

Palos Heights School District 128
12809 South McVicker
Palos Heights, IL 60463

BMO HARRIS CENTRAL N.A.
ROSELLE, ILLINOIS
70-1558/719
VOID AFTER 90 DAYS

No. 045406

EXPENSE
1078

DATE
11/12/2025
CHECK AMOUNT
\$1,755.00

PAY ***One Thousand Seven Hundred Fifty Five and 00/100 Dollars***

TO DOCUSIGN, INC. ✓
THE P.O.BOX 735445
ORDER DALLAS, TX 75373-5445
OF

 

⑈045406⑈ ⑆071915580⑆ 04⑈297⑈761⑈9⑈

Palos Heights School District 128 Palos Heights, IL 60463

1369	DOCUSIGN, INC.	1078	11/12/2025		45406
Vendor	Vendor Name	Voucher	Date	Account Number	Check Number

PO Number	Invoice	Amount
260228	111100586402	1,755.00

TOTAL: \$1,755.00



Docusign, Inc.
Tax ID: 91-2183967

Invoice

Invoice #: 111100586402
Invoice Date: 29-Oct-2025
Payment Terms: Net 30
Due Date: 28-Nov-2025
Account Number: 44709

Bill To: Palos Heights School District 128
Janet Davis
jdavis@palos128.org
12809 S McVickers Ave
Palos Heights, IL, 60463-2351
United States
TAX ID: E99977850

Ship To: Palos Heights School District 128
Dee Potempa
dpotempa@palos128.org
12809 S McVickers Ave
Palos Heights, IL, 60463-2351
United States

PO Number	Quote Number	Description	Service Period	Quantity	Subtotal	Tax Rate	Tax Amount	Line Total
260228	Q-01880659	eSignature Standard Edition - Envelope Subs.	17-Sep-25 to 16-Sep-26	500	1,500.00	9.00	0.00	1,500.00
260228	Q-01880659	Silver Success Pack	17-Sep-25 to 16-Sep-26	1	255.00	9.00	0.00	255.00

SubTotal	1,755.00
Tax Total*	0.00
Total	1,755.00
Currency	USD
TRANSACTIONS ASSOCIATED TO THIS INVOICE	
Adjustments	0.00
Credits	0.00
Tax Credits	0.00
Payments	0.00
Invoice Balance	1,755.00



DocuSign, Inc.
Tax ID: 91-2183967

INVOICE

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Remittance slips can be emailed to remittance@docuSign.com

Tax*-Taxation based on 'Ship To' address information.

If your organization is tax-exempt and has not yet submitted the required documentation to DocuSign, please use the Avalara CertExpress link sent to the Bill-To contact on this invoice to upload your exemption certificate. For any questions or assistance regarding tax exemptions, please contact us at taxexempt@docuSign.com.

For additional information, including answers to frequently asked billing questions, please visit our Billing Support site at: <https://www.docuSign.com/support>

PLEASE REMIT TO BANKING INFORMATION BELOW:

Please remit electronic payments to:

Account Name: DocuSign, Inc
Bank Name: JPMorgan Chase
Bank Address: New York, NY 10017
ACH Routing #: 322271627
Wire Routing #: 021000021
Account #: 623675136
SWIFT: CHASUS33

Please remit checks to:

DOCUSIGN INC Lockbox
P.O. Box 735445
Dallas, TX 75373-5445

For Courier Deposits (Fed EX, UPS, etc.):

DOCUSIGN INC Lockbox
JPMorgan Chase (TX1-0029)
Attn: DOCUSIGN INC Lockbox 735445
14800 Frye Road, 2nd Floor
Ft Worth, TX 76155



Janet Davis <jdavis@palos128.org>

Invoice 111100586402 is attached

1 message

Docusign Billing Department <Invoicing@erp.docusign.com>

Wed, Oct 29, 2025 at 4:53 AM

Reply-To: noreply@docusign.com

To: jdavis@palos128.org

Dear Janet Davis

Thank you for choosing Docusign. This is an automated message containing your latest invoice.

Invoice Number: 111100586402**Due Date:** 28-Nov-25**Amount:** USD 1,755.00**Balance:** USD 1,755.00Should you have any queries, please go to our support site to view guidance and FAQs. To access the site click <https://support.docusign.com>

For purchase order submissions or billing queries, please submit a case by logging into our secure support site.

Log into Docusign Support

Tax exemption forms are handled through Avalara's CertExpress. A submission link is sent to the Bill To contact listed on your invoice. If you haven't received the link and need to submit exemption documents, please submit a case through our support site.

This is an outgoing email account only, please do not reply to this message.

Docusign

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15K

