

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1532838

Vendor Name: Autumn M. Brose

Invoice Number: 032520

Invoice Date: 03/25/20

PO Number:

Check Number: 0266584

Check Amount: \$ 104.16

Check Date: 04/14/2020

Department ID: 99606

Reviewer Name:

Voucher Number: V0615831

Redaction Type: FERPA

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

Document Below

From: zerrudom@cod.edu
Sent: Wed Apr 01 14:59:48 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: Check Request - [REDACTED]

From: Accounts Payable
Sent: Wednesday, April 1, 2020 2:58 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: FW: Check Request - [REDACTED]

Marivic,

Please process

From: Hernandez, Shannon <hernan@cod.edu>
Sent: Tuesday, March 31, 2020 4:17 PM
To: Accounts Payable <acctpay@cod.edu>
Subject: Check Request - [REDACTED]

Thanks!

Shannon

College of DuPage - Accounts Payable
Check Request Form
revised 11/20/19

Scanned

This form may be used to request check payments *only for those items for which the issuance of a purchase order would not be appropriate*. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Non-Purchase Order Procedure No. 10-65

Date: 3/15/2020
Vendor ID: [REDACTED]

Invoice Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
	10	99	99606	2900099	Funds Held in Custody of Other	\$ 47.73
	10	99	99606	2900099	Funds Held in Custody of Other	\$ 44.43
	10	99	99606	2900099	Funds Custody of OTHER	12.00

Grand Total \$ 104.16

Check the appropriate box below and sign

- ☒ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

AP VERIFIED

04/01/20 - MARIA ZERRUDO

Payee Name: [REDACTED]
Payee Address: [REDACTED]

Other Instructions: _____

Description on Check: _____
Reimbursement for supplies for the Pride Alliance Gayla.

Approvals:

Prepared By: Shannon Hernandez Approved By: Chuck Steele Date: 3/16/20
Signature: Shannon Hernandez Signature: [Signature]
Payment Due: 4/17/20 Approved By: _____ Date: _____
Board Approved Date: _____ Signature: _____
Approved By Division VP: _____ Date: _____
Signature: _____

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), acctpay@cod.edu



Store# 4719
2682 E Main St
St. Charles IL 60174-2443

(630) 549-2199

DESCRIPTION	QTY	PRICE	TOTAL
BALLOON PUMP PLASTIC 11IN	1	1.00	1.00
BALLOON PUMP PLASTIC 11IN	1	1.00	1.00
BALLOON PUMP PLASTIC 11IN	1	1.00	1.00
TISSUE POMPON GLD HS TIP-170N	1	1.00	1.00
POM POM BLACK 2PK 12X14.35	1	1.00	1.00
TISSUE POMPON GLD HS TIP-170N	1	1.00	1.00
TISSUE POM POM SILVER 1 PACK	1	1.00	1.00
TISSUE POMPON GLD HS TIP-170N	1	1.00	1.00
TISSUE POM POM SILVER 1 PACK	1	1.00	1.00
TISSUE POM POM SILVER 1 PACK	1	1.00	1.00
TISSUE POM POM SILVER 1 PACK	1	1.00	1.00
TISSUE POMPON GLD HS TIP-170N	1	1.00	1.00

Sub Total \$12.00
SALES TAX \$0.96
Total \$12.96
US DEBIT \$12.96
*****7741 Approved
Purchase Chip
Auth/Trace Number: 877716/025117
Chip Card AID: A0000000980840

NOW SHOP ON-LINE AT DOLLARTREE.COM

* We will gladly exchange any unopened item *
* with original receipt. We do not offer refunds. *

1048 04719 02 021 21257465 3/03/20 12:47
Sales Associate:Amende

Party City

NOBODY HAS MORE PARTY FOR LESS

214 S RANDALL ROAD
ELGIN, IL 60123
(847) 468-1559

048419726890 SM BCKT SLVR \$12.99 T
SM BCKT SLVR/GLD/BLK NECKLCE
048419988427 30CT C/D GLT \$6.99 T
30CT C/D GLITZ/GLAM
013051747374 HEADBAND GLT \$5.99 T
HEADBAND GLTTR CROWN
013051747374 HEADBAND GLT \$5.99 T
HEADBAND GLTTR CROWN
192937096765 LONG COUPE P \$2.99 T
LONG COUPE PLATTER GLITZ/GLAM
013051785383 54X102IN TC \$3.49 T
54X102IN TC GLITZ/GLAM PLSTC
809801709569 JAZZY HAIRCL \$5.99 T
JAZZY HAIRCLIP BLK

SUBTOTAL \$44.43
GEN MERCH TAX @ 8.500% \$3.78
TOTAL \$48.21

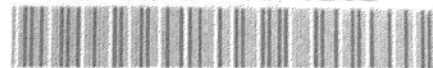
ITEMS = 7

DEBIT SALE \$48.21
XXXXXXXXXXXX7741 CHIP
APPR: 082713
JOURNAL: 0932138300081460

AID: A0000000980840
Application Label: US DEBIT
Cryptogram Type: TC
Cryptogram: BA4C11F20D1A3D80
PIN Statement: PIN Verified

STORE 932 TRN 53 REG 3
02-29-2020 12:24:18 PM

1EK 1AJK 003 0252



1EK1AJK0030252