

| Prepared by | Reviewed by |
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| Date | Staff/ Work Code Activity | Client | Quantity | Rate | Amount | Status | Reference |
|------------|------------------------------|------------------------------|--------------|--------|-----------------|--------|-----------------|
| 12/1/2020 | 101 Accounting services | DAWTATTENT DAWN TATTLE ET | 1.75 | 200.00 | 350.00 | Billed | Y/E W/P FILE |
| 12/1/2020 | 101 Accounting services | ARCHITECTU ARCHITECTURAL I | 1.50 | 200.00 | 300.00 | Billed | CAPITAL DIVIDEN |
| 12/1/2020 | 101 Accounting services | FAR SIDE I FAR SIDE INVESTME | 0.50 | 200.00 | 100.00 | Billed | EMAILS WITH /D/ |
| 12/1/2020 | 101 Accounting services | UNIFONDS I UNIFONDS INC | 0.25 | 200.00 | 50.00 | | EMAIL TO DAWN |
| 12/2/2020 | 101 Accounting services | SHERWOOD R SHERWOOD REA | 2.25 | 200.00 | 450.00 | Billed | Y/E W/P FILE |
| 12/2/2020 | 101 Accounting services | ARCHITECTU ARCHITECTURAL I | 0.25 | 200.00 | 50.00 | Billed | CAPITAL DIVIDEN |
| 12/2/2020 | 599 T1 Preparation | | 0.75 | 200.00 | 150.00 | | SHIMI JUNAEV 20 |
| 12/3/2020 | 101 Accounting services | SHERWOOD R SHERWOOD REA | 1.50 | 200.00 | 300.00 | Billed | Y/E W/P FILE |
| 12/3/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.25 | 200.00 | 250.00 | Billed | REVIEW YTD RES |
| 12/4/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 0.75 | 200.00 | 150.00 | Billed | Y/E /W/P FILE |
| 12/4/2020 | 603 Professional Develop | | 1.00 | 200.00 | 200.00 | | AJAG COURSE |
| 12/7/2020 | 101 Accounting services | SHERWOOD R SHERWOOD REA | 2.50 | 200.00 | 500.00 | Billed | Y/E W/P FILE |
| 12/7/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 0.75 | 200.00 | 150.00 | Billed | Y/E W/P FILE |
| 12/7/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 0.25 | 200.00 | 50.00 | Billed | CALL WITH CLIE |
| 12/8/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 1.50 | 200.00 | 300.00 | Billed | Y/E W/P FILE |
| 12/8/2020 | 101 Accounting services | OSKER ENTE OSKER ENTERPRI | 0.50 | 200.00 | 100.00 | | COMPILE INFO F |
| 12/8/2020 | 603 Professional Develop | | 1.00 | 200.00 | 200.00 | | AJAG COURSE |
| 12/9/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 1.75 | 200.00 | 350.00 | Billed | Y/E W/P FILE |
| 12/9/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 0.75 | 200.00 | 150.00 | Billed | CHECK CEBA LO |
| 12/9/2020 | 101 Accounting services | FAR SIDE I FAR SIDE INVESTME | 0.50 | 200.00 | 100.00 | | REVIEW FILE WI |
| 12/9/2020 | 102 Bookkeeping service | LOWE LABEL LOWE LABEL LIM | 0.50 | 200.00 | 100.00 | Billed | NOVEMBER PAYI |
| 12/10/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 0.25 | 200.00 | 50.00 | Billed | CALL WITH CLIE |
| 12/10/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 1.00 | 200.00 | 200.00 | Billed | MAY 2019 Y/E W/ |
| 12/10/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.50 | 200.00 | 300.00 | Billed | REVIEW/DISCUS |
| 12/11/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 0.75 | 200.00 | 150.00 | Billed | Y/E W/P FILE |
| 12/11/2020 | 603 Professional Develop | | 1.00 | 200.00 | 200.00 | | AJAG COURSE |
| 12/14/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 1.75 | 200.00 | 350.00 | Billed | Y/E W/P FILE |
| 12/14/2020 | 102 Bookkeeping service | CCPC CORP CCPC CORPORATI | 0.75 | 200.00 | 150.00 | Billed | DEC 15 PAYROLL |
| 12/14/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.50 | 200.00 | 300.00 | Billed | NOVEMBER MON |
| 12/14/2020 | 102 Bookkeeping service | LOWE LABEL LOWE LABEL LIM | 1.25 | 200.00 | 250.00 | Billed | NOVEMBER BOO |
| 12/14/2020 | 301 Personal Tax returns | LEWIS, JAY LEWIS, JAY & RAND | 0.75 | 200.00 | 150.00 | Billed | AMANDA CRA PR |
| 12/15/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 1.75 | 200.00 | 350.00 | Billed | Y/E W/P FILE |
| 12/15/2020 | 101 Accounting services | OSKER ENTE OSKER ENTERPRI | 0.25 | 200.00 | 50.00 | | COMPILE INFO F |
| 12/15/2020 | 101 Accounting services | UNIFONDS I UNIFONDS INC | 0.75 | 200.00 | 150.00 | | REVIEW ANDERS |
| | | | | | | | |
| | | Billable | 31.25 | | 6,250.00 | | |
| | | Non-billable | 3.75 | | 750.00 | | |
| | | Time | 35.00 | | 7,000.00 | | |

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| 12/16/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 1.00 | 200.00 | 200.00 | | Y/E W/P FILE |
| 12/16/2020 | 101 Accounting services | UNIFONDS I UNIFONDS INC | 0.75 | 200.00 | 150.00 | | REVIEW ANDERS |
| | Review Anderson Ave agreement & call to purchasers accountant | | | | | | |
| 12/17/2020 | 101 Accounting services | UNIFONDS I UNIFONDS INC | 0.50 | 200.00 | 100.00 | | ANDERSON AVE/ |
| | Anderson Ave/Dawn Tattle emails | | | | | | |
| 12/17/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 1.75 | 200.00 | 350.00 | | Y/E W/P FILE |
| 12/18/2020 | 101 Accounting services | OSKER ENTE OSKER ENTERPRI | 0.25 | 200.00 | 50.00 | | CRA SUBMISSION |
| | CRA submission - refund request | | | | | | |
| 12/18/2020 | 101 Accounting services | UNIFONDS I UNIFONDS INC | 0.50 | 200.00 | 100.00 | | EMAILS/PHONE C |
| | emails/phone call with Dawn's lawyer re: Anderson Ave | | | | | | |
| 12/18/2020 | 301 Personal Tax returns | SPINO, MIC SPINO, MICHAEL & C | 0.25 | 200.00 | 50.00 | | PHONE CALL RE: |
| | phone call re: 2020 tax situation | | | | | | |
| 12/21/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 3.25 | 200.00 | 650.00 | | Y/E W/P FILE |
| 12/21/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 0.50 | 200.00 | 100.00 | | NOVEMBER MON |
| | November month-end | | | | | | |
| 12/22/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 0.50 | 200.00 | 100.00 | | CEBA LOAN APPI |
| | CEBA loan application assist | | | | | | |
| 12/22/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 3.50 | 200.00 | 700.00 | | NOVEMBER MON |
| | November month-end | | | | | | |
| 12/23/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 2.00 | 200.00 | 400.00 | | Y/E W/P FILE |
| 12/23/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 2.50 | 200.00 | 500.00 | | NOVEMBER MON |
| | November month end | | | | | | |
| 12/28/2020 | 101 Accounting services | OUTLOOK EY OUTLOOK EYEWE | 1.00 | 200.00 | 200.00 | | Y/E PREP WORK |
| 12/28/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.00 | 200.00 | 200.00 | | NOVEMBER MON |
| | November monthend | | | | | | |
| 12/29/2020 | 101 Accounting services | OUTLOOK EY OUTLOOK EYEWE | 6.25 | 200.00 | 1,250.00 | | NOV 2020 Y/E |
| 12/29/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 0.25 | 200.00 | 50.00 | | PHONE CALL WIT |
| | phone call with Silva re: inter-co billings | | | | | | |
| 12/29/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.00 | 200.00 | 200.00 | | NOVEMBER MON |
| | November monthend | | | | | | |
| 12/30/2020 | 101 Accounting services | CCPC CORP CCPC CORPORATI | 0.25 | 200.00 | 50.00 | | DEC 31 PAYROLL |
| 12/30/2020 | 101 Accounting services | OUTLOOK EY OUTLOOK EYEWE | 1.75 | 200.00 | 350.00 | | NOV 2020 Y/E |
| 12/30/2020 | 102 Bookkeeping service | OUTLOOK EY OUTLOOK EYEWE | 1.25 | 200.00 | 250.00 | | NOVEMB MONTH |

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| | November monthend | | | | | | |
| 12/31/2020 | 101 Accounting services | DOLVIN MEC DOLVIN MECHANIC | 1.75 | 200.00 | 350.00 | | Y/E W/P FILE |
| 12/31/2020 | 101 Accounting services | OUTLOOK EY OUTLOOK EYEWE | 1.00 | 200.00 | 200.00 | | NOV 2020 W/P FI |
| | Nov 2020 y/e | | | | | | |
| | | Billable | 32.75 | | 6,550.00 | | |
| | | Non-billable | 0.00 | | 0.00 | | |
| | | Time | 32.75 | | 6,550.00 | | |