

## Email

To: Robyn Willis  
From: Roh Sales  
Subject: Approval to process payroll WE 29 May 2022  
Attachments:

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Good morning Kelly ,

I hope your day is going well. Thank you for sending through the payroll verification report for the week ending 29<sup>th</sup> May 2022.

I have reviewed the payroll figures, and there appear to be no errors, duplications or omissions.

Can you please go ahead and finalise the payroll, prepare the electronic payment for me to approve and email out the payslips to the staff.

Thank you.

Kind regards

Name: Roh Sales

Position: Finance Manager

7 Holden Street Camperdown NSW 2482

Phone 0408 040 810

[financemanager@ozofficesupplies.com.au](mailto:financemanager@ozofficesupplies.com.au)