

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1272903

Vendor Name: Press Photography Network

Invoice Number: 1083

Invoice Date: 03/21/20

PO Number:

Check Number: E0079755

Check Amount: \$ 487.50

Check Date: 04/08/2020

Department ID: 00825

Reviewer Name:

Voucher Number: V0608938

Redaction Type: None

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

Document Below

-----  
From: metcalf@cod.edu  
Sent: Mon Apr 06 14:28:29 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: PPN invoice  
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Thank you.

Thank you for your email. Please note from March 17 through April 19, we have limited staff and faculty on campus, and are continuing to perform assigned duties remotely. College leadership continues to monitor the coronavirus situation and will adjust the institutional response as circumstances warrant. COD campus updates can be found at cod.edu. We appreciate your patience during this challenging time.

Marsha Metcalf

Administrative Assistant, Marketing and Communications

**College of DuPage**

425 Fawell Blvd., Glen Ellyn, IL 60137

Phone (630) 942-3370 | metcalf@cod.edu | cod.edu

*Office Location* Institutional Resource Center (IRC) 1045

## Voucher Confirmation: V0608938

acctpay@cod.edu

Sat 3/21/2020 11:43 AM

To: Metcalf, Marsha &lt;metcalf@cod.edu&gt;;

**AP VERIFIED**  
**04/07/20 - BETHANY CRUSE**

Voucher Number V0608938

Voucher Status In Progress (Unfinished)

Requestor Name Mrs Marsha S. Metcalf

Voucher Date 03/21/20

Due Date 03/22/20

Vendor ID and/or Name 1272903 Press Photography Network

AP Type IM Invoices &lt; \$15,000

Voucher Total \$487.50

## ITEM 1

Item Description mobile x-ray &amp; interactive students

Quantity 2.000

Price \$162.5000

Extended Price \$325.00

GL Distribution 01-90-00825-5309001

## ITEM 2

Item Description post production

Quantity 1.000

Price \$162.5000

Extended Price \$162.50

GL Distribution 01-90-00825-5309001

## COMMENTS

Engage photography Vol 3 No 1

APPROVAL

DATE

*OK to Pay:*

Jorgensen, Laurette

Digitally signed by Jorgensen, Laurette  
Date: 2020.04.03 11:38:43 -05'00'

NEXT APPROVALS

**Press Photography Network**  
28W436 Juanita Dr  
Naperville, IL 60564 US  
(630)917-1288  
press.photonetwork@gmail.com  
http://www.pressphotographynetwork.com



## INVOICE

**BILL TO**

College of DuPage  
College of DuPage  
425 Fawell Blvd,  
Glen Ellyn, Illinois 60137  
USA

**INVOICE # 2143****DATE 03/12/2020****DUE DATE 04/11/2020****TERMS Net 30**

DESCRIPTION	QTY	RATE	AMOUNT
<b>Photography Services</b>	2	162.50	325.00
Photography Service: 3-10-20 Mobile X-ray/classroom photo shoot for Engage: Base rate			
<b>Post</b>	1	162.50	162.50
Post Production:			

Photographer: CM

**BALANCE DUE****\$487.50***OK to Pay: V06068938*

Jorgensen,  
Laurette

Digitally signed by Jorgensen,  
Laurette  
Date: 2020.04.03 11:39:34 -05'00'