

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1721776 **Vendor Name:** Balloons by Tommy LLC

Check Details:

Check Number: E0114401 **Check Amount:** \$ 2,695.00 **Check Date:** 6/23/2026

Invoice Details:

Invoice Number: 181977 **Invoice Date:** 5/26/2026 **PO Number:** P0023749
Voucher Number: V0942516

Document Type: AP Invoice

Document Below



From
Balloons by Tommy
945 N Edgewood Ave
Suite A
Wood Dale, IL 60191

To
Diana Lopez
425 Fawell Blvd
Glen Ellyn, IL

Invoice 181977
P.O. # P0023749
Issued May 26, 2026
Due Date July 7, 2026

ITEM	QUANTITY	PRICE	TOTAL
Centerpiece - Mini Glitter Centerpiece Base Colors: White Glitter Colors: Spring Green	120	\$14.00	\$1,680.00
Column - Skinny Column with Foil Topper Colors: Chrome Gold, Dark Green, White Foil: Gold Star	10	\$79.00	\$790.00

Delivery/Set Up of Indoor Décor	1	\$225.00	\$225.00
Thank you for your order! ~ Shannon			

****DELIVERY NOTES:** Diana or a representative will be onsite to direct to the setup space. If unavailable, delivery will place items at their discretion.

Date: Tuesday, August 18th, 2026

Delivery Window: 8 to 11 am (client as another event at noon)

Event Start time: Next Day

Location: College of DuPage Physical Education Center Arena (PEC) @ 425 Fawell Blvd. - Glen Ellyn, IL

On Site Contact Name & Cell Number: Diana 312-978-5851

*******Balloons By Tommy will not return to pick up the balloons or equipment unless client schedules a strike for an additional fee. Client agrees to properly dispose of balloons. *******

PLEASE READ THIS SECTION BEFORE SIGNING APPROVAL	1	\$0.00	\$0.00
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By approving/signing a quote, you agree that you understand and accept the following terms of placing an order with Balloons by Tommy:

Once your quote has been signed, payment terms are net 60 and a PO is needed to finalize the order for delivery. Your time slot is then reserved for you, and supplies for your event are ordered. **You cannot change items, colors, or the delivery window once the quote is approved.** You may only add onto the order.

Orders canceled for ANY reason 30 days or more prior to your delivery date are eligible for a 100% credit of your invoice total for your next delivery on a different date that is within one year of the original delivery date, or a 50% refund can be issued to close out the order. New orders using a past credit are subject to date availability and order minimums for the new date.

Orders less than 30 days from the delivery date are not eligible for cancellation or postponement. **THIS MEANS NO REFUNDS, NO DATE CHANGES, NO TIME CHANGES.**

If you need a COI you must request one before signing the quote so it can be noted on the quote.

If you need additional paperwork please request that before signing the quote so it can be noted.

Additional fees may apply to paperwork or COI's requested after approval of the quote.

Subtotal:	\$2,695.00
Tax:	\$0.00
Total:	\$2,695.00

Balloons are, by nature, temporary items. Although Balloons by Tommy, LLC uses only the finest quality balloons, some balloons will occasionally deflate sooner than expected and may be adversely affected by numerous factors. Therefore, we cannot be held responsible for problems with the decor relating to inclement weather including wind, rain, sun exposure, high temperatures, air flow from ventilation systems, static electricity, rough handling, guest interference or other uncontrollable factors. To ensure decor

Shannon <shannon@balloonsbytommy.com>

[External] PO# P0023749

Shannon <shannon@balloonsbytommy.com>

Thu, Jun 4, 2026 at 04:56 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.

Attached you will find the invoice for PO# P0023749

Have a great day!



Shannon

Office Hours:
Monday through Friday
shannon@balloonsbytommy.com

balloonsbytommy.com



1 attachment

