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

000540

Date	Department	Budget Code
2023-07-11	Restorative Justice	DOJ 6000 6005
Legal Name	**Departure**	
Shirley Keesick	2023-08-14	
Date of Birth	**Destination**	
1957-06-19	Pikangikum	

Travel

Company	Departure Date	Return Date
Wasaya	2023-08-14 05:35 PM	2023-08-18 03:30 PM

Hotel

Company	Check-In	Check-Out	Location
Safehouse Hotel		2023-08-14	Pikangikum

Notes

I will pay cash for Safehouse hotel for four nights, 2 days boardroom, taxi. I will provide receipts for hotel, boardroom, taxi, when I submit my expense claim.
I have confirmed Hotel booking for Aug.14-17, 2023 (4 nights) Safehouse Hotel phone: 1-807-214-8861.
I require NAN Legal Travel to book/pay for my Wasaya Flight Aug. 14 Flight #1671, leaves Red Lake at 5:35 pm, arrives Pikangikum 5:50 pm;
Return Aug. 18 Flight #1678, leaves at 3:35 pm, arrives Red Lake 3:50 pm Wasaya phone: 1-807-492-7292
Purpose: to facilitate RJ Circes Aug. 15, 17, attend in-person court August 16 (Note: my cell phone # is 807-728-0221) Please email me the flight itinerary. Thanks.

Employee Signature

Shirley Keesic

Authorized Signature

Chantelle Johnson