

**From:** s 47F  
**To:** s22  
**Cc:** s22  
**Subject:** Re: 89 Degrees East Contract - Department of Health [SEC=No Protective Marking]  
**Date:** Wednesday, 18 March 2020 10:14:06 AM  
**Attachments:** [Covid-19 Response.docx](#)  
[ATT00001.htm](#)

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Hi s22 /s22

Here is the letter sent to David with our rates.

My understanding is that we will have 7 of our team working for 6 days for the next 3 weeks, plus our graphic designer/s and then potentially a further 4 of our team for a further 4-5 weeks. This will be divided between Health and Aged Care. All travel and accommodation costs incurred by us will be charged at cost in addition to our daily rates.

I'm not sure how you can incorporate that into a contract as this may change at any time but we will only invoice the Department for actual days/hours worked.

As stated in this letter, any additional expenses relating to video training content, digital assets and e-learning tools will be negotiated and charged accordingly.

If you have any further questions, please don't hesitate to give me a call.

Kind regards

s 47F

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