

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089046
Vendor Name: Universal Companies, Inc.
Invoice Number: 775671
Invoice Date: 09/27/18
PO Number: P0360337
Check Number: E0069699
Check Amount: \$ 82.88
Check Date: 10/10/2018
Department ID: 00049
Reviewer Name: Anna Gay
Voucher Number: V0529783
Redaction Type: None
Document Type: AP Invoice

Document Below

**UNIVERSAL COMPANIES, INC.**

18260 Oak Park Drive
Abingdon, VA. 24210
Tel: 800.558.5571 Fax: 276.466.1895
E-Mail: ar@universalcompanies.com

INVOICE**Sold To:** 430728

Attention: TINA TRINIDAD
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137

Ship To:

Attention: TINA TRINIDAD
COLLEGE OF DUPAGE - COSMETOLOGY
301 SOUTH SWIFT ROAD
ADDY OKLA 73010

APPROVED**10/04/18 - CHARLES BOONE**

PO #	INVOICE #	DATE	TERMS	ORDER #	SALESPERSON	SHIPPED VIA
360337	775671	9/27/2018	Net 30 Days	3251810	MLARGE	GROUND UPS

Item #	Description	Qty	Unit Price	Extended Price
JL120	MicroSheet/Fitted/Coffee	4	\$10.36	\$41.44
JL119	MicroSheet/Flat/Coffee	4	\$10.36	\$41.44

FREIGHT**TAX****TOTAL**

\$82.88

**INVOICE REVIEWED
OKAY TO PAY
ANNA GAY 10/02/18**

Remit Options:Checks:

Universal Companies
Dept. 170
PO Box 37904
Charlotte, NC 28237-7904

ACH:Wire Instructions:

From: gayanna@cod.edu
Sent: Fri Sep 28 07:38:17 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: Universal Companies Invoice

Anna Gay Program Support Specialist: Cosmetology, Culinary, Hospitality, Interior Design, Fashion Studies, Speech Communications College of DuPage BIC 1441 425 Fawell Blvd. Glen Ellyn, IL 60137 630-942-2502
-----Original Message----- From: info@UniversalCompanies.com Sent: Thursday, September 27, 2018 6:55 PM To: Gay, Anna Subject: Universal Companies Invoice Remittance Payment Change 2018-09-27 Dear Valued Customer, Please be advised, effective immediately, Universal Companies (and SpaEquip d/b/a Universal Companies) has changed its payment remittance account and address. All checks should be mailed to the new lockbox address: Universal Companies, Inc Dept. 170 PO Box 37904 Charlotte, NC 28237-7904 Remittance advice note: Please include Customer #, Invoice #, and Order # (when applicable). If you currently pay or elect to pay by ACH or wire transmission, note the following changes: ACH: Beneficiary Bank: First Tennessee Bank ABA: 064208042 Beneficiary Name: Universal Companies, Inc. Beneficiary Account #: 180249253 Beneficiary Address: 18260 Oak Park Dr., Abingdon, VA 24210 Remittance advice note: Please include Customer #, Invoice #, and Order # (when applicable). Wire Instructions: Beneficiary Bank: First Tennessee Bank (165 Madison Ave Memphis, TN 38104) ABA: 084000026 SWIFT #: FTBMUS44 Beneficiary Name: Universal Companies, Inc. Beneficiary Account #: 180249253 Beneficiary Address: 18260 Oak Park Dr., Abingdon, VA 24210 Remittance advice note: Please include Customer #, Invoice #, and Order # (when applicable). Please note that if remittance is inadvertently sent to a prior remittance address or account, It will result in a processing delay. If you have any questions or would like to start receiving Your invoice electronically, please contact the Universal Companies AR Department at 800- 558-5571 (option 7 and option 1) or email us at ar@universalcompanies.com. Sincerely, Derek Brown Controller

[attachment: RD5542565E_EN_1781785_420952_600.pdf]