

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4494395

Invoice Date: 02/27/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523846

Redaction Type: None

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

Document Below



BILLING PERIOD	ADVERTISING TYPE
02/25/2018 - 03/03/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
66.70	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	03/03/2018
BILLED ACCOUNT NUMBER	
6308582800	
SLM NUMBER	

SALES DEPARTMENT
(847) 427-4444

CREDIT DEPARTMENT
(847) 427-4346

AP VERIFIED
COLLEGE OF DUQUEN
425 FAYETTE BLVD
SUITE 1540E
GLEN ELLYN IL 60137
08/24/18 - BETHANY CRUSE

PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QTY/RATE	GROSS	NET AMOUNT
02/27/2018	T4494395	BID NOTICENO 2018B0038THE COLL PO# : 2018-B0038*JOHN M Start: 02/27/2018 Blor35 These should have been in FY 2018 - Paddock's billing was incorrect and should have been re-billed. GL 01-80-00749-5407001 B/O # 358998 Please be aware we have a new remittance address (see below)	58 Lines 1 Day	66.70	66.70

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AMOUNT DUE
66.70

REMITTANCE ADDRESS
PLEASE MAKE ALL CHECKS PAYABLE TO: PADDOCK PUBLICATIONS, INC. PO BOX 1420 ARLINGTON HEIGHTS IL 60006

SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

ADVERTISER INFORMATION		
BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
02/25/2018 - 03/03/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4497286

Invoice Date: 08/23/18

PO Number:

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00758

Reviewer Name:

Voucher Number: V0523864

Redaction Type: None

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

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College of DuPage - Accounts Payable

Check Request Form

revised 12/18/17

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Check Request Procedure No. 10-65

Date: 8/23/2018

Vendor ID: 1087679

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
T4497286	✓ \$500	01	80	00758	5407001	Advertising Exps.	\$ 224.25

Grand Total

\$ 224.25

Check the appropriate box below and sign

- ☒ We, the undersigned, hereby certify that the goods/services for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

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08/24/18 - BETHANY CRUSE

Payee Name: Paddock Publications, Inc.

Other
Instructions:Payee Address: PO BOX 1420
Arlington Heights, IL 60006

Description on Check:

Legal Notice of Public Hearing for Budget Hearing

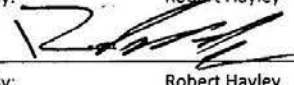
(Invoice received in AP Office 8/22/18)

Approvals:

Prepared By: Robert Hayley

Approved By: Robert Hayley

Date: 8/23/18

Signature: Signature: 

Payment Due: 5/19/2018

Approved By: Robert Hayley

Date:

Board Approved Date: n/a

Signature:

Approved By Division VP: n/a

Date:

Signature:

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), acctpay@cod.edu



COLLEGE OF DUPAGE
425 FAWELL BLVD
SUITE 1540E
GLEN ELLYN IL 60137

BILLING PERIOD	ADVERTISING TYPE
05/13/2018 - 05/19/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
224.25	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	05/19/2018
BILLED ACCOUNT NUMBER	
6308582800	
SLM NUMBER	

SALES DEPARTMENT
(847) 427-4444

CREDIT DEPARTMENT
(847) 427-4346

PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QT/Y/RATE	GROSS	NET AMOUNT
05/18/2018	T4497286	LEGAL NOTICENOTICE OF PUBLIC H PO# : HEARING*AMY CALHOStart: 05/14/2018 Budget Hearing B/O 358998 GL: 01-80-00749-5407001 01-80-00758-5407001 Please be aware we have a new remittance address (see below)	39 Lines 5 Days	224.25	224.25

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Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

AMOUNT DUE
224.25

REMITTANCE ADDRESS
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PO BOX 1420
ARLINGTON HEIGHTS IL 60006

SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

ADVERTISER INFORMATION		
BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
05/13/2018 - 05/19/2018	6308582800	CLASSIFIED LEGAL

From: purchasingstudentworker@cod.edu
Sent: Wed Aug 22 10:59:59 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: Scanned from a Xerox Multifunction Device

-----Original Message----- From: PRN157@cod.edu [mailto:PRN157@cod.edu] Sent: Wednesday, August 22, 2018 10:52 AM To: Purchasing - Student Worker 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: BI1540WC7835 Device Name: PRN157

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

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087679
Vendor Name: Paddock Publications
Invoice Number: T4495346
Invoice Date: 03/12/18
PO Number: B0358998
Check Number: E0068986
Check Amount: \$ 629.05
Check Date: 08/29/2018
Department ID: 00749
Reviewer Name:
Voucher Number: V0523865
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

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BILLING PERIOD	ADVERTISING TYPE
03/11/2018 - 03/17/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
50.60	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHÉ BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	03/17/2018
BILLED ACCOUNT NUMBER	6308582800
SLM NUMBER	

SALES DEPARTMENT
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(847) 427-4346

AP VERIFIED
COLLEGE OF DUPAGE
425 FAWELL BLVD
DUKE 540E
JOLIET, ILL 60131
08/24/18 - BETHANY CRUSE

PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QT/Y/RATE	GROSS	NET AMOUNT
03/12/2018	T4495346	BID NOTICENO 2018B0041THE COLL PO# : 2018-B0041*SUSAN Start: 03/12/2018 GL 01-80-00749.5407001 B/O 358998 Jenny Raper 8/22/18 ✓ Please be aware we have a new remittance address (see below)	44 Lines 1 Day	50.60	50.60

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AMOUNT DUE
50.60

REMITTANCE ADDRESS
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PO BOX 1420
ARLINGTON HEIGHTS IL 60006

SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

ADVERTISER INFORMATION		
BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
03/11/2018 - 03/17/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4495526

Invoice Date: 03/13/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523866

Redaction Type: None

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

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BILLING PERIOD	ADVERTISING TYPE
03/11/2018 - 03/17/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
69.00	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	03/17/2018
BILLED ACCOUNT NUMBER	6308582800
SLM NUMBER	

COLLEGE OF DUPAGE
425 FAWEEL RD
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08/24/18 - BETHANY CRUSE

SALES DEPARTMENT
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CREDIT DEPARTMENT
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PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QT/Y/RATE	GROSS	NET AMOUNT
03/13/2018	T4495526	BID NOTICENO 2018B0042THE COLL PO#: 2018-B0042*JACOBY Start: 03/13/2018 GL# 01-80-00749-5407001 B/o 358998 Jenny Sanford 8/22/18 Please be aware we have a new remittance address (see below)	60 Lines 1 Day	69.00	69.00

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AMOUNT DUE
69.00

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SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL
PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES
ARE SUBJECT TO CANCELLATION."

ADVERTISER INFORMATION		ADVERTISING TYPE
BILLING PERIOD	BILLED ACCOUNT NUMBER	
03/11/2018 - 03/17/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4495746

Invoice Date: 03/15/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523867

Redaction Type: None

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

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BILLING PERIOD	ADVERTISING TYPE
03/11/2018 - 03/17/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
62.10	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	03/17/2018
BILLED ACCOUNT NUMBER	6308582800
SLM NUMBER	

COLLEGE OF DUPAGE
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08/24/18 - BETHANY CRUSE

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CREDIT DEPARTMENT
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DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QTY/RATE	GROSS	NET AMOUNT
03/15/2018	T4495746	BID NOTICENO 2018B0044THE COLL PO# : 2018-B0044*SUSAN Start: 03/15/2018 GL# 01-80-00749-5407001 B/O # 358998 Jenny Rayford 8/22/18 Please be aware we have a new remittance address (see below)	54 Lines 1 Day	62.10	62.10

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Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

AMOUNT DUE
62.10

REMITTANCE ADDRESS
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SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

ADVERTISER INFORMATION		
BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
03/11/2018 - 03/17/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4495861

Invoice Date: 03/16/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523868

Redaction Type: None

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

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BILLING PERIOD	ADVERTISING TYPE
03/11/2018 - 03/17/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
50.60	DUE UPON RECEIPT

Daily Herald | Digital | **Reflejos** | **NICHE** | **BUSINESS LEDGER** | **EVENT MARKETING**

PAGE #	BILLING DATE
1	03/17/2018
BILLED ACCOUNT NUMBER	
6308582800	
SLM NUMBER	

SALES DEPARTMENT
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PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QTY/RATE	GROSS	NET AMOUNT
03/16/2018	T4495861	BID NOTICENO 2018B0043THE COLL PO# : 2018-B0043*JACOBY Start: 03/16/2018 GL# 01-80-00749-5407001 B/O # 358998 <i>Jenny Ruffalo</i> 8/22/18 Please be aware we have a new remittance address (see below)	44 Lines 1 Day	50.60	50.60

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AMOUNT DUE
50.60

REMITTANCE ADDRESS	SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."		
PLEASE MAKE ALL CHECKS PAYABLE TO: PADDOCK PUBLICATIONS, INC. PO BOX 1420 ARLINGTON HEIGHTS IL 60006	ADVERTISER INFORMATION		
	BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
	03/11/2018 - 03/17/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4494464

Invoice Date: 02/28/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523869

Redaction Type: None

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

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BILLING PERIOD	ADVERTISING TYPE
02/25/2018 - 03/03/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
55.20	DUE UPON RECEIPT

Daily Herald **Digital** **Reflejos** **NICHE** **BUSINESS LEDGER** **EVENT MARKETING**

PAGE #	BILLING DATE
1	03/03/2018
BILLED ACCOUNT NUMBER	6308582800
SLM NUMBER	

COLLEGE OF DUPAGE
425 FAWELL AVE
SUITE 1540E
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AP VERIFIED
08/24/18 - BETHANY CRUSE

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(847) 427-4346

PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QTY/RATE	GROSS	NET AMOUNT
02/28/2018	T4494464	BID NOTICENO 2018B0036THE COLL PO# : 2018-B0036*SUSAN Start: 02/28/2018 GL# 01-80-00749-5407001 B/O 358998 <i>Jenny P...</i> 8/24/18 Please be aware we have a new remittance address (see below)	48 Lines 1 Day	55.20	55.20

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Daily Herald **Digital** **Reflejos** **NICHE** **BUSINESS LEDGER** **EVENT MARKETING**

AMOUNT DUE
55.20

REMITTANCE ADDRESS
PLEASE MAKE ALL CHECKS
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SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISING TYPE
02/25/2018 - 03/03/2018	6308582800	CLASSIFIED LEGAL

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087679

Vendor Name: Paddock Publications

Invoice Number: T4494589

Invoice Date: 03/02/18

PO Number: B0358998

Check Number: E0068986

Check Amount: \$ 629.05

Check Date: 08/29/2018

Department ID: 00749

Reviewer Name:

Voucher Number: V0523870

Redaction Type: None

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

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BILLING PERIOD	ADVERTISING TYPE
02/25/2018 - 03/03/2018	CLASSIFIED LEGAL
AMOUNT DUE THIS BILLING PERIOD	TERMS OF PAYMENT
50.60	DUE UPON RECEIPT

Daily Herald Digital Reflejos NICHE BUSINESS LEDGER EVENT MARKETING

PAGE #	BILLING DATE
1	03/03/2018
BILLED ACCOUNT NUMBER	
6308582800	
SLM NUMBER	

COLLECTOR ADDRESS
425 FAIRVIEW BLVD
SUITE 1540E
GLEN ELLYN IL 60137
AP VERIFIED
08/24/18 - BETHANY CRUSE

SALES DEPARTMENT
(847) 427-4444

CREDIT DEPARTMENT
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PLEASE ATTACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	INVOICE NUMBER	DESCRIPTION - OTHER COMMENTS/CHARGES	SIZE/QT/Y/RATE	GROSS	NET AMOUNT
03/02/2018	T4494589	RFP NOTICENO 2018R0012 THE COL PO# : 2018-R0012*SUSAN Start: 03/02/2018 GL # 01.80.00749.5407001 B/O # 358998 <i>Jenny Raphael</i> 8/24/18 Please be aware we have a new remittance address (see below)	44 Lines 1 Day	50.60	50.60

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AMOUNT DUE
50.60

REMITTANCE ADDRESS
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SUBJECT TO LATE FINANCE CHARGE OF 1.5% PER MONTH, WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. "CONTRACTS ON ACCOUNTS WITH PAST DUE BALANCES ARE SUBJECT TO CANCELLATION."

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