

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1086761

Vendor Name: Midwest Tape LLC

Check Details:

Check Number: 0337309

Check Amount: \$ 101.96

Check Date: 3/18/2025

Invoice Details:

Invoice Number: 506862142

Invoice Date: 3/10/2025


PO Number: B0002733

Voucher Number: V0878269

Document Type: AP Invoice

Document Below

MIDWEST TAPE

LIBRARIANS  MEDIA SOURCE

P.O. BOX 820 • HOLLAND, OH 43528

PHONE: 1-800-875-2785

FAX: 1-800-444-6645

FEDERAL ID#: 37-1499686

INVOICE

Terms: 30 Days Net

Invoice No.: 506862142
Invoice Date: 03/10/2025
Customer: 2000007129
Delivery: 89857150
Customer PO:
Ship Via: Federal Express
Page: 1 OF 1

3/13/25 BO # 2733

Bill To:
COLLEGE OF DUPAGE LIBRARY
ACQUISITIONS S2034
425 FAWELL BLVD
GLEN ELLYN, IL 60137
USA

Ship To:
COLLEGE OF DUPAGE LIBRARY
ACQUISITIONS S2034
425 FAWELL BLVD
GLEN ELLYN, IL 60137
USA

Qty	UoM	Format Delivery	Description Stock #	OCLC#	Customer Item#	Retail	Price	Extension
1	EA	DVD	HUNGER GAMES, THE: THE BALLAD OF SONGBIR Widescreen 1D 16344609	1416590030		32.99	24.74	24.74
1	EA	DVD	MOANA 2 Widescreen 1D *** Do Not Display Above Item Until: 03/18/2025 17425628	1493335077		35.99	26.99	26.99
1	EA	DVD	NOSFERATU Widescreen EXTENDED CUT 1D 17507605	1482414936		30.99	23.24	23.24
1	EA	DVD	WICKED Widescreen 1D 17429016	1482151750		35.99	26.99	26.99
4	EA	Product Sub-total:						101.96
Please pay this amount in USD:								101.96

Remit ACH/wire payments to:

Beneficiary Bank: Key Bank
Beneficiary Bank Routing Number: 021052053
Beneficiary Account Name: Midwest Tape LLC
Beneficiary Account #: 14628438
Email: AR@midwesttapes.com

Remit check payments to:

Midwest Tape, LLC
P.O. Box 715733
Cincinnati, OH 45271-5733

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
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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 # 2733 Midwest Tape Invoice 506862142

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

Thu, Mar 13, 2025 at 07:51 PM UTC

CC:

BCC:

BO # 2733 Midwest Tape Invoice 506862142

Larisa Miller

Supervisor – Acquisitions

College of DuPage Library

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SRC 2034

Glen Ellyn, IL 60137

630.942.3664

millerl@cod.edu

1 attachment

midwest tape invoice 506862142.pdf

