

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1083870

Vendor Name: CPP Inc.

Invoice Number: IN00595533

Invoice Date: 04/30/18

PO Number:

Check Number: E0068865

Check Amount: \$ 195.00

Check Date: 08/22/2018

Department ID: 14230

Reviewer Name: Jarret Dyer

Voucher Number: V0523340

Redaction Type: None

Document Type: AP Invoice

Document Below

From: SWhiteman@cpp.com
Sent: Wed Aug 15 14:52:56 CDT 2018
To: ortizm328@cod.edu
CC: invoicing@cod.edu
Subject: CPP Inc. C#242471 IN00595533 SkillsOne Freeze Notification

Dear Customer,

We regret to inform you that your SkillsOne® subscription has been frozen from use, due to a past due status and a lack of response to our previous notification.

If there is a breakdown in our invoicing process that is delaying payment, please let us know so that we can ensure that we are meeting your billing requirements.

There may be an oversight on your part, or we may not have received notification that you would like to cancel the subscription. In any event, please contact us to pay the attached outstanding invoice, or let us know if we should cancel your subscription and reverse the invoice.

You will not be able to access SkillsOne® until your account is brought current. If we do not hear from you within 30 days of the date of this letter, we will cancel your subscription and write-off the invoice.

To pay your past due balance using a credit card, contact Customer Relations at 1-800-624-1765.

Contact me directly for Accounts Receivable support, including check payments, using the e-mail and phone number below. We value your business, and would like to continue to provide products and tools that meet your needs, upon resolution of the outstanding balance due.

Thank you for your valued business!

Scott Whiteman
Credit Analyst
CPP, Inc.
www.cpp.com
Office: 650.623.9270 | Fax: 408.530.8481

Work Schedule 7-3:30 pm PDT





The people development people.

CPP, Inc.
For Questions please contact us at: ar@cpp.com
Telephone: 800-624-1765
Fax: 650-969-8608
Federal ID: 94-1337736
www.cpp.com

Invoice

Payment Terms: Net 30 Days
Page: 1 of 1
Invoice Number: IN00595533
Invoice Date: 4/30/2018
Invoice Due Date: 5/30/2018
Order Number: SO-00463607
Customer PO: Request PO
Shipping Method: Via Internet
Carrier tracking number:
Currency: USD
Total Amount Due: \$195.00

BILL TO CUSTOMER NO: 242471

Coll of DuPage
425 Fawell Blvd
Accounts Payable
Glen Ellyn, IL 60137-6708
United States
Contact: AP

SHIP TO CUSTOMER NO: 242471

Coll of DuPage
425 Fawell Blvd
Shipping and Receiving
Glen Ellyn, IL 60137-6708
United States
Contact:

APPROVED

08/16/18 - DIANE SZAKONYI

NOTICE: CPP is shutting down SkillsOne® on May 31, 2019. If you renew your SkillsOne® subscription, please keep in mind that your account will end on May 31, 2019 regardless of any time left on it, unless you upgrade to Elevate® before then. No refunds will be offered, and your past reports could be lost if you do not upgrade before the shutdown, so please upgrade as soon as possible to begin taking advantage of the many benefits of Elevate. Go to www.skillsone.com, sign in, and then click on "Free Elevate Upgrade" for more information.

Line	Item number	Description	Quantity	Unit	Unit price	Discount percent	Discount	Amount
1	10212	SkillsOne® Renewal Fee	1	EA	\$195.0000	0	-	\$195.00

Subscription start date: 1/19/2018 Subscription end date: 1/18/2019

**INVOICE REVIEWED
OKAY TO PAY
JARRET DYER 08/16/18**

REMIT TO:
CPP, Inc.
PO BOX 49156
SAN JOSE CA 95161-9156
USA

CUSTOMER NO: 242471
INVOICE NO: IN00595533

SUB TOTAL: \$ 195.00
TOTAL DISCOUNT: \$ 0.00
TAX TOTAL: \$ 0.00
FREIGHT AND OTHER CHARGES: \$ 0.00
PRE-PAYMENT -
TOTAL AMOUNT DUE: \$195.00