

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1634905  
Vendor Name: Canon Solutions America Inc  
Invoice Number: 1400195677  
Invoice Date: 06/11/21  
PO Number:  
Check Number: 0283795  
Check Amount: \$ 430.24  
Check Date: 08/17/2021  
Department ID: 00733  
Reviewer Name: Brett Kalboth  
Voucher Number: V0690173  
Redaction Type: None  
Document Type: AP Invoice

Document Below



CANON SOLUTIONS AMERICA

425 North Martingale Rd  
Schaumburg, IL 60173  
1-800-613-2228  
F-I-N 132677004  
DUNS#: 07-161-9878

Invoice  
Page 1 of 2

Invoice Number 1400195677  
Invoice Date June 11, 2021  
Invoice Amount \$151.76  
Past Due After July 11, 2021  
Balance Due \$151.76

Bill To: 519997

Terms: NET 30

Attn:Accounts Payable  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137-6708

**APPROVED**

**07/14/21 - MAGDALENA OGRODNY**

Comments

Additional Details

For billing inquiries, contact Customer Service at 1-800-613-2228 and follow the prompts for Large Format or Production Print.

Please visit us on the web at <http://www.csa.canon.com>.

Care to report your meter reads online? Visit us on-line at [lfpp.csa.canon.com/myoce](http://lfpp.csa.canon.com/myoce).

CSA reserves the right to charge customer 1-1/2% per month of the portion of customer's unpaid balance that exceeds customer's payment terms.

Invoice Summary

Source	Qty	Amount
SUPPLY	2	\$129.68
<b>Supplies:</b>		\$129.68
<b>Total Tax:</b>		\$0.00
<b>Subtotals:</b>		\$129.68
<b>Freight:</b>		\$22.08
<b>Total Tax:</b>		\$0.00
<b>Subtotals:</b>		\$22.08
<b>Total Items with Freight:</b>		<b>\$151.76</b>
<b>Total Tax:</b>		\$0.00
<b>Freight Amount:</b>		\$0.00
<b>Net Amount Due:</b>		<b>\$151.76</b>

**INVOICE REVIEWED**  
**OKAY TO PAY**  
**BRETT KALBOTH 07/14/21**

Enter your meter reads online at [lfpp.csa.canon.com/myoce](http://lfpp.csa.canon.com/myoce)

Please detach and return this lower portion with check made payable to Canon Solutions America, Inc.



CANON SOLUTIONS AMERICA

Bill To: 519997  
Attn:Accounts Payable  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137-6708

Invoice Number 1400195677  
Invoice Date June 11, 2021  
Invoice Amount \$151.76  
Past Due After July 11, 2021  
Balance Due \$151.76  
Enclosed Amount

Remit Payment To:

FEIN #: 13-2677004  
CANON SOLUTIONS AMERICA, INC.  
12379 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693



PLEASE INDICATE BILLING ADDRESS CHANGES ABOVE



CANON SOLUTIONS AMERICA

425 North Martingale Rd  
Schaumburg, IL 60173  
1-800-613-2228  
F-I-N 132677004  
DUNS#: 07-161-9878

**Invoice**  
Page 2 of 2

<b>Invoice Number</b>	1400195677
<b>Invoice Date</b>	<b>June 11, 2021</b>
<b>Invoice Amount</b>	\$151.76
<b>Past Due After</b>	<b>July 11, 2021</b>
<b>Balance Due</b>	\$151.76

**Invoice Detail**

<b>Location:</b> 519997 COLLEGE OF DUPAGE 425 FAWELL BLVD GLEN ELLYN, IL 60137-6708		<b>Purchase Order:</b> 061021	<b>Customer Codes:</b>
<b>Invoice#</b> 1400195677	<b>Order#</b> 20204208	<b>Tracking#</b>	

Line Num.	Item	Description	Order Qty	Ship Qty	Unit Price	Amount
1.1	8357B010	48X500 18LB 3IN CR FOR AZ FLATBED (VACUBOND48) Tracking# 1Z77A6640392106130	2	2	\$64.84	\$129.68

<b>Freight:</b>	\$22.08
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<b>Total Tax:</b>	\$0.00
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<b>Subtotals:</b>	\$151.76
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From: Zerrudo, Maria <zerrudom@cod.edu>  
Sent: Thu Jul 08 17:10:29 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Attached Document  
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**From:** Kalboth, Brett <kalbothb@cod.edu>  
**Sent:** Thursday, July 8, 2021 4:54 PM  
**To:** Zerrudo, Maria <zerrudom@cod.edu>  
**Subject:** Fw: Attached Document

Marivic,

Please see the vendor number below. The GL is 01\_80\_00733\_5401001.

Thank you,

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**From:** Towne, Jordan  
**Sent:** Thursday, July 8, 2021 3:52:34 PM  
**To:** Kalboth, Brett  
**Subject:** RE: Attached Document

Hi Brett,

This vendor is now in Colleague. VN 1634905.

I'm still working on getting them added to the purchasing system.



Thank you,

Jordan Towne  
Purchasing Expeditor

425 Fawell Blvd. | IRC 1001 | Glen Ellyn, IL 60137-6599 | USA  
T: (630) 942.2576 | F: (630) 942.4201 | [townej@cod.edu](mailto:townej@cod.edu)

- [Click Here](#) for current bids/Rfps!
- COD: Check out our [Team Site](#)!

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**From:** Towne, Jordan  
**Sent:** Thursday, July 8, 2021 8:36 AM  
**To:** Kalboth, Brett <[kalbothb@cod.edu](mailto:kalbothb@cod.edu)>

**Subject:** Re: Attached Document

Hi Brett,

If you are doing a vendor payment under \$500 I can get this entered for you today into Colleague. The issue is just transferring the data into the purchasing system so you can create a PO. I had an emergency I had to take care of today, but when I get a hold to my computer this will be the first thing I do.

Thank you,

Jordan Towne  
Purchasing Expeditor

425 Fawell Blvd. | BIC 1B03 | Glen Ellyn, IL 60137-6599 | USA  
T: ( 630) 942.2576 | F: (630) 942.4201 | [townej@cod.edu](mailto:townej@cod.edu)

- \* Click Here for current bids/Rfps!
- \* COD: Check out our Team Site!

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**From:** Kalboth, Brett  
**Sent:** Thursday, July 8, 2021 8:16:23 AM  
**To:** Towne, Jordan  
**Subject:** FW: Attached Document

Good morning Jordan,

I hate to keep pestering over this, but Maria reached out in regards to the vendor I have been trying to get updated. We have a pending invoice to be paid to Canon Solutions America, Inc. (FEIN # 13-2677004). I have reattached the updated vendor intake form and W-9 from my June 10, 2021 request. Just want to make sure our invoices are not going over the due date or anything, unsure if there are ways to pay it before the new system is in place. It will be paid using the under \$500 process as well, unsure if that makes a difference.

Thank you,

**Brett Kalboth**  
**Supervisor, Support Services**



please print only if needed

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**From:** Zerrudo, Maria <[zerrudom@cod.edu](mailto:zerrudom@cod.edu)>  
**Sent:** Thursday, July 8, 2021 8:00 AM  
**To:** Kalboth, Brett <[kalbothb@cod.edu](mailto:kalbothb@cod.edu)>  
**Subject:** Attached Document

Hi Brett,

Attached is an invoice from Canon Solutions America, Inc.  
There is no active vendor number for this vender under FEIN # 13-2677004

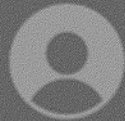
Please reach out to the vendor and request for their W9. Purchasing will probably request that you do a vendor intake form so they can set up a new vendor number.

Please scan this invoice once you have the vendor number to [invoicing@cod.edu](mailto:invoicing@cod.edu). Please indicate the vendor no. and either

PO no. or GL no. on the invoice.

Thank you

Marivic Zerrudo  
Accounts Payable Team Leader  
College of DuPage  
425 Fawell Boulevard  
Glen Ellyn, IL 60137  
Phone: (630)942-2601  
[zerrudom@cod.edu](mailto:zerrudom@cod.edu)



Canon Solutions America Inc - 1634905

12379 Collections Center Dr

Chicago IL 60693

Phone: 630-250-6299

Phone:

Email: [cdp18228@csa-canon.com](mailto:cdp18228@csa-canon.com)

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From: jzamora@csa.canon.com <jzamora@csa.canon.com>

Sent: Wed Jul 07 12:04:08 CDT 2021

To: invoicing@cod.edu,kalbothb@cod.edu

CC:  
Subject: [External] [S21 CSA]Canon Solutions America, Inc Electronic Invoice for Customer (COLLEGE OF DUPAGE)

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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.

Attached are your Invoices/Bills.

Comments

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Please don't reply to this e-mail as it is intended for outbound communication delivery only.  
Any questions, please contact your Administrative support team.

[attachment: Invoice(1400195677)\_2877044.pdf]



Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1634905  
Vendor Name: Canon Solutions America Inc  
Invoice Number: 1400212564  
Invoice Date: 08/11/21  
PO Number:  
Check Number: 0283795  
Check Amount: \$ 430.24  
Check Date: 08/17/2021  
Department ID: 00733  
Reviewer Name: Brett Kalboth  
Voucher Number: V0693870  
Redaction Type: None  
Document Type: AP Invoice

Document Below

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From: jzamora@csa.canon.com <jzamora@csa.canon.com>

Sent: Wed Aug 11 23:59:21 CDT 2021

To: kalbothb@cod.edu, invoicing@cod.edu

CC:

Subject: [External] [S21 CSA]Canon Solutions America Inc Electronic Invoice for Customer  
Number#.1018646  
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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.

1400212564

[attachment: Invoice(1400212564).pdf]



CANON SOLUTIONS AMERICA

425 North Martingale Rd  
Schaumburg, IL 60173  
1-800-613-2228  
F-I-N 132677004  
DUNS#: 07-161-9878

Invoice  
Page 1 of 2



Invoice Number 1400212564  
Invoice Date August 11, 2021  
Invoice Amount \$278.48  
Past Due After October 10, 2021  
Balance Due \$278.48

Bill To: 519997  
Attn: BRETT KALBOTH  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137-6708

Terms: NET 60 DAYS

## Comments

**APPROVED**

Additional Details →

For billing inquiries, contact Customer Service at 1-800-613-2228 or visit the prompts for Large Format Product or Right.  
Please visit us on the web at <http://www.csa.canon.com>.  
Care to report your meter reads online? Visit us on-line at [fp.csa.canon.com/myoce](http://fp.csa.canon.com/myoce)

CSA reserves the right to charge customer 1-1/2% per month of the portion of customer's unpaid balance that exceeds customer's payment terms.

## Invoice Summary

Source	Qty	Amount
SUPPLY	2	\$272.88
		<b>Supplies:</b> \$272.88
		<b>Total Tax:</b> \$0.00
		<b>Subtotals:</b> \$272.88
		<b>Freight:</b> \$5.60
		<b>Total Tax:</b> \$0.00
		<b>Subtotals:</b> \$5.60
		<b>Total Items with Freight:</b> \$278.48
		<b>Total Tax:</b> \$0.00
		<b>Prepay Amount:</b> \$0.00
		<b>Net Amount Due:</b> \$278.48

**INVOICE REVIEWED**  
**OKAY TO PAY**  
**BRETT KALBOTH 08/16/21**

Enter your meter reads online at [fp.csa.canon.com/myoce](http://fp.csa.canon.com/myoce)

Please detach and return this lower portion with check made payable to Canon Solutions America, Inc.



CANON SOLUTIONS AMERICA

Bill To: 519997  
Attn: BRETT KALBOTH  
COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137-6708

Invoice Number 1400212564  
Invoice Date August 11, 2021  
Invoice Amount \$278.48  
Past Due After October 10, 2021  
Balance Due \$278.48  
Enclosed Amount

Remit Payment To:

FEIN #: 13-2677004  
CANON SOLUTIONS AMERICA, INC.  
12379 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693



PLEASE INDICATE BILLING ADDRESS CHANGES ABOVE



CANON SOLUTIONS AMERICA

425 North Martingale Rd  
Schaumburg, IL 60173  
1-800-613-2228  
F-I-N 132677004  
DUNS#: 07-161-9878

**Invoice**  
Page 2 of 2

<b>Invoice Number</b>	1400212564
<b>Invoice Date</b>	<b>August 11, 2021</b>
<b>Invoice Amount</b>	\$278.48
<b>Past Due After</b>	<b>October 10, 2021</b>
<b>Balance Due</b>	\$278.48

**Invoice Detail**

<b>Location:</b> 519997 COLLEGE OF DUPAGE 425 FAWELL BLVD BIC0515A GLEN ELLYN, IL 60137-6708			<b>Purchase Order:</b> P0000317	<b>Customer Codes:</b>
<b>Invoice#</b>	<b>Order#</b>	<b>Tracking#</b>		
1400212564	20221440			

Line Num.	Item	Description	Order Qty	Ship Qty	Unit Price	Amount
1.1	6301B002	AZ UV FLUSH 1 L BOTTLE (3010106646) Tracking# 983104407163	1	1	\$165.00	\$165.00
1.3	6301B011	POLYESTER WIPES 150/PAK (05050283) Tracking# 983104407163	1	1	\$107.88	\$107.88

<b>Freight:</b>	\$5.60
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<b>Total Tax:</b>	\$0.00
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<b>Subtotals:</b>	\$278.48
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