

Client Report: THE ROMAN CATHOLIC EPISCOPAL

Client Details

Name	THE ROMAN CATHOLIC EPISCOPAL
Xerox Number	000775403
Community	Timmins
Address	65 Jubilee Avenue East Timmins, Ontario P4N 5W4
PO Box	
Phone	705-267-6224
Email	Cci@dioclimmins.ca
Contact 1	Michelle Beaudet
Contact 2	
I.T. Vendor	Have own IT
OECM	No
Comments	

Products

Model	Serial	Install Date	Status	Lease holder	Contract Expires	Comments
B8145	HQH818486	Aug. 16, 2023	Lease	Xerox	Feb. 17, 2029	

Logbook Entries

Date	Type	Title	Due Date	Action
Nov. 19, 2025	QTP	QTP - Michelle Beaudet	None	19 Nov 25 - Peter contacted Michelle Beaudet who indicated that the machine was operating well and there were no issues. She did explain that sometimes fax recipients indicated that they had not received a fax transmission that the device indicated was sent. She also explained that when she scans to email, even though she selects her e-mail, they go to her boss's email address. She went on to explain that she thinks the device was set up to default to her boss intentionally, so

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				her boss is aware of all emails. After discussing these issues with Michelle it appeared that neither were related to the actual functioning of the device and she concurred.
Nov. 19, 2025	QTP	QTP - Michelle Beaudet	Feb. 19, 2026	QTP required
Aug. 12, 2025	QTP	FILE TRANSFER: OUTLOOK	None	AUGUST 12, 2025 - FILE TRANSFERRED FROM OUTLOOK.