

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1188426 **Vendor Name:** Village of Glen Ellyn, Illinois

Check Details:

Check Number: D22298 **Check Amount:** \$ 291.80 **Check Date:** 6/24/2026

Invoice Details:

Invoice Number: VILLAGETAXMAY26 **Invoice Date:** 6/15/2026 **PO Number:** NULL **Voucher Number:** V0942554

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

Receipt

Transaction complete!

Transaction ID

4345463392

Approval code

CEGAK9

Description	Type	Number	Fee
Food & Beverage Monthly Tax	May Food & Beverage Tax	RefCode: S3RUM8	\$291.80
Subtotal			\$291.80
Total			\$291.80

[Back to my items](#)

[Print](#)

Thank you for your payment!

You can view and print a summary of your license [here](#)

Village of Glen Ellyn

[Icons by icons8](#)

About This Site

This site allows you to search permit data online and create an account to submit permit and license applications, track their progress, and make payments.

Need Help?

Our FAQ provides general information about this site and gives detailed information about submitting an application and searching the site.

[Online Help >](#)

Report a Problem

Trouble with your application or inspection request? Please report your issue to buildingpermits@glenellyn.org so that a staff member may follow up with you.

Village of Glen Ellyn

RECEIPT



Village of Glen Ellyn
Building
535 Duane Street
Glen Ellyn, IL 60137

Receipt Number: 26-01869
Associated Location: 425 Fawell Blvd
Payment Date: 6/15/2026
Payment Amount: \$291.80
Payment Method: Check #4345463392
Payer Name: College of DuPage
Cashier Name: Public Web
Notes: License #2026-1341-FBEV,

type	description	revenue code	amount
License Food & Beverage Monthly Tax 2026-1341- FBEV	License - May Food & Beverage Tax	4000-410850	\$291.80
Convenience Fee			\$0.00
Total Amount			\$291.80
Total Amount Paid			\$291.80



Tax Collection Period:

MONTH

May

YEAR

2026

1. Gross Sales of Food & Beverage:	1	\$ 19,649.90
2. Gross Sales of Packaged Alcohol, Spirits, Wine and Beer	2	\$ -
3. TOTAL SALES SUBJECT TO TAX: (Add lines 1 & 2)	3	\$ 19,649.90
4. Food and Beverage Tax: (Multiply Line 3 by 1.5%)	4	\$ 294.75
5. Discount for timely payment: (Multiply Line 4 by 1%)	5	\$ 2.95
6. Late payment penalty: (Multiple Line 4 by 5% per month) 6	6	\$ -
7. TAX DUE: (Line 4, minus Line 5, plus Line 6) 7	7	\$ 291.80

SALES TAX ALLOCATION SHEET

Step 1:

Run General Ledger Trial

Use Report GLTB to fill out Spreadsheet below. The accounts that usually have activity are as follows:

Sales Account #	Sales Tax Account #
Culinary	01-10-00069-4509030
AUX MAC Rental	05-60-11401-4600001
Auto Parts	01-10-00017-4509030
Concessions Sales	05-60-11301-4509008/4509009
Conf & Events	01-90-13290-4509030
New Philharmonic	05-60-11701-4509008/4509009
Horticulture	05-60-00577-4509030
	01-00-00000-2900002
	05-60-11401-2900002
	01-00-00000-2900011
	05-60-11301-2900002
	01-00-00000-2900013
	05-60-11701-2900002
	05-60-00577-2900002

Pre Month End Close

	Culinary Arts (00069)	AUX MAC Rental (11401)	Auto Parts (00017)	Concessions Sales (11301)	Conf & Events (13290)	Horticulture (00577)	Gift Shop (11900)	Total	Rounded Total
Per GL Sales Amount	6,369.02	-	4,502.35	3,555.35	9,725.53	62,598.55	687.55	87,438.35	87,438
Per GL Sales Tax Amounts	525.44	-	371.43	293.32	802.36	5,163.56	56.72	7,212.83	7,213
Per GL Village Tax Amount	95.54	-	-	53.33	145.88	-	-	294.75	295
Per Tax Ru Sales Tax S/B 8.25%	525.44	-	371.44	293.32	802.36	5,164.38	56.72	7,213.66	7,214
Sales Tax Difference	-	-	(0.01)	-	-	(0.82)	-	(0.83)	(1.00)
Adj. To Sales	0.00	0.00	(0.12)	0.00	0.00	(9.94)	0.00	(10.06)	(12.00)
	A	B	C	D	E	G	K		

	DR	CR
JE for Approval		
C 01-10-00017-4509030	0.12	-
C 01-10-00017-4509022	-	0.12
G 05-60-00577-4509030	9.94	-
G 05-60-00577-4509022	-	9.94
Check	10.06	10.06

Post Adjustments

	A	B	C	D	E	G	K			
	Culinary Arts (00069)	AUX MAC Rental (11401)	Auto Parts (00017)	Concessions Sales (11301)	Conf & Events (13290)	Horticulture (00577)	Gift Shop (11900)	Food & Bev Total	Total	Rounded Total
Adj Sales after Adj	6,369.02	-	4,502.23	3,555.35	9,725.53	62,588.61	687.55	19,649.90	87,428.29	87,428
Per GL Sales Tax Amounts	525.44	-	371.43	293.32	802.36	5,163.56	56.72	-	7,212.83	7,213
Per GL Village Tax Amount	95.54	-	-	53.33	145.88	-	-	294.75	-	-
Per Tax Ru Sales Tax S/B 8.25%	525.44	-	371.43	293.32	802.36	5,163.56	56.72	-	7,212.83	7,213
Per Tax Ru Village Tax S/B 1.5%	95.54	-	-	53.33	145.88	-	-	294.75	-	-
Village Tax Difference	-	-	-	-	-	-	-	-	-	-
Sales Tax Difference	-	-	-	-	-	-	-	-	-	0.00
Adj. To Sales	-	-	-	-	-	-	-	-	-	0.00

Sales Amount & Tax - Line 1 on tax form: 94,641

Village Tax Amount	95.54	-	-	53.33	145.88		294.75		Submitting
Less Discount 1%	0.96	-	-	0.53	1.46		2.95		Discount
Amount on Check Request	94.58	-	-	52.80	144.42		291.80		Paying

Marek, Bobby:
highlighted cells adjusted by
\$1.00 to match auto-calculated
ST-1 totals (rounding)

	00000-2900002	11401-2900002	00000-2900011	11301-2900002	00000-2900013	00577-2900002	11900-2900002		
Rounded Tax Amount	525.44	-	371.43	293.32	802.36	5,163.56	56.72	7,212.83	7,213.00 Submitting
Less Discount 1.75% to Whole Rounded	9.44	-	6.43	5.32	14.36	89.56	0.72	125.83	126.00 Discount
Amount After Discount	516.00	-	365.00	288.00	788.00	5,074.00	56.00	7,087.00	7,087.00 Amount After Discount
Sales Tax Holiday Reduction	-	-	-	-	-	-	-	-	- Sales Tax Holiday Reduction
Amount on Check Request	516.00	-	365.00	288.00	788.00	5,074.00	56.00	7,087.00	7,087.00 Paying

Discount Entry	DR	CR
Culinary Arts	01-00-00000-2900002	9.44
Auto Lab	01-00-00000-2900011	6.43
Concessions Sales	05-60-11301-2900002	5.32
Conf & Events	01-00-00000-2900013	14.36
Horticulture	05-60-00577-2900002	89.56
Gift Shop	05-60-11900-2900002	0.72
Misc. Revenues	01-10-00409-4900099	125.83
Check	125.83	125.83

Fiscal Year: 2026

TAXABLE SALES

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance
01-10-00017-4509030 Automotive Technology : Taxable Sales and Services							
Prior Activity Total:				0.00	0.00	62,684.11	
May 21	IV	0000043131	Auto Lab Taxable Merchandise		0.00	4,502.35	
May Totals					0.00	4,502.35	
Totals for 01-10-00017-4509030				0.00	0.00	67,186.46	67,186.46-
01-10-00069-4509030 Culinary : Taxable Sales and Services							
Prior Activity Total:				0.00	0.00	70,296.09	
May 04	CR	A000062854	Summary for session 82667		0.00	3,766.74	
May 07	CR	A000062913	Summary for session 82735		0.00	422.78	
May 08	CR	A000062927	Summary for session 82756		0.00	800.91	
May 15	CR	A000063013	Summary for session 82857		0.00	1,378.59	
May Totals					0.00	6,369.02	
Totals for 01-10-00069-4509030				0.00	0.00	76,665.11	76,665.11-
01-90-13290-4509030 Conference & Events Services : Taxable Sales and Services							
Prior Activity Total:				0.00	0.00	35,833.33	
May 06	CR	A000062910	Summary for session 82705		0.00	917.70	
May 12	CR	A000062959	Summary for session 82808		0.00	1,050.11	
May 20	CR	A000063075	Summary for session 82929		0.00	239.37	
May 26	CR	A000063123	Summary for session 83006		0.00	1,222.67	
May 31	CR	A000063185	Summary for session 83083		0.00	6,511.05	
May Totals					0.00	9,940.90	
Totals for 01-90-13290-4509030				0.00	0.00	45,774.23	45,774.23-

nontaxable client;
moving to 4501003

NARD misallocation;
adding \$24 to taxable
revenue

06/13/26

College Of DuPage
General Ledger Detail Trial Balance
For Period 05/01/2026 thru 05/31/2026

Page: 2

Fiscal Year: 2026

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance

05-60-00577-4509030 AUX Plant Shop/Horticulture : Taxable Sales and Services							

Prior Activity Total:				0.00	14.00	7,434.00	
May 12	CR	A000062959	Summary for session 82808		0.00	62,598.55	
May Totals					0.00	62,598.55	
Totals for 05-60-00577-4509030				0.00	14.00	70,032.55	70,018.55-

05-60-11301-4509008 AUX MAC Operations : Concession Sales - Other							

Prior Activity Total:				0.00	0.00	71,585.42	
May 12	CR	A000062959	Summary for session 82808		0.00	405.92	
May 19	CR	A000063042	Summary for session 82905		0.00	582.23	
May 27	CR	A000063176	Summary for session 83018		0.00	185.88	
May Totals					0.00	1,174.03	
Totals for 05-60-11301-4509008				0.00	0.00	72,759.45	72,759.45-

05-60-11301-4509009 AUX MAC Operations : Concession Sales Beer & Wine							

Prior Activity Total:				0.00	0.00	80,971.97	
May 12	CR	A000062959	Summary for session 82808		0.00	1,038.04	
May 19	CR	A000063042	Summary for session 82905		0.00	1,169.48	
May 27	CR	A000063176	Summary for session 83018		0.00	460.36	
May Totals					0.00	2,667.88	
Totals for 05-60-11301-4509009				0.00	0.00	83,639.85	83,639.85-

05-60-11301-4509030 AUX MAC Operations : Taxable Sales and Services							

Prior Activity Total:				0.00	0.00	17,317.53	

06/13/26

College Of DuPage
General Ledger Detail Trial Balance
For Period 05/01/2026 thru 05/31/2026

Page: 3

Fiscal Year: 2026

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance

05-60-11301-4509030 AUX MAC Operations : Taxable Sales and Services							

May 05	IV	0000042947	Mac Oper Taxable Sales & Svc		735.76	0.00	
May 31	CR	A000063185	Summary for session 83083		0.00	449.20	
		May Totals			735.76	449.20	
Totals for 05-60-11301-4509030				0.00	735.76	17,766.73	17,030.97-

05-60-11900-4509030 MAC Gift Shop : Taxable Sales and Services							

		Prior Activity Total:		0.00	0.00	217,306.45	
May 12	CR	A000062959	Summary for session 82808		0.00	289.58	
May 19	CR	A000063042	Summary for session 82905		0.00	235.80	
May 27	CR	A000063176	Summary for session 83018		0.00	162.17	
		May Totals			0.00	687.55	
Totals for 05-60-11900-4509030				0.00	0.00	217,994.00	217,994.00-
Totals for ASSET.CLASS: Unassigned				0.00	749.76	651,818.38	651,068.62-

Fiscal Year: 2026

SALES TAX

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance
01-00-00000-2900002 General : Sales Tax							
Prior Activity Total:				227.00-	0.00	6,001.83	
May 04	CR	A000062854	Summary for session 82667		0.00	310.76	
May 07	CR	A000062913	Summary for session 82735		0.00	34.88	
May 08	CR	A000062927	Summary for session 82756		0.00	66.07	
May 15	CR	A000063013	Summary for session 82857		0.00	113.73	
May Totals					0.00	525.44	
Totals for 01-00-00000-2900002				227.00-	0.00	6,527.27	6,754.27-
01-00-00000-2900011 General : Auto Lab Sales Tax							
Prior Activity Total:				172.00-	0.00	5,170.75	
May 21	IV	0000043131	Auto Lab Sales Tax		0.00	371.43	
May Totals					0.00	371.43	
Totals for 01-00-00000-2900011				172.00-	0.00	5,542.18	5,714.18-
01-00-00000-2900013 General : Conf & Event salex tax on food							
Prior Activity Total:				1,171.35-	0.00	3,367.77	
May 06	CR	A000062910	Summary for session 82705		0.00	89.48	
May 12	CR	A000062959	Summary for session 82808		0.00	102.39	
May 26	CR	A000063123	Summary for session 83006		0.00	121.55	
May 31	CR	A000063185	Summary for session 83083		0.00	634.83	
May Totals					0.00	948.25	
Totals for 01-00-00000-2900013				1,171.35-	0.00	4,316.02	5,487.37-

\$802.36 state
\$145.88 village
(adjusted by \$0.01
for rounding)

06/13/26

College Of DuPage
General Ledger Detail Trial Balance
For Period 05/01/2026 thru 05/31/2026

Page: 2

Fiscal Year: 2026

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance
01-00-00000-2900018 General : Glen Ellyn Food/Beverage Tax							
Prior Activity Total:				41.63-	0.00	1,059.97	
May 04	CR	A000062854	Summary for session 82667		0.00	56.50	
May 07	CR	A000062913	Summary for session 82735		0.00	6.34	
May 08	CR	A000062927	Summary for session 82756		0.00	12.02	
May 15	CR	A000063013	Summary for session 82857		0.00	20.68	
May Totals					0.00	95.54	
Totals for 01-00-00000-2900018				41.63-	0.00	1,155.51	1,197.14-
05-60-00577-2900002 AUX Plant Shop/Horticulture : Sales Tax							
Prior Activity Total:				0.00	1.16	613.66	
May 12	CR	A000062959	Summary for session 82808		0.00	5,163.56	
May Totals					0.00	5,163.56	
Totals for 05-60-00577-2900002				0.00	1.16	5,777.22	5,776.06-
05-60-11301-2900002 AUX MAC Operations : Sales Tax							
Prior Activity Total:				1,338.00-	0.00	14,014.61	
May 05	IV	0000042947	Mac Operations Sales Tax		60.70	0.00	
May 12	CR	A000062959	Summary for session 82808		0.00	119.13	
May 19	CR	A000063042	Summary for session 82905		0.00	144.51	
May 27	CR	A000063176	Summary for session 83018		0.00	53.32	
May 31	CR	A000063185	Summary for session 83083		0.00	37.06	
May Totals					60.70	354.02	
Totals for 05-60-11301-2900002				1,338.00-	60.70	14,368.63	15,645.93-

06/13/26

College Of DuPage
General Ledger Detail Trial Balance
For Period 05/01/2026 thru 05/31/2026

Page: 3

Fiscal Year: 2026

ASSET.CLASS: Unassigned

Date	Src	Ref.No	Description	Opening Balance	Debits	Credits	Closing Balance
05-60-11301-2900018 AUX MAC Operations : Glen Ellyn Food/Beverage Tax							
Prior Activity Total:				245.18-	0.00	2,494.21	
May 05	IV	0000042947	Village Tax		11.04	0.00	
May 12	CR	A000062959	Summary for session 82808		0.00	21.66	
May 19	CR	A000063042	Summary for session 82905		0.00	26.28	
May 27	CR	A000063176	Summary for session 83018		0.00	9.69	
May 31	CR	A000063185	Summary for session 83083		0.00	6.74	
May Totals					11.04	64.37	
Totals for 05-60-11301-2900018				245.18-	11.04	2,558.58	2,792.72-
05-60-11900-2900002 MAC Gift Shop : Sales Tax							
Prior Activity Total:				4,514.00-	0.00	17,844.02	
May 12	CR	A000062959	Summary for session 82808		0.00	23.89	
May 19	CR	A000063042	Summary for session 82905		0.00	19.45	
May 27	CR	A000063176	Summary for session 83018		0.00	13.38	
May Totals					0.00	56.72	
Totals for 05-60-11900-2900002				4,514.00-	0.00	17,900.74	22,414.74-
Totals for ASSET.CLASS: Unassigned				7,709.16-	72.90	58,146.15	65,782.41-

"Barrios, Isabel" <barriosi142@cod.edu>

Check Request - May 2026 Village Sales Tax.pdf

"Barrios, Isabel" <barriosi142@cod.edu>

Wed, Jun 24, 2026 at 03:53 PM UTC

CC:

BCC:

1 attachment

Check Request - May 2026 Village Sales Tax.pdf