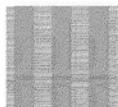


Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44380  
Invoice Date: 3/4/2023  
PO Number: B0001247  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779113  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/4/2023	44380
<b>Customer #</b>	<b>Invoice Amt</b>
48221	\$570.40

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: B0001247**

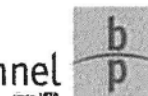
Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Ballard, Seth	<b>WeekendDate: 3/5/2023</b> Administrative Assistant Department Name: Tutoring Department	23.00	\$24.80	0.00	\$37.20	\$570.40

**Please Pay \$570.40**



**Banner Personnel**  
Temporary Employee Time Sheet

**bannerpersonnel**



SOCIAL SECURITY NUMBER									
X	X	X	X	X	2	5	3	0	
EMPLOYEE: LAST NAME					FIRST				
Ballard					Seth				
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.									
EMPLOYEE SIGNATURE <b>X</b> <i>[Signature]</i>									

COMPANY NAME									
College of DuPage									
ADDRESS									
425 Fawell Blvd									
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
----------------------

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON		9:00	6:00	.30	8:30
TUE		9:00	6:00	.30	8:30
WED					0:00
THU					0:00
FRI		8:00	2:30	.30	6:00
SAT					
TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED.					TOTAL: 23

<b>CLIENT AGREEMENT</b>	
<p><b>BANNER</b> HAS INCURRED EXPENSE IN RECRUITING ITS EMPLOYEES. AS PART OF YOUR AGREEMENT WITH <b>BANNER</b>, 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 <b>BANNER</b> AND PAYMENT OF THE APPLICABLE FEE (SEE <a href="http://WWW.BANNERPERSONNEL.COM/TERMS.HTM">WWW.BANNERPERSONNEL.COM/TERMS.HTM</a>).</p> <p>I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.</p>	
CLIENT SIGNATURE	TITLE
<b>X</b> <i>[Signature]</i>	Program specialist / 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>

Tue, Mar 14, 2023 at 03:15 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 44380 + timecard.pdf

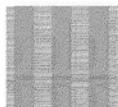


Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44418  
Invoice Date: 3/11/2023  
PO Number: B0001247  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779165  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/11/2023	44418
<b>Customer #</b>	<b>Invoice Amt</b>
48221	\$570.40

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: B0001247**

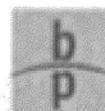
Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Ballard, Seth	<b>WeekendDate: 3/12/2023</b> Administrative Assistant Department Name: Tutoring Department	23.00	\$24.80	0.00	\$37.20	\$570.40

**Please Pay \$570.40**



**Banner Personnel**  
Temporary Employee Time Sheet

**bannerpersonnel**



SOCIAL SECURITY NUMBER									
X	X	X	X	X	2	5	3	0	
EMPLOYEE: LAST NAME					FIRST				
Ballard					Seth				
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.									
EMPLOYEE SIGNATURE <b>X</b>									
COMPANY NAME									
College of Dupage									
ADDRESS									
425 Lawell Blvd									
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					
	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN					
MON					
TUE					
WED	3/8	9-	6-	:30	8:30
THU	3/9	9-	6-	:30	8:30
FRI	3/10	8-	2:30	:30	6
SAT					
TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED.					TOTAL: 23
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 <a href="http://WWW.BANNERPERSONNEL.COM/TERMS.HTM">WWW.BANNERPERSONNEL.COM/TERMS.HTM</a> ).					
I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.					
CLIENT SIGNATURE					
TITLE					

Please fax or email to: 630.505.4500 or  
lps\_naperville@bannerpersonnel.com

Molly Blubaugh <mblubaugh@theplusgroup.com>

---

**[External] invoice 3**

---

**Molly Blubaugh** <mblubaugh@theplusgroup.com>

Thu, Mar 16, 2023 at 05:06 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**

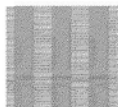
COD 44418 + timecard.pdf

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44378  
Invoice Date: 3/4/2023  
PO Number: B0001226  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779204  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/4/2023	44378
<b>Customer #</b>	<b>Invoice Amt</b>
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**

**Please detach and return with remittance**

**PO Number: B0001226**

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Juarez, Theresa	<b>WeekendDate: 3/5/2023</b> 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	2/28	5:00	10:00		5
WED	3/1	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](http://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 1**

---

**Molly Blubaugh** <mblubaugh@theplusgroup.com>

Tue, Mar 14, 2023 at 03:14 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 44378 + timecard.pdf

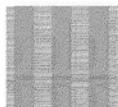


Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44379  
Invoice Date: 3/4/2023  
PO Number: B0001078  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779261  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/4/2023	44379
<b>Customer #</b>	<b>Invoice Amt</b>
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**

<b>Employee</b>	<b>Description</b>	<b>Reg Hrs</b>	<b>Rate</b>	<b>OT Hrs</b>	<b>OT Rate</b>	<b>Total</b>
Smith, Emma	<b>WeekendDate: 3/5/2023</b> 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**

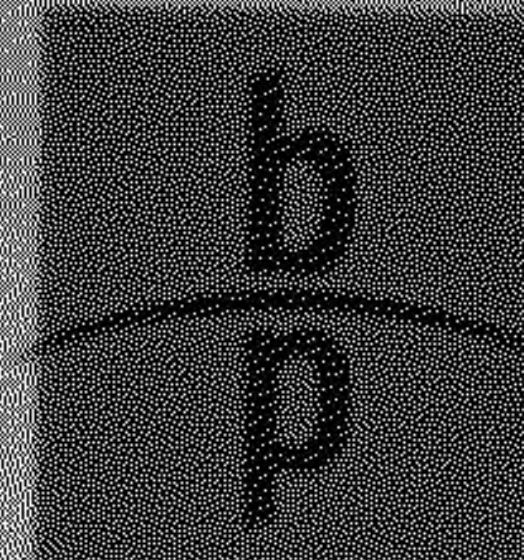




# Banner Personnel

## Temporary Employee Time Sheet

bannerpersonnel



+

SOCIAL SECURITY NUMBER								
X	X	X	X	X	2	5	9	5

EMPLOYEE: LAST NAME <b>SMITH</b>	FIRST <b>EMMA</b>
-------------------------------------	----------------------

I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.	
EMPLOYEE SIGNATURE	<b>X EMMA SMITH</b>

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

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 <b>3/04</b>
-------------------------------------

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN	<b>2/26</b>	X	X	X	X
MON	<b>2/27</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
TUE	<b>2/28</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
WED	<b>3/01</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
THU	<b>3/02</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
FRI	<b>3/03</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
SAT	<b>3/04</b>	X	X	X	X
TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED.					<b>TOTAL: 40</b>

**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](http://WWW.BANNERPERSONNEL.COM/TERMS.HTM)).  
 I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE <b>X</b>	TITLE
------------------------------	-------

Please fax or email to: 630.505.4566 or



Molly Blubaugh <mblubaugh@theplusgroup.com>

---

**[External] invoice 2**

---

**Molly Blubaugh** <mblubaugh@theplusgroup.com>

Tue, Mar 14, 2023 at 03:15 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**

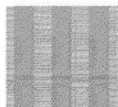
COD 44379 + timecard.pdf

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44417  
Invoice Date: 3/11/2023  
PO Number: B0001078  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779262  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/11/2023	44417
<b>Customer #</b>	<b>Invoice Amt</b>
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**

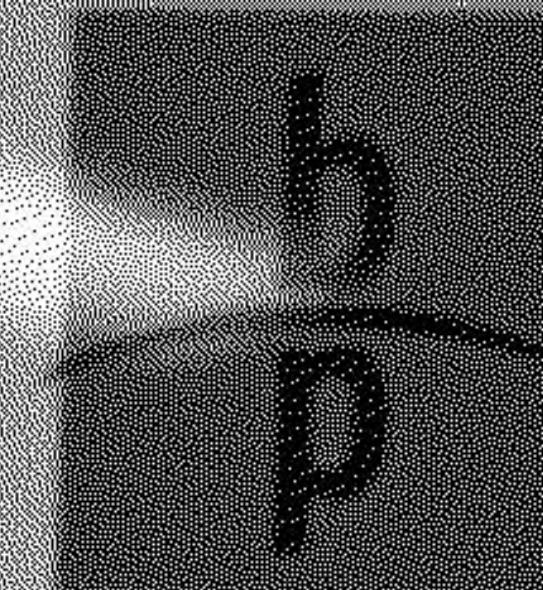
**PO Number: B0001078**

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Smith, Emma	<b>WeekendDate: 3/12/2023</b> 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**







SOCIAL SECURITY NUMBER								
X	X	X	X	X	2	5	9	5

EMPLOYEE: LAST NAME <b>SMITH</b>	FIRST <b>EMMA</b>
I CERTIFY THAT I HAVE WORKED THE HOURS LISTED ON THIS TIME SHEET.	
EMPLOYEE SIGNATURE <b>X EMMA SMITH</b>	

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

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 <b>3/11</b>
-------------------------------------

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	HOURS WORKED
SUN	<b>3/05</b>	X	X	X	X
MON	<b>3/06</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
TUE	<b>3/07</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
WED	<b>3/08</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
THU	<b>3/09</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
FRI	<b>3/10</b>	<b>8</b>	<b>4:30</b>	<b>.5</b>	<b>8</b>
SAT	<b>3/11</b>	X	X	X	X

TOTAL TO NEAREST QUARTER HOUR. MINIMUM ASSIGNMENT TIME IS 4 HOURS. CLIENT WILL BE BILLED FOR HOURS LISTED.	<b>TOTAL:</b>	<b>40</b>
--	---------------	-----------

**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](http://WWW.BANNERPERSONNEL.COM/TERMS.HTM)).  
I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.

CLIENT SIGNATURE <b>X</b>	TITLE
------------------------------	-------



**Molly Blubaugh** <mblubaugh@theplusgroup.com>

---

**[External] invoice 2**

---

**Molly Blubaugh** <mblubaugh@theplusgroup.com>

Thu, Mar 16, 2023 at 05:06 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 44417 + timecard.pdf

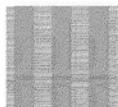


Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1585496  
Vendor Name: Banner Personnel Service Inc  
Invoice Number: 44416  
Invoice Date: 3/11/2023  
PO Number: B0001226  
Check Number: E0094287  
Check Amount: \$ 3,986.60  
Check Date: 03/22/2023  
Voucher Number: V0779456  
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**

<b>Invoice Date</b>	<b>Invoice #</b>
3/11/2023	44416
<b>Customer #</b>	<b>Invoice Amt</b>
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**

**Please detach and return with remittance**

**PO Number: B0001226**

Employee	Description	Reg Hrs	Rate	OT Hrs	OT Rate	Total
Juarez, Theresa	<b>WeekendDate: 3/12/2023</b> 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



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 <b>X</b> 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	3-7	5:00	10:00		5
WED	3-8	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
<p align="center"><b>CLIENT AGREEMENT</b></p> <p>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 <a href="http://WWW.BANNERPERSONNEL.COM/TERMS.HTM">WWW.BANNERPERSONNEL.COM/TERMS.HTM</a>).</p> <p>I CERTIFY THAT THE ABOVE HOURS ARE CORRECT.</p>					
CLIENT SIGNATURE <b>X</b> [Signature]					TITLE Supervisor

Please fax or email to: 630.505.4566 or  
bps\_naperville@bannerpersonnel.com

**Molly Blubaugh** <mblubaugh@theplusgroup.com>

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**[External] invoice 1**

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**Molly Blubaugh** <mblubaugh@theplusgroup.com>

Thu, Mar 16, 2023 at 05:06 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**

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**1 attachment**

COD 44416 + timecard.pdf