

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1804620 **Vendor Name:** BodyZone, LLC

Check Details:

Check Number: E0114168 **Check Amount:** \$ 198.40 **Check Date:** 6/9/2026

Invoice Details:

Invoice Number: 47772-01 **Invoice Date:** 3/25/2026 **PO Number:** P0023738 **Voucher Number:** V0940137

Document Type: AP Invoice

Document Below

"renee@bodyzone.com" <renee@bodyzone.com>

[External] FW: College of DuPage PO# P0023738

"renee@bodyzone.com" <renee@bodyzone.com>

Thu, Jun 4, 2026 at 06:02 PM UTC

CC: Purchasing Proposals <purchasing@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.

Your process is such a time waster. **Once paid your item will be shipped**

From: renee@bodyzone.com <renee@bodyzone.com>
Sent: Thursday, June 4, 2026 12:24 PM
To: 'McAndrews, Paul' <mcandrewsp1265@cod.edu>
Cc: 'Cruz, Anabel' <cruza251@cod.edu>
Subject: RE: College of DuPage PO# P0023738

Your email is bonkers. Forward this to whoever needs it.

Have a good day.

Renee

PS.

From: McAndrews, Paul < >
Sent: Thursday, June 4, 2026 9:35 AM
To: renee@bodyzone.com
Cc: Cruz, Anabel < >
Subject: College of DuPage PO# P0023738

Hello,

Please review referenced below and confirm receipt of PO (Reply ALL) and process accordingly.

Embedded below is a College of DuPage (COD) Purchase Order for processing. To avoid any confusion, COD requests all packages include the PO # for each shipment.

Warehouse Hours Monday through Friday: 7:30am to 4:00pm

Shipping questions? Contact the COD Warehouse at: 630-942-2550

Invoicing

Procurement Services does not process payments.

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. Per our Purchase Order terms and conditions, please submit all invoices directly to our Accounts Payable Department.

Invoices must be sent in **PDF format** to invoicing@cod.edu to ensure proper approval routing and expedited payments.

Submission of Invoices Instructions

- Invoices containing Purchase Order Numbers must clearly be indicated on the invoice
- Electronic Invoices must be submitted in PDF format only
- One invoice per e-mail is required
- Non-PO invoices must contain department number for proper routing of approvals

Safer, Efficient, and Expedited Payments

ACH Payments

For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to

Invoice questions? Contact Accounts Payable at invoicing@cod.edu or 630-942-2228

Thank you!

Procurement Services

Purchasing@cod.edu

2 attachments

image001.jpg

College of Dupage Invoice - Physical Education.pdf