

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005722
Invoice Date: 09/15/18
PO Number: P0360902
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 00463
Reviewer Name: Beth Buhmann
Voucher Number: V0540610
Redaction Type: None
Document Type: AP Invoice

Document Below

APPROVED
11/06/18 - JOSE ALFEREZ

STIVERS
STAFFING
SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD-RM 2134

GLEN ELLYN IL

60137

DEANNA DUVAL

TERMS: NET CASH

DATE	INVOICE NUMBER	PERIOD ENDING DATE
SEP 15 2018	8005722	SEP 15 2018

EMPLOYEE	CODE	HOURS	RATE	TOTAL
GINGER REILLY	AD 0104	32.00	18.200	582.40
VETERANS AFFAIR				
TOTAL				582.40

RECEIVED

SEP 24 2018

HUMAN RESOURCES

FOR YOUR STAFFING NEEDS CALL STIVERS STAFFING SERVICES !

REMEMBER WE CONVERT HOURS & MINUTES TO DECIMALS, THUS 1 HOUR, 15 MINUTES IS BILLED AS 1.25 HOURS

THIS INVOICE DOES NOT NECESSARILY REPRESENT THE COMPLETION OF AN ASSIGNMENT SINCE IT IS OUR PRACTICE TO BILL THE HOURS WORKED EACH WEEK.

ORIGINAL INVOICE

From: marekr@cod.edu
Sent: Tue Oct 23 09:07:24 CDT 2018
To: invoicing@cod.edu
CC:
Subject: FW: PO360902

Bobby Marek
Accounts Payable Analyst
Cash Disbursements/Payroll Department
College of DuPage
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599
phone 630-942-2229 | marekr@cod.edu

From: Ryan, Lauren
Sent: Tuesday, October 23, 2018 7:36 AM
To: Marek, Robert <marekr@cod.edu>
Cc: Alferez, Jose <alferezj@cod.edu>
Subject: RE: PO360902

Hi Bobby,

This PO is for Stivers invoice #8005722 and #8005755.

Thank you,
Lauren Ryan
Administrative Assistant, Student Financial Assistance
College of DuPage
425 Fawell Blvd, Glen Ellyn, IL 60137
(630) 942-2267 | ryanl196@cod.edu

From: Marek, Robert
Sent: Monday, October 22, 2018 4:45 PM
To: Ryan, Lauren <ryanl196@cod.edu>
Cc: Alferez, Jose <alferezj@cod.edu>
Subject: RE: PO360902

Hi Lauren,

I'll keep this in my inbox for reference. Do you by chance have the Stivers invoice number that you are looking to pay with PO360902? They are actually my vendor, so when I see that invoice come through, I can pair them up and get the invoice processed for payment.

Thanks!

Bobby Marek
Accounts Payable Analyst
Cash Disbursements/Payroll Department
College of DuPage
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599
phone 630-942-2229 | marekr@cod.edu

phone 630-942-2229 | marekr@cod.edu

From: Ryan, Lauren
Sent: Monday, October 22, 2018 2:13 PM
To: Marek, Robert <marekr@cod.edu>
Cc: Alferez, Jose <alferezj@cod.edu>
Subject: FW: PO360902

Hi Bobby,

Veterans Services a purchase order for Stivers Staffing Services. Is there a general inbox I should direct purchase orders to or is it ok to send directly to you to have paid?

Thank you in advance,

Lauren Ryan
Administrative Assistant, Student Financial Assistance
College of DuPage
425 Fawell Blvd, Glen Ellyn, IL 60137
(630) 942-2267 | ryanl196@cod.edu

From: Castellanos, Susan
Sent: Monday, October 22, 2018 10:10 AM
To: Ryan, Lauren <ryanl196@cod.edu>
Subject: PO360902


Hi Lauren,
Since the attached has already been invoiced, I will not email the PO to Stivers to avoid confusion. Please submit the invoices to our Accounts Payable for payment; make sure to reference the PO#. Let me know if you have any questions.

Thank you,

Susan

Susan Castellanos
Purchasing Buyer
Ext: 2216

 [Click Here for current bids/Rfps!](#)

 [COD: Check out our Team Site!](#)



Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005864
Invoice Date: 10/13/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541106
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

AP VERIFIED

COLLEGE OF DUPAGE
425 FAWELL IL 60137

11/02/18 - ROBERT MAREK

Bo # 359342

GLEN ELLYN IL

60137

DEANNA DUVAL

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 13 2018	8005864	OCT 13 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

KELLEY SCHEARF

AD 0104

20.00

18.200

364.00

CONTINUING EDUCATION

TOTAL 364.00

RECEIVED

APPROVED

OCT 23 2018

HUMAN RESOURCES

OCT 30 2018

FOR YOUR STAFFING NEEDS CALL STIVERS STAFFING SERVICES !

REMEMBER WE CONVERT HOURS & MINUTES TO DECIMALS, THUS 1 HOUR, 15 MINUTES IS BILLED AS 1.25 HOURS

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ORIGINAL INVOICE

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
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YOUR REMITTANCE TO:

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SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD-RM 2134

GLEN ELLYN IL

DEANNA DUVAL

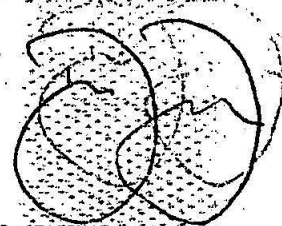
60137

TERMS: NET CASH

Bo # 359345

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 13 2018	8005864	OCT 13 2018

EMPLOYEE	CODE	HOURS	RATE	TOTAL
KELLEY SCHEARF	AD 0104	20.00	18.200	364.00
CONTINUING EDUCATION				
TOTAL				364.00



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DUPLICATE INVOICE

NOV 1968
11/18/68

20 -

KELLEY SCHEARF 11/13/18

26. —

M- 1
T- 9 — 1 = 4
W- 9 — 2:20 - 5:20
T- 9 — 2 = 5
F- 9 — 2:40 - 5:40

20 /

057

approved by
Dennis Moore

#-28

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005865
Invoice Date: 10/13/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541108
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

Boil 359342

COLLEGE OF DUPAGE
425 FAWELL BLVD-RM 2134

AP VERIFIED

11/02/18 - ROBERT MAREK
GLEN ELLYN IL
DEANNA DUVAL

TERMS: NET CASH

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 13 2018	8005865	OCT 13 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

ANITA BHALLA

AD

0104

20.00

18.200

364.00

CONTINUING EDUCATION

TOTAL 364.00

APPROVED

RECEIVED

OCT 23 2018

HUMAN RESOURCES

OCT 30 2018

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ORIGINAL INVOICE

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1000
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD- RM 2134

GLEN ELLYN IL

DEANNA DUVAL

60137

TERMS: NET CASH

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 13 2018	8005865	OCT 13 2018

Boil 359342

EMPLOYEE

CODE

HOURS

RATE

TOTAL

ANITA BHALLA

AD 0104

20.00

18.200

364.00

CONTINUING EDUCATION

TOTAL

364.00

FOR YOUR STAFFING NEEDS...CALL STIVERS

STAFFING
SERVICES

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DUPLICATE INVOICE

Anita Bhalla-Das

(3)

10 13 18

3915

TIME REPORT

STIVERS

STAFFING SERVICES, INC.

20

College of DuPage

425 Fawell Blvd

Glen Ellyn, IL 60137

Continuing Education

Anita Bhalla-Das

200

200

phrymores

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005862
Invoice Date: 10/13/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541109
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF BURAGE
425 FAWELL BLVD RH 2134

AP VERIFIED
11/02/18 - ROBERT MAREK

GLEN ELLYN IL 60127

DEANNA DUVAL

TERMS: NET CASH

Bo # 359342

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 13 2018	8005862	OCT 13 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

REBECCA SAMPSON

CONTINUING EDUCATION

AD

0104

39.75

18.200

723.45

TOTAL 723.45

RECEIVED

OCT 23 2018

HUMAN RESOURCES

APPROVED

OCT 30 2018

FOR YOUR STAFFING NEEDS CALL STIVERS STAFFING SERVICES !

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ORIGINAL INVOICE

STIVERS

**STAFFING
SERVICES**

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO:

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD- RM 2134

GLEN ELLYN IL

DEANNA DUVAL

40197

TERMS: NET CASH

Bo 4 359342

DATE	INVOICE NUMBER	PERIOD-ENDING DATE
OCT 13 2018	8005862	OCT 13 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

REBECCA SAMPSON

AO 0104

39.75

18.200

723.45

CONTINUING EDUCATION

TOTAL

723.45

FOR YOUR STAFFING NEEDS... CALL STIVERS STAFFING SERVICES!

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DUPLICATE INVOICE

ILLINOIS

Fax: 630-245-0497

Email:

naperville@stivers.com

TYPE OR LIKE BALLPOINT PEN. READ INSTRUCTIONS. 1. FAX OR EMAIL SIGNED TIMECARD TO STIVERS BY NOON MONDAY OF EACH FOLLOWING WEEK. 2. GIVE COPY OF TIMECARD AND TERMS OF SERVICE TO SUPERVISOR. 3. KEEP COPY OF TIMECARD FOR YOUR RECORDS.

SPECIAL NOTE
TIME REPORTS NOT RECEIVED THE FOLLOWING WEEK BY CLOSE OF PAYROLL WILL BE PAID A WEEK LATE.

EMPLOYEE NAME (PLEASE PRINT)

Rebecca Sampson

33

WEEK ENDING (SAT.)

MSE

DAY

YEAR

Other
the day

10

13

18

7

9

2

1

START
TIMELUNCH
OUTLUNCH
INFRESH
TIMETOTAL
HOURS FOR
DAY

TIME REPORT

STIVERS

STAFFING SERVICES, INC. 39.75

	HRS	MIN	HRS	MIN	HRS	MIN	HRS	MIN	HRS	MIN
MON.	8	00					4	30	8	5
TUES.	8	00	-	-	-	-	4	45	8	75
WED.	8	00	-	-	-	-	3	00	7	00
THURS.	8	00	-	-	-	-	4	00	8	00
FRI.	9	00	-	-	-	-	4	30	7	50
SAT.										
SUN.										

Company
Name/Dept.

College of Dupage / Continuing Education

Address

425 Fairwell Blvd.

City/State

Glen Ellyn IL 60137

EMPLOYEE SIGNATURE:

By email -

TOTAL HOURS

39.25

REGULAR TIME

HRS

MIN

39

25

OVERTIME

HRS

MIN

CLIENT SIGNATURE:

By email -

I hereby certify that the hours shown herein were worked by me during the week ending designated, and were certified by an authorized representative of the Customer. I understand that I am to contact the Stivers office after completing this assignment to discuss another assignment, and, if I do not do so, Stivers may assume that I am not then available for work.

UP TO 40 HOURS

OVER 40
HOURS

Approval includes verification of hours worked and acceptance of terms and conditions.

S/B 39.75

OK to change

Cathy McLaughlin

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005826
Invoice Date: 10/06/18
PO Number:
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 00461
Reviewer Name:
Voucher Number: V0541173
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD-RM 2134

GLEN ELLYN, IL 60137

DEANNA DUVAL

AP VERIFIED

11/02/18 - ROBERT MAREK

TERMS: NET CASH

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 06 2018	8005826	OCT 06 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

GINGER REILLY

AD

0104

32.00

15.200

486.40

APPROVED TO PAY

TOTAL 486.40

Vendor # 1089608 - Stiver's Staffing
GL Acct # 01-30-00461-5309001

Cesar Flores

Manager - Registration Services

Date

FOR YOUR STAFFING NEEDS CALL STIVERS STAFFING SERVICES

RECEIVED

OCT 15 2018

HUMAN RESOURCES

REMEMBER WE CONVERT HOURS & MINUTES TO DECIMALS, THUS 1 HOUR, 15 MINUTES IS BILLED AS 1.25 HOURS

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ORIGINAL INVOICE

STIVERS

STAFFING
SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD- RM 2134

GLEN ELLYN IL

DEANNA DUVAL

60137

TERMS: NET CASH

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 06 2018	8005826	OCT 06 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

GINGER REILLY

REGISTRATION

AO 0104

32.00

152.00 486.40

TOTAL 486.40

FOR YOUR STAFFING NEEDS... CALL STIVERS STAFFING SERVICES

REMEMBER WE CONVERT HOURS & MINUTES TO DECIMALS. THUS, 1 HOUR, 15 MINUTES IS BILLED AS 1.25 HOURS

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DUPLICATE INVOICE

Ginger Reilly

(18)

10 06 2018

LAST 4 DIGITS OF YOUR SOCIAL SECURITY NUMBER

PAID A WEEK LATE

STIVERS

STAFFING SERVICES, INC.

TIME REPORT

32-

MON
TUE
WED
THUR
FRI

8	30	12	30	1	00	5	00	8	00
8	30	12	30	1	00	5	00	8	00
8	30	12	30	1	00	5	00	8	00
8	30	12	30	1	00	5	00	8	00

COMPANY NAME

College of DuPage

ADDRESS

CITY/STATE

Glen Ellyn IL

DEPARTMENT

OR DIVISION

Enrollment Support Center

TOTAL HOURS

32

REGULAR TIME	
HRS.	MIN.
32	00

UP TO 40 HERE

OVERTIME	
HRS.	MIN.

OVER 40 HERE

CLIENT SIGNATURE

Patricia Anderson

Approval includes verification of hours worked and acceptance of terms and conditions on reverse.

are worked by me during
filled by an authorized
signature

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005901
Invoice Date: 10/20/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541373
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
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200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUPAGE
425 FAWELL BLVD-RM 2134

AP VERIFIED

TERMS: NET CASH

11/05/18 - ROBERT MAREK

GLEN ELLYN IL

60137

DEANNA DUVAL

DATE	INVOICE NUMBER	PERIOD ENDING DATE
OCT 20 2018	8005901	OCT 20 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

ANITA BHALLA

AO

0104

20.00

18.200

364.00

CONTINUING EDUCATION

Bob 359342

TOTAL 364.00

APPROVED

NOV 02 2018

RECEIVED

OCT 29 2018

HUMAN RESOURCES

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ORIGINAL INVOICE

CHICAGO

Anita Bhalla-Das

3

10:20 18

3915

TIME REPORT

20

STIVERS

STAFFING SERVICES, INC.

2 00
2 00
2 00
2 00

7 00 5 00
7 00 5 00
7 00 5 00
7 00 5 00

College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
Continuing Education

Anita Bhalla-Das

20.0

200

Phyllis M. Pugh

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005900
Invoice Date: 10/20/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541374
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

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200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
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SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DURAGE
425 FAWELL BLVD-RM 2134

TERMS: NET CASH

GLEN ELLYN, IL

AP VERIFIED
11/05/18 - ROBERT MAREK

RATE

INVOICE
NUMBER

PERIOD ENDING
DATE

DEANNA DUVAL

OCT 20 2018 8005900 OCT 20 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

KELLEY SCHEARF

AD

0104

20.00

18.200

364.00

CONTINUING EDUCATION

TOTAL

364.00

Bo# 359342

APPROVED

NOV 02 2018

RECEIVED

OCT 29 2018

HUMAN RESOURCES

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ORIGINAL INVOICE

CHICAGO

IMPORTANT - > TO STIVERS BY FRIDAY OF EACH WEEK.
 (2) GIVE CLIENT 2ND COPY, (3) KEEP 3RD COPY.

BY ^{FRL} MONDAY NOON WILL BE
 PAID A WEEK LATE.

EMPLOYEE NAME (PLEASE PRINT)

Kelley Scheidt

(5)

WEEK ENDING (SAT)

10/20/18
MO. DAY YEARLAST 4 DIGITS OF YOUR
SOCIAL SECURITY
NUMBERSTART
TIMELUNCH
OUTLUNCH
INFINISH
TIMETOTAL HOURS
FOR DAY

MON.

9 00

1 00

4 -

TUES.

9 00

1 00

WED.

9 00

1 00

THURS.

9 00

1 00

FRI.

9 00

1 00

SAT.

SUN.

STIVERS

STAFFING SERVICES, INC.

COMPANY
NAME

COD

ADDRESS

CITY/STATE

COUNTRY

TIME REPORT

20

EMPLOYEE SIGNATURE

My Sign

I hereby certify that the hours shown herein were worked by the employee during the period indicated and were certified by the employee and the employer. I understand that I am responsible for the accuracy of this assignment to the employee and that I will not do so. Stivers may assign work to the employee at any time.

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1089608
Vendor Name: Stivers Staffing Services
Invoice Number: 8005898
Invoice Date: 10/20/18
PO Number: B0359342
Check Number: E0070197
Check Amount: \$ 3,935.30
Check Date: 11/07/2018
Department ID: 14625
Reviewer Name:
Voucher Number: V0541375
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

STIVERS

STAFFING SERVICES

200 West Monroe Street
Chicago, Illinois 60606-5015
Phone: 312/558-3550

PLEASE RETURN
DUPLICATE INVOICE WITH
YOUR REMITTANCE TO

200 WEST MONROE STREET
SUITE 1300
CHICAGO, IL 60606-5015

0000460

COLLEGE OF DUVAL

125 FAWELL BLVD-PM 2134

11/05/18 - ROBERT MAREK

LEN ELLYN IL

TERMS: NET CASH

DATE

INVOICE
NUMBER

PERIOD ENDING
DATE

60137

DEANNA DUVAL

OCT 20 2018 8005898 OCT 20 2018

EMPLOYEE

CODE

HOURS

RATE

TOTAL

REBECCA SAMPSON

AD

0104

37.75

18.200

687.05

CONTINUING EDUCATION

APPROVED

TOTAL

687.05

HUMAN RESOURCES

OCT 29 2018

RECEIVED

NOV 02 2018

FOR YOUR STAFFING NEEDS CALL STIVERS STAFFING SERVICES

REMEMBER WE CONVERT HOURS & MINUTES TO DECIMALS, THUS 1 HOUR, 15 MINUTES IS BILLED AS 1.25 HOURS

THIS INVOICE DOES NOT NECESSARILY REPRESENT THE COMPLETION OF AN ASSIGNMENT SINCE IT IS OUR PRACTICE TO BILL THE HOURS WORKED EACH WEEK.

ORIGINAL INVOICE

EMPLOYEE NAME (PLEASE PRINT)

Rebecca Sampson

29

WEEK ENDING (SAT.)

MO.	DAY	YEAR
10	20	18

Stivers
Use Only

7 9 2 1

TIME REPORT

STIVERS STAFFING SERVICES, INC 37.75

	START TIME		LUNCH OUT		LUNCH IN		FINISH TIME		TOTAL HOURS FOR DAY	
	HRS	MIN	HRS	MIN	HRS	MIN	HRS	MIN	HRS	MIN
MON.	8	00				-	4	30	8	5
TUES.	8	00	-	-	-	-	4	00	8	00
WED.	9	15	-	-	-	-	4	30	7	25
THURS.	8	00	-	-	-	-	4	00	8	00
FRI.	8	30	12	00	1	00	3	30	6	00
SAT.										
SUN.										

Company Name/Dept	College of Dupage /Continuing Education
Address	425 Falwell Blvd.
City/State	Glen Ellyn IL 60137

EMPLOYEE SIGNATURE:

By email -

TOTAL HOURS

37.75

REGULAR TIME		OVERTIME		CLIENT SIGNATURE:
HRS	MIN	HRS	MIN	
37	75			
				By email -

I hereby certify that the hours shown hereon were worked by me during the week ending designated, and were certified by an authorized representative of the Customer. I understand that I am to contact the Stivers office after completing this assignment to discuss another assignment, and, if I do not do so, Stivers may assume that I am not then available for work.

UP TO 40 HERE	OVER 40 HERE	Approval includes verification of hours worked and acceptance of terms and conditions.
		<i>[Signature]</i>