

Nishnawbe-Aski Legal Services Corporation

Attention: Accounts Payable

678 City Road

Fort William First Nation, ON P7J 1K3 Tel: (807) 622-1413 Fax: (807) 622-3024

Cheque Requisitions

002905

This number must appear on your invoice and outside your packages.

Payable To

Leahan Parrott

Purpose	Department
Reimbursement for cargo fee for Shirley Wynne	DOJ

Date	Requested By
2024-08-01	Leahan Parrott

Description	Budget Code	Subtotal
Freight expense for printer	DOJ 6040	\$75.00

<u>Conditions</u> Alterations to this requisition render it null and void. Total Due \$75.00

Notes

On July 5, 2024 new hire Shirley Wynne travelled from Timmins(Training) back to Kashechewan. She placed the new printer on cargo. she was told flat rate for 20lbs was \$75.00. she had other cargo and the receipt attached is for the full cost of all cargo. The total cost to ship printer was \$75.00. Shirley quit and just submitted the receipt today. She is no longer on HRIS so I reimbursed her the \$75 and I am requesting to be reimbursed.

receipt is attached for cargo fee

receipt is attached for e transfer sent Aug 1, 2024

Authorized Signature

Chantelle Johnson