

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1212793

Vendor Name: Chef by Request - CBR Ind.

Check Details:

Check Number: E0106361

Check Amount: \$ 2,267.94

Check Date: 3/18/2025

Invoice Details:

Invoice Number: E21048

Invoice Date: 3/1/2025

PO Number: B0002526

Voucher Number: V0876072

Document Type: AP Invoice

Document Below



Event Invoice

COD Green Room Dinner

Saturday, March 1, 2025
E21048

Client COD	Event Date 3/1/2025 (Sat)	Telephone (630) 942-3008	Site Tel (630) 942-3008	Event # E21048
Address 425 Fawell Blvd		Booking Contact Hopper, Joe	Site Contact ,	Guests 25 (Pln)

25	Price per Person with Two Entree Selections @ 32.00	800.00
1	Paris Collection (50 Pieces) @ 115.00	115.00
1	CBR Disposable Delivery - Set Up @ 75.00	75.00
25	Disposable Service Ware - Upgrade @ 1.60	40.00
5	Disposable Heat & Go Pack @ 8.95	44.75

	Food	Hot Line	Cold Line	Liquor	Beverage	Equipment	Labor	Other	Total
Subtotal	915.00	0.00	0.00	0.00	0.00	84.75	75.00	0.00	1,074.75
Supply Costs Surcharge	54.90	0.00	0.00	0.00	0.00	5.09	0.00	0.00	59.99
Total	969.90	0.00	0.00	0.00	0.00	89.84	75.00	0.00	1,134.74

Paid	0.00
Balance	1,134.74

Subtotal	1,074.75
Supply Costs Surcharge	59.99
Tax	0.00
Total Value	1,134.74

Please make all checks payable to:
Chef by Request - 5100 Academy Dr., #200, Lisle, IL 60532

A Convenience Fee of 3% will be assessed on all charges.

Amanda Ingle <aingle@chefbyrequest.com>

[External] COD Green Room Dinner 3/1/2025 ~ Final Invoice

Amanda Ingle <aingle@chefbyrequest.com>

Fri, Mar 7, 2025 at 08:30 PM UTC

CC: Hopper, Joe <hopper@cod.edu>

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.

Good Afternoon –

Attached is a copy of your final invoice. The balance due by **March 31st** is **\$1,134.74** . To pay by credit card, simply fill out the payment box on the invoice (including CVV and billing address) or I can send you a link to pay online at your request. All credit card payments will incur a 3% processing fee. You may also mail us a company or cashier's check or pay via ACH.

*Please note, no gratuity is currently included for the delivery/set-up. Should you wish to add this to your invoice, please let me know.

Let me know of any final questions or concerns you may have.

Thank you,

Amanda Ingle

Director of Weddings & Special Events

Chef By Request Catering

www.chefbyrequest.com

Main/Office: 630.493.4300

Direct/Office: 630.796.7376

4 attachments

image001.jpg

COD Green Room Dinner INVOICE 3-1.pdf

image002.png

image003.png

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1212793

Vendor Name: Chef by Request - CBR Ind.

Check Details:

Check Number: E0106361

Check Amount: \$ 2,267.94

Check Date: 3/18/2025

Invoice Details:

Invoice Number: E21047

Invoice Date: 3/8/2025

PO Number: B0002526

Voucher Number: V0876067

Document Type: AP Invoice

Document Below



Event Invoice

COD Green Room Dinner

Saturday, March 8, 2025
E21047

Client COD	Event Date 3/8/2025 (Sat)	Telephone (630) 942-3008	Site Tel (630) 942-3008	Event # E21047
Address 425 Fawell Blvd		Booking Contact Hopper, Joe	Site Contact ,	Guests 30 (Pln)

30	Price per Person with One Entree Selection @ 27.00	810.00
1	Farmhouse Ratatouille @ 12.00	12.00
1	VIP Dessert Bars (48 Pieces) @ 85.00	85.00
1	CBR Disposable Delivery - Set Up @ 75.00	75.00
30	Disposable Service Ware - Upgrade @ 1.85	55.50
4	Disposable Heat & Go Pack @ 8.95	35.80

	Food	Hot Line	Cold Line	Liquor	Beverage	Equipment	Labor	Other	Total
Subtotal	907.00	0.00	0.00	0.00	0.00	91.30	75.00	0.00	1,073.30
Supply Costs Surcharge	54.42	0.00	0.00	0.00	0.00	5.48	0.00	0.00	59.90
Total	961.42	0.00	0.00	0.00	0.00	96.78	75.00	0.00	1,133.20

Paid	0.00
Balance	1,133.20

Subtotal	1,073.30
Supply Costs Surcharge	59.90
Tax	0.00
Total Value	1,133.20

Please make all checks payable to:
Chef by Request - 5100 Academy Dr., #200, Lisle, IL 60532

A Convenience Fee of 3% will be assessed on all charges.

Amanda Ingle <aingle@chefbyrequest.com>

[External] COD Green Room Dinner 3/8/2025 ~ Final Invoice

Amanda Ingle <aingle@chefbyrequest.com>

Mon, Mar 10, 2025 at 03:46 PM UTC

CC: Hopper, Joe <hopper@cod.edu>

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.

Good Morning –

Attached is a copy of your final invoice. The balance due by **April 7th** is **\$1,133.20** . To pay by credit card, simply fill out the payment box on the invoice (including CVV and billing address) or I can send you a link to pay online at your request. All credit card payments will incur a 3% processing fee. You may also mail us a company or cashier's check or pay via ACH.

*Please note, no gratuity is currently included for the delivery/set-up. Should you wish to add this to your invoice, please let me know.

Let me know of any final questions or concerns you may have.

Thank you,

Amanda Ingle

Director of Weddings & Special Events

Chef By Request Catering

www.chefbyrequest.com

Main/Office: 630.493.4300

Direct/Office: 630.796.7376

4 attachments

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COD Green Room Dinner INVOICE 3-8.pdf