

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1377264

Vendor Name: Stevens & Tate, Inc.

Invoice Number: 52387

Invoice Date: 05/05/20

PO Number:

Check Number: E0080072

Check Amount: \$ 135.00

Check Date: 05/12/2020

Department ID: 11001

Reviewer Name:

Voucher Number: V0622285

Redaction Type: None

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

Document Below



ATTRACTION MARKETING

1900 S. Highland Avenue, Suite 200
Lombard, Illinois 60148
630/627-5200 • Fax: 630/627-5255
stevens-tate.com

**Make
Things Happen™**

Invoice

McAninch Arts Center
Ellen McGowan
McAninch Arts Center
Gen Ed, IL 60148
C/O

AP VERIFIED

05/07/20 - ISABEL BARRIOS

Invoice # 52387
Invoice Date 5/5/2020
Due Date 5/30/2020
Term Net 25

Project MAC6024 - Hosting Services
AE Debbie Szwast

BO# 367444

Hosting Services and WordPress Maintenance (July 2019 - June 2020)

Annual hosting services for atthemac.org.

Includes:

- monthly review and updates to WordPress plugins
- annual renewal of the calendar of events plugin
- annual renewal of CDN for additional website security and enhanced performance

**01-40-11001-5309004
135.00**

Hosting Services - billed monthly	\$75.00
WordPress Maintenance - billed monthly	\$60.00
Invoice Total	\$135.00
Less Applied Payments	\$0.00
Less Advance Billings	\$0.00
Amount Due	\$135.00

Site storage is billed in Gigabyte(GB) increments starting from the client's base charge.

Tier One: 0-1GB Base Charge
Tier Two: 1-3GB Base Charge + \$100
Tier Three: 3-5GB Base Charge + \$200
Additional: 5GB+ \$100 for each additional GB

Activation Fee: \$30 yearly charge for each domain hosted, other than main URL.
Domain Renewals: \$150 yearly charge for each domain renewed.

E-mail services for accounts over the 15 allocated are billed as follows:

1 - 50 \$2.00 per address
51 - 100 \$1.80 per account
101 - 150 \$1.70 per account
151 - 200 \$1.60 per account
200+ \$1.50 per account

Email services include administrative access for clients to administer their own email accounts. Endora will provide set up and initial training of email administration. After 30 days of usage, any email service training or troubleshooting requests made by client to Endora will be invoiced at the rate of \$120 per hour.

Service contract is for a minimum of one year and shall be automatically renewed at the then current fees for additional periods. Written notice required thirty days prior to cancellation of services.

Thank you for allowing us to be of service to you. Please make checks payable to: STEVENS & TATE, INC.
Payment terms are 30 days unless otherwise specified above. Tax ID number: 36-3838480

Mail payment to:
Stevens & Tate, Inc.
Accounting Dept
1900 S Highland Ave - STE 200
Lombard, IL 60148-4998

We now accept VISA, MasterCard, Discover & American Express and also offer auto-pay!

APPROVED

By Ellen McGowan at 2:49 pm, May 07, 2020

**01-40-11001-5309004
135.00
93 Website NONE**

From: mcgowan@cod.edu
Sent: Thu May 07 15:18:17 CDT 2020
To: invoicing@cod.edu
CC:
Subject: Invoice Stevens & Tate May 2020

Please process the attached invoice.
Thank you.

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