

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1085401
Vendor Name: Grey House Publ.
Invoice Number: 180986
Invoice Date: 5/12/2022
PO Number: P0002698
Check Number: 0299609
Check Amount: \$ 1,066.50
Check Date: 06/07/2022
Voucher Number: V0739862
Document Type: AP Invoice

Document Below

SALEM PRESS

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ORIGINAL INVOICE
INVOICE NO. 180986

INVOICE NO. 180986

5/24/22 PO # 0002698

Date Shipped: 5-12-2022

INVOICE TO:

College Of Dupage
Larisa Miller
425 Fawell Blvd
Library
Glen Ellyn IL 60137-6599

SHIP TO:

CUSTOMER ACCOUNT NO.	SALESMAN	CUSTOMER ORDER NO.	TERMS	SHIP DATE
CIL544	S-21		30 DAYS	4-12-2022
QUANTITY	DESCRIPTION & ISBN	UNIT COST	EXTENSION	
1	Careers: Paths to Entrepreneurship 9781642657746	125.00	112.50	
1	Critical Insights: Censored & Banned Literature 9781642650280	105.00	94.50	
1	Critical Insights: Love 9781637000779	105.00	94.50	
1	Defining Documents: Secrets, Leaks & Scandals 9781682176986	295.00	265.50	
1	Principles of Computer-aided Design 9781637000977	165.00	148.50	

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Less Discount:	.00
Shipping & Handling:	.00
Sales Tax:	.00
Invoice Total:	715.50
Amount Received:	.00
TOTAL DUE:	715.50

Please return with an invoice copy or list [Inv# 180986](#) on your remittance.

Remittance Address: Salem Press, PO Box 56, Amenia NY 12501-0056

Tax ID# 13-3044945

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PAY NOW ONLINE

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicutt, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

"Miller, Larisa" <millerl@cod.edu>

PO # 0002698 Grey House Invoice 180986

"Miller, Larisa" <millerl@cod.edu>

Tue, May 24, 2022 at 07:39 PM GMT

CC:

BCC:

Larisa Miller

Supervisor - Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

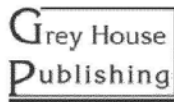
1 attachment

grey house invoice 180986.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1085401
Vendor Name: Grey House Publ.
Invoice Number: 973348
Invoice Date: 4/12/2022
PO Number: P0002698
Check Number: 0299609
Check Amount: \$ 1,066.50
Check Date: 06/07/2022
Voucher Number: V0739863
Document Type: AP Invoice

Document Below



5/24/22 PO # 0002698

Invoice No: 973348
Order Date: 4/12/2022

4919 Route 22, PO Box 56, Amenia, NY 12501
(800) 562-2139 www.greyhouse.com
Tax ID: 13-3044945

Bill To:	Ship To (if different):
College of Dupage 425 Fawell Boulevard Library-SRC #2034 Glen Ellyn IL 60137 Ms Larisa Miller Acquisitions Librarian	

Customer ID	PO Number	Terms	Salesperson	Ship Date
630-942-2106-LIBR	0002698	30 DAYS	Nancy E. Loughlin	4/20/2022

Description	Quantity	Price	Amount
Opinions Throughout History: The Death Penalty 9781642650662	1	\$195.00	\$ 195.00
		.00	.00
		.00	.00
		.00	.00
Sales Tax			\$.00
Shipping/Handling			\$.00
Less Discount			\$ 19.50
Subtotal			\$ 175.50
Amount Received			\$.00
Total Due (USD)			\$ 175.50

PAY NOW ONLINE

Check here () to make this a **STANDING ORDER** and fax to (518) 789-0556.

To insure proper credit to your account, please pay online using the link below, or detach and return this stub with your check payment.

Invoice: 973348
Tel: 630-942-2106-LIBR

Total Due: \$175.50

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Supervisor - Acquisitions

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SRC 2034

Glen Ellyn, IL 60137

630.942.3664 (v)

630.942-4646 (f)

millerl@cod.edu

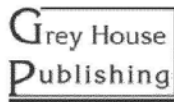
1 attachment

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Invoice Date: 4/12/2022
PO Number: P0002698
Check Number: 0299609
Check Amount: \$ 1,066.50
Check Date: 06/07/2022
Voucher Number: V0739864
Document Type: AP Invoice

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Invoice No: 973286
Order Date: 4/12/20224919 Route 22, PO Box 56, Amenia, NY 12501
(800) 562-2139 www.greyhouse.com
Tax ID: 13-3044945

Bill To:	Ship To (if different):
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Customer ID	PO Number	Terms	Salesperson	Ship Date
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Description	Quantity	Price	Amount
Opinions Throughout History:Presidential Authority 9781642654509	1	\$195.00	\$ 195.00
		.00	.00
		.00	.00
		.00	.00
		Sales Tax	\$.00
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		Less Discount	\$ 19.50
		Subtotal	\$ 175.50
		Amount Received	\$.00
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