

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1088827

Vendor Name: Record-A-Hit, Inc.

Invoice Number: 201364

Invoice Date: 09/02/20

PO Number:

Check Number: E0081541

Check Amount: \$ 550.00

Check Date: 09/15/2020

Department ID: 12931

Reviewer Name:

Voucher Number: V0643951

Redaction Type: None

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

Document Below



Record-A-Hit-Entertainment

1495 Tonne Road, Elk Grove Village, IL 60007
Phone: 847.690.1100 Fax: 847.690.1122
Website: www.recordahit.com Email: rbroms@recordahit.com

RENTAL CONTRACT

Bill To

College of DuPage

425 Fawell Blvd.
Glen Ellyn, IL 60137-
Phone: () -
Fax: () -

Deliver To

425 Fawell Blvd.
Glen Ellyn, IL 60137-

Contact Person

Shannon Hernandez
Phone: (630)942-3054
Cell Phone: () -
Email: hernan@cod.edu

Order No: 201364

PO No: Bass/Schuler

Contract Date: Aug 11, 2020


Written By: Dipesh Kadakia

Event Starts: Aug 27, 2020 07:00 pm

Event Ends: Aug 27, 2020 08:00 pm

Delivery Method:

Occasion: College

Description	Size	Qty	Unit Price	Total
Carnival Games				
 Virtual Bingo Includes our caller and cards, 250 people. 10-15 games		1	\$550.00	\$550.00

Order Subtotal: \$550.00

TOTAL: \$550.00

Amount Paid: \$0.00

Balance Due: \$550.00

BALANCE 100% DUE AT EVENT PRIOR TO SETUP. ACH Payment will be made on 8/27/20
SIGNED CONTRACT DUE WITHIN 7 DAYS OF CONTRACT DATE.

A LATE FEE OF 5% OR A \$100 MINIMUM WILL BE ADDED TO PAYMENTS NOT RECEIVED WITHIN 1 WEEK AFTER EVENT DATE.
CREDIT CARDS ACCEPTED. DEPOSITS PAID WITH A CREDIT CARD WILL HAVE FINAL BALANCE CHARGED TO SAME
CREDIT CARD ON THE DAY OF THE EVENT. THERE IS A 3% CREDIT CARD PROCESSING FEE.

CONTRACT TERMS & CONDITIONS:

1. EVENT MAY BE CANCELLED WITH TWO (2) WEEKS NOTICE. IF CANCELLED WITHIN TWO (2) WEEKS OF EVENT, REMAINING BALANCE IS DUE. ANY REVISIONS OR CANCELLATIONS MUST BE DONE IN WRITING. IF RECORD-A-HIT IS READY TO BEGIN ON TIME BUT IS PREVENTED FROM DOING SO BECAUSE CONDITIONS OF THE CONTRACT HAVE NOT BEEN MET (I.E. ELECTRICITY), CUSTOMER IS RESPONSIBLE FOR THAT LOST TIME. RECORD-A-HIT MAY, AT THE DISCRETION OF THE SHOW STAFF, STAY LONGER THAN SCHEDULED TO ACCOMMODATE FOR DELAY. OVERTIME CHARGES MAY APPLY. ALL UNION AND/OR ELECTRICAL FEES ARE THE RESPONSIBILITY OF THE CUSTOMER.
2. DEPOSIT IS NON-REFUNDABLE.
3. THE FOLLOWING ATTRACTIONS REQUIRE THAT THE PARTICIPANT AND A WITNESS SIGN A LIABILITY WAIVER: ADRENALINE RUSH & EXTREME, ARCHERY TAG, BUBBLE SOCCER, BOUNCY BOXING, BUMPER CARS, BUNGEE BULL, BUNGEE RUN, BUNGEE SPORTS CHALLENGE, CLIMBING WALLS, EURO BUNGY, GLADIATOR JOUSTS, HUMAN BOWLING, HUMAN SPHERES, ICELESS SKATING RINK, JACOB'S LADDER, KAPOW, MELTDOWN, OBSTACLE COURSES, ROLLER SKATING RINK.
4. WE RECOMMEND HAVING AN INDOOR LOCATION IN CASE OF INCLEMENT WEATHER. UNDER NO CIRCUMSTANCES WILL ANY INFLATABLE AND/OR ELECTRICAL ATTRACTION BE OPERATED IN UNSAFE CONDITIONS WHICH INCLUDE HIGH WINDS, RAIN, HAIL & SNOW. ELECTRICITY AND RAIN IN ANY DEGREE CAN BE DANGEROUS, AND WET ATTRACTIONS CAN BE SLIPPERY AND UNSAFE. EQUIPMENT MAY BE LEFT RUNNING OR INFLATED, BUT PARTICIPANTS WILL NOT BE ALLOWED ON ATTRACTIONS IF UNSAFE CONDITIONS EXIST. SAFETY CONDITIONS WILL BE DETERMINED BY OUR CREW CHIEF ON SITE. RECORD-A-HIT RESERVES THE RIGHT TO PROHIBIT PARTICIPATION BY INTOXICATED OR UNRULY PERSONS. GAME ATTENDANTS MUST BE ABLE TO GIVE AUDIBLE INSTRUCTIONS TO PARTICIPANTS, NOISE LEVELS MUST BE ADJUSTED. NECESSARY FOR SAFETY.
5. EQUIPMENT CANNOT BE CARRIED UP OR DOWN STAIRS. ELEVATORS OR SERVICE ELEVATORS ARE REQUIRED FOR UPPER FLOORS.
6. CLIENT AGREES TO PROVIDE PARKING FOR ONE FIFTEEN (15) FOOT VEHICLE. CLIENT AGREES TO PROVIDE A MAP OR WRITTEN DIRECTIONS TO LOCATION. ACCOMMODATIONS, IF REQUIRED, WILL BE SPECIFIED IN NOTES ON CONTRACT.

Client Signature



8.17.2020

Robert S. Broms, President rbroms@recordahit.com
Record-A-Hit Entertainment 847-690-1100

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Order # 201364

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From: acctpay@cod.edu
Sent: Thu Sep 10 15:10:59 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: Check Request - Record-A-Hit - Thanks!

From: Hernandez, Shannon <hernan@cod.edu>
Sent: Thursday, September 10, 2020 2:01 PM
To: Accounts Payable <acctpay@cod.edu>
Subject: Check Request - Record-A-Hit - Thanks!

Shannon Hernandez

College of DuPage
Office of Student Life
Coordinator of Student Life – Clubs and Office Operations
Co-Advisor Phi Theta Kappa
630-942-3054

Deliberative * Restorative * Adaptability * Empathy * Harmony