

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1259916

Vendor Name: Brevard Production

Invoice Number: 980/PO369135

Invoice Date: 02/19/20

PO Number: P0369135

Check Number: 0267819

Check Amount: \$ 1,605.00

Check Date: 05/12/2020

Department ID: 12040

Reviewer Name:

Voucher Number: V0614527

Redaction Type: None

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

Document Below

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From: smithb244@cod.edu  
Sent: Fri Mar 06 13:23:22 CST 2020  
To: invoicing@cod.edu  
CC:  
Subject: FW: Brevard Production  
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Please pay invoice 980 for Brevard Production on PO 369135. Beverly Smith Administrative Assistant Athletics and Recreational Programs (630) 942-4242 (630 942-3601 fax Smithb244@cod.edu -----Original Message----- From: smithb244@cod.edu Sent: Friday, March 6, 2020 1:12 PM To: Smith, Beverly Subject: Scanned from a Xerox Multifunction Device Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Device. Attachment File Type: pdf, Multi-Page Multifunction Printer Location: Device Name: Printer-095

[attachment: Scanned from a Xerox Multifunction Printer.pdf]



Brevard Production  
2230 Sykes Creek Drive  
Merritt Island, FL 32953  
(855)386-3836x3  
cocoabeachhousing@gmail.com  
http://www.spacecoastspringtraining.com

## INVOICE

PD 369/35

### BILL TO

Ryan Connell  
College of Dupage Softball  
425 Fawell Blvd  
Glen Ellyn, IL 60137

INVOICE # 980

DATE 02/19/2020

DUE DATE 02/11/2020

### HOTEL

Westgate Resort

### CITY

Cocoa Beach, FL.

### DATES

March 11 - 18, 2020

DESCRIPTION	QTY	RATE	AMOUNT
RECEIPTS:Hotel Rooms 6 suites	42	335.00	14,070.00T
TOURISM TAX Florida State Tourism Tax	1	703.50	703.50
RECEIPTS:Registration Fee - College Team Registration Fee	1	275.70	275.70T
RECEIPTS:Early Registration Fee Early Registration Fee	1	-275.70	-275.70T
RECEIPTS:Softball Day Game Softball Day Game (including Field, Umpires & Scheduling)	12	125.00	1,500.00T

PLEASE READ THE INFORMATION: Sales Tax Exempt Certificate must be presented prior to Final Payment. Reservations changed 9-30 days prior to arrival will incur a 50% cancellation fee. Reservations changed 8 days or less from arrival date will incur a 80% cancellation fee.

SUBTOTAL	16,273.50
TAX (7%)	1,089.90
TOTAL	17,363.40
PAYMENT	15,758.40
BALANCE DUE	\$1,605.00

**INVOICE REVIEWED**  
**OKAY TO PAY**  
**BEVERLY SMITH 03/24/20**

PLEASE READ THE INFORMATION: Sales Tax Exempt forms must be presented prior to FINAL PAYMENT

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From: zerrudom@cod.edu  
Sent: Thu Apr 16 15:30:40 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: FW: Softball  
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**From:** Cruse, Bethany  
**Sent:** Thursday, April 16, 2020 3:29 PM  
**To:** Hayley, Robert <hayleyr@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>  
**Cc:** Cline, Danielle <clined@cod.edu>  
**Subject:** RE: Softball

Adding in Marivic as she handles A-G.

**From:** Hayley, Robert <hayleyr@cod.edu>  
**Sent:** Thursday, April 16, 2020 2:08 PM  
**To:** Cruse, Bethany <cruseb199@cod.edu>  
**Cc:** Cline, Danielle <clined@cod.edu>  
**Subject:** Fwd: Softball

Bethany, I approve a funds override for this payment. If this isn't your particular vendor, can you please forward this to the appropriate AP lead.

Thanks!  
Bob

Get Outlook for iOS

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**From:** Cline, Danielle <clined@cod.edu>  
**Sent:** Thursday, April 16, 2020 2:04 PM  
**To:** Hayley, Robert  
**Cc:** Kaiser, Ryan  
**Subject:** FW: Softball

The invoice for Brevard Productions got sent back through from AP even though I had notes on there to contact you. Can you please take care of this? We spoke about this last week. Reminder...the PO is encumbered but the GL line went negative due to the emergency plane tickets for the softball team.

Thank you,

*Danielle Cline*

Danielle Cline  
*College of DuPage*  
*Assistant Athletic Director, Internal Operations*  
630-942-2308

**From:** Smith, Beverly <smithb244@cod.edu>  
**Sent:** Thursday, April 16, 2020 1:57 PM

**To:** Cline, Danielle <clined@cod.edu>

**Subject:** RE: Softball

Thank you.

*Beverly Smith*

Administrative Assistant

Athletics and Recreational Programs

(630) 942-4242

smithb244@cod.edu

**From:** Cline, Danielle <clined@cod.edu>

**Sent:** Thursday, April 16, 2020 1:57 PM

**To:** Smith, Beverly <smithb244@cod.edu>

**Cc:** Hayley, Robert <hayleyr@cod.edu>; Kaiser, Ryan <kaiserr2964@cod.edu>

**Subject:** RE: Softball

No. Bob Hayley is going to override the transaction because the money was already allocated. Let's just put it through invoicing and he will send a note to AP.

Thank you,

*Danielle Cline*

Danielle Cline

*College of DuPage*

*Assistant Athletic Director, Internal Operations*

630-942-2308

**From:** Smith, Beverly <smithb244@cod.edu>

**Sent:** Thursday, April 16, 2020 1:50 PM

**To:** Cline, Danielle <clined@cod.edu>

**Subject:** Softball

Did you do the budget transfer for Softball for Brevard Productions yet? I have the invoice came through content web.

*Beverly Smith*

Administrative Assistant

Athletics and Recreational Programs

(630) 942-4242

smithb244@cod.edu