

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1399546
Vendor Name: ICCCSSO
Invoice Number: 2021-2022 MEMB
Invoice Date: 9/28/2021
PO Number:
Check Number: E0086494
Check Amount: \$ 100.00
Check Date: 10/06/2021
Voucher Number: V0708791
Document Type: AP Invoice

Document Below

College of DuPage - Accounts Payable
Check Request Form
revised 6/26/19

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Check Request Procedure No. 10-65

Date: 9/28/2021
Vendor ID: 1399546

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
		01	80	00788	5406002	Dues	\$ 100.00
Grand Total							\$ 100.00

Check the appropriate box below and sign

- ☒ **We**, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ **We**, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Payee Name: ICCSSO
ATTN: Michelle Rothmeyer
Vice President Student Services

Payee Address: Kishwaukee College
21193 Malta Road
Malta, IL 60150

Other Instructions: Do not send payment via ACH - Written check only.

Description on Check:

ICCSSO Annual Membership 2021/2022

Approvals:

Prepared By: Barbara Groves

Signature: Barbara Groves
Digitally signed by Barbara Groves
Date: 2021.09.29 08:47:39 -05'00'

Payment Due:

Board Approved Date:

Approved By: Date:

Signature: Date:

Approved By: Mark Curtis-Chavez
Digitally signed by Mark Curtis-Chavez
Date: 2021.09.29 08:50:07 -05'00'

Signature: Mark Curtis-Chavez Date:

Approved By Division VP: Mark Curtis-Chavez Date:

Signature:

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), acctpay@cod.edu

Illinois Community
College Chief
Student Services
Officers

Annual Dues
Invoice 2021-2022

Date: July 15, 2021

Remit to:
ICCCSSO
Attn. Michelle Rothmeyer
Vice President Student Services
Kishwaukee College
21193 Malta Road
Malta, IL 60150

College Name: College of DuPage

ICCCSSO Representative: Mark Curtis-Chavez Position Title: Provost

Email: curtis-chavez@cod.edu Phone Number: 630-942-3535

Description: Annual Membership Dues Amount: 100.00

September 1, 2021-August 30, 2022 Annual Membership Dues (\$100.00)

☐ Please remember to update the mailing address for ICCCSSO in your accounting system.

If you have any questions concerning this invoice, contact Michelle Rothmeyer, 815-825-9807
or mrothmeyer@kish.edu

"Groves, Barbara" <grovesb16@cod.edu>

ICCCSSO Invoice

"Groves, Barbara" <grovesb16@cod.edu>

Wed, Sep 29, 2021 at 01:56 PM GMT

CC:

BCC:

Barb Groves

Assistant to the Provost

Office of the Provost

College of DuPage 425 Fawell Blvd BIC 3400 Glen Ellyn, IL 60137

630-942-2005 (ph) 630-942-3925 (fax)

1 attachment

CHECK REQUEST FORM ICCCSSO Dues and Invoice.pdf