

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1212793 **Vendor Name:** Chef by Request - CBR Ind.

Check Details:

Check Number: E0110569 **Check Amount:** \$ 1,584.23 **Check Date:** 11/18/2025

Invoice Details:

Invoice Number: E21419 **Invoice Date:** 11/8/2025 **PO Number:** B0003104
Voucher Number: V0913671

Document Type: AP Invoice

Document Below



Event Invoice

COD Green Room Dinner

Saturday, November 8, 2025
E21419

Client COD	Event Date 11/8/2025 (Sat)	Telephone (630) 942-3008	Site Tel (630) 942-3008	Event # E21419
Address 425 Fawell Blvd		Booking Contact Hopper, Joe	Site Contact ,	Guests 40 (Pln)

40	Price per Person with One Entree Selection @ 27.00	1,080.00
2	Mushroom Pot Pie *VEG* @ 27.00	54.00
1.5	Mini Pastries Assortment (50 Pieces) @ 120.00	180.00
1	CBR Disposable Delivery - Set Up @ 75.00	75.00
40	Disposable Service Ware - Upgrade @ 1.85	74.00
4	Disposable Heat & Go Pack @ 8.95	35.80

	Food	Hot Line	Cold Line	Liquor	Beverage	Equipment	Labor	Other	Total
Subtotal	1,314.00	0.00	0.00	0.00	0.00	109.80	75.00	0.00	1,498.80
Supply Costs Surcharge	78.84	0.00	0.00	0.00	0.00	6.59	0.00	0.00	85.43
Total	1,392.84	0.00	0.00	0.00	0.00	116.39	75.00	0.00	1,584.23

Paid	0.00
Balance	1,584.23

Subtotal	1,498.80
Supply Costs Surcharge	85.43
Tax	0.00
Total Value	1,584.23

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 11/8/2025 ~ Final Invoice

Amanda Ingle <aingle@chefbyrequest.com>

Mon, Nov 10, 2025 at 09:27 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 **December 8th** is **\$1,584.23** . 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.

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

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COD Green Room Dinner INVOICE 11-8.pdf

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