

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1539609
Vendor Name: Learfield Communications, LLC
Invoice Number: 291-112314-0918
Invoice Date: 10/07/18
PO Number: P0356494
Check Number: 0244576
Check Amount: \$ 4,000.00
Check Date: 11/14/2018
Department ID: 17100
Reviewer Name: None
Voucher Number: V0535553
Redaction Type: None
Document Type: AP Invoice

Document Below

SIDEARM Sports, LLC

c/o Learfield Communications, LLC
P.O. Box 843038
Kansas City, Missouri 64184-3038

INVOICE

TERMS: NET 30 DAYS

CONTRACT #
291-112314

INVOICE #
291-112314-0918

INVOICE DATE
10/07/2018

Salesperson: Tim Leister
Customer Number: KR83738
Phone: 469-241-9191, 1781
Email: sidearm@learfield.com
Federal Tax ID: 90-0776492

Sold To:

College of Dupage
Attn: College of Dupage Accounts Payable Jill Mosher
425 Fawell Blvd
Glen Ellyn, IL 60137



APPROVED

10/29/18 - DANIELLE CLINE

Invoice Description:

2018-2019 SIDEARM Sports, LLC

Contract Year 2018-2019
SIDEARM Software and Support - \$3,000.00
Mobile Ad Removal - \$500.00
Web Design and Build (Re-Design) \$500.00

Thank you for your support of SIDEARM Sports, LLC.

TOTAL SALE

\$4,000.00

AGENCY COMMISSION

\$0.00

INVOICE TOTAL

\$4,000.00

To avoid a 2% late fee charge per month, please pay this invoice within 30 days of invoice date.

PLEASE FOLD, TEAR HERE AND RETURN THIS PORTION WITH YOUR PAYMENT

Invoice Number:
291-112314-0918

Contract Number:
291-112314

Customer Number:
KR83738

CUSTOMER:

College of Dupage
Attn: College of Dupage Accounts Payable Jill
Mosher
425 Fawell Blvd
Glen Ellyn, IL 60137

PLEASE REMIT TO:

SIDEARM Sports, LLC
c/o Learfield Communications, LLC
P.O. Box 843038
Kansas City, Missouri 64184-3038

INVOICE TOTAL

\$4,000.00

From: clined@cod.edu
Sent: Thu Oct 18 13:27:16 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: invoice

Please process attached invoice.

Thank you,

Danielle Cline

Danielle Cline
College of DuPage
Assistant Athletic Director, Internal Operations

From: Shawntay Denton <sdenton@learfield.com>
Sent: Thursday, October 18, 2018 1:25 PM
To: Cline, Danielle <clined@cod.edu>
Cc: Tim Leister <tleister@sidearmsports.com>
Subject: RE: invoice

Good Afternoon Danielle,

I apologize for the delay in response. I'm currently processing hundreds of invoices and requests. Thank you for your patience during this busy season.

Unfortunately we do not track our invoices using purchase order numbers provided by the school because not all school's require purchase order. We track our invoices using invoice numbers.

Attached is a copy of your most recent invoice we email to Jill Mosher, the billing contact on file. Our records indicate this invoice is unpaid as of today's date.

Are you the best billing contact going forward?

Regards,

Do you need me to add PO #
Shawntay Denton
Learfield
O: 469-241-9191 Ext. 1781

From: Shawntay Denton <sdenton@learfield.com>
To: "'mosher@cod.edu'" <mosher@cod.edu>
Subject: SIDEARM Sports Invoice Notification
Date: Mon, 8 Oct 2018 16:05:55 +0000
Message-ID: <DM6PR03MB351442AD71FC6FE77E2F4BDFA4E60@DM6PR03MB3514.namprd03.prod.outlook.com>
Attachments: 291-112314-0918 - College of Dupage \$4,000.00.pdf; SIDEARM Payment Packet .pdf

Good Morning,
Please process attached invoice. You are currently listed as our billing contact so all invoice notifications and invoices will be addressed to your attention.

To make changes to the attached invoice (i.e. W-9 form, address update, billing contact update, itemization of services, add purchase order # to invoice etc....) or request additional information, please email sidearm@learfield.com.

Payment Information:

We accept payments via ACH, credit card and check.
To make a payment via credit card please use the following link: <https://www.learfield.com/Learfield-ezpay/>
To send a check please remit to the address at the bottom of the invoice.
If you have any billing questions or need any additional information please feel free to reach out to me directly.
Regards,

Shawntay Denton
Accounts Receivable Coordinator

Learfield

2400 Dallas Parkway, Suite 500 | Plano, TX 75093
O: 469-241-9191 Ext. 1781

Learfield

SIDEARM Sports, LLC

c/o Learfield Communications, LLC
P.O. Box 843038
Kansas City, Missouri 64184-3038

INVOICE

TERMS: NET 30 DAYS

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291-112314

INVOICE #
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INVOICE DATE
10/07/2018

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Customer Number: KR83738
Phone: 469-241-9191,,1781
Email: sidearm@learfield.com
Federal Tax ID: 90-0776492

Sold To:

College of Dupage
Attn: College of Dupage Accounts Payable Jill Mosher
425 Fawell Blvd
Glen Ellyn, IL 60137

**Invoice Description:**

2018-2019 SIDEARM Sports, LLC

Contract Year 2018-2019

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*Thank you for your support of **SIDEARM Sports, LLC.***

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AGENCY COMMISSION

\$0.00

INVOICE TOTAL

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Contract Number:

291-112314

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KR83738

CUSTOMER:

College of Dupage
Attn: College of Dupage Accounts Payable Jill
Mosher
425 Fawell Blvd
Glen Ellyn, IL 60137

PLEASE REMIT TO:**SIDEARM Sports, LLC**

c/o Learfield Communications, LLC
P.O. Box 843038
Kansas City, Missouri 64184-3038

INVOICE TOTAL

\$4,000.00



Payment Information:

We accept the following methods of payment: ACH, Credit Card, and Check.

ACH:

- To ensure your payment is applied to the correct account, we require that you submit an e-mail containing the pertinent payment information (Customer Number and Invoice Number).
- Please forward this information to our Accounts Receivable Department at accountsreceivable@learfield.com
- To initiate an ACH as your form of payment, you will need the following information:

Bank Info: Commerce Bank, P.O. 843038, Kansas City, MO 64184-3038

ABA Routing Number: 101000019

Name on Account: SIDEARM SPORTS, LLC

Account Number: 265108500

Credit Card:

- Please use the following link to make a credit card payment using our secure self-service payment website:
<https://www.learfield.com/Learfield-ezpay/>
- To make a payment over the phone please dial: **469-241-9191 Extension 1781**

Check:

- Please remit payment to:

SIDEAM Sports Properties, LLC

c/o Learfield Communications, LLC

P.O. Box 843038

Kansas City, Missouri 64184-3038

To make changes to your invoice (i.e. W-9 form, address update, billing contact update, itemization of services, add purchase order # to invoice etc....) or request additional information, please contact 469-241-9191 extension 1781 or sdenton@learfield.com directly.

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
LEARFIELD COMMUNICATIONS, LLC

2 Business name/disregarded entity name, if different from above
SIDEARM SPORTS, LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
PO BOX 843038

6 City, state, and ZIP code
KANSAS CITY, MO 64184-3038

7 List account number(s) here (optional)
NOT 1099-ABLE

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-						
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or

Employer identification number

9	0	-	0	7	7	6	4	9	2
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► **Jacynth Zemke** Date ► **Jan 1, 2018**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.