



Where ideas work

Ministry of Finance

INVOICE CODING SHEET



RETURN CHEQUE TO MINISTRY?

(if yes, enter "D")

FOREIGN CURRENCY?

(if yes, enter "\$")

Link to Invoice Coding Sheet completion instructions.

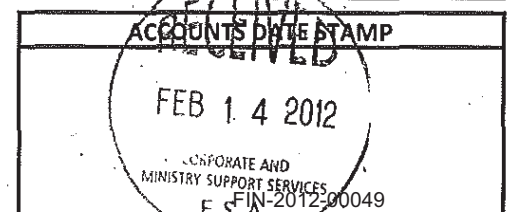
PAYEE NAME <u>BLACKCOMB HELICOPTERS LIMITED PARTNERSHIP</u>					* SUPPLIER # <u>2080191</u>		* SITE <u>001</u>		
CONTRACT/PO # _____			INVOICE DATE <u>30-JAN-2012</u>		INVOICE # <u>105865</u>				
			DD-MMM-YYYY						
DATE INVOICE RECEIVED <u>31-JAN-2012</u>			DATE GOODS/ SERVICES REC'D <u>12-JAN-2012</u>		RECEIPT # _____				
			DD-MMM-YYYY		DD-MMM-YYYY				
NAME &/OR ADDRESS OVERRIDE:					DESCRIPTION FOR CHEQUE STUB:				
DATE CHQ/EFT REQ'D (ONLY IF URGENT)			GL DATE (if applicable)			PAY ALONE? YES <input type="checkbox"/>			
DD-MMM-YYYY			DD-MMM-YYYY						
AMOUNT (INCLUDING TAX)	PRE-TAX AMOUNT	TAX RATE 12%, 11%, 5%, 0%	CL	RESP	SERVICE LINE	STOB	PROJECT	NAME & SUPPLIER # if STOB 57	OFA STOB & ASSET #
1,200.60	1,071.97	12%	004	36A10	36200	5712	3600000	PREMIER CLARK S22	✓ HST 12
1,200.60	1,071.97	12%	004	36A10	36200	5712	3600000	GABE GARFINKEL S22	✓ ↓
1,200.60	1,071.97	12%	004	36A10	36200	5712	3600000	CHRIS OLSEN S22	✓ ↓
1,200.60	1,071.97	12%	004	36A10	36200	6504	3600000	S15 ministers Approval	
4,802.40	TOTAL								
* EXPENSE AUTHORITY (EA) INFORMATION:					* QUALIFIED RECEIVER (QR) CERTIFICATION:				
* <u>MICHELLE LEAMY</u>					* <u>ALISHA OLSON</u>				
EA PRINTED NAME					QR PRINTED NAME				
* BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION:					The goods provided or services delivered have been inspected or reviewed; and the goods or services were properly received and documentation to support the account has been verified (i.e., goods; as ordered, correct quantity and suitable quality; services: as contracted, appropriate deliverables and/or performance criteria met; or other conditions, if any, have been met).				
Note: This is also the line description displayed on GL detail reports.									
* <u>Michelle Leamy</u>					* <u>Alisha Olson</u>				
					QR SIGNATURE				
ADDITIONAL INFORMATION OR INSTRUCTIONS:									

BRANCH BUSINESS CONTACT NAME AND PHONE NUMBER:

ALISHA OLSON (250) 356-2605

* Note: Fields with an asterisk do not need to be completed for iProcurement invoices.

FIN FSA 017 REV. JUN/10



BLACKCOMB

Aviation

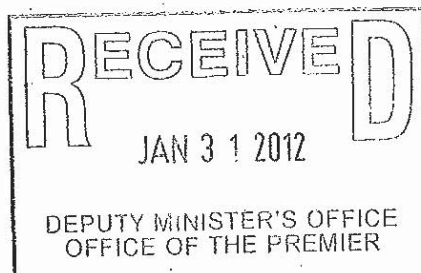
HELICOPTER AND JET CHARTER SERVICES

January 30, 2012

Invoice No. 105865
Trip No. 4737
Cust. No. S.17
Quote No. 5122336

Office of the Premier
PO Box 9041
Stn Prov Govt
Victoria, BC
V8W 9E1

Attn: Judy McCallum



Description

Trip Sequence				
Service Date	Aircraft	Departure	Destination	Passengers
12-Jan-12	C-FMCL	Vancouver, BC	Prince George, BC	C. Clark C. Olsen G. Garfinkel S15
12-Jan-12	C-FMCL	Prince George, BC	Vancouver, BC	Same 4 Paxs

* 276 nmi

* 276 nmi

Aircraft	\$ 4,130.44
Air Travellers Security Charge	56.96
Int'l Processing Fees	-
Fuel Surcharges	73.50
Landing Fees	400.00
Crew Expenses	40.00
Special Request Catering	-
Third Party Exp.	-

Discount	\$ (413.04)
Subtotal	\$ 4,287.86
HST	\$ 514.54
Total	\$ 4,802.40

Terms : Due on Receipt

Thank you for your Business
Remit payment to:
Omega Air Corporation
#400 - 375 Water st.
Vancouver, BC V6B 5C6

*Leads and services received
McCallum Jan 30/12*

Tel: (604) 273-5311 Fax: (604) 273-8991

FSLDEXEKL671



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E111784

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Olsen, Chris	Employee ID S22 / S22	Phone Number (604) 775-1600
Client Organization Office of the Premier	Job Title Press Secretary	Travel Group Code 3

5. Date Completed 2012/02/10	6. Fiscal Year 2012	7. Special Cheque Issue	8. Cheque Stub Information
---------------------------------	------------------------	-------------------------	----------------------------

Type of Travel In Province	14. Reason for Travel Business	Headquarters Vancouver
-------------------------------	-----------------------------------	---------------------------

12. Mailing Address for Cheque
S22

16. Travel Dates 2012 01/12	17. Places Travelled Destination YVR-PG-YVR	18. Personal Vehicle Use Km 92	19. Other Transport Costs Cost 46.00	20. & 21. Meals Claim N/C	22. Lodging Costs Cost 0.00	20. & 21. Miscellaneous Cost Describe
-----------------------------------	---	--------------------------------------	--	---------------------------------	-----------------------------------	---

Not Responsive

TOTALS OF COLUMNS	36. \$ 46.00	37. 1	38. 1	39. 1	40. 1	41. 1	42. 1	43. 1	44. 1	45. 1	46. 1	47. 1	48. 1	49. 1	50. 1	51. 1	52. 1	53. 1	54. 1	55. 1	56. 1	57. 1	58. 1	59. 1	60. 1	61. 1	62. 1	63. 1	64. 1	65. 1	66. 1	67. 1	68. 1	69. 1	70. 1	71. 1	72. 1	73. 1	74. 1	75. 1	76. 1	77. 1	78. 1	79. 1	80. 1	81. 1	82. 1	83. 1	84. 1	85. 1	86. 1	87. 1	88. 1	89. 1	90. 1	91. 1	92. 1	93. 1	94. 1	95. 1	96. 1	97. 1	98. 1	99. 1	100. 1
-------------------	--------------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	-------	--------

48. Client Code 004 004 004 004	49. Resp. 36A10 36A10	50. Service Line 36200 36200	51. STOB 5701 5702	52. Project 3600000 3600000	45. Supplier Code S22	Amount
---	-----------------------------	------------------------------------	--------------------------	-----------------------------------	--------------------------	--------

Less Travel Advance
004

Not Responsive

AMOUNT DUE TO EMPLOYEE

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed

FIN 10 (EFI-F0012 v2.6.1)

Production *** Copyright © Government of British Columbia

Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

Feb 17/12



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E111784

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Olsen, Chris			Employee ID S22			Phone Number (604) 775-1600		
Client Organization Office of the Premier			Job Title Press Secretary			Travel Group Code 3		
5. Date Completed 2012/02/10		6. Fiscal Year 2012		7. Special Cheque Issue 1		8. Cheque Stub Information		
Type of Travel In Province		14. Reason for Travel Business				Headquarters Vancouver		
12. Mailing Address for Cheque S22								
16. Travel Dates 2012 01/12		17. Places Travelled Destination YVR-PG-YVR		18. Personal Vehicle Use Km 92		19. Other Transport Costs Cost 46.00		20. & 21. Meals Claim Cost 0.00
								22. Lodging Costs Cost
								20. & 21. Miscellaneous Cost Describe
Not Responsive								
TOTALS OF COLUMNS				36. \$ 46.00		37. Not Responsive		
48. Client Code 004 004 004 004		49. Resp. 36A10 36A10		50. Service Line 36200 36200		51. STOB 5701 5702		52. Project 3600000 3600000
								45. Supplier Code S22
Less Travel Advance 004								Amount Not Responsive
				AMOUNT DUE TO EMPLOYEE				
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name CHRIS OLSEN		Date Signed Feb 12/12		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name		Date Signed		

FIN 10 (EFI-F0012 v2.6.1)

Production *** Copyright © Government of British Columbia

Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

Notes for Travel Voucher (Restricted Use) E111784 for Olsen, Chris

2 note(s) returned.

Created On	Author	Note
2012/02/10 10:54:14	Olsen, Chris S15 Chris.Olsen@gov.bc.ca	jan12: Personal Vehicle White rock to YVR to Van to WR
2012/02/10 12:29:22	Olsen, Chris S15 Chris.Olsen@gov.bc.ca	Not Responsive

Production *** Copyright © Government of British Columbia



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Chris Olsen
Prepared By: Chris Olsen

Purpose of travel: business Jan 12 2012

SMARTTEC Confirmation Number: TEC0212000340092

If there is an expense claim associated with this travel then attach this PDF to your iExpenses travel claim. The SMARTTEC PDF report must be saved with the default name assigned by the system before attaching it to your iExpenses claim. Any change to the file name will flag your claim as non-compliant when your Ministry reports on it.

Outbound Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2012/01/12	Car/Taxi - Gasoline	White Rock	Vancouver Airport	37.5	9.3	
2012/01/12	Car/Taxi - Gasoline	Vancouver Airport	Vancouver	13.0	3.2	
2012/01/12	Airplane	Vancouver Intl	Prince George	523.0	65.4	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2012/01/12	Car/Taxi - Gasoline	Vancouver	White Rock	41.5	10.3	
2012/01/12	Airplane	Prince George	Vancouver Intl	523.0	65.4	

Total CO2 Equivalent Emissions: 153.5 kg

The emissions (CO2e) reported above are based on emission factors approved by the Ministry of Environment at the time your travel was finalized. Please note that emission factors are updated periodically and may change your emission records retroactively. These changes would be reflected in SMARTTool.