

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1627388
Vendor Name: Corporate Risk Holdings III Inc,DBA Hir
Invoice Number: G3295583
Invoice Date: 8/31/2021
PO Number: B0374491
Check Number: 0287890
Check Amount: \$ 7,515.63
Check Date: 10/12/2021
Voucher Number: V0700641
Document Type: AP Invoice

Document Below

**** INVOICE ****



INVOICE No.	G3295583
Customer No.	627989
INVOICE Date	08/31/2021
Due Date	10/30/2021

Bill To:

Attn: Michelle Olson Rzeminski
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
Telephone: (630) 942-4529
Email: invoicing@cod.edu, olsonrzeminski@cod.edu,

Remit To:

Address: HireRight, LLC
PO Box 847891
Dallas, TX 75284-7891

Overnight: Lockbox 847891
1950 N. Stemmons Fwy Suite 5010
Dallas, TX 75207

ACH / Wiring Info

Beneficiary Bank: Bank of America
Account Title: HireRight, LLC
ABA: 111000012
Account Nbr: 4427151774

Tax ID #: 83-1091932
Dun #: 79-234-8021

Billing Period	Terms	PO Number	Secondary Account No.
08/01/21 - 08/31/21	NET 60	374491	

Description	Total Due
Click here for Invoice Details...	
Background Screening Services	4,122.79
Surcharges	160.11

INVOICE Subtotal	4,282.90
Sales Tax	0.00
Total Amount Due	4,282.90 USD

Have an inquiry? Click here: <http://www.hireright.com/billing-faq>

"Sekerka, Joyce" <sekerkaj@cod.edu>

FW: HireRight Invoices

"Sekerka, Joyce" <sekerkaj@cod.edu>

Fri, Sep 10, 2021 at 06:15 PM GMT

CC:

BCC:

Joyce Sekerka

Accounts Payable Supervisor

College of DuPage

425 Fawell Blvd.

Glen Ellyn, IL 60137-6599

630-942-2293

Email: sekerkaj@cod.edu

From: Olson Rzeminski, Michelle <olsonrzeminski@cod.edu>

Sent: Friday, September 10, 2021 12:54 PM

To: Sekerka, Joyce <sekerkaj@cod.edu>

Cc: Collsen, Dana <collsend@cod.edu>

Subject: HireRight Invoices

Importance: High

Hi Joyce,

We have a situation where the vendor is trying to send in invoices to the invoicing@cod.edu but they are being blocked by our IT filters. We have two invoices that need to be paid but I have not gotten an answer from IT yet on how we can ensure that their emails are coming in correctly.

I have access to the invoices via our system and have attached the one that has the PO number on it for August. If we can process this while IT figures out how the invoices can be received from their billing email address without issue that would help us not be behind in invoices for this vendor.

Thank you,

Michelle Olson, M.Ed.

olsonrzeminski.m@cod.edu

Manager of Employment and HR Systems

College of DuPage

425 Fawell Blvd.

Glen Ellyn, IL 60137

630.942.4529

CONFIDENTIALITY NOTICE: This electronic mail transmission and any documents accompanying this electronic mail transmission are intended by College of DuPage for the use of the named addressee to which it is directed and may contain information that is privileged, or otherwise confidential. It is not intended for transmission to, or receipt by, anyone other than the named addressee or a person authorized to deliver it to the named addressee. It should not be copied or forwarded to any unauthorized persons. If you have received this electronic mail transmission in error, please delete it immediately

2 attachments

August 2021 HireRight.pdf

image001.jpg

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1627388

Vendor Name: Corporate Risk Holdings III Inc,DBA Hir

Invoice Number: G3274701

Invoice Date: 7/31/2021

PO Number:

Check Number: 0287890

Check Amount: \$ 7,515.63

Check Date: 10/12/2021

Voucher Number: V0700642

Document Type: AP Invoice

Document Below

**** INVOICE ****



INVOICE No.	G3274701
Customer No.	627989
INVOICE Date	07/31/2021
Due Date	09/29/2021

Bill To:

Attn: Michelle Olson Rzeminski
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
Telephone: (630) 942-4529
Email: invoicing@cod.edu, olsonrzeminski@cod.edu

Remit To:

Address: HireRight, LLC
PO Box 847891
Dallas, TX 75284-7891

Overnight: Lockbox 847891
1950 N. Stemmons Fwy Suite 5010
Dallas, TX 75207

ACH / Wiring Info

Beneficiary Bank: Bank of America
Account Title: HireRight, LLC
ABA: 111000012
Account Nbr: 4427151774

Tax ID #: 83-1091932
Dun #: 79-234-8021

Billing Period	Terms	PO Number	Secondary Account No.
07/01/21 - 07/31/21	NET 60	374491	

Description	Total Due
Click here for Invoice Details...	
Background Screening Services	2,950.87
Surcharges	281.86

INVOICE Subtotal	3,232.73
Sales Tax	0.00
Total Amount Due	3,232.73 USD

Have an inquiry? Click here: <http://www.hireright.com/billing-faq>

"DONOTREPLY-billing@hireright.com" <DONOTREPLY-billing@hireright.com>

[External] HireRight, LLC Invoice G3274701 for College of DuPage acc. 627989 in the amount of 3232.73-sendclear

"DONOTREPLY-billing@hireright.com" <DONOTREPLY-billing@hireright.com>

Fri, Sep 10, 2021 at 07:24 PM GMT

CC:

BCC:

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.

Dear Valued HireRight Customer:

Thank you for your recent orders with HireRight. Attached is your current invoice.

We appreciate your continued business and support. We are pleased that you have chosen HireRight for your background and ongoing verification needs.

For more information about your invoice, please view our Frequently Asked Questions and other information at <http://www.hireright.com/billing-faq>.

Sincerely,

HireRight Billing Team

1 attachment

G3274701_3_627989_07312021.pdf