

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1084587

Vendor Name: Follett Higher Education, LLC

Check Details:

Check Number: E0107958

Check Amount: \$ 464.44

Check Date: 6/10/2025

Invoice Details:

Invoice Number: 05282025

Invoice Date: 5/28/2025

PO Number: NULL

Voucher Number: V0888454

Document Type: AP Invoice

Document Below

Bookstore Order Under \$500

Instructions:
This form is to be used for requests to purchase items from the College's Bookstore costing \$500 or less per transaction. Any orders above this amount require a purchase order.

Any orders above this amount require a purchase order. Requester will complete the Customer Section of this form and the bookstore staff will complete the second portion. After transaction has been finalized the bookstore staff will email this form and copy of the receipt to College of DuPage Accounts Payable office as an invoice for payment. Accounts Payable will process invoice for payment to the provided General Ledger number approval workflow.

REQUESTER INFORMATION

GL Account Number (to be paid from):

-Bookstore Use Only-

Item Details - Description		Quantity	Unit Price	Total
Please see the attached receipt for details.			Subtotal:	0
			Tax:	
			TOTAL:	0

Notes

Order Number: 05282025
Student ID on the receipt

Completed by Name: Lisa Haegele

Pick Up In-Person: ☒

Picked-Up Date: 05/28/25

Picked Up By (Name): _____

Signature: Lisa Haegeler

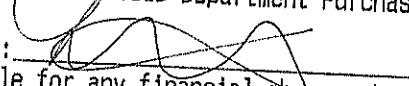
Follett's COD Bookstore
425 Fawell Blvd - SRC Building
Glen Ellyn
IL, 60137
(630) 942-2360
0784mgr@fhcg.follett.com
www.efollett.com

ITEM	QTY	PRICE	TOTAL
CANVAS TOTE BOOKSHELF			
025788876	4@	\$26.95	\$86.24 T
Discount 20.00%			(5.39)
PL - Department Discount-20%			
BOTTLE WM FLEX 32OZ INDIGO			
025383711	1@	\$44.95	\$44.95 N
BOTTLE WM 32OZ BLACK			
021683076	2@	\$44.95	\$89.90 T
BOTTLE WM 32OZ WHITE			
021683074	1@	\$44.95	\$44.95 N
Subtotal			\$287.60
Total Discount			(21.56)

Total Sales Tax \$0.00

Total \$266.04

ARHousecharge \$266.04
Major Acct:606
Student ID:05282025
Student Name: Dual Enrollment
Major Account Name:COD Department Purchase

Signature: 
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 8

YOU SAVED \$21.56

Total Tender \$266.04

Change Due \$0.00

"Shaba Patel (0784)" <s.patel@follett.com>

[External] Dpt purchase- 05282025

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Jun 4, 2025 at 05:49 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.

Shaba Patel

Store Manager
College of DuPage bookstore

Phone 630.942.4347

Address 425 Fawell Blvd, Glen Ellyn IL 60137

Website follett.com | cod.bkstr.com

Email s.patel@follett.com

3 attachments

05282025_06042025123625.PDF

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Outlook-ndyhyqko.png

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1084587

Vendor Name: Follett Higher Education, LLC

Check Details:

Check Number: E0107958

Check Amount: \$ 464.44

Check Date: 6/10/2025

Invoice Details:

Invoice Number: 05292025

Invoice Date: 5/29/2025

PO Number: NULL

Voucher Number: V0888455

Document Type: AP Invoice

Document Below

Bookstore Order Under \$500

Instructions:

This form is to be used for requests to purchase items from the College's Bookstore costing \$500 or less per transaction. Any orders above this amount require a purchase order.

Requester will complete the Customer Section of this form and the bookstore staff will complete the second portion. After transaction has been finalized the bookstore staff will email this form and copy of the receipt to College of DuPage Accounts Payable office as an invoice for payment. Accounts Payable will process invoice for payment to the provided General Ledger number approval workflow.

-Customer Section-
REQUESTER INFORMATION

Today's Date:

5/29/25

Name:

Patty Nigohosian

Department:

Academic Affairs

Contact:

Tamara McClain
GL Account Number (to be paid from):

(required)

01

Fund

20

Function

00442

Dept.

5404001

Object

-Bookstore Use Only-

Item Details - Description	Quantity	Unit Price	Total

Please see the attached receipt for details.

Subtotal:

0

Tax:

TOTAL:

0

Notes

Date of Order:

05/29/2025

Order Number:

05242025
Student ID on the receipt

Date completed:

Completed by Name:

Patricia Nigohosian

Requester Notified:

☐

Shipping Method:

To be Delivered:

☐

Pick Up In-Person:

☒

Picked-Up Date:

Picked Up By (Name):

Patty Nigohosian

Signature:

P. Nigohosian

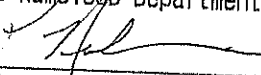
Submit to: S.patel@follett.com or Follettgonzalez@cod.edu

Follett's COD Bookstore
425 Fawell Blvd - SRC Building
Glen Ellyn
IL, 60137
(630) 942-2360
0784mgr@fhcg.follett.com
www.efollett.com

ITEM	QTY	PRICE	TOTAL
24oz 2-IN-1 TUMBLE/BLACK/24OZ/ 030164459	2@	\$28.00	\$44.80 T
Discount 20.00%			(5.60)
PL - Department Discount-20%			
JKT/PACKNGO 1-2CLR/FDGRN/MED/. 019213811	1@	\$48.00	\$38.40 N
Discount 20.00%			(9.60)
PL - Department Discount-20%			
JKT/PACKNGO 1-2CLR/FDGRN/LG/. 019213812	3@	\$48.00	\$115.20 T
Discount 20.00%			(9.60)
PL - Department Discount-20%			
Subtotal			\$248.00
Total Discount			(49.60)

Total Sales Tax \$0.00
Total \$198.40

ARHousecharge \$198.40
Major Acct:606
Student ID:05292025
Student Name: Academic Affairs
Major Account Name:COD Department Purchase

Signature: 
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 6

YOU SAVED \$49.60

Total Tender \$198.40

"Shaba Patel (0784)" <s.patel@follett.com>

[External] Dpt purchase- 05292025

"Shaba Patel (0784)" <s.patel@follett.com>

Wed, Jun 4, 2025 at 05:50 PM UTC

CC:

BCC:

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Shaba Patel

Store Manager

College of DuPage bookstore

Phone 630.942.4347

Address 425 Fawell Blvd, Glen Ellyn IL 60137

Website follett.com | cod.bkstr.com

Email s.patel@follett.com

3 attachments

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05292025_06042025123418.PDF