CANADA-CANADIAN DOLLARS

BRITISH COLUMBIA
The Best Place on Earth

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

PAGE 1 OF 2

1. MINISTRY AND BATCH NO.	2. CONTROL NO.
P5162EXECAM19	TRA-CLA

3. CLIENT	4. MIN. ABBREV	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHEQUE ISSUE	8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
004	PREM	2015 12 08	2016	04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only) 1 2 3 4
s.22		CLARK, CHRISTY		4 ✓

13. MAILING ADDRESS FOR CHEQUE: #740-999 CANADA PLACE, VANCOUVER B.C.

14. POSTAL CODE: V6C 3E1

15. REASON FOR TRAVEL:

16. EMPLOYEE OCCUPATION: PREMIER

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM (Depart / Arrive)	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY/COSTS	21. B L D	22. MEALS: ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	TOTAL DAILY COSTS
26.	BROUGHT FORWARD FROM PREVIOUS PAGE				310.97	921.40	139.96		27. $ 1,372.33
11/28	VANCOUVER-MONTREAL AC#150 (09:10-16:45)		BTA			by flight			28.
11/28	MONTREAL-PARIS AC#870 (20:10-08:45+1)		BTA						29.
	Personal flight Paris-London								30.
12/04	LONDON-VANCOUVER AC#855 (14:25-16:00)		BTA						31.
						(921.40)		Transferred to Andrew Wilkinson travel voucher TRA-WIL	32. (921.40)
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40. 310.97	41. 921.40	42. 139.96	THIS TOTAL MUST EQUAL TOTAL IN BOX Y 450.93	X CLAIM TOTALS $1,372.33

43. PORTAL TO PORTAL DISTANCE | 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER | 45. TOTAL DISTANCE TO DATE

46. EMPLOYEE SIGNATURE: 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 — Christy Clark

HEADQUARTERS (CITY NAME): VANCOUVER

WORK PHONE NO.: 604-775-1600

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
	s.22	004	36A10	36200	5706	3600000	450.93 $1,372.33
						THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL 450.93 $1,372.33
LESS TRAVEL ADVANCE	53. RECEIVED					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE: 54. 450.93 $1,372.33

55. EXPENSE AUTHORITY SIGNATURE: CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES — Michelle Lorenz

PRINT NAME: Michelle Lorenz

DATE SIGNED YYYY MM DD: 2016 01 05

56. PROCESSING CLERK INITIAL: CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

Cm 16.01.11

FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/pk) ORIGINAL: MINISTRY COPY: EMPLOYEE

FRANCE - EURO DOLLARS

BRITISH COLUMBIA
The Best Place on Earth

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

PAGE ____ OF ____

1. MINISTRY AND BATCH NO.	2. CONTROL NO.

3. CLIENT	4. MIN. ABBREV	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHEQUE ISSUE	0 4	8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 36 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only) ☐ 1 ☐ 2 ☐ 3 ☐ 4
		CLARK, CHRISTY		

13. MAILING ADDRESS FOR CHEQUE	14. POSTAL CODE

15. REASON FOR TRAVEL	16. EMPLOYEE OCCUPATION

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM (Depart / Arrive)	19. PERSONAL VEHICLE USE DISTANCE X KM RATE ____ (KM / $)	20. BUS/TAXI/ AIR/FERRY/ COSTS	21. B L D ✓✓✓	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) 24. COST	25. DESCRIPTION	TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE ➔									27. $
M D 11/29	PARIS			✓✓	86.65	322.30	33.65	↑	28. 442.60
11/30				✓✓✓	112.15	342.30	33.65	INCIDENTALS	29. 488.10
12/01	PARIS - LONDON			✓	25.50		33.65	↓	30. 59.15
									31.
					224.30	664.60	100.95		32. 989.85
					$310.97	921.40	139.96	X 1.3864	33. $1,372.33
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40. 310.97	41. 921.40	42. 139.96	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS $1,372.33

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	➔	45. TOTAL DISTANCE TO DATE

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Christy Clark	VANCOUVER	604-775-1600

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
						THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL 1372.33
LESS TRAVEL ADVANCE	53.					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE ➤ 54. CARRIED FWD TO PG. 1

RECEIVED JAN 8 - 2016 ... SERVICES DIVISION

55. EXPENSE AUTHORITY SIGNATURE CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES	PRINT NAME	DATE SIGNED YYYY MM DD
S A		

56. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT	

FIN 10 Rev. 2007/2/28 OPC 7530951006 (100/pk) ORIGINAL: MINISTRY COPY: EMPLOYEE

AIR CANADA

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.22

Name: Ms Christina S. Clark

E-mail LISA.HOLOWACH@AIRCANADA.CA
Form of payment: CC CAXXXXXXXXXXXX s.17,s.22

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC150	Vancouver (YVR) Sat 28-Nov 2015 09:10 - TERMINAL M -MAIN	Montreal Trudeau (YUL) Sat 28-Nov 2015 16:45	333	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL) Sat 28-Nov 2015 20:10	Paris, Charles De Gaulle (CDG) Sun 29-Nov 2015 08:45 - TERMINAL 2A	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC855	London Heathrow (GB) (LHR) Fri 04-Dec 2015 14:25 - TERMINAL 2	Vancouver (YVR) Fri 04-Dec 2015 16:00 - TERMINAL M -MAIN	77W	Business (Z)	Confirmed
Seat number(s) requested: s.2					

Passenger Information

AIR CANADA

Passenger 1

Name: **Ms Christina** S. **Clark** Ticket number: s.22

FIM Ticket number(s):

Purchase Summary

Passenger: 1 Ticket number s.22

Date of issue	24-Nov 2015
Fare Amount in Canadian dollars:	3,953.00
(Including navigational & other charges)	
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.00
Combined Taxes *see fare calculation below (XT)	705.45
Total Fare in Canadian dollars:	4,685.36

Ticket particularities:
-REFUNDABLE--BG AC
**Fare calculation:*
YVR AC X/YMQ AC PAR Q11.31 1173.50/-LON AC YVR Q11.31 1787.04
NUC2983.16END ROE1.325090
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional terms and conditions related to seat selection

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

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

s.15

Miss Christy Clark

Roomnumber	:	s.22	Address	:	
Arrival	:	29/11/2015	Zip Code / City	:	
Departure	:	01/12/2015	Country	:	CANADA
Ad. / Chld.	:	1 / 0	A/R Number	:	
Cashier	:	Ines			
Rate	:	322,3 Euros	Company	:	Expedia

Paris, The 01/12/2015
Time : 07:27:24

Invoicenumber : s.22

Invoice

Page: 1 de 2

Date	Qt	Description	P.U. HT	TVA	P.U. TTC	Débit	Credit
29/11/2015	1	Hébergement	290,00 €	TVA 10%	319,00 €	319,00 €	0,00 €
29/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
29/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
s.22							
30/11/2015	1	Hébergement	308,18 €	TVA 10%	339,00 €	339,00 €	0,00 €
30/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
30/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
s.22					s.22		
01/12/2015	1	Mastercard	s.22				

Total
Open Balance

JAN 6 - 2016

Guest Signature :___

CARTE BANCAIRE EMV

A0000000041010
MasterCard
LE 01/12/15 A 07:28:34
s.15
4231947 75018760100018
30004
XXXXXXXXXX s.22
906AAC8912ECED68
002 000002 101 C @
MONTANT :
s.22
DEBIT

TICKET CLIENT
A CONSERVER

s.15

					Miss Christy Clark
Roomnumber	: s.22	Address	:		
Arrival	: 29/11/2015	Zip Code / City	:		
Departure	: 01/12/2015	Country	:	CANADA	
Ad. / Chld.	: 1 / 0	A/R Number	:		
Cashier	: Ines				
Rate	: 322,3 Euros	Company	:	Expedia	

Paris, The 01/12/2015
Time : 07:27:24

Invoicenumber : s.22

Invoice

Page: 2 de 2

Date	Qt	Description	P.U. HT	TVA	P.U. TTC	Débit	Credit

This folio includes the following VAT figures:

VAT Description	Net	Tax	Gross
No No Tax Linked Link -	s.22	0,00 EUR	s.22
A - TVA 10%		63,45 EUR	

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JAN 6 - 2016
... SERVICES DIVISION
F.S.A.

s.15

PLEASE NOTE:

ANDREW IVES PAID PCC'S HOTEL INVOICE ON HIS CARD.

IF WE COULD PLEASE ENSURE THAT THE TOTAL OF: $921.40 BE PAID OUT TO ANDREW IVES INSTEAD OF PCC. IT WOULD BE MUCH APPRECIATED. PLEASE SEE BOTH ANDREW'S AND PCC'S FOLIOS W/ RECEIPTS SHOWING BOTH WERE PAID ON ANDREW'S CARD (ENDING IN s.22 .

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS.

-INA

PER DIEM RATES- PARIS, FRANCE NOV 28-DEC 1, 2015

	Paris, France
CURRENCY	Euro (EUR)
PER DIEM	112.15
INCIDENTALS	33.65
TOTAL	145.80

AMOUNTS TO BE DEDUCTED FROM ABOVE FOR MEALS NOT TAKEN OR MEALS PROVIDED AT PUBLIC EXPENSE: * = Reasonable and justifiable expenses. Receipts required

	Paris
BREAKFAST	25.50
LUNCH	37.45
DINNER	49.20

Note: The maximum hotel rates that are listed (to be used as a guideline):

LOCATION	AMOUNT
Paris	$337.00 USD

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JAN 6 - 2016
CORPORATE SERVICES DIVISION
FSA

OUT-OF-CANADA GUIDELINES

Travel Out of Canada
The Ministry of Finance processes all out-of-Canada travel expenses. Information regarding travel to various locations around the world (e.g., passport requirements, embassy listings, etc.) is available on the U.S. Government Foreign Affairs site (Welcome to Travel.State.Gov). Out-of-Canada travel pre-approval is required by the Office of the Premier. Ministers' offices must contact MOSS, Ministry of Finance to obtain the foreign per diem allowances for each country prior to the trip. If private accommodation or personal vehicle use allowances will be claimed the rates must be requested prior to the trip.

Allowable Expenses - original receipts are required
Ministers and ministers' staff travelling outside Canada can claim reimbursement for reasonable expenses incurred which relate directly to foreign travel as follows:

- Car rental insurance (e.g., personal accident insurance and collision damage waiver).
  Note: CDW is automatically provided when an employee uses their Corporate Travel Card to pay for the rental vehicle so the employee should decline the CDW offered by the rental company
- visa(s) and passport(s)
- inoculation(s)
- Traveller's cheques (attach proof of purchase and claim in the "Miscellaneous" column of the travel voucher). American Express Corporate Travel Card holders can obtain no-fee travellers cheques at any American Express office and various banking institutions
- bottled water
- preventative medication (e.g., malaria tablets)
- Premiums for additional medical insurance to provide coverage equivalent to that available under the B.C. Medical Plan in B.C. If you travel outside the province on business, it is recommended you purchase additional medical coverage, as the existing coverage through MSA will only cover the equivalent of the B.C. rates. For instance, the rate in B.C. for a hospital room is

OANDA

Historical Exchange Rates

Daily BID rates @ +/- 2% (Typical ATM rate)

DATE: Nov 28, 2015 › Dec 1, 2015
INTERBANK: +/- 2% (Typical ATM rate)
PRICE: Bid
VALUES: Rate
FREQUENCY: Daily

	EUR / CAD
Period Average	1.3864
Period High	1.3871
Period Low	1.3856
Dec 1, 2015	1.3858
Nov 30, 2015	1.3856
Nov 29, 2015	1.3871
Nov 28, 2015	1.3871

› **www.oanda.com/currency/historical-rates/**

Where green ideas work.

SMARTTEC Travel Confirmation

Traveller:	Christy Clark
Prepared By:	Ina Gjoka
Purpose of Travel:	Business Travel

SMARTTEC Confirmation Number: s.17 s.22

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#
2015/11/28	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	AC150
2015/11/28	Airplane	Montreal Intl	Paris, CDG	5,506.0	612.0	AC870

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/04	Airplane	London, Heathrow	Vancouver Intl	7,574.0	841.9	AC855

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/11/28	s.15	Paris	2	25.2

Total CO2 Equivalent Emissions: 1,888.4 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.

CANADA CANADIAN DOLLAR

BRITISH COLUMBIA
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TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

PAGE 1 OF 2

1. MINISTRY AND BATCH NO.	2. CONTROL NO.
[illegible] 19	TRA-[illegible]

3. CLIENT	4. MIN. ABBREV	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHEQUE ISSUE	8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES, 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
004	PREM	2015 12 08	2016	04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only) 1 2 3 4
s.22		IVES, ANDREW		3 ✓

13. MAILING ADDRESS FOR CHEQUE: #740 - 999 CANADA PLACE, VANCOUVER B.C.

14. POSTAL CODE: V6C 3E1

15. REASON FOR TRAVEL:

16. EMPLOYEE OCCUPATION: EXECUTIVE ASSISTANT TO THE PREMIER.

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM Depart Arrive	19. PERSONAL VEHICLE USE DISTANCE X KM RATE (KM)	19. ($)	20. BUS/TAXI/ AIR/FERRY/ COSTS	21. B L D	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. DESCRIPTION (MISCELLANEOUS: CAR RENTAL, PHONE, ATM FEES, ETC.)	TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE						310.97	921.40	93.30		27. 1,325.67
M D 11 28	VANCOUVER - MONTREAL AC#150 [illegible] - 15:45			BTA						28.
11 28	MONTREAL - PARIS AC#870 20:10 - 18:45			BTA						29.
										30.
12 01	PARIS - MONTREAL AC#871 [illegible]			BTA						31.
12 01	MONTREAL - VANCOUVER AC#195 [illegible] - 20:32			BTA						32.
							921.40		See notes and	33. 921.40
									copy of claims Hotel for Premier	34.
										35.
										36.
										37.
TOTALS OF COLUMNS			38.	39.		40. 310.97	41. 921.40	42. 93.30	THIS TOTAL MUST EQUAL TOTAL IN BOX Y 2247.07	X CLAIM TOTALS $1,325.67

43. PORTAL TO PORTAL DISTANCE | 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER | 45. TOTAL DISTANCE TO DATE

46. EMPLOYEE SIGNATURE — 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.

HEADQUARTERS (CITY NAME): VANCOUVER.

WORK PHONE NO.: 604-775-1600

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
	s.22	004	36A10	35200	5706	3500000	1325.67 ~~$1,325.67~~
[illegible]	12 [illegible] 299	↓	↓	↓	↓	↓	921.40
						THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL $1,325.67 2247.07
LESS TRAVEL ADVANCE	53. JAN 6 - 2016					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE — 54. 2247.07 ~~$1,325.67~~

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.

PRINT NAME: Michelle Leamy

DATE SIGNED YYYY MM DD: 2016 01 05

56. PROCESSING CLERK INITIAL — CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

2016 . 01 . 11

FRANCE - EURO DOLLAR.

BRITISH COLUMBIA
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TRAVEL VOUCHER

PAGE 2 OF 2

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

1. MINISTRY AND BATCH NO.
2. CONTROL NO.

3. CLIENT | 4. MIN. ABBREV | 5. DATE COMPLETED YYYY MM DD | 6. FISCAL YEAR | 7. SPECIAL CHEQUE ISSUE 0 4 | 8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

9. EMPLOYEE I.D. | 10. EMPLOYEE SUPPLIER NO. | 11. EMPLOYEE SURNAME: IVES, ANDREW | INITIALS | 12. EMPLOYEE GROUP NO. (✓ one only) ☐1 ☐2 ☐3 ☐4

13. MAILING ADDRESS FOR CHEQUE | 14. POSTAL CODE

15. REASON FOR TRAVEL | 16. EMPLOYEE OCCUPATION

17. DATE OF TRAVEL (M D)	18. PLACES TRAVELLED TO / FROM (Depart / Arrive)	19. PERSONAL VEHICLE USE DISTANCE X KM RATE (KM)	$	20. BUS/TAXI/ AIR/FERRY/ COSTS $	21. B L D	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO. $	23. ACCOMMODATION COSTS (TO POLICY LIMIT) $	24. COST $ (MISCELLANEOUS)	25. DESCRIPTION (CAR RENTAL, PHONE, ATM FEES, ETC.)	TOTAL DAILY COSTS $
26.	BROUGHT FORWARD FROM PREVIOUS PAGE ➔									27.
11/29	PARIS				✓✓	86.65	322.30	33.65	INCIDENTALS	28. 442.60
11/30					✓✓✓	112.15	342.30			29. 454.45
12/01	PARIS - MONTREAL AC 0871 13:35 14:40			BTA	✓	25.50		33.65	INCIDENTALS	30. 59.15
										31.
						224.30	664.60	67.30		32. 956.20
						$310.97	921.40	93.30	X 1.3864	33. $1,325.67
										34.
										35.
										36.
										37.
	TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS $1,325.67

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HEADQUARTERS (CITY NAME): VANCOUVER | WORK PHONE NO.: 604-775-1606

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
						THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL
LESS TRAVEL ADVANCE	53.					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE ➤ 54. CARRIED FWD TO PG 1

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE *FINANCIAL ADMINISTRATION ACT* AND RELATED POLICIES.

JAN 6 - 2016

PRINT NAME | DATE SIGNED YYYY MM DD

56. PROCESSING CLERK INITIAL
CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

CORPORATE SERVICES DIVISION
FSA

FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/pk) ORIGINAL: MINISTRY COPY: EMPLOYEE

Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Andrew Ives
Prepared By: Ina Gjoka

Purpose of Travel: Business Travel

SMARTTEC Confirmation Number: s.17 s.22

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#
2015/11/28	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	AC150
2015/11/28	Airplane	Montreal Intl	Paris, CDG	5,506.0	612.0	AC870

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/01	Airplane	Paris, CDG	Montreal Intl	5,508.0	612.3	AC871
2015/12/01	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	AC195

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/11/29	s.15	Paris	2	25.2

Total CO2 Equivalent Emissions: 2,067.9 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.

OANDA

Historical Exchange Rates

Daily **BID** rates @ +/- 2% (Typical ATM rate)

DATE: Nov 28, 2015 › Dec 1, 2015
INTERBANK: +/- 2% (Typical ATM rate)
PRICE: Bid
VALUES: Rate
FREQUENCY: Daily

	EUR / CAD
Period Average	1.3864
Period High	1.3871
Period Low	1.3856
Dec 1, 2015	1.3858
Nov 30, 2015	1.3856
Nov 29, 2015	1.3871
Nov 28, 2015	1.3871

› www.oanda.com/currency/historical-rates/

PER DIEM RATES- PARIS, FRANCE NOV 28-DEC 1, 2015

	Paris, France
CURRENCY	Euro (EUR)
PER DIEM	112.15
INCIDENTALS	33.65
TOTAL	145.80

AMOUNTS TO BE DEDUCTED FROM ABOVE FOR MEALS NOT TAKEN OR MEALS PROVIDED AT PUBLIC EXPENSE: * = Reasonable and justifiable expenses. Receipts required

	Paris
BREAKFAST	25.50
LUNCH	37.45
DINNER	49.20

Note: The maximum hotel rates that are listed (to be used as a guideline):

LOCATION	AMOUNT
Paris	$337.00 USD

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JAN 6 - 2016
CORPORATE SERVICES DIVISION
F S A

OUT-OF-CANADA GUIDELINES

Travel Out of Canada

The Ministry of Finance processes all out-of-Canada travel expenses. Information regarding travel to various locations around the world (e.g., passport requirements, embassy listings, etc.) is available on the U.S. Government Foreign Affairs site (Welcome to Travel.State.Gov). Out-of-Canada travel pre-approval is required by the Office of the Premier. Ministers' offices must contact MOSS, Ministry of Finance to obtain the foreign per diem allowances for each country prior to the trip. If private accommodation or personal vehicle use allowances will be claimed the rates must be requested prior to the trip.

Allowable Expenses - original receipts are required

Ministers and ministers' staff travelling outside Canada can claim reimbursement for reasonable expenses incurred which relate directly to foreign travel as follows:

- Car rental insurance (e.g., personal accident insurance and collision damage waiver). **Note:** CDW is automatically provided when an employee uses their Corporate Travel Card to pay for the rental vehicle so the employee should decline the CDW offered by the rental company
- visa(s) and passport(s)
- inoculation(s)
- Traveller's cheques (attach proof of purchase and claim in the "Miscellaneous" column of the travel voucher). American Express Corporate Travel Card holders can obtain no-fee travellers cheques at any American Express office and various banking institutions
- bottled water
- preventative medication (e.g., malaria tablets)
- Premiums for additional medical insurance to provide coverage equivalent to that available under the B.C. Medical Plan in B.C. If you travel outside the province on business, it is recommended you purchase additional medical coverage, as the existing coverage through MSA will only cover the equivalent of the B.C. rates. For instance, the rate in B.C. for a hospital room is

AIR CANADA

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.22

Name: Mr Andrew s.2 Ives

E-mail LISA.HOLOWACH@AIRCANADA.CA
Form of payment: CC CAXXXXXXXXXXX s.17,s.22

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC150	Vancouver (YVR) Sat 28-Nov 2015 09:10 - TERMINAL M -MAIN	Montreal Trudeau (YUL) Sat 28-Nov 2015 16:45	333	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL) Sat 28-Nov 2015 20:10	Paris, Charles De Gaulle (CDG) Sun 29-Nov 2015 08:45 - TERMINAL 2A	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC871	Paris, Charles De Gaulle (CDG) Tue 01-Dec 2015 13:05 - TERMINAL 2A	Montreal Trudeau (YUL) Tue 01-Dec 2015 14:40	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					

AIR CANADA

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC195	Montreal Trudeau (YUL)	Vancouver (YVR)	333	Business (Z)	Confirmed
	Tue 01-Dec 2015 17:50	Tue 01-Dec 2015 20:32 - TERMINAL M -MAIN			

Seat number(s) requested: s.22

Passenger Information

Passenger 1

Name: **Mr Andrew** s.2 **Ives**

Ticket number: s.22

FIM Ticket number(s):

Purchase Summary

Passenger: 1 Ticket number s.22

Date of issue	20-Nov 2015
Fare Amount in Canadian dollars:	3,140.00
(including navigational & other charges)	
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.00
Combined Taxes *see fare calculation below (XT)	553.14
Total Fare in Canadian dollars:	3,720.05

Ticket particularities:
-REFUNDABLE--BG AC
**Fare calculation:*
YVR AC X/YMQ AC PAR Q11.31 1173.50AC X/YMQ Q11.31AC YVR1173.5
0NUC2369.62END ROE1.325090
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires

JAN 6 - 2016
CORPORATE SERVICES
DIVISION

Roomnumber	: s.22		Address	: s.22
Arrival	: 29/11/2015		Zip Code / City	:
Departure	: 01/12/2015		Country	: CANADA
Ad. / Chld.	: 1 / 0		A/R Number	:
Cashier	: Ines			
Rate	: 322,3 Euros		Company	: Expedia

Mr. Andrew Ives

Paris, The 01/12/2015
Time : 07:25:40

Invoicenumber : s.22

Invoice

Page: 1 de 2

Date	Qt	Description	P.U. HT	TVA	P.U. TTC	Débit	Credit
29/11/2015	1	Hébergement	290,00 €	TVA 10%	319,00 €	319,00 €	0,00 €
s.22							
29/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
29/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
s.22							
30/11/2015	1	Hébergement	308,18 €	TVA 10%	339,00 €	339,00 €	0,00 €
30/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
30/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
01/12/2015	1	Mastercard	s.22				

Total s.22
Ope

RECD
JAN 6 - 2016

CARTE BANCAIRE EMV
A0000000041010
MasterCard
LE 01/12/15 a 07:26:21
s.22
4231947 750182600100016
30004
XXXXXXXXXXXX s.22
65509AAA086B9F72
002 000001 101 C @
MONTANT :
DEBIT s.22
TICKET CLIENT
A CONSERVER

s.15

Mr. Andrew Ives

Roomnumber	: s.22	*Address*	:	s.22
Arrival	: 29/11/2015	*Zip Code / City*	:	
Departure	: 01/12/2015	*Country*	:	*CANADA*
Ad. / Chld.	: 1 / 0	*A/R Number*	:	
Cashier	: Ines			
Rate	: 322,3 Euros	*Company*	:	*Expedia*

Paris, The 01/12/2015
Time : 07:25:40

Invoicenumber : s.22

Invoice

Page: 2 de 2

Date	*Qt*	*Description*	*P.U. HT*	*TVA*	*P.U. TTC*	*Débit*	*Credit*

This folio includes the following VAT figures:

VAT Description	Net	Tax	Gross
No No Tax Linked Link -	s.22	0,00 EUR	s.22
A - TVA 10%		62,45 EUR	
B - TVA 20%		12,67 EUR	

RECEIVED
JAN 6 - 2016

s.15

PLEASE NOTE:

ANDREW IVES PAID PCC'S HOTEL INVOICE ON HIS CARD.

IF WE COULD PLEASE ENSURE THAT THE TOTAL OF: $921.40 BE PAID OUT TO ANDREW IVES INSTEAD OF PCC. IT WOULD BE MUCH APPRECIATED.

PLEASE SEE BOTH ANDREW'S AND PCC'S FOLIOS W/ RECEIPTS SHOWING BOTH WERE PAID ON ANDREW'S CARD (ENDING IN s.22

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS.

- INA

CANADA - CANADIAN DOLLARS

BRITISH COLUMBIA
The Best Place on Earth

TRAVEL VOUCHER

PAGE 1 OF 2

1. MINISTRY AND BATCH NO. | 2. CONTROL NO.

3. CLIENT	4. MIN. ABBREV	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHEQUE ISSUE	8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE-SPACED LINES. 35 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
004	PREM	2015 12 08	2016	04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only) 1 2 3 4
s.22		CLARK, CHRISTY		4 ✓

13. MAILING ADDRESS FOR CHEQUE: #740 - 999 CANADA PLACE, VANCOUVER B.C.

14. POSTAL CODE: V6C 3E1

15. REASON FOR TRAVEL

16. EMPLOYEE OCCUPATION: PREMIER

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM Depart Arrive	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY/COSTS	21. B L D	22. MEALS: ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE ➔				[redacted]	$310.97	$921.40	$139.96	[redacted]	27. $1,372.33
11/28	VANCOUVER - MONTREAL AC#150 (09:10 - 16:45)		BTA						28.
11/28	MONTREAL - PARIS AC#870 (20:10 - 08:45+1)		BTA						29.
									30.
12/04	LONDON - VANCOUVER AC#855 (14:25 - 16:10)		BTA						31.
									32.
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.	[redacted]	40. 310.97	41. 921.40	42. 139.96	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS $1,372.33

43. PORTAL TO PORTAL DISTANCE | 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER | 45. TOTAL DISTANCE TO DATE | [redacted]

46. EMPLOYEE SIGNATURE — 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.

HEADQUARTERS (CITY NAME): VANCOUVER

WORK PHONE NO.: 604-775-1600 [redacted]

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
	s.22	004	36A10	36200	5706	3600000	$1,372.33
	[redacted]					THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL $1,372.33
LESS TRAVEL ADVANCE	53.					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE ➤ 54. $1,372.33

55. EXPENSE AUTHORITY SIGNATURE — CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES | PRINT NAME | DATE SIGNED YYYY MM DD

56. PROCESSING CLERK INITIAL — CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/pk) ORIGINAL: MINISTRY COPY: EMPLOYEE

BRITISH COLUMBIA
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TRAVEL VOUCHER

PAGE 1 OF 2

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 46 - 54. Attach appropriate receipts in order of date.

1. MINISTRY AND BATCH NO.: FSIL-DEC-ECOM 19
2. CONTROL NO.: TRA-CHI151201

3. CLIENT	4. MIN. ABBREV.	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHEQUE ISSUE		8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
004	PREM	2015 12 08	2016		04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only) 1 2 3 4
s.22		CHIN, BEN		2 ✓

13. MAILING ADDRESS FOR CHEQUE: West Annex, Parliament Buildings Victoria BC
14. POSTAL CODE: V8W 9E1

15. REASON FOR TRAVEL:
16. EMPLOYEE OCCUPATION: Executive Director

17. DATE OF TRAVEL (M D)	18. PLACES TRAVELLED TO / FROM Depart Arrive	19. PERSONAL VEHICLE USE DISTANCE X KM RATE (KM / $)	20. BUS/TAXI/ AIR/FERRY/ COSTS $	21. B L D ✓ ✓ ✓	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO. $	23. ACCOMMODATION COSTS (TO POLICY LIMIT) $	24. COST $	25. DESCRIPTION (MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.))	TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE ➔					310.97	921.40	93.30 (52.19)		27. 1,325.67 (1294.56)
11/28	VICTORIA-VANCOUVER AC#8056 (08:00-08:25)		BTA						28.
11/28	VANCOUVER-MONTREAL AC#150 (09:10-16:45)		BTA						29.
11/28	MONTREAL-PARIS AC#870 (20:10-08:45+1)		BTA						30.
									31.
12/01	PARIS-MONTREAL AC#871 (13:05-14:40)		BTA						32.
12/01	MONTREAL-VANCOUVER AC#195 (17:50-20:32)		BTA						33.
12/01	VANCOUVER-VICTORIA AC#8083 (22:30-22:56)		BTA				60.00	PARKING	34. 60.00
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40. 310.97	41. 921.40	42. 153.30 (112.19)	THIS TOTAL MUST EQUAL TOTAL IN BOX Y (1354.56)	X CLAIM TOTALS $1,385.67

43. PORTAL TO PORTAL DISTANCE | 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER | ➔ 45. TOTAL DISTANCE TO DATE

46. EMPLOYEE SIGNATURE — 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 NOR WILL NOT BE REIMBURSED BY ANY OTHER PARTY: [signature]
HEADQUARTERS (CITY NAME): VICTORIA
WORK PHONE NO.: 250-387-1715

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
		004	36A10	36200	5706	3600000	$1,385.67 (1354.56)
						THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y $1,385.67 (1354.56)
LESS TRAVEL ADVANCE	53. RECEIVED					LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE ➤ 54. $1,385.67 (1354.56)

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES: Michelle Carny
PRINT NAME: Michelle Carny
DATE SIGNED YYYY MM DD: 2016 01 05

56. PROCESSING CLERK INITIAL
CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/pk) ORIGINAL: MINISTRY COPY: EMPLOYEE

BRITISH COLUMBIA
The Best Place on Earth

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 47 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

2. CONTROL NO. W

3. CLIENT | 4. MIN. ABBREV. | 5. DATE COMPLETED YYYY MM DD | 6. FISCAL YEAR | 7. SPECIAL CHEQUE ISSUE 0 4 | 8. CHEQUE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

9. EMPLOYEE I.D. | 10. EMPLOYEE SUPPLIER NO. | 11. EMPLOYEE SURNAME: CHIN, BEN | INITIALS | 12. EMPLOYEE GROUP NO. (✓ one only) 1 2 3 4

13. MAILING ADDRESS FOR CHEQUE | 14. POSTAL CODE

15. REASON FOR TRAVEL | 16. EMPLOYEE OCCUPATION

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM Depart / Arrive	19. PERSONAL VEHICLE USE DISTANCE X KM RATE (KM)	($)	20. BUS/TAXI/ AIR/FERRY/ COSTS ($)	21. B L D ✓ ✓ ✓	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO. ($)	23. ACCOMMODATION COSTS (TO POLICY LIMIT) ($)	24. COST ($)	25. DESCRIPTION (MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.))	TOTAL DAILY COSTS ($)
26.	BROUGHT FORWARD FROM PREVIOUS PAGE ➔									27.
M D 11/29	PARIS				✓✓	86.65	322.30	24.43 33.65	INCIDENTALS	28. 442.60
11/30					✓✓✓	112.15	342.30			29. 454.45
12/01	PARIS-MONTREAL AC#871 (13:05-14:40)			BTA	✓	25.50		24.43 33.65	INCIDENTALS	30. 59.15
										31.
						224.30	664.60	48.86 67.30		32. 933.76 956.20
						$ 310.97	921.40	67.19 93.30	X 1.3864	33. 1294.56 $1,325.67
										34.
										35.
										36.
										37.
TOTALS OF COLUMNS		38.		39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y 1294.56	X CLAIM TOTALS $1,325.67

43. PORTAL TO PORTAL DISTANCE | 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER ➔ | 45. TOTAL DISTANCE TO DATE

46. EMPLOYEE SIGNATURE
CERTIFIED THE 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.

HEADQUARTERS (CITY NAME): VICTORIA, BC

WORK PHONE NO.: 250-387-1715

NOTES | 47. SUPPLIER CODE | 48. CLIENT | 49. RESP. CENTRE | 50. SERVICE LINE | 51. STOB | 52. PROJECT | AMOUNT

THIS TOTAL MUST EQUAL TOTAL IN BOX X | Y TOTAL 1294.56

LESS TRAVEL ADVANCE | 53. | LESS ADVANCE AMOUNT | Z | CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE ➤ 54. CARRIED FWD TO PG 1

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES | PRINT NAME | DATE SIGNED YYYY MM DD

RECEIVED JAN 6 - 2016 CORPORATE SERVICES DIVISION FSA

56. PROCESSING CLERK INITIAL
CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/pk) | ORIGINAL: MINISTRY | COPY: EMPLOYEE

Where green ideas work

SMARTTEC Travel Confirmation

Traveller:	Ben Chin
Prepared By:	Ina Gjoka
Purpose of Travel:	Business Travel

SMARTTEC Confirmation Number: s.17 s.22

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#
2015/11/28	Car/Taxi - Gasoline	Victoria	Victoria Airport	s.22	s.22	
2015/11/28	Airplane	Victoria Intl	Vancouver Intl	63.0	9.8	AC8056
2015/11/28	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	AC150
2015/11/28	Airplane	Montreal Intl	Paris, CDG	5,506.0	612.0	AC870

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/01	Airplane	Paris, CDG	Montreal Intl	5,508.0	612.3	AC871
2015/12/01	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	AC195
2015/12/01	Airplane	Vancouver Intl	Victoria Intl	63.0	9.8	AC8083
2015/12/01	Car/Taxi - Gasoline	Victoria Airport	Victoria	s.22		

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/11/29	s.15 Paris	Paris	2	25.2

Total CO2 Equivalent Emissions: 2,099.9 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.

OANDA

Historical Exchange Rates

Daily **BID** rates @ +/- 2% (Typical ATM rate)

DATE: Nov 28, 2015 › Dec 1, 2015
INTERBANK: +/- 2% (Typical ATM rate)
PRICE: Bid
VALUES: Rate
FREQUENCY: Daily

	EUR / CAD
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Period Low	1.3856
Dec 1, 2015	1.3858
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Nov 28, 2015	1.3871

› **www.oanda.com/currency/historical-rates/**

PER DIEM RATES- PARIS, FRANCE NOV 28-DEC 1, 2015

	Paris, France
CURRENCY	Euro (EUR)
PER DIEM	112.15
INCIDENTALS	33.65 22.43
TOTAL	145.80 134.58

Group 3 = 20%

AMOUNTS TO BE DEDUCTED FROM ABOVE FOR MEALS NOT TAKEN OR MEALS PROVIDED AT PUBLIC EXPENSE: * = Reasonable and justifiable expenses. Receipts required

	Paris
BREAKFAST	25.50
LUNCH	37.45
DINNER	49.20

Note: The maximum hotel rates that are listed (to be used as a guideline):

LOCATION	AMOUNT
Paris	$337.00 USD

RECEIVED
JAN 6 - 2016
CORPORATE SERVICES DIVISION
FSA

OUT-OF-CANADA GUIDELINES

Travel Out of Canada

The Ministry of Finance processes all out-of-Canada travel expenses. Information regarding travel to various locations around the world (e.g., passport requirements, embassy listings, etc.) is available on the U.S. Government Foreign Affairs site (Welcome to Travel.State.Gov). Out-of-Canada travel pre-approval is required by the Office of the Premier. Ministers' offices must contact MOSS, Ministry of Finance to obtain the foreign per diem allowances for each country prior to the trip. If private accommodation or personal vehicle use allowances will be claimed the rates must be requested prior to the trip.

Allowable Expenses – original receipts are required

Ministers and ministers' staff travelling outside Canada can claim reimbursement for reasonable expenses incurred which relate directly to foreign travel as follows:

- Car rental insurance (e.g., personal accident insurance and collision damage waiver). Note: CDW is automatically provided when an employee uses their Corporate Travel Card to pay for the rental vehicle so the employee should decline the CDW offered by the rental company
- visa(s) and passport(s)
- inoculation(s)
- Traveller's cheques (attach proof of purchase and claim in the "Miscellaneous" column of the travel voucher). American Express Corporate Travel Card holders can obtain no-fee travellers cheques at any American Express office and various banking institutions
- bottled water
- preventative medication (e.g., malaria tablets)
- Premiums for additional medical insurance to provide coverage equivalent to that available under the B.C. Medical Plan in B.C. If you travel outside the province on business, it is recommended you purchase additional medical coverage, as the existing coverage through MSA will only cover the equivalent of the B.C. rates. For instance, the rate in B.C. for a hospital room is

ctms TRAVEL

AGENT NR/TS BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 288 - 800 HORNBY STREET
VANCOUVER BC V6Z 2C5
ATTN: ANNETTE JORDAN

DATE: NOV 27 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA	28NOV	VICTORIA BC	VANCOUVER BC	0800	0825
AC 8056	SATURDAY	VICTORIA INTL	INTERNATIONAL		
B ECONOMY			TERMINAL M		
				NON STOP	
		RESERVATION CONFIRMED		0:25 DURATION	
		FLIGHT OPERATED BY AIR CANADA EXPRESS - J			
	AIRCRAFT:	DE HAVILLAND DHC-8 SERIES 300			
AIR CANADA	28NOV	VANCOUVER BC	MONTREAL QC	0910	1645
AC 150	SATURDAY	INTERNATIONAL	PIERRE E. TRUD		
B ECONOMY		TERMINAL M			
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		4:35 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			
AIR CANADA	28NOV	MONTREAL QC	PARIS	2010	0845
AC 870	SATURDAY	PIERRE E. TRUD	CHARLES DE GAU		29NOV
B ECONOMY			TERMINAL 2A		
		CONTINENTAL BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		6:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	PARIS	MONTREAL QC	1305	1440
AC 871	TUESDAY	CHARLES DE GAU	PIERRE E. TRUD		
B ECONOMY		TERMINAL 2A			
		MEAL/SNACK		NON STOP	
		RESERVATION CONFIRMED		7:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	MONTREAL QC	VANCOUVER BC	1750	2032
AC 195	TUESDAY	PIERRE E. TRUD	INTERNATIONAL		
B ECONOMY			TERMINAL M		
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		5:42 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			

RECEIVED
JAN 6 - 2016
CORPORATE SERVICES DIVISION

INVOICE NUMBER s.22

ctms
TRAVEL

AGENT NR/TS BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

AIR CANADA	01DEC	VANCOUVER BC	VICTORIA BC	2230	2256
AC 8083	TUESDAY	INTERNATIONAL	VICTORIA INTL		
B ECONOMY		TERMINAL M			

NON STOP
RESERVATION CONFIRMED 0:26 DURATION
FLIGHT OPERATED BY AIR CANADA EXPRESS - J
AIRCRAFT: DE HAVILLAND DHC-8 SERIES 300

HAVE A VERY PLEASANT TRIP
THANK YOU

EXCHANGE TICKET NUMBER s.22 CAD-3180.00

	AIR FARE:CAD	3180.00
	PAID BY MASTERCARD /THANKS CAD	-40.00
SERVICE FEE: 58.00	TOTAL	60.90
TAX DETAILS:	GST/HST: 2.90	
SERVICE FEE DETAILS:		
	S PAID BY MASTERCARD /THANKS	-60.90

ETKT: s.22
SVC:

INVOICE TOTAL CAD 0.00

PAYMENT: CCCA+/CA XXXXXXXXXXXX s.22

RESERVATION NUMBER(S) AC/QAN5BZ

TKT: s.22

THANK YOU FOR BOOKING WITH CTMS
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT
NO SHOW WILL RESULT IN FORFEITURE OF TICKET
****
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867
CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867
PLEASE NOTEADDITIONAL CHARGES WILL APPLY
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.
INVOICE NUMBER 0000287181 2/ 2

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:
HTTPS://BAGS.AMADEUS.COM?R=6IB6BN&N=CHIN

Mr. Benjamin Chin

Roomnumber	: s.22		Address	: s.22
Arrival	: 29/11/2015		Zip Code / City	:
Departure	: 01/12/2015		Country	: CANADA
Ad. / Chld.	: 1 / 0		A/R Number	:
Cashier	: Ines			
Rate	: 322,3 Euros		Company	: Expedia

Paris, The 01/12/2015
Time : 07:31:31

Invoicenumber : s.22

Invoice

Page: 1 de 1

Date	Qt	Description	P.U. HT	TVA	P.U. TTC	Débit	Credit
29/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
29/11/2015	1	Hébergement	290,00 €	TVA 10%	319,00 €	319,00 €	0,00 €
29/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
30/11/2015	1	Hébergement	308,18 €	TVA 10%	339,00 €	339,00 €	0,00 €
30/11/2015	1	Taxe Départementale	0,30 €		0,30 €	0,30 €	0,00 €
30/11/2015	1	Taxe de Séjour	3,00 €		3,00 €	3,00 €	0,00 €
01/12/2015	1	Mastercard	-664,60 €		664,60 €	0,00 €	664,60 €
		Total				664,60 €	664,60 €
		Open Balance				0,00 €	

Guest Signature :

CARTE BANCAIRE EMV
A0000000041010
MasterCard
LE 01/12/15 A 07:32:13
s.22
4231947 75018760100018
30004
XXXXXXXXXXX s.22
3781E12786395D39
002 000003 101 C @
MONTANT :
664,60 EUR
DEBIT
TICKET CLIENT
A CONSERVER

This folio includes the following VAT figures:

VAT Description	Net	
No No Tax Linked Link -	6,60 EUR	1
A - TVA 10%	598,18 EUR	5

s.15

December 1/15

VICTORIA
INTERNATIONAL AIRPORT
LANE:Long Term Exit 1-10

Paid On:2015/12/01 23:14
Ticket#:196394638
Paid:$ 60.00
GST:$ 2.86

CC:MASTERCARD: s.17,s.22
THANK YOU
Transaction: Approved
GST#10456-7276RT001
*********** s.22 Swiped
MASTER CARD
Purchase 15/12/01 23:13:59
Seq# 000039 004
Auth# 021355
APPROVED

RECEIVED
JAN 6 - 2016
CORPORATE SERVICES
DIVISION
F S A

AIR CANADA

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information **Booking reference:** s.22

Name:	**Mr Andrew** s.2 **Ives**
E-mail	**LISA.HOLOWACH@AIRCANADA.CA**
Form of payment:	**CC CAXXXXXXXXXXX** s.22

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC150	Vancouver (YVR) Sat 28-Nov 2015 09:10 - TERMINAL M -MAIN	Montreal Trudeau (YUL) Sat 28-Nov 2015 16:45	333	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL) Sat 28-Nov 2015 20:10	Paris, Charles De Gaulle (CDG) Sun 29-Nov 2015 08:45 - TERMINAL 2A	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC871	Paris, Charles De Gaulle (CDG) Tue 01-Dec 2015 13:05 - TERMINAL 2A	Montreal Trudeau (YUL) Tue 01-Dec 2015 14:40	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					

AIR CANADA

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC195	Montreal Trudeau (YUL)	Vancouver (YVR)	333	Business (Z)	Confirmed
	Tue 01-Dec 2015 17:50	Tue 01-Dec 2015 20:32 - TERMINAL M -MAIN			

Seat number(s) requested: s.22

Passenger Information

Passenger 1

Name: **Mr Andrew** s.22 **Ives**

Ticket number: s.22

FIM Ticket number(s):

Purchase Summary

Passenger: 1 Ticket number s.22

Date of issue	20-Nov 2015
Fare Amount in Canadian dollars:	3,140.00
(including navigational & other charges)	
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.00
Combined Taxes *see fare calculation below (XT)	553.14
Total Fare in Canadian dollars:	3,720.05

Ticket particularities:
-REFUNDABLE--BG AC
Fare calculation:
YVR AC X/YMQ AC PAR Q11.31 1173.50AC X/YMQ Q11.31AC YVR1173.5
0NUC2369.62END ROE1.325090
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

IVES/ANDREW S.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 730 - 999 CANADA PLACE
VANCOUVER BC V6C 3E1
ATTN: ANNETTE JORDAN

DATE: NOV 20 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA	28NOV	VANCOUVER BC	MONTREAL QC	0910	1645
AC 150	SATURDAY	INTERNATIONAL	PIERRE E. TRUD		
B ECONOMY		TERMINAL M			
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		4:35 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			
AIR CANADA	28NOV	MONTREAL QC	PARIS	2010	0845
AC 870	SATURDAY	PIERRE E. TRUD	CHARLES DE GAU		29NOV
B ECONOMY			TERMINAL 2A		
		CONTINENTAL BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		6:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	PARIS	MONTREAL QC	1305	1440
AC 871	TUESDAY	CHARLES DE GAU	PIERRE E. TRUD		
B ECONOMY		TERMINAL 2A			
		MEAL/SNACK		NON STOP	
		RESERVATION CONFIRMED		7:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	MONTREAL QC	VANCOUVER BC	1750	2032
AC 195	TUESDAY	PIERRE E. TRUD	INTERNATIONAL		
B ECONOMY			TERMINAL M		
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		5:42 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			

AIR FARE:CAD	3140.00
TAXES AND AIRLINE IMPOSED FEES:	579.05
GST/HST:	1.00
SERVICE FEE: 58.00 TOTAL CAD	60.90

TAX DETAILS: GST/HST: 2.90

SERVICE FEE DETAILS:

SERVICE FEE / PAID BY MASTER CARD/THANKS CAD	-60.90
PAID BY MASTER CARD/THANKS CAD	-3720.05

INVOICE NUMBER s.22

#6, 8

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

IVES/ANDREW s.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 730 - 999 CANADA PLACE
VANCOUVER BC V6C 3E1
ATTN: ANNETTE JORDAN

DATE: NOV 20 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
			INVOICE TOTAL CAD		0.00

TICKET PAYMENT: CA XXXXXXXXXXXX s.22
SVCFEE PAYMENT: CA XXXXXXXXXXXX

RESERVATION NUMBER(S) s.22

ETKT s.22
SVC:

THANK YOU FOR BOOKING WITH CTMS
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO
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6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT
NO SHOW WILL RESULT IN FORFEITURE OF TICKET
****
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867
CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867
PLEASE NOTEADDITIONAL CHARGES WILL APPLY
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:
HTTPS://BAGS.AMADEUS.COM?R=6IB5IT&N=IVES

INVOICE NUMBER s.22

ctms - Corporate Travel Management Solutions
1600 Steeles Avenue West, Suite 312
Toronto (Concord), Ontario L4K 4M2
P 416 665 CTMS (2867) F 905 738 0867
info.ca@ctmstravel.com www.ctmstravel.com

#7,9

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 288 - 800 HORNBY STREET
VANCOUVER BC V6Z 2C5
ATTN: ANNETTE JORDAN

DATE: NOV 20 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA	28NOV	VANCOUVER BC	MONTREAL QC	0910	1645
AC 150	SATURDAY	INTERNATIONAL	PIERRE E. TRUD		
B ECONOMY		TERMINAL M			
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		4:35 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			
AIR CANADA	28NOV	MONTREAL QC	PARIS	2010	0845
AC 870	SATURDAY	PIERRE E. TRUD	CHARLES DE GAU		29NOV
B ECONOMY			TERMINAL 2A		
		CONTINENTAL BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		6:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	PARIS	MONTREAL QC	1305	1440
AC 871	TUESDAY	CHARLES DE GAU	PIERRE E. TRUD		
B ECONOMY		TERMINAL 2A			
		MEAL/SNACK		NON STOP	
		RESERVATION CONFIRMED		7:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	MONTREAL QC	VANCOUVER BC	1750	2032
AC 195	TUESDAY	PIERRE E. TRUD	INTERNATIONAL		
B ECONOMY			TERMINAL M		
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		5:42 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			

AIR FARE:CAD 3140.00
TAXES AND AIRLINE IMPOSED FEES: 579.05
GST/HST: 1.00
SERVICE FEE: 58.00 TOTAL CAD 60.90
TAX DETAILS: GST/HST: 2.90
SERVICE FEE DETAILS:
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD -60.90
PAID BY MASTER CARD/THANKS CAD -3720.05

INVOICE NUMBER s.22 1/ 2

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 288 - 800 HORNBY STREET
VANCOUVER BC V6Z 2C5
ATTN: ANNETTE JORDAN

DATE: NOV 20 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
			INVOICE TOTAL CAD		0.00

TICKET PAYMENT: CA XXXXXXXXXXXXs.22
SVCFEE PAYMENT: CA XXXXXXXXXXXX

RESERVATION NUMBER(S) s.22

ETKT s.22
SVC:

THANK YOU FOR BOOKING WITH CTMS
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO
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6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT
NO SHOW WILL RESULT IN FORFEITURE OF TICKET
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CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867
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TO EMERGENCY SERVICE CALLS

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CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:
HTTPS://BAGS.AMADEUS.COM?R=6IB6BN&N=CHIN

INVOICE NUMBER s.22

TICO AGTA CONSUMER PROTECTION BC BC Reg #61790
ctms - Corporate Travel Management Solutions
1600 Steeles Avenue West, Suite 312
Toronto (Concord), Ontario L4K 4M2
P 416 665 CTMS (2867) F 905 738 0867
info.ca@ctmstravel.com www.ctmstravel.com
IATA

#10

AIR CANADA

Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.
Veuillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:
Nom du passager: Benjamin Chin

Payment card refunded:
Carte de paiement remboursée: CC-CAXXXXXXXXXXX s.22

Customer Care
Service au client

On the web/Site Web
www.aircanada.com

Air Canada Reservations
Réservations d'Air Canada
1 888 247-2262

Aeroplan Centre
Centre Aéroplan
1 800 361-5373

Amount Refunded / Montant du Remboursement

Seat Selection Base Charge: **Frais de sélection de siège:** **Taxes:**		**26.00**
Canada Goods and Services Tax (GST/HST #10009-2287) / Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)	1.30	
Total Amount Refunded to credit card in Canadian dollars: **Montant total remboursé sur la carte de crédit en dollars canadiens:**		**27.30**

If you are receiving this notice due to a schedule change, please note that you have been assigned a standard seat for your new flight. Please review your itinerary and your new seat assignment. **If you selected a *Preferred seat* for your original flight**, your ***Preferred seat*** charge has been refunded. If you'd like to select a Preferred seat for your new flight, or otherwise change your seat, please contact Air Canada Reservations.

Si vous recevez cet avis en raison d'un changement à l'horaire, veuillez noter qu'une place normale vous a été attribuée pour votre nouveau vol. Veuillez passer en revue votre itinéraire et votre nouvelle attribution de places. **Si vous avez sélectionné une place *Préférence* pour votre vol original**, vos frais de places Préférence vous ont été remboursés. Si vous souhaitez sélectionner une place ***Préférence*** pour votre nouveau vol, ou modifier autrement votre place, veuillez contacter les Réservations d'Air Canada.

12
13

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

CLARK/CHRISTINA S.22 MS

MINISTRY OF INTERNATIONAL TRADE
SUITE 730 - 999 CANADA PLACE
VANCOUVER BC V6C 3E1
ATTN: ANNETTE JORDAN

DATE: NOV 24 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA	28NOV	VANCOUVER BC	MONTREAL QC	0910	1645
AC 150	SATURDAY	INTERNATIONAL	PIERRE E. TRUD		
B ECONOMY		TERMINAL M			
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		4:35 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			
AIR CANADA	28NOV	MONTREAL QC	PARIS	2010	0845
AC 870	SATURDAY	PIERRE E. TRUD	CHARLES DE GAU		29NOV
B ECONOMY			TERMINAL 2A		
		CONTINENTAL BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		6:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	04DEC	LONDON	VANCOUVER BC	1425	1600
AC 855	FRIDAY	HEATHROW	INTERNATIONAL		
B ECONOMY		TERMINAL 2	TERMINAL M		
		MEAL/SNACK		NON STOP	
		RESERVATION CONFIRMED		9:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			

	AIR FARE:CAD	3953.00
	TAXES AND AIRLINE IMPOSED FEES:	731.36
	GST/HST:	1.00
SERVICE FEE: 58.00	TOTAL CAD	60.90
TAX DETAILS:	GST/HST: 2.90	
SERVICE FEE DETAILS:		
	SERVICE FEE / PAID BY MASTER CARD/THANKS CAD	-60.90
	PAID BY MASTER CARD/THANKS CAD	-4685.36
	INVOICE TOTAL CAD	0.00

TICKET PAYMENT: CA XXXXXXXXXXXX s.22
SVCFEE PAYMENT: CA XXXXXXXXXXXX

RESERVATION NUMBER(S) s.22

ETKT: s.22
SVC:

INVOICE NUMBER s.22 1/ 2

ctms TRAVEL

AGENT NR/NR BOOKING REF s.22

CLARK/CHRISTINA s.22 MS

MINISTRY OF INTERNATIONAL TRADE
SUITE 730 - 999 CANADA PLACE
VANCOUVER BC V6C 3E1
ATTN: ANNETTE JORDAN

DATE: NOV 24 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE

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PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.
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NO SHOW WILL RESULT IN FORFEITURE OF TICKET
****
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867
CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867
PLEASE NOTEADDITIONAL CHARGES WILL APPLY
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:
HTTPS://BAGS.AMADEUS.COM?R=6NP8FW&N=CLARK

INVOICE NUMBER s.22

#12

AIR CANADA

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.22

Name: Ms Christina s. Clark

E-mail LISA.HOLOWACH@AIRCANADA.CA
Form of payment: CC CAXXXXXXXXXXXXs.22

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC150	Vancouver (YVR) Sat 28-Nov 2015 09:10 - TERMINAL M -MAIN	Montreal Trudeau (YUL) Sat 28-Nov 2015 16:45	333	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL) Sat 28-Nov 2015 20:10	Paris, Charles De Gaulle (CDG) Sun 29-Nov 2015 08:45 - TERMINAL 2A	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					
AC855	London Heathrow (GB) (LHR) Fri 04-Dec 2015 14:25 - TERMINAL 2	Vancouver (YVR) Fri 04-Dec 2015 16:00 - TERMINAL M -MAIN	77W	Business (Z)	Confirmed
Seat number(s) requested: s.22					

Passenger Information

AIR CANADA

Passenger 1

Name:	**Ms Christina** s.22 **Clark**	Ticket number:	s.22
		FIM Ticket number(s):	

Purchase Summary

Passenger: 1 Ticket number s.22

Date of issue	24-Nov 2015
Fare Amount in Canadian dollars:	3,953.00
(including navigational & other charges)	
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.00
Combined Taxes *see fare calculation below (XT)	705.45
Total Fare in Canadian dollars:	4,685.36

Ticket particularities:
-REFUNDABLE--BG AC
**Fare calculation:*
YVR AC X/YMQ AC PAR Q11.31 1173.50/-LON AC YVR Q11.31 1787.04
NUC2983.16END ROE1.325090
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional terms and conditions related to seat selection

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

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

14115

ctms TRAVEL

AGENT NR/TS BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

MINISTRY OF INTERNATIONAL TRADE
SUITE 288 - 800 HORNBY STREET
VANCOUVER BC V6Z 2C5
ATTN: ANNETTE JORDAN

DATE: NOV 27 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA	28NOV	VICTORIA BC	VANCOUVER BC	0800	0825
AC 8056	SATURDAY	VICTORIA INTL	INTERNATIONAL		
B ECONOMY			TERMINAL M		
				NON STOP	
		RESERVATION CONFIRMED		0:25 DURATION	
		FLIGHT OPERATED BY AIR CANADA EXPRESS - J			
	AIRCRAFT:	DE HAVILLAND DHC-8 SERIES 300			
AIR CANADA	28NOV	VANCOUVER BC	MONTREAL QC	0910	1645
AC 150	SATURDAY	INTERNATIONAL	PIERRE E. TRUD		
B ECONOMY		TERMINAL M			
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		4:35 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			
AIR CANADA	28NOV	MONTREAL QC	PARIS	2010	0845
AC 870	SATURDAY	PIERRE E. TRUD	CHARLES DE GAU		29NOV
B ECONOMY			TERMINAL 2A		
		CONTINENTAL BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		6:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	PARIS	MONTREAL QC	1305	1440
AC 871	TUESDAY	CHARLES DE GAU	PIERRE E. TRUD		
B ECONOMY		TERMINAL 2A			
		MEAL/SNACK		NON STOP	
		RESERVATION CONFIRMED		7:35 DURATION	
	AIRCRAFT:	BOEING 777-300ER			
AIR CANADA	01DEC	MONTREAL QC	VANCOUVER BC	1750	2032
AC 195	TUESDAY	PIERRE E. TRUD	INTERNATIONAL		
B ECONOMY			TERMINAL M		
		FOOD FOR PURCHASE		NON STOP	
		RESERVATION CONFIRMED		5:42 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330-300			

INVOICE NUMBER s.22

ctms
TRAVEL

AGENT NR/TS BOOKING REF s.22

CHIN/BENJAMIN s.22 MR

AIR CANADA	01DEC	VANCOUVER BC	VICTORIA BC	2230	2256
AC 8083	TUESDAY	INTERNATIONAL	VICTORIA INTL		
B ECONOMY		TERMINAL M			

NON STOP
RESERVATION CONFIRMED 0:26 DURATION
FLIGHT OPERATED BY AIR CANADA EXPRESS - J
AIRCRAFT: DE HAVILLAND DHC-8 SERIES 300

HAVE A VERY PLEASANT TRIP
THANK YOU

EXCHANGE TICKET NUMBER s.22 CAD-3180.00

AIR FARE:CAD 3180.00
PAID BY MASTERCARD /THANKS CAD -40.00 — #14
SERVICE FEE: 58.00 TOTAL 60.90
TAX DETAILS: GST/HST: 2.90
SERVICE FEE DETAILS:
S PAID BY MASTERCARD /THANKS -60.90 — #15

ETKT:s.22
SVC:

INVOICE TOTAL CAD 0.00

PAYMENT: CCCA+/CA XXXXXXXXXXs.22

RESERVATION NUMBER(S) s.22

TKT: s.22

THANK YOU FOR BOOKING WITH CTMS
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT
NO SHOW WILL RESULT IN FORFEITURE OF TICKET
****
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867
CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867
PLEASE NOTEADDITIONAL CHARGES WILL APPLY
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.
INVOICE NUMBER s.22 2/ 2

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:
HTTPS://BAGS.AMADEUS.COM?R=6IB6BN&N=CHIN

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