

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1602352

Vendor Name: Therese M. Peskowits

Invoice Number: 21-11

Invoice Date: 04/13/21

PO Number: B0373171

Check Number: E0084355

Check Amount: \$ 1,884.56

Check Date: 04/28/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0673385

Redaction Type: None

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

Document Below

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From: McGowan, Ellen <mcgowan@cod.edu>  
Sent: Fri Apr 23 18:32:43 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: Invoice Peskowits, Therese #21-11  
-----

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

[attachment: Peskowits,Therese Inv# 21-11 1884.56 04-13-21 Art Insp Mexico.pdf]

# THERESE MARIE PESKOWITS

700 WEST BUCKINGHAM PLACE, CHICAGO, ILLINOIS USA (847) 525-0051  
[THERESE.PESKOWITS@GMAIL.COM](mailto:THERESE.PESKOWITS@GMAIL.COM)

## INVOICE #21-11

Cleve Carney Museum of Art  
McAninch Arts Center  
425 Fawell Blvd  
Glen Ellyn, IL 60137

Billing Date: April 13, 2021

BO# 373171

Line 2 11999 = \$1884.56

05-60-11999-5309004  
499 Contracted Staff G20\_KAHLO

**APPROVED**

*By Ellen McGowan at 6:29 pm, Apr 23, 2021*

## PROJECT DESCRIPTION

Reimbursement travel costs to Mexico City for the Frida Kahlo Winter's Exhibition.  
Receipts are attached for your reference.

Airfare: \$347.83  
Airbnb: \$786.73  
Per diem: \$750 (10 days @ \$75/day)

**Total: \$1,884.56**

## PLEASE SUBMIT PAYMENT TO:

Therese Marie Peskowits at the address listed above or via wire transfer to:

BMO HARRIS  
3601 N Halsted Street  
Chicago, IL 60657  
USA

METHOD OF PAYMENT	
AX*****1001	<b>\$182.81 USD</b>

CHARGES	
Air Transportation Charges	
Base Fare	\$125.00 USD
Taxes, Fees and Charges	
United States - September 11th Security Fee(Passenger Civil Aviation Security Service Fee) (AY)	\$5.60 USD
Mexico - Tourism Tax (Derecho No Inmigrante) (UK)	\$28.61 USD
United States - Transportation Tax (US)	\$19.10 USD
United States - Passenger Facility Charge (XF)	\$4.50 USD
<b>TICKET AMOUNT</b>	<b>\$182.81 USD</b>

#### NONREF/CHNGS PERMITTED

This ticket is non-refundable unless the original ticket was issued at a fully refundable fare. Some fares may not allow changes. If allowed, any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply.

Fare Details: CHI DL MEX125.00XNNJ0SMS NUC125.00END ROE1.00 XF ORD4.5

## Checked Bag Allowance

The fees below are based on your original ticket purchase. **If you qualify for free or discounted checked baggage**, this will be taken into account when you check in.

Tue 27 Apr 2021

ORD-MEX

FIRST	SECOND
\$30.00 <sup>USD</sup> (50LBS/23KG)	\$55.00 <sup>USD</sup> (50LBS/23KG)

This trip is operated by the following carrier(s): AEROMEXICO. See carrier's complete baggage information.

Tue 27 Apr 2021

ORD-MEX

DL0GO	DL0GO
\$30.00 <sup>USD</sup> (50LBS/23KG)	\$55.00 <sup>USD</sup> (50LBS/23KG)

This trip is operated by the following carrier(s): AEROMEXICO. See carrier's complete baggage information.

## Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous materials aboard aircraft in your luggage or on your person. A violation can result in civil penalties. Examples include: Paints, aerosols, lighter fluid, fireworks, torch lighters, tear gases and compressed gas cartridges.

There are special exceptions for small quantities (up to 70 ounces total). For further information visit [delta.com](https://www.delta.com) Restricted Items Section.

**MANAGE MY TRIP>**

METHOD OF PAYMENT	
AX*****1001	<b>\$165.02 USD</b>

CHARGES	
Air Transportation Charges	
Base Fare	\$65.00 USD
Taxes, Fees and Charges	
United States - Transportation Tax (US)	\$19.10 USD
United States - Animal and Plant Health Inspection Service Fee (APHIS User Fee - Passengers (XA)	\$3.96 USD
Mexico - Airport Departure Tax - TUA (XD)	\$61.37 USD
Mexico - Transportation Tax - IVA (XO)	\$2.60 USD
United States - Immigration and Naturalization Fee(Immigration User Fee) (XY)	\$7.00 USD
United States - Custom User Fee (YC)	\$5.99 USD
<b>TICKET AMOUNT</b>	<b>\$165.02 USD</b>

#### NONREF/CHNGS PERMITTED

This ticket is non-refundable unless the original ticket was issued at a fully refundable fare. Some fares may not allow changes. If allowed, any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply.

Fare Details: MEX DL CHI65.00VNNF0SMS NUC65.00END ROE1.00

## Checked Bag Allowance

The fees below are based on your original ticket purchase. **If you qualify for free or discounted checked baggage**, this will be taken into account when you check in.

Thu 06 May 2021

MEX-ORD

FIRST	SECOND
\$30.00 <sup>USD</sup> (50LBS/23KG)	\$55.00 <sup>USD</sup> (50LBS/23KG)

This trip is operated by the following carrier(s): AEROMEXICO. See carrier's complete baggage information.

Thu 06 May 2021

MEX-ORD

DL0GO	DL0GO
\$30.00 <sup>USD</sup> (50LBS/23KG)	\$55.00 <sup>USD</sup> (50LBS/23KG)

This trip is operated by the following carrier(s): AEROMEXICO. See carrier's complete baggage information.

## Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous materials aboard aircraft in your luggage or on your person. A violation can result in civil penalties. Examples include: Paints, aerosols, lighter fluid, fireworks, torch lighters, tear gases and compressed gas cartridges.

There are special exceptions for small quantities (up to 70 ounces total). For further information visit [delta.com](https://www.delta.com) Restricted Items Section.

**MANAGE MY TRIP>**

# Your receipt from Airbnb



Receipt ID: RC5SHFHRQ9 · April 9, 2021

## Ciudad de México

### 9 nights in Ciudad de México

Tue, Apr 27, 2021 → Thu, May 6, 2021  
Entire home/apt · 2 beds · 2 guests



Hosted by Tiane Sotelo  
Confirmation code: HMMXFSJYJT  
[Go to itinerary](#) · [Go to listing](#)

Travelers: Reto Woodtli, Therese Peskowits

### Cancellation policy

Cancel before 4:00 PM on Apr 27 and only get a refund of the cleaning fee. [More details](#)  
Cutoff times are based on the listing's local time

### Have a question?

[Visit the Help Center](#)

## Price breakdown

\$62.57 x 9 nights	\$563.13
Cleaning fee	\$19.86
Service fee	\$82.30
Occupancy taxes and fees	\$121.44
<b>Total (USD)</b>	<b>\$786.73</b>

## Payment

DISCOVER \*\*\*\* 2114 \$786.73  
April 9, 2021 · 6:00:06 PM EDT

**Amount paid (USD)** **\$786.73**

### Airbnb service fee

Includes applicable VAT charges. [Go to Payment Details](#) to view VAT Invoice.

### Occupancy taxes

Occupancy Taxes include Tourism Tax (Mx - Ciudad De Mexico Impuesto Sobre Hospedaje).

### Airbnb Payments, Inc.

Airbnb Payments is a limited payment collection agent of your Host. It means that upon your payment of the Total Fees to Airbnb Payments, your payment obligation to your Host is satisfied. Refund requests will be processed in accordance with: (i) the Host's cancellation policy (available on the Listing); or (ii) Airbnb's Guest Refund Policy Terms, available at [www.airbnb.com/terms](https://www.airbnb.com/terms). Questions or complaints: contact Airbnb Payments, Inc. at +1 (844) 234-2500.

### Security Deposit

Your Host requires a Security Deposit of \$248.00 to book this listing. The Guest is responsible for the amount of the Security Deposit, but it will not be charged unless the host makes a claim. Hosts can make a claim on the deposit within 14 days of your checkout date or before the next guest checks in, whichever is earlier. If a claim is initiated, Airbnb Customer Service will be in contact with both you and your Host to make sure both parties are represented fairly. Additional details regarding the Security Deposit are available at <https://www.airbnb.com/help/article/140>.

### Payment processed by:

Airbnb Payments, Inc.  
888 Brannan Street, San Francisco, CA 94103

Airbnb, Inc.  
888 Brannan St, San Francisco, CA 94103  
[www.airbnb.com](https://www.airbnb.com)





**INDEPENDENT CONTRACTOR AGREEMENT**  
**Between**  
**COLLEGE OF DuPAGE**  
**and**  
**Therese Peskowits**

**Agreement # PESK2021**

This agreement is entered into this 1<sup>st</sup> day of March 2021, by and between College of DuPage and Therese Peskowits.

**SERVICES:**           **Therese Peskowits** shall perform the following services for the College of DuPage:

**Registrar for Frida Kahlo: Timeless Exhibition at Cleve Carney Museum of Art**

**1.) Registrarial Services March-September 2021, including:**

- March 2021 - exhibition correspondence
- April 2021 - exhibition correspondence and document generation
- May 2021 - oversight of unpacking, condition checks with conservator / courier and installation (5 days)
- June – July 2021 - Exhibition maintenance and correspondence
- August 2021 - exhibition correspondence and document generation
- September 2021- oversight of deinstallation, condition checks with conservator / courier and packing (5 days)

**2.) In the event that condition checks, oversight of unpacking/install and oversight of deinstall/packing cannot be completed in a virtual format - possible travel between Mexico City, Mexico and Glen Ellyn, IL.\***

*\* No travel arrangements shall be made prior to written approval from Museum Curator and Arts Center Director.*

**WORK PRODUCT:**

This is a “work for hire” agreement. All rights to materials produced or products from services rendered are property of College of DuPage in perpetuity.  
All documents, including reports and all other work products, produced by Contractor under this Agreement shall become and remain the property of College of DuPage. The Contractor shall submit any document, publication, brochure, electronic media etc., which was developed for College of DuPage under this Agreement to the College for copyright or trademark by the College.

**TERM:**               The term of this agreement shall be **March 1, 2021, to September 30, 2021.**

**REMUNERATION:**

A rate of \$75.00 per hour for Registrarial Services for March through September 2021, including duties outlined below (total not to exceed **\$16,600**):

- March 2021 – exhibition correspondence
- April 2021 – exhibition correspondence and document generation
- April/May 2021 – potential Olmedo Museum site visit (one day to inspect works prior to packing)\*
- April/May 2021– virtual condition check / packing (estimated 22-30hrs)
- May 2021– receive artworks / virtual unpacking / condition check (estimated 22-30hrs)
- September 2021 – virtual condition check / packing / release artworks (estimated 22-30hrs)
- September / October 2021 – virtual unpacking / condition check (estimated 22-30hrs)

Potential travel costs, as outlined below, if condition checks cannot be completed in a virtual format:

- Travel Costs – total not to exceed **\$2,825\***
  - Airfare: \$400
  - Hotel / 8 nights: \$800
  - Per diem / 11 days @ \$75/day: \$825
  - Airport transfers: \$300

Shall be paid monthly based on invoices, to be issued by Therese Peskowits.

**The total annual amount of this contract shall not exceed \$19,425.**

*\* No travel arrangements shall be made prior to written approval from Museum Curator and Arts Center Director.*

- TAXES:** **Therese Peskowits** shall be responsible for any and all state, local and federal taxes due related to income from the above services.
- LIAISON:** While performing these services, it is understood that **Therese Peskowits** shall coordinate with **Justin Witte**.
- INSURANCE:** It is understood that **Therese Peskowits** is self-employed and must carry, at his/her own expense any insurance coverage; such as, worker's compensation, medical, property, liability, and auto, related to the above mentioned services.
- LIABILITY:** **Therese Peskowits** agrees to hold College of DuPage, its trustees, officers, directors, agents, successors and assigns, harmless from and against all losses, damages, injuries, claims, demands, and

expenses, including attorneys' fees, which may arise during the performance of this agreement.

**Therese Peskowits** also represents and warrants that the services will not infringe any copyright, violate the rights of any person, or contain any other unlawful matter. **Therese Peskowits** shall defend, indemnify and hold harmless College of DuPage and others of whom it may license and grant rights, against all damages suffered and expenses incurred based on any breach or alleged breach of **Therese Peskowits's** warranty.

**CERTIFICATION:** All independent contractors must also certify below regarding the status of any educational loans as required by state law effective January 1, 1988. (Must check one)

☒ I certify that I am not in default on an educational loan guaranteed by the State in the amount of \$600.00 or more.

☐ I certify that I am in default on an educational loan guaranteed by the State in the amount of \$600.00 or more and I agree to make arrangements for repayment of this loan with the maker or guarantor within six months from the date of this contract.

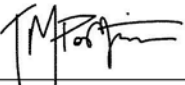
**TERMINATION:** This agreement may be terminated by College of DuPage, at any time based upon any unsatisfactory performance by **Therese Peskowits**.

**FORCE MAJEURE:** Neither party shall be liable for any failure or delay in performance of its obligations under this Agreement if exhibition becomes impossible or impracticable and is not within a party's control due to Act of God, or "act of government" – any act or regulation on public spaces, of any public authority or bureau, civil tumult, strike, epidemic, interruption or travel bans, delay of transportation services, war conditions, emergencies, where an order by a government or a government agency in a country or state has prevented performance or invoked capacity restrictions on gatherings and businesses are imposed. The parties acknowledge and agree that the occurrence of Pandemic, including but not limited to COVID19, the H1N1 virus, or swine flu in an area in close proximity to the exhibition venue in and of itself is not deemed a Force Majeure Occurrence, unless the state or local government, or US Department of Health and Human Services, declares an outbreak of the virus in the area in which the exhibition is scheduled to take place. Any other similar or dissimilar cause beyond the control of either Consultant or College of DuPage (each a "Force Majeure Occurrence") it is understood and agreed by the parties that there shall be no claim for damages by either party against the other, and each party's obligations hereunder shall be deemed waived. College of DuPage will serve notice to the Consultant, or Consultant will serve notice to the College of DuPage "as soon as possible".

**COVID-19 INFORMATION:** It is understood that both parties shall adhere to all current College of DuPage safety guidelines when performing any duties relating to this contract on campus. Up to date information on current policies and procedures can be found at the College's website: <https://www.cod.edu/coronavirus/index.aspx>. To the furthest extent possible, all other work will be done remotely. When remote work is not possible, both parties shall follow best-practices for safety as established by the IL Department of Public Health and Centers for Disease Control.

In consideration thereof, both parties agree to the conditions set forth above.


Independent Contractor:

  
\_\_\_\_\_  
Therese Peskowits

On File 344-76-4460  
SS# OR FEIN

March 1, 2021  
Date

College of DuPage:

  
\_\_\_\_\_  
Ellen Roberts, Interim VP,  
Administrative Affairs

3.30.2021  
Date

**SIGN HERE**