

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1081277

Vendor Name: AACC

Invoice Number: 1000176289

Invoice Date: 1/29/2021

PO Number:

Check Number: E0086709

Check Amount: \$ 21,515.00

Check Date: 10/22/2021

Voucher Number: V0700670

Document Type: AP Invoice

Document Below

College of DuPage - Accounts Payable

Check Request Form

revised 1/29/2021

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 - Non-Purchase Order Procedure No. 10-55

Date: 9/XX/2021
Vendor ID: 1081277

Invoice Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
1000176289	01	80	00781	5406002	Dues	\$ 21,515.00

Grand Total \$ 21,515.00

--- \$1,000 and Greater: Approval of Division Vice President Required ---

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: American Association of Community Colleges (AACC) Other Instructions:

Payee Address: P.O. Box 75263
Baltimore, MD 21275

Description on Check:

FY22 AACC Institutional Membership Dues

Approvals:

Prepared By: Tracey Frye Approved By: Date:

Signature: *Tracey Frye* Signature: Date:

Payment Due: 10/30/2021 Approved By: Date:

Board Approved Date: Signature: Brian W. Caputo, President Date: 9/24/21

Approved By Division VP: Signature: *Brian W. Caputo* Date: 9/24/21

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



American Association of Community Colleges
 One Dupont Circle, NW, Suite 700, Washington, DC, 20036, U.S.A
 Phone: (202) 728-0200 Fax: (202) 833-2467

ANNUAL DUES NOTICE

Date: 16-Sep-2021
 Ship-To: 000000001644-0

Order Number: 1000176289
 Order Date: 07-Sep-2021
 Invoice Number :

College of Dupage
 Attn: Brian Caputo
 President
 425 Fawell Boulevard
 Glen Ellyn, IL 60137

Product	Fulfill Status	Status	Qty	Unit Price	Unit Discount	Coupon	Adjustment	Total
AACC/INST_MBR-AACC - Institutional Member 01-Jan-2022 to 31-Dec-2022	Active	Proforma	1	21,440.00	0.00	0.00	0.00	21,440.00
AACC/PRES_ACADEMY-AACC - Presidents Academy Fee 01-Jan-2022 to 31-Dec-2022	Active	Proforma	1	75.00	0.00	0.00	0.00	75.00
Shipping:								0.00
Total :								21,515.00
Paid To Date								0.00
Current Amount Due :								21,515.00

Please detach the lower portion and return it with your payment. Thank you.

Customer: 000000001644-0	College of Dupage		
Order No.: 1000176289	Invoice No:	Balance Due(USD):	21,515.00
Federal Tax ID: 53 0196569		Amount:	

Send payments to: American Association of Community Colleges
 PO Box 75263
 Baltimore, MD 21275

Accounts Payable <acctpay@cod.edu>

FW: CHECK REQUEST: AACC Dues Renewal

Accounts Payable <acctpay@cod.edu>

Fri, Sep 24, 2021 at 07:30 PM GMT

CC:

BCC:

From: Frye, Tracey <fryetr@cod.edu>
Sent: Friday, September 24, 2021 2:26 PM
To: Accounts Payable <acctpay@cod.edu>
Cc: Sekerka, Joyce <sekerkaj@cod.edu>
Subject: CHECK REQUEST: AACC Dues Renewal

Good Afternoon,

Attached for processing is a check request for the 2022 American Association of Community Colleges (AACC) Institutional Dues.

Should you have any questions regarding this request, please feel free to contact me.

Thank you,

Tracey Frye

Executive Assistant to the President

College of DuPage

425 Fawell Blvd. | SRC 2135 | Glen Ellyn, IL 60137-6599

phone 630.942.2201 | fax 630.942.2869 | frayetr@cod.edu

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2 attachments

AACC Check Request 09.24.21 - with BWC signature.pdf

image001.png