Order #113-0849786-6889829Print this page for your records.**Order Placed:** March 12, 2018**Amazon.com order number:** 113-0849786-6889829**Order Total: \$50.24****Shipped on March 14, 2018****Items Ordered****Price**

- 1) 1 of: *Four Views on Creation, Evolution, and Intelligent Design (Counterpoints: Bible and Theology)*, Stump, J.B. \$14.31
Sold by: Amazon.com Services, Inc.
Condition: New
- 2) 1 of: *The Adi Granth: Or The Holy Scriptures Of The Sikhs*, Ernest Trumpp \$35.04
Sold by: Ggradesmart ([seller profile](#))
Condition: Used - Good
Expect Book to have some wear or markings from consistent use. Ships directly from amazon.

Shipping Address:

Renee Richter
1009 S. Route 53
Flowerfield
Lombard, IL 60148
United States

Item(s) Subtotal: \$49.35
Shipping & Handling: \$0.00

Total before tax: \$49.35
Sales Tax: \$0.89

Total for This Shipment: \$50.24
-----**Shipping Speed:**

No-Rush Shipping

Payment information**Payment Method:**

Visa | Last digits: 1236

Item(s) Subtotal: \$49.35
Shipping & Handling: \$0.00

Billing address

Renee Richter
1009 S. Route 53
Flowerfield
Lombard, IL 60148
United States

Total before tax: \$49.35
Estimated tax to be collected: \$0.89

Grand Total: \$50.24**Credit Card transactions**

Visa ending in 1236: March 14, 2018: \$50.24

To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2018, Amazon.com, Inc. or its affiliates

- 1) Philosophy of Religion (PHILO 2150)
- 2) World Religions (PHILO/RELIG 1150)

**Final Details for Order #113-5038733-3324244**Print this page for your records.**Order Placed:** February 7, 2018**Amazon.com order number:** 113-5038733-3324244**Order Total: \$21.90****Shipped on February 7, 2018****Items Ordered**

1 of: *The Abuse of Beauty: Aesthetics and the Concept of Art (The Paul Carus Lectures Series 21)*, Danto, Arthur C.
 Sold by: Amazon.com Services, Inc.

Price

\$20.61

Condition: New

Shipping Address:

Kent Richter
 1009 S IL ROUTE 53
 LOMBARD, IL 60148-3226
 United States

Item(s) Subtotal: \$20.61

Shipping & Handling: \$0.00

Total before tax: \$20.61

Sales Tax: \$1.29

Shipping Speed:

Two-Day Shipping

Total for This Shipment: \$21.90

Payment information**Payment Method:**

Visa | Last digits: 1236

Item(s) Subtotal: \$20.61

Shipping & Handling: \$0.00

Total before tax: \$20.61

Estimated tax to be collected: \$1.29

Billing address

Renee Richter
 1009 S. Route 53
 Flowerfield
 Lombard, IL 60148
 United States

Grand Total: \$21.90**Credit Card transactions**

Visa ending in 1236: February 7, 2018: \$21.90

To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2018, Amazon.com, Inc. or its affiliates

Philosophy of Art (PHIL 2250)

amazon.com

Final Details for Order #113-9237475-8527412Print this page for your records.**Order Placed:** April 16, 2018**Amazon.com order number:** 113-9237475-8527412**Order Total:** \$26.87**Shipped on April 17, 2018****Items Ordered**

	Price
1 of: <i>Mind the Gap: How the Jewish Writings Between the Old and New Testament Help Us Understand Jesus</i> , Matthias Henze	\$26.94

Sold by: Amazon.com Services, Inc.

Condition: New

Shipping Address:

Kent Richter
1009 S IL ROUTE 53
LOMBARD, IL 60148-3226
United States

Item(s) Subtotal:	\$26.94
Shipping & Handling:	\$0.00
Extra Savings:	-\$1.65

Total before tax:	\$25.29
Sales Tax:	\$1.58

Shipping Speed:

No-Rush Shipping

Total for This Shipment: \$26.87

Payment information**Payment Method:**

Visa | Last digits: 1236

Item(s) Subtotal:	\$26.94
Shipping & Handling:	\$0.00
Extra Savings:	-\$1.65

Billing address

Renee Richter
1009 S. Route 53
Flowerfield
Lombard, IL 60148
United States

Total before tax:	\$25.29
Estimated tax to be collected:	\$1.58

Grand Total: \$26.87**Credit Card transactions**

Visa ending in 1236: April 17, 2018: \$26.87

To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2018, Amazon.com, Inc. or its affiliates

Quest for The Historical Jesus (HUMAN 2820)
World Religions (PHILO/REL16 1150)
Judaism/Chy/Islam (RELIG 2160)

**Final Details for Order #113-1248413-0611400**Print this page for your records.**Order Placed:** April 16, 2018**Amazon.com order number:** 113-1248413-0611400**Order Total:** \$21.04**Shipped on April 17, 2018****Items Ordered**

1 of: *Zen at War (2nd Edition)*, Victoria, Brian Daizen
Sold by: meadowlarkbooksnwyoming ([seller profile](#))

Price

\$17.05

Condition: Used - Very Good
Lightly read. Text clean and unmarked. Minor cover edge wear.

Shipping Address:

Kent Richter
1009 S IL ROUTE 53
LOMBARD, IL 60148-3226
United States

Item(s) Subtotal: \$17.05

Shipping & Handling: \$3.99

Total before tax: \$21.04

Sales Tax: \$0.00

Total for This Shipment: \$21.04

Shipping Speed:

Standard Shipping

Payment information**Payment Method:**

Visa | Last digits: 1236

Item(s) Subtotal: \$17.05

Shipping & Handling: \$3.99

Total before tax: \$21.04

Estimated tax to be collected: \$0.00

Grand Total: \$21.04**Billing address**

Renee Richter
1009 S. Route 53
Flowerfield
Lombard, IL 60148
United States

Credit Card transactions

Visa ending in 1236: April 17, 2018: \$21.04

To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2018, Amazon.com, Inc. or its affiliates*Asian Thought (PHILO/RELIG 2155)*

From: marekr@cod.edu
Sent: Thu Aug 23 12:26:37 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: Scanned from a Xerox Multifunction Device

Bobby Marek Accounts Payable Team Leader Cash Disbursements/Payroll Department College of DuPage
425 Fawell Blvd l SRC 2132 l Glen Ellyn, IL 60137-6599 phone 630-942-2229 l marekr@cod.edu
-----Original Message----- From: marekr@cod.edu Sent: Thursday, August 23, 2018 12:24 PM To: Marek, Robert Subject: Scanned from a Xerox Multifunction Device Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Device. Attachment File Type: pdf, Multi-Page Multifunction Printer Location: SRC-3 Device Name: Printer-266

[attachment: Scanned from a Xerox Multifunction Printer.pdf]