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

001029

Date	Department	Budget Code
2024-03-06	RELREI	6005-RELREI
Legal Name	**Departure**	
William John Mckay	XKS	
Date of Birth	**Destination**	
1957-01-14	YQT-YVR	

Travel

Company	Departure Date	Return Date
WASAYA	2024-04-01 01:00 AM	2024-04-08 11:55 AM
AIR CANADA	2024-04-02 10:40 AM	2024-04-06 09:30 AM

Hotel

Company	Check-In	Check-Out	Location
Best western Cross roads	2024-04-01	2024-04-02	Thunder Bay
Best Western Cross Roads	2024-04-06	2024-04-08	Thunder Bay

Notes

I am submitting the travel arrangement on behalf of Keith Mckay, he is having trouble logging into HRIS.
In the past he would submit these forms to Catherine Gull but she is not able to approve at this time.
Please check the budget code, i have it in as RELREI

Employee Signature

Rachel Catroppa

Authorized Signature

Doreen Stone