

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1086531

Vendor Name: Iron Mountain Off Site Data

Invoice Number: 202367036

Invoice Date: 07/13/21

PO Number:

Check Number: 0283845

Check Amount: \$ 307.69

Check Date: 08/17/2021

Department ID: 16765

Reviewer Name:

Voucher Number: V0690464

Redaction Type: None

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

Document Below



1101 ENTERPRISE DRIVE
ROYERSFORD, PA 19468

Direct Questions To: Customer Support Site -
<http://ironmountain.com/support> or click
"Contact Support"

1 COLLEGE OF DU PAGE
KEITH ZEITZ

425 FAWELL BLVD
GLEN ELLYN IL 60137-6788

Invoice

Page 1 of 2

Account Overview

Invoice Number: 202367036
Invoice Date: 06/30/2021
Service Period: JUN-2021
Account ID: 44212.003441
Tax ID: 23-2588479

PO Number: 160252S

Due By: 07/30/2021

AP VERIFIED
07/14/21 - BETHANY CRUSE
New Charges

**Sign up for the most secure, easy, and
eco-friendly way to receive invoices!**

Through SecureSync, you can:

Receive email notifications for new invoices
Access and print invoices and invoice
reports 24/7

View invoice balances and more

SIGN UP TODAY:

**<https://www3.securesync.com/> and click on
"Pay invoices"**

*For registration assistance, visit
<http://ironmountain.com/support>
click "Contact Support" and search "e-billing"*

**Not available for Data Restoration Program or
DigitalCloud Customer Base*

Storage	78.53
Service	125.54
Other Charges	103.62
Tax	0.00
Total Adjustment Amount	0.00

INVOICE AMOUNT DUE IN USD **\$307.69**

**Past Due balances are subject to Late Fee per contract terms*

LEGEND:

- When paying please include applicable customer ID(s), invoice number(s) and invoice amount(s)
- Balance Activity does not reflect any payment received that has not or could not be applied to open invoices.
- Adjustment amount includes credits, debits and other adjustments made by the specified date
- Payment is due per contract Net terms from the invoice date

**Unless otherwise expressly agreed upon in writing*

Approved - 7/13/21

Donna Berliner

TO VIEW ONLINE GO TO:

<https://www3.securesync.com>

**Not Available to our Data Restoration Program or Digital/Cloud Customer Base*

SUBMIT IRON MOUNTAIN
PAYMENTS TO: PO BOX 27128
NEW YORK, NY 10087-7128

Site Id/Name: 003441/COLLEGE OF DU PAGE

Invoice Number:

202367036

Invoice Date:

06/30/2021

PO Number:

160252S

Description	Qty	Rate	Amount	Tax	Total
CONT1 **MINIMUM BILLING UPLIFT**	1.00	29.410	29.41	0.00	29.41
CONT1 CONTAINER - DATA CARTRIDGE / STREAMER	2.00	24.560	49.12	0.00	49.12
TOTAL STORAGE					78.53
MINIMUM BILLING UPLIFT	1.00	39.450	39.45	0.00	39.45
CONT1 **MINIMUM BILLING UPLIFT**	1.00	7.570	7.57	0.00	7.57
CONT1 HANDLING-CONTAINERS	4.00	3.161	12.64	0.00	12.64
TRANSPORTATION - PER TRIP	1.00	65.882	65.88	0.00	65.88
TOTAL SERVICE					125.54
MINIMUM BILLING UPLIFT	1.00	35.930	35.93	0.00	35.93
ADMINISTRATIVE FEE	1.00	60.000	60.00	0.00	60.00
FUEL SURCHARGE	1.00	7.690	7.69	0.00	7.69
TOTAL OTHER					103.62
Site 44212.003441 TOTALS			307.69	0.00	307.69
INVOICE TOTALS			307.69	0.00	\$307.69

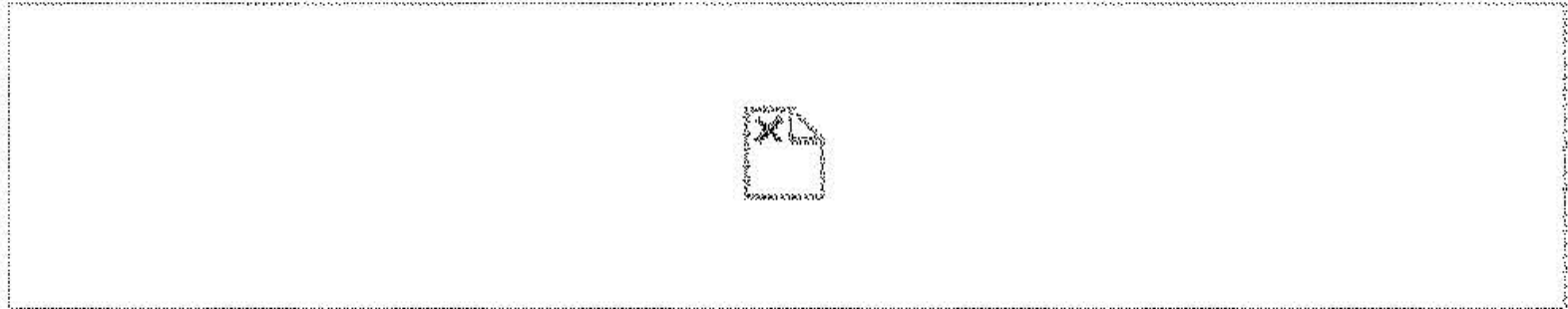
Balance Activity Summary as of 06/30/2021

Previous Balance	307.27
Adjustments	
Payments applied by 06/30/2021	307.27
Adjustments as of 06/30/2021	0.00
**Balance as of 06/30/2021	\$0.00
Current Invoice Amount	307.69
Total Balance	\$307.69

** If the balance as of 06/30/2021 has already been paid, thank you for your payment

From: Iron Mountain Data Management <ironmountaindm@billtrust.com >
Sent: Wed Jul 07 21:30:05 CDT 2021
To: invoicing@cod.edu
CC:
Subject: [External] Acct No. 44212.003441: Your Invoice From Iron Mountain Data Management is Attached

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.



Your invoice is attached and ready for review

Dear Valued Customer,

Thank you for choosing eDelivery as your invoice delivery option.

Invoice(s) Attached:

Customer ID	Invoice Number	Amount	PO Number
44212.003441	202367036	\$307.69	160252S

For both US and CAD customers, please visit <https://www3.securesync.com> to review and pay your invoice online.

We thank you for the business you entrust with us. If you have any questions or require additional information please contact Customer Care at askcustomerservice@ironmountain.com or

US Customers: 800.934.3453
CANADA Customers: 800.327.8345

Sincerely,

Iron Mountain



From: Zeitz, Keith <zeitzk@cod.edu>
Sent: Tue Jul 13 12:51:02 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: Iron Mountain Invoice

Note that this invoice is already in Image Now. See the attached voucher and invoice for signatures.

From: Berliner, Donna <berliner@cod.edu>
Sent: Tuesday, July 13, 2021 12:49 PM
To: Zeitz, Keith <zeitzk@cod.edu>
Subject: RE: Iron Mountain Invoice

From: Zeitz, Keith <zeitzk@cod.edu>
Sent: Tuesday, July 13, 2021 12:41 PM
To: Berliner, Donna <berliner@cod.edu>
Subject: Iron Mountain Invoice

Donna, can you sign pages 1 and 2? This covers Iron Mountain while we get a new blanket order set up.

Keith Zeitz
Manager, Office and Classroom Technology
Information Technology College of DuPage
425 Fawell Blvd Glen Ellyn, IL 60137
630-942-3811 zeitzk@cod.edu

[attachment: Iron Mountain Binder 7-13-21.pdf]

From: acctpay@cod.edu
To: [Zeitz, Keith](#)
Subject: Voucher Confirmation: V0690464
Date: Tuesday, July 13, 2021 12:34:46 PM

----- WARNINGS -----

The invoice number has already been entered on a voucher for this vendor

----- END of WARNINGS -----

Voucher Number V0690464
Voucher Status In Progress (Unfinished)

Requestor Name Mr Keith J. Zeitz

Voucher Date 07/13/21
Due Date 07/20/21
Vendor ID and/or Name 1086531 Iron Mountain Off Site Data
AP Type IM Invoices < \$15,000
Voucher Total \$307.69

ITEM 1
Item Description Data Storage (June 2021)
Quantity 1.000
Price \$307.6900
Extended Price \$307.69
GL Distribution 01-90-16765-5304004
Tax Info

COMMENTS

APPROVAL

DATE

Donna Berliner

7/13/2021

NEXT APPROVALS