

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1087302  
Vendor Name: Office Depot  
Invoice Number: 158903356001  
Invoice Date: 03/02/21  
PO Number: P0372594  
Check Number: 0278918  
Check Amount: \$ 7,024.00  
Check Date: 04/06/2021  
Department ID: 00425  
Reviewer Name: Belinda Tijerina  
Voucher Number: V0664170  
Redaction Type: None  
Document Type: AP Invoice

Document Below

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From: no\_reply\_ebilledge@officedepot.com <no\_reply\_ebilledge@officedepot.com >

Sent: Fri Mar 05 14:55:53 CST 2021

To: invoicing@cod.edu

CC:

Subject: [External] Your Electronic Billing for the period 02/27/2021 to 03/05/2021 for account 53286265.  
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CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.



Dear Customer,

Attached is your electronic billing for 02/27/2021 to 03/05/2021.

For questions regarding billing format, please contact [billingsetup@officedepot.com](mailto:billingsetup@officedepot.com).

For account related questions, please call 1-800-721-6592.

Thank You,  
Office Depot

Disclaimer: The attached file is construed as a legally binding document between Office DEPOT and its customer, and is not intended for anyone other than the intended recipient. If you are not the intended recipient, please forward this email back to [billingsetup@officedepot.com](mailto:billingsetup@officedepot.com).

[attachment: 53286265\_73925752\_05-MAR-21\_158903356001.PDF]

ACCOUNT NUMBER		ACCOUNT MANAGER		SHIP TO ID		ORDER NUMBER		ORDER DATE		SHIPPED DATE	
53286265				99		158903356001		02/26/2021		03/02/2021	
BILLING ID	PURCHASE ORDER		RELEASE		ORDERED BY		DESKTOP		COST CENTER		
9080291	372594				Regina Wisemiller		REGINA WISEMILLER				
CATALOG ITEM # / MANUF CODE		DESCRIPTION / CUSTOMER ITEM #			U/M TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE		EXTENDED PRICE
452913 812-10P		TAPE,ECO,MAGIC,3/4"x900",10PK 452913			PK	8	8	0	15.980		127.84
546318 21601		TISSUE,KLEENEX,NATURALS,48BX 546318			CA	3	3	0	57.660		172.98
239735 DIA01585CT		SANITIZER,DIAL INST 7.5OZ 239735			CT	10	10	0	39.990		399.90
536373 10044600159499		CLENER,DSNFCT,WIPE,FRSH 6EA/CA 536373			CT	15	15	0	30.080		451.20
427111 C1029		STAPLE REMOVER,BLACK 427111			EA	25	25	0	0.360		9.00
991152 MN24P36		BATTERY,COPPERTOP,AAA,36 CT 991152			BX	5	5	0	20.080		100.40
7091761 EVVE91BP24		BATTERIES,ALKLINE,MAX,AA,24 7091761			PK	5	5	0	25.590		127.95
1370854 MN13R8DW		D Coppertop Batteries 8pk 1370854			PK	2	2	0	18.370		36.74
273361 WOFQD12-WHI		WITE-OUT,EZ,DOZ,WHITE 273361			DZ	5	5	0	12.740		63.70
826876 WOTAP10		TAPE,CORRECTION,WITEOUT,10PK 826876			PK	3	3	0	11.710		35.13
256861 80002		MARKER,EXPO 2,RED 256861			DZ	3	3	0	11.920		35.76
818019 80008D		MARKER,EXPOLOWOD,PE,12PK 818019			DZ	1	1	0	11.920		11.92
259251 80001		MARKER,CHISEL TIP,EXPO,DZ,BLK 259251			DZ	15	15	0	11.770		176.55
259271 80003		MARKER,CHISEL TIP,EXPO 2,BLUE 259271			DZ	12	12	0	11.920		143.04
328649 80004		MARKER,CHISEL TIP,EXPO 2,GREEN 328649			DZ	2	2	0	11.920		23.84
182733 8420152		PEN,FLAIR,W/POINTGUARD,DZ,RED 182733			DZ	2	2	0	13.990		27.98
664011 GSM60-BLACK		PEN,ROUND STIC,BIC,60CT,BLACK 664011			BX	2	2	0	4.290		8.58
255876 GSM609BE		ROUND STICK,MEDIUM BLUE 60/BX 255876			BX	2	2	0	4.290		8.58
503222 R330-14SSCY+2		NOTE,POST-IT,POP-UP,SS,16PK,YW 503222			PK	5	5	0	12.630		63.15
501737 R330-10SSPGO		NOTE,POST-IT,POPUP,SS,10PK,MUL 501737			PK	5	5	0	14.990		74.95
203174 25025		HIGHLIGHTER,MAJ ACC,YEL,DOZ 203174			DZ	5	5	0	5.880		29.40
708586 25053		HIGHLIGHTER,MAJ ACCENT,ASTD,DZ 708586			DZ	2	2	0	5.880		11.76
257391 25006		MARKER,MED,MAJOR ACCENT,FL ORN 257391			DZ	2	2	0	5.880		11.76

THANKS FOR YOUR ORDER

Contact Number For:

Account Inquiries: (888) 263-3423

Order Inquiries: (800) 721-6592

INVOICE NUMBER	AMOUNT DUE	PAGE NUMBER
158903356001	\$2,310.57	2 of 2
INVOICE DATE	TERMS	PAYMENT DUE
03/02/2021	Net 30	04/04/2021

Federal ID # 59-2663954

Bill To: ATTN: ACCTS PAYABLE  
COLG OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLEN IL 60137-6599

APPROVED

Ship To: COLLEGE OF DUPAGE SHIPPI  
425 FAWELL BLVD  
GLEN ELLEN IL 60137-6599

03/12/21 - JENNIFER CUMPSTON

ACCOUNT NUMBER		ACCOUNT MANAGER		SHIP TO ID		ORDER NUMBER		ORDER DATE		SHIPPED DATE	
53286265				99		158903356001		02/26/2021		03/02/2021	
BILLING ID	PURCHASE ORDER		RELEASE		ORDERED BY		DESKTOP		COST CENTER		
9080291	372594				Regina Wisemiller		REGINA WISEMILLER				
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #			U/M TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE		EXTENDED PRICE	
423590 GSM11RED	PEN,ROUNDSTIC,BIC,MEDIUM,RED 423590			DZ	3	3	0	0.880		2.64	
540082 LEO74500	ERASER,BOARD,WHITEBOARD 540082			EA	50	50	0	1.990		99.50	
305706 99400	PAD,PERF,8.5X11,OD,12PK,LGL RL 305706			DZ	7	7	0	5.390		37.73	
366997 80264	PAD,STENO,6x9,80SHT,4PK,ORCHID 366997			PK	1	1	0	18.590		18.59	

SUB-TOTAL	2,310.57
DISCOUNT	0.00
DELIVERY	0.00
MISCELLANEOUS	0.00
SALES TAX	0.00
TOTAL	\$2,310.57

ALL AMOUNTS ARE BASED ON USD CURRENCY

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

▲ DETACH HERE ▲

CUSTOMER NAME	BILLING ID	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	AMOUNT ENCLOSED
COLG OF DUPAGE	9080291	158903356001	03/02/2021	\$2,310.57	

FL0 090802919 1589033560013 00000231057 1 4

PLEASE  
SEND YOUR  
CHECK TO:Office Depot, Inc  
PO BOX 630813  
CHICAGO IL 60680-1340PLEASE RETURN THIS STUB WITH YOUR PAYMENT TO  
ENSURE PROMPT CREDIT TO YOUR ACCOUNT.

PLEASE DO NOT STAPLE OR FOLD. THANK YOU

INVOICE REVIEWED  
OKAY TO PAY

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1087302  
Vendor Name: Office Depot  
Invoice Number: 162224957001  
Invoice Date: 03/11/21  
PO Number: P0372757  
Check Number: 0278918  
Check Amount: \$ 7,024.00  
Check Date: 04/06/2021  
Department ID: 00472  
Reviewer Name: Ileana Nava  
Voucher Number: V0665158  
Redaction Type: None  
Document Type: AP Invoice

Document Below

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From: no\_reply\_ebilledge@officedepot.com <no\_reply\_ebilledge@officedepot.com >  
Sent: Fri Mar 12 14:46:36 CST 2021  
To: invoicing@cod.edu  
CC:  
Subject: [External] Your Electronic Billing for the period 03/06/2021 to 03/12/2021 for account 53286265.  
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Office Depot

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[attachment: 53286265\_73925752\_12-MAR-21\_162224957001.PDF]





Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1087302  
Vendor Name: Office Depot  
Invoice Number: 161300400001  
Invoice Date: 03/10/21  
PO Number: P0372706  
Check Number: 0278918  
Check Amount: \$ 7,024.00  
Check Date: 04/06/2021  
Department ID: 00468  
Reviewer Name: None  
Voucher Number: V0665284  
Redaction Type: None  
Document Type: AP Invoice

Document Below



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From: no\_reply\_ebilledge@officedepot.com <no\_reply\_ebilledge@officedepot.com >

Sent: Fri Mar 12 15:56:01 CST 2021

To: invoicing@cod.edu

CC:

Subject: [External] Your Electronic Billing for the period 03/06/2021 to 03/12/2021 for account 53286265.

**APPROVED**

**03/15/21 - JENNIFER SUCH**

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Dear Customer,

Attached is your electronic billing for 03/06/2021 to 03/12/2021.

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For account related questions, please call 1-800-721-6592.

Thank You,  
Office Depot

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[attachment: 53286265\_73925752\_12-MAR-21\_161300400001.PDF]

ACCOUNT NUMBER		ACCOUNT MANAGER	SHIP TO ID		ORDER NUMBER		ORDER DATE	SHIPPED DATE	
53286265			99		161300400001		03/09/2021		03/10/2021
BILLING ID	PURCHASE ORDER	RELEASE		ORDERED BY		DESKTOP		COST CENTER	
9080291	372706			Anne Farnum BIC1A02		ANNE FARNUM BIC1A02			
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #		U/M TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	EXTENDED PRICE	
479608 AH505-12-B	PEN,RET,BP,1.0MM,12/PK,BLK 479608		DZ	20	20	0	3.130	62.60	
137789 2016-07	PENCIL,WOODEN,YELLOW,12,PK 137789		PK	33	33	0	2.160	71.28	
755290 27145	HIGHLIGHTER,PCKT,12PK,ASSORTE D 755290		PK	7	7	0	5.970	41.79	
810838 810838	FOLDER,LTR,1/3CUT,100BX,MANILA 810838		BX	20	20	0	4.900	98.00	
542263 NFP542263	COLOR FF,LTR,1/3 CUT - JEWEL 542263		BX	1	1	0	12.740	12.74	
542263 NFP542263	COLOR FF,LTR,1/3 CUT - JEWEL 542263		BX	5	5	0	12.740	63.70	
810838 810838	FOLDER,LTR,1/3CUT,100BX,MANILA 810838		BX	25	25	0	4.900	122.50	
810994 810994OD	FOLDER,HNG,LTR,1/5CUT,25BX,GRN 810994		BX	33	33	0	4.700	155.10	
692165 NB20110506	RULER, WOOD 12" W/M 692165		EA	33	33	0	1.720	56.76	
522206 90095	PUNCH,THREE-HOLE,ADJUSTABLE 522206		EA	3	3	0	14.790	44.37	
427111 C1029	STAPLE REMOVER,BLACK 427111		EA	33	33	0	0.360	11.88	
908210 54501	STAPLER,ECON,FULL STRIP,BLACK 908210		EA	19	19	0	3.430	65.17	
432087 2663	STAPLES,STANDARD,3/PACK 432087		PK	11	11	0	5.990	65.89	
966945 99911/USE 59146	CLIPS,PAPER,#1 GEM,100/BX 966945		BX	7	7	0	2.990	20.93	
221784 10009	CLIP,PAPER,JMB,PRM SMTH OD,5PK 221784		PK	7	7	0	5.240	36.68	
1386775 1742325	Mesh 3 Tier Desk Tray 1386775		EA	4	4	0	27.490	109.96	
346437 ST004B	CUP,PENCIL,MESH,BLACK 346437		EA	33	33	0	0.970	32.01	
452913 812-10P	TAPE,ECO,MAGIC,3/4"x900",10PK 452913		PK	4	4	0	15.980	63.92	
139720 RW139720	ERASERS,SM,36/BX,PINK 139720		BX	3	3	0	2.840	8.52	
826876 WOTAP10	TAPE,CORRECTION,WITEOUT,10PK 826876		PK	11	11	0	11.710	128.81	
789090 DD-612	CALCULATOR,HYBRID,DESKTOP,AS TD 789090		EA	33	33	0	8.590	283.47	
825265 AV14-1048	PIN,PUSH,200CT,CLEAR 825265		BX	33	33	0	1.280	42.24	
305466 99401	PAD,PERF,8.5X11,OD,LGL RLD,12P 305466		PK	10	10	0	5.390	53.90	

ACCOUNT NUMBER		ACCOUNT MANAGER	SHIP TO ID		ORDER NUMBER		ORDER DATE	SHIPPED DATE	
53286265			99		161300400001		03/09/2021		03/10/2021
BILLING ID	PURCHASE ORDER	RELEASE		ORDERED BY		DESKTOP		COST CENTER	
9080291	372706			Anne Farnum BIC1A02		ANNE FARNUM BIC1A02			
CATALOG ITEM # / MANUF CODE	DESCRIPTION / CUSTOMER ITEM #		U/M TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	EXTENDED PRICE	
806864 1921061	MARKER,CHISEL,36PK,ASST 806864		PK	3	3	0	36.290	108.87	
540082 LEO74500	ERASER,BOARD,WHITEBOARD 540082		EA	26	26	0	1.990	51.74	
393194 16000101	TOWELETTES,MARKERBOARD,50PK 393194		EA	5	5	0	2.740	13.70	
458612 55873	SCISSORS,STRT,8",2/PK,BLK 458612		PK	10	10	0	2.250	22.50	
208819 82345	OD DUR VW 1" BINDER WHITE 208819		EA	28	28	0	2.930	82.04	
209692 82320	BINDER,ODP,VW,RR,2",WHITE 209692		EA	28	28	0	4.600	128.80	
847622 14833	POWERSTRIP,6-OUTLET,2PK,WHITE 847622		PK	15	15	0	15.290	229.35	
514228 R330-18CTCP	NOTE,POST-IT,POP-UP,SS,18PK,CT 514228		PK	4	4	0	18.220	72.88	
393387 654-24NH-CP	NOTES,SELF STCK,CBNT,24PK,ASTD 393387		PK	1	1	0	19.510	19.51	
322674 660-RP-A	NOTES,RECYCLED,LINED,4x6,5PK 322674		PK	10	10	0	6.550	65.50	
825190 RTP-001948-HD-0	CLIP,BINDER,MED,1.25IN,144/PK 825190		PK	1	1	0	7.550	7.55	
808857 99020	CLIP,BINDER,SMALL,12/BX 808857		BX	12	12	0	0.290	3.48	
308957 RTP-001958-HD-0	CLIP,BINDER,LARGE,2IN,12BX 308957		BX	4	4	0	1.460	5.84	
346429 HY6902A-B	HOLDER,BUSINESS CARD 346429		EA	18	18	0	2.840	51.12	
975266 M2312PK	TAPE,1/2",2PK,BLACK ON WHITE 975266		PK	3	3	0	12.740	38.22	
732987 654-24SST-CP	NOTES,3x3,RECYCLE,24PK,TROPIC 732987		PK	1	1	0	15.410	15.41	
255477 675-6SSNRP	NOTES,SS,4X4,6/PK,NATURAL 255477		PK	1	1	0	11.240	11.24	
286912 675-SST	NOTES,POST-IT,LINED,SS,4x4,6PK 286912		PK	1	1	0	11.240	11.24	
546318 21601	TISSUE,KLEENEX,NATURALS,48BX 546318		CA	2	2	0	57.660	115.32	
447534 77501	HOLDER,LEAFLET,LIT,CLEAR 447534		EA	10	10	0	1.170	11.70	
1375462 1375462	4 Tier Lit Leaflet Holder 1375462		EA	4	4	0	14.490	57.96	
852514 RUB11906ROS	ORGANIZER,DRAWER,EX CAP,BLACK 852514		EA	1	1	0	11.990	11.99	
188585 OD10404	Organizer,drawer,recycled 188585		EA	1	1	0	2.650	2.65	



Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1087302

Vendor Name: Office Depot

Invoice Number: 166366821001

Invoice Date: 04/01/21

PO Number: P0373104

Check Number: 0278918

Check Amount: \$ 7,024.00

Check Date: 04/06/2021

Department ID: 00425

Reviewer Name:

Voucher Number: V0671185

Redaction Type: None

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

Document Below

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From: no\_reply\_ebilledge@officedepot.com <no\_reply\_ebilledge@officedepot.com >  
Sent: Fri Apr 02 15:45:01 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: [External] Your Electronic Billing for the period 03/27/2021 to 04/02/2021 for account 53286265.  
-----

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Office Depot

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[attachment: 53286265\_73925752\_02- APR-21\_166366821001.PDF]



THANKS FOR YOUR ORDER

Contact Number For:  
Account Inquiries: (888) 263-3423  
Order Inquiries: (800) 721-6592

### 3 WAY MATCH

~~Federal ID # 50 2000054~~

INVOICE NUMBER	AMOUNT DUE	PAGE NUMBER
166366821001	\$883.83	1 of 2
INVOICE DATE	TERMS	PAYMENT DUE
04/01/2021	Net 30	05/02/2021

**Bill To:** ATTN: ACCTS PAYABLE  
COLG OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN IL 60137-6599

**Ship To :** COLLEGE OF DUPAGE SHIPPING  
425 FAWELL BLVD  
GLEN ELLYN IL 60137-6599

ACCOUNT NUMBER		ACCOUNT MANAGER		SHIP TO ID		ORDER NUMBER		ORDER DATE		SHIPPED DATE	
53286265				99		166366821001		03/30/2021		04/01/2021	
BILLING ID	PURCHASE ORDER		RELEASE		ORDERED BY		DESKTOP		COST CENTER		
9080291	373104				Regina Wisemiller		REGINA WISEMILLER				
CATALOG ITEM # / MANUF CODE		DESCRIPTION / CUSTOMER ITEM #			U/M TAX	QTY ORD	QTY SHIP	QTY B/O	UNIT PRICE	EXTENDED PRICE	
443650 E904		CEMENT,RUBBER,ELMER'S,4 OZ.			EA	5	5	0	0.980	4.90	
124378 79378		BOARD,QUART,DE,MAG,VALUPK,2X 3			EA	1	1	0	59.990	59.99	
204057 81803		CLEANER,BOARD,DRY ERASE,8 OZ			EA	15	15	0	2.450	36.75	
307512 81505		ERASER,DRY ERASE,EXPO			EA	30	30	0	1.950	58.50	
843796 21332-DEEP		NOTES,SELF-STICK,OD,12PK,DEEP			PK	2	2	0	6.580	13.16	
546318 21601		TISSUE,KLEENEX,NATURALS,48BX			CT	3	3	0	57.660	172.98	
239735 DIA01585CT		SANITIZER,DIAL INST 7.5OZ			CT	4	4	0	39.990	159.96	
536373 10044600159499		CLENER,DSNFCT,WIPE,FRSH			CT	5	5	0	30.080	150.40	
259251 80001		MARKER,CHISEL TIP,EXPO,DZ,BLK			DZ	5	5	0	11.770	58.85	
366997 80264		PAD,STENO,6x9,80SHT,4PK,ORCHID			PK	1	1	0	18.590	18.59	
305706 99400		PAD,PERF,8.5X11,OD,12PK,LGL RL			DZ	12	12	0	5.390	64.68	
203174 25025		HIGHLIGHTER,MAJ ACC,YEL,DOZ			DZ	5	5	0	5.880	29.40	
708586 25053		HIGHLIGHTER,MAJ ACCENT,ASTD,DZ			DZ	2	2	0	5.880	11.76	
423590 GSM11RED		PEN,ROUNDSTIC,BIC,MEDIUM,RED			DZ	2	2	0	0.880	1.76	
502807 E304		GLUE,SCHOOL,4OZ			EA	2	2	0	2.240	4.48	
664011 GSM60-BLACK		PEN,ROUND STIC,BIC,60CT,BLACK			BX	5	5	0	4.890	24.45	
199560 GSMG11-PPL		PEN,BIC,GRIP/RNDSTCK,PURPLE,DZ			DZ	1	1	0	1.460	1.46	
203182 25026		MARKER,MED,MAJOR ACCENT,FL GRN			DZ	2	2	0	5.880	11.76	

