

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1405795

Vendor Name: Il Secretary of State Police

Invoice Number: UA42087 - title

Invoice Date: 08/17/21

PO Number:

Check Number: 0283976

Check Amount: \$ 301.00

Check Date: 08/18/2021

Department ID: 00697

Reviewer Name:

Voucher Number: V0694229

Redaction Type: None

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

Document Below

From: Nehls, James <nehlsj156@cod.edu>
Sent: Wed Aug 18 10:36:55 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: Voucher Confirmation: V0694229

Good Morning,

I was asked to send this to you. I need a check processed to send to the Secretary of State.

Thank you,

Deputy Chief James Nehls
College of DuPage Police Department
630-942-4277
nehlsj156@cod.edu

-----Original Message-----

From: Mullin, Joseph
Sent: Tuesday, August 17, 2021 1:20 PM
To: Nehls, James
Subject: RE: Voucher Confirmation: V0694229

I approve this voucher.
Joe Mulin

-----Original Message-----

From: Nehls, James
Sent: Tuesday, August 17, 2021 11:43 AM
To: Mullin, Joseph
Subject: FW: Voucher Confirmation: V0694229

Joe,

Can you approve this? I would like to get this check sent out with the documents needed for the Ford Focus.

Thanks,

Deputy Chief James Nehls
College of DuPage Police Department
630-942-4277
nehlsj156@cod.edu

-----Original Message-----

From: acctpay@cod.edu
Sent: Tuesday, August 17, 2021 11:41 AM
To: Nehls, James
Subject: Voucher Confirmation: V0694229

AP VERIFIED
08/18/21 - BETHANY CRUSE

Voucher Number V0694229
Voucher Status In Progress (Unfinished)

Requestor Name Mr James R. Nehls

Voucher Date 08/17/21
Due Date 08/24/21
Vendor ID and/or Name 1405795 Il Secretary of State Police
AP Type IM Invoices Voucher Total \$301.00

ITEM 1
Item Description Check for \$301.00 - Secretary of State
Quantity 1.000
Price \$301.0000
Extended Price \$301.00
GL Distribution 01-70-00697-5401006
Tax Info

COMMENTS

Check enclosed - I need a check to be sent to the Secretary of State with other documents (title transfer and current registration). I will be requesting an exception - manual payment.

APPROVAL DATE

NEXT APPROVALS

[attachment: 0484_001.pdf]

TITLES

1. A letter of request, on Department letterhead, signed by the Chief Executive.
2. One "Application for Vehicle Transaction(s)" marked "Title Only." The application MUST be filled out in the **agency name and address**.
3. Must surrender Certificate of Origin or Certificate of Title, properly signed and completed on the back.
4. Illinois Department of Revenue form.
 - a. If purchased from a dealer, you need ST556 "Sales Tax Transaction Return"
 - b. If purchased from an individual, you need RUT50 "Vehicle Use Tax Return"
 - c. If purchased from Out of State, you need RUT25 "Vehicle Use Tax Return"
5. Odometer statement must be properly completed on back of surrendered title or separate odometer statement included.
6. The fee for each title is **\$150.00**.

TITLES FOR SEIZED VEHICLES

1. A letter of request, on Department letterhead, signed by the Chief Executive.
2. One "Application for Vehicle Transaction(s)" marked "Title Only." The application MUST be filled out in the **agency name and address**.
3. Legible copies of all court orders or Declarations of Forfeiture.
4. A copy of the award letter from the Director of the Illinois State Police is needed, if the Illinois State Police awarded the vehicle to your agency.
5. A RUT50 "Vehicle Use Tax Return".
6. The fee for each title is **\$150.00**.

We have pre-printed renewal forms on file.

- ① Letter of Request on Department letterhead, signed by the Chief Executive stating which plates (in numerical order) you wish to be renewed, followed by the Expiration Date, Year, Make and VIN of each vehicle.
- ② Proper fee of **\$151.00** for each renewal.
3. Registrations renewed 30 days after expiration will have an additional \$20.00 fee assessed. **(\$171.00 for Late Renewals)**

REGISTRATION – NEW PLATES ONLY

1. A letter of request, on Department letterhead, signed by the Chief Executive.
2. One "Application for Vehicle Transaction(s)" marked "Plates Only." The application **MUST** be filled out with **fictitious information**.
(Fictitious Information MUST appear to be a Realistic)
3. Copy of vehicle title providing proof of ownership.
4. A Confidential Services Program Vehicle Registration Application for each vehicle, signed in the appropriate box.
5. **The fee for each set of new plates is \$151.00.**

48495

CERTIFICATE OF ORIGIN FOR A VEHICLE



DATE **MARCH 09, 2021**
 VEHICLE IDENTIFICATION NO. **1FMCU9G61MUA42087**
 BODY TYPE **106 ESCAPE SE 4WD 4DR**
 HP (SAE) **13.12** GVWR **4500 LBS**
 NOMINAL TONNAGE **1/2**
 YEAR **2021** MAKE **FORD**
 INVOICE NO. **UA42087** 0
 SHIPPING WEIGHT **3377 LBS**
 SERIES OR MODEL **U9G5**

CERTIFIED FOR SALE IN CALIFORNIA

I, the undersigned authorized representative of the company, firm or corporation named below, hereby certify that the new vehicle described above is the property of the said company, firm or corporation and is transferred on the above date and under the invoice Number indicated to the following distributor or dealer.

NAME OF DISTRIBUTOR, DEALER, ETC.

Currie Motors Frankfort Inc
9423 W Lincoln Hwy
Frankfort IL 60423

41D731

It is further certified that this was the first transfer of such new motor vehicle in ordinary trade and commerce.

MEMO DATA

FORD MOTOR COMPANY

FINANCE SOURCE 020077

B54003547

BY Jonathan E. Cogard
 JONATHAN E. OSGOOD, SECRETARY (AGENT)

JPMORGAN CHASE BANK,
 111 Monument Circle
 Indianapolis IN 46209

DEARBORN, MICHIGAN

CITY - STATE



From: Cruse, Bethany <cruseb199@cod.edu>
Sent: Wed Aug 18 08:06:34 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: FW: Voucher Confirmation: V0694229, check request

From: Nehls, James <nehlsj156@cod.edu>
Sent: Tuesday, August 17, 2021 8:48 PM
To: Accounts Payable <acctpay@cod.edu>
Cc: Cruse, Bethany <cruseb199@cod.edu>
Subject: FW: FW: Voucher Confirmation: V0694229, check request

Hello,

With VP Roberts' approval, can I get this check processed?

Thank you,

Deputy Chief James Nehls
College of DuPage Police Department
630-942-4277
nehlsj156@cod.edu

From: Roberts, Ellen <roberts@cod.edu>
Sent: Tuesday, August 17, 2021 3:52 PM
To: Humphrey, Vera <humphreyv@cod.edu>
Cc: Mullin, Joseph <mullin@cod.edu>; Nehls, James <nehlsj156@cod.edu>
Subject: RE: FW: Voucher Confirmation: V0694229, check request

Good afternoon,

Approved for a manual check.

Thank you,

Ellen

Ellen M. Roberts
Vice President, Administrative Affairs
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137
roberts@cod.edu
630-942-2218

From: Humphrey, Vera <humphreyv@cod.edu>
Sent: Tuesday, August 17, 2021 2:50 PM

To: Roberts, Ellen <roberts@cod.edu>

Cc: Mullin, Joseph <mullin@cod.edu>; Nehls, James <nehlsj156@cod.edu>

Subject: Re: FW: Voucher Confirmation: V0694229, check request

Hi Ellen,

For your approval. Thank you.

On Aug 17, 2021 2:14 PM, "Nehls, James" <nehlsj156@cod.edu> wrote:

Good Afternoon Vera,

We sent a certified envelope to the Secretary of State with our vehicle registration documents, and it was tracked as being received by the State on April 30, but they now are indicating all items were misplaced or not received.

I need to process our unmarked vehicle, which we have had for a few months.

I just missed the check run - today (see below email from Bethany Cruse).

Can Ellen approve an exception - manual check payment?

Thank you in advance,

Deputy Chief James Nehls
College of DuPage Police Department
630-942-4277
nehlsj156@cod.edu

-----Original Message-----

From: Cruse, Bethany <cruseb199@cod.edu>
Sent: Tuesday, August 17, 2021 1:42 PM
To: Nehls, James <nehlsj156@cod.edu>
Subject: RE: Voucher Confirmation: V0694229

Jim,

No, the check run is already completed. You must request an exception approval from Ellen.

Thanks

Bethany Cruse
AP Lead
College of DuPage
Room SRC 2132
425 Fawell Boulevard
Glen Ellyn, IL 60137
630-942-4294
cruseb199@cod.edu

-----Original Message-----

From: Nehls, James <nehlsj156@cod.edu>

Sent: Tuesday, August 17, 2021 1:22 PM
To: Cruse, Bethany <cruseb199@cod.edu>
Subject: FW: Voucher Confirmation: V0694229
Importance: High

Hello Bethany,

If I send this to Accounts payable now, can we get the check issued tomorrow without going through Ellen?

Please let me know.

Thank you,

Deputy Chief James Nehls
College of DuPage Police Department
630-942-4277
nehlsj156@cod.edu

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