

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1377418
Vendor Name: National Pen Co, LLC
Invoice Number: 112069479
Invoice Date: 06/02/21
PO Number: P0373876
Check Number: 0282329
Check Amount: \$ 632.66
Check Date: 06/22/2021
Department ID: 14005
Reviewer Name: Nancy Keller
Voucher Number: V0684275
Redaction Type: None
Document Type: AP Invoice

Document Below

**NATIONAL PEN**National Pen Co. LLC
P.O. Box 847203
Dallas, TX 75284-7203**INVOICE**

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Invoice To:

COLLEGE OF DUPAGE ACCOUNTS PAYABLE
COLLEGE OF DUPAGE
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137-6599

Ship To (If different from invoice to):

COLLEGE OF DUPAGE/MAUREE
COLLEGE OF DUPAGE
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137-6599

Invoice No. 112069479	Invoice Date 02-Jun-2021	Reference No. 17555503-28818754	Shipped Via UPS GROUND
Customer No. 17555503	Terms ON RECEIPT	Customer P.O. No. 373876	Salesperson NEWMAN, JENNIFER

Quantity	Description	Unit Price	Extended
500	LTP-XXX TOOL BOX PEN	1.44	720.00
50	LTP-XXX TOOL BOX PEN	0.00	0.00
1	DISCOUNT	-184.24	-184.24
1	SETUP CHARGE	16.95	16.95
1	SHIPPING & HANDLING CHARGES	79.95	79.95

To pay by E-check or Credit Card go to: www.Pens.com/Payments.

Prepayment amounts are subject to approval / clearing of funds. A late charge of \$25.00 will be imposed if invoice is not paid promptly.

Returned checks are subject to a \$25.00 charge. Customer is responsible for all fees associated with the collection of this invoice.

To contact Customer Care please call 1-800-347-7367. To contact the Accounting Department please call 1-866-388-9850.

Subtotal	\$	632.66
Tax	\$	0.00
Prepaid	\$	0.00
TOTAL DUE	\$	632.66

OKAY TO PAY

Please detach and return lower portion with your payment.

Remit Payment To: **NATIONAL PEN** P.O. Box 847203 Dallas TX 75284-7203Customer No.
17555503Invoice Date
02-Jun-2021Invoice No.
112069479AMOUNT DUE
\$ 632.66

Form of Payment

☐ VISA ☐ MASTERCARD
☐ CHECK or MONEY ORDER

Please do not send cash.

If your address has changed, please make corrections below:

COLLEGE OF DUPAGE ACCOUNTS PAYABLE
COLLEGE OF DUPAGE
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137-6599

Amount Enclosed _____

Credit Card No. _____

Credit Card Expiration Date ____ / ____

X

Authorized Signature

E-Mail: _____
Please write your customer number on the check or money order

17555503 000063266 112069479 9

From: Newman, Jennifer <Jennifer.Newman@pens.com >
Sent: Thu Jun 03 10:15:43 CDT 2021
To: invoicing@cod.edu
CC: Jennifer.Newman@pens.com,mitacek@cod.edu
Subject: [External] INFORMATION REGARDING: Order Confirmation:5485781912 >by po# 373876 >Tool
Box Pen

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.

Hello and a wonderful start your day!

Hello to Accounts Payable office,
I hope that you are having a wonderful start to your day. I wanted to help in getting the required information over to you in regards to your recent order on the tool box pens. I have your tracking information as shown below as well as the invoice in the attachments. If there is anything further you may need please feel free to email and or call. I am more than happy to help in getting you any information that you may need. I hope that you have a wonderful week.

tracking information: (there will be 2 packages)



Thank You For Being The Best Part Of My Job,

Jennifer Newman

Customer Relations Manager

888-672-1113

Make your brand *personal*TM



Would you like to unsubscribe from emails? Please send a request to TSoptout@pens.com, and we will remove you from our offer list within 10 business days.

This email has been scanned for email related threats and delivered safely by Mimecast.

For more information please visit <http://www.mimecast.com>

[attachment: message.eml]

Your shipment

1Z4441E80327492844

1 of 2 Piece Shipment

Estimated delivery

Check back tomorrow for an updated delivery date.



Label Created



Shipped



Delivery

Ship To

GLEN ELLYN, IL US

Get Updates

Change My Delivery

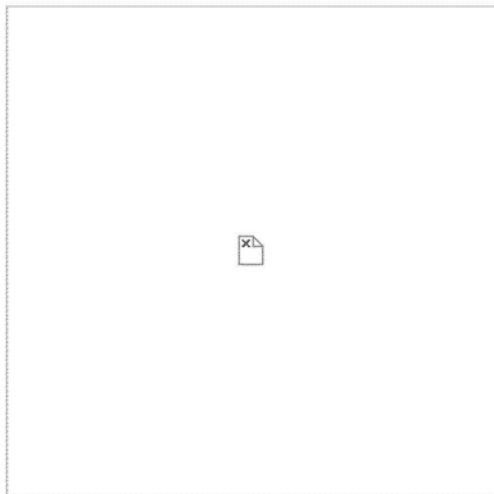
[View Details](#)

NATIONAL PEN

at pens.com



From: National Pen Payments <NPCPAY@pens.com >
To: "Newman, Jennifer" <Jennifer.Newman@pens.com >
Subject: National Pen Invoice
Date: Thu, 3 Jun 2021 14:42:18 +0000
Message-ID: <4d0d4653-5d12-450a-bdf8-4cdaed7e4304@NPCAS201.pens.com >
Attachments: Invoice_112069479.pdf



WWW.PENS.COM/PAYMENTS
Ph: (800) 347-7367
National Pen Co., LLC
PO Box 847203
Dallas, TX 75284-7203

COLLEGE OF DUPAGE

COLLEGE OF DUPAGE ACCOUNTS PAYABLE
COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60137-6599

Customer Number:	17555503
Invoice Number:	112069479
Invoice Date:	02-Jun-2021
Original Invoice Amount:	632.66
Remaining Amount Due:	632.66

Dear COLLEGE OF DUPAGE ACCOUNTS PAYABLE,

Please do not reply to this e-mail. This message came from an automated mailbox.

Thank you for your recent order. Your order has shipped and your invoice was placed in the appropriately labeled box or mailed to you.

To reorder or for questions regarding your order, please contact our Customer Care Department at (800) 347-7367.

We appreciate your business and thank you for your order!

To pay by E-Check or Credit Card:

WWW.PENS.COM/PAYMENTS

To pay by mail please send your payment to:

National Pen Co., LLC
PO Box 847203
Dallas, TX 75284-7203

Want to see more ways you can promote your business with personalized products? Visit: WWW.PENS.COM

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