

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1500013

Vendor Name: Illinois Council of Orchestras

Invoice Number: ICO1819

Invoice Date: 11/06/18

PO Number:

Check Number: 0244545

Check Amount: \$ 75.00

Check Date: 11/14/2018

Department ID: 11701

Reviewer Name:

Voucher Number: V0541660

Redaction Type: None

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

Document Below

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From: junokasm@cod.edu  
Sent: Tue Nov 06 13:22:12 CST 2018  
To: junokasm@cod.edu,invoicing@cod.edu  
CC:  
Subject: Scanned from a Xerox Multifunction Device  
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Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Device.  
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PRN303

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

**AP VERIFIED**  
**11/08/18 - BETHANY CRUSE**

Voucher Number V0541660  
 Voucher Amount \$75.00  
 Vendor ID and/or Name 1500013 Illinois Council of Orchestras

E-MAILED NOV 06 2018

Voucher Status In Progress (Unfinished) AP Type IM Invoices < \$15,000  
 Voucher Date 11/06/18 Voucher Maintenance Date 11/06/18 Due Date 11/08/18  
 Invoice Number ICO1819 Invoice Date 11/06/18  
 Check/Transaction Number Paid Date

Created from Document

Item Description	Vendor Item	Quantity	Unit of Issue	Price	Extended Price	GL Distribution	Invoice Number	Tax Codes	Tax Info	Comments
Membership Dues 18/19		1.000		75.0000	75.00	05-60-11701-5408002 AUX New Philharmonic/DOJ Dues	ICO1819			

Comments

Membership Dues 18/19  
 02 Dues NONE

Approval Date Next Approval

*Ellen McGowan*

OK

11/06/18

myACCESS

CHANGE PASSWORD LOG OUT MAIN MENU EMPLOYEES MENU CONTACT US

Please hold check for pickup by  
 Ellen McGowan (x3009).

Need by: 11/16/18 Thank you!

# MAC Requisition Intake Form

VOUCHER# V054/660

INV# ICO1819

INV DATE: 11/06/18

<b>Vendor Name:</b>	Illinois Council of Orchestras	<b>E-MAILED</b> NOV 0 6 2018
<b>Address:</b>	P.O. Box 695	
<b>City, State, ZIP:</b>	Highwood, IL 60040	
<b>Phone:</b>		<b>FAX:</b>
<b>Contact Name:</b>	Lauren Moldenhauer	
<b>Contact e-mail:</b>	ICOexecutivedirector@gmail.com	

	Qty	Product Description	Mfg's Name	Item Number	Unit of measure	Unit Price (\$)	Total Price (\$)	Show Code
1	1	Membership Renewal – 1year 2018/2019 for New Philharmonic					\$75.00	
2								
3								
4								
5								
6								
7								
8								

Please hold check for pickup by  
Ellen McGowan (x3009).

Need by: 11/16/18 Thank you!

**Requisition Justification:** NONE ONE MANY  
(Circle or underline one)

**Deliver to:** , MAC 201

**Ship to location:** MAC WAREHOUSE  
(Circle or underline one)

**Requisitioner places order?**

**Date needed** (mm/dd/yyyy): \_\_\_\_\_

**Account #s w/ Colleague** 05 60 11701 5406002  
02

**MAC Object Code:**

**Object Code:**

If using multiple account numbers, they must be reflected as part of the Product Description in the column above.

<b>Internal Notes</b> (will <u>not</u> be sent to vendor):
<b>External Notes</b> (will be sent to vendor):

**Illinois Council of Orchestras  
2018-19 Membership**

All memberships are effective until September 2019 and your events will be included in the monthly *Staccato*

Notes newsletter

E-MAILED NOV 06 2018

- |  |       |
|--|-------|
| <input type="checkbox"/> Organization: Orchestra with Annual Budget Under \$100,000                  | \$50  |
| <input checked="" type="checkbox"/> Organization: Orchestra with Annual Budget \$100,000 - \$499,999 | \$75  |
| <input type="checkbox"/> Organization: Orchestra with Annual Budget \$500,000 - \$999,999            | \$150 |
| <input type="checkbox"/> Organization: Orchestra with Annual Budget Over \$1,000,000                 | \$200 |
| <input type="checkbox"/> Individual: One Person without an Orchestra Affiliation                     | \$50  |

Enclosed is my check for \$ 75<sup>00</sup> (payable to Illinois Council of Orchestras, PO Box 695, Highwood, IL 60040)  
Online payment via credit card is accepted at [ilcouncilorchestras.org/membership/join-and-renew](http://ilcouncilorchestras.org/membership/join-and-renew)



**Our new address is:**

**ILLINOIS COUNCIL OF ORCHESTRAS  
P.O. Box 695  
Highwood, IL 60040**

VOUCHER#V0541660  
INV# 1C01819  
INV DATE: 11/06/18

*Ellen M. Yonem*  
11/6/18

**Illinois Council of Orchestras  
Membership Directory Information**

(Please Print)

Organization: NEW PHILHARMONIC

Address: 425 FAWELL BLVD.

City, State, Zip: GLEN ELLYN, IL. 60137

Phone: (630) 942-4239

Primary Contact Name: PAULA CEBULA

Email: CEBULA@COD.EDU

1500013

11/14/2018

0244545

IC01819

V0541660

Membership Dues 18/19

0560117015406002

75.00



*Ellen M. Gordon*

*11/16/18*

75.00

0244545

PAY ONLY SEVENTY FIVE AND 00/100 DOLLARS

11/14/2018

\$\*\*\*\*\*75.00

Illinois Council of Orchestras  
PO Box 695  
Highwood IL 60040