

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1239587

Vendor Name: Sodexo

Invoice Number: 236695

Invoice Date: 09/17/18

PO Number:

Check Number: E0070440

Check Amount: \$ 13,055.02

Check Date: 11/19/2018

Department ID: 00000

Reviewer Name:

Voucher Number: V0542615

Redaction Type: None

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

Document Below

# SODEXO, INC & AFFILIATES

**BILL TO:** College of DuPage  
425 Fawell  
Glen Ellyn, IL, |

**INVOICE**

VN1239587  
V0542615

**SERVICES RENDERED TO:** College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

MAKE CHECKS PAYABLE TO:  
SODEXO, INC & AFFILIATES  
PO BOX 360170  
PITTSBURGH, PA 15251-6170

TERMS	SOX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER	
Net30	100022720	12096001	09/17/2018	236695	
DESCRIPTION		CUSTOMER REF.	AMOUNT	SALES TAX	TOTAL
01-80-0078-5501001 Office of The President		6081	\$91.08		\$91.08 ✓
01-30-00485-5501001 Dr. Anne Cooper Campus Visit			\$44.27		\$44.27 ✓
01-30-00445-5509001 SA Welcome Party		6086	\$564.87		\$564.87 ✓
01-30-00485-5501001 Dr. Anne Cooper Campus Visit		6103	\$186.83		\$186.83 ✓
01-30-00485-5501001 Dr. Anne Cooper Campus Visit		6108	\$36.58		\$36.58 ✓
01-20-00431-01001 Illinois Energe Workforce		6077	\$274.75		\$274.75 ✓
COD Cares Up Sleeves Service Day		6065	\$1,099.47		\$1,099.47 ✓
01-30-12931-5501001 Dep. Club Lunch		5909	\$996.75		\$996.75 ✓
01-90-00821-0101001 Foundation Executive Committee		6068	\$110.82		\$110.82 ✓
Tax-exempt#:e99999		INVOICE TOTAL	\$3,405.42	\$0.00	\$3,405.42

AP VERIFIED  
11/19/18 - ROBERT MAREK

\*TERMS: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE UNLESS OTHERWISE SPECIFIED BY CONTRACT OR IN WRITING.  
A SERVICE CHARGE MAY BE ASSESSED ON ANY PAST DUE AMOUNT. ANNUAL PERCENTAGE RATE NOT TO EXCEED STATUTORY LIMITATIONS.

Event Name: **Office of the President Meeting**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6081

Monday, 9/10/2018

Ordered On: 9/4/2018

Last Modified: 9/4/2018 5:50:31 PM

Confirmed

## Customer Information

**First Name:** Tracey  
**Last Name:** Frye  
**Department:** Office of the President  
**Email:** fryetr@cod.edu  
**Phone:** 630-942-2201

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** rondeau@cod.edu  
**Department Account Number:** 01-80-00781-5501001  
**Policy Acceptance:** I Accept | taf

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Tracey Frye  
**Contact Phone:** x2201  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2135

## Event Information

**Guest Count:** 12  
**Pick-up/ Delivery Date:** Monday, 9/10/2018  
**Food Delivery Time:** 8:30 AM  
**Event Start Time:** 9:00 AM  
**Food Clean-up Time:** 11:30 AM

## FOOD

**The Classic Continental**

- Seasonal Cubed Fresh Fruit Tray
- Bakers choice of two Breakfast Baked Goods
- Butter, Cream Cheese and Assorted Jellies
- Chilled Bottled Orange Juice and Apple Juice
- Freshly Brewed Coffee and Decaffeinated Coffee
- Herbal and Non-Herbal Teas to include Decaffeinated Tea with Hot Water included

Qty. Price Ext.

12 \$7.59 \$91.08

- Mini Scones
- Cinnamon Rolls
- Request gluten-free item for Earl Dowling. Please note that order is for Monday, September 10. Please update order accordingly.

## Order Summary

**Food**  
 \$91.08

## Order Totals

**Sub Total** \$91.08  
**Order Total** \$91.08  
**Balance Due** \$91.08

## Special Instructions

Food/Beverage is to be set up in the workroom of the President's Office.

Order #6081

Event Name: **Dr. Anne Cooper Campus Visit**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6109

Friday, 9/14/2018

Ordered On: 9/12/2018

Last Modified: 9/12/2018 12:50:12 PM

Confirmed

## Customer Information

First Name: Beth

Last Name: Buhmann

Department: Enrollment Services

Email: buhmannb@cod.edu

Phone: 630-942-2487

## Delivery / Pickup Information

Method: On Campus Delivery

Event Contact: Beth Buhmann

Contact Phone: 630-942-2487

How Many Tables

Ordered for Food 0

Service?:

Double Sided  
Tables?: NoHow Many  
Stations?: 1

Building: BIC

Room#: 3400c

## Payment Information

Payment Type : Department Account

Approval Email: smithja@cod.edu

Department  
Account Number: 01-30-00485-5501001Policy  
Acceptance: I Accept | BB

## Event Information

Guest Count: 10

Pick-up/ Delivery  
Date: Friday, 9/14/2018Food Delivery  
Time: 10:15 AM

Event Start Time: 10:30 AM

Food Clean-up  
Time: 12:45 PM

## BEVERAGES

## Coffee (10 servings) - per gallon

- \*\*\*This is for Friday, September 14th at 10:15 am in BIC 3400C\*\*\*

Qty.	Price	Ext.
1	\$19.99	\$19.99

## FOOD

## Turkey and Sharp Cheddar Wrap

Oven Roasted Turkey Breast, Sharp Cheddar Cheese, Leaf Lettuce, Sliced Tomato in an Flour Tortilla.  
Includes Bag of Chips, Whole Fruit, a Large Cookie, and a Soft Drink, Regular or Diet, or Bottled Water.

- Flour Wrap - (Turkey and Sharp Cheddar Wrap)
- Bottled Water
- \*\*\*\*\*This is a to-go order for Dr. Anne Cooper for Friday, September 14th @ noon! We only need 1 sandwich\*\*\*\*\*

Qty.	Price	Ext.
1	\$10.99	\$10.99

## Mini Scones - per dozen

- \*\*\*\*\*This order is for Friday, September 14 at 10:15 am in BIC 3400c\*\*\*\*\*

1	\$13.29	\$13.29
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## Order Summary

Beverages  
\$19.99

Food  
\$24.28

## Order Totals

Sub Total \$44.27  
Order Total \$44.27  
Balance Due \$44.27

## Special Instructions

\*\*This order is for Friday, September 14th - the coffee and scones are for 10:15 and the to-go meal is for 12:15pm\*\*

Order #6109

Event Name: **BSA Welcome Party**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6086

Thursday, 9/13/2018

Ordered On: 9/5/2018

Last Modified: 9/17/2018 2:29:50 PM

Confirmation Pending

## Customer Information

**First Name:** Nancy  
**Last Name:** Nieto  
**Department:** Student Affairs  
**Email:** nieton108@cod.edu  
**Phone:** 630-942-3539

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Nancy Nieto  
**Contact Phone:** 3539  
**How Many Tables Ordered for Food Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** MAC  
**Room#:** Pavilion

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** swoped28@cod.edu  
**Department Account Number:** 01-30-00446-5309001  
**Policy Acceptance:** I Accept | NN

## Event Information

**Guest Count:** 60  
**Pick-up/ Delivery Date:** Thursday, 9/13/2018  
**Food Delivery Time:** 11:00 AM  
**Event Start Time:** 11:00 AM  
**Food Clean-up Time:** 1:00 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Bottled Water, 20 oz - each</b>	10	\$2.19	\$21.90
<b>Assorted Bottled Soft Drinks (Regular and Diet) - each</b>	50	\$2.19	\$109.50
<b>Lemonade - per gallon</b>	3	\$12.59	\$37.77
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	3	\$2.99	\$8.97

## FOOD

	Qty.	Price	Ext.
<b>Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen</b>	2	\$13.99	\$27.98
<b>Individual Bags of Potato Chips - each</b>	50	\$1.59	\$79.50

## OTHER

	Qty.	Price	Ext.
<b>Custom Product</b>			
Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability.	1	\$279.25	\$279.25
• 50 Cheeseburgers, 25 hot dogs, and assorted condiments.			

## Order Summary

Beverages	Food	Other
\$178.14	\$107.48	\$279.25

## Order Totals

<b>Sub Total</b>	\$564.87
<b>Order Total</b>	\$564.87
<b>Balance Due</b>	<b>\$564.87</b>

Event Name: **Dr. Anne Cooper Campus Visit**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6103

Thursday, 9/13/2018

Ordered On: 9/11/2018

Last Modified: 9/14/2018 11:19:28 AM

Confirmed

## Customer Information

**First Name:** Beth  
**Last Name:** Buhmann  
**Department:** Enrollment Services  
**Email:** buhmannb@cod.edu  
**Phone:** 630-942-2487

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** smithja@cod.edu  
**Department Account Number:** 01-30-00485-5501001  
**Policy Acceptance:** I Accept | BB

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Beth Buhmann  
**Contact Phone:** 630-942-2487  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** MAC  
**Room#:** 215

## Event Information

**Guest Count:** 17  
**Pick-up/ Delivery Date:** Thursday, 9/13/2018  
**Food Delivery Time:** 11:45 AM  
**Event Start Time:** 12:00 PM  
**Food Clean-up Time:** 1:45 PM

## FOOD

**Traditional Deli**

Turkey, Ham, Tuna Salad, Roast Beef, Chicken Salad, all served with American Cheese on Gourmet Rolls and Breads. Includes Bag of Chips, Whole Fruit, a Large Cookie and a Soft Drink, Regular or Diet, or Bottled Water.

- Bottled Water
- Please include 3 vegetarian options

	Qty.	Price	Ext.
Traditional Deli	17	\$10.99	\$186.83

## Order Summary

**Food**  
**\$186.83**

## Order Totals

**Sub Total** \$186.83  
**Order Total** \$186.83  
**Balance Due** **\$186.83**

## Special Instructions

\*\*\*\*\*This event is taking place on Thursday, September 13th at Noon in MAC 215\*\*\*\*\*

Order #6103

Event Name: **Dr. Anne Cooper Campus Visit - Deans**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6108

Thursday, 9/13/2018

Ordered On: 9/11/2018

Last Modified: 9/14/2018 9:02:31 AM

Confirmed

## Customer Information

**First Name:** Beth  
**Last Name:** Buhmann  
**Department:** Enrollment Services  
**Email:** buhmannb@cod.edu  
**Phone:** 630-942-2487

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** smithja@cod.edu  
**Department Account Number:** 01-30-00485-5501001  
**Policy Acceptance:** I Accept | BB

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Beth Buhmann  
**Contact Phone:** 630-942-2487  
**How Many Tables Ordered for Food Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** BIC  
**Room#:** 3400C

## Event Information

**Guest Count:** 9  
**Pick-up/ Delivery Date:** Thursday, 9/13/2018  
**Food Delivery Time:** 9:45 AM  
**Event Start Time:** 10:00 AM  
**Food Clean-up Time:** 12:15 PM

## BEVERAGES

## Hot Tea - per gallon

Qty.	Price	Ext.
1	\$12.99	\$12.99

● \*\*\*\*\*This for an event on Thursday, September 13 from 10 am to Noon in BIC 3400C\*\*\*\*\*

## FOOD

## Assorted Breakfast Breads - per dozen

Qty.	Price	Ext.
1	\$23.59	\$23.59

## Order Summary

<b>Beverages</b>	<b>Food</b>
\$12.99	\$23.59

## Order Totals

<b>Sub Total</b>	\$36.58
<b>Order Total</b>	\$36.58
<b>Balance Due</b>	<b>\$36.58</b>

## Special Instructions

\*\*\*\*\*This order is for Thursday, Sept 13th from 10am to noon in BIC 3400C\*\*\*\*\*

Order #6108



Event Name: **COD Cares Roll Up Your Sleeves Service Day**

**Flavours by**  
**Sodexo at The**  
**College of DuPage**  
 425 Fawell Blvd, SRC  
 Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6065

Tuesday, 9/11/2018

Ordered On: 8/27/2018

Last Modified: 9/7/2018 2:50:10 PM

Confirmed

Customer  
Information**First Name:** Joan**Last Name:** DiPiero**Department:** Marketing/Communications**Email:** dipieroj@cod.edu**Phone:** 630-942-3872Delivery / Pickup  
Information**Method:** On Campus Delivery**Event Contact:** Joan DiPiero**Contact Phone:** 3872**How Many Tables**  
Ordered for 4**Food Service?:****Double Sided** Yes**Tables?:****How Many Stations?:** 2**Building:** SSC**Room#:** 2201Payment  
Information**Payment Type :** Department Account**Approval Email:** chambersa@cod.edu ✓**Department Account Number:** 01-40-00774-5509001**Policy Acceptance:** I Accept | jmd

## Event Information

**Guest Count:** 200**Pick-up/Delivery Date:** Tuesday, 9/11/2018**Food Delivery Time:** 12:00 PM**Event Start Time:** 12:15 PM**Food Clean-up Time:** 2:00 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	12	\$2.99	\$35.88
<b>Lemonade - per gallon</b>	6	\$12.59	\$75.54

## FOOD

	Qty.	Price	Ext.
<b>Subway Sandwich Platter</b>	7	\$35.95	\$251.65



Subway Sandwich Platter with your choice of Turkey, Ham or Veggie. • <b>Turkey Sandwiches</b>  • <b>turkey and lettuce on sandwich only: NO tomato or cheese.</b>			
<b>Subway Sandwich Platter</b>  Subway Sandwich Platter with your choice of Turkey, Ham or Veggie. • <b>Ham Sandwiches</b>  • <b>ham and lettuce on sandwich only. NO tomato or cheese.</b>	5	\$35.95	\$179.75
<b>Subway Sandwich Platter</b>  Subway Sandwich Platter with your choice of Turkey, Ham or Veggie. • <b>Veggie Sandwiches</b>  • <b>No tomato or cheese.</b>	3	\$35.95	\$107.85
<b>Individual Bags of Potato Chips - each</b>	170	\$1.59	\$270.30
<b>Whole Fruit - each</b>	150	\$1.19	\$178.50

## OTHER

	Qty.	Price	Ext.
<b>Custom Product</b>  Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability. • <b>a large platter of American and provolone cheese slices for sandwiches, evenly distributed, for 150 sandwiches.</b>	150	\$0.00	<del>\$0.00</del>

Order Summary			Order Totals	
Beverages	Food	Other	Sub Total	\$1,099.47
\$111.42	\$988.05	\$0.00	Order Total	\$1,099.47
			Balance Due	\$1,099.47

## Special Instructions

Sandwiches, fruit, chips, napkins, plates and packaged condiments will be set up on four tables in SSC 2201. Water service, lemonade and cups will be set up on two tables in SSC Atrium.

**Order #6065**

Event Name: **Illinois Energie Workforce Consortium**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6077

Wednesday, 9/12/2018

Ordered On: 9/4/2018

Last Modified: 9/12/2018 9:49:58 AM

Confirmed

## Customer Information

**First Name:** Linda  
**Last Name:** Hickman  
**Department:** Business and Technology  
**Email:** hickmanl@cod.edu  
**Phone:** 630.942.4286

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** faykris@cod.edu  
**Department Account Number:** 01-20-00433-5501001  
**Policy Acceptance:** I Accept | LH

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Linda Hickman  
**Contact Phone:** 4286  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** Yes  
**How Many Stations?:** 1  
**Building:** TEC  
**Room#:** 1038B

## Event Information

**Guest Count:** 25  
**Pick-up/ Delivery Date:** Wednesday, 9/12/2018  
**Food Delivery Time:** 11:45 AM  
**Event Start Time:** 10:00 AM  
**Food Clean-up Time:** 3:30 PM

## FOOD

## Deli Buffet

- Your choice of two Salads
- Homemade Chips
- Assorted Gourmet Rolls
- Sliced Turkey, Ham, Roast Beef and Salami
- Sliced Swiss, Provolone and American Cheeses
- Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard
- Choice of Dessert
- Raspberry Iced Tea or Lemonade

- Seasonal Fresh Fruit Salad
- Potato Salad
- Lemonade
- Cookies - (Specialty Buffet Dessert)

## Order Summary

**Food**  
\$274.75

## Order Totals

**Sub Total** \$274.75  
**Order Total** \$274.75  
**Balance Due** \$274.75

## Special Instructions

Order #6077

## Marek, Robert

---

**From:** Overstreet, Kirk  
**Sent:** Friday, November 16, 2018 6:43 PM  
**To:** Marek, Robert  
**Subject:** Re: Approval Needed for Sodexo Order No. 6077

I approve the invoice for payment.  
Kirk Overstreet

*Sent from my LG G5, an AT&T 4G LTE smartphone*

----- Original message-----

**From:** Marek, Robert  
**Date:** Fri, Nov 16, 2018 1:41 PM  
**To:** Overstreet, Kirk;  
**Cc:**  
**Subject:** Approval Needed for Sodexo Order No. 6077

Hi Kirk,

Can you please review the attached Sodexo order #6077 for \$274.75 and reply with your approval to pay? Kris Fay does not currently have signing authority for department 00433. Let me know if you have any questions.

Thank you,

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](mailto:marekr@cod.edu)

Event Name: **Sep. Club Lunch**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #5909

Tuesday, 9/11/2018

Ordered On: 7/17/2018

Last Modified: 7/17/2018 1:01:46 PM

Confirmed

## Customer Information

**First Name:** Nicole  
**Last Name:** Plumtree  
**Department:** Student Life  
**Email:** plumtreen@cod.edu  
**Phone:** 6309422644

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** steelec@cod.edu  
**Department Account Number:** 01-30-12931-5501001  
**Policy Acceptance:** I Accept | NP

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Nicole Plumtree  
**Contact Phone:** x2644  
**How Many Tables Ordered for Food Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** 3245

## Event Information

**Guest Count:** 75  
**Pick-up/ Delivery Date:** Tuesday, 9/11/2018  
**Food Delivery Time:** 11:15 AM  
**Event Start Time:** 11:30 AM  
**Food Clean-up Time:** 1:30 PM

## FOOD

**Mexican Buffet**

Grilled and Marinated Chicken and Seasoned Ground Beef, Grilled Onions and Peppers, Tomatoes, Cheese, Lettuce, Jalepeños with Spanish Rice and Black Beans, Chips and Salsa, Flour Tortillas (Gluten Free Corn Tortilla option available upon request) and your choice of Dessert. Your choice of Lemonade or Raspberry Iced Tea.

- Raspberry Iced Tea
- Cookies - (Specialty Buffet Dessert)

	Qty.	Price	Ext.
75	\$13.29	\$996.75	

## Order Summary

**Food**  
 \$996.75

## Order Totals

**Sub Total** \$996.75  
**Order Total** \$996.75  
**Balance Due** \$996.75

## Special Instructions

Order #5909

Event Name: **Foundation Executive Committee / Finance Committee Meeting**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6068

Tuesday, 9/11/2018

Ordered On: 8/28/2018

Last Modified: 9/4/2018 5:50:03 PM

Confirmation Pending

## Customer Information

**First Name:** Kristy**Last Name:** Schultz**Department:** Institutional Advancement**Email:** schultzk60@cod.edu**Phone:** 6309423088

## Delivery / Pickup Information

**Method:** On Campus Delivery**Event Contact:** Kristy Schultz**Contact Phone:** 6309423088**How Many Tables****Ordered for Food** None**Service?:****Double Sided** No**Tables?:****How Many** 1**Stations?:****Building:** SSC**Room#:** 2200

## Payment Information

**Payment Type :** Department Account**Approval Email:** karen.kuhn@codfound.org**Department** 01-90-00821-5501001**Account Number:****Policy** I Accept | KS**Acceptance:**

## Event Information

**Guest Count:** 10**Pick-up/ Delivery** Tuesday, 9/11/2018**Date:****Food Delivery** 7:00 AM**Time:****Event Start Time:** 7:15 AM**Food Clean-up** 9:30 AM**Time:**

## FOOD

**Whole Fruit - each**

- Bananas Only Please

	Qty.	Price	Ext.
Whole Fruit - each	10	\$1.19	\$11.90

**Mixed Nuts with Peanuts- per person**

Mixed Nuts with Peanuts- per person	6	\$2.59	\$15.54
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**Early Riser**

- Pastry Basket
- Assorted Juice
- Freshly Brewed Coffee and Decaffeinated Coffee

Early Riser	12	\$5.29	\$63.48
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- Please swap out juice for water bottles. Thank you!

**Individual Assorted Yogurts - each**

Individual Assorted Yogurts - each	10	\$1.99	\$19.90
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## Order Summary

**Food**  
 \$110.82

## Order Totals

**Sub Total** \$110.82  
**Order Total** \$110.82  
**Balance Due** \$110.82

## Special Instructions

Order #6068

## Marek, Robert

---

**From:** Dowling, Earl  
**Sent:** Friday, November 16, 2018 2:28 PM  
**To:** Marek, Robert  
**Subject:** RE: Approval Needed for Sodexo Orders 6068 and 6079

approve

Earl E. Dowling  
Vice President, Student Affairs and Institutional Advancement  
College of DuPage  
425 Fawell Blvd. Berg Instructional Center (BIC) 1520G Glen Ellyn, IL 60137-6599  
phone 630.942.3416 | fax 630.790.4924 | [dowlinge@cod.edu](mailto:dowlinge@cod.edu)

**Alternate contact:** Julie Wolfe | T: 630-942-3555 | [wolfej9378@cod.edu](mailto:wolfej9378@cod.edu)

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**From:** Marek, Robert  
**Sent:** Friday, November 16, 2018 1:57 PM  
**To:** Dowling, Earl <[dowlinge@cod.edu](mailto:dowlinge@cod.edu)>  
**Cc:** Wolfe, Julie <[wolfej9378@cod.edu](mailto:wolfej9378@cod.edu)>  
**Subject:** Approval Needed for Sodexo Orders 6068 and 6079

Hi Earl,

When you have a moment, can you please review the attached Sodexo orders 6068 (for Foundation Executive/Finance Committee Meetings) and 6079 (for Foundation Board of Directors Meeting) and reply with your approval to pay? Karen Kuhn does not have signing authority for department 00821 (under Payment Information section). I'm unable to route these through Perceptive because these orders are part of a larger invoice. Please let me know if you have any questions.

Thank you,

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](mailto:marekr@cod.edu)

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1239587

Vendor Name: Sodexo

Invoice Number: 236704

Invoice Date: 11/01/18

PO Number:

Check Number: E0070440

Check Amount: \$ 13,055.02

Check Date: 11/19/2018

Department ID: 00000

Reviewer Name:

Voucher Number: V0542650

Redaction Type: None

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

Document Below



CHECK GROUP 110 Bm

**SODEXO, INC & AFFILIATES**

BILL TO: College of DuPage  
425 Fawell  
Glen Ellyn, IL, |

**INVOICE**

SERVICES RENDERED TO: College of Dupage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

VN1239587  
V6542650

MAKE CHECKS PAYABLE TO:  
SODEXO, INC & AFFILIATES  
PO BOX 360170  
PITTSBURGH, PA 15251-6170

TERMS	SDX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER	
Net30	100022700	120900	11/01/2018	236704	
DESCRIPTION	CUSTOMER REF.	AMOUNT	SALES TAX	TOTAL	
01-80-00789-5501001 LT Faculty Meeting	6233	\$26.58		\$26.58 ✓	
01-20-00441-5501001 COD & Columbia College	6244	\$23.74		\$23.74 ✓	
01-90-00813-5501001 Audit Committee Mtg-10/29/18	6255	\$24.89		\$24.89 ✓	
01-80-00789-5501001 Writers Read Event-10/30/18	6218	\$333.00		\$333.00 ✓	
10-99-99197-2900099 CIAO Club Meeting	6259	\$29.97		\$29.97 ✓	
01-30-00446-5309001 Keith Barnes-Keynote	6266	\$266.95		\$266.95 ✓	
Tax-exempt#:e99999		<b>INVOICE TOTAL</b>	\$705.13	\$0.00	\$705.13

**AP VERIFIED**  
**11/16/18 - ROBERT MAREK**

TERMS: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE UNLESS OTHERWISE SPECIFIED BY CONTRACT OR IN WRITING.  
A SERVICE CHARGE MAY BE ASSESSED ON ANY PAST DUE AMOUNT. ANNUAL PERCENTAGE RATE NOT TO EXCEED STATUTORY LIMITATIONS.

Event Name: **LT Faculty Meeting**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6233  
Thursday, 10/25/2018  
Ordered On: 10/22/2018  
Last Modified: 10/23/2018 11:03:55 AM  
 Confirmed

## Customer Information

**First Name:** Katrina  
**Last Name:** Holman  
**Department:** Academic Affairs  
**Email:** swonk@cod.edu  
**Phone:** 630-942-3249

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** overstreetk@cod.edu ✓  
**Department Account Number:** 01-80-00789-5501001  
**Policy Acceptance:** I Accept | KH

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Katrina Holman  
**Contact Phone:** x3249  
**How Many Tables Ordered for Food 1 Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** BIC  
**Room#:** 3422

## Event Information

**Guest Count:** 15  
**Pick-up/ Delivery Date:** Thursday, 10/25/2018  
**Food Delivery Time:** 2:00 PM  
**Event Start Time:** 2:30 PM  
**Food Clean-up Time:** 4:00 PM

## BEVERAGES

**Lemonade - per gallon**

- \*\*This order is for THURSDAY, OCTOBER 25th!\*\*

Qty.	Price	Ext.
1	\$12.59	\$12.59

## FOOD

**Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen**

- \*\*This order is for THURSDAY, OCTOBER 25th!\*\*

Qty.	Price	Ext.
1	\$13.99	\$13.99

## Order Summary

Beverages	Food
\$12.59	\$13.99

## Order Totals

Sub Total	\$26.58
Order Total	\$26.58
Balance Due	\$26.58

## Special Instructions

\*\*This order is for THURSDAY, OCTOBER 25th!\*\*

Event Name: **COD & Columbia College**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6244  
Monday, 10/29/2018  
Ordered On: 10/25/2018  
Last Modified: 10/25/2018 2:46:07 PM  
 Confirmed

## Customer Information

**First Name:** Katrina  
**Last Name:** Holman  
**Department:** Academic Affairs  
**Email:** swonk@cod.edu  
**Phone:** 630-942-3249

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** stockl@cod.edu  
**Department**  
**Account Number:** 01-20-00441-5501001  
**Policy**  
**Acceptance:** I Accept | KH

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Katrina Holman  
**Contact Phone:** x3249  
**How Many Tables**  
**Ordered for Food** 1  
**Service?:**  
**Double Sided** No  
**Tables?:**  
**How Many**  
**Stations?:** 1  
**Building:** BIC  
**Room#:** 3400C

## Event Information

**Guest Count:** 15  
**Pick-up/ Delivery**  
**Date:** Monday, 10/29/2018  
**Food Delivery**  
**Time:** 1:30 PM  
**Event Start Time:** 2:00 PM  
**Food Clean-up**  
**Time:** 3:30 PM

## BEVERAGES

**Fresh Brewed Iced Tea - per gallon**

• \*\*This order is for MONDAY, OCTOBER 29\*\*

Qty.	Price	Ext.
1	\$9.75	\$9.75

## FOOD

**Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen**

• \*\*This order is for MONDAY, OCTOBER 29\*\*

Qty.	Price	Ext.
1	\$13.99	\$13.99

## Order Summary

Beverages	Food
\$9.75	\$13.99

## Order Totals

Sub Total	\$23.74
Order Total	\$23.74
Balance Due	\$23.74

## Special Instructions

\*\*This order is for MONDAY, OCTOBER 29\*\*

Event Name: **Audit Committee Meeting - October 29, 2018 at 3:00 p.m.**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6255

Monday, 10/29/2018

Ordered On: 10/26/2018

Last Modified: 10/26/2018 10:07:06 AM

Confirmation Pending

## Customer Information

**First Name:** Erin  
**Last Name:** Carrillo  
**Department:** President's Office  
**Email:** carrilloe42@cod.edu  
**Phone:** 630-942-2203

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** millush@cod.edu  
**Department:** 01-90-00813-5501001  
**Account Number:**  
**Policy Acceptance:** I Accept | ec

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Erin Carrillo  
**Contact Phone:** 2203  
**How Many Tables Ordered for Food Service?:** 1  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** 2200

## Event Information

**Guest Count:** 25  
**Pick-up/ Delivery Date:** Monday, 10/29/2018  
**Food Delivery Time:** 2:00 PM  
**Event Start Time:** 3:00 PM  
**Food Clean-up Time:** 5:00 PM

## BEVERAGES

Bottled Water, 20 oz - each

Qty.	Price	Ext.
10	\$2.19	\$21.90

Water Service - Water (serves 16 per gallon) - per gallon

1	\$2.99	\$2.99
---	--------	--------

## Order Summary

**Beverages**  
\$24.89

## Order Totals

<b>Sub Total</b>	\$24.89
<b>Order Total</b>	\$24.89
<b>Balance Due</b>	\$24.89

## Special Instructions

THIS ORDER IS FOR MONDAY, OCTOBER 29, 2018 AT 3:00 P.M.

Event Name: **Writers Read Event - October 30, 2018**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6218  
Tuesday, 10/30/2018  
Ordered On: 10/15/2018  
Last Modified: 10/15/2018 4:13:04 PM  
 Confirmed

## Customer Information

**First Name:** Barbara  
**Last Name:** Groves  
**Department:** Academic Affairs  
**Email:** grovesb16@cod.edu  
**Phone:** 630-942-2005

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** overstreetk@cod.edu ✓  
**Department Account Number:** 01-80-00789-5501001  
**Policy Acceptance:** I Accept | BJG

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Trina Sotirakopoulos  
**Contact Phone:** 630-942-2177  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** Atrium

## Event Information

**Guest Count:** 50  
**Pick-up/ Delivery Date:** Tuesday, 10/30/2018  
**Food Delivery Time:** 9:15 AM  
**Event Start Time:** 9:30 AM  
**Food Clean-up Time:** 11:30 AM

## BEVERAGES

	Qty.	Price	Ext.
Coffee (10 servings) - per gallon	4	\$19.99	\$79.96
Water Service - Water (serves 16 per gallon) - per gallon	4	\$2.99	\$11.96

## FOOD

	Qty.	Price	Ext.
Assorted Mini Danish - per dozen	4	\$13.29	\$53.16
Mini Muffins - per dozen	6	\$5.99	\$35.94
Cold Displays - Fresh Fruit Tray, 25-50 people - each	1	\$65.99	\$65.99
Cold Displays - Cheese and Cracker Platter, 25-50 people - each	1	\$85.99	\$85.99

## Order Summary

Beverages	Food
\$91.92	\$241.08

## Order Totals

Sub Total	\$333.00
Order Total	\$333.00
Balance Due	\$333.00

Special Instructions

Event Name: **CIAO Club Meeting**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6259

Tuesday, 10/30/2018

Ordered On: 10/29/2018

Last Modified: 10/29/2018 11:11:50 AM



Confirmed

## Customer Information

**First Name:** Nicole  
**Last Name:** Plumtree  
**Department:** Student Life  
**Email:** plumtreen@cod.edu  
**Phone:** 6309422644

## Delivery / Pickup Information

**Method:** Pick-up  
**Event Contact:** Nicole Plumtree  
**Contact Phone:** x2644

## Event Information

**Guest Count:** 20  
**Pick-up/ Delivery Date:** Tuesday, 10/30/2018  
**Earliest Pick-Up Time:** 12:45 PM  
**Latest Pick-Up Time:** 1:00 PM

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** steelec@cod.edu ✓  
**Department Account Number:** 10-99-99197-2900099  
**Policy Acceptance:** I Accept | NP

## FOOD

**Student Pizza Cost (for Student Club Pickups) - per pizza**

- 2 cheese and 1 pepperoni

Qty.	Price	Ext.
3	\$9.99	\$29.97

## Order Summary

**Food**  
\$29.97

## Order Totals

**Sub Total** \$29.97  
**Order Total** \$29.97  
**Balance Due** \$29.97

## Special Instructions

This is a late entry order, approved by Lynn. This order is for TUESDAY, October 30th

Event Name: **Keith Barnes-Keynote**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6266  
Wednesday, 10/31/2018  
Ordered On: 10/30/2018  
Last Modified: 10/31/2018 2:56:43 PM  
Confirmation Pending

## Customer Information

**First Name:** Nancy  
**Last Name:** Nieto  
**Department:** Student Affairs  
**Email:** nieton108@cod.edu  
**Phone:** 630-942-3539

## Payment Information

**Payment Type :** Department Account ✓  
**Approval Email:** swoped28@cod.edu  
**Department Account Number:** 01-30-00446-5309001  
**Policy Acceptance:** I Accept | NN

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Nancy Nieto  
**Contact Phone:** 3539  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** 3245

## Event Information

**Guest Count:** 40  
**Pick-up/ Delivery Date:** Wednesday, 10/31/2018  
**Food Delivery Time:** 2:00 PM  
**Event Start Time:** 1:00 PM  
**Food Clean-up Time:** 3:00 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Fresh Brewed Iced Tea - per gallon</b>	2	\$9.75	\$19.50
<b>Lemonade - per gallon</b>	2	\$12.59	\$25.18
<b>Raspberry Iced Tea - per gallon</b>	2	\$12.59	\$25.18
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	1	\$2.99	\$2.99

## FOOD

	Qty.	Price	Ext.
<b>Individual Bags of Potato Chips - each</b>	24	\$1.59	\$38.16
<b>Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen</b>	2	\$13.99	\$27.98
<b>Fresh Baked Brownies (Fudge and M&amp;M`s) - per dozen</b>	2	\$15.99	\$31.98

## OTHER

## Custom Product

Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability.

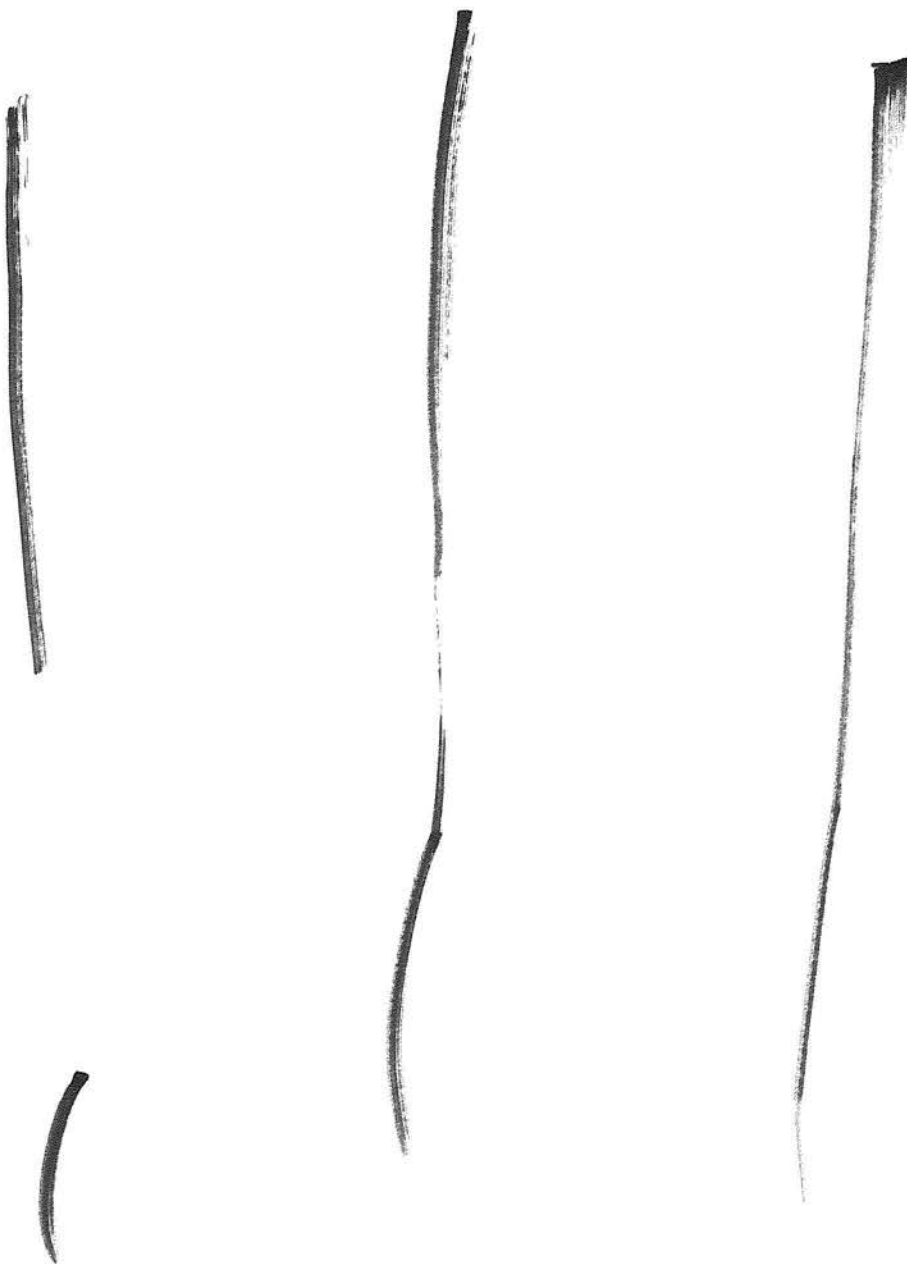
	Qty.	Price	Ext.
• 2 dozen granola bars \$1.59 each = \$36.00	1	\$95.98	\$95.98
• 2 dozen desert bars - \$29.99 x 2 = \$59.98			
• already pre-approved by Lynn K.			



Order Summary			Order Totals	
Beverages	Food	Other	Sub Total	\$266.95
\$72.85	\$98.12	\$95.98	Order Total	\$266.95
			Balance Due	\$266.95

Special Instructions  
Thank you.

in for \$1,001



-----  
From: marekr@cod.edu  
Sent: Fri Nov 16 14:50:14 CST 2018  
To: invoicing@cod.edu  
CC:  
Subject:  
-----

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

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1239587

Vendor Name: Sodexo

Invoice Number: 236706

Invoice Date: 11/12/18

PO Number:

Check Number: E0070440

Check Amount: \$ 13,055.02

Check Date: 11/19/2018

Department ID: 00000

Reviewer Name:

Voucher Number: V0542746

Redaction Type: None

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

Document Below

CHECK GROUP 130

BU1

## SODEXO, INC &amp; AFFILIATES

BILL TO: College of DuPage  
425 Fawell  
Glen Ellyn, IL,

## INVOICE

SERVICES College of Dupage  
RENDERED TO: 425 Fawell Blvd.  
Glen Ellyn, IL 60137

VN1239587

V0542746

MAKE CHECKS PAYABLE TO:  
SODEXO, INC & AFFILIATES  
PO BOX 360170  
PITTSBURGH, PA 15251-6170

TERMS	SDX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER
Net30	100022720	12096001	11/12/2018	236706
DESCRIPTION	UNIT NUMBER REF.	AMOUNT	SALES TAX	TOTAL
01-30-00445-5501001 Counselor Appreciation Day	6274	\$432.93		\$432.93
01-80-00394-5509001 Day of the Deaf	6241	\$550.41		\$550.41
01-30-12781-5501001	6182	\$753.62		\$753.62
01-10-00341-5304001 CNTV Election Coverage 11/6/18	6231	\$309.83		\$309.83
01-30-00445-5501001 Latino Student Visit Day	6278	\$1,520.35		\$1,520.35
10-99-99347-2900099 German Club Pizza	6292	\$39.96		\$39.96
01-30-00445-5501001 Latino Student Visit Day	6276	\$504.67		\$504.67
01-90-13290-5509001 Midwest Energy Efficiency All	6282	\$274.75		\$274.75
05-63-63001-5501001 Public Service Institute	6171	\$113.85		\$113.85
01-30-12781-5501001 SLC Coffee Conversations	6287	\$63.96		\$63.96
01-30-12931-5501001 November Club Lunch	6227	\$936.70		\$936.70
05-63-63001-5501001 Public Service Institute	6172	\$61.79		\$61.79
01-90-13290-5509001 Midwest Energy Efficiency All	6283	\$285.74		\$285.74
01-80-00789-5501001 SEM Steering Committee-11/8	6263	\$198.16		\$198.16
01-90-13290-5509001 Midwest Energy Efficiency All	6284	\$73.83		\$73.83
01-10-00197-5501001 I AM Evidence Film Screening	6264	\$549.50		\$549.50
01-10-00177-5501001 Explore Engineering Night	6247	\$560.57		\$560.57
01-20-00431-5501001 Political Science IPSO Presen	6281	\$1,261.90		\$1,261.90
01-80-00729-5509001 Deferred Comp Mtg. 11.8.2018	6221	\$40.27		\$40.27
01-80-00789-5501001 Adade Wheeler Women Award	6262	\$299.76		\$299.76
01-30-00445-5501001 Adult & Veteran's Week Employee	6254	\$111.92		\$111.92

AP VERIFIED

11/19/18 - ROBERT MAREK

**SODEXO, INC & AFFILIATES**

BILL TO: College of DuPage  
425 Fawell  
Glen Ellyn, IL,|

**INVOICE**

SERVICES College of Dupage  
RENDERED TO: 425 Fawell Blvd.  
Glen Ellyn, IL 60137

MAKE CHECKS PAYABLE TO:  
SODEXO, INC & AFFILIATES  
PO BOX 360170  
PITTSBURGH, PA 15251-6170

TERMS	SDX A/R NUMBER	UNIT NUMBER	INVOICE DATE	INVOICE NUMBER	
Net30	100022720	12096001	11/12/2018	236706	
DESCRIPTION		CUSTOMER REF.	AMOUNT	SALES TAX	TOTAL
Tax-exempt#:e99999		<b>INVOICE TOTAL</b>	\$8,944.47	\$0.00	\$8,944.47

TERMS: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE UNLESS OTHERWISE SPECIFIED BY CONTRACT OR IN WRITING.  
A SERVICE CHARGE MAY BE ASSESSED ON ANY PAST DUE AMOUNT. ANNUAL PERCENTAGE RATE NOT TO EXCEED STATUTORY LIMITATIONS.

Event Name: **Counselor Appreciation Day**

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6274

Thursday, 11/8/2018

Ordered On: 10/30/2018

Last Modified: 11/1/2018 5:55:25 PM

Confirmation Pending

## Customer Information

**First Name:** Tracey**Last Name:** Dulceak**Department:** Admissions & Outreach**Email:** dulceakt@cod.edu**Phone:** 630-942-2093

## Payment Information

**Payment Type :** Department Account**Approval Email:** mcclaint57@cod.edu**Department Account Number:** 01-30-00445-5501001**Policy Acceptance:** I Accept | td

## Delivery / Pickup Information

**Method:** On Campus Delivery**Event Contact:** Tracey Dulceak**Contact Phone:** 2093**How Many Tables Ordered for Food Service?:** 3**Double Sided Tables?:** No**How Many Stations?:** 1**Building:** CHC**Room#:** Wheat Cafe

## Event Information

**Guest Count:** 64**Pick-up/ Delivery Date:** Thursday, 11/8/2018**Food Delivery Time:** 7:00 AM**Event Start Time:** 7:30 AM**Event End Time:** 11:15 AM**Food Clean-up Time:** 11:00 AM

## BEVERAGES

**Hot Tea - per gallon****Water Service - Water (serves 16 per gallon) - per gallon****Coffee (10 servings) - per gallon**

- 1 gallon decaf 6 gallons regular

Qty.	Price	Ext.
1	\$12.99	\$12.99
6	\$2.99	\$17.94
7	\$19.99	\$139.93

## FOOD

**Mini Scones - per dozen****Mini Muffins - per dozen****Cold Displays - Fresh Fruit Tray, 25-50 people - each****Einstein's Assorted Bagels - per dozen**

- cut in half please

**Individual Assorted Yogurts - each**

- no light yogurt

Qty.	Price	Ext.
5	\$13.29	\$66.45
5	\$5.99	\$29.95
1	\$65.99	\$65.99
2	\$19.99	\$39.98
30	\$1.99	\$59.70

## Order Summary

**Beverages**

\$170.86

**Food**

\$262.07

## Order Totals

**Sub Total** \$432.93**Order Total** \$432.93**Balance Due** \$432.93

Event Name: **Day of the Dead**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6241

Monday, 11/5/2018

Ordered On: 10/24/2018

Last Modified: 11/5/2018 4:38:23 PM



## Customer Information

<b>First Name:</b>	Saraliz
<b>Last Name:</b>	Jimenez
<b>Department:</b>	Latino Outreach Center
<b>Email:</b>	jimene@cod.edu
<b>Phone:</b>	630-942-3039

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	jeraks@cod.edu ✓
<b>Department Account Number:</b>	01-80-00394-5509001
<b>Policy Acceptance:</b>	I Accept   sj

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Saraliz Jimenez
<b>Contact Phone:</b>	3039
<b>How Many Tables Ordered for Food Service?:</b>	2
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	2
<b>Building:</b>	Atrium
<b>Room#:</b>	2206

## Event Information

<b>Guest Count:</b>	150
<b>Pick-up/Delivery Date:</b>	Monday, 11/5/2018
<b>Food Delivery Time:</b>	9:45 AM
<b>Event Start Time:</b>	10:00 AM
<b>Food Clean-up Time:</b>	1:00 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Hot Chocolate - per gallon</b> • Marshmallows on the side.	6	\$16.99	\$101.94
<b>Coffee (10 servings) - per gallon</b>	3	\$19.99	\$59.97

## OTHER

	Qty.	Price	Ext.
<b>Custom Product</b> Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability. • Day of the Dead bread - Small to hand out	150	\$2.59	\$388.50

Order Summary		Order Totals	
<b>Beverages</b>	<b>Other</b>	<b>Sub Total</b>	\$550.41
\$161.91	\$388.50	<b>Order Total</b>	\$550.41
		<b>Balance Due</b>	<b>\$550.41</b>

## Special Instructions

Order #6241



Event Name: **AEP - November Open Mic**

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6182

Monday, 11/5/2018

Ordered On: 10/2/2018

Last Modified: 10/3/2018 7:58:27 AM

Confirmed

## Customer Information

**First Name:** Nicole  
**Last Name:** Plumtree  
**Department:** Student Life  
**Email:** plumtreen@cod.edu  
**Phone:** 6309422644

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Nicole Plumtree  
**Contact Phone:** x2644  
**How Many Tables Ordered for Food:** 3  
**Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** 1200

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** steelec@cod.edu  
**Department Account Number:** 01-30-12781-5501001  
**Policy Acceptance:** I Accept | NP

## Event Information

**Guest Count:** 250  
**Pick-up/ Delivery Date:** Monday, 11/5/2018  
**Food Delivery Time:** 10:45 AM  
**Event Start Time:** 11:00 AM  
**Food Clean-up Time:** 1:30 PM

## BEVERAGES

**Water Service - Water (serves 16 per gallon) - per gallon**  
**Raspberry Iced Tea - per gallon**

Qty.	Price	Ext.
6	\$2.99	\$17.94
12	\$12.59	\$151.08

## FOOD

**Cheese Pizza - per pizza**  
**all pizzas equal pie cuts**  
**Sausage Pizza - per pizza**  
**all pizzas equal pie cuts**  
**Pepperoni Pizza - per pizza**

Qty.	Price	Ext.
15	\$13.99	\$209.85
13	\$14.99	\$194.87
12	\$14.99	\$179.88

**all pizzas equal pie cuts**

## Order Summary

<b>Beverages</b>	<b>Food</b>
\$169.02	\$584.60

## Order Totals

<b>Sub Total</b>	\$753.62
<b>Order Total</b>	\$753.62
<b>Balance Due</b>	<b>\$753.62</b>

## Special Instructions

Order #6182

Event Name: **CNTV Election Coverage, November 6, 2018**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6231

Tuesday, 11/6/2018

Ordered On: 10/22/2018

Last Modified: 10/22/2018 8:32:31 AM

Confirmed

## Customer Information

**First Name:** Glenn  
**Last Name:** Glinke  
**Department:** MPTV  
**Email:** glinkeg@cod.edu  
**Phone:** 2892

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Glenn Glinke  
**Contact Phone:** 630-942-2892  
**How Many Tables Ordered for Food:** 0  
**Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** MAC  
**Room#:** 178

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** boonec@cod.edu ✓  
**Department Account Number:** 01-10-00341-5304001  
**Policy Acceptance:** I Accept | GG

## Event Information

**Guest Count:** 12  
**Pick-up/ Delivery Date:** Tuesday, 11/6/2018  
**Food Delivery Time:** 4:45 PM  
**Event Start Time:** 5:00 PM  
**Food Clean-up Time:** 7:00 PM

FOOD	Qty.	Price	Ext.
Cheese Pizza - per pizza	4	\$13.99	\$55.96
Sausage Pizza - per pizza	4	\$14.99	\$59.96
Pepperoni Pizza - per pizza	4	\$14.99	\$59.96
Cold Displays - Fresh Vegetable Tray, 15-25 people - each	1	\$45.99	\$45.99
Cold Displays - Fresh Fruit Tray, 15-25 people - each	1	\$45.99	\$45.99
Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen	3	\$13.99	\$41.97

## Order Summary

**Food**  
\$309.83

## Order Totals

**Sub Total** \$309.83  
**Order Total** \$309.83  
**Balance Due** \$309.83

## Special Instructions

Order #6231

Event Name: **Latino Student Visit Day**

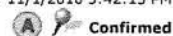
Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6278

Wednesday, 11/7/2018

Ordered On: 10/30/2018

Last Modified: 11/1/2018 5:42:15 PM



## Customer Information

<b>First Name:</b>	Tracey
<b>Last Name:</b>	Dulceak
<b>Department:</b>	Admissions & Outreach
<b>Email:</b>	dulceakt@cod.edu
<b>Phone:</b>	630-942-2093

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	mcclaint57@cod.edu ✓
<b>Department Account Number:</b>	01-30-00445-5501001
<b>Policy Acceptance:</b>	I Accept   td

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Tracey Dulceak
<b>Contact Phone:</b>	2093
<b>How Many Tables Ordered for Food Service?:</b>	3 at each station
<b>Double Sided Tables?:</b>	Yes
<b>How Many Stations?:</b>	2
<b>Building:</b>	SRC
<b>Room#:</b>	2000

## Event Information

<b>Guest Count:</b>	130
<b>Pick-up/Delivery Date:</b>	Wednesday, 11/7/2018
<b>Food Delivery Time:</b>	11:30 AM
<b>Event Start Time:</b>	12:00 PM
<b>Food Clean-up Time:</b>	1:30 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	5	\$2.99	\$14.95

## FOOD

	Qty.	Price	Ext.
<b>Chili Bar</b>			
<ul style="list-style-type: none"> <li>• Rolls</li> <li>• Garden Salad</li> <li>• Vegetable or Meat Chili</li> <li>• Toppings</li> <li>• Lemonade or Raspberry Iced Tea</li> <li>• Choice of Dessert</li> </ul>	130	\$9.99	\$1,298.70
<ul style="list-style-type: none"> <li>• Meat Chili &amp; Veggie</li> <li>• Lemonade</li> <li>• Cookies - (Specialty Buffet Dessert)</li> </ul>			
<b>Baked Potato</b>	130	\$1.59	\$206.70

Order Summary		Order Totals	
<b>Beverages</b>	<b>Food</b>	<b>Sub Total</b>	\$1,520.35
\$14.95	\$1,505.40	<b>Order Total</b>	\$1,520.35
		<b>Balance Due</b>	<b>\$1,520.35</b>

Special Instructions

Event Name: **German Club Pizza**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6292

Wednesday, 11/7/2018

Ordered On: 11/5/2018

Last Modified: 11/5/2018 10:12:06 AM



## Customer Information

<b>First Name:</b>	Nicole
<b>Last Name:</b>	Plumtree
<b>Department:</b>	Student Life
<b>Email:</b>	plumtreen@cod.edu
<b>Phone:</b>	6309422644

## Delivery / Pickup Information

<b>Method:</b>	Pick-up
<b>Event Contact:</b>	Nicole Plumtree
<b>Contact Phone:</b>	x2644

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	steelec@cod.edu ✓
<b>Department Account Number:</b>	10-99-99347-2900099
<b>Policy Acceptance:</b>	I Accept   NP

## Event Information

<b>Guest Count:</b>	20
<b>Pick-up / Delivery Date:</b>	Wednesday, 11/7/2018
<b>Earliest Pick-Up Time:</b>	11:45 AM
<b>Latest Pick-Up Time:</b>	12:00 PM

## FOOD

	Qty.	Price	Ext.
<b>Student Pizza Cost (for Student Club Pickups) - per pizza</b>			
• 2 cheese, 1 pepperoni, 1 sausage	4	\$9.99	\$39.96

Order Summary	Order Totals
Food	Sub Total \$39.96
\$39.96	Order Total \$39.96
	Balance Due \$39.96

## Special Instructions

Late entry order approved by Lynn - this is for 11/7! Pickup at 11:50am

Order #6292

Event Name: **Latino Student Visit Day**

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

**ORDER #6276**  
**Wednesday, 11/7/2018**  
Ordered On: 10/30/2018  
Last Modified: 11/9/2018 11:04:20 AM  
 **Confirmed**

## Customer Information

**First Name:** Tracey  
**Last Name:** Dulceak  
**Department:** Admissions & Outreach  
**Email:** dulceakt@cod.edu  
**Phone:** 630-942-2093

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Tracey Dulceak  
**Contact Phone:** 2093  
**How Many Tables Ordered for Food Service?:** 3  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2000

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** mcclaint57@cod.edu  
**Department Account Number:** 01-30-00445-5501001  
**Policy Acceptance:** I Accept | td

## Event Information

**Guest Count:** 110  
**Pick-up/ Delivery Date:** Wednesday, 11/7/2018  
**Food Delivery Time:** 8:00 AM  
**Event Start Time:** 8:15 AM  
**Food Clean-up Time:** 10:30 AM

## BEVERAGES

**Water Service - Water (serves 16 per gallon) - per gallon**

**Coffee (10 servings) - per gallon**

**Hot Chocolate - per gallon**

Qty.	Price	Ext.
10	\$2.99	\$29.90
5	\$19.99	\$99.95
5	\$12.99	\$64.95

## FOOD

**Einstein's Assorted Bagels - per dozen**

- Bagels cut in half please XTRA CREAM CHEESE PLEASE

Qty.	Price	Ext.
8	\$19.99	\$159.92

## OTHER

**Custom Product**

Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability.

- 5 dozen donuts / no filled

Qty.	Price	Ext.
5	\$19.99	\$99.95

## SUPPLIES

**Linen**

Tablecloths are provided for all food and beverage tables with each food order. Linen for guests (dining) tables is included only with full service meals, buffets and plated meals.

Specialty linens are also available for your food and guest tables at an additional cost. Please set up an appointment to view the linens.

Qty.	Price	Ext.
10	\$5.00	\$50.00

Order Summary

Order Totals

<b>Beverages</b>	<b>Food</b>	<b>Other</b>	<b>Supplies</b>	<b>Sub Total</b>	<b>\$504.67</b>
\$194.80	\$159.92	\$99.95	\$50.00	<b>Order Total</b>	<b>\$504.67</b>
				<b>Balance Due</b>	<b>\$504.67</b>

**Special Instructions**  
Please leave any beverages for lunch that are still full

Order #6276

Event Name: **Midwest Energy Efficiency Alliance - Breakfast**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6282  
Thursday, 11/8/2018  
Ordered On: 10/31/2018  
Last Modified: 11/5/2018 11:14:02 AM  
 Confirmed

## Customer Information

**First Name:** Jennifer  
**Last Name:** Charles  
**Department:** Conference and Events  
**Email:** charlesj36@cod.edu  
**Phone:** 630-942-3953

## Payment Information

**Payment Type:** Department Account ✓  
**Approval Email:** schultze399@cod.edu  
**Department**  
**Account Number:** 01-90-13290-5509001  
**Policy**  
**Acceptance:** I Accept | JC

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Jennifer Charles  
**Contact Phone:** 3953  
**How Many Tables**  
**Ordered for Food** 3  
**Service?:**  
**Double Sided**  
**Tables?:** No  
**How Many**  
**Stations?:** 2  
**Building:** SRC  
**Room#:** 1144

## Event Information

**Guest Count:** 25  
**Pick-up/ Delivery**  
**Date:** Thursday, 11/8/2018  
**Food Delivery**  
**Time:** 7:00 AM  
**Event Start Time:** 7:15 AM  
**Food Clean-up**  
**Time:** 12:00 PM

## FOOD

	Qty.	Price	Ext.
<b>College of Dupage Breakfast Buffet</b>			
<ul style="list-style-type: none"> <li>Seasonal Cubed Fresh Fruit and Berries Tray</li> <li>Pastry Basket</li> <li>Served with Butter and Assorted Jellies</li> <li>Hash browns</li> <li>Breakfast Potatoes</li> <li>Bacon or Sausage</li> <li>Your choice of Eggs or Mini Denver Omelette</li> <li>Choice of Pancakes or French Toast Casserole with warm Maple Syrup and Melted Butter</li> <li>Chilled Bottled Orange Juice and Apple Juice</li> <li>Freshly Brewed Coffee and Decaffeinated Coffee</li> <li>Herbal and Non-Herbal Teas to include Decaffeinated Tea with Hot Water included</li> </ul>	25	\$10.99	\$274.75
<ul style="list-style-type: none"> <li>Fluffy Scrambled Eggs</li> <li>Sausage</li> <li>Pancakes</li> </ul>			

Order Summary	Order Totals	
<b>Food</b>	<b>Sub Total</b>	\$274.75
\$274.75	<b>Order Total</b>	\$274.75
	<b>Balance Due</b>	\$274.75

## Special Instructions

Order #6282



Event Name: **Public Service Institute**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6171

Thursday, 11/8/2018

Ordered On: 9/28/2018

Last Modified: 10/30/2018 5:47:52 PM

Confirmed

## Customer Information

**First Name:** Debbie  
**Last Name:** Hasse  
**Department:** Continuing Education  
**Email:** hassed@cod.edu  
**Phone:** 630.942.2679

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** deasyd@cod.edu  
**Department Account Number:** 05-63-63001-5501001  
**Policy Acceptance:** I Accept | dh

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Debbie Hasse  
**Contact Phone:** 2679  
**How Many Tables Ordered for Food:** 2  
**Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** CHC  
**Room#:** 2001

## Event Information

**Guest Count:** 15  
**Pick-up/ Delivery Date:** Thursday, 11/8/2018  
**Food Delivery Time:** 7:15 AM  
**Event Start Time:** 8:00 AM  
**Food Clean-up Time:** 11:30 AM

## FOOD

**The Classic Continental**

- Seasonal Cubed Fresh Fruit Tray
- Bakers choice of two Breakfast Baked Goods
- Butter, Cream Cheese and Assorted Jellies
- Chilled Bottled Orange Juice and Apple Juice
- Freshly Brewed Coffee and Decaffeinated Coffee
- Herbal and Non-Herbal Teas to include Decaffeinated Tea with Hot Water included

Qty.	Price	Ext.
15	\$7.59	\$113.85

- Coffee Cake
- Assorted Bagels

## Order Summary

**Food**  
**\$113.85**

## Order Totals

**Sub Total** \$113.85  
**Order Total** \$113.85  
**Balance Due** \$113.85

## Special Instructions

Order #6171

Event Name: **SLC Coffee Conversations**

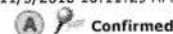
Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6287

Thursday, 11/8/2018

Ordered On: 11/1/2018

Last Modified: 11/5/2018 10:11:29 AM



## Customer Information

**First Name:** Nicole  
**Last Name:** Plumtree  
**Department:** Student Life  
**Email:** plumtreen@cod.edu  
**Phone:** 6309422644

Delivery / Pickup  
Information

**Method:** Pick-up  
**Event Contact:** Nicole Plumtree  
**Contact Phone:** 2644

## Event Information

**Guest Count:** 100  
**Pick-up/  
Delivery Date:** Thursday, 11/8/2018  
**Earliest Pick-  
Up Time:** 8:45 AM  
**Latest Pick-Up  
Time:** 9:00 AM

## Payment Information

**Payment Type:** Department Account  
**Approval Email:** steelec@cod.edu ✓  
**Department Account Number:** 01-30-12781-5501001  
**Policy Acceptance:** I Accept | NP

## BEVERAGES

	Qty.	Price	Ext.
Coffee (10 servings) - per gallon decaf only	2	\$19.99	\$39.98
Hot Cider - per gallon	2	\$11.99	\$23.98

Order Summary	Order Totals	
Beverages	Sub Total	\$63.96
\$63.96	Order Total	\$63.96
	Balance Due	\$63.96

## Special Instructions

This an approved late order by Lynn. The actual date for this order is 11/8.

Order #6287

Event Name: **November Club Lunch**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6227

Thursday, 11/8/2018

Ordered On: 10/18/2018

Last Modified: 11/5/2018 10:13:45 AM



## Customer Information

**First Name:** Nicole  
**Last Name:** Plumtree  
**Department:** Student Life  
**Email:** plumtreen@cod.edu  
**Phone:** 6309422644

## Payment Information

**Payment Type:** Department Account  
**Approval Email:** steelec@cod.edu ✓  
**Department Account Number:** 01-30-12931-5501001  
**Policy Acceptance:** I Accept | NP

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Nicole Plumtree  
**Contact Phone:** x2644  
**How Many Tables Ordered for Food Service?:** 3  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SSC  
**Room#:** 3245

## Event Information

**Guest Count:** 75  
**Pick-up/Delivery Date:** Thursday, 11/8/2018  
**Food Delivery Time:** 11:15 AM  
**Event Start Time:** 11:30 AM  
**Food Clean-up Time:** 1:30 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	5	\$2.99	\$14.95

## OTHER

	Qty.	Price	Ext.
<b>Custom Product</b> Please note your custom item in the special instruction box. Contact catering office at ext 555 regarding pricing and availability. • Turkey Mashed Potatoes & Gravy Green Bean Casserole Stuffing House Salad Pumpkin and Apple Pie (3/4 Apple & 1/4 Pumpkin) Lemonade \$12.29 per person	75	\$12.29	\$921.75

Order Summary		Order Totals	
<b>Beverages</b>	<b>Other</b>	<b>Sub Total</b>	\$936.70
\$14.95	\$921.75	<b>Order Total</b>	\$936.70
		<b>Balance Due</b>	<b>\$936.70</b>

## Special Instructions

Order #6227

Event Name: **Public Service Institute**

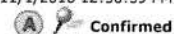
Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6172

Thursday, 11/8/2018

Ordered On: 9/28/2018

Last Modified: 11/1/2018 12:50:39 PM



## Customer Information

<b>First Name:</b>	Debbie
<b>Last Name:</b>	Hasse
<b>Department:</b>	Continuing Education
<b>Email:</b>	hassed@cod.edu
<b>Phone:</b>	630.942.2679

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	deasyd@cod.edu ✓
<b>Department Account Number:</b>	05-63-63001-5501001
<b>Policy Acceptance:</b>	I Accept   dh

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Debbie Hasse
<b>Contact Phone:</b>	2679
<b>How Many Tables Ordered for Food Service?:</b>	2
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	1
<b>Building:</b>	CHC
<b>Room#:</b>	2001

## Event Information

<b>Guest Count:</b>	10
<b>Pick-up/Delivery Date:</b>	Thursday, 11/8/2018
<b>Food Delivery Time:</b>	11:30 AM
<b>Event Start Time:</b>	1:00 PM
<b>Food Clean-up Time:</b>	4:15 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Bottled Water, 20 oz - each</b>	10	\$2.19	\$21.90

## FOOD

	Qty.	Price	Ext.
<b>Large Cookies - per dozen</b> • chocolate chip cookies	1	\$13.99	\$13.99
<b>Trail Mix - per person</b>	10	\$2.59	\$25.90

Order Summary		Order Totals	
<b>Beverages</b>	<b>Food</b>	<b>Sub Total</b>	\$61.79
\$21.90	\$39.89	<b>Order Total</b>	\$61.79
		<b>Balance Due</b>	<b>\$61.79</b>

## Special Instructions

Order #6172

Event Name: **Midwest Energy Efficiency Alliance - Lunch**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6283

Thursday, 11/8/2018

Ordered On: 10/31/2018

Last Modified: 11/5/2018 11:27:27 AM



## Customer Information

<b>First Name:</b>	Jennifer
<b>Last Name:</b>	Charles
<b>Department:</b>	Conference and Events
<b>Email:</b>	charlesj36@cod.edu
<b>Phone:</b>	630-942-3953

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Jennifer Charles
<b>Contact Phone:</b>	3953
<b>How Many Tables Ordered for Food Service?:</b>	2
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	1
<b>Building:</b>	SRC
<b>Room#:</b>	1144

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	schultze399@cod.edu ✓
<b>Department Account Number:</b>	01-90-13290-5509001
<b>Policy Acceptance:</b>	I Accept   JC

## Event Information

<b>Guest Count:</b>	26
<b>Pick-up/Delivery Date:</b>	Thursday, 11/8/2018
<b>Food Delivery Time:</b>	11:45 AM
<b>Event Start Time:</b>	12:00 PM
<b>Food Clean-up Time:</b>	1:30 PM

## FOOD

	Qty.	Price	Ext.
<b>Einstein Boxed Lunch</b> Served with Chips, Fruit Salad, Cookie, Bottled Soda or Water. <ul style="list-style-type: none"> <li>Tasty Turkey on Asiago Bagel - (Einstein Boxed Lunch)</li> <li>Bottled Water</li> <li>May I please order: 12 Tasty Turkey on Asiago 12 Smoked Ham on Harvest Grain 2 Veg Out per the menu online</li> </ul>	26	\$10.99	\$285.74

Order Summary	Order Totals
Food	Sub Total
\$285.74	\$285.74
	Order Total
	\$285.74
	Balance Due
	\$285.74

## Special Instructions

Order #6283

Event Name: **SEM Steering Committee - November 8, 2018**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6263

Thursday, 11/8/2018

Ordered On: 10/29/2018

Last Modified: 10/30/2018 12:29:13 PM



## Customer Information

<b>First Name:</b>	Barbara
<b>Last Name:</b>	Groves
<b>Department:</b>	Academic Affairs
<b>Email:</b>	grovesb16@cod.edu
<b>Phone:</b>	630-942-2005

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Barbara Groves
<b>Contact Phone:</b>	2005
<b>How Many Tables Ordered for Food Service?:</b>	2
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	1
<b>Building:</b>	SRC
<b>Room#:</b>	2000

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	overstreetk@cod.edu
<b>Department Account Number:</b>	01-80-00789-5501001
<b>Policy Acceptance:</b>	I Accept   BJG

## Event Information

<b>Guest Count:</b>	54
<b>Pick-up/Delivery Date:</b>	Thursday, 11/8/2018
<b>Food Delivery Time:</b>	12:45 PM
<b>Event Start Time:</b>	1:00 PM
<b>Food Clean-up Time:</b>	4:15 PM

## BEVERAGES

	Qty.	Price	Ext.
Coffee (10 servings) - per gallon	2	\$19.99	\$39.98
Fresh Brewed Iced Tea - per gallon	3	\$9.75	\$29.25
Water Service - Water (serves 16 per gallon) - per gallon	3	\$2.99	\$8.97

## FOOD

	Qty.	Price	Ext.
Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen	2	\$13.99	\$27.98
Cold Displays - Fresh Vegetable Tray, 15-25 people - each	1	\$45.99	\$45.99
Cold Displays - Fresh Fruit Tray, 15-25 people - each	1	\$45.99	\$45.99

Order Summary		Order Totals	
Beverages	Food	Sub Total	\$198.16
\$78.20	\$119.96	Order Total	\$198.16
		Balance Due	\$198.16

## Special Instructions

Order #6263

Event Name: **Midwest Energy Efficiency Alliance - Afternoon Break**

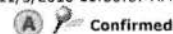
Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6284

Thursday, 11/8/2018

Ordered On: 10/31/2018

Last Modified: 11/5/2018 11:30:07 AM



## Customer Information

<b>First Name:</b>	Jennifer
<b>Last Name:</b>	Charles
<b>Department:</b>	Conference and Events
<b>Email:</b>	charlesj36@cod.edu
<b>Phone:</b>	630-942-3953

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Jennifer Charles
<b>Contact Phone:</b>	3953
<b>How Many Tables Ordered for Food Service?:</b>	2
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	1
<b>Building:</b>	SRC
<b>Room#:</b>	1144

## Payment Information

<b>Payment Type:</b>	Department Account
<b>Approval Email:</b>	schultze399@cod.edu ✓
<b>Department Account Number:</b>	01-90-13290-5509001
<b>Policy Acceptance:</b>	I Accept   JC

## Event Information

<b>Guest Count:</b>	20
<b>Pick-up/Delivery Date:</b>	Thursday, 11/8/2018
<b>Food Delivery Time:</b>	1:15 PM
<b>Event Start Time:</b>	1:30 PM
<b>Food Clean-up Time:</b>	4:00 PM

## BEVERAGES

	Qty.	Price	Ext.
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	3	\$2.99	\$8.97

## FOOD

	Qty.	Price	Ext.
<b>Individual Bags of Potato Chips - each</b>	15	\$1.59	\$23.85
<b>Individual Bags of Pretzels - each</b>	15	\$1.59	\$23.85
<b>Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen</b>	4	\$4.29	\$17.16
• Please serve the 1.3 oz cookies at \$4.29 per dozen as indicated in the menu			

Order Summary		Order Totals	
<b>Beverages</b>	<b>Food</b>	<b>Sub Total</b>	\$73.83
\$8.97	\$64.86	<b>Order Total</b>	\$73.83
		<b>Balance Due</b>	<b>\$73.83</b>

## Special Instructions

Order #6284



Event Name: ***I AM Evidence film screening***

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6264

Thursday, 11/8/2018

Ordered On: 10/30/2018

Last Modified: 11/9/2018 2:01:55 PM

Change Requested

## Customer Information

**First Name:** Andrea**Last Name:** Polites**Department:** Human Services**Email:** politesa@cod.edu**Phone:** 6309422103

## Payment Information

**Payment Type :** Department Account**Approval Email:** hunnicut@cod.edu**Department Account Number:** 01-10-00197-5501001**Policy Acceptance:** I Accept | AP

## Delivery / Pickup Information

**Method:** On Campus Delivery**Event Contact:** Andrea Polites**Contact Phone:** 630-942-2103**How Many Tables****Ordered for Food** 2**Service?:****Double Sided Tables?:** Yes**How Many Stations?:** 1**Building:** HSC**Room#:** 1234

## Event Information

**Guest Count:** 40**Pick-up/ Delivery Date:** Thursday, 11/8/2018**Food Delivery Time:** 3:30 PM**Event Start Time:** 4:00 PM**Food Clean-up Time:** 6:30 PM

## FOOD

**Deli Buffet**

- Your choice of two Salads
- Homemade Chips
- Assorted Gourmet Rolls
- Sliced Turkey, Ham, Roast Beef and Salami
- Sliced Swiss, Provolone and American Cheeses
- Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard
- Choice of Dessert
- Raspberry Iced Tea or Lemonade

- Seasonal Fresh Fruit Salad
- Market House Salad with House Dressing
- Raspberry Iced Tea
- Cookies - (Specialty Buffet Dessert)

Qty.	Price	Ext.
50	\$10.99	\$549.50

## Order Summary

**Food**  
\$549.50

## Order Totals

**Sub Total** \$549.50  
**Order Total** \$549.50  
**Balance Due** \$549.50

## Special Instructions

Order #6264



Event Name: **Explore Engineering Night 2018**

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6247

Friday, 11/9/2018

Ordered On: 10/25/2018

Last Modified: 10/25/2018 12:16:51 PM

Confirmed

## Customer Information

**First Name:** Laurel  
**Last Name:** Jolly-McCarthy  
**Department:** Math & Physical Sciences  
**Email:** jollymc@cod.edu  
**Phone:** 630-942-2055

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** hunnicut@cod.edu  
**Department Account Number:** 01-10-00177-5501001  
**Policy Acceptance:** I Accept | LJM

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Laurel Jolly-McCarthy  
**Contact Phone:** 942-2055  
**How Many Tables Ordered for Food:** 2  
**Service?:**  
**Double Sided Tables?:** Yes  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2000

## Event Information

**Guest Count:** 400  
**Pick-up/ Delivery Date:** Friday, 11/9/2018  
**Food Delivery Time:** 4:30 PM  
**Event Start Time:** 6:00 PM  
**Food Clean-up Time:** 7:00 AM

## BEVERAGES

	Qty.	Price	Ext.
<b>Coffee (10 servings) - per gallon</b>	3	\$19.99	\$59.97
<b>Fresh Brewed Iced Tea - per gallon</b>	3	\$9.75	\$29.25
<b>Raspberry Iced Tea - per gallon</b>	3	\$12.59	\$37.77
<b>Water Service - Water (serves 16 per gallon) - per gallon</b>	14	\$2.99	\$41.86

## FOOD

	Qty.	Price	Ext.
<b>Large Cookies - per dozen</b>	28	\$13.99	\$391.72

## Order Summary

<b>Beverages</b>	<b>Food</b>
\$168.85	\$391.72

## Order Totals

<b>Sub Total</b>	\$560.57
<b>Order Total</b>	\$560.57
<b>Balance Due</b>	<b>\$560.57</b>

## Special Instructions

Explore Engineering Night 2018: event begins at 6:00pm and ends at 9:00pm. Food drop-off at 4:30pm on event date (Nov 9). Food clean up on Monday (Nov 12) morning.

Order #6247

Event Name: **Political Science IPSO Presentations**

Flavours by Sodexo at The  
College of DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL  
60137  
(630) 942-2555

ORDER #6281

Saturday, 11/10/2018

Ordered On: 10/31/2018

Last Modified: 11/7/2018 9:43:09 AM

Confirmation Pending

## Customer Information

<b>First Name:</b>	Patricia
<b>Last Name:</b>	Schwab
<b>Department:</b>	HSBSS
<b>Email:</b>	schwabp@cod.edu
<b>Phone:</b>	2772

## Delivery / Pickup Information

<b>Method:</b>	On Campus Delivery
<b>Event Contact:</b>	Patricia Schwab
<b>Contact Phone:</b>	2772
<b>How Many Tables Ordered for Food Service?:</b>	3
<b>Double Sided Tables?:</b>	No
<b>How Many Stations?:</b>	1
<b>Building:</b>	SRC
<b>Room#:</b>	2000

## Payment Information

<b>Payment Type :</b>	Department Account
<b>Approval Email:</b>	hunnicut@cod.edu ✓
<b>Department Account Number:</b>	01-20-00431-5501001
<b>Policy Acceptance:</b>	I Accept   ps

## Event Information

<b>Guest Count:</b>	55
<b>Pick-up/Delivery Date:</b>	Saturday, 11/10/2018
<b>Food Delivery Time:</b>	8:00 AM
<b>Event Start Time:</b>	8:30 AM
<b>Food Clean-up Time:</b>	2:00 PM

## FOOD

	Qty.	Price	Ext.
<b>The Classic Continental</b> <ul style="list-style-type: none"> <li>Seasonal Cubed Fresh Fruit Tray</li> <li>Bakers choice of two Breakfast Baked Goods</li> <li>Butter, Cream Cheese and Assorted Jellies</li> <li>Chilled Bottled Orange Juice and Apple Juice</li> <li>Freshly Brewed Coffee and Decaffeinated Coffee</li> <li>Herbal and Non-Herbal Teas to include Decaffeinated Tea with Hot Water included</li> </ul> <ul style="list-style-type: none"> <li>Coffee Cake</li> <li>Assorted Bagels</li> </ul>	55	\$7.59	\$417.45
<b>Deli Buffet</b> <ul style="list-style-type: none"> <li>Your choice of two Salads</li> <li>Homemade Chips</li> <li>Assorted Gourmet Rolls</li> <li>Sliced Turkey, Ham, Roast Beef and Salami</li> <li>Sliced Swiss, Provolone and American Cheeses</li> <li>Leaf Lettuce, Sliced Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard</li> <li>Choice of Dessert</li> <li>Raspberry Iced Tea or Lemonade</li> </ul> <ul style="list-style-type: none"> <li>Seasonal Fresh Fruit Salad</li> <li>Market House Salad with House Dressing</li> <li>Lemonade</li> </ul>	55	\$10.99	\$604.45

- **Cookies**
- (Specialty Buffet Dessert)

## OTHER

	Qty.	Price	Ext.
<b>Custom Item</b>	1	\$0.00	\$0.00
<b>Add A Server</b> Add a server.	8	\$30.00	\$240.00

Order Summary		Order Totals	
<b>Food</b>	<b>Other</b>	<b>Sub Total</b>	\$1,261.90
\$1,021.90	\$240.00	<b>Order Total</b>	\$1,261.90
		<b>Balance Due</b>	<b>\$1,261.90</b>

Special Instructions

Order #6281

Event Name: **Deferred Comp Mtg 11.8.2018**

**Flavours by Sodexo at The College of DuPage**  
 425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
 (630) 942-2555

ORDER #6221

Thursday, 11/8/2018

Ordered On: 10/17/2018

Last Modified: 10/17/2018 9:10:32 AM

Confirmed

## Customer Information

**First Name:** Vera  
**Last Name:** Humphrey  
**Department:** Administrative Affairs  
**Email:** humphreyv@cod.edu  
**Phone:** 630-942-4285

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** caputob@cod.edu  
**Department Account Number:** 01-80-00729-5509001  
**Policy Acceptance:** I Accept | vh

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Vera Humphrey  
**Contact Phone:** 630-942-4285  
**How Many Tables Ordered for Food:** 1  
**Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2153

## Event Information

**Guest Count:** 12  
**Pick-up/ Delivery Date:** Thursday, 11/8/2018  
**Food Delivery Time:** 12:45 PM  
**Event Start Time:** 2:00 PM  
**Food Clean-up Time:** 4:30 PM

## BEVERAGES

**Bottled Water, 20 oz - each**

- 4 diet colas 2 colas

**Assorted Bottled Soft Drinks (Regular and Diet) - each**

- 4 diet colas 2 colas

## FOOD

**Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen**

Qty.	Price	Ext.
6	\$2.19	\$13.14
6	\$2.19	\$13.14
1	\$13.99	\$13.99

## Order Summary

**Beverages**  
 \$26.28

**Food**  
 \$13.99

## Order Totals

**Sub Total** \$40.27  
**Order Total** \$40.27  
**Balance Due** \$40.27

## Special Instructions

Order #6221

Event Name: **Adade Wheeler Woman of Distinction Award**

Flavours by Sodexo at The College of  
DuPage  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6262  
Wednesday, 11/7/2018  
Ordered On: 10/29/2018  
Last Modified: 11/10/2018 7:28:34 AM  
 Confirmation Pending

## Customer Information

**First Name:** Mary Jean  
**Last Name:** Cravens  
**Department:** Sociology  
**Email:** cravens@cod.edu  
**Phone:** 630-942-2333

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** overstreetk@cod.edu ✓  
**Department Account Number:** 01-80-00789-5501001  
**Policy Acceptance:** I Accept | MJC

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Mary Jean Cravens  
**Contact Phone:** 630-942-2800  
**How Many Tables Ordered for Food Service?:** 2  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2000

## Event Information

**Guest Count:** 50  
**Pick-up/ Delivery Date:** Wednesday, 11/7/2018  
**Food Delivery Time:** 6:30 PM  
**Event Start Time:** 7:00 PM  
**Food Clean-up Time:** 7:00 AM

## BEVERAGES

**Coffee (10 servings) - per gallon**

**Hot Chocolate - per gallon**

**Hot Cider - per gallon**

**Water Service - Water (serves 16 per gallon) - per gallon**

Qty.	Price	Ext.
3	\$19.99	\$59.97
3	\$12.99	\$38.97
3	\$11.99	\$35.97
5	\$2.99	\$14.95

## FOOD

**Assorted Homestyle Cookies (Peanut Butter, Chocolate Chip, Sugar, Oatmeal Raisin, White Chocolate Macadamia Nut, Double Chocolate with Chocolate Chips) - per dozen**

**Fresh Baked Brownies (Fudge and M&M`s) - per dozen**

Qty.	Price	Ext.
5	\$13.99	\$69.95
5	\$15.99	\$79.95

## Order Summary

**Beverages**  
\$149.86

**Food**  
\$149.90

## Order Totals

**Sub Total** \$299.76  
**Order Total** \$299.76  
**Balance Due** \$299.76

## Special Instructions

Order #6262

Event Name: **Adult & Veteran's Week Employer Panel**

**Flavours by Sodexo at The College of DuPage**  
425 Fawell Blvd, SRC Cafeteria, Glen Ellyn, IL 60137  
(630) 942-2555

ORDER #6254

Monday, 11/5/2018

Ordered On: 10/26/2018

Last Modified: 10/26/2018 7:23:46 AM

Confirmation Pending

## Customer Information

**First Name:** Tracey  
**Last Name:** Dulceak  
**Department:** Admissions & Outreach  
**Email:** dulceakt@cod.edu  
**Phone:** 630-942-2093

## Payment Information

**Payment Type :** Department Account  
**Approval Email:** mcclaint57@cod.edu ✓  
**Department Account Number:** 01-30-00445-5501001  
**Policy Acceptance:** I Accept | td

## Delivery / Pickup Information

**Method:** On Campus Delivery  
**Event Contact:** Tracey Dulceak  
**Contact Phone:** 2093  
**How Many Tables Ordered for Food?** 2  
**Service?:**  
**Double Sided Tables?:** No  
**How Many Stations?:** 1  
**Building:** SRC  
**Room#:** 2000

## Event Information

**Guest Count:** 50  
**Pick-up/ Delivery Date:** Monday, 11/5/2018  
**Food Delivery Time:** 9:15 AM  
**Event Start Time:** 9:30 AM  
**Food Clean-up Time:** 11:30 AM

## BEVERAGES

**Coffee (10 servings) - per gallon**

- 3 gallons regular 1 gallon decaf

**Hot Tea - per gallon**

- 3 gallons regular 1 gallon decaf

**Water Service - Water (serves 16 per gallon) - per gallon**

Qty.	Price	Ext.
4	\$19.99	\$79.96
2	\$12.99	\$25.98
2	\$2.99	\$5.98

## Order Summary

**Beverages**  
\$111.92

## Order Totals

**Sub Total** \$111.92  
**Order Total** \$111.92  
**Balance Due** **\$111.92**

## Special Instructions

Order #6254

-----  
From: marekr@cod.edu  
Sent: Mon Nov 19 13:25:13 CST 2018  
To: invoicing@cod.edu  
CC:  
Subject:  
-----

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