

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1586238
Vendor Name: M.E.R.I.T. Dupage County
Invoice Number: 2022/23 DUES
Invoice Date: 6/6/2022
PO Number: P0003032
Check Number: 0299649
Check Amount: \$ 6,500.00
Check Date: 06/07/2022
Voucher Number: V0740598
Document Type: AP Invoice

Document Below



M.E.R.I.T.

Metropolitan Emergency Response and Investigation Team

*C/O DuPage County Sheriff's Office
501 N. County Farm Road, Wheaton Illinois 60187*

Chairman
Chief Ray Turano
Warrenville PD

Vice Chairman
Chief James Gunther
Westmont PD

**Immediate Past Chair
Chairman**
(vacant)

Secretary
Chief Brian Cunningham
Woodridge PD

Treasurer
Chief Steve Herron
Roselle PD

DuPage Sheriff
Sheriff James Mendrick

**DuPage County State's Atty.
(Non-Voting Member)**
State's Attorney Robert Berlin

DuPage Chiefs Liaison
Chief John Madden
Burr Ridge PD

MERIT Coordinator
Deputy Chief Dan Bilodeau
DuPage County Sheriff's
Office

**Deputy Coordinator
Investigative Operations**
D/C Tom Stefanson
Woodridge PD

**Deputy Coordinator
Special Operations**
D/C Joe Grage
Lombard PD

**Deputy Coordinator
Tactical Operations**
D/C William Frese
Wood Dale PD

INVOICE 2022/23 DUES

Chief Joe Mullin
College of DuPage Police Department
425 Fawell Blvd Room 2100
Glen Ellyn, Illinois 60137

May 1, 2022

Chief Mullin,

Thank you for being a member of the Metropolitan Emergency Response and Investigation Team of DuPage County (MERIT). In 2022 the MERIT Membership increased the annual dues to \$6,500.00 per year. Dues must be received by the 30th of June 2022.

The 2022/2023 dues for M.E.R.I.T is \$6,500.00

Please submit payment to Metropolitan Emergency Response and Investigation Team of DuPage County, C/O DuPage County Sheriff's Office, 501 N. County Farm Road, Wheaton IL 60187.

I have attached a copy of the MERIT W9 in the event you need a copy.

Any questions should be directed to Steve Herron 630-671-4005.

Respectfully,

Steve Herron
Treasurer
MERIT of DuPage

Checks must be addressed to either:
Metropolitan Emergency Response and Investigation Team of DuPage County or
DuPage MERIT.

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Metropolitan Emergency Response & Investigations Team of DuPage County

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ▶ **Nonprofit Corporation**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
501 N. County Farm Road

6 City, state, and ZIP code
Wheaton, Illinois 60187

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-				-				
--	--	--	---	--	--	--	---	--	--	--	--

or

Employer identification number

8	4	-	2	2	3	7	9	4	1
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ▶

Date ▶

4/2/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

"Nehls, James" <nehlsj156@cod.edu>

FW: [External] RE: College of DuPage Po No. P0003032 for Annual Membership for Task Force

"Nehls, James" <nehlsj156@cod.edu>

Thu, May 12, 2022 at 02:59 PM GMT

CC:

BCC:

FYI

Deputy Chief James Nehls

College of DuPage Police Department

630-942-4277

nehlsj156@cod.edu

From: Herron, Steve <sherron@roselle.il.us>

Sent: Thursday, May 12, 2022 9:09 AM

To: Casey, Kevin <caseyk650@cod.edu>

Cc: Nehls, James <nehlsj156@cod.edu>

Subject: [External] RE: College of DuPage Po No. P0003032 for Annual Membership for Task Force

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.

Attached is the INVOICE from MERIT of DuPage along with your PO for processing.

If you have any further questions please don't hesitate to contact me. 630-671-4005 or at attached email address.

Steve Herron

MERIT of DuPage Treasurer

Chief Steve Herron

Roselle Police Department

103 S. Prospect Street

Roselle IL 60172

Celebrating

100 Years

From: Casey, Kevin <caseyk650@cod.edu>

Sent: Monday, May 9, 2022 2:17 PM

To: Roselle PD <rosellepd@roselle.il.us>

Cc: Nehls, James <nehlsj156@cod.edu>

Subject: College of DuPage Po No. P0003032 for Annual Membership for Task Force

Dear Vendor,

Please confirm receipt of PO (Reply ALL) and process accordingly .

Kindly follow thread below to view the College of DuPage (COD) Purchase Order presented for processing. To avoid any confusion, COD requests all packages include the PO # for each shipment.

Warehouse Hours Monday through Friday: 7:30am to 4:00pm
Shipping questions? Contact the COD Warehouse at: 630-942-2550

Invoicing

Procurement Services does not process payments.

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. Per our Purchase Order terms and conditions, please submit all invoices directly to our Accounts Payable Department.

Invoices must be sent in **PDF format** to **invoicing@cod.edu** **to ensure proper approval routing and expedited payments.**

Submission of Invoices Instructions

- Ø Invoices containing Purchase Order Numbers must clearly be indicated on the invoice
- Ø Electronic Invoices must be submitted in PDF format only
- Ø One invoice per e-mail is required
- Ø Non-PO invoices must contain department number for proper routing of approvals

Safer, Efficient, and Expedited Payments

ACH Payments

For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to purchasing@cod.edu

Invoice questions? Contact Accounts Payable at invoicing@cod.edu or 630-942-2228

Thank you!

Procurement Services

Purchasing@cod.edu

***** Attention: This was sent from an external email address. Use caution responding, opening attachments, or clicking on links. *****

4 attachments

image003.jpg

P0003032.pdf

image002.png

COD INVOICE 2022-23.pdf

Purchase Order



Purchase Order #: P0003032

M. E. R. L. T. DUPAGE COUNTY

Order Total: 6,500.00 USD

Date: 05/09/2022
 Transaction #: 2856326
 Authorized By: Kevin Casey

Requested By: James Nehls
 Requester Email: nichlsj155@cod.edu
 Phone: 630-942-4277

Supplier Address:
 M. E. R. L. T. DUPAGE COUNTY
 501 N County Farm Rd
 Wheaton, Illinois 60187
 United States
 Attn: Steve Herron
 Phone: 959-999-9999

Ship To:
 College of DuPage
 College of DuPage Shipping & Receiving
 425 Fawell Blvd.
 Glen Ellyn, IL 60137
 United States
 Attn: James Nehls
 Phone: 630-942-2236

Bill To:
 College of DuPage
 College of DuPage Accounts Payable
 425 Fawell Blvd.
 Glen Ellyn, IL 60137
 United States
 Attn: invoicing@cod.edu
 Phone: 630-942-2228

Order Comments:

Line #	Item #	Description	UOM	QTY	Unit Price	Line Total
1		MERIT - Annual Membership for Task Force	Each	1	6,500.00 USD	6,500.00 USD
Ship To Attn: James Nehls						

Subtotal: 6,500.00 USD

Tax: 0.00 USD

S & H: 0.00 USD

Order Total: 6,500.00 USD

General Terms

PLEASE NOTE: ALL SHIPMENTS ARE REQUIRED TO BE DELIVERED TO WAREHOUSE SERVICES. FAILURE TO COMPLY WILL JEOPARDIZE OR DELAY THE PAYMENT PROCESS.

EXCEPTIONS WITH PRIOR APPROVAL BY PROCUREMENT SERVICES WILL PRINT ON THE P.O.

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.

2. College of DuPage will only accept electronic invoices, which can be in any format, including but not limited to PDF, Word, Excel. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu. Questions about payment status or other inquiries, please email acctpay@cod.edu or call 630-942-2228.

3. All payments are processed via ACH transfer on a weekly basis. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under separate cover which outlines the set-up instructions, your log-in, and temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to invoicing@cod.edu. Paper checks are issued once-a-month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.

4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices to the Contractor, in accordance with the Local Government Prompt Payment Act.

5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.

6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-05.

7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.

8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.

9. All shipments are accepted subject to inspection and approval by College of DuPage.

10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair

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