



Guardsman

MEMORANDUM

Guardsman Group Training Centre

2c West Ivy Green Crescent

Kingston

To: Natalie Levy-Dawes
Financial Controller- **Finance Shared Services**

From: Judith McLean-Dennis
Training Manager

Date: October 25, 2022

Re: Toll fees and Per-diem- Judith McLean-Dennis

Kindly Provide Toll fee to facilitate **One Round Trip, @ \$1900 per trip and Per-diem @\$2,000 for Two (02) days** for Judith McLean-Dennis who will be conducting Customer Service Training in St Ann for the period.

November 04-05, 2022

Toll Class 1 (1 round trip)

(2 days) Per-diem

\$1900x2=\$3800

\$2000x2=\$4,000

Please make payments to Mrs. Dennis account.

Regards,