Nishnawbe-Aski Legal Services Corporation
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Nishnawbe-Aski Legal Services Corporation
Attention: Accounts Payable
138B Mission Road
Fort William First Nation, ON P7J 1K7
Tel: (807) 622-1413 Fax: (807) 622-3024

Travel Arrangements

000255

Date	Department
2023-01-04	Restorative Justice
Legal Name	**Departure**
Shirley Keesick	January 15, 2023
Date of Birth	**Destination**
1957-06-19	Pikangikum

Travel

Company	Departure Date	Return Date
	2023-01-15 12:00 AM	2023-01-20 01:00 PM

Hotel

Company	Check-In	Check-Out	Location
Safehouse/Hotel	2023-01-15	2023-01-20	Pikangikum

Notes

Will pay cash for hotel & boardroom for a total of $1,600.00 (will obtain receipts)
Travelling by road; will submit mileage once trip is completed
Meals; will submit once trip is completed
Taxi: will submit once trip is completed
Miscellaneous: food/water for circles receipts; Elder receipts; Boardroom receipt (to hold RJ Circles)

Employee Signature

Shirley Keesic

Authorized Signature

Chantelle Johnson