



Where ideas work

Ministry of Finance

INVOICE CODING SHEET

RETURN CHEQUE TO MINISTRY?

(if yes, enter "D")

FOREIGN CURRENCY OR WIRE?

(if yes, enter "\$" or "W")

Link to Invoice Coding Sheet completion instructions.

PAYEE NAME <u>ORCA AIRWAYS LTD</u>					* SUPPLIER # <u>2087823</u>		* SITE <u>001</u>	
CONTRACT/PO # _____		INVOICE DATE <u>21-MAR-2016</u> DD-MMM-YYYY		INVOICE # <u>06878C</u>				
DATE INVOICE RECEIVED <u>13-APR-2016</u> DD-MMM-YYYY		DATE GOODS/ SERVICES REC'D <u>08-APR-2016</u> DD-MMM-YYYY		RECEIPT # _____				
NAME &/OR ADDRESS OVERRIDE:				DESCRIPTION FOR CHEQUE STUB: <i>Charter Flight April 8, 2016</i>				
DATE CHQ/EFT REQ'D (ONLY IF URGENT) _____ DD-MMM-YYYY		GL DATE (if applicable) _____ DD-MMM-YYYY		PAY ALONE? YES ☐				
OFA STOB & ASSET # (if applicable) : _____								

AMOUNT (INCLUDING TAX)	PRE-TAX AMOUNT (EXCLUDING TAX)	PST AMOUNT	GST AMOUNT	TAX CODE PST & GST, GST, PST, GST Travel, Other	CL	RESP	SERVICE LINE	STOB	PROJECT	NAME & SUPPLIER # if STOB 57
3,395.45	<i>592.86</i> 3,233.76	0.00	<i>161.69</i> 161.99	GST	4	36A10	36200	5712	<i>MISAL</i> 3600000	<i>Clark, Christy</i> CHARTER
	<i>592.86</i>									<i>Ivrs, Andrew</i>
	<i>592.86</i>									<i>Smart, Stephen</i>
	<i>592.85</i>								<i>3600000</i>	<i>Surory, Kyle</i>
	<i>592.85</i>							<i>6504</i>		<i>s.15</i>
	<i>269.48</i>							<i>5712</i>		<i>Dwivedi, Anish</i>
3,395.45	TOTAL									

*** EXPENSE AUTHORITY (EA) INFORMATION:**

* MICHELLE LEAMY
EA PRINTED NAME

* BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION:
Note: This is also the line description displayed on GL detail reports.

Michelle Leamy

*** QUALIFIED RECEIVER (QR) CERTIFICATION:**

* STEPHANIE WRAY
QR PRINTED NAME

The goods provided or services delivered have been inspected or reviewed; and the goods or services were properly received and documentation to support the account has been verified (i.e., goods: as ordered, correct quantity and suitable quality; services: as contracted, appropriate deliverables and/or performance criteria met; or other conditions, if any, have been met).

[Signature]

QR SIGNATURE

ADDITIONAL INFORMATION OR INSTRUCTIONS: *APR 14 2016*

BRANCH BUSINESS CONTACT NAME AND PHONE NUMBER:

STEPHANIE WRAY, 250-387-2987

ACCOUNTS DATE STAMP

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

FIN FSA 017 REV. JUL/14

Orca Airways Ltd.
Vancouver International Airport
5220 Airport Rd. South
Richmond, BC, V7B 1B4
www.flyorcaair.com
1-888-FLY-ORCA



Client: Office of the Premier - Province of BC
Contact: Tamara Davidson
Tel: (250) 356-2089
Fax:
Cell:
Email: Tamara.Davidson@gov.bc.ca
Date of quote: 03/21/2016
Quoted By: Lorne Acheson
Contact Info: 250 266-5555
Quote#: 06878C
Airplane: C-GTWL
Type: Lear35A

Trip Itinerary				Dist		Estimated	Route Description
Flight Date	Depart	ETD	Destination	SM	ETA	Air Time	
2016-04-08	CYVR	10:15	CYLW	178.34	10:53	00:23	VANCOUVER INTL SOUTH - KELOWNA
2016-04-08	CYLW	14:30	CYVR	178.34	15:08	00:23	KELOWNA - VANCOUVER INTL SOUTH

Itemized Charges	Rate	Amount	Totals
Airplane	\$6.00	356.68	\$2140.08
Fuel	\$1.30	356.68	\$463.68
Nav Can	\$80.00	1	\$80.00
Holding	\$100.00	3	\$300.00
Overnight	\$1000.00		\$0.00
Starts	\$0.00		\$0.00
ATSC	\$5.00	0	\$0.00
Meals	\$0.00		\$0.00
Rooms	\$0.00		\$0.00
Travel	\$0.00		\$0.00
Airport Charges	\$250.00		\$250.00
SUBTOTAL			\$3233.76
GST			\$161.69
TOTAL			\$3395.45

INVOICE DETAILS

Order Number: 1460059659

YVR to Kelowna - 155 nm

Premier Clark

Andrew Ives

Stephen Smart

Kyle Surry - GLPE

s.15, s.22

s.15

Kelowna to YVR - 155 nm

Same 5 pax

+ Anish Druvedi - GLPE

Handwritten signature

April 12/16

$$3233.76 \div 2 = 1616.88$$

$$1616.88 \div 5 = 323.37$$

$$1616.88 \div 6 = 269.48 \quad \text{592.85}$$

APR 14 2016



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Ministry of Finance

INVOICE CODING SHEET

RETURN CHEQUE TO MINISTRY?
(if yes, enter "D")FOREIGN CURRENCY OR WIRE?
(if yes, enter "\$" or "W")

Link to Invoice Coding Sheet completion instructions.

PAYEE NAME <u>ORCA AIRWAYS LTD</u>		* SUPPLIER # <u>2087823</u>	* SITE <u>001</u>
CONTRACT/PO # _____	INVOICE DATE <u>08-APR-2016</u> DD-MMM-YYYY	INVOICE # <u>09640C</u>	
DATE INVOICE RECEIVED <u>19-APR-2016</u> DD-MMM-YYYY	DATE GOODS/ SERVICES REC'D <u>13-APR-2016</u> DD-MMM-YYYY	RECEIPT # _____	
NAME &/OR ADDRESS OVERRIDE:		DESCRIPTION FOR CHEQUE STUB:	

DATE CHQ/EFT REQ'D (ONLY IF URGENT) _____ GL DATE (if applicable) _____ PAY ALONE? YES ☐

DD-MMM-YYYY DD-MMM-YYYY

OFA STOB & ASSET # (if applicable) : _____

AMOUNT (INCLUDING TAX)	PRE-TAX AMOUNT (EXCLUDING TAX)	PST AMOUNT	GST AMOUNT	TAX CODE PST & GST, GST, PST, GST Travel, Other	CL	RESP	SERVICE LINE	STOB	PROJECT	NAME & SUPPLIER # if STOB 57
1,017.45	<u>242.25</u> 969.00	0.00	48.45	GST	4	36a10	36200	5712	3600000	CLARK, Chris CHARTER
	<u>242.25</u>				↓	↓	↓	↓	3600000	Ives, Andrew
	<u>242.25</u>				↓	↓	↓	↓	↓	Smart, Stephen
	<u>242.25</u>				↓	↓	↓	6504	3600000	s.15
1,017.45	TOTAL									

* EXPENSE AUTHORITY (EA) INFORMATION:

* MICHELLE LEAMY
EA PRINTED NAME

* BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION:

Note: This is also the line description displayed on GL detail reports.

Michelle Leamy

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* STEPHANIE WRAY
QR PRINTED NAME

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* *[Signature]*
QR SIGNATURE

ADDITIONAL INFORMATION OR INSTRUCTIONS:

BRANCH BUSINESS CONTACT NAME AND PHONE NUMBER:

STEPHANIE WRAY, 250-387-2987

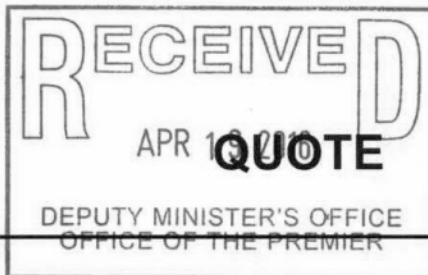
ACCOUNTS DATE STAMP

APR 20 2016

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

FIN FSA 017 REV. JUL/14

Orca Airways Ltd.
Vancouver International Airport
5220 Airport Rd. South
Richmond, BC, V7B 1B4
www.flyorcaair.com
1-888-FLY-ORCA



ORCA
AIRWAYS LTD.

Client: Office of the Premier - Province of British Columbia
Contact: Tamara Davidson
Tel:
Fax:
Cell:
Email: Tamara.Davidson@gov.bc.ca, Kara.Ross@gov.bc.ca, CJF.L.R.McPhee@gov.bc.ca, J.Piper Chieftain PA31-350

Date of quote: 04/08/2016
Quoted By: Lorne Acheson
Contact Info: 250 266-5555
Quote#: 06940C

Trip Itinerary				Dist		Estimated	
Flight Date	Depart	ETD	Destination	SM	ETA	Air Time	Route Description
2016-04-13	CYVR	19:00	CYYJ	60.00	19:40	00:25	VANCOUVER INTL SOUTH - VICTORIA INTL
2016-04-13	CYYJ	20:00	CYVR	60.00	20:40	00:25	VICTORIA INTL - VANCOUVER INTL SOUTH

Itemized Charges	Rate	Amount	Totals
Airplane	\$4.70	120.00	\$564.00
Fuel	\$1.25	120.00	\$150.00
Nav Can	\$80.00	1	\$80.00
Holding	\$80.00	0	\$0.00
Overnight	\$800.00		\$0.00
Starts	\$0.00		\$0.00
ATSC	\$5.00	5	\$25.00
Meals	\$0.00		\$0.00
Rooms	\$0.00		\$0.00
Travel	\$0.00		\$0.00
Airport Charges	\$150.00		\$150.00
SUBTOTAL			\$969.00
GST			\$48.45
TOTAL			\$1017.45

REMARKS AND COMMENTS

This quote is for our Piper Navajos Chieftain twin engine aircraft which is crewed by two highly trained west coast pilots. Quote is for up to 7 passengers plus 30 pounds of luggage per person including carry on. Aircraft originate from the Orca Airways hangar located at: 4520 Agar Dr., Richmond, BC. Quote includes positioning of aircraft from our hangar to charter locations and return to our hangar. Any fuel costs uplifted away from base will be added upon completion. Weather and Airport conditions may affect the quotation. Orca Airways is not responsible for missed connecting flights. To confirm this charter please call 1-888-359-6722 ext 2. Cancellations are subject to a minimum 10% charge or 400 dollars, whichever is greater. Cancellation 2 days before flight date will result in a 25% service charge. We look forward to serving you.

Victoria to YVR (oneway) 52 nm
Premier Clark
Andrew Ives
Stephen Smart
s.15, s.22

969.00 ÷ 4 = 242.25
each

Davidson
April 19/16