

FSI4DENKLG31



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E116015

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 Chin, Ben | | Employee ID s22 | | Phone Number (250) 387-1715 | |
| Client Organization Office of the Premier | | Job Title Director of Communications | | Travel Group Code 2 | |
| 5. Date Completed 2013/09/18 | 6. Fiscal Year 2014 | 7. Special Cheque Issue | 8. Cheque Stub Information | | |
| Type of Travel In Province | | 14. Reason for Travel Business Travel | | Headquarters Premier's Office | |
| 12. Mailing Address for Cheque | | | | | |
| 16. Travel Dates 2013 | 17. Places Travelled | | 18. Personal Vehicle Use | 19. Other Transport Costs | 20. & 21. Meals |
| | Destination | Start End | Km Cost | | Claim Cost |
| | | | | | Lodging Costs Cost Describe |
| NR | | | | | |
| 09/11 AC | Van-Kelowna | 0630 | 2359 | | BLDI 49.00 |
| 09/12 | Kelowna-Van | 0630 | 2359 | | BLDI 49.00 |
| NR | | | | | |

| | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------|-----------------|-------------------------------|----------------|--------------------------|---------------|-----|-------------|
| | | | | 36. | 37. | 38. | 39. | 40. | Claim Total |
| TOTALS OF COLUMNS | | | | NR | | | | | |
| 48. Client Code | 49. Resp. | 50. Service Line | 51. STOB | 52. | Project | 45. Supplier Code | Amount | | |
| 004 | 3610 | 36200 | 5702 | | 3600000 | s22 | NR | | |
| 004 | | | | | | | | | |
| 004 | | | | | | | | | |
| 004 | | | | | | | | | |
| Less Travel Advance | | | | | | | | | |
| 004 | | | | | | | | | |
| | | | | AMOUNT DUE TO EMPLOYEE | | | | | |
| | | | | 54. NR | | | | | |
| 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)

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

30/13

Audit Trail for Travel Voucher (Restricted Use) E116015 for Chin, Ben

9 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|----------------------------------------------------|---------------------------------|----------|---------------------------------------------|
| 2013/09/18 14:28:56 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/18 14:29:09 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/18 14:51:19 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Notified | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/18 15:50:59 | Chin, Ben s15 Ben.Chin@gov.bc.ca | | Approved | Leamy, Michelle Michelle.Leamy@gov.bc.ca |
| 2013/09/18 16:05:25 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Recalled | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/18 16:05:52 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/18 16:05:57 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Notified | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/09/26 08:12:06 | Chin, Ben s15 Ben.Chin@gov.bc.ca | | Approved | Leamy, Michelle Michelle.Leamy@gov.bc.ca |
| 2013/09/26 08:14:03 | Leamy, Michelle s15 Michelle.Leamy@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Ben Chin Travel Notes E116015

s22

s22

NR

s22

2013/09/11: Air Canada Flight #839A Van-Kelowna (paid on Sarah Toda's p-card). Overnight in Kelowna at s15 (\$166.76). Claimed all meals and incidentals.

2013/09/12: Charter with Premier Kelowna-Van (paid on Tamara Davidson's p-card). s22 accommodation (\$30). Claimed all meals and incidentals.

s15

s15

NR

s22

s15

NR

Notes for Travel Voucher (Restricted Use) E116015 for Chin, Ben

1 note(s) returned.

| Created On | Author | Note |
|---------------------|----------------------------------------|----------------------------|
| 2013/09/18 14:29:09 | Toda Sarah s15 Sarah.Toda@gov.bc.ca | Notes attached separately. |

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Toda, Sarah PREM:EX

From: Air Canada [confirmation@aircanada.ca]
Sent: Thursday, August 22, 2013 2:59 PM
To: Toda, Sarah PREM:EX
Subject: Air Canada - 11-Sep: Vancouver - Kelowna (booking ref: s22) - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****




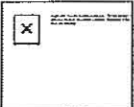
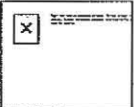
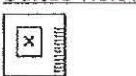
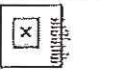
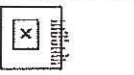

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.


Scan this barcode to check in at any Air Canada check in kiosk.


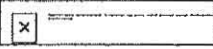


Hotels in Kelowna

| From (per night) | From (per night) | From (per night) | Why book your hotel stay at aircanada.com? |
|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| \$119 CAD | \$141 CAD | \$82 CAD | |
|  <u>Sandman Hotel & Suites Kelowna:</u> |  <u>Holiday Inn Express KELOWNA CONFERENCE CENTRE:</u> |  <u>Days Inn Kelowna:</u> | <ul style="list-style-type: none">▪ Lowest price guaranteed▪ Great choice of hotels▪ Aeroplan Mile offer exclusive to aircanada.com |
|  |  |  |  Hotels provided by WWTMS. |



 **Want travel insurance?** Protect yourself and your family against unforeseen circumstances.

 **Need a car in Kelowna?** Great rates and additional Aeroplan Miles. 

Booking Information

Booking Reference: s22

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr Ben Chin
sarah.toda@gov.bc.ca

Mobile: s17
Work: 1-250-3871715

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

| Flight | From | To | Stops | Duration | Aircraft | Fare Type | Meal |
|---------------------|---------------------------------------------------------------------------|-------------------------------------------|-------|----------|----------|-----------|------|
| AC8398 ¹ | Vancouver, Vancouver Int'l (YVR) Wed 11-Sep 2013 08:35 - Terminal M | Kelowna (YLW) Wed 11-Sep 2013 09:25 | 0 | 0hr50 | CRJ | Tango, E | |

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

| | | |
|----------------------------------------------|----------------|------------------------|
| 1: Mr Ben Chin : Adult (16+), Ticket Number: | | s22 |
| Frequent Flyer Prog : | None | Meal Preference : None |
| Payment Card: | s17 | Special Needs: None |
| Seat Selection: | AC8398 2F Paid | |


Purchase Summary

Fare Summary

| Passenger Type | Adult |
|------------------------------------------------------------|---------------|
| Air Transportation Charges | |
| Departing Flight - Tango | 89.00 |
| <u>Surcharges</u> | 12.00 |
| Taxes, Fees and Charges | |
| <u>Canada Airport Improvement Fee</u> | 5.00 |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 5.66 |
| <u>Air Travellers Security Charge (ATSC)</u> | 7.12 |
| Total airfare and taxes before options (per passenger) | 118.78 |

Options

Departing Flight - Tango

| | |
|------------------------------------------------------------------------------------------------------------|---------------|
|  Advance Seat Selection | 18.00 |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 0.90 |
| Total airfare, taxes and options (per passenger) | 137.68 |
| Number of passengers | 1 |
| Travel Insurance (declined) | 0.00 |

Grand Total - Canadian dollars **\$137.68**

Payment Information

Credit/Debit Card s17 Amount paid: **\$137.68**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$118.78 (Airfare - per ticket)

Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s): s22

Fare Rules

Departing Flight Vancouver (YVR) To Kelowna (YLW) - Tango

- **Changes:**

s15

signed reply to
follow

Guest Name: Ben Chin
Office of the Premier
Po Box 9041
Stn Prov Gov
Victoria, BC V8W 9E1 CN

Group # s17

Guests: 1
Clerk: TAMIKAW

GST/HST s15

Arrive: 09/11/13 Time: 03:43 PM Depart: 09/12/13 Time: 10:30 AM Stat: HIST

| Date | Description | Reference | Comment | Charges | Credits |
|----------|---------------------|--------------|----------------------|----------|------------|
| 09/11/13 | ROOM CHARGE | 305 | | \$145.00 | |
| 09/11/13 | GST ROOM | 305t | GST ROOM | \$7.25 | |
| 09/11/13 | HOTEL TAX | 305t | HOTEL TAX | \$11.60 | |
| 09/11/13 | DESTINATION MKTG FE | 305t | DESTINATION MKTG FEE | \$2.90 | |
| 09/12/13 | PAY MASTERCARD | Ck Out 10:30 | s17, s22 | | (\$166.75) |

Folio Balance: \$0.00

Guest Signature: _____

s15



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Ben Chin
Prepared By: Sarah Toda
Purpose of Travel: Business Travel

SMARTTEC Confirmation Number: s17

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# |
|------|-------------|------|----|----------|---------|---------|
|------|-------------|------|----|----------|---------|---------|

NR

| | | | | | | |
|------------|----------|----------------|---------|-------|------|------|
| 2013/09/11 | Airplane | Vancouver Intl | Kelowna | 287.0 | 63.0 | 839A |
|------------|----------|----------------|---------|-------|------|------|

Return Trip

| Date | Travel Mode | From | To | Distance | CO2e kg | Flight# |
|------------|-------------|---------|----------------|----------|---------|---------|
| 2013/09/12 | Airplane | Kelowna | Vancouver Intl | 287.0 | 63.0 | Charter |

NR

Accommodations

| Date | Accommodation Provider | Address | Nights | CO2e kg |
|------------|------------------------|-----------|--------|---------|
| 2013/09/10 | s22 | Vancouver | 1 | 12.6 |
| 2013/09/11 | s15 | Kelowna | 1 | 12.6 |
| | s22 | | | |
| | s15 | | | |

NR

Total CO2 Equivalent Emissions: NR

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.

s15

Guest Name: Ben Chin
Office of the Premier
Po Box 9041
Stn Prov Gov
Victoria, BC V8W 9E1 CN

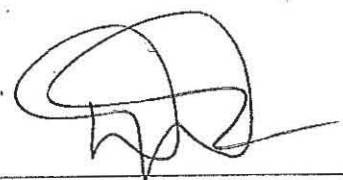
Room #: 305
Folio#: s17
Group #: s17
Guests: 1
Clerk: TAMIKAW
GST/HST s15

Arrive: 09/11/13 Time: 03:43 PM Depart: 09/12/13 Time: 10:30 AM Stat: HIST

| Date | Description | Reference | Comment | Charges | Credits |
|----------|---------------------|--------------|----------------------|----------|------------|
| 09/11/13 | ROOM CHARGE | 305 | | \$145.00 | |
| 09/11/13 | GST ROOM | 305t | GST ROOM | \$7.25 | |
| 09/11/13 | HOTEL TAX | 305t | HOTEL TAX | \$11.60 | |
| 09/11/13 | DESTINATION MKTG FE | 305t | DESTINATION MKTG FEE | \$2.90 | |
| 09/12/13 | PAY MASTERCARD | Ck Out 10:30 | s17, s22 | | (\$166.75) |

Folio-Balance: \$0.00

Guest Signature: _____


Dan Doyle, Chief of Staff

s15

FS14DEXEKL524



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E115760

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| | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------|---------------------------------------------|----------------------------------------|-----------------------------------------------|
| Name Chin, Ben | | Employee ID s22 / s22 | | Phone Number (250) 387-1715 | |
| Client Organization Office of the Premier | | Job Title Director of Communications | | Travel Group Code 2 | |
| 5. Date Completed 2013/08/07 | | 6. Fiscal Year 2014 | | 7. Special Cheque Issue | |
| Type of Travel In Province | | 14. Reason for Travel Business Travel | | Headquarters Premier's Office | |
| 12. Mailing Address for Cheque | | | | | |
| 16. Travel Dates 2013 | 17. Places Travelled Destination Start End | | 18. Personal Vehicle Use Km Cost | 19. Other Transport Costs | 20. & 21. Meals Claim Cost |
| | | | | 22. Lodging Costs | 20. & 21. Miscellaneous Cost Describe |
| NR | | | | | |
| 07/08 | Vic-Van-Kelowna | | 0800 | 2300 | 0.00 |
| 07/09 | Kelowna | | 0700 | 2300 | 0.00 |
| 07/10 | Kelowna | | 0700 | 2300 | 0.00 |
| 07/11 | Kelowna - Vic | | 0700 | 1930 | 0.00 |
| | | | 36. | 37. | 38. |
| | | | 39. | 40. | Claim Total |
| NR | | | | | |
| TOTALS OF COLUMNS | | | | | |
| 48. Client Code 004 / 004 004 004 | 49. Resp. 36A10 36A10 | 50. Service Line 36200 / 36200 | 51. STOB 5702 / 5701 | 52. Project 3600000 / 3600000 | 45. Supplier Code s22 |
| Less Travel Advance 004 | | | | | Amount NR |
| | | | | | 54. NR |
| 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 |

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

Audit Trail for Travel Voucher (Restricted Use) E115760 for Chin, Ben

5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|----------------------------------------------------|---------------------------------|----------|---------------------------------------------|
| 2013/08/07 10:19:28 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/08/07 11:02:57 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Notified | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/08/07 11:03:42 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/08/07 15:58:37 | Chin, Ben s15 Ben.Chin@gov.bc.ca | | Approved | Leamy, Michelle Michelle.Leamy@gov.bc.ca |
| 2013/08/15 09:38:06 | Leamy, Michelle s15 Michelle.Leamy@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Ben Chin Travel Notes E115760

s15

NR

s15

s22

s22

2013/07/08: HA flight #330 Vic – Van (Sarah Toda's p-card). Taxi PVO – YVR (\$34.30). WestJet flight #460 Van – Kelowna (Sarah Toda's p-card). Overnight at s15 Kelowna (\$160.46). Claimed LDI.

2013/07/09: Events in Kelowna. Overnight at s15 (\$160.46). Claimed BLDI.

2013/07/10: Events in Kelowna. Overnight at s15 (\$160.46). Claimed BLDI.

2013/07/11: Taxi hotel – Kelowna airport (\$45.15). WestJet Flight #197 Kelowna – Vic (Sarah Toda's p-card). Claimed BLDI.

s15

s15

s15

C/O 07/11/2013 07:08 AM Alanna

Registered To:

Chin, Ben

s22

s17

TERM ID: E990676

BATCH#: 478
SHIFT#: 004

Sale

INVT: 000025805

MCARD
Application Label: MasterCard
AID: A000000041010
TVR:00 00 00 00
TSI:FA 00Chip
SE0H: 478001601006

s17, s22

Total: CAD\$ 481.38

APPROVED 100841
001-00

11-Jul-13

07:08:41

CUSTOMER COPY

s15

s15

Room # 330-A

Conf # s22
Arrival 07/08/13
Departure 07/11/13Room Type QOV-2 QUEEN
Guests 1 / 0Payment Visa/Master
Acct s17, s22

| Posting | Oper | AcctCo | Description | From | Reference | Amount |
|----------|--------|--------|------------------------|------|-----------|-----------|
| 07/08/13 | ROEL | RC | ROOM CHRG REVENUE | | | \$142.00 |
| 07/08/13 | ROEL | GST | GOODS AND SERVICES TAX | | | \$7.10 |
| 07/08/13 | ROEL | PST | PROVINCIAL SALES TAX | | | \$11.36 |
| 07/09/13 | ROEL | RC | ROOM CHRG REVENUE | | | \$142.00 |
| 07/09/13 | ROEL | GST | GOODS AND SERVICES TAX | | | \$7.10 |
| 07/09/13 | ROEL | PST | PROVINCIAL SALES TAX | | | \$11.36 |
| 07/10/13 | ROEL | RC | ROOM CHRG REVENUE | | | \$142.00 |
| 07/10/13 | ROEL | GST | GOODS AND SERVICES TAX | | | \$7.10 |
| 07/10/13 | ROEL | PST | PROVINCIAL SALES TAX | | | \$11.36 |
| 07/11/13 | Alanna | MAST | PAYMENT MASTERCAD | | | \$481.38- |

| | |
|-------------|--------|
| Balance Due | \$0.00 |
|-------------|--------|

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT

OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

s15

Signature

Toda, Sarah PREM:EX

From: reservation@harbourair.com
Sent: Friday, August 2, 2013 11:48 AM
To: Toda, Sarah PREM:EX
Subject: Reservations for Ben Chin



Service : Always to a higher level

YVR Shuttle Delays

IMPORTANT NOTICE REGARDING VANCOUVER TERMINAL LOCATION ACCESS

VHFC Terminal Fee Update Link FAQ's Link Maximum Luggage Update

Please bring a copy of this confirmation with you to check in. Photo ID will be required at the time of check in

Flight Details

Please review the following reservation(s) and the additional comments regarding your booking(s):

| | | |
|----------------------|---------|-----------------------|
| Customer Information | HAS # | s22 |
| | Name | Ben Chin |
| | Company | Office Of The Premier |

Booking #6085280

Ben Chin
WCA #330A
Monday, July 08, 2013
Departs Victoria Harbour, 09:00 AM
Arrives Vancouver Harbour, 09:35 AM
1 Passenger(s)
35 minutes

| | |
|----------------------------------|----------|
| Sked WCA 300 : VHFC Terminal Fee | \$9.50 |
| Sked WCA 300 : Web Fare- | \$161.19 |
| Sked WCA 300 : Carbon Offset | \$0.50 |
| Sked WCA 300 : Fuel Surcharge | \$5.00 |
| + Goods and Services Tax | \$8.82 |

KK - Confirmed

| | |
|---------|----------|
| Billing | \$176.19 |
| Taxes | \$8.82 |

» [Add to your Outlook Calendar](#)

| | |
|--------------------|-----------------|
| Grand Total | \$185.01 |
|--------------------|-----------------|

| | |
|-----------------------|----------|
| Master Card : Payment | \$185.01 |
|-----------------------|----------|

| | |
|-------------|---------------------------|
| Date / Time | July 8, 2013 @ 8:31:40 AM |
|-------------|---------------------------|

| | |
|---------|-----|
| Summary | s17 |
|---------|-----|

| | |
|------------|-----------|
| Expiration | 01 / 2017 |
|------------|-----------|

| | |
|---------------|--------|
| Authorization | 113139 |
|---------------|--------|

To access the Terms and Conditions for the SuperSaver fares and Web fares, please click [here](#).

Please note: If you would like to take advantage of the Supersaver fares and Web fares, they are only available by booking online - reservations made or changed at the Terminals or through the Reservations Centre will be subject to regular fares.

BAGGAGE RESTRICTIONS

Vancouver to/from Victoria, Nanaimo, Comox, Sechelt and the Gulf Islands: 25 pounds

Nanaimo to/from Sechelt: 25 pounds

South Terminal (YVR) to/from Victoria and Nanaimo: 50 pounds

South Terminal (YVR) to/from Sechelt: 25 pounds

1. Check in time is 25 minutes prior to flight time.
2. Unclaimed seats can be sold 15 minutes prior to flight time.
3. A no show fee of 100% will be charged 15 minutes prior to flight departure on unclaimed seats; any return portion will be automatically cancelled.
4. On all scheduled service flights: for group bookings of 4 or more, partial or whole cancellations made within 24 hours prior to departure will be subject to a 50% cancellation fee.
5. On scheduled service flights to and from Comox, Sechelt and the Gulf Islands (Saltspring Island, Pender Island and Maple Bay): partial or whole cancellations made within 1 hour prior to departure will be subject to a \$20 cancellation fee.
6. The passenger(s) reserved on the flight(s) is/are not an Unaccompanied Minor.
7. Luggage restriction of 25 pounds per person, unless stated otherwise.
 1. **Maximum Weight per bag is 50lbs.**
8. Gulf Island (Saltspring Island, Pender Island, and Maple Bay) flights may have up to three stops; therefore, flight times are approximate.
 1. **For more accurate Gulf Islands departure times please contact our Reservations Department 30 minutes prior to your flight departure time at 1.800.665.0212.**
9. Waitlisted flights and tours are confirmed when the contact person receives the call; voicemails do not guarantee the seat(s). Please contact our reservations department at your earliest convenience.
10. On all scenic and packaged tours: partial or whole cancellations made within 24 hours prior to departure will be subject to a 100% cancellation fee.

Harbour Air Seaplanes is proud to offer complimentary shuttle service! Available from our South Vancouver (YVR) location to the Main Terminal/YVR (drop-off only). In addition, shuttle service (drop-off only) is provided in downtown Victoria and Vancouver, which has a set route. Please ask our customer service associates at the terminals if you require this service.

TERMINAL LOCATIONS

Vancouver Harbour (CXH): #1 Burrard Landing, 1055 Canada Place, Vancouver, BC

South Vancouver Terminal (YVR): 4760 Inglis Drive, Richmond, BC

Victoria Harbour (YWH): 950 Wharf Street, Victoria, BC

Nanaimo Harbour (ZNA): Unit 1A - 90 Front Street, Nanaimo, BC

Sechelt Terminal (YHS): #1 5764 Wharf Road, Porpoise Bay, Sechelt, BC

Comox (YQQ): 1805 Beaufort Avenue, Comox, BC

Whistler (GLK): 8069 Nicklaus North Boulevard, Whistler, BC

Reservations Toll Free: 1-800-665-0212

Jervis Inlet Inquiries: 604-885-8770

Toda, Sarah PREM:EX

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines
[noreply@itinerary.westjet.com]
Sent: Sunday, July 7, 2013 9:12 PM
To: Toda, Sarah PREM:EX
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight. This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: s22
Main contact: Mr Benjamin Chin
E-mail: Ben.chin@gov.bc.ca
Phone Number: s17

For more information on flying with WestJet, including baggage fees, please visit Travel Info

Guest

Mr. Benjamin Chin Flight Vancouver (YVR)-Kelowna (YLW)
WestJet FF
Ticket Number s22
Seat YVR-YLW: 8D

Air Itinerary Details

| | | | |
|---------|----------------------------|----------------------------|-----------------|
| WS460 | Vancouver, CA | Kelowna, CA | Fare type: Flex |
| WestJet | Mon, 08 Jul 2013, 12:15 PM | Mon, 08 Jul 2013, 01:07 PM | Non-stop |

Fare Breakdown

| Guest Type | Base Fare per guest | Air transportation charges per guest | Taxes, fees and charges per guest | Total Fare per guest | Number of guests | Total Fare |
|------------|---------------------|--------------------------------------|-----------------------------------|----------------------|------------------|---------------------------|
| adult | CAD 152.00 | CAD 12.00 | CAD 20.93 | CAD 184.93 | x 1 | CAD 184.93 |
| | | | | | | Total airfare: CAD 184.93 |

Tax Details

| Rate Code | Description | Amount |
|-----------|---------------------------------------|--------------------------|
| XG | Goods and Services Tax (GST) | CAD 8.81 |
| CA | Air Travellers Security Charge (ATSC) | CAD 7.12 |
| SQ | Airport Improvement Fee (AIF) | CAD 5.00 |
| | | Total airfare: CAD 20.93 |

Fare family benefits

YVR-YLW: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

Total

Charged to MASTERCARD

CAD 5.25

Charged to MASTERCARD

s17

CAD 184.93

Total

CAD 190.18

Important Information

Thank you for choosing WestJet

QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our [airlines partners](#); it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our [code-share baggage](#) info page.
- [Positive identification](#) is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - [Fares, taxes and fees](#) (For change/cancel guidelines, [baggage fees](#), [service fees](#) and other [taxes and fees](#))
 - [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
 - [Seat selection](#) (How it works, changing your seat and more)
 - [Inflight services](#) (Buy on board, [up! magazine](#) and more)
 - [Inflight entertainment](#) for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon offsets](#).
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our [contact us](#) page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

[Important Legal Notice](#)[Terms and Conditions](#)**Contact Information**

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Total

Charged to MASTERCARD

CAD 5.25

Charged to MASTERCARD

s17

CAD 184.93

Total

CAD 190.18

Important Information

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QST # 1202807956TQ0001 GST # 866112535

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- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
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- For detailed information on your flight visit:
 - [Fares, taxes and fees](#) (For [change/cancel guidelines](#), [baggage fees](#), [service fees](#) and other [taxes and fees](#))
 - [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
 - [Seat selection](#) (How it works, changing your seat and more)
 - [Inflight services](#) (Buy on board, [upl magazine](#) and more)
 - [Inflight entertainment](#) for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon offsets](#).
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[Important Legal Notice](#)[Terms and Conditions](#)**Contact Information**

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.

Toda, Sarah PREM:EX

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines
[noreply@itinerary.westjet.com]
Sent: Sunday, July 7, 2013 9:18 PM
To: Toda, Sarah PREM:EX
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight. This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: s22

Main contact: Mr Benjamin Chin
E-mail: Ben.chin@gov.bc.ca
Phone Number: s17

For more information on flying with WestJet, including baggage fees, please visit Travel Info

Guest

Mr. Benjamin Chin Flight Kelowna (YLW)-Victoria (YYJ)
WestJet FF
Ticket Number s22
Seat YLW-YYJ: 6F

Air Itinerary Details

| | | | |
|------------------|-------------------------------------------|--------------------------------------------|-----------------------------|
| WS197 WestJet | Kelowna, CA Thu, 11 Jul 2013, 06:00 PM | Victoria, CA Thu, 11 Jul 2013, 06:56 PM | Fare type: Flex Non-stop |
|------------------|-------------------------------------------|--------------------------------------------|-----------------------------|

Fare Breakdown

| Guest Type | Base Fare per guest | Air transportation charges per guest | Taxes, fees and charges per guest | Total Fare per guest | Number of guests | Total Fare |
|------------|------------------------|-----------------------------------------|--------------------------------------|-------------------------|---------------------|---------------------------|
| adult | CAD 142.00 | CAD 12.00 | CAD 30.93 | CAD 184.93 | x 1 | CAD 184.93 |
| | | | | | | Total airfare: CAD 184.93 |

Tax Details

| Rate Code | Description | Amount |
|-----------|---------------------------------------|--------------------------|
| XG | Goods and Services Tax (GST) | CAD 8.81 |
| CA | Air Travellers Security Charge (ATSC) | CAD 7.12 |
| SQ | Airport Improvement Fee (AIF) | CAD 15.00 |
| | | Total airfare: CAD 30.93 |

Fare family benefits

YLW-YYJ: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

July 8th

PVO-YVR

MACLURE'S CABS
1275 W 75TH AVE VANCOUVER BC
65TH 12145858
604-831-1111

id:0000023652871937
H:0000355

A PURCHASE

abel: Visa Credit

00000000031010

0000000000

181 F800

Op Id:1050

Card

s17, s22

00 APPROVED AD
THANK YOU

AMOUNT \$14.30
\$5.14

AL

Signature required

H: 05863 204184118

I: 045017

19609E63C892FF0

2012/07/08 Time: 10:41:48

*ABW 050

THANK YOU FOR STAYING AT MACLURE'S
APPRECIATE YOUR BUSINESS

CUSTOMER COPY

July 11th

Hotel - YLW

CHECKMATE CABS
1988 WINDSOR RD
KELOWNA, BC

Term ID: 05656792

Purchase

s17, s22

MASTERCARD

Entry No

Amount: \$ 45.10

Tip: \$ 6.77

Total: \$ 51.92

11/07/11

15:48:14

Seq #: 0010170210

Appr Code: 184814

Resp Code: 01/027

MasterCard

A0000000041010

22 AB 6C 49 4B 94 4C 7C

00 00 00 00 00

E8 00

55 25 2F 30 A1 B2 BC

APPROVED

Thank You

Customer Copy

IMPORTANT

cards



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Ben Chin
Prepared By: Sarah Toda
Purpose of Travel: Business Travel
SMARTTEC Confirmation Number: s17

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# |
|------------|------------------------|------------------|-------------------|----------|---------|---------|
| NR | | | | | | |
| 2013/07/08 | Airplane - Float Plane | Victoria Harbour | Vancouver Harbour | 99.0 | 21.1 | 330 |
| 2013/07/08 | Car/Taxi - Gasoline | Vancouver | Vancouver Airport | 15.3 | 3.8 | |
| 2013/07/08 | Airplane | Vancouver Intl | Kelowna | 287.0 | 63.0 | 460 |

Return Trip

| Date | Travel Mode | From | To | Distance | CO2e kg | Flight# |
|------------|---------------------|---------|---------------|----------|---------|---------|
| NR | | | | | | |
| 2013/07/11 | Car/Taxi - Gasoline | Kelowna | Kelowna | 26.0 | 6.4 | |
| 2013/07/11 | Airplane | Kelowna | Victoria Intl | 327.0 | 71.7 | 197 |

Accommodations

| Date | Accommodation Provider | Address | Nights | CO2e kg |
|------------|------------------------|---------------------------|--------|---------|
| NR | | | | |
| 2013/07/08 | s15 | 2402 Hwy 97 North Kelowna | 3 | 37.9 |

Total CO2 Equivalent Emissions: NR

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.

FS14DEXEKL614



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E115447

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 Chin, Ben | | Employee ID s22 s22 | | Phone Number (250) 387-1715 | |
| Client Organization Office of the Premier | | Job Title Director of Communications | | Travel Group Code 2 | |
| 5. Date Completed 2013/06/25 | | 6. Fiscal Year 2014 | | 7. Special Cheque Issue | |
| 12. Mailing Address for Cheque | | 14. Reason for Travel Business Travel | | 8. Cheque Stub Information Headquarters Premier's Office | |
| 16. Travel Dates 2013 | | 17. Places Travelled Destination Start End | | 18. Personal Vehicle Use Km Cost | |
| | | | | 19. Other Transport Costs Claim Cost | |
| | | | | 20. & 21. Meals Lodging Costs Cost Describe | |

NR

| | | | | | | | |
|-------|---------------------|------|---------|------|-----|-------|--------|
| 06/13 | WVA Vic-Van-Kelowna | 0830 | 08/2300 | 0.00 | LDI | 36.50 | 159.85 |
| 06/14 | WVA Kelowna-Vic-Van | 0700 | 1930 | 0.00 | BLJ | 30.00 | |

NR

| | | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------|----------|-------------|-------------------|------------------------|-----|-----|-------------|
| TOTALS OF COLUMNS | | | | 36. | 37. | 38. | 39. | 40. | Claim Total |
| 48. Client Code | 49. Resp. | 50. Service Line | 51. STOB | 52. Project | 45. Supplier Code | Amount | | | |
| 004 | 36410 | 36200 | 5702 | 3600000 | | NR | | | |
| 004 | ↓ | ↓ | 5701 | 3600000 | | | | | |
| 004 | | | 5705 | 3600000 | s22 | | | | |
| Less Travel Advance | | | | | | | | | |
| 004 | | | | | | | | | |
| | | | | | | 54. NR | | | |
| 45. Employee Signature (See Audit Trail) | | | | | | AMOUNT DUE TO EMPLOYEE | | | |
| - 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) | | | | | | Print Name | | | |
| - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies. | | | | | | Date Signed | | | |
| 57. Payment Authority Signature (See Audit Trail) | | | | | | Print Name | | | |
| - Requisition for payment pursuant to section 32 of the Financial Administration Act. | | | | | | Date Signed | | | |

FIN 10 (EFI-F0012 v2.6.1)

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

JULY 17/13

Audit Trail for Travel Voucher (Restricted Use) E115447 for Chin, Ben

5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|----------------------------------------------------|---------------------------------|----------|---------------------------------------------|
| 2013/06/25 09:38:36 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/06/25 09:44:34 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Saved | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/06/25 11:37:03 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Chin, Ben Ben.Chin@gov.bc.ca | Notified | Chin, Ben Ben.Chin@gov.bc.ca |
| 2013/06/25 12:43:52 | Chin, Ben s15 Ben.Chin@gov.bc.ca | | Approved | Leamy, Michelle Michelle.Leamy@gov.bc.ca |
| 2013/06/27 10:06:59 | Leamy, Michelle s15 Michelle.Leamy@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Ben Chin Travel Voucher E115447

s15

s15

NR s15

2013/06/13: HA Flight #504 Vic-YVR (paid with Air Bucks). WestJet flight #460 Van-Kelowna (paid on Tamara Davidson's BTA). Overnight at s15 (\$159.85). Claimed LDI.

2013/06/14: WestJet Flight #197 Kelowna-Vic (paid on Sarah Toda's p-card). Claimed BLI.

s15

NR

Notes for Travel Voucher (Restricted Use) E115447 for Chln, Ben

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------------|---------------------------|
| 2013/06/25 09:44:34 | Toda, Sarah s15 Sarah.Toda@gov.bc.ca | Notes attached separately |

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HARBOR AIR SEAPLANES ADDRESS NO. 10

Reservations System

Booking Review

Please review the selected booking below.

To Return to your bookings press Back below

To Cancel this booking press Cancel below

To Change this booking press Change below

| | | | |
|------------------------------------------------|-----|----------------------------------|-----------------------------------|
| Booking | s22 | Sked 500 : Carbon Offset | \$0.50 |
| Sarah Toda | | Sked 500 : Fuel Surcharge | \$5.00 |
| Flight #504 | | Sked 500 : Web Fare- | \$120.21 |
| Thursday, June 13, 2013 | | | |
| Departs Victoria Harbour, 09:10 AM | | | |
| Arrives South Vancouver (YVR), 09:40 AM | | | |
| 1 Passenger(s) | | Billing | \$125.71 |
| 30 minutes | | Taxes | \$0.00 |
| KK - Confirmed | | <u>Grand Total</u> | <u>\$125.71</u> |
| Passenger List: | | | |
| ■ Ben Chin | | Harbour Air Bucks | \$125.71 |
| » Add to your Outlook Calendar | | Date / Time | June 13, 2013 @ 8:26:02 AM |
| <input type="button" value="Cancel"/> | | Summary | s22 |
| | | Service | Harbour Air Bucks |
| | | Ticket | s22 |

Toda, Sarah PREM:EX

From: Davidson, Tamara PREM:EX
Sent: Wednesday, June 12, 2013 3:41 PM
To: Toda, Sarah PREM:EX
Subject: FW: Reservation Confirmation

FYI – Ben's flt for Thurs

From: noreply@itinerary.westjet.com [mailto:noreply@itinerary.westjet.com]
Sent: Wednesday, June 12, 2013 9:18 AM
To: Davidson, Tamara PREM:EX
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight. This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is s22

Main contact: Ms Christina Clark
E-mail: tamara.davidson@gov.bc.ca
Phone Number: 2503562089

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Guest

| | | |
|---------------------|---------------|-------------------------------|
| Ms. Christina Clark | Flight | Vancouver (YVR)-Kelowna (YLW) |
| | Ticket Number | s22 |
| | Seat | YVR-YLW: 12A |
| | NR | s22 |

| | | |
|--------------|---------------|-------------------------------|
| Mr. Ben Chin | Flight | Vancouver (YVR)-Kelowna (YLW) |
| | Ticket Number | s22 |
| | Seat | YVR-YLW: 12C |

Air Itinerary Details

| | | | |
|------------------|---------------------------------------------|-------------------------------------------|-----------------------------|
| WS460 WestJet | Vancouver, CA Thu, 13 Jun 2013, 12:15 PM | Kelowna, CA Thu, 13 Jun 2013, 01:07 PM | Fare type: Flex Non-stop |
|------------------|---------------------------------------------|-------------------------------------------|-----------------------------|

Fare Breakdown

| Guest Type | Base Fare per guest | Air transportation charges per guest | Taxes, fees and charges per guest | Total Fare per guest | Number of guests | Total Fare |
|------------|------------------------|-----------------------------------------|--------------------------------------|-------------------------|---------------------|------------|
| adult | | | NR | | | |
| | | | | | Total airfare | NR |

Tax Details

| Rate Code | Description | Amount |
|-----------|---------------------------------------|--------|
| XG | Goods and Services Tax (GST) | |
| CA | Air Travellers Security Charge (ATSC) | |
| SQ | Airport Improvement Fee (AIF) | |

Page 27
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Total airfare

NR

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

Seats

| | | |
|---------------|----------------------------------------------|--------------------------|
| Exit row seat | WS 460 YVR - YLW Seat 12C Mr Ben Chin | CAD 10.00 + CAD 0.50 Tax |
| | NR | |
| Exit row seat | WS 460 YVR - YLW Seat 12A Ms Christina Clark | CAD 10.00 + CAD 0.50 Tax |
| | | Total Seats: NR |

Total

| | | | |
|-----------------------|-----|-----|----|
| Charged to MASTERCARD | | CAD | NR |
| Charged to MASTERCARD | s17 | CAD | |
| Total | | CAD | NR |

Important Information

Thank you for choosing WestJet
QST # 1202807956TQ0001 GST # 866112535

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- [Positive identification](#) is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - [Fares, taxes and fees](#) (For [change/cancel guidelines](#), [baggage fees](#), [service fees](#) and other [taxes and fees](#))
 - [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
 - [Seat selection](#) (How it works, changing your seat and more)
 - [Inflight services](#) (Buy on board, [up!](#) magazine and more)
 - [Inflight entertainment](#) for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon offsets](#).
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[Important Legal Notice](#)

[Terms and Conditions](#)

Contact Information

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.

s15

Guest Name: Ben Chin

Room #: 442A

Folio#: s17

Group #: 1 pers.

Guests: 2

Clerk: KAYLAK

GST/HST s15

Arrive: 06/13/13

Time: 02:24 PM

Depart: 06/14/13

Time: 08:58 AM

Stat: HIST

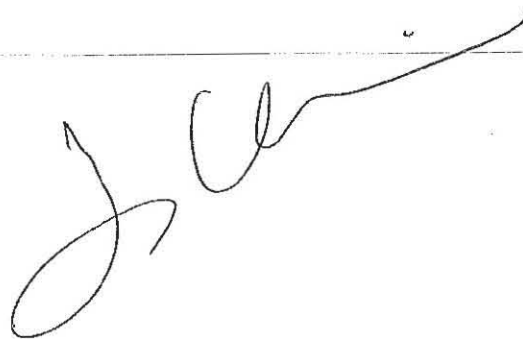
| Date | Description | Reference | Comment | Charges | Credits |
|----------|---------------------|--------------|----------------------|----------|------------|
| 06/13/13 | ROOM CHARGE | 442A | | \$139.00 | |
| 06/13/13 | GST ROOM | 442At | GST ROOM | \$6.95 | |
| 06/13/13 | HOTEL TAX | 442At | HOTEL TAX | \$11.12 | |
| 06/13/13 | DESTINATION MKTG FE | 442At | DESTINATION MKTG FEE | \$2.78 | |
| 06/14/13 | PAY MASTERCARD | Ck Out 08:58 | s17, s22 | | (\$159.85) |

Folio Balance: \$0.00

Guest Signature: _____



Dan Doyle, Chief of Staff



s15

Toda, Sarah PREM:EX

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines
[noreply@itinerary.westjet.com]
Sent: Thursday, June 13, 2013 8:58 AM
To: Toda, Sarah PREM:EX
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary.
Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight.
This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is s22
Main contact: Mr Ben Chin
E-mail: sarah.toda@gov.bc.ca
Phone Number: 2503871715

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Guest

| | | |
|--------------|---------------|------------------------------|
| Mr. Ben Chin | Flight | Kelowna (YLW)-Victoria (YYJ) |
| | Ticket Number | s22 |
| | Seat | YLW-YYJ: 13D |
| | NR | s22 |

Air Itinerary Details

| | | | |
|---------|----------------------------|----------------------------|-----------------|
| WS197 | Kelowna, CA | Victoria, CA | Fare type: Flex |
| WestJet | Fri, 14 Jun 2013, 06:00 PM | Fri, 14 Jun 2013, 06:56 PM | Non-stop |

Fare Breakdown

| Guest Type | Base Fare per guest | Air transportation charges per guest | Taxes, fees and charges per guest | Total Fare per guest | Number of guests | Total Fare |
|------------|---------------------|--------------------------------------|-----------------------------------|----------------------|------------------|-----------------------|
| adult | | | NR | | | |
| | | | | | | Total airfare: CAD NR |

Tax Details

| Rate Code | Description | Amount |
|-----------|---------------------------------------|----------------|
| XG | Goods and Services Tax (GST) | |
| CA | Air Travellers Security Charge (ATSC) | |
| SQ | Airport Improvement Fee (AIF) | NR |
| | | Total airfare: |

Fare family benefits

YLW-YYJ: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners

Total

Charged to MASTERCARD

CAD NR

Charged to MASTERCARD

s17

CAD NR

Total

CAD

Important Information

Thank you for choosing WestJet

QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our airlines partners; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our code-share baggage info page.
- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - Fares, taxes and fees (For change/cancel guidelines, baggage fees, service fees and other taxes and fees)
 - Baggage allowances (Carry-on, checked, sporting goods, restricted items)
 - Seat selection (How it works, changing your seat and more)
 - Inflight services (Buy on board, up! magazine and more)
 - Inflight entertainment for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the purchase of carbon offsets.
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our contact us page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

Important Legal NoticeTerms and Conditions**Contact Information**

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Ben Chin
Prepared By: Sarah Toda
Purpose of Travel: Business Travel

SMARTTEC Confirmation Number: s17

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# |
|------------|------------------------|------------------|----------------|----------|---------|---------|
| | | | NR | | | |
| 2013/06/13 | Airplane - Float Plane | Victoria Harbour | Vancouver Intl | 86.0 | 18.3 | 504 |
| 2013/06/13 | Airplane | / Vancouver Intl | Kelowna | 287.0 | 63.0 | 460 |
| | | | NR | | | |

Return Trip

| Date | Travel Mode | From | To | Distance | CO2e kg | Flight# |
|------------|-------------|---------|---------------|----------|---------|---------|
| | | | NR | | | |
| 2013/06/14 | Airplane | Kelowna | Victoria Intl | 327.0 | 71.7 | 197 |
| | | | NR | | | |

Accommodations

| Date | Accommodation Provider | Address | Nights | CO2e kg |
|------------|------------------------|---------|--------|---------|
| | | NR | | |
| 2013/06/13 | s15 | Kelowna | 1 | 12.6 |
| | | NR | | |

Total CO2 Equivalent Emissions: NR

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.



Control No.

E116896

| | | |
|----------------------------|--------------------|--------------------------|
| Name | Employee ID | Phone Number |
| Clark, Christy | s22 | (604) 775-1600 |
| Client Organization | Job Title | Travel Group Code |
| Office of the Premier | Premier | 4 |

12. Mailing Address for Cheque
740 - 999 Canada Place Vancouver, BC V6C 3E1

NR

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Ministry Spending Authority ARCS 1240-2
Ministry Payment Authority ARCS 1050-0

Page 33
FIN-2014-00097

Jan 9/14

Audit Trail for Travel Voucher (Restricted Use) E116896 for Clark, Christy

2 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--------------------------------------|-------------------------------------|--------|-------------------------------------|
| 2013/12/12 10:52:48 | Lee. Mav s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/12/12 13:50:09 | Lee. Mav s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E116896 for Clark, Christy

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------|------------------------------------------------|
| 2013/12/12 13:50:09 | Lee. Mav s15 May.Lee@gov.bc.ca | Sept.30.13 - charter to/from Kelowna NR |

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Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Christy Clark
Prepared By: May Lee

Purpose of Travel: Business Sept.30.2013

SMARTTEC Confirmation Number: s17

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# |
|------------|----------------------|----------------|-------------------|----------|---------|---------|
| 2013/09/30 | Truck/SUV - Gasoline | Vancouver | Vancouver Airport | 15.3 | 5.5 | |
| 2013/09/30 | Airplane | Vancouver Intl | Kelowna | 287.0 | 63.0 | |

Return Trip

| Date | Travel Mode | From | To | Distance | CO2e kg | Flight# |
|------------|-------------|---------|----------------|----------|---------|---------|
| 2013/09/30 | Airplane | Kelowna | Vancouver Intl | 287.0 | 63.0 | |

Total CO2 Equivalent Emissions: 131.4 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.



Control No.

E116187

| | | |
|-----------------------|-------------|-------------------|
| Name | Employee ID | Phone Number |
| Clark, Christy | s15 | (604) 775-1600 |
| Client Organization | Job Title | Travel Group Code |
| Office of the Premier | Premier | 4 |

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

| 16. Travel Dates | 17. Places Travelled | | | 18. Personal Vehicle Use | | 19. Other Transport Costs | 20. & 21. Meals | 22. Lodging Costs | 20. & 21. Miscellaneous | |
|------------------------|-------------------------|-------|------|--------------------------------|------|------------------------------------|--------------------|-------------------------|----------------------------|----------|
| | Destination | Start | End | Km | Cost | | Cost | | Cost | Describe |
| 2013 09/11 | Van - Kelowna | 0725 | 2359 | | 0.00 | | 48.50 | 166.75 | | |


[illegible]

| | | | | | | |
|-------------------|-----|-----|-----|-----|-----|-------------|
| TOTALS OF COLUMNS | 36. | 37. | 38. | 39. | 40. | Claim Total |
|-------------------|-----|-----|-----|-----|-----|-------------|

| 48. | 49. | 50. | 51. | 52. | 53. | 54. | 55. |
|-------------|-------|--------------|------|---------|---------------|--------|-----|
| Client Code | Resp. | Service Line | STOB | Project | Supplier Code | Amount | |
| 004 | 36A10 | 36200 | 5702 | 3600000 | | | |
| 004 | 36A10 | 36200 | 5701 | 3600000 | | | NR |
| 004 | | | | | | | |
| 004 | | | | | | | |

[illegible]

| | | | |
|------------------------|--|-----|----|
| AMOUNT DUE TO EMPLOYEE | | 54. | NR |
|------------------------|--|-----|----|

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <p>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.</p> | <p>Print Name </p> | <p>Date Signed Oct. 7, 2013 ✓</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|------------------------------------------------|

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------|
| 56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies. | Print Name Mackellie Veams | Date Signed Oct 9/13 V |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------|

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------|
| 57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act. | Print Name <u> </u> | Date Signed <u> </u> |
|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------|

Oct 15/13

Audit Trail for Travel Voucher (Restricted Use) E116187 for Clark, Christy

5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--------------------------------------|-------------------------------------|--------|-------------------------------------|
| 2013/10/03 16:54:45 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/10/07 11:18:13 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/10/07 11:53:29 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/10/07 11:55:38 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/10/07 11:57:20 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E116187 for Clark, Christy

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2013/10/07 11:53:29 | Lee, May s15 May.Lee@gov.bc.ca | Sept.11- Van - Kel on AC charged on BTA. Accommodations charged on personal MC. No return claimed. NR Sept.27.13 - to/from Kel on AC charged on BTA. |

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Lee, May PREM:EX

From: Air Canada [confirmation@aircanada.ca]
Sent: Tuesday, August 20, 2013 3:43 PM
To: Davidson, Tamara PREM:EX
Subject: Air Canada - 11-Sep: Vancouver - Kelowna (booking ref: s22 seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

AIR CANADA Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

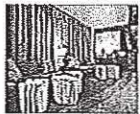
Scan this
barcode to
check in at
Air Canada
check in kios

s22

Hotels in Kelowna

From (per night)

\$119 CAD



Sandman Hotel & Suites Kelowna:

★★★★☆

From (per night)

\$82 CAD



Days Inn Kelowna:

★★★★☆

From (per night)

\$90 CAD



Okanagan Seasons Resort:

★★★★☆

Why book your hotel stay at
aircanada.com?

- Lowest price guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com


More Hotel Offers


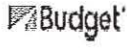
Hotels provided by WWTMS.



SAVE on car rentals, shows, activities and more.

Go to My Travel Planner

 **Want travel insurance?** Protect yourself and your family against unforeseen circumstances.

 **Need a car in Kelowna?** Great rates and additional Aeroplan Miles. **AVIS** 

Booking Information

Booking Reference:

s22

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Hon Christina Clark
tamara.davidson@gov.bc.ca
Mobile: s17
Work: 1-250-3562089

Online Services

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and
Departures
1-888-422-7533

5712 min
BFA

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

| Flight | From | To | Stops | Duration | Aircraft | Fare Type | Mea |
|---------------------|---------------------------------------------------------------------------|-------------------------------------------|-------|----------|----------|-----------|-----|
| AC8398 ¹ | Vancouver, Vancouver Int'l (YVR) Wed 11-Sep 2013 08:35 - Terminal M | Kelowna (YLW) Wed 11-Sep 2013 09:25 | 0 | 0hr50 | CRJ | Tango, E | |

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

| | | | |
|----------------------------------------------------------|----------------|-------------------|------|
| 1: Hon Christina Clark : Adult (16+), Ticket Number: s22 | | | |
| Air Canada - Aeroplan | s22 | Meal Preference : | None |
| Payment Card: | s17 | Special Needs: | None |
| Seat Selection: | AC8398 3D Paid | | |
| | | s22 | |
| | NR | | |
| | s17 | | |

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Tango

Surcharges

Taxes, Fees and Charges

Canada Airport Improvement Fee

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Air Travellers Security Charge (ATSC)

Total airfare and taxes before options (per passenger)

NR

Options

Departing Flight - Tango

* Advance Seat Selection

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Total airfare, taxes and options (per passenger)

Number of passengers

Travel Insurance (declined)

Grand Total - Canadian dollars

Payment Information

Credit/Debit Card s17 Amount paid: NR

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada:

NR

Air Canada:

Ticket number(s):


s22

NR

Lee, May PREM:EX

From: Air Canada [confirmation@aircanada.ca]
Sent: Tuesday, August 20, 2013 3:43 PM
To: Davidson, Tamara PREM:EX
Subject: Air Canada - 11-Sep: Vancouver - Kelowna (booking ref: s22 - seat selected)

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

AIR CANADA 

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

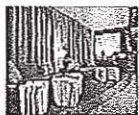
Scan this
barcode to
check in at an
Air Canada
check in kiosk

s22

Hotels in Kelowna

From (per night)

\$119 CAD



Sandman Hotel &
Suites Kelowna:

★★★★☆

From (per night)

\$82 CAD



Days Inn Kelowna:

★★★★☆

From (per night)

\$90 CAD



Okanagan Seasons
Resort:


★★★★☆

Why book your hotel stay at
aircanada.com?

- Lowest price guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com


More Hotel Offers


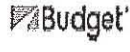
Hotels provided by WWTMS.



SAVE on car rentals, shows,
activities and more.

Go to My Travel Planner

 **Want travel insurance?** Protect yourself and your family against unforeseen circumstances.

 **Need a car in Kelowna?** Great rates and additional Aeroplan Miles. **AVIS** 

Booking Information

Booking Reference: s22

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Hon Christina Clark

tamara.davidson@gov.bc.ca

Mobile

s17

Work: 1-250-3562089

Online Services

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and
Departures

1-888-422-7533

5712 MIN
BTH

Fare Rules

Departing Flight Vancouver (YVR) To Kelowna (YLW) - Tango

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
 - **Same-day standby** is not permitted.
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.

Please read important information and notices regarding Air Canada's general conditions of carriage.

Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation page for important information on identification required for travel.

Baggage Policy

Carry-on baggage | Checked baggage

Check-in and boarding times



Reduce your carbon footprint!
Offset now | Learn more

s15

Guest Name: Christy Clark
 Office of the Premier
 Po Box 9041, Stn Provincial Go
 Victoria, BC V8W 9E1 CN

Room #: 419

Folio#:

Group #:

s17

Guests: 1

Clerk:

GST/HST

s15

Arrive: 09/11/13

Time: 12:02 PM

Depart: 09/12/13

Time: 10:04:32

Stat: FOL

| Date | Description | Reference | Comment | Charges | Credits |
|----------|---------------------|-----------|----------------------|----------|------------|
| 09/11/13 | ROOM CHARGE | 419 | | \$145.00 | |
| 09/11/13 | GST ROOM | 419t | GST ROOM | \$7.25 | |
| 09/11/13 | HOTEL TAX | 419t | HOTEL TAX | \$11.60 | |
| 09/11/13 | DESTINATION MKTG FE | 419t | DESTINATION MKTG FEE | \$2.90 | |
| 09/12/13 | PAY MASTERCARD | s17, s22 | s17, s22 | | (\$166.75) |

Folio Balance:

\$0.00

Guest Signature: _____

s15



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Christy Clark
Prepared By: May Lee
Purpose of Travel: Business Sept.11.13
SMARTTEC Confirmation Number: s17

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# |
|------------|----------------------|----------------|-------------------|----------|---------|---------|
| 2013/09/11 | Truck/SUV - Gasoline | Vancouver | Vancouver Airport | 15.3 | 5.5 | |
| 2013/09/11 | Airplane | Vancouver Intl | Kelowna | 287.0 | 63.0 | |
| 2013/09/11 | Truck/SUV - Gasoline | Kelowna | Kelowna | 30.0 | 10.7 | |

Accommodations

| Date | Accommodation Provider | Address | Nights | CO2e kg |
|------------|------------------------|---------|--------|---------|
| 2013/09/11 | s15 | Kelowna | 1 | 12.6 |

Total CO2 Equivalent Emissions: 91.8 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.

FS14DEXEKL6.3D



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E115881

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 Clark, Christy | | Employee ID s15 | | Phone Number (604) 775-1600 | |
| Client Organization Office of the Premier | | Job Title Premier | | Travel Group Code 4 | |
| 5. Date Completed 2013/08/27 | | 6. Fiscal Year 2014 | | 7. Special Cheque Issue | |
| Type of Travel In Province | | 14. Reason for Travel Business | | 8. Cheque Stub Information Headquarters Vancouver | |
| 12. Mailing Address for Cheque 740 - 999 Canada Place Vancouver, BC V6C 3E1 | | | | | |
| 16. Travel Dates 2013 | 17. Places Travelled Destination Start End | | 18. Personal Vehicle Use Km Cost | 19. Other Transport Costs | 20. & 21. Meals Cost |
| | | | | | 22. Lodging Costs |
| | | | | | 20. & 21. Miscellaneous Cost Describe |
| 07/29 - 08/01 Van - Kelowna - Van | | | 1020 | NR | 1913 |
| | | | | 0.00 | NR |
| TOTALS OF COLUMNS | | | 36. | 37. | 38. |
| | | | | | |
| 48. Client Code 004 004 004 004 | 49. Resp. 36A10 36A10 ↓ | 50. Service Line 36200 36200 ↓ | 51. STOB 5701 5702 5750 | 52. Project 3600000 3600000 36MTECA | 45. Supplier Code s22 |
| Less Travel Advance 004 | | | 54. NR | | |
| | | | 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 <i>Christy Clark</i> | | 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 <i>Nichelle Leung</i> | | Date Signed Sept 12/13 |
| 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)

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

19/13

Audit Trail for Travel Voucher (Restricted Use) E115881 for Clark, Christy

3 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--------------------------------------|-------------------------------------|--------|-------------------------------------|
| 2013/08/27 13:25:04 | Lee. Mav s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/08/27 13:31:08 | Lee. Mav s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/08/27 13:34:41 | Lee. Mav s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E115881 for Clark, Christy

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------|------------------------------------------------------------------|
| 2013/08/27 13:34:41 | Lee, May s15 May.Lee@gov.bc.ca | NR Jul.29.13 - to / from Kelowna via AC charged to BTA |

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AVIS **Budget**

Booking Information

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Booking Reference: s22 Electronic Ticketing confirmed. This is your official itinerary/receipt. Main Contact: Hon Christina Clark tamara.davidson@gov.bc.ca Mobile: s17 Work: 1-250-3562089 Online Services <u>Manage</u> my booking online (view/change my booking; select seats*). <u>Select Seats</u> <u>Maple Leaf Lounge Meal Vouchers On My Way</u> <u>Alert me</u> of flight status changes directly to my mobile phone or email. <u>Flight Arrivals & Departures</u> - check online if my flight is on time. <u>Check-in online</u> and print my boarding pass. * Can my booking be changed online? | Customer Care Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|

Flight Itinerary

| Flight | From | To | Stops | Duration | Aircraft | Fare Type | Meal |
|---------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|-------|----------|----------|-----------|------|
| AC8412 ¹ | Vancouver, Vancouver Int'l (YVR) Mon 29-Jul 2013 11:25 - Terminal M | Kelowna (YLW) Mon 29-Jul 2013 12:25 | 0 | 1hr00 | DH3 | Flex, H | |
| AC8421 ¹ | Kelowna (YLW) Mon 29-Jul 2013 18:15 | Vancouver, Vancouver Int'l (YVR) Mon 29-Jul 2013 19:13 - Terminal M | 0 | 0hr58 | DH3 | Tango, E | |

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

| | | |
|-------------------------------------------------------------|------------------------------------------------------------------|-------------------------------|
| 1: Hon Christina Clark : Adult (16+), Ticket Number: | | s22 |
| Air Canada - | s22 | Meal Preference : None |
| Aeroplan : | | |
| Payment Card: | s17 | Special Needs: None |
| Seat Selection: | AC8412 1D (Preferred) , AC8421 1D (Preferred) Paid | |
| | s22 | |
| | s17 | NR |

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

Return Flight - Tango

Surcharges

Taxes, Fees and Charges

Canada Airport Improvement Fee

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Air Travellers Security Charge (ATSC)

Total airfare and taxes before options (per passenger)

Options

NR

Departing Flight - Flex

Return Flight - Tango

*Advance Seat Selection (Preferred)

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Total airfare, taxes and options (per passenger)

Number of passengers

Travel Insurance (declined)

Grand Total - Canadian dollars

Payment Information

Credit/Debit Card

s17

Amount paid: NR

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada:

Air Canada:

Air Canada:

NR

Ticket number(s):

s22

NR

Fare Rules

Departing Flight Vancouver (YVR) To Kelowna (YLW) - **Flex**

• **Changes:**

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

• **Cancellations:**

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any

- residual amount will be forfeited.
- Customers who **no-show** their flight will forfeit the fare paid.
- Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will cancel your ticket and provide a full refund without penalty up to 24 hours after purchase.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Return Flight Kelowna (YLW) To Vancouver (YVR) - Tango

- Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
 - Same-day standby** is not permitted.
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- Cancellations:**
 - Tickets are **non-refundable and non-transferable**.
 - Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will cancel your ticket and provide a full refund without penalty up to 24 hours after purchase.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (not qualifying for Altitude Status) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the [Travel documentation](#) page for important information on identification required for travel.

Baggage Policy

[Carry-on baggage](#) | [Checked baggage](#)

[Check-in and boarding times](#)



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Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Christy Clark
Prepared By: May Lee

Purpose of Travel: Business Jul.29.13

SMARTTEC Confirmation Number: s17

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# |
|------------|----------------------|----------------|-------------------|----------|---------|---------|
| 2013/07/29 | Truck/SUV - Gasoline | Vancouver | Vancouver Airport | 15.3 | 5.5 | |
| 2013/07/29 | Airplane | Vancouver Intl | Kelowna | 287.0 | 63.0 | |

Return Trip

| Date | Travel Mode | From | To | Distance | CO2e kg | Flight# |
|------------|----------------------|-------------------|----------------|----------|---------|---------|
| 2013/07/29 | Airplane | Kelowna | Vancouver Intl | 287.0 | 63.0 | |
| 2013/07/29 | Truck/SUV - Gasoline | Vancouver Airport | Vancouver | 15.3 | 5.5 | |

Total CO2 Equivalent Emissions: 136.9 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.

FS14DEXE KIG17



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E115587

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 Clark, Christy Client Organization Office of the Premier | Employee ID s22 s22 Job Title Premier | Phone Number (604) 775-1600 Travel Group Code 4 |
|------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------|

| | | | |
|---------------------------------|------------------------|-------------------------|----------------------------|
| 5. Date Completed 2013/07/11 | 6. Fiscal Year 2014 | 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
740 - 999 Canada Place Vancouver, BC V6C 3E1

| 16. Travel Dates | 17. Places Travelled | 18. Personal Vehicle Use | 19. Other Transport Costs | 20. & 21. Meals | 22. Lodging Costs | 20. & 21. Miscellaneous |
|------------------|---------------------------|--------------------------|---------------------------|-----------------|-------------------|-------------------------|
| 2013 | Destination Start End | Km Cost | | Cost | Cost | Cost Describe |
| 06/13 | Van - Kelowna | 1045 2359 | 0.00 | 48.50 | | |
| 06/14 | Kelowna - Van | 0700 2145 | 0.00 | 61.00 | | |

NR

NR

| | | | | | |
|-------------------|-----|-----|-----|-----|-------------|
| 36. | 37. | 38. | 39. | 40. | Claim Total |
| TOTALS OF COLUMNS | | | | | NR |

| 48. Client Code | 49. Resp. | 50. Service Line | 51. STOB | 52. Project | 45. Supplier Code | Amount |
|-----------------|-----------|------------------|----------|-------------|-------------------|--------|
| 004 | 36A10 | 36200 | 5701 | 3600000 | | |
| 004 | 36A10 | 36200 | 5702 | 3600000 | | |
| 004 | 36A10 | 36200 | 5705 | 3600000 | | |

| | | | | | | |
|----------------------------|--|--|--|--|--|----|
| Less Travel Advance 004 | | | | | | NR |
|----------------------------|--|--|--|--|--|----|

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 <i>Christy Clark</i> | Date Signed 07/15/13 |
| 56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies. | Print Name <i>Michael Longman</i> | Date Signed July 22/13 |
| 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)

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

July 26/13

Audit Trail for Travel Voucher (Restricted Use) E115587 for Clark, Christy

2 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--------------------------------------|-------------------------------------|--------|-------------------------------------|
| 2013/07/11 11:10:22 | Lee, May s15 May.Lee@gov.bc.ca | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |
| 2013/07/11 15:22:05 | Lee, May (IDIRMAYLEE) s15 | Clark, Christy May.Lee@gov.bc.ca | Saved | Clark, Christy May.Lee@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E115587 for Clark, Christy

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------|-------------------------------------------------------------------------------|
| 2013/07/11 15:22:05 | Lee, Mav s15 May.Lee@gov.bc.ca | NR Jun.13 - Jun.14 - accommodations and transportation on BTA NR |

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Lee, May PREM:EX

From: Air Canada [confirmation@aircanada.ca]
Sent: Tuesday, September 10, 2013 12:37 PM
To: Davidson, Tamara PREM:EX
Subject: Air Canada - 27-Sep: Vancouver - Penticton... (booking ref: MSXJIE) - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

AIR CANADA 

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

[Scan this barcode to check in at any Air Canada check in kiosk.](#)

s22

Hotels in Penticton

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AVIS  **Budget**

Booking Information

Booking Reference: NR

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Hon Christina Clark
tamara.davidson@gov.bc.ca
Mobile: s17
Work: 1-250-3562089

Online Services

[Manage](#) my booking online (view/change my booking; select seats*).

[Select Seats](#)

[Maple Leaf Lounge](#) | [Meal Vouchers](#) | [On My Way](#)

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and
Departures
1-888-422-7533

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

| Flight | From | To | Stops | Duration | Aircraft | Fare Type | Meal |
|---------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|-------|----------|----------|-----------|------|
| AC8352 ¹ | Vancouver, Vancouver Int'l (YVR) Fri 27-Sep 2013 11:20 - Terminal M | Penticton (YYF) Fri 27-Sep 2013 12:12 | 0 | 0hr52 | DH3 | Tango, E | |
| AC8421 ¹ | Kelowna (YLW) Fri 27-Sep 2013 18:15 | Vancouver, Vancouver Int'l (YVR) Fri 27-Sep 2013 19:15 - Terminal M | 0 | 1hr00 | DH3 | Tango, E | |

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

| | | | |
|-------------------------------------------------------------|---------------------------------|-------------------|------|
| 1: Hon Christina Clark : Adult (16+), Ticket Number: | | s22 | |
| Air Canada - Aeroplan | s22 | Meal Preference : | None |
| Payment Card: | s17 | Special Needs: | None |
| Seat Selection: | AC8352 2C Paid , AC8421 2D Paid | | |

NR

Purchase Summary

Fare Summary

Passenger Type

Air Transportation Charges

Flight 1 - Airfare (Tango)

Flight 2 - Airfare (Tango)

Surcharges

Taxes, Fees and Charges

Canada Airport Improvement Fee

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Air Travellers Security Charge (ATSC)

Total airfare and taxes before options (per passenger)

NR

Options

✳ Flight 1: Advance Seat Selection

✳ Flight 2: Advance Seat Selection

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

Total airfare, taxes and options (per passenger)

Number of passengers

Travel Insurance (declined)

Grand Total - Canadian dollars

Payment Information

Credit/Debit Card s17 - Amount paid: NR

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada:

Air Canada: NR

Ticket number(s):

s22

NR

Fare Rules

Flight 1: Vancouver (YVR) To Penticton (YYF) - **Tango**

Flight 2: Kelowna (YLW) To Vancouver (YVR) - **Tango**

• Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
- **Same-day standby** is not permitted.
- Flights can only be used in sequence from the place of departure specified on the Itinerary.

• Cancellations:

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
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Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation page for important information on identification required for travel.

Baggage Policy

Carry-on baggage | Checked baggage

Check-in and boarding times



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