



Consulting Services Time Sheet

The following information is agreed upon by the Service Provider and the Client to be an accurate record of the time spent on the stated project by the Service Provider and has been satisfactory in all respects.

Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Teryn Scobie
Consultant:	Deirdre Moore (Advisor On Track Inc.)

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	05/12/16	6.25	930-345 (Cribbage) SNOW!
Tuesday	06/12/16	6.50	845-315
Wednesday	07/12/16	5.75	930-315
Thursday	08/12/16	2.00	12-200
Friday	09/12/16	5.50	945-315
Saturday		26	
Sunday			
Monday	12/12/16	0	
Tuesday	13/12/16	0	
Wednesday	14/12/16	0	
Thursday	15/12/16	0	
Friday	16/12/16	0	
TOTAL		26.0	

SIGNATURES

Teryn Scobie
Manager

Deirdre Moore
Consultant

* Please refer to PO on invoice

Please return promptly BY 4:00 PM FRIDAY

Fax: 613-566-7049

Email: ottawatimesheets@lrostaffing.com

LRO Staffing

- The Client will not use the services of the service provider for a period of at least one year from the date herein unless LRO Staffing duly compensated in accordance with LRO Staffing standard fee structure.
- The Client agrees that a copy of this time sheet will be sufficient for invoicing purposes.



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Project Name:	Trust Fund
Client Contact:	Taryn Scobie
Consultant:	Deirdre Moore (AdvisorOnTrack.com)

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			9:30-3:15
Sunday			
Monday	19.12.16	5.75	9:30-3:15 E.O. Rev-Exp
Tuesday	20.12.16	5.75	9:30-3:15
Wednesday	21.12.16	5.75	9:30-3:15
Thursday	OFF		
Friday	OFF		
Saturday			
Sunday			
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
TOTAL		17.25	

SIGNATURES

Taryn Scobie

Manager

Deirdre Moore

Consultant

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Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Tanya Sobiech
Consultant:	Danette Moore (Advisor On Track Inc.)

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	21-11-16	6.0	900-300 NL Lawyer
Tuesday	22-11-16	6.25	900-315 NL
Wednesday	23-11-16	OFF	Ø CMHA Accreditation
Thursday	24-11-16	OFF	Ø bank, doc, CAS
Friday	25-11-16	7.5	800-330 NL
Saturday		19.75	
Sunday			
Monday	28-11-16	5.5	730-100 NL (CAS)
Tuesday	29-11-16	6.75	830-315 NL
Wednesday	30-11-16	6.25	900-315 NL
Thursday	01-12-16	Ø	
Friday	02-12-16	6.25	900-315 NL
TOTAL		24.75	

SIGNATURES

Tanya Sobiech

Manager

Danette Moore

Consultant

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Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Taryn Seabie
Consultant:	Deirdre Moore > Advision On Track Inc.

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	Oct 10 / 16	0	Thanksgiving
Tuesday	Oct 11 / 16	8.00	7:15 - 3:15 BTF list
Wednesday	Oct 12 / 16	9.25	6:00 - 3:15 BTF list, etc.
Thursday	Oct 13 / 16	10.00	8:00 - 6:00 Parking
Friday	Oct 14 / 16	6.00	7:15 - 3:15 Parking
Saturday		33.25	
Sunday			
Monday	Oct 17 / 16	8.0	8:00 - 4:00 Parking/Client Service/IT
Tuesday	Oct 18 / 16	7.5	7:45 - 3:15 TORO - IT - parking
Wednesday	Oct 19 / 16	6.75	8:30 - 3:15 No. Master Client Service
Thursday	Oct 20 / 16	7.0	8:15 - 3:15 Client Service
Friday	Oct 21 / 16	7.5	7:45 - 3:15 Client Service
TOTAL		70.0	

SIGNATURES

Taryn Seabie

Manager

Deirdre Moore

Consultant

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Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Terence Scobie
Consultant:	Deirdre Moore & Associates Inc.

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	26/09/16	8.0	8:15 - 4:15 (L) meeting at G.H.
Tuesday	27/09/16	8.25	6:00 - 2:15 dentist TOR / Rev-Exp
Wednesday	28/09/16	8.0	7:00 - 3:00 REV-EXP template
Thursday	29/09/16	6.5	8:45 - 3:15 REV-EXP template, project plan
Friday	30/09/16	7.5	9:00 - 4:30 REV-EXP EL; 3A
Saturday		38.25	
Sunday			
Monday	Oct 3 8:00 - 3:00 + 3.0	10.0	REV-EXP TOR P.M. - process flow
Tuesday	Oct 4 8:30 - 12:00 2	3.5	" " " " meeting ext
Wednesday	Oct 5 7:15 - 3:00	7.75	Process Mapping
Thursday	Oct 6 7:45 - 3:00	7.25	meetings
Friday	Oct 7 7:45 - 6:00	10.25 / 38.75	Client Service; NC Trust Fund
TOTAL		77.0	

SIGNATURES

Terence Scobie

Manager

Deirdre Moore

Consultant

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Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Terryn Scobie
Consultant:	Deirdre Moore > Advisor On Track Inc.

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	12-SEP-16	7.75	845-3, 9-1030
Tuesday	13-SEP-16	9.0	830-3, 6-830
Wednesday	14-SEP-16	9.0	830-530
Thursday	15-SEP-16	7.0	900-400
Friday	16-SEP-16	6.0	900-300
Saturday		38.75	
Sunday			
Monday	19-SEP-16	6.0	900-300 NL
Tuesday	20-SEP-16	—	OFF
Wednesday	21-SEP-16	6.0	900-300 NL
Thursday	22-SEP-16	7.5	900-1200 NL
Friday	23-SEP-16	6.0 / 21.0	900-300 NL
TOTAL		59.75 64.25	

SIGNATURES

Terryn Scobie

Manager

Deirdre Moore

Consultant

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