

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1563191
Vendor Name: National Communication Associa
Invoice Number: 458340
Invoice Date: 10/02/18
PO Number: P0360553
Check Number: E0069809
Check Amount: \$ 66.00
Check Date: 10/17/2018
Department ID: 00361
Reviewer Name: Anna Gay
Voucher Number: V0529785
Redaction Type: None
Document Type: AP Invoice

Document Below

From: townelj@cod.edu
Sent: Tue Oct 02 10:38:51 CDT 2018
To: invoicing@cod.edu
CC: gayanna@cod.edu, wbrumskine@natcom.org, eortiz@natcom.org
Subject: FW: College of DuPage PO 360553

Hello,



Please see the attached invoice.

Thank you,

Jordan Towne
Purchasing Expeditor



425 Fawell Blvd. | BIC 1B03 | Glen Ellyn, IL 60137-6599 | USA
T: (630) 942.2576 | F: (630) 942.4201 | townelj@cod.edu

-  [Click Here for current bids/Rfps!](#)
-  [COD: Check out our Team Site!](#)

From: Eddie Ortiz <eortiz@natcom.org>
Sent: Tuesday, October 2, 2018 10:02 AM
To: Towne, Jordan <townelj@cod.edu>; Gay, Anna <gayanna@cod.edu>
Cc: Winifred Brumskine <wbrumskine@natcom.org>
Subject: RE: College of DuPage PO 360553

Hi Jordan and Anna,

Please accept this email as confirmation that your order has been received. We'll prepare it for shipping today.

Attached is an electronic copy of our invoice.

Thank you!
Eddie

Eddie Ortiz | Membership

NATIONAL COMMUNICATION ASSOCIATION
1765 N Street NW, Washington, DC 20036
tel 202 534 1108 | fax 202 464 4600
eortiz@natcom.org | www.natcom.org



INVOICE REVIEW
OKAY TO PAY
ANNA GAY 10/08

From: Winifred Brumskine
Sent: Tuesday, October 2, 2018 7:27 AM
To: Towne, Jordan <townej@cod.edu>
Cc: Gay, Anna <gayanna@cod.edu>; Eddie Ortiz <eortiz@natcom.org>
Subject: RE: College of DuPage PO 360553

Good Morning Jordan,

I have forwarded your request to Eddie Ortiz (included in this e-mail); Eddie is our membership director. He will let you know once the order is completed.
Thanks, and enjoy this beautiful day!

Winifred Brumskine | General Accountant

NATIONAL COMMUNICATION ASSOCIATION
1765 N Street NW, Washington, DC 20036
tel 202 534 1115 | fax 202 464 4600
wbrumskine@natcom.org | www.natcom.org

From: Towne, Jordan <townej@cod.edu>
Sent: Monday, October 1, 2018 4:22 PM
To: Winifred Brumskine <wbrumskine@natcom.org>
Cc: Gay, Anna <gayanna@cod.edu>
Subject: College of DuPage PO 360553

Dear Vendor,

Please find attached a College of DuPage (COD) Purchase Order for your processing purposes. To avoid any confusion, the College requests that all packages include the PO # on all shipments.

Please confirm receipt of PO (**Reply ALL**) and process accordingly.

Shipping questions? Contact the COD Warehouse at: 630-942-2250

Invoices questions? Contact Accounts Payable at invoicing@cod.edu or 630-942-2228

*Respectfully,
Jordan Towne
Purchasing Expeditor*



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Amount Due **\$66.00**