

From: [Karli Seguin](#)
To: [Colette Shwetz](#)
Cc: [Melissa Scholz](#)
Subject: Re: Lise Longpre
Date: May 18, 2023 7:45:26 AM

Perfect, thank you :)

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From: Colette Shwetz <cshwetz@nanlegal.on.ca>
Sent: Thursday, May 18, 2023 6:27:22 AM
To: Karli Seguin <kseguin@nanlegal.on.ca>
Cc: Melissa Scholz <mscholz@nanlegal.on.ca>
Subject: RE: Lise Longpre

Hi Karli,
Yes. As long as it does not push her over 44 hours in one week. Please have her put in 7 regular hours on her timesheet (perhaps the following Saturday) and put an explanation in the notes indicating what happened.

Thanks,
Colette

From: Karli Seguin <kseguin@nanlegal.on.ca>
Sent: Wednesday, May 17, 2023 7:58 PM
To: Colette Shwetz <cshwetz@nanlegal.on.ca>
Subject: Lise Longpre

Hi Colette,

Lise Longpre ended up taking a 7 hr shift on Friday May 5th (last pay period), but the timesheet had already been submitted and we both forgot about it. Can we add that 7 hrs to her current timesheet somehow?

Thank You,

Karli

Karli Seguin

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