



MEMORADUM

To: Mrs. Natalie Levy Dawes / Ms. Karen Matthie

Date: November 22nd, 2022

Re: GSL Store Room Shelf Repair

Kindly complete a wire transfer in the amount of **Thirty Thousand Dollars (\$30,000.00)**. This is for the repairing of a total of two storage shelves in the store room that house tea supplies and other office supplies. Please see the invoice and account details attached.



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Prepared By: Joni Gordon
Administrative Officer



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Authorised By: Caryll Reid
HR Manager

No.

1253

SOLD TO: Guardsman Security

ADDRESS: 2-6 Emmaville

Crescent Kingston

BOUGHT OF: Denzel Maxwell

ADDRESS:

TOTAL \$ 30000.00

My Scotiabank account details are:

First name: DENZEL

Last name: MAXWELL

Bank: Scotiabank

Branch/transit number: 50575

Account type: Savings

Account number: 50575 000961677

Account currency: JMD

7:41 AM