

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1431719
Vendor Name: Burlington English Inc
Invoice Number: I14328
Invoice Date: 08/28/20
PO Number: P0370890
Check Number: E0081662
Check Amount: \$ 96,000.00
Check Date: 09/29/2020
Department ID: 05134
Reviewer Name: Yvonne Bedford
Voucher Number: V0640720
Redaction Type: None
Document Type: AP Invoice

Document Below

From: mclaughl@cod.edu
Sent: Fri Aug 28 15:51:40 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: College of DuPage PO#370890

Hey there,
Please pay for PO#370890. We have received them.
Thanks
Ashley

Ashley McLaughlin

Systems Coordinator
College of DuPage Continuing Education
Adult Basic Education/High School Equivalency/ English Language Acquisition

(630) 942-2209 | mclaughl@cod.edu | www.cod.edu/academics/conted/basic/
Visit us on campus in Glen Ellyn – SRC 1110 | Follow us on Twitter | Like us on Facebook

From: Amelia Boggess [mailto:amelia.b@burlingtonenglish.com]
Sent: Friday, August 28, 2020 3:29 PM
To: Dando, Anne Marie <dandoa@cod.edu>
Cc: McLaughlin, Ashley <mclaughl@cod.edu>; Blatt, Susan <blattsu@cod.edu>
Subject: [INVOICE] Re: College of DuPage PO#370890

Hello, again.
Great news! The order has been processed. Please see the attachment for a receipt of your purchase order. You will see these seats reflected in your account shortly!

Amelia

Amelia Boggess

Customer Manager, Illinois | (312) 292-1473

SUPPORT: 1(855) USA-BURL / 1(855) 872-2875 | Support@BurlingtonEnglish.us

Click here for a glimpse at our 2020 Catalog!

From: "Anne Marie Dando" <dandoa@cod.edu >
To: "Amelia Boggess" <Amelia.B@BurlingtonEnglish.com >
Cc: "mclaughl" <mclaughl@cod.edu >
Sent: Friday, August 28, 2020 1:38:43 PM
Subject: College of DuPage PO#370890

Dear Vendor,

Please find attached a College of DuPage (COD) Purchase Order for your processing purposes. To avoid any confusion, the College requests that all packages include the PO # on all shipments.

Please confirm receipt of PO (Reply ALL) and process accordingly.

Shipping questions? Contact the COD Warehouse at: 630-942-2550

The warehouse is open Monday through Friday: 9am to 2pm

Kindly monitor website for ongoing updates.

Invoices questions? Contact Accounts Payable at invoicing@cod.edu or 630-942-2228

Best,

Anne Marie Dando
Purchasing Assistant



425 Fawell Blvd. | IRC 1001 | Glen Ellyn, IL 60137-6599 | USA
T: (630) 942.2813 | F: (630) 942.4201 | dandoa@cod.edu

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BURLINGTON ENGLISH INC
4800 N. Federal Highway, Suite E207
Boca Raton, FL 33431
(561)672-7826



BURLINGTONENGLISH®
THE PUBLISHER THAT CARES

INVOICE

BILL TO

College of DuPage
Attn: Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137 USA

SHIP TO

College of DuPage
Attn: Ashley McLaughlin
425 Fawell Blvd.
Glen Ellyn, IL 60137 US

INVOICE # 114328

DATE 08/28/2020

DUE DATE 09/27/2020

TERMS Net 30

TAX EXEMPTION #

E9997-3391-07

BE CUSTOMER ID

24025

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/28/2020	BurlingtonEnglish Seat BurlingtonEnglish Annual Seat	1,000	96.00	96,000.00
08/28/2020	Complimentary BurlingtonEnglish Seat BurlingtonEnglish Annual Seat	80	0.00	0.00

Customer Purchase Order #370890

BALANCE DUE

\$96,000.00

INVOICE REVIEWED
OKAY TO PAY
YVONNE BEDFORD 08/31/20

-----PLEASE MAKE PAYMENTS VIA ACH OR WIRE TRANSFER DURING THE COVID19 MOBILITY
RESTRICTIONS-----

TO SETUP ACH OR WIRE TRANSFER, PLEASE CONTACT US AT: USA@BURLINGTONENGLISH.COM AND
REFERENCE THIS INVOICE.

THANK YOU!

If ACH or wire transfer are not available at your location, please make checks payable to "BurlingtonEnglish Inc."