

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1484699
Vendor Name: Buffalo Theatre Ensemble Corp.
Invoice Number: PO369425
Invoice Date: 03/05/20
PO Number: P0369425
Check Number: E0079892
Check Amount: \$ 1,643.70
Check Date: 04/22/2020
Department ID: 11101
Reviewer Name:
Voucher Number: V0620889
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: zerrudom@cod.edu
Sent: Tue Apr 21 13:17:30 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: Invoice BTE 03/05/20 \$1334.06

From: McGowan, Ellen
Sent: Monday, April 20, 2020 5:07 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: Invoice BTE 03/05/20 \$1334.06

Hi Marivic,
Can you check into this one for me.
I scanned on 4/3/20 to invoicing and it does not look like it's posted yet.

Ellen McGowan
Business Manager
McAninch Arts Center
College of DuPage
425 Fawell Boulevard
Glen Ellyn, IL 60137
Phone 630.942.3009
Fax 630.942.3002

Scanned
4/3/20

PO # 679698

Invoice

Buffalo Theatre Ensemble

415 Melrose Avenue
Glen Ellyn, IL 60137
630-359-7970
buffalotheater@outlook.com

March 5, 2020

Bill To:

College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137

AP VERIFIED
04/22/20 - MARIA ZERRUDO

For "The Cake" Postcard Mailing

DESCRIPTION

AMOUNT

See Attached Breakdown

\$ 1,643.70

Total

\$ 1,643.70

Balance due to BTE

1643.70

Ella M. Moran
4/3/20

05-60-11101-5402001 309.64
61 Print Brochure BT20-TAKE
05-60-11101-5404003
03 Postage 1334.06

From: zerrudom@cod.edu
Sent: Tue Apr 21 13:16:58 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: Invoice BTE 03/05/20 \$1334.06

From: McGowan, Ellen
Sent: Tuesday, April 21, 2020 1:16 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: RE: Invoice BTE 03/05/20 \$1334.06

Oh, sorry.

It's 369425.

Ellen McGowan
Business Manager
McAninch Arts Center
College of DuPage
425 Fawell Boulevard
Glen Ellyn, IL 60137
Phone 630.942.3009
Fax 630.942.3002

From: Zerrudo, Maria <zerrudom@cod.edu>
Sent: Tuesday, April 21, 2020 7:54 AM
To: McGowan, Ellen <mcgowan@cod.edu>
Subject: RE: Invoice BTE 03/05/20 \$1334.06

Hi Ellen,

Need a PO no.

Thanks

Marivic Zerrudo
Accounts Payable Team Leader
College of DuPage
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599
phone 630-942-2601 | zerrudom@cod.edu

From: McGowan, Ellen
Sent: Monday, April 20, 2020 5:07 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: Invoice BTE 03/05/20 \$1334.06

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