

## Client Report: CONSTANCE LAKE EDUCATION AUTHORITY

## Client Details

Name	CONSTANCE LAKE EDUCATION AUTHORITY
Xerox Number	
Community	CONSTANCE LAKE
Address	40 NABAKHABO ST CONSTANCE LAKE, ON P0L 1B0
PO Box	
Phone	705.463.1199 EXT 119
Email	None
Contact 1	KASHA SUTHERLAND
Contact 2	
I.T. Vendor	
OECM	
Comments	

## Products

Model	Serial	Install Date	Status	Lease holder	Contract Expires	Comments
No products found.						

## Logbook Entries

Date	Type	Title	Due Date	Action
Nov. 21, 2025	FLEET REPORT	Fleet Report	None	November 26, 2025 - Added FLEET REPORT to the Shared Drive. November 21st, 2025 - get Tammy to update the fleet report.
Nov. 20, 2025	ISSUES	Supplies for School	Dec. 6, 2025	November 21st, 2025 - Dana released the hold. Sent Samarya an email telling her to order supplies today and to keep me posted. November 20th, 2025 - received an email from Samarya Ineese telling me she could not order supplies

Date	Type	Title	Due Date	Action
				from Xerox because they are on SSH. Asked for some serial numbers. Get Dana's help.
Aug. 12, 2025	SERVICE	FILE TRANSFER: OUTLOOK	None	AUGUST 12, 2025 - FILE TRANSFERRED FROM OUTLOOK.