


Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087624
Vendor Name: Marquee Event Group, Inc.
Invoice Number: 137766-6
Invoice Date: 08/07/18
PO Number: P0358799
Check Number: E0068981
Check Amount: \$ 5,343.37
Check Date: 08/29/2018
Department ID: 00819
Reviewer Name: None
Voucher Number: V0523718
Redaction Type: None
Document Type: AP Invoice

Document Below



Marquee - Chicago
 9480 W. 55TH Street
 McCook, IL 60525
 (708)485-8010 Fax(708)352-0909

Rented To:	Delivery Location:	Loc 200	Ticket#
COLLEGE OF DUPAGE-BONNY[AR-115015] 425 FAWELL GLEN ELLYN IL 60137 PO/Job # PO # 358799	C.O.D. - P.E. ARENA 425 FAWELL NEW STUDENT ORIENTATION GLEN ELLYN IL 60137 BONNY BALFANZ/(630) 606-8862		Res # 131047-6 Inv# 137766-6 Marquee SLSP: DAVID 
<div>08/22/18 - KRISTINA HENDERSON</div>			
Ordered by: BONNY BALFANZ	Delivery/Out: 08/06/18 Mon 8:00AM Time Specific	JR2	
Phone: W (630) 942-3319	Event: 08/07/18 Tue 10:00AM - 2:00PM		
C (630) 606-8862	Pick-up/In: 08/10/18 Fri 1:30PM Time Specific	JRB	

FINAL INVOICE

Qty	Item	Description	Day Rate	Discount	Total
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THE MARQUEE TEAM MEMBERS READY TO HELP YOU ARE:

DAVID YARGUS 708-243-1068

JEANNETTE ROBERTS 708-485-8581

AFTER HOURS 708-570-1701

XXXXXXXXXXXXXXXXXX

DELIVER TO OVERHEAD/GARAGE DOOR #8 OR #10

EAST OF P.E. BUILDING

SEE ATTACHED DIAGRAM.

MARQUEE STAFF TO SETUP/TEARDOWN TABLES & CHAIRS

CLIENT PROVIDING GAFFERS TAPE

XXXXXXXXXXXXXXXXXX

***** DELIVERY INFORMATION *****


INSTALLATION MUST BE COMPLETE BY: MON, 8/6 - 3:00PM

EVENT USE DATE(S): 8/7

EVENT TIME(S): 10:00AM - 2:00PM



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FINAL INVOICE

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STRIKE/ PICK UP MUST BE COMPLETE BY: THURS, 8/9 - 5:00PM

SITE CONTACT: BONNY BALFANZ
 SITE CONTACT PHONE: 630-606-8862

SURFACE: MONDO FLOOR

>>>>>>Time Sensitive Pick-Up<<<<<<

>>>>>>Time Sensitive Delivery<<<<<<

**** TABLES ** ** SET ****

75 7237 TABLE, 72" ROUND

14.25

-106.88

961.87

NO LINENS REQUIRED

APPROVED
08/22/18 - KRISTINA HENDERS

Marquee - Chicago

9480 W. 55TH Street


McCook, IL 60525

(708)485-3010 Fax(708)352-0909

APPROVED

EVENT RENTALS

KRISTINA HENDERSON

Rented To:	Delivery Location:	Loc 200	Ticket#
COLLEGE OF DUPAGE-BONNY[AR-115015] 425 FAWELL GLEN ELLYN IL 60137 PO/Job # PO # 358799	C.O.D. - P.E. ARENA 425 FAWELL NEW STUDENT ORIENTATION GLEN ELLYN IL 60137 BONNY BALFANZ/(630) 606-8862		Res # 131047-6 Inv# 137766-6 Marquee SLSP: DAVID 
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FINAL INVOICE

Qty	Item	Description	Day Rate	Discount	Total
** CHAIRS ** SET **					
750	N343	CHAIR, SAMSONITE FOLDING BLACK	2.00	-150.00	1350.00
** MISCELLANEOUS ITEMS **					
1	LABOR	GENERAL LABOR			1685.00
83	TABLE SETUP/DOWN	LABOR, TABLE SETUP & TAKEDOWN	2.50		207.50
750	CHAIR SETUP/DOWN	LABOR, CHAIR SETUP & TAKEDOWN	1.00		750.00
1	ZONE1	CHICAGO DEL/PU ZONE 1	89.00		89.00
1	DEL M-SA 30M-2HR	DELIVERY 30MIN-2HR WINDOW M-SA	150.00		150.00
1	PUP M-SA 30M-2HR	PICKUP 30MIN-2HR WINDOW M-SAT	150.00		150.00

*****CANCELLATION POLICY*****

*A 50% NONREFUNDABLE DEPOSIT IS DUE TO RESERVE EQUIPMENT

*THE BALANCE IS DUE 1 WEEK PRIOR TO DELIVERY

*ALL ORDERS CANCELLED LESS THAN 1 WEEK PRIOR TO DELIVERY WILL BE CHARGED 100%.

----- Payments -----

*** Total Reflects a \$256.88 Discount ***

Rentals	2,311.87
Sales	2,942.50
Delivery/Other	89.00
Damage Protection	0.00
Env. Charges	0.00
Sales Tax	0.00
Total	5,343.37

Customer Signature: _____

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Amount Due 5,343.37

From: marekr@cod.edu
Sent: Tue Aug 21 16:56:37 CDT 2018
To: invoicing@cod.edu
CC:
Subject: Attached Document

From: hendersn@cod.edu
Sent: Tue Aug 21 16:07:08 CDT 2018
To: invoicing@cod.edu
CC:
Subject: Please process invoices

Hi,

Could you please submit these invoices to WebNow so that I can sign off on them?

Thank you,
Kristina

Kristina Henderson | Coordinator, Student Life
College of DuPage | Office of Student Life
hendersn@cod.edu | 630-942-2510