RUNNING SHEET

Client: Catholic Church (J C INGHAM)

Contact Person: Peter Scanlan

Time/Date	Details	Hours	Travel Time	Kms	Expenses
7.10.12	Received instructions in relation to this matter by e mail from the Director of Professional Standards Mr. Patrick Mullins.				
12.10.13	Contacted Ms. Jennifer Ingham and made arrangements to interview her.				
18.10.12	Travelled to REDACTED REDA and interviewed the complainant Jennifer Ingham in the presence of a friend Alison Reichert.	2.00	1.50	44	
23.10.12	Completed the Contact Report and forwarded it to Ms. Ingham for her perusal and signing.	2.50			
7.11.12	Received signed Contact Report and forwarded report and other documentation to the Director of Professional Standards.				
	TOTAL	**4.50**	**1.50**	**44**	