

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1377264

Vendor Name: Stevens & Tate, Inc.

Invoice Number: 48967

Invoice Date: 11/05/18

PO Number: B0360011

Check Number: E0070196

Check Amount: \$ 135.00

Check Date: 11/07/2018

Department ID: 11001

Reviewer Name:

Voucher Number: V0541717

Redaction Type: None

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

Document Below



ATTRACTION MARKETING

1900 S. Highland Avenue, Suite 200  
Lombard, Illinois 60148  
630/627-5200 • Fax: 630/627-5255  
stevens-tate.com

Make  
Things Happen™

E-MAILED NOV 06 2018  
Invoice

McAninch Arts Center  
Ellen McGowan  
McAninch Arts Center  
Glen Ellyn, IL 60137  
C/O

Invoice #	48967
Invoice Date	11/5/2018
Due Date	11/30/2018
Terms	Net 25

Project MAC6024 - Hosting Services (July 2018 - June 2019)  
AE Debbie Szwast

Hosting Services and WordPress Maintenance (July 2018 - June 2019)

Annual hosting services for [atheniac.org](http://atheniac.org)

Includes:

- monthly review and updates to WordPress plugins
- annual renewal of the calendar of events plugin
- annual renewal of CDN for additional website security and enhanced performance

**AP VERIFIED**  
**11/06/18 - ROBERT MAREK**

Hosting Services - billed monthly	\$75.00
WordPress Maintenance - billed monthly	\$60.00

Invoice Total	\$135.00
Less Applied Payments	\$0.00
Less Advance Billings	\$0.00
Amount Due	\$135.00

Site storage is billed in Gigabyte(GB) increments starting from the client's base charge.

Tier One: 0-1GB Base Charge  
Tier Two: 1-3GB Base Charge + \$100  
Tier Three: 3-5GB Base Charge + \$200  
Additional: 5GB+ \$100 for each additional GB

Activation Fee: \$30 yearly charge for each domain hosted, other than main URL.  
Domain Renewals: \$150 yearly charge for each domain renewed.

E-mail services for accounts over the 15 allocated are billed as follows:

1 - 50 \$2.00 per address  
51 - 100 \$1.80 per account  
101 - 150 \$1.70 per account  
151 - 200 \$1.60 per account  
200+ \$1.50 per account

Email services include administrative access for clients to administer their own email accounts. Endora will provide set up and initial training of email administration. After 30 days of usage, any email service training or troubleshooting requests made by client to Endora will be invoiced at the rate of \$120 per hour.

Service contract is for a minimum of one year and shall be automatically renewed at the then current fees for additional periods. Written notice required thirty days prior to cancellation of services.

Thank you for allowing us to be of service to you. Please make checks payable to: STEVENS & TATE, INC.  
Payment terms are 30 days unless otherwise specified above. Tax ID number: 36-3838480

Mail payment to:  
Stevens & Tate, Inc.  
Accounting Dept  
1900 S Highland Ave - STE 200  
Lombard, IL 60148-4998

We now accept VISA, MasterCard, Discover & American Express and also offer auto-pay!

01-40-11001-5309001 = \$135.00  
93 WEBSITE HOSTING, NOV18 NONE

*Ellen McGowan*

11/05/18

-----  
From: junokasm@cod.edu  
Sent: Tue Nov 06 13:25:51 CST 2018  
To: junokasm@cod.edu, invoicing@cod.edu  
CC:  
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: AR201WC7835 Device Name:  
PRN303

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