

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1431719
Vendor Name: Burlington English Inc
Invoice Number: I13717
Invoice Date: 03/18/20
PO Number: P0369469
Check Number: E0079893
Check Amount: \$ 12,600.00
Check Date: 04/22/2020
Department ID: 05135
Reviewer Name: Yvonne Bedford
Voucher Number: V0618119
Redaction Type: None
Document Type: AP Invoice

Document Below

From: townej@cod.edu
Sent: Tue Apr 14 14:46:56 CDT 2020
To: invoicing@cod.edu
CC:
Subject: Fw: College of DuPage PO 369469

Hello,
Please see the attached invoice.
Jordan Towne
Purchasing Expeditor



425 Fawell Blvd. | BIC 1B03 | Glen Ellyn, IL 60137-6599 | USA
T: (630) 942.2576 | F: (630) 942.4201 | townej@cod.edu

- *Click Here for current bids/Rfps!*
- *COD: Check out our Team Site!*

From: Patty Paulino <patty.p@burlingtonenglish.com>
Sent: Friday, April 10, 2020 5:46 PM
To: Towne, Jordan
Cc: Brandi Cardwell; McLaughlin, Ashley
Subject: Re: College of DuPage PO 369469

Hi Jordan,
Thank you for the purchase order. I revised the previously sent email to reflect your PO#. Here it is attached. I will mail out an original copy. Have a great weekend and stay safe.

Patty Paulino
Executive Assistant
Burlington English Inc.
4800 N. Federal Hwy., Suite E207
Boca Raton, Florida 33431
Office: 561-672-7826
Fax: 561-672-7827
patty.p@burlingtonenglish.com



From: "Jordan Towne" <townej@cod.edu>
To: "USA Accounting" <usa@BurlingtonEnglish.com>
Cc: "Brandi Cardwell" <brandi.c@burlingtonenglish.com>, "Ashley McLaughlin" <mclaughl@cod.edu>
Sent: Friday, April 10, 2020 3:52:34 PM
Subject: College of DuPage PO 369469
Dear Vendor,

Please find attached a College of DuPage (COD) Purchase Order for your processing purposes. To avoid any confusion, the College requests that all packages include the PO # on all shipments.

Please confirm receipt of PO (Reply ALL) and process accordingly.

Shipping questions? Contact the COD Warehouse at: 630-942-2550

The warehouse is closed and will resume accepting deliveries on 5/18/2020.

Kindly monitor website for ongoing updates.

Jordan Towne

Purchasing Expeditor



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BURLINGTON ENGLISH INC
4800 N. Federal Highway, Suite E207
Boca Raton, FL 33431
(561)672-7826



BURLINGTONENGLISH®
THE PUBLISHER THAT CARES

INVOICE

BILL TO

College of DuPage
Attn: Dan Deasy
425 Fawell Blvd.
Glen Ellyn, IL 60137 US

SHIP TO

College of DuPage
Attn: Dan Deasy
425 Fawell Blvd.
Glen Ellyn, IL 60137 US

INVOICE # 113717**DATE** 03/18/2020**DUE DATE** 04/17/2020**TERMS** Net 30**TAX EXEMPTION #**

E9997-3391-07

BE CUSTOMER ID

24025

DATE	ACTIVITY	QTY	RATE	AMOUNT
03/18/2020	BurlingtonEnglish Seat	525	24.00	12,600.00
03/18/2020	Complimentary BurlingtonEnglish Seat	525	0.00	0.00

Customer Purchase Order #369469

525 Seats for 3 Month Access

525 Seats for 1 Month Access

BALANCE DUE**\$12,600.00**

INVOICE REVIEWED
OKAY TO PAY
YVONNE BEDFORD 04/14/20

-----PLEASE MAKE PAYMENTS VIA ACH OR WIRE TRANSFER DURING THE COVID19 MOBILITY
RESTRICTIONS-----

TO SETUP ACH OR WIRE TRANSFER, PLEASE CONTACT US AT: USA@BURLINGTONENGLISH.COM AND
REFERENCE THIS INVOICE.

THANK YOU!

If ACH or wire transfer are not available at your location, please make checks payable to "BurlingtonEnglish Inc."