

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1602119
Vendor Name: HRTMS Incorporated
Invoice Number: 2022-10239
Invoice Date: 4/21/2022
PO Number: P0003542
Check Number: E0090240
Check Amount: \$ 21,000.00
Check Date: 06/28/2022
Voucher Number: V0743002
Document Type: AP Invoice

Document Below



\$21,000.00
DUE 05/21/2022

INVOICE #2022-10239

DATE

04/21/2022

BILL TO

College of DuPage
College DuPage
425 FAWELL BLVD
GLEN ELLYN, IL 60137-6708

FROM

HRTMS, Inc.
801 Corporate Center Drive
Suite 130
Raleigh, NC 27607

TERMS

Net 30

| DESCRIPTION | QUANTITY | RATE | AMOUNT |
|--|----------|--------------|---------------------|
| Subscription fee for JDXpert for the term starting 04/17/2022 and ending 04/16/2023. | 1 | \$ 21,000.00 | \$21,000.00 |
| AMOUNT DUE (USD) | | | \$ 21,000.00 |

Remit by Check:

HRTMS, Inc.
PO Box 844720
Boston, MA 02284

Remit by ACH:

TowneBank
Routing # 051408949
Account # 6201342397

[External] J DXpert Invoice for College of DuPage

"HRTMS, Inc." <accounting@hrtms.com>

Thu, Apr 21, 2022 at 01:41 PM GMT

CC:

BCC:

```
body { background-color: #eff1f3; color: #777777; font-family: "Inter", sans-serif; font-size: .9em; -webkit-box-
sizing: border-box; -moz-box-sizing: border-box; box-sizing: border-box; }.spacer-row { height: 2rem; }.logo-
circle { box-shadow: 0 4px 8px 0 rgba(0, 0, 0, 0.2), 0 6px 20px 0 rgba(0, 0, 0, 0.19); border-radius: 50%;
background-color: #ffffff; background-image: url("https://hrtms.bills.saasoptics.com/p/i
/LoQg4UNXMIFGN7vmyl0DoqVV/logo/?open"); background-repeat: no-repeat; background-position: center;
background-size: 78%; }.#call_to_action_button, .link-button { padding: 5px 15px; font-weight: bold; border:
2px solid #5a5a5a !important; border-radius: 5px; color: #ffffff !important; background-color: #1a99b9 !
important; text-decoration: none; }.#call_to_action_button { font-size: .9em; }.link-button { font-size: .9em; }
.#billing_table { margin-top: 1rem; border-collapse: collapse; }.#billing_extras { margin-left: 2rem; text-align:
center; }.#billing_extras table { text-align: left; }.#main_content td { padding-bottom: .5rem; padding-top: .
5rem; }.strong, #billing_extras table th { font-weight: bold; text-transform: uppercase; }.#description_header {
padding-right: 40px; }.#quantity_header, .quantity-cell, money-cell { text-align: right; }.cell-underline,
.#billing_extras th { border-bottom: 1px solid lightgrey; }.#billing_table, #totals_table { table-layout: fixed; width:
100%; margin-left: 2rem; margin-right: 2rem; }.#totals_table tr td:last-child, #billing_table tr td:last-child {
width: 15%; }.tr.amt-due td, tr.amt-due th { color: #38c0cc; }.a { font-weight: bold; font-size: .8em; text-
decoration: none; }.#body_box a { color: #404448; }.a:hover, a:focus { opacity: .7; }.#invoice_summary_table,
.#payment_record_table { width: 100%; }.#invoice_summary_table th, #invoice_summary_table td,
.#payment_record_table th, #payment_record_table td { padding: .5rem; }.body { font-size: .9em !important; }.
header-table { background: linear-gradient(to top left, #eff1f3, transparent, #38c0cc); height: 18rem; }.logo-
table { height: 7rem; width: 7rem; margin-top: 2rem; }.h1 { font-size: 1.5em; margin: .5rem; color: #000000;
border-bottom: 2px solid #0094c3; }.h2 { font-size: 1em; text-align: center; color: #000000; border-bottom: 2px
solid #0094c3; }.h1, h2 { text-transform: uppercase; font-weight: bold; padding-bottom: .5rem; }.tr.amt-due td,
tr.amt-due th { font-size: .9em; font-weight: bold; }.second-gradient { background: linear-gradient(to bottom
left, #000000, transparent, #eff1f3); height: 18rem; }.th { text-transform: uppercase; }.p { text-align: center;
padding-right: .5rem; padding-left: .5rem; }.center-button-cell { text-align: center; }
```

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.

INVOICE #2022-10239 FROM HRTMS, INC.

Thank you for your business. We appreciate the opportunity to partner with you.

This is your invoice in accordance with your agreement.

Invoice Amount: 21,000.00
Invoice Due Date: 05/21/2022

We have attached a notice of our change in address, as well as an updated W-9. If you have any questions or issues, please simply reply to this email.

- The J DXpert Finance Team

INVOICE SUMMARY

| | |
|------------------|-------------------|
| CUSTOMER | College of DuPage |
| INVOICE NUMBER | 2022-10239 |
| DATE | 04/21/2022 |
| DUE DATE | 05/21/2022 |
| TERMS | Net 30 |
| AMOUNT DUE (USD) | \$ 21,000.00 |

[View Online](#)[Download PDF](#)[unsubscribe](#)

Invoice powered by



Subscription Management for B2B SaaS

2 attachments

Change of Address Notice (Mar 2022).pdf

invoice_2022-10239.pdf

INVOICE

Invoice ID: 0500-1223-4298

| | |
|--------------------|---------------------------------------|
| Vendor | HRTMS Incorporated |
| Created By | Joyce Sekerka [0353607 sekerkaj] |
| Create Date | 04/21/2022 |

Invoice Information

| | |
|-----------------------|--|
| Vendor | HRTMS Incorporated [1602119] |
| Address | [1af6db24-cddb-404e-9c2a-e2f2bf104750] PO Box 844720 Boston,MA 02284 |
| Invoice Number | 0343 |
| Invoice Date | 03/01/2022 |
| Invoice Amount | -1,099.00 USD |

Invoice Notes

J Sekerka 04/21/2022 08:42 AM
Email address of sender: accounting@hrtms.com.
Email received timestamp: 04/21/2022 13:42 GMT

Expense Summary

Amount (USD)



March 1, 2022

Re: Updated Corporate Address

Dear Valued Customer –

As of the date of this letter, we have a new corporate address and ask that you update your records to reflect this change.

Old Address:

5171 Glenwood Avenue
Suite 105
Raleigh, NC 27612

NEW Address:

801 Corporate Center Drive
Suite 130
Raleigh, NC 27607

Please note that this does not affect our remittance address for check payments, which remains:

Check Remittance Address:

HRTMS, Inc.
PO Box 844720
Boston, MA 02284

We have attached an updated copy of our W-9 reflecting the change in corporate address. Please contact our Accounting team at accounting@hrtms.com for any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Ellerhorst", written over a horizontal line.

Andrew Ellerhorst
CEO
HRTMS, Inc. dba JDXpert



1

Form W-9
(Rev. October 2019)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
HRTMS Incorporated

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

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) **_____**

☐ Other (see instructions) **_____**

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.
801 Corporate Center Drive, Suite 130

6 City, state, and ZIP code
Raleigh, NC 27607

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 Requestor* for guidelines on whose number to enter.

Social security number
____ - ____ - ____

OR
Employer identification number
3 0 - 0 3 4 3 4 3 4

Part II Certification

Under penalties of perjury, I certify that:

1. 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

2. 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

3. I am a U.S. citizen or other U.S. person (defined below); and

4. 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 I, later.

Sign Here Signature of U.S. person **[Signature]** Date **2/25/2022**

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.

Cat. No. 10231X Form W-9 (Rev. 10-2019)

"HRTMS, Inc." <accounting@hrtms.com>

[External] JDXpert Invoice for College of DuPage

"HRTMS, Inc." <accounting@hrtms.com>

Thu, Apr 21, 2022 at 01:41 PM GMT

CC:

BCC:

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Invoice Due Date: 05/21/2022

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- The JDXpert Finance Team

INVOICE SUMMARY


| | |
|------------------|-------------------|
| CUSTOMER | College of DuPage |
| INVOICE NUMBER | 2022-10239 |
| DATE | 04/21/2022 |
| DUE DATE | 05/21/2022 |
| TERMS | Net 30 |
| AMOUNT DUE (USD) | \$ 21,000.00 |

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Subscription Management for B2B SaaS

2 attachments

Change of Address Notice (Mar 2022).pdf

invoice_2022-10239.pdf