Nishnawbe-Aski Legal Services Corporation
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Nishnawbe-Aski Legal Services Corporation
Attention: Accounts Payable
3 - 684 City Road
Fort William First Nation, ON P7J 1K3
Tel: (807) 622-1413 Fax: (807) 622-3024

Travel Arrangements

001352

Date	Department	Budget Code
2024-09-19	ST LAW	6000 & 6005
Legal Name	**Departure**	
Kevin William Romyn	Sioux Lookout	
Date of Birth	**Destination**	
1966-01-26	Thunder Bay	

Travel

Company	Departure Date	Return Date
Personal vehicle	2024-10-17 05:00 PM	2024-10-18 05:00 PM

Hotel

Company	Check-In	Check-Out	Location
	2024-10-17	2024-10-18	Thunder Bay

Notes

October 17 Travel from Sioux Lookout to Thunder Bay in personal vehicle after Kasabonika fly-in court and overnight stay in Thunder Bay hotel to attend the Thunder Bay Law Association Criminal Law Program on October 18. CLE credit will be earned towards my Law Society of Ontario required hours. Will return to Sioux Lookout after the program evening of October 18. Request approval for mileage in personal vehicle Sioux Lookout to Thunder Bay return, meals, and hotel which I will book directly to avoid any problems which may arise with the hotel. As travel will be after regular office hours during my personal time, request approval for lieu time in accordance with s.11.4 of HR manual. Will submit travel claim after the event and lieu time request for the corresponding pay period.

Employee Signature

Kevin Romyn

Authorized Signature

Doreen Stone