

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1089469  
Vendor Name: West Publishing Corporation  
Invoice Number: 844767466  
Invoice Date: 08/01/21  
PO Number: B0370428  
Check Number: E0085931  
Check Amount: \$ 653.35  
Check Date: 08/11/2021  
Department ID: 00097  
Reviewer Name: Monica Miller  
Voucher Number: V0693455  
Redaction Type: None  
Document Type: AP Invoice

Document Below

# Invoice

Page 1 of 4



THOMSON REUTERS®

Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

## COLLEGE OF DUPAGE PROGRAM

Invoice #: 844767466  
Account #: 1003487259  
Invoice date: August 1, 2021  
Purchase order #: BO370428

COLLEGE OF DUPAGE PROGRAM  
TERESA DIETZ  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137-6708

Total Due in USD  
**653.35**

Payment Due by  
**August 31, 2021**

Summary	Charge USD	Tax USD	Total USD
ONLINE/SOFTWARE SUBSCRIPTION CHARGES	653.35	0.00	653.35
<b>TOTAL INVOICE AMOUNT</b>	<b>653.35</b>	<b>0.00</b>	<b>653.35</b>

# INVOICE REVIEWED

# OKAY TO PAY

### Billing Note

Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at [legal.thomsonreuters.com/en/support](http://legal.thomsonreuters.com/en/support).

# MONICA MILLER 08/04/2021

# 08/04/21 - KRISTINE FAY

### Self-Service online resources

Sign up for E-delivery of invoices at <http://ebilling.thomsonreuters.com>

To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>

For online support contact us at <http://legal.thomsonreuters.com/en/support>

1000348199 A

**Include this portion with your payment - Folding and stapling may delay your payment.**

### COLLEGE OF DUPAGE PROGRAM

Invoice #: 844767466  
Account #: 1003487259  
Invoice date: August 1, 2021  
Federal Tax ID: 41-1426973  
VAT reg #: EU372021573/GB369490158

Invoice due date: August 31, 2021  
Amount due in USD: 653.35

Amount enclosed: \_\_\_\_\_

### Pay online:

Log on to <http://myaccount.tr.com/westlaw>  
to make the payment electronically. Set up your  
payment to be withdrawn electronically using direct debit or  
credit card.

### Please make checks payable to:

Thomson Reuters - West  
Payment Center  
P.O. Box 6292  
Carol Stream, IL 60197-6292

0844767466 000000000000000000000000 20210801 ZCPG 000065335 0010 1003487259 4



## Self-service online resources

<http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

<http://ebilling.thomsonreuters.com>

- Go Green with eInvoicing for time savings and convenience

<https://mytr.thomsonreuters.com/content/MYTR/autopay.html>

- Easily and quickly enroll in our Autopay program
- Easily make updates after setup



## Contact us online

<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests



## Thomson Reuters tax information

### Canadian registration numbers

Canada GST/HST: 13641 8480 RT0001

British Columbia PST: PST-1000-4632

Quebec QST: 1021623993 TQ001

Saskatchewan PST: 1895663

### VAT Reg Numbers

EU372021573

GB369490158

### Federal Tax ID

41-1426973



## Return policy

- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (<http://myaccount.tr.com/westlaw>).
- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (<http://myaccount.tr.com/westlaw>).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.



## Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to [west.arpaymentcenter@thomsonreuters.com](mailto:west.arpaymentcenter@thomsonreuters.com)

### Pay online

To make a payment online or sign up for Autopay, please visit

<http://myaccount.tr.com/westlaw>

### Electronic payments in US currency should be issued to

West Publishing Corporation

BMO Harris Bank N.A.,

111 West Monroe Street, 9th Floor West, Chicago IL 60603

Bank Routing #: 071000288

Bank Account #: 4445615

SWIFT Code: HATRUS44

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>

### Pay via phone

To make a payment via telephone, please call 1-800-328-4880

Say "Account Services," then provide account number, say "make a payment."

### Check

Check payments should be mailed to the address on the front of invoice in the remittance section. To ensure timely application, return the remittance portion with your check payment.

- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

# Invoice



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West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

**COLLEGE OF DUPAGE PROGRAM**

Invoice #: 844767466  
Account #: 1003487259  
Invoice date: August 1, 2021  
Purchase order #: BO370428

## Account location detail

Product Detail	Units	Charge USD	Tax USD	Total USD
1003487259 Reference # 6143123749 COLLEGE OF DUPAGE PROGRAM TERESA DIETZ 425 FAWELL BLVD GLEN ELLYN IL 60137-6708				
<b>Online/Software Subscription Charges</b>				
July 1, 2021 - July 31, 2021 WEST PROFLEX (Unique Identifier 0000044495) DATABASE CHARGES		653.35	0.00	653.35
<b>Online/Software Subscription Charges Total USD</b>				<b>653.35</b>
<b>Location Total USD</b>				<b>653.35</b>
1003487259 Reference # 6143125747 COLLEGE OF DUPAGE PROGRAM TERESA DIETZ 425 FAWELL BLVD GLEN ELLYN IL 60137-6708				
<b>Online/Software Subscription Charges</b>				
July 1, 2021 - July 31, 2021 WEST PROFLEX (Unique Identifier 0000044495) DATABASE CHARGES		0.00	0.00	0.00
<b>Online/Software Subscription Charges Total USD</b>				<b>0.00</b>
<b>Location Total USD</b>				<b>0.00</b>
<b>Total USD</b>				<b>653.35</b>



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West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

## COLLEGE OF DUPAGE PROGRAM

## Monthly account summary

Account #: 1003487259

**Open charges as of August 1, 2021**

Document date	Document #	Description	Amount USD	Notes	Due Date
06/01/2021	0844440869	Invoice	653.35		07/01/2021
07/01/2021	0844604986	Invoice	653.35		07/31/2021
08/01/2021	0844767466	Invoice	653.35		08/31/2021

Open charges in USD as of August 1, 2021 **1,960.05**

The Monthly account summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices or payments.

If you have questions about your outstanding balance, please contact our Accounts Receivable department by calling 1-800-522-0552 and select account information.

## WE HEARD YOU. INVOICE ENHANCEMENTS CONTINUE.

Over the past year, we have been improving our invoices. Starting in July, you will see three important improvements to how you receive, view, and download invoices from Thomson Reuters.

1. **New, enhanced invoice format:** You will see an enhanced design for online/software charges and e-invoicing notification that includes a PDF file of your invoice attached. To see more information on the enhanced design, please view: [legal.tr.com/new-invoice](http://legal.tr.com/new-invoice).
2. **New document title:** The title of the document is now titled "Invoice" (previously titled "West Information Charges"). Client level reports are now stand-alone documents and can be found as "Usage Report" (previously communicated as "Digital Detail report").
3. **Easy import functionality:** New Sale, Print Debit, Credit, Subscription Invoice, Invoice, and Usage Report documents are now available as an easy import format (CSV). Use this feature by enrolling through the link in your electronic invoice. Once enrolled, you will receive your CSV as an additional attachment on your e-invoice.

We appreciate your continued support and partnership. Thank you for your business.

### 24/7 Solutions to Save You Time

Answer to common questions: <https://legal.thomsonreuters.com/en/support>

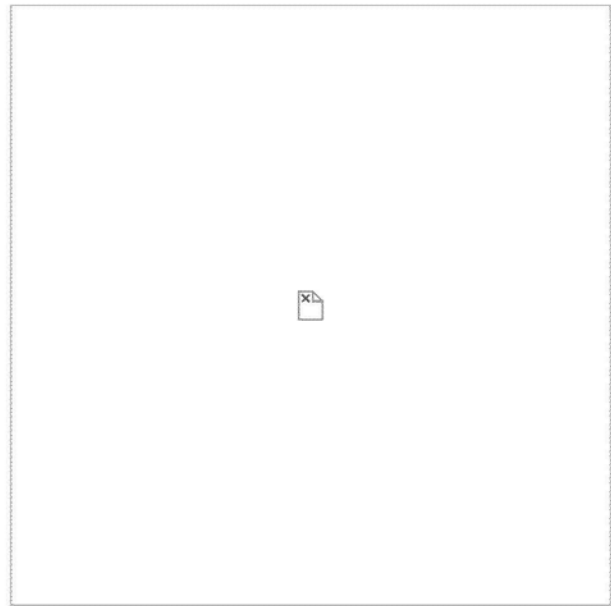
Make a payment, manage online users and more: <http://myaccount.tr.com/westlaw>

Enroll in auto payment: <https://mytr.thomsonreuters.com/content/MYTR/autopay.html>

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From: TR eBill Delivery <trebilldelivery@thomsonreuters.com >  
Sent: Wed Aug 04 04:33:55 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: [External] Acct No. 1003487259: Your Invoice from TR eBill Delivery is attached  
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Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

**Dear COLLEGE OF DUPAGE PROGRAM**

Please find your Invoice attached.

Account Number	Invoice Number	PO Number
1003487259	844767466	BO370428

Total Due in USD  
**653.35**

Payment Due by  
**August 31, 2021**

**Pay Now**

If you are signed up for Autopay, your payment will be automatically withdrawn from your account.

Thank you for your continued business.

### **Thomson Reuters**

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#### **Need help and support?**

- You can now find answers 24/7 to [commonly asked questions](#).
- If you want to [sign up for Autopay](#), it's fast, convenient, & secure.
- Want to save some time and effort? We now can provide your invoice information in an Easy Import file. Click [Here](#) to choose your TRUSLEGAL Custom Easy Import Invoice Summary and get setup today.

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[Privacy policy](#)



[attachment: 1003487259\_20210804\_21039057\_7919863069.pdf]

[attachment: 24961---NewFormatAnnouncement.pdf]