

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1600359

Vendor Name: Sterling Studio Kitchen and Ba

Invoice Number: MARCH2020

Invoice Date: 04/07/20

PO Number: P0369492

Check Number: E0079917

Check Amount: \$ 592.62

Check Date: 04/22/2020

Department ID: 04701

Reviewer Name:

Voucher Number: V0618163

Redaction Type: None

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

Document Below

AP VERIFIED

04/16/20 - ISABEL BARRIOS

College of DuPage

Illinois Board of Higher Education FY20

Cooperative Work Study Project

Grant Period: July 1, 2019-August 31, 2020

PO:369492

06-10-04701-5309001

Monthly Reimbursement Form

Company Name: Sterling Studio Kitchen and Bath LLC

Contact Name and Title at Company: Kathy Economos-Office Manager

Contact Name Signature: [REDACTED]

Contact Phone Number: 630-341-8892

Contact email: kathy@americraft1.com

Name of Student Intern: Khadijah Khudiera

Signature of Student Intern: [REDACTED]

Description of work performed: Interior Design Intern

Please provide pay stubs and timesheets to support the monthly reimbursement template.

Monthly reports are due on the 5th of every month. A W9 is required for the first reimbursement request.

Service activities offered to student:

(Please note this refers to any volunteer opportunities available to the student through your company, if applicable)

Did Student obtain permanent employment in Illinois? ☐ Yes ☒ No

If yes, please provide date of employment and name of employer.

Check Date	Hours Worked	Hourly Rate	Total Wages Paid
July 2019		\$	\$
August 2019		\$	\$
September 2019		\$	\$
October 2019		\$	\$
November 2019		\$	\$
December 2019		\$	\$
January 2020		\$	\$
February 2020		\$	\$
March 2020	553	\$ 14	\$ 7742.00
April 2020		\$	\$
May 2020		\$ 20.00 hr. rate	\$ 2324
June 2020		\$	\$ 185.24
July 2020		\$	\$ 3
August 2020		\$	\$

\$592.62

Reimbursement is on a first come, first serve basis. Reimbursement requests are not guaranteed for reimbursement

Questions or concerns, contact Krystina LaSorsa at lasorsak@cod.edu or 630-942-2230

Thank you,
College of DuPage
Career Services-IBHE

From: lasorsak@cod.edu
Sent: Thu Apr 16 08:53:20 CDT 2020
To: invoicing@cod.edu
CC: zehjudy@cod.edu
Subject: SterlingStudio_March_IBHEFY20

Hi,

Please see attached!

Krystina LaSorsa

Interim Manager, Internship and Service Learning Coordinator
Career Services Center
College of DuPage

Meet our Team!

During the COVID-19 pandemic, the CSC is still serving students, faculty, staff, alumni and community member. To schedule a remote appointment please contact csc@cod.edu.