

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1585496
Vendor Name: Banner Personnel Service Inc
Invoice Number: 42507
Invoice Date: 5/14/2022
PO Number: B0000554
Check Number: E0089759
Check Amount: \$ 1,039.28
Check Date: 05/25/2022
Voucher Number: V0739149
Document Type: AP Invoice

Document Below

Remit To:



Banner Personnel Service, Inc.

**7425 Janes Avenue, Suite 201
Woodridge, IL 60517
630-515-0500**

Accounts Payable
College Of DuPage
425 22nd St
Glen Ellyn, IL 60137

Branch Name: Naperville

Invoice Date	Invoice #
5/14/2022	42507
Customer #	Invoice Amt
48221	\$1,039.28

TERMS: Unless otherwise provided for under contract:
This invoice must be paid within 10 days. Any invoiced amount not
paid within 30 days will accrue interest at the rate of 1% per month or at
the maximum rate permitted by law. Client directed travel or expense
costs will be assessed a 5% handling charge.

Please detach and return with remittance

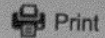
PO Number: B0000554

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Smith, Emma	WeekendDate: 5/14/2022 Customer Service Representative Department Name: Marketing and Creative Services	37.25	\$27.90	0.00	\$41.85	\$1,039.28

Please Pay \$1,039.28



Temporary Employee Time Sheet



banner personnel since 1970

SOCIAL SECURITY NUMBER									
X	X	X	X	X	2	5	9	5	
EMPLOYEE: LAST NAME SMITH					FIRST EMMA				
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.									
EMPLOYEE SIGNATURE X									

COMPANY NAME COLLEGE OF DuPAGE
ADDRESS INSTITUTIONAL RESOURCE CENTER, S LAMBERT ROAD
CITY/STATE/ZIP GLEN ELLYN, IL 60137

EVERY TEMPORARY EMPLOYEE IS REQUIRED TO CONTACT BANNER PERSONNEL, INC. WHEN THEIR ASSIGNMENT WITH A CUSTOMER ENDS. IF THE EMPLOYEE FAILS TO CONTACT THE FIRM, THE EMPLOYEE WILL BE CONSIDERED TO HAVE LEFT WORK VOLUNTARILY WITHOUT CAUSE, AND UNEMPLOYMENT BENEFITS MAY BE DENIED. ACCEPTANCE OF THIS TEMPORARY JOB CANNOT BE CONSTRUED AS A GUARANTEE OF FULL TIME EMPLOYMENT.

WEEK ENDING SATURDAY
5/14

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN	5/8	X	X	X	X
MON	5/9	9	5:30	.5	8
TUE	5/10	9	5:30	.5	8
WED	5/11	9	5:30	.5	8
THU	5/12	9	2:15	.5	5.15
FRI	5/13	10	6:30	.5	8
SAT	5/14	X	X	X	X

TOTAL TO NEAREST QUARTER HOUR.
MINIMUM ASSIGNMENT TIME IS 4 HOURS.
CLIENT WILL BE BILLED FOR HOURS LISTED.

TOTAL: 37.15

CLIENT AGREEMENT

BANNER HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH **BANNER**, THE CLIENT AGREES NOT TO HIRE THE TEMPORARY NAMED HEREON AS AN EMPLOYEE, CONSULTANT, INDEPENDENT CONTRACTOR, OR IN ANY OTHER POSITION IN THE COMPANY WITHOUT PRIOR CONSENT OF **BANNER** AND PAYMENT OF THE APPLICABLE FEE (SEE WWW.BANNERPERSONNEL.COM/TERMS.HTM).

I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE X Jorgensen, Laurette	TITLE Digitally signed by Jorgensen, Laurette Date: 2022.05.16 10:34:21 -05'00'
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**Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com**

Molly Blubaugh <mblubaugh@staffingplusinc.com>

[External] Banner Personnel Service, Inc. Invoice - 1 of 2

Molly Blubaugh <mblubaugh@staffingplusinc.com>

Thu, May 19, 2022 at 07:37 PM 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.

To College Of DuPage ,

Thank you for your continued business!

Attached to this e-mail is your electronic invoice statement.

The attachment may only be viewed using Adobe Acrobat or Adobe Reader. To download a free copy of Adobe Reader, please click on the link below:

<http://www.adobe.com/products/acrobat/readstep2.html>

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1 attachment

COD 42507 +timecard.pdf