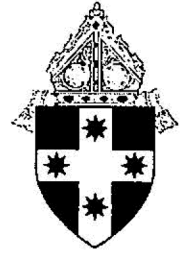


# CATHOLIC ARCHDIOCESE OF SYDNEY



## Memorandum

DATE 6/1/10

Date: 5 January 2010  
 To: Mr Keith Yau  
 Copy to: Dr Steven Lovell-Jones  
 Mr Michael Salmon (5)  
 From: Mgr John Usher  
 Re: **Professional Standards - Mr John Ellis**

Dear Keith

We have, following discussions with Mr Ellis, agreed to meet expenses associated with a trip he took to New York and London in October 2009.

The costs to be reimbursed to Mr Ellis are listed below. I would be pleased if you could expedite these payments. I believe you have the bank details for Mr Ellis

Air Fares	\$12,845.50
Accommodation	\$2,982.71
Extras in lieu of wages forgone	\$12,705.00
<b>TOTAL</b>	<b>\$28,533.21</b>

Yours sincerely

*[Handwritten signature]*  
 Mgr John Usher  
 CHANCELLOR

INVOICE AMOUNT	\$28,533.21
GSI CODE	N/A
ACCOUNT CODE	PRC-22010000000000158
APPROVED BY	
DATE APPROVED	
AUTHORISED BY	
OR AUTHORIZED	

John Andrew Ellis

SA