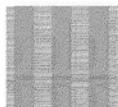


Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1585496
Vendor Name: Banner Personnel Service Inc
Invoice Number: 44334
Invoice Date: 2/25/2023
PO Number: B0001078
Check Number: E0094032
Check Amount: \$ 1,422.90
Check Date: 03/08/2023
Voucher Number: V0776218
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 # |
| 2/25/2023 | 44334 |
| Customer # | Invoice Amt |
| 48221 | \$1,116.00 |

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: B0001078

| Employee | Description | Reg Hrs | Rate | OT Hrs | OT Rate | Total |
|-------------|--|---------|---------|--------|---------|------------|
| Smith, Emma | WeekendDate: 2/26/2023 Admin Special Project Department Name: Marketing and Creative Services | 40.00 | \$27.90 | 0.00 | \$41.85 | \$1,116.00 |

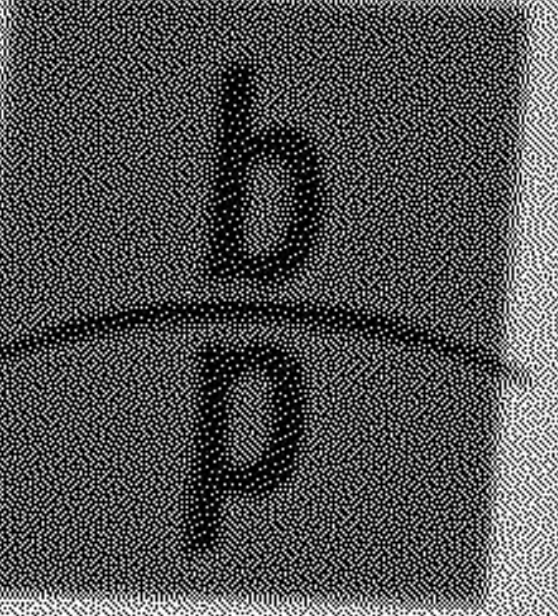
Please Pay \$1,116.00



Banner Personnel

Temporary Employee Time Sheet

bannerpersonnel



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

2/25

| | DATE | TIME STARTED | TIME FINISHED | LESS LUNCH | HOURS WORKED |
|--|------|-----------------|------------------|---------------|-----------------|
| SUN | 2/19 | X | X | X | X |
| MON | 2/20 | 8 | 4:30 | .5 | 8 |
| TUE | 2/21 | 8 | 4:30 | .5 | 8 |
| WED | 2/22 | 8 | 4:30 | .5 | 8 |
| THU | 2/23 | 8 | 4:30 | .5 | 8 |
| FRI | 2/24 | 8 | 4:30 | .5 | 8 |
| SAT | 2/25 | X | X | X | X |
| TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED. | | | | | TOTAL: 40 |

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

TITLE

Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com

Molly Blubaugh <mblubaugh@theplusgroup.com>

[External] invoice 2

Molly Blubaugh <mblubaugh@theplusgroup.com>

Thu, Mar 2, 2023 at 04:47 PM UTC

CC:

BCC:

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Molly Blubaugh

Staff Accountant

THE PLUS GROUP, INC.

BANNER PERSONNEL SERVICE, INC.

(630) 515-0500 office

(630) 725-4910 direct

1 attachment

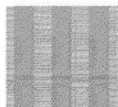
COD 44334 + timecard.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1585496
Vendor Name: Banner Personnel Service Inc
Invoice Number: 44333
Invoice Date: 2/25/2023
PO Number: B0001226
Check Number: E0094032
Check Amount: \$ 1,422.90
Check Date: 03/08/2023
Voucher Number: V0776543
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 # |
| 2/25/2023 | 44333 |
| Customer # | Invoice Amt |
| 48221 | \$306.90 |

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.

Supervisor: Shirani, Alireza

PO Number: B0001226

Please detach and return with remittance

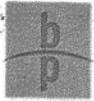
| Employee | Description | Reg Hrs | Rate | OT Hrs | OT Rate | Total |
|-----------------|--|---------|---------|--------|---------|----------|
| Juarez, Theresa | WeekendDate: 2/26/2023 Admin Special Project Department Name: Library | 11.00 | \$27.90 | 0.00 | \$41.85 | \$306.90 |

Please Pay \$306.90



Banner Personnel
Temporary Employee Time Sheet

bannerpersonnel
since 1970



| | | | | | | | | | |
|---|---|---|---|---|---------|---|---|---|--|
| SOCIAL SECURITY NUMBER | | | | | | | | | |
| X | X | X | X | X | 7 | 1 | 5 | 9 | |
| EMPLOYEE: LAST NAME | | | | | FIRST | | | | |
| Juarez | | | | | Theresa | | | | |
| I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET. | | | | | | | | | |
| EMPLOYEE SIGNATURE X Theresa Juarez | | | | | | | | | |
| COMPANY NAME College of DuPage | | | | | | | | | |
| ADDRESS | | | | | | | | | |
| CITY/STATE/ZIP | | | | | | | | | |

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

| | DATE | TIME STARTED | TIME FINISHED | LESS LUNCH | HOURS WORKED |
|--|------|--------------|---------------|------------|--------------|
| SUN | | | | | |
| MON | | | | | |
| TUE | 2-21 | 5:00 | 10:00 | | 5 |
| WED | 2-22 | 4:00 | 10:00 | | 6 |
| THU | | | | | |
| FRI | | | | | |
| SAT | | | | | |
| TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED. | | | | | TOTAL: 11 |

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 | TITLE |
| X [Signature] | Supervisor |

Please fax or email to: 630.505.4566 or
bps_naperville@bannerpersonnel.com

Molly Blubaugh <mblubaugh@theplusgroup.com>

[External] invoice 3

Molly Blubaugh <mblubaugh@theplusgroup.com>

Thu, Mar 2, 2023 at 04:48 PM UTC

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.

Molly Blubaugh

Staff Accountant

THE PLUS GROUP, INC.

BANNER PERSONNEL SERVICE, INC.

(630) 515-0500 office

(630) 725-4910 direct

1 attachment

COD 44333 + timecard.pdf