

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1085401

Vendor Name: Grey House Publ.

Check Details:

Check Number: 0337295

Check Amount: \$ 123.50

Check Date: 3/18/2025

Invoice Details:

Invoice Number: 190560

Invoice Date: 3/7/2025

PO Number: B0002309

Voucher Number: V0878400

Document Type: AP Invoice

Document Below

SALEM PRESS

Published & Distributed by GREY HOUSE PUBLISHING

3/7/25 B0 # 2309

ORIGINAL INVOICE
INVOICE NO. 190560

INVOICE NO. 190560
2025

Date Shipped: 2-24-

INVOICE TO:

College of DuPage Library
Larisa Miller, Supvr-Acquisitions
425 Fawell Blvd
SRC 2034
Glen Ellyn IL 60137-6708

SHIP TO:

CUSTOMER ACCOUNT NO.	SALESMAN	CUSTOMER ORDER NO.	TERMS	SHIP DATE
CIL544	S-26		30 DAYS	2-24-2025
QUANTITY	DESCRIPTION & ISBN		UNIT COST	EXTENSION
1	Careers in Earth Science 9798891791954		125.00	118.75

THANK YOU FOR YOUR ORDER!

INSTANT & FREE ONLINE ACCESS WITH YOUR PRINT PURCHASE!

To activate your titles for instant student & patron access via Salem Press' Online Platform call (201) 968-0500 or email csr@salempress.com. Be sure to include your invoice number and your titles will be online for you in 24 hours!

Less Discount:	.00
Shipping & Handling:	4.75
Sales Tax:	.00
Invoice Total:	123.50
Amount Received:	.00
TOTAL DUE:	123.50

Please return with an invoice copy or list Inv# 190560 on your remittance.

Remittance Address: Salem Press, PO Box 56, Amenia NY 12501-0056

Tax ID# 13-3044945

[Click here to download a copy of our W9](#)


Please call (800) 562-2139 x104 or email csr@salempress.com if you have any questions.

PAY NOW ONLINE

Now is a good time to download your free MARC Records too! Visit https://salempress.com/marc_records to get started!

SALEM PRESS

Salem Press
2 University Plaza, Suite 310, Hackensack, NJ 07601
(201) 968-0500 FAX: (201) 968-0511
csr@salemexpress.com www.salemexpress.com

 Grey House Publishing
4919 Route 22, PO Box 56, Amenia, NY 12501-0056
(800) 562-2139 FAX: (518) 789-0556
www.greyhouse.com books@greyhouse.com

From: [Brady, Scott](#)
To: [McIntosh, Jennifer](#)
Cc: [Hunnicut, Marianne](#); [Stock, Lisa](#)
Subject: RE: Vendor Invoicing Procedures
Date: Thursday, January 7, 2021 2:57:04 PM
Attachments: [image001.png](#)
[image002.png](#)

Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

From: McIntosh, Jennifer <mcintoshj144@cod.edu>
Sent: Thursday, January 7, 2021 10:41 AM
To: Brady, Scott <bradys310@cod.edu>
Cc: Hunnicutt, Marianne <hunnicut@cod.edu>; Stock, Lisa <stockl@cod.edu>
Subject: RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

"Miller, Larisa" <millerl@cod.edu>

BO # 2309 Grey House Publishing Invoice 190560

"Miller, Larisa" <millerl@cod.edu>

Fri, Mar 7, 2025 at 03:39 PM UTC

CC:

BCC:

BO # 2309 Grey House Publishing Invoice 190560

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664

millerl@cod.edu

1 attachment

grey house publishing invoice 190560.pdf