

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1242516  
Vendor Name: K. K. Stevens Co.  
Invoice Number: 59272  
Invoice Date: 03/12/20  
PO Number: B0365799  
Check Number: E0079969  
Check Amount: \$ 3,577.96  
Check Date: 04/29/2020  
Department ID: 00825  
Reviewer Name: Marsha Metcalf  
Voucher Number: V0616844  
Redaction Type: None  
Document Type: AP Invoice

Document Below

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From: metcalf@cod.edu  
Sent: Mon Apr 06 14:26:21 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: KK Stevens 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



100 N. Pearl Street, PO Box 590

Astoria, Illinois 61501

Voice: 309-329-2151 Fax: 309-329-3444

# Invoice

**AP VERIFIED**

**04/24/20 - BETHANY CRUSE**

College of Dupage  
SRC Building

Business Office; Room 2049

425 Fawell Blvd

Glen Ellyn IL 60137

United States

Invoice Number: **59272**

Invoice Date: 3/12/2020

Customer ID: 103208

Page: 1 of 1

Terms: 30 days

Job: 59272	PO Number:	Salesperson: McManus, Bill
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Quantity	Description	Amount
5,000	COLLEGE OF DUPAGE - CLASS SCHEDULE, SMR 2020 88 PAGE BOOK PLUS COVER WHITE NEWSPRINT COVER - 80# VELVET (MATTE), 4/4 SADDLE STITCH DELIVERY	3,577.96

Subtotal: 3,577.96

Job Total: 3,577.96

Invoice Total: **3,577.96**

OK to pay. BO 365799, acct #01-90-00825-5402001

Jorgensen,  
Laurette

Digitally signed by Jorgensen,  
Laurette

Date: 2020.04.03 11:43:16  
-05'00'

**APPROVED**  
**06/30/20 - WENDY PARK**