

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1286548
Vendor Name: Oakworks, Inc.
Invoice Number: 918270
Invoice Date: 6/3/2022
PO Number: P0003340
Check Number: E0090182
Check Amount: \$ 298.00
Check Date: 06/21/2022
Voucher Number: V0742178
Document Type: AP Invoice

Document Below

INVOICE

OAKWORKS

923 East Wellspring Road
New Freedom, PA 17349

Remittance Address: P.O. Box 7533
Lancaster, PA 17604
717-235-6807

Page 1 of 1

Invoice No.	Invoice Date	Terms	Freight Terms	Your PO
918270	06/03/22	Net 30	CIP-Destination	P0003340

Account No. 56851	Ordered By Pat O'Shaughnessy	Ship Via UPS Ground
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Bill To:

College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

Ship To:

College Of DuPage
Ashley McLaughlin
Continuing Educat
425 Fawell Blvd
Glen Ellyn, IL 60137-6708
USA
6309422134 Cust PO#

[illegible]

Thank you for your Order.

Item Subtotal	Shipping & Handling	Tax State	Tax Amount	Order Total
\$273.00	\$25.00	IL		\$298.00
Balance is due no later than Sun, Jul 3, 2022				

Special Instructions:

All prices shown are in US Dollars

"ar@oakworks.com" <ar@oakworks.com>

[External] Invoice from Oakworks Inc. for order number 918270 Your PO Number: P0003340

"ar@oakworks.com" <ar@oakworks.com>

Mon, Jun 6, 2022 at 09:44 AM 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.

Attached is a PDF copy of your Invoice.

Policy for Storage Fees - Delayed Pickup/Shipment:

When a customer requests a delay of shipment from the Planned Customer Requested Ship Date, or the customer has not arranged for the Freight Forwarder to pick-up the product on the Planned Customer Requested Ship Date, Storage Fees apply.

- * Courtesy Storage is extended during the first five business days of storage.
- * Following five business days, a Storage Fee of \$50 per table, per partial / full week will apply.
- * This fee will be billed to your account on the 1st of the month following storage.
- * Accumulated Storage Fees are the responsibility of the party placing the order with Oakworks and must be paid in full to allow the release of the shipment.

Oakworks Order Cancellation Policy:

Standard Order Cancellation

- * Customer has 24 hours from transmittal of order confirmation to cancel product/order without any cancellation fee.
- * Beyond 24 hours from transmittal of order confirmation, customer can cancel product/order and will be subject to a 25% cancellation fee.
- * Products/orders cancelled and rescheduled are subject to a revised ship date.

Custom Order Cancellation

- * Customer has 24 hours from transmittal of order confirmation to cancel product/order without any cancellation fee.
- * Beyond 24 hours from transmittal of order confirmation, customer can cancel product/order and will be subject to a cancellation fee.
- * if the order/product is not in production Customer can cancel Custom order/product and will be subject to a 25% cancellation fee.
- * if the Custom order/product is already in production, the order/product may not be cancelled and the Customer will be charged 100% of the order/product price.

1 attachment

Invoice_918270.pdf