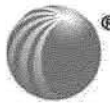


Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087354
Vendor Name: Matthew Bender & Co., Inc.
Invoice Number: 25978799
Invoice Date: 06/23/21
PO Number: B0000208
Check Number: 0283861
Check Amount: \$ 718.20
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0692271
Redaction Type: None
Document Type: AP Invoice

Document Below



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Matthew Bender®

7-22-21 BO # 0000208

Return Products to:
Cenveo Hurlock
Attn LN Returns Dept
4810 Williamsburg Rd
Hurlock, MD 21643
Payment Remittance
Address Below

BILL TO ACCOUNT: 1127936001

INVOICE # 25978799

SHIP TO ACCOUNT: 1127936001

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INVOICE

LexisNexis Matthew Bender

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Fed I.D. No. 14-0499170
RE Tax ID# 52-1471842
GST No. R124610999

Invoice #	Date	PO #	Payment Terms	Ship Method
25978799	06-23-21		30	UPS Ground

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006708064603	165.00		165.00
		US SUP CT RPT LED2D PBV189			
				S & H	26.10
				TAX	
				TOTAL	191.10

BILL TO ACCOUNT:

1127936001

SHIP TO ACCOUNT:

1127936001

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LIBRARY
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JULIE TAYLOR 07/22/21

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Account #	Invoice #	Date	Payment Terms	Amount Due	Amount Enclosed
1127936001	25978799	06-23-21	30	191.10	

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006708064603	165.00		165.00
		US SUP CT RPT LED2D PBV189			
				S & H	26.10
				TAX	
				TOTAL	191.10

MAKE CHECK PAYABLE TO:

Matthew Bender & Co., Inc.
28544 Network Place
Chicago, IL 60673-1285

Bill to Account Name:

COLLEGE OF DUPAGE

Credit Card Payments

URL: www.lexisnexis.com/printcdsc
Secure Phone: 866-644-2455
INVOICE REMITTANCE COPY

00MB20028544112793600102021062300259787990000000191106

From: Miller, Larisa <millerl@cod.edu>
Sent: Thu Jul 22 09:28:26 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000208 Matthew Bender Invoice # 25978799

Larisa Miller

Supervisor – Acquisitions
College of DuPage Library
425 Fawell Blvd.
SRC 2034
Glen Ellyn, IL 60137
630.942.3664 (v)
630.942-4646 (f)
millerl@cod.edu

[attachment: matthew bender invoice 25978799.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087354
Vendor Name: Matthew Bender & Co., Inc.
Invoice Number: 25951947
Invoice Date: 06/22/21
PO Number: B0000208
Check Number: 0283861
Check Amount: \$ 718.20
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0692320
Redaction Type: None
Document Type: AP Invoice

Document Below

From: Miller, Larisa <millerl@cod.edu>
Sent: Mon Jul 26 08:11:38 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000208 Matthew Bender Invoice # 25951947

Larisa Miller

Supervisor – Acquisitions
College of DuPage Library
425 Fawell Blvd.
SRC 2034
Glen Ellyn, IL 60137
630.942.3664 (v)
630.942-4646 (f)
millerl@cod.edu

[attachment: matthew bender invoice 25951947.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]

BILL TO ACCOUNT: 1127936001

INVOICE # 25951947

SHIP TO ACCOUNT: 1127936001

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 Fed I.D. No. 14-0499170
 RE Tax ID# 52-1471842
 GST No. R124610999

Invoice #	Date	PO #	Payment Terms	Ship Method
25951947	06-22-21		30	CMS Budget Grou

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006634613500	239.00		239.00
		IL JURIS 21 INTERIM SUPP			
				S & H TAX	26.10
				TOTAL	265.10

BILL TO ACCOUNT:

1127936001

SHIP TO ACCOUNT:

1127936001

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JULIE TAYLOR 07/26/21

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Account #	Invoice #	Date	PO #	Payment Terms	Amount Due	Amount Enclosed
1127936001	25951947	06-22-21		30	265.10	

# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	0006634613500	239.00		239.00
		IL JURIS 21 INTERIM SUPP			
				S & H TAX	26.10
				TOTAL	265.10

MAKE CHECK PAYABLE TO:

 Matthew Bender & Co., Inc.
 28544 Network Place
 Chicago, IL 60673-1285

Bill to Account Name:

COLLEGE OF DUPAGE

Credit Card Payments

 URL: www.lexisnexis.com/printcdsc
 Secure Phone: 866-644-2455
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00MB20028544112793600102021062200259519470000000265106

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

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SRC 2130L
Glen Ellyn, IL 60137-6599
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Email: bradys310@cod.edu



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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
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Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

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Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087354
Vendor Name: Matthew Bender & Co., Inc.
Invoice Number: 26609304
Invoice Date: 08/02/21
PO Number: B0000208
Check Number: 0283861
Check Amount: \$ 718.20
Check Date: 08/17/2021
Department ID: 15240
Reviewer Name: Julie Taylor
Voucher Number: V0693778
Redaction Type: None
Document Type: AP Invoice

Document Below

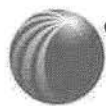
From: Miller, Larisa <millerl@cod.edu>
Sent: Tue Aug 10 09:51:00 CDT 2021
To: invoicing@cod.edu
CC:
Subject: BO # 0000208 Matthew Bender Invoice # 26609304

Larisa Miller

Supervisor – Acquisitions
College of DuPage Library
425 Fawell Blvd.
SRC 2034
Glen Ellyn, IL 60137
630.942.3664 (v)
630.942-4646 (f)
millerl@cod.edu

[attachment: matthew bender 26609304.pdf]

[attachment: Authorization for Library to Submit Invoices - Scott Brady 01-07-2021.pdf]



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Matthew Bender®

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INVOICE # 26609304

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JULIE TAYLOR 08/10/21

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08/10/21 - JENNIFER MCINTOSH

Reg. U.S. Pat. & Tm. Off.
RE Tax ID# 52-1471842
GST No. R124318355

Invoice #	Date	PO #	Payment Terms	Ship Method	
26609304	08-02-21		30	UPS Ground	
# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
1	1	9781663317315	262.00		262.00
	IL JURISPRUDENCE 21 VOL 25				
				S & H	36.31
				TAX	
				TOTAL	298.31

LLM

BILL TO ACCOUNT:

1127936001

SHIP TO ACCOUNT:

1127936001

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Account #	Invoice #	Date	PO #	Payment Terms	Amount Due	Amount Enclosed
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# PKGS	# ITEMS	ISBN	UNIT PRICE	LAN VALUE	TOTAL
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		IL JURISPRUDENCE 21 VOL 25			
				S & H	36.31
				TAX	
				TOTAL	298.31

MAKE CHECK PAYABLE TO:

Matthew Bender & Co., Inc.
28544 Network Place
Chicago, IL 60673-1285

Bill to Account Name:

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Credit Card Payments

URL: www.lexisnexis.com/printcdsc
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From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

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Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
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