

Box 1 of 2

Paula Cooke

From: nick@newfoundlandchocolatecompany.com
Sent: Monday, November 21, 2022 4:23 PM
To: Heard, Theresa Jane
Subject: RE: MUN Chocolates
Attachments: MUN Box Map FINAL.pdf; MUN JnR SM Box Sleeve FINAL.pdf

Hi Terri,

I attached the map insert and the outside sleeve we currently do. Have a look and let me know. We can also look and a separate design for you guys specifically 😊

Thanks

Nick

From: Heard, Theresa Jane <terri.heard@mun.ca>
Sent: November 21, 2022 4:32 PM
To: nick@newfoundlandchocolatecompany.com
Subject: MUN Chocolates

Good afternoon Nick,

I was inquiring to see if you are still able to make the Memorial University chocolates that you supplied the university with a while back. We are the School of Arctic and Subarctic Studies, Labrador Campus of Memorial University of Newfoundland and are looking to order some of these if possible. Not sure what the other ones were like so if you have a sample kept of the design I would love to see it.

If not would it possible to design something for us that is Labrador specific?

Please reach out if you have questions or require additional information.

Thanks,
 Terri

Terri Heard
Deanal Executive Assistant
 Labrador Campus of Memorial University
 School of Arctic & Subarctic Studies
 Happy Valley Goose Bay, NL A0P 1E0
 709-897-5914 or 709-896-5267
 E: terri.heard@mun.ca

We acknowledge that the lands on which we gather are the homelands of the Innu and Inuit of Labrador, and recognize their ancestral and continued ties to these lands and waters.

Terri is no longer with the Labrador Campus. Cannot access any other email exchange from the first purchase other than when the direct pay was sent in.

Paula Cooke

From: Paula Cooke
Sent: Thursday, December 1, 2022 9:53 AM
To: accountspayable
Subject: Direct Pay NF Choc Company
Attachments: Direct Pay NF Chocolate Co.pdf

Good Morning,

Please see attached direct pay.

Thank you,

PAULA COOKE | ADMINISTRATIVE STAFF SPECIALIST I

Memorial University / Labrador Campus

171 Hamilton River Road, P.O. Box 490, Station B

Happy Valley-Goose Bay, NL | A0P 1E0 | T 709 896 4689 | F 709 896 2970

We acknowledge that the lands on which we gather, live, and work are the homelands of the Innu and Inuit, and recognize their ancestral and continued ties to these lands and waters.

$\frac{1}{4}$

Newfoundland Chocolate Company Inc.

141 Torbay Road
 Torbay Road Mall
 St. John's, Newfoundland A1A 2H1
 Canada
 709-579-0099

INVOICE

Invoice No.: 13983
 Date: Nov 25, 2022
 Ship Date:
 Page: 1
 Re: Order No.

Sold to:

Labrador Campus of Memorial University
 P.O. Box 490, Stn. B
 Happy Valley Goose Bay, NL A0P 1E0

Ship to:

Labrador Campus of Memorial University
 P.O. Box 490, Stn. B
 Happy Valley Goose Bay, NL A0P 1E0

Business No.: 805091626RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
4109C	Each	50	MUN Custom 15PC	H	18.00	900.00
		1	Canada Post Shipping express post	H	53.64	53.64
			H - HST @ 15%			143.05
			HST			
Shipped By: Tracking Number:					Total Amount	1,096.69
Comment: Net 30 days, 2% per month on overdue invoices. Additional 2% on credit card payments past 7 days.					Amount Paid	0.00
Sold By:					Amount Owing	1,096.69

000033176

7/6

$\frac{3}{4}$

RECEIPT

92440CK
Dec 12, 2022

Signature _____

Total	1,096.69
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Total	1,096.69
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~~ff~~

Paula Cooke

From: Paula Cooke
Sent: Tuesday, July 4, 2023 1:50 PM
To: Ashlee Cunsolo
Subject: RE: 215948 - Newfoundland Chocolate Co - 654.83

Wonderful!

Thank you, Ashlee.

From: Ashlee Cunsolo <ashlee.cunsolo@mun.ca>
Sent: Tuesday, July 4, 2023 1:21 PM
To: Paula Cooke <paula.cooke@mun.ca>
Subject: Re: 215948 - Newfoundland Chocolate Co - 654.83

Hello Paula,

Please let them know that these were purchased as thank you gifts for the community module leaders for the Lands and Waters Science Camp.

These funds from NSERC are not for research; rather, they are through the PromoScience program to support our annual summer camp, and providing thank you gifts for community module leaders and knowledge holders is part of the program.

Please let me know if you need any further information.

All the best,
A.

Ashlee Cunsolo, PhD (she/her)
Vice-Provost, Labrador Campus
Dean, School of Arctic and Subarctic Studies
Labrador Campus of Memorial University
Happy Valley-Goose Bay, NL, A0P 1E0
www.mun.ca/labradorcampus | www.pye-centre.ca

E: ashlee.cunsolo@mun.ca | P: 709-897-4123
W: www.ashleecunsolo.ca | T: @AshleeCunsolo | T: @Labrador Campus
Member Emeritus, Royal Society of Canada College of New Scholars, Artists, and Scientists

We acknowledge that the lands on which we gather, live, and work are the homelands of the Innu and Inuit, and recognize their ancestral and continued ties to these lands and waters.

From: Paula Cooke
Sent: Tuesday, July 4, 2023 8:58:01 AM
To: Ashlee Cunsolo
Subject: FW: 215948 - Newfoundland Chocolate Co - 654.83

From: Keats, Jacqueline <r29jil@mun.ca>
Sent: Friday, June 30, 2023 12:35 PM
To: Tucker, Elaine <elainet@mun.ca>
Subject: RE: 215948 - Newfoundland Chocolate Co - 654.83

Hi Elaine,

Tri-agency requires a justification relating this purchase to the research.

Thanks,

Jackie Keats

Accounting Clerk, Research Accounting
Memorial University
Financial and Administrative Services
St. John's, NL A1C 5S7

From: Tucker, Elaine <elainet@mun.ca>
Sent: Thursday, June 29, 2023 11:24 AM
To: Keats, Jacqueline <r29jil@mun.ca>
Subject: 215948 - Newfoundland Chocolate Co - 654.83

From: Paula Cooke <paula.cooke@mun.ca>
Sent: Wednesday, June 28, 2023 12:50 PM
To: accountspayable <accountspayable@mun.ca>
Subject: Direct Pay for Newfoundland Chocolate Co

Good Afternoon,

Please see attached direct pay.

Thank you,

PAULA COOKE | ADMINISTRATIVE STAFF SPECIALIST I
Memorial University / Labrador Campus
171 Hamilton River Road, P.O. Box 490, Station B
Happy Valley-Goose Bay, NL | A0P 1E0 | T 709 896 4689 | C 709 685 3547

We acknowledge that the lands on which we gather, live, and work are the homelands of the Innu and Inuit, and recognize their ancestral and continued ties to these lands and waters.

Paula Cooke

From: Paula Cooke
Sent: Thursday, July 6, 2023 8:36 AM
To: Tucker, Elaine
Cc: accountspayable
Subject: RE: 215948 - Newfoundland Chocolate Co - 654.83

Good Morning Elaine,

Dean Ashlee Cunsolo has provided me with the following justification.

Please let them know that these were purchased as thank you gifts for the community module leaders for the Lands and Waters Science Camp.

These funds from NSERC are not for research; rather, they are through the PromoScience program to support our annual summer camp, and providing thank you gifts for community module leaders and knowledge holders is part of the program.

Please let me know if you need any further information.

All the best,

A.

Thank you,

PAULA COOKE | ADMINISTRATIVE STAFF SPECIALIST I

Memorial University / Labrador Campus

171 Hamilton River Road, P.O. Box 490, Station B

Happy Valley-Goose Bay, NL | A0P 1E0 | T 709 896 4689 | C 709 685 3547

We acknowledge that the lands on which we gather, live, and work are the homelands of the Innu and Inuit, and recognize their ancestral and continued ties to these lands and waters.

From: Tucker, Elaine <elainet@mun.ca>
Sent: Friday, June 30, 2023 12:13 PM
To: Paula Cooke <paula.cooke@mun.ca>
Subject: FW: 215948 - Newfoundland Chocolate Co - 654.83

Hi Paula,

Please see below request.

Thanks,
Elaine

NOTE TO APPLICANT: The remainder of this thread already appears above in the records.

IAP Office

- Box 2 out of 2 boxes
purchased.

Forwarded

June. 28/23

J4422921

Banner Finance System
DIRECT PAY

To: Financial Services

From: Labrador Campus

This is to request a Cheque

Payable to Newfoundland Chocolate Company

Address 141 Torbay Road, Torbay Road Mall

St. John's, NL

Postal Code A1A 2H1



Currency - Canadian ☒

Other ☐

CDN

Specify

Amount \$ 654.83

Date 06/23/23

Cheque No.

SIN (if applicable)

1099 Yes ☐

1099 Code

Vendor No./Student I.D.

0 0 0 0 3 3 1 7 6

Cheque Due Date

M M D D Y Y

Bank #

0

TAX

CURR

Delivery Point
(ENC)

DESCRIPTION

s c i e n c e c a m p g o o d w i l l t o k e n

VENDOR INVOICE NO.		INVOICE DATE M M D D Y Y		BANNER DOCUMENT #		FOAPAL						AMOUNT		CM
						FUND	ORGANIZATION	ACCOUNT	PROGRAM	ACTIVITY	LOCATION			
1 4 6 4 5		0 6 2 3 2 3		1		2 1 5 9 4 8	4 1 6 0 1	7 0 0 0 1	2 0 0 0			6 5 4 . 8 3		

Do Not Complete Shaded Areas

Details Goodwill tokens and awards for Labrador Lands & Waters Summer Science Camp

Prepared by

Phone number paula.cooke@mun.ca

Approved by

(signature)

Doreen Best

name (please print)

Received by

FORM - FAAINVE

s. 40 (1)

I acknowledge responsibility that all expenditures are valid, in compliance with the policies of the University and that sufficient funds are available to cover this expenditure.

s. 40 (1)

BAN DP-01

1/2

Newfoundland Chocolate Company Inc.

141 Torbay Road
 Torbay Road Mall
 St. John's, Newfoundland A1A 2H1
 Canada
 709-579-0099

INVOICE

Invoice No.: 14645
 Date: Jun 21, 2023
 Ship Date: Jun 21, 2023
 Page: 1
 Re: Order No. DO-1464

Sold to:

Labrador Campus of Memorial University
 P.O. Box 490, Stn. B
 Happy Valley Goose Bay, NL A0P 1E0

Ship to:

Labrador Campus of Memorial University
 School of Artic & Subartic Studies
 P.O. Box 490, Stn. B
 Happy Valley Goose Bay, NL A0P 1E0

Business No.: 805091626RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
1360C	Each	30	MUN SLEEVE Jigs N Reels Series (milk, dark, white) - 15PC	H	18.00	540.00
		1	Ship Canada Post Express 9305 8034 2531 1417	H	29.42	29.42
			H - HST @ 15% HST			85.41
Shipped By: Tracking Number:						Total Amount 654.83
Comment: As of May 1, 2023 NCC will be introducing a 1.5% credit card payment processing fee.						Amount Paid 0.00
Sold By:						Amount Owning 654.83

2/2

33176