

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1188426

Vendor Name: Village of Glen Ellyn, Illinois

Invoice Number: 3685

Invoice Date: 11/06/20

PO Number:

Check Number: 0275935

Check Amount: \$ 360.00

Check Date: 01/22/2021

Department ID: 18004

Reviewer Name:

Voucher Number: V0658593

Redaction Type: None

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

Document Below

From: acctpay@cod.edu
To: [Burns, Paula](#)
Subject: Voucher Confirmation: V0658593
Date: Wednesday, January 20, 2021 11:27:28 AM

Voucher Number V0658593
Voucher Status In Progress (Unfinished)

Requestor Name Mrs Paula M. Burns

Voucher Date 01/20/21
Due Date 01/25/21
Vendor ID and/or Name 1188426 Village of Glen Ellyn, Illinois
AP Type IM Invoices < \$15,000
Voucher Total \$360.00

ITEM 1

Item Description Annual Hotel License Fee
Quantity 1.000
Price \$360.0000
Extended Price \$360.00
GL Distribution 01-10-18004-5401002

Anthony
Ramos

Digitally signed by
Anthony Ramos
Date: 2021.01.20
15:44:49 -06'00'

COMMENTS

APPROVAL

DATE

NEXT APPROVALS

AP VERIFIED
01/21/21 - ISABEL BARRIO



December 3, 2020

Village President
Diane McGinley

Trustees
Kelli Christiansen
Bill Enright
Gary Fasules
Craig Pryde
Mark Senak
Steve Thompson

Village Manager
Mark T. Franz

Village Attorney
Gregory S. Mathews

Civic Center
535 Duane Street
Glen Ellyn, IL 60137

Administration
630-469-5000

Finance
630-547-5235

Community Development
630-547-5250

Police
65 South Park Boulevard
Glen Ellyn, IL 60137
630-469-1187

Public Works
30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756

The Village Links
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180

www.glenellyn.org
www.villagelinksgolf.com

Inn at Waters Edge
425 Fawell Blvd.
Glen Ellyn IL 60137

RE: Documentation

The village code requires that hotels in Glen Ellyn, shall supply a copy of their register to the village upon request. Attached is a copy of the code that applies.

I am requesting a copy of the register for the period of:

September 1 2020 thru November 30th 2020

We are requesting that this be provided within **21 days**. If you have any questions or concerns, please do not hesitate to contact me at 630-547-5248 or roberts@glenellyn.org.

Sincerely,

Randy Roberts

Randy Roberts
Fire and Property Maintenance Inspector

AP VERIFIED
01/21/21 - ISABEL BARRIOS

**VILLAGE OF GLEN ELLYN**

535 DUANE STREET
GLEN ELLYN, ILLINOIS 60137
630-469-5000

INVOICE

| | |
|-------------------|-------------|
| Invoice Date | Invoice No. |
| 11/06/2020 | 3685 |
| Customer Number | |
| 9297 | |
| Invoice Total Due | |
| \$360.00 | |
| Payment Terms | |
| Due upon receipt | |

COLLEGE OF DUPAGE
425 FAWELL BV
GLEN ELLYN, IL 60137

AP VERIFIED**01/21/21 - ISABEL BARRIOS**

Anthony
Ramos

Digitally signed by
Anthony Ramos
Date: 2021.01.20
15:45:30 -06'00'

| Description | Quantity | Price | UOM | Original Bill | Adjustment | Paid | Amount Due |
|---|----------|----------|------|---------------|----------------|----------|------------|
| INN AT WATER'S EDGE ANNUAL HOTEL LICENSE FEE | 1.00 | \$360.00 | EACH | \$360.00 | \$0.00 | \$0.00 | \$360.00 |
| Please put Invoice Number on your check. Make Checks Payable to: Village of Glen Ellyn | | | | | Invoice Total: | \$360.00 | |

For/Location: ANNUAL HOTEL LICENSE FEE
1/1/2021 TO 12/31/2021

TOTAL DUE IN 10 DAYS

ORIGINAL
COPY

From: Accounts Payable <acctpay@cod.edu>
Sent: Wed Jan 20 16:42:58 CST 2021
To: invoicing@cod.edu
CC:
Subject: FW: Village of Glen Ellyn Voucher

-----Original Message-----

From: Burns, Paula
Sent: Wednesday, January 20, 2021 3:53 PM
To: Accounts Payable
Subject: Village of Glen Ellyn Voucher

Hello,

Please process the attached voucher/invoice for Village of Glen Ellyn.

Thank you.

Paula

Paula Burns
Administrative Assistant
College of DuPage
Arts, Communication, and Hospitality Division
425 Fawell Blvd.
Glen Ellyn IL 60137
burnsp@cod.edu
630-942-4209

[attachment: Village of Glen Ellen INV 3685 with Voucher Confirmation_ V0658593.pdf]