

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1083794 **Vendor Name:** College of Dupage Foundation

Check Details:

Check Number: E0114173 **Check Amount:** \$ 3,303.00 **Check Date:** 6/9/2026

Invoice Details:

Invoice Number: BELUSHI-051826 **Invoice Date:** 5/18/2026 **PO Number:** NULL **Voucher Number:** V0939177

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.

05/18/2026 Summary

\$2/ticket transfer to COD Foundation Scholarships

			Choral 12181	Instrumental 12241	Theatre 12271	
1	CT26_FIGHT	04/09-19/26				
		Fight Girl Battle World				\$ 832.00
2	CM26_CMMJAZ02	5/7/2026		\$ 484.00		
		DuPage Community Jazz				
3	CM26_CHORALE02	5/9/2026	\$ 362.00			
		DuPage Chorale				
4	CM26_COBAND04	5/11/2026		\$ 426.00		
		DuPage Community Band				
5	CM26_PERCENS02	5/12/2026		\$ 72.00		
		Percussion Ensemble				
6	CM26_CHAMORC02	5/13/2026		\$ 244.00		
		Chamber Orchestra				
7	CM26_CHAMSGR02	5/14/2026	\$ 172.00			
		Chamber Singers/Concert Choir				
8	CM26_JAZZPOP02	5/15/2026		\$ 366.00		
		Jazz/Pop Combos				
TOTAL			\$ 534.00	\$ 1,592.00	\$ 832.00	\$ 2,958.00

CT26_FIGHT Fight Girl Battle World SALES SUMMARY

Transfer \$2/ticket from 01-30-12271-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	12	\$ 216.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	9	\$ 144.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	1	\$ 9.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	16	\$ 144.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	1	\$ 16.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	1	\$ 16.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Military and Veteran	\$ 16.00	1	\$ 16.00
CT26_FIGHT01	Fight Girl Battle World	4/9/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	2	\$ 18.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	12	\$ 216.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	5	\$ 80.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	1	\$ 16.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	5	\$ 80.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	9	\$ 81.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	-3	\$ (27.00)
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	1	\$ 16.00
CT26_FIGHT02	Fight Girl Battle World	4/10/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	19	\$ 342.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-1	\$ (18.00)
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	7	\$ 112.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	2	\$ 32.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	4	\$ 36.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	3	\$ 27.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	3	\$ 27.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-1	\$ (18.00)
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	9	\$ 162.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	5	\$ 80.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Faculty & Staff	\$ 16.00	3	\$ 48.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	8	\$ 72.00
CT26_FIGHT03	Fight Girl Battle World	4/11/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	1	\$ 9.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	6	\$ 108.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-2	\$ (36.00)
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	3	\$ 48.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Youth 17 & Under	\$ 16.00	-2	\$ (32.00)
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Youth 17 & Under	\$ 16.00	2	\$ 32.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	1	\$ 16.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	4	\$ 64.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	-1	\$ (9.00)
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	8	\$ 72.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	8	\$ 128.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	1	\$ 16.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	3	\$ 27.00
CT26_FIGHT04	Fight Girl Battle World	4/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	USHER 90%	\$ 1.80	2	\$ 3.60
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-1	\$ (18.00)
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	7	\$ 126.00

CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Senior	\$ 16.00	3	\$ 48.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	3	\$ 48.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	8	\$ 72.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	6	\$ 108.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	2	\$ 32.00
CT26_FIGHT05	Fight Girl Battle World	4/16/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	1	\$ 16.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	4	\$ 72.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-1	\$ (18.00)
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	2	\$ 32.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	10	\$ 160.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	23	\$ 207.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	USHER 60%	\$ 7.20	1	\$ 7.20
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	1	\$ 16.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	6	\$ 108.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Youth 17 & Under	\$ 16.00	1	\$ 16.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Youth 17 & Under	\$ 16.00	5	\$ 80.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	12	\$ 192.00
CT26_FIGHT06	Fight Girl Battle World	4/17/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	3	\$ 27.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-3	\$ (54.00)
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	16	\$ 288.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	4	\$ 64.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	17	\$ 272.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	-3	\$ (48.00)
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	3	\$ 48.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	4	\$ 36.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	4	\$ 36.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	3	\$ 48.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	1	\$ 18.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	-2	\$ (32.00)
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Youth 17 & Under	\$ 16.00	1	\$ 16.00
CT26_FIGHT07	Fight Girl Battle World	4/18/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	6	\$ 96.00
CT26_FIGHT08	Fight Girl Battle World	4/19/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 18.00	17	\$ 306.00
CT26_FIGHT08	Fight Girl Battle World	4/19/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-3	\$ (54.00)
CT26_FIGHT08	Fight Girl Battle World	4/19/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	5	\$ 90.00
CT26_FIGHT08	Fight Girl Battle World	4/19/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	-3	\$ (54.00)
CT26_FIGHT08	Fight Girl Battle World	4/19/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	INTERNET	Internet	Senior	\$ 16.00	1	\$ 16.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	-2	\$ (32.00)
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	4	\$ 64.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	Faculty & Staff	\$ 16.00	2	\$ 32.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	1	\$ 9.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	-1	\$ (9.00)
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	6	\$ 54.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	TWOFER	\$ 9.00	3	\$ 27.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	2	\$ 36.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	Senior	\$ 16.00	2	\$ 32.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 18.00	3	\$ 54.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student	\$ 16.00	6	\$ 96.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	1	\$ 9.00
CT26_FIGHT08	Fight Girl Battle World	3:00 PM	25-26 FY	2025-2026 F	BOXOFF	Box Office	COD Student Half Price	\$ 9.00	7	\$ 63.00
							TOTAL		416	\$ 6,119.80
							Belushi Scholarship contribution/ticket	\$ 2.00		
							Total Belushi Scholarship contribution	\$ 832.00		

CM26_CMMJAZ02 DuPage Community Jazz SALES SUMMARY
Transfer \$2/ticket from 01-30-12241-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_CMMJAZ02	CM: DuPage Community Jazz	5/7/2026	25-26 FY	2025-2026 Fiscal Year	BOXOFF	Box Office	Adult	\$ 9.00	186	\$ 1,674.00
CM26_CMMJAZ02	CM: DuPage Community Jazz	5/7/2026	25-26 FY	2025-2026 Fiscal Year	INTERNET	Internet	Adult	\$ 9.00	52	\$ 468.00
CM26_CMMJAZ02	CM: DuPage Community Jazz	5/7/2026	25-26 FY	2025-2026 Fiscal Year	BOXOFF	Box Office	Adult	\$ 9.00	-24	\$ (216.00)
								TOTAL	242	\$ 1,926.00
						Belushi Scholarship contribution/ticket			\$ 2.00	
						Total Belushi Scholarship contribution			\$ 484.00	

CM26_CHORALE02 DuPage Chorale SALES SUMMARY
Transfer \$2/ticket from 01-30-12181-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 19.00	58	\$ 1,102.00
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	INTERNET	Internet	Adult	\$ 19.00	13	\$ 247.00
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 19.00	-32	\$ (608.00)
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Senior	\$ 17.00	79	\$ 1,343.00
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	INTERNET	Internet	Senior	\$ 17.00	12	\$ 204.00
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Senior	\$ 17.00	-25	\$ (425.00)
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Youth 17 & Under	\$ 9.00	8	\$ 72.00
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Youth 17 & Under	\$ 9.00	-4	\$ (36.00)
CM26_CHORALE02	CM: DuPage Chorale	5/9/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	COD Student	\$ 9.00	72	\$ 648.00
								TOTAL	181	\$ 2,547.00
							Belushi Scholarship contribution/ticket	\$ 2.00		
						Total Belushi Scholarship contribution			\$ 362.00	

CM26_COBAND04 DuPage Community Band SALES SUMMARY
Transfer \$2/ticket from 01-30-12241-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_COBAND04	CM: DuPage Community Band	5/11/2026	25-26 FY	2025-2026 Financial	BOXOFF	Box Office	Adult	\$ 9.00	-25	\$ (225.00)
CM26_COBAND04	CM: DuPage Community Band	5/11/2026	25-26 FY	2025-2026 Financial	BOXOFF	Box Office	Adult	\$ 9.00	223	\$ 2,007.00
CM26_COBAND04	CM: DuPage Community Band	5/11/2026	25-26 FY	2025-2026 Financial	INTERNET	Internet	Adult	\$ 9.00	15	\$ 135.00
								TOTAL	213	\$ 1,917.00
						Belushi Scholarship contribution/ticket			\$ 2.00	
						Total Belushi Scholarship contribution			\$ 426.00	

CM26_PERENS02 Percussion Ensemble SALES SUMMARY
Transfer \$2/ticket from 01-30-12241-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_PERENS02	CM: Percussion Ensemble	5/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 9.00	-26	\$ (234.00)
CM26_PERENS02	CM: Percussion Ensemble	5/12/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 9.00	59	\$ 531.00
CM26_PERENS02	CM: Percussion Ensemble	5/12/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 9.00	3	\$ 27.00
								TOTAL	36	\$ 324.00
							Belushi Scholarship contribution/ticket		\$ 2.00	
							Total Belushi Scholarship contribution		\$ 72.00	

CM26_CHAMORC02 Chamber Orchestra SALES SUMMARY
Transfer \$2/ticket from 01-30-12241-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_CHAMORC02	CM: Chamber Orchestra	5/13/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 9.00	-47	\$ (423.00)
CM26_CHAMORC02	CM: Chamber Orchestra	5/13/2026	25-26 FY	2025-2026 Fis	INTERNET	Internet	Adult	\$ 9.00	27	\$ 243.00
CM26_CHAMORC02	CM: Chamber Orchestra	5/13/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 9.00	142	\$ 1,278.00
								TOTAL	122	\$ 1,098.00
							Belushi Scholarship contribution/ticket	\$ 2.00		
						Total Belushi Scholarship contribution			\$ 244.00	

CM26_CHAMSGR02 Chamber Singers/Concert Choir SALES SUMMARY
Transfer \$2/ticket from 01-30-12181-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_CHAMSGR02	CM: Chamber Singers	5/14/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 9.00	-15	\$ (135.00)
CM26_CHAMSGR02	CM: Chamber Singers	5/14/2026	25-26 FY	2025-2026 Fis	BOXOFF	Box Office	Adult	\$ 9.00	88	\$ 792.00
CM26_CHAMSGR02	CM: Chamber Singers	5/14/2026	25-26 FY	2025-2026 Fis	INTERNET	Internet	Adult	\$ 9.00	13	\$ 117.00
								TOTAL	86	\$ 774.00
							Belushi Scholarship contribution/ticket		\$ 2.00	
						Total Belushi Scholarship contribution			\$ 172.00	

CM26_JAZZPOP02 Jazz/Pop Combos SALES SUMMARY

Transfer \$2/ticket from 01-30-12241-4509034 to COD Foundation

EVENT_CODE	EVENT_DESCRIPTION	EVENT_DATE	SEASON_CODE	EVENT_SEASON_DESCRIPTION	CHANNEL_CODE	CHANNEL_DESCRIPTION	BUYER_TYPE_DESCRIPTION	TICKET_PRICE	QUANTITY	netTicketValue
CM26_JAZZPOP02	CM: Jazz/Pop Combos	5/15/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 9.00	-33	\$ (297.00)
CM26_JAZZPOP02	CM: Jazz/Pop Combos	5/15/2026	25-26 FY	2025-2026 F	BOXOFF	Box Office	Adult	\$ 9.00	115	\$ 1,035.00
CM26_JAZZPOP02	CM: Jazz/Pop Combos	5/15/2026	25-26 FY	2025-2026 F	INTERNET	Internet	Adult	\$ 9.00	60	\$ 540.00
								TOTAL	183	\$ 1,278.00
							Belushi Scholarship contribution/ticket		\$ 2.00	
							Total Belushi Scholarship contribution		\$ 366.00	

"Junokas, Molly" <junokasm@cod.edu>

MAC Check Req BELUSHI-051826

"Junokas, Molly" <junokasm@cod.edu>

Mon, May 18, 2026 at 06:33 PM UTC

CC:

BCC:

Good afternoon,

Please process.

Thank you,

Molly Junokas

Business Manager

McAninch Arts Center, College of DuPage

junokasm@cod.edu | 630-942-2938

she/her

1 attachment

COD Foundation Check Req BELUSHI-051826 2958.00 FY26 Belushi Scholarship 05-18-26 mj.pdf

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1083794 **Vendor Name:** College of Dupage Foundation

Check Details:

Check Number: E0114173 **Check Amount:** \$ 3,303.00 **Check Date:** 6/9/2026

Invoice Details:

Invoice Number: DON26-052926 **Invoice Date:** 5/29/2026 **PO Number:** NULL **Voucher Number:** V0939176

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.

New Philharmonic Donations
05-60-11701-2900005

Report Run: 5/29/2026

DATE		NAME	ADDRESS 1	ADDRESS 2	CITY	ZIP	STATE	EMAIL	PHONE	EVENT_ID	AMOUNT
5/1/2026	45082337	Lechnick, William	2S687 Parkview Drive		Glen Ellyn	60137	IL	wjlechnick@comcast.net	(630) 930-8438	26 NP DONATE	\$ 50.00
5/1/2026	45081733	Marbach, Madeline	455 W Front St	Apt 306	Wheaton	60187	IL	ralmad@ameritech.net	(630) 430-4773	26 NP DONATE	\$ 100.00
5/1/2026	45105766	Marks, Janet	200 Wyndemere Circle	E314	Wheaton	60187	IL	fencken@hotmail.com	(630) 308-1833	26 NP DONATE	\$ 25.00
5/1/2026	53502613	Martin, Linda	1440 Mansfield Drive		Aurora	60502	IL	L1L2martin@aol.com	(630) 561-0298	26 NP DONATE	\$ 100.00
5/1/2026	45081631	Vary, Patricia	200 Wyndemere Circle	Apt. 212 South	Wheaton	60187	IL	pschellv@ameritech.net	(630) 750-6975	26 NP DONATE	\$ 70.00
										TOTAL	\$ 345.00

"Junokas, Molly" <junokasm@cod.edu>

MAC Check Req COD Foundation DON26-052926

"Junokas, Molly" <junokasm@cod.edu>

Fri, May 29, 2026 at 03:06 PM UTC

CC:

BCC:

Good morning,

Please process.

Thank you,

Molly Junokas

Business Manager

McAninch Arts Center, College of DuPage

junokasm@cod.edu | 630-942-2938

she/her

1 attachment

COD Foundation Check Req DON26-052926 345.00 FY26 MAC-NP Donations 05-29-26.pdf