



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

VOTE

EMPLOYEE NAME

Ben Stewart

EMPLOYEE ID

POSITION

BCSRA

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY/MM/DD
2014/10/31

DATE RETURNING

YYYY/MM/DD
2014/11/04

NO. OF WORKDAYS AWAY

5

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATIONS

Shanghai, Guangzhou, Kunming, Beijing

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

See attached sheet

EMPLOYEE'S SIGNATURE

DATE SIGNED

YYYY/MM/DD

2014, 10, 28

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

ESTIMATED COSTS (IN CAN. \$)	
Transportation	1,450
Meals	250
Lodging	1,950
Overtime	
Fees	
Other	
SUB TOTAL	
3,650	
Less Costs paid by clients	
TOTAL COSTS	
3,650	

FIN 59/WEB Rev. 2008/10/03

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form

BCSRA visit to Shanghai, Guangzhou, and
Kunming
Oct 31-Nov 4, 2014

Friday, Oct 31

- Event with Pudong Ministry of Construction in Shanghai
- Meeting with FII's.13.s.17
- BC Education Alumni Event

Saturday, Nov 1

- CanCham Annual Dinner in Shanghai

Sunday, Nov 2

No events planned at this time

Monday, Nov 3

- Meeting with Guangdong CCPIT President Chen
- Meeting with Guangzhou Gas and Guangzhou Development Group
- Meeting with one cherry buyer
- Meeting with BC seafood delegation
- Open BC Seafood Promotion Reception

Tuesday, Nov 4

- Support Prince George Airport in meeting with Yunnan Provincial Government, FAO and Deputy Premier Ding in Kunming.
 - 1.Report work progress between PG and KM on air route and cooperation
 - 2.Present BC business profile, trade and invest opportunities.
 3. Present Yunnan business profile, trade and invest opportunities.
 - Flight to Beijing
-



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: Oct 31-Nov 4, 2014

DESTINATION(s): Shanghai, Guangzhou, Beijing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$2,600.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$27,706.00

FORECASTED TO YEAR END: \$80,000.00

VARIANCE: \$0.00

ANALYST

2

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: Nov 3-4 2014

DESTINATION(s): Kunming

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$1,100.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$27,706.00

FORECASTED TO YEAR END: \$80,000.00

VARIANCE: \$0.00

ANALYST

SIGNATURE DIRECTOR DIV OPS:


RECOMMENDED: YES ☒ NO ☐



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☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)				VOTE	
EMPLOYEE NAME				EMPLOYEE ID.	
POSITION				BARGAINING UNIT / GROUP NO.	
BRANCH / LOCATION / REGION					
DATE DEPARTING YYYY/MM/DD		DATE RETURNING YYYY/MM/DD		ESTIMATED OVERTIME CLAIM HOURS	
2014/10/31		2014/11/04		5	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS					
<input type="checkbox"/> N/A, OR:					
DESTINATIONS					
Shanghai, Guangzhou, Beijing					
METHOD OF TRAVEL				SIGNATURES	
Flight (economy)				Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities. PLEASE SIGN ONE BOX ONLY	
PURPOSE OF TRAVEL Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc. -See attached sheet				DIRECTOR	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY/MM/DD	
 EMPLOYEE'S SIGNATURE				ASSISTANT DEPUTY MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY/MM/DD	
2014/10/15 DATE SIGNED YYYY/MM/DD				DEPUTY MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY/MM/DD	
				MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY/MM/DD	

FIN 99AWE8 Rev 2008/10/03

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form

BCSRA visit to Shanghai, Guangzhou Oct 31-Nov 4, 2014

Friday, Oct 31

- Event with Pudong Ministry of Construction in Shanghai (TBC)
- Meeting with FII s.13,s.17

Saturday, Nov 1

- CanCham Annual Dinner in Shanghai
- Meeting with Edward Yu of Sinova (TBC)

Sunday, Nov 2

No events planned at this time

Monday, Nov 3

- Meeting with Guangdong CCPIT President Chen
- Meeting with Guangzhou Gas and Guangzhou Development Group
- Meeting with one cherry buyer
- Meeting with BC seafood delegation
- Open BC Seafood Promotion Reception

Tuesday, Nov 4

- Flight to Beijing

BCSRA Budget & Spending Report for Fiscal Year 2014-2015

Forecast as of: **October 31, 2014**

Program Area Name: **BC Special Representative in Asia**

Responsibility Centre: **51663**

BUDGET CATEGORY	STOB	BUDGET	SPENT TO DATE	FUTURE SPEND	TOTAL	Variance from Budget
Travel	57	80,000	31,743	50,962	82,705	-2,705
Operational Contracts	60	30,000	2,020	27,980	30,000	0
Systems	63	3,000	3,887	4,113	8,000	-5,000
Office and Business	65	137,000	4,353	27,647	32,000	105,000
Other Expenses	85	131,000	41,744	86,552	128,296	2,704
TOTAL OPERATIONAL		381,000	83,747	197,254	281,000	100,000 *

s.13,s.17

Further Details on Future Spend Amounts:

STOB 57 Travel

2,600	Oct 31 - Nov 4 Shanghai, Guangzhou, Beijing
8,650	Nov 3-15 travel to Kunming, Qingdao, Busan, Seoul, Tokyo, Kyoto, Osaka
8,050	Oct 8-19th Min Thomson visit Shanghai, Nanjing, Tokyo, Seoul
<u>31,662</u>	General travel BCSRA (otherwise unallocated)
50,962	Total (as above)

STOB 60 Contracts

27,980 Unallocated

STOB 63 Systems

4,113 Cell phone and other systems needs

STOB 65 Systems

4,080	Today's News Subscription
5,000	Beijing Office Reception
1,920	Language Lessons Lance
2,400	Language Lessons Ben
<u>14,247</u>	Unallocated
27,647	Total (as above)

STOB 85 Other Expenses

42,000	7 months' rent not yet cleared into CAS accounting system
18,387	Prior rent payments recorded elsewhere to be moved here
18,000	Semi-annual vehicle contract payment due February 2015
<u>8,165</u>	Personal travel allocation remaining
86,552	Total (as above)

From: [Campbell, Tracy JTST:EX](#)
 To: [D'Attilio, Gemma VIT:EX](#)
 Cc: [Jacobs, Murray JTST:EX](#); [Murray, Nancy VIT:EX](#); [Cowan, Jim MIT:EX](#); [Irwin, Paul MIT:EX](#); [Balter, Brenda CSCD:EX](#)
 Subject: RE: **s.17**
 Date: Wednesday, November 26, 2014 12:27:34 PM

Thanks very much, Gemma! **s.22**

Brenda- heads up re: T4A ☺

Thx!
 Tracy

From: D'Attilio, Gemma MIT:EX
 Sent: Wednesday, November 26, 2014 12:25 PM
 To: Campbell, Tracy JTST:EX
 Cc: Jacobs, Murray JTST:EX; Murray, Nancy MIT:EX; Cowan, Jim MIT:EX; Irwin, Paul MIT:EX
 Subject: RE: **s.17**

Hi Tracy,

s.22 I'm finally replying to your email below from June. Since receiving your email, **s.17**
s.17 STOBs for BCSRA expenses as outlined below. All the taxable personal travel expenses from this fiscal year have been
 coded **s.17**

s.17 **s.17**
 These will have to be
 included on Ben's T4A for calendar year 2014 along with the taxable STOB **s.1** payments made this fiscal. Here is a list:

Fiscal Year 2013-14 Personal Travel Expenses for BCSRA: Reimbursements Made in Calendar Year 2014

Amount	Date	Description	Payment method/invoice number	STOB used on invoice
\$ 7,980.36	Feb-14	Flight Kel-Van-Beijing-Van-Kel	GOSSEN14MAR790461	s.17
\$ 60.90	Feb-14	TASF flight Kel-Van-Beijing-Van-Kel	GOSSEN14MAR790461	
\$ 58.00	Mar-14	TASF	JORDAN14APR570847	
\$ 109.87	Mar-14	Change fee flight add Beijing-Seoul, chg Seoul-Van-Kel	JORDAN14APR570847	
		Flight Beijing-Tokyo return Mar 14-18, 2014; Oct travel		
s.22				
\$ 9,441.65		Total		

I hope this is clear; please let me know if you have any questions or if I can help work through anything for the T4A.

Thanks!

Gemma D'Attilio
 Financial Analyst
 Ministry of International Trade
 Tel: 604 306-3099

From: Campbell, Tracy JTST:EX
 Sent: Thursday, June 19, 2014 1:57 PM
 To: D'Attilio, Gemma MIT:EX
 Cc: Jacobs, Murray JTST:EX
 Subject: RE: **s.17**

Hi Gemma

Sorry for the delay. Lots of back and forth on this one. We've come to the agreement that **all** personal travel is taxable. Accommodation, language lessons and car/driver are non-taxable. Please use STOB **s.1** for these expenditures, including personal travel (and be sure to tick them taxable, when required). If you're sending invoices into our shop to be processed, you'll need to ensure that the invoice is clearly marked "taxable". **s.17**

So, for current fiscal payments, we'll need to **s.17**

s.17

Clear as mud? ☺

Happy to discuss. I'm out of office tomorrow but back Monday if we don't connect today

Thx for your patience

Tracy

From: D'Attilio, Gemma MIT:EX
Sent: Monday, June 16, 2014 3:24 PM
To: Campbell, Tracy JTST:EX
Subject: RE: **s.17**

Hi Tracy,

Just received the email below regarding our tax obligations for the BCSRA, Ben Stewart. Please let me know what STOBs I should be using for his accommodation, car and driver, and personal travel. So far, I have submitted claims for personal travel for the BCSRA totalling \$9,757.57 (\$9,383.65 last fiscal year coded to **s.17** and \$373.92 this fiscal year coded to STOB **s.17** Several months of accommodations have been paid, and one payment for car & driver was made covering 6 months of service.

I am about to send in the July rent payment invoice; should I be using STOB **s.17** as we previously discussed?

Thanks,
Gemma

From: Cowan, Jim MIT:EX
Sent: Monday, June 16, 2014 8:13 AM
To: D'Attilio, Gemma MIT:EX
Subject: FW **s.17**

Good morning, FYI

Jim

From: Jacobs, Murray JTST:EX
Sent: Friday, June 13, 2014 3:12 PM
To: Irwin, Paul MIT:EX
Cc: Campbell, Tracy JTST:EX; Matisz, Gregory E MIT:EX; Cowan, Jim MIT:EX
Subject: RE: **s.17**

Hi Paul,

s.13,s.17

s.17

- eg personal

airfare for him and his wife as a taxable benefit, so that a T4A is generated.

Thanks.

Murray

Murray Jacobs
Chief Financial Officer
Finance & Administrative Services
Ministries of Jobs, Tourism and Skills Training & International Trade
3rd Floor, 800 Johnson Street
Victoria, B.C. V8W 9W1

phone: (750) 356-6950 fax: (750) 387-1590
email: Murray.Jacobs@gov.bc.ca

From: Irwin, Paul MIT:EX
Sent: Thursday, June 12, 2014 6:03 PM
To: Jacobs, Murray JTST:EX
Cc: Campbell, Tracy JTST:EX; Matisz, Gregory E MIT:EX; Cowan, Jim MIT:EX
Subject: FW: s.17

Murray – a response from BCSRA to my note of yesterday. s.17

s.17

Can I pass this back to you and/or Greg?

/Paul

From: Stewart, Ben MIT:EX
Sent: Wednesday, June 11, 2014 4:49 PM
To: Irwin, Paul MIT:EX
Cc: Kim Ward
Subject: Re: s.17

Thanks Paul.

s.17

Thanks

Ben Stewart
British Columbia's Special Representative in Asia

Sent from my iPhone

On Jun 12, 2014, at 7:14 AM, "Irwin, Paul MIT:EX" <Paul.Irwin@gov.bc.ca> wrote:

Hi Ben,
I don't like to intrude on family time with an issue like taxation – so please be assured you can revisit this topic at a later date.

I just wanted to check if you have s.17 s.17

s.17

Thanks
Paul

s.17

From: [Irwin, Paul MIT:EX](#)
To: [Cowan, Jim MIT:EX](#); [Matisz, Gregory E MIT:EX](#)
Cc: [Murray, Nancy MIT:EX](#)
Subject: FW: BCSRA Accounts Receivable 2014 10
Date: Monday, December 1, 2014 1:11:02 PM
Attachments: [BCSRA AR as of Oct,2014.pdf](#)
[TIR opening.pdf](#)
[BC Pacific Salmon Reception Expense Report.pdf](#)

Further to our discussions planned for next Monday....i.e. dusting off the issues of a direct payment system for BCSRA s.13,s.17) and also the exchange rate issue.

From: Stewart, Ben MIT:EX
Sent: Friday, November 28, 2014 3:02 AM
To: Cowan, Jim MIT:EX
Cc: D'Attilio, Gemma MIT:EX; Delaney, Catherine A MIT:EX; Irwin, Paul MIT:EX; 'Noble, Lance'; XT:Tsui, Kevin MIT:IN
Subject: FW: BCSRA Accounts Receivable 2014 10

Hi Jim,

The attached expenses are something that is part of an ongoing shared office issue with the BCTIO here in China.

s.13,s.17

There is two large hosting charges that we approved with the Beijing TIR and need to be repaid.

Do you require further accounting details on any of these charges?

s.13,s.17

Please advise if we could discuss over the phone when you return Dec 1st.

Thanks as always,

From: Tsui, Kevin -BEIJING -MD [<mailto:ktsui@britishcolumbia.ca>]
Sent: Friday, November 28, 2014 4:51 PM
To: Stewart, Ben MIT:EX
Cc: Noble, Lance; Irwin, Paul MIT:EX
Subject: BCSRA Accounts Receivable 2014 10

Hi Ben,

Please find attached:

- Accounts Receivable report showing expense items that need to be reimbursed to Ho Hing as of October 31, 2014 (Total RMB 29,373.73 due) which also includes shared cost for TIR Opening Reception at our office in September
- Report detailing TIR Opening Reception as
- Report for recent Pacific Salmon Reception this week – RMB 10,425.00 due which is half of total cost RMB 20,850.00

I've clarified that listed mobile phone expenses on the A/R report are those that have not been paid for and hence why earlier months no longer appear as they have been paid.

Happy to further discuss if required and loop back with Paul for further discussion if required.

Brgds,
Kevin

PROGRAM - ACCOUNTABLE

Seed Funding

Project Name: BCSRA AR as of Oct. 2014

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB
BJ 140409	PROGRAM	Seed_funding	BCSRA	2014-4-14	Logitech M545 Mouse		RMB		169.00
BJ 140410	PROGRAM	Seed_funding	BCSRA	2014-4-14	BCSRA China Mobile Account Top-up		RMB		693.00
BJ KT 140508	PROGRAM	Seed_funding	BCSRA	2014-5-12	BCSRA China Mobile Account - April 2014		RMB		772.08
BJ 140802	PROGRAM	Seed_funding	BCSRA	2014-8-26	Adrienne Wang's Salary - August 2014		RMB		2,250.00
BJ 140809	PROGRAM	Seed_funding	BCSRA	2014-7-26	Office supplies - file folder		RMB		230.00
BJ 140814	PROGRAM	Seed_funding	BCSRA	2014-8-13	TNT Monthly Service Fee - July 2014		RMB		481.60
	PROGRAM	Seed_funding	BCSRA	2014-9-25	Cash Advance for BCSRA-China Mobile-Aug.		RMB		493.00
BJ 140902	PROGRAM	Seed_funding	BCSRA	2014-9-25	Adrienne Wang's Salary - September 2014		RMB		2,700.00
BJ 140917	PROGRAM	Seed_funding	BCSRA	2014-9-9	TNT Monthly Service Fee - August 2014		RMB		610.26
BJ 141002	PROGRAM	Seed_funding	BCSRA	2014-10-20	Adrienne Wang's Salary - October 2014		RMB		1,800.00
BJ 141016	PROGRAM	Seed_funding	BCSRA	2014-10-8	BCSRA Train ticket Nanjing South - Shanghai Hongqiao		RMB		474.50
	PROGRAM	Seed_funding	BCSRA	2014-10-9	Cash Advance for BCSRA-China Mobile-Sep		RMB		498.78
	PROGRAM	Seed_funding	BCSRA		201409 TIR Beijing Office Opening Reception 50%		RMB		18,201.51

Note: Need to invoice BCSRA and return to HH monthly

Total 总额: 29,373.73
CAD 5,439.58

2002225
財稅部公告
第331号



211001343160
08781185

s.17

BJ 140410 BCSRA China Mobile Account Top-up

银行代收业务专用发票

SPECIAL INVOICE FOR BILL
PAYMENT SERVICE

发 票 联

INVOICE

发票代码 211001332450

发票号码 01299205

密 码

代收单位
The agent

收款单位
The client

日期
Date

s.22

收款人姓名
The payee's name

平
写
无
效

China Mobile April 2014

ben Stewart

银行名称
The bank

小写金额
In figures

大写金额
In letters

BJ KT 140508 ¥772.08

BCSRA

HO HING CONSULTANCY - INTERN STIPEND TRACKER

Intern Name: adrienne wang
 Passport/ID#: S.22
 Month / Year: 2014/08-2014/09

Day	Date	Note	RMB	Time
1	2014-08-04	1.orientation;2.weekly meeting	¥ 150.00	9:00-5:30
2	2014-08-05	research	¥ 150.00	9:00-5:30
3	2014-08-06	research	¥ 150.00	9:00-5:30
4	2014-08-07	research, posting letter	¥ 150.00	9:00-5:30
5	2014-08-11	research, weekly meeting	¥ 150.00	9:00-5:30
6	2014-08-12	research	¥ 150.00	9:00-5:30
7	2014-08-13	research	¥ 150.00	9:00-5:30
8	2014-08-15	research	¥ 150.00	9:00-5:30
9	2014-08-18	research, weekly meeting	¥ 150.00	9:00-5:30
10	2014-08-19	research	¥ 150.00	9:00-5:30
11	2014-08-20	research	¥ 150.00	9:00-5:30
12	2014-08-21	research	¥ 150.00	9:00-5:30
13	2014-08-22	research	¥ 150.00	9:00-5:30
14	2014-08-25	research	¥ 150.00	9:00-5:30
15	2014-08-26	weekly meeting	¥ 150.00	9:00-5:30

¥ 2,250.00

Paid on: 2014-8-26

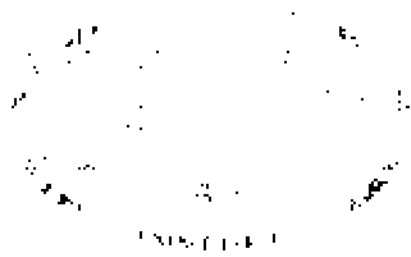
Paid By:

Kevin Tsui, Managing Director

Received by:

Adrienne Wong

BJ 140802

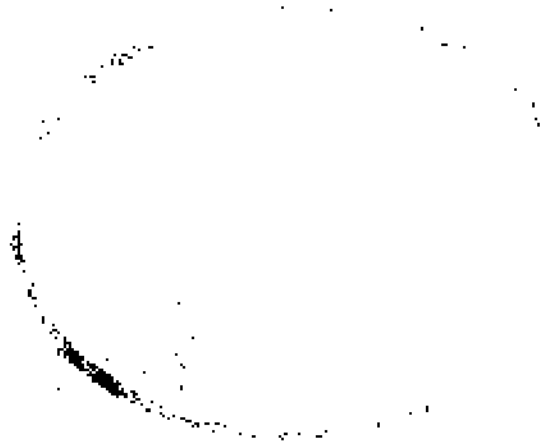


211001332420
03772206



s.22

s.17



[Handwritten signature]

BCSRA China Mobile Bill - August 2014 ¥493

HO HING CONSULTANCY - INTERN STIPEND TRACKER

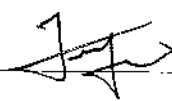
Intern Name: Adrienne Wang
 Passport/ID#: S.22
 Month / Year: 2014/08-2014/09

Day	Date	Note	RMB	Time
1	2014-08-27	travelling authorization budgeting	¥ 150.00	9:00-5:30
2	2014-08-29	reception	¥ 150.00	9:00-5:30
3	2014-09-02	negociation with Chinese school	¥ 150.00	9:00-5:30
4	2014-09-03	translating	¥ 150.00	9:00-5:30
5	2014-09-04	research, translating	¥ 150.00	9:00-5:30
6	2014-09-05	scheduling	¥ 150.00	9:00-5:30
7	2014-09-09	research	¥ 150.00	9:00-5:30
8	2014-09-10	research	¥ 150.00	9:00-5:30
9	2014-09-11	research, weekly meeting	¥ 150.00	9:00-5:30
10	2014-09-15	meeting, reception	¥ 150.00	9:00-5:30
11	2014-09-16	research	¥ 150.00	9:00-5:30
12	2014-09-17	rescheduling	¥ 150.00	9:00-5:30
13	2014-09-18	research	¥ 150.00	9:00-5:30
14	2014-09-19	preparing envelopes	¥ 150.00	9:00-5:30
15	2014-09-22	miling letters	¥ 150.00	9:00-5:30
16	2014-09-23	filing	¥ 150.00	9:00-5:30
17	2014-09-24	filing	¥ 150.00	9:00-5:30
18	2014-09-25	research	¥ 150.00	9:00-5:30

¥ 2,700.00

Paid on:

Paid By:



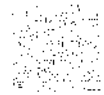
Kevin Tsui, Managing Director

Received by:

2/11/14 JVS 2/11/14 WAMB Adrienne

BJ 140902 BCSEA - Intern Adrienne Wang's Salary - Sept 2014

¥ 2700



11111111111111111111

北京国际海运公司



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100. 北京国际海运公司

11111111111111111111



TNT Express Service Fee. ¥11,115.16

BJ 1409.7

(August 2014)



发票明细清单

[illegible]

TOTAL VATABLE TRANSACTIONS :	1439.30
VAT AT 6.00% :	86.36

15D EXPRESS (DOCS) A=ACTUAL WEIGHT ESS= ENHANCED SECURITY SURCHARGE FSI FUEL SURCHARGE INDEX

Total Amount:	1525.66
总金额	

Please pay to below bank account:

§. 17

² Depot Information Broadcasting

s.17

Headoffice Information Broadcasting

S.17

s.17

HO HING CONSULTANCY - INTERN STIPEND TRACKER

Intern Name: Adrienne Wang
 Passport/ID#: S.17
 Month / Year: 2014/09-2014/010

Day	Date	Note	RMB	Time
1	2014-09-26	travaling authorization budgeting	¥ 150.00	9:00-5:30
2	2014-09-29	reception	¥ 150.00	9:00-5:30
3	2014-09-30	filing	¥ 150.00	9:00-5:30
4	2014-10-08	calendar	¥ 150.00	9:00-5:30
5	2014-10-09	expense claiming	¥ 150.00	9:00-5:30
6	2014-10-10	expense claiming	¥ 150.00	9:00-5:30
7	2014-10-11	expense claiming	¥ 150.00	9:00-5:30
8	2014-10-13	filing	¥ 150.00	9:00-5:30
9	2014-10-14	calendar	¥ 150.00	9:00-5:30
10	2014-10-15	scanner	¥ 150.00	9:00-5:30
11	2014-10-17	expense claiming, business card filing	¥ 150.00	9:00-5:30
12	2014-10-20	calendar	¥ 150.00	9:00-5:30

¥ 1,800.00

Paid on:

Paid By:



Kevin Tsui, Managing Director

Received by:

BJ 141002

211001332420
03837639



s.22

s.17

BEAR CAMP - Sierra Es - September 2017

Page 73

PROGRAM – ACCOUNTABLE

Seed Funding

Project Name: 201409 TIR Beijing Office Opening Reception

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB
BJ DL 140904	PROGRAM	Seed_funding	201409 TIR Beijing Office Opening Reception	2014-9-15	Parking		RMB		84.00
BJ 140912	PROGRAM	Seed_funding	201409 TIR Beijing Office Opening Reception	2014-9-3	Gift Cookie Processing Fee		RMB		2,500.00
BJ 140920	PROGRAM	Seed_funding	201409 TIR Beijing Office Opening Reception	2014-9-10	Catering Expenses		RMB		20,135.02
BJ 140921	PROGRAM	Seed_funding	201409 TIR Beijing Office Opening Reception	2014-9-22	Photographer service fee		RMB		2,000.00
BJ 140923	PROGRAM	Seed_funding	201410 TIR Beijing Office Opening Reception	2014-9-11	Wine purchase		RMB		10,064.00
BJ 140924	PROGRAM	Seed_funding	201411 TIR Beijing Office Opening Reception	2014-9-25	Equipment rental		RMB		1,620.00

Total 总额: ¥ 36,403

BC Salmon Reception Expense Sheet**Wednesday, November 26, 2014****Four Seasons Hotel Beijing, Qing II & Qing III Function Rooms**

#	Item	Amount
1	Four Seasons Pacific Salmon Reception Dinner Charge	¥18,800.00
2	Photographer	¥2,000.00
3	Name Card Holders	¥50.00
Total		¥20,850.00



FO Daily Sales

Room No. : s.15
 Arrival : 11/04/14
 Departure : 11/30/14
 Page No. : 1 of 1
 Foid No. : 78446
 User : FOALICEA
 11/26/14

INFORMATION INVOICE

Member Number :
 A/R Number :
 Group Code :
 Company Name :

Date	Detail	Description	Charges CNY	Payment CNY
11/26/14	Banquet Lunch	Room#1 S. CHECK# 0216580 (7004)	18,800.00	
11/26/14	CC - S. Card			18,800.00
Total			18,800.00	18,800.00
Balance			0.00 CNY	

22219716/0920

I, the undersigned, hereby acknowledge the acceptance of all the goods and services as listed herein and agree to the amounts billed. In the event of any failure of or delay in the payment of this bill is NOT waived and therefore shall be held personally liable. If this bill is charged to any applicable credit cards, my signature below is deemed to have been made on the applicable credit card voucher.

Guest Signature _____



中国北京朝阳区东直门大街48号
 NO. 48, LIANG MA QIAO ROAD, CHAOYANG DISTRICT, BEIJING 100125, P.R. CHINA
 TEL: (86 10) 5695 8888 FAX: (86 10) 5695 8889 www.fourseasons.com

[Check Detail](#)[illegible]

s.15

宾客姓名 (Guest Name): (EN) FO Daily Sales

房间号 (Room Number): s.15

酒店地址: s.15

Hotel Address:

电话(TELEPHONE):

收单银行 (Acquirer): s.17 Bank of China

商户名称 (Merchant): s.15

商户编号 (Merchant ID):

终端编号 (Terminal ID):

操作员 (User ID):

卡类别 (Card Type):

卡号 (Card Number):

有效期 (Exp. Date):

批次号 (Batch #): 001074

流水号 (Trace #): 039315

查询号 (Invoice NO.): 028073

日期时间 (Date Time): 2014-11-26 20:57:06

参考号 (Ref. NO.): s.17

授权码 (Auth. Code):

交易类型 (Trans. Type): DCC消费(DCC SALE)

金额 (Amount/USD): 15800.00

备注信息(Note):

FX RATE* CAD/RMB = 193000

请选择交易货币(Please mark[X] for the Transaction Currency):

☐ RMB 15800.00 ☒ CAD 3028.40

兹申明交易之最终货币系本人之选择，并己了解此项服务为供应商提供且符合其利益。 s.17

THIS RECEIPT COMPLIES WITH S.17 RULES AND THE SERVICE IS PROVIDED BY SERVICE PROVIDER. I'VE BEEN OFFERED CHOICE OF CURRENCIES INCLUDING RMB. *INCL. FOUR PT. SIX ZERO PERCENT OVER WHOLESALE RATE.

持卡人签字 (CARDHOLDER SIGNATURE):

北京市国家税务局通用机打发票

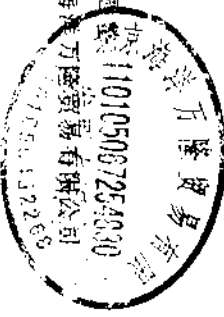


发票代码 111001371011

发票号码 20474971

开票日期 2014年11月24日 行业分类 专业技术服务业

机打代码: 111001371011	机器编号: 8730025235				
机打号码: 20474971	税控码: 91 6188 6096 1035 9562 5203				
付款单位: 连凤翔尔京群岛可兴咨询有限公司北京代表处					
品名	规格	单位	数量	单价	金额
图书			2	25.00	50.00
大写合计:	壹拾元整	110105067254830	小写:	¥ 50.00	
收款单位: 北京海隆万隆贸易有限公司	收款单位税号: 110105067254830				
备注:					



发票密码 [REDACTED]

第一联 发票联 (购货单位收款凭证) 第二联 抵扣联 (销货单位收款凭证) 第三联 记账联 (开票单位记账凭证) 第四联 存查联 (开票单位存查)

From: [Cowan, Jim MIT:EX](#)
To: [Delaney, Catherine A MIT:EX](#); [Murray, Nancy MIT:EX](#)
Subject: FW: Receipt for BCSRA Residence
Date: Monday, December 1, 2014 8:45:57 AM
Attachments: S.15 .pdf

FYI

From: Noble, Lance [<mailto:lnoble@britishcolumbia.ca>]
Sent: Monday, November 24, 2014 11:28 PM
To: Cowan, Jim MIT:EX
Cc: Irwin, Paul MIT:EX
Subject: Receipt for BCSRA Residence

Jim,

While Ben mistakenly asked me to cc Jim Hopkins instead of you on the message I sent out with this receipt from his residence in Beijing, he's raised some important questions that Ben wants to make a high priority in terms of how payments for his residence, on-the-ground transportation, and other relevant expenses are being taken care of in China.

Paul, Ben tells me that he'd also like to discuss this on this week's call.

Best,
Lance

-----Original Message-----

From: Hopkins, Jim FIN:EX [<mailto:Jim.Hopkins@gov.bc.ca>]
Sent: 2014年11月25日 15:05
To: Noble, Lance
Subject: Re: Receipt for P-Card for BCSRA Residence in Beijing

Lance..did Ben exchange the RMB liability into CDN \$...? province now has a RMB term deposit in Hong Kong to which MIT can access ..and you can do so via MIT's CFO

Cheers Jim

From: adrienne [[mailto:S.22](#)]
Sent: 2014年11月25日 13:06
To: Noble, Lance
Subject:

Page 032

Withheld pursuant to/removed as

DUPLICATE

Season's Greetings from BMO Financial Group!

We'd like to wish you peace and joy during this holiday season and throughout the New Year.



BMO  Financial Group

Your Purchasing Card Statement

BEN STEWART

→ Stmt. date: Dec. 3, 2014 → Acct. balance: \$12,817.20

Details of your transactions

Item no.	Trans date	Posting date	Description	Amount
TRANSACTIONS FOR ACCOUNT NUMBER - S.17				
1	Nov. 5	Nov. 5	S.15 CHN	6,402.00
2	Nov. 30	Nov. 30	CHN	6,415.20
3	Dec. 3	Dec. 3	INTEREST ADVANCES @ 00.00000% TO 03DEC	0.00
4	Dec. 3	Dec. 3	INTEREST PURCHASES @ 05.00000% TO 03DEC	0.00

PRE-AUTHORIZED DEBIT IN EFFECT AS REQUESTED FROM YOUR DESIGNATED PAYMENT ACCOUNT.

Your account at a glance
S.17

-	Previous balance, Oct. 3	\$0.00
-	Payments - thank you	\$0.00
-	Other credits	\$0.00
+	Purchases	\$12,817.20
+	Cash advances/Cheques	\$0.00
+	Interest	\$0.00
+	Fees	\$0.00
+	Other charges	\$0.00
→	New account balance, Dec. 3	\$12,817.20
	Your credit limit	\$25,000.00
	Credit available, Dec. 3	\$ 12,182.80

STATEMENT ONLY
DO NOT PAY!

Report any items which do not agree with your records within 30 days of statement date.

RECEIVED

DEC 15 2014

Ministry of International Trade

Helpful information

Transactions listed in this statement :


Airlines	\$ 0.00
Hotel	\$ 12,817.20
Car rental	\$ 0.00
Restaurants	\$ 0.00
Retail	\$ 0.00
Cash advances/Cheques	\$ 0.00
Other	\$ 0.00

Contact us	Local calls	Toll-free calls Canada & USA	Please address any written enquiries to:
	Enquiries: 1 866 205-4515	1 800 263-2262	MasterCard
	Telephone Devices for the Deaf: N/A	1 866 859-2089	P.O.Box 300 Station M
	Lost or stolen cards: 514 877-0330	1 800 361-3361	Toronto, ON M6S 4X2

*** Registered trademark of Bank of Montreal.
*** Registered trademark of MasterCard International Incorporated.

P.O.BOX 11064 STN CENTRE-VILLE
MONTREAL QC H3C 5A2



BMO  Financial Group

→ Approved by:

Signature	Signature
Name	Name
Date	Date

BEN STEWART
ATTN: BEN STEWART
S.22

S.17

[illegible]

BRANCH NAME
Special Representative for BC In Asia

DESCRIPTION	DATE	AMOUNT	CHECK NO.	DEPOSIT NO.	REMARKS
Dec 3 Pcard Reconciliation					

CARDHOLDER NAME
Ben Stewart

AREA CODE & PHONE	604-318-0616
-------------------	--------------

SUPPLIER# - 8MO
S.22

STATEMENT DATE (DD-MMM-YYYY)
03-Dec-2014


INVOICE NUMBER	
----------------	--


[illegible]

CARDHOLDER (QUALIFIED RECEIVER) CERTIFICATION:
I certify 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).

EXPENSE AUTHORITY CERTIFICATION:

Certified that the amount to be paid is correct, is a proper charge against an appropriation which I have been delegated authority, is in accordance with appropriate statute or other authority for payment and/or contract, the payment complies with all relevant statutes, regulations, Treasury Board directives, other executive orders and central agency and ministry policy, there are sufficient funds in the budget, and where applicable, that the work has been performed, goods supplied, the service rendered and/or conditions met.

SIGNATURE 	DATE Jan. 7, 2015
PRINTED NAME of QUALIFIED RECEIVER Catherine Delaney (on behalf of Ben Stewart)	

SIGNATURE	DATE
	
PRINTED NAME OF EXPENSE AUTHORITY	
Paul Irwin	

PURCHASING CARD TRANSACTION REGISTER

Cardholder:	Ben Stewart	Statement Date (DD-MMM-YYYY):	03-Dec-2014	Clearing line to account:	CLIENT	RESP	SVS LINE	STOB	PROJ	TOTAL AMOUNT
Branch:	Special Representative for BC in Asia	Supplier# - BMO:	s.22		65	51060	59120	8530	5144444	(12,817.20)
Description:	Dec 3 Pcard Reconciliation	Telephone #:	604-318-0616							
Qualified Receiver:	Catherine Delancy (on behalf of Ben Stewart)									
Expense Authority:	Paul Irwin									

[Click here to summarize register](#)

[Click here to start over](#)

TRANS NO.	DATE	SUPPLIER NAME	ITEMS PURCHASED	CLIENT	RESP	SVS LINE	STOB	PROJ	TAX CODE	EMPLOYEE'S FULL SUPPLIER NAME (REQUIRED FOR STOB57)	EMPLOYEE'S SUPPLIER CODE	PRE-TAX AMOUNT	GST/HST AMOUNT	PST AMOUNT	TOTAL AMOUNT
1	05-Nov-14	s.15	Rent for November (33,000 RMB)	65	51663	22441	8585	5144444		Ben Stewart	s.22	6,402.00	0.00	0.00	6,402.00
2	30-Nov-14	s.15	Rent for December (33,000 RMB)	65	51663	22441	8585	5144444		Ben Stewart	s.22	6,415.20	0.00	0.00	6,415.20
3															0.00
4															0.00
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17															0.00
18															0.00
19															0.00
20															0.00
												12,817.20	0.00	0.00	12,817.20

s.15

DEBIT NOTE
付款通知书

Name: Mr. Ben Stewart Debit Note No.: S.17
Period: 02/03/2014-01/03/2015 Date : 28/10/2014
Room No: S.15 Page: 1

Company Name: International Missions Ministry of International Trade

From	To	Description	Amount
02/11/2014	01/12/2014	Room Rental:	33,000.00

Total Balance Due	RMB	33,000.00
--------------------------	------------	------------------

备注:

此单仅作为付款通知书, 不为正式发票, 如需正式发票, 请交款到账后到前台或财务开具正式发票。

Please Remit Payment To:

RMB
银行名称: 华夏银行
Account Name:
帐号:
Account No.:
帐户名称:
Account Name:
地址:
Address:

USD/EUR/HKD/JPY

银行名称: 中国银行
Account Name:
帐号:
Account No.:
帐户名称:
Account Name:
海外汇款帐号:
Swift Code:
地址:
Address:

DEBIT NOTE **付款通知书**

Name: Mr. Ben Stewart Debit Note No.: S.17
 Period: 02/03/2014-01/03/2015 Date : 28/11/2014
 Room No: S.15 Page: 1

Company Name: International Missions Ministry of International Trade

From	To	Description	Amount
02/12/2014-01/01/2015		Room Rental:	33,000.00

Total Balance Due	RMB	33,000.00
--------------------------	------------	------------------

备注:

此单仅做为付款通知书, 不为正式发票, 如需正式发票, 请交款到账后到前台或财务开具正式发票。

Please Remit Payment To:

RMB **S.21**
 银行名称: 华夏银行
 Account Name:
 账号:
 Account No.:
 帐户名称:
 Account Name:
 地址:
 Address:

USD/EUR/HKD/JPY

银行名称: 中国银行
 Account Name:
 账号:
 Account No.:
 帐户名称:
 Account Name:
 海外汇款账号:
 Swift Code:
 地址:
 Address:

Page 39 of 534 MIT-2015-53742

Page 040

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DUPLICATE



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (OF CONTRACTOR)

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY/MM/DD

2014/12/04

DATE RETURNING

YYYY/MM/DD

2014/12/13

N.O. OF WORKDAYS AWAY

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A OR

DESTINATIONS

Kelowna, Vancouver, Arriving, leaving Beijing

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

Agenda attached.

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY/MM/DD

2014/11/08

FIN 69/WEB Rev. 2008/10/08

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form

ESTIMATED COSTS (IN CAN. \$)	
Transportation	5,000
Meals	500
Lodging	3,500
Overtime	
Fees	
Other	
SUBTOTAL	9,000
Less Costs paid by others	
TOTAL COSTS	9,000



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: December 4 - 13, 2014

DESTINATION(s): Kelowna, Vancouver from Beijing

In Province: ☒ Canada: ☐ International: ☒

AMOUNT: \$9,000.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$31,743.00

FORECASTED TO YEAR END: \$50,962.00

VARIANCE: \$0.00

ANALYST

22

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐



B.C. Special Representative in Asia Ben Stewart
Schedule in B.C.
Dec 8-12, 2014
(Ver4; As of Dec 1, 2014)

Time:

Contact Info:

Lance Noble
 138 1162 1859

Monday, Dec 8, 2014

Vancouver Program (organized by MIT)

9:00 am to 11:00 am Confirmed	MIT	Robson Square Board Room	Staff: Jim Cowan Paul Irwin	BCSRA administration and expense issues.
AM Waiting on availability	Asia Pacific Foundation of Canada	TBC	Don Campbell, Distinguished Fellow, Asia Pacific Foundation of Canada Staff: Paul Irwin, MIT	A meeting to discuss APF engagement plans for Asia and opportunities for cooperation.
1:30 pm to 2:00 pm Confirmed	UBC President	UBC 7th floor, Walter C. Koerner Library, 1958 Main Mall, Vancouver	Arvind Gupta, President Staff: Paul Irwin, MIT	Connect with Arvind Gupta, the newly appointed President of UBC, to discuss UBC's strategy and vision as it relates to China.
3:00 pm to 4:00 pm Confirmed	Chrysalix Energy Venture Capital	Chrysalix Office Suite 400, 1367 West Broadway, Vancouver	Wal van Lierop, CEO Staff: Khris Singh, MIT	Chrysalix Venture Capital is Canada's leading Cleantech Venture Firm and is active in Asia, Greater China, North America and Europe. s.13,s.17

Time

4:15 pm to 5:15 pm Confirmed	FII	FII Office	Ken Baker, CEO Staff: Paul Irwin, MIT	Meeting to review FII's priorities in China and next steps.
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Tuesday, Dec 9, 2014

Vancouver Program (organized by MIT)

8:30 am to 9:20 am Confirmed	UBC Mining and Forestry departments	UBC 231 – 1855 West Mall, CK Choi Building	Marc Parlange, Dean, Faculty of Engineering James Olsen, Associate Dean, Faculty of Engineering	A meeting focused on the natural resource sector specifically the BERIE initiative that proposes to match natural resource research projects at UBC with various partners in China. s.13,s.17
9:30 am to 10:30 am	UBC-Centre for Clean Energy Research	UBC 231 – 1855 West Mall, CK Choi Building	Walter Merida, Director, Clean Energy Research Centre	A meeting focused on clean technology cluster development in Green buildings, clean fuels and bio fuels.
10:30 am to 11:30 am Confirmed	UBC-Composites Research Network	UBC 231 – 1855 West Mall, CK Choi Building	TBD	A meeting focused on the aerospace sector.

Time				
12:00 pm to 1:00 pm Lunch confirmed	UBC-Research & Development	UBC Old Admin Building	John Hepburn, VP Research and Development	A meeting about UBC's strategic engagement with China. John Hepburn recently returned from Beijing to advance UBC's research relationships around the BERIE initiative and around professor Tony Bi who is leading an initiative at UBC to create a bilateral (China-Canada) joint research centre, focused on clean bio-energy.
1:15 pm to 2:15 pm	UBC-Green Buildings	UBC CIRS building 2336 2260 West Mall	Brent Sauder, Director, Research Partnerships Office Alberto Cayuela	Tour of Green Building facilities.
2:30 pm to 3:30 pm	UBC China Council	UBC 231 – 1855 West Mall, CK Choi Building	Yves Tiberghien, Executive Director, China Council, Director, Institute of Asian Research	A meeting to update BCSRA on UBC's cross-university advisory panel that facilitates and supports UBC's engagement with China. There will be an update around UBC's public policy school and its focus on China.
5:00 pm to 7:00 pm Confirmed	AdvantageBC	Vancouver Club 915 West Hastings Street, Vancouver	Colin Hansen, President and CEO	AdvantageBC Seasonal Reception.

Wednesday, Dec 10, 2014

Vancouver Program (organized by MIT)

8:00 am to 9:00 am Confirmed	MIT ADM	605 Robson Street	Clark Roberts, ADM	BCSRA priorities in Asia.
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Time

9:00 am to 10:00 am TBC	Sustainable Technology Development Canada	Canada Place	Paul Austin, Regional Partnerships Director	Sustainable Technology Development Canada funds cleantech companies specifically to commercialize technology. STDCs portfolio includes companies in cleantech but they also have a natural gas fund and a Nextgen bio fuels fund. Many of the companies funded by STDC are searching for corporate partners in China and investment.
10:30 am to 11:30 am TBC	DestinationBC	TBC	Marsha Walden, Maria Greene	Update on DestinationBC rebranding.
12:00 pm to 1:30 pm Paul to confirm	Canada China Business Council- BC Advisory Group	TBC	Tracey Orr, Chair and advisory group	Boardroom lunch with Canada China Business Association's BC Chapter, about priorities for BC.
2:00 pm to 4:00 pm Confirmed	Foresight Cleantech Accelerator Centre	Canada Place	Neil Huff, Managing Director	The Foresight Accelerator is a BC Government funded cleantech accelerator that became operational in 2013. They mentor cleantech start up companies and have been involved in partnering their portfolio companies with large Asian industrial companies to commercialize technology.

Thursday, Dec 11, 2014

Victoria Program (organized by MIT)

Time

9:30 to 10:30 AM TBC (Paul)	MIT	Victoria	Christine Little	Update on International Head Office Project and BCSRA's role.
11:00 to 12:00 TBC(Paul)	Canadian International Council	Victoria	Hugh Stephens	A meeting to discuss CIC engagement plans for Asia and opportunities for cooperation.
PM Khris TBC	Local Government Management Association of BC	Victoria	Nancy Taylor, Executive Director	A meeting to discuss LGMA engagement plans for Asia and opportunities for cooperation.
PM Khris TBC	UVIC	Victoria	Victor Ramraj, Law Chair at the Centre for Asia Pacific Initiatives at UVIC	A meeting to discuss UVIC's development plans for Asia and their upcoming conferences focused on transportation and Asia policy issues.
3:30 pm to 4:30 pm Confirmed	Ocean Networks Canada	2300 McKenzie Avenue, Victoria TEF160 – reception TEF211 – office	Scott McLean	Follow up on Minister's recent engagements in Qingdao with Shandong provincial government's interest in BC ocean technology.

Friday, Dec 12, 2014

Kelowna Program (organized by MIT)

AM Paul TBC	BC Cattlemen's Association	Robson Square	Kevin Boon, General Manager and member companies	Meeting to review BC Cattlemen's member priorities in China and next steps.
AM Khris TBC	BC Wine Institute, YVR, DestinationBC	Robson Square Conference Call	Miles Prodan, President and CEO, BCWI Monica Leeck, DestinationBC	Meeting to review the BC wine, seafood, tourism events in Beijing, Shanghai, Guangzhou and Hong Kong.

Time

PM	Ministry of Agriculture	TBD	Minister Letnick	Meeting to review upcoming mission to China and agrifood priorities.

Saturday, Dec 13, 2014

Private Program

, Dec xx, 2014

Program (organized by MIT)

TRAVEL VOUCHER

PAGE OF

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

INSTRUCTIONS: Do your best to write. Do not copy answers from your classmate. Ask your teacher if you need help.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WBS150105

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
01615	MIT	2011 01 14	2011	04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GRDLP NO. (/ one only)
s.22		STEWART	BEN s.22	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4

13. MAILING ADDRESS FOR CHECK 14. POSTAL CODE

on file | | | | |

15. REASON FOR TRAVEL Business	16. EMPLOYEE OCCUPATION Special Rep. for BC in Asia
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17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM <i>Depart</i> <i>Arrive</i>	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
1/26/05	BROUGHT FORWARD FROM PREVIOUS PAGE →	KM \$	\$		\$	\$	\$	\$			27. \$
1/26/05	Various										28. \$
											29.
											30.
											31.
											32.
											33.
											34.
											35.
											36.
											37.
TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX V		X CLAIM TOTALS	3026.17

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	→	45. TOTAL DISTANCE TO DATE	TOTAL IN BOX Y	2006	—
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46. EMPLOYEE SIGNATURE CERTIFIED TRUE AND CORRECT STATEMENT OF DISBURSEMENTS MADE AND/OR FULFILLMENT OF OBLIGATIONS MADE AS A RESULT OF TRAVEL INCURRED WHILE ON BUSINESS FOR THE AGENCY AND FOR WHICH I HAVE NOT BEEN AND WILL NOT BE REIMBURSED BY ANY OTHER PARTY. <i>Catherine Delaney</i> for Ben Stenwert (BCSPRA)	HEADQUARTERS (CITY NAME) <i>Beijing, China</i>	WORK PHONE NO. <i>604-318-0616</i> <i>Cathi</i>
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NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
s.22		0655	1663	22441	Various see notes	51144444	2026 19

[illegible]

						EQUAL TOTAL IN BOX X	2026	
LESS TRAVEL ADVANCE	53.					LESS ADVANCE AMOUNT	Z	CH

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. 3026 19

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.	PRINT NAME Jim Cowan	DATE SIGNED YYYY MM DD 2015 02 10
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[illegible]

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc				Group 3		Cost	Description
05-Dec-14	Beijing		\$ -	\$ 64.00				\$ -			Taxi (64.00)
	Kelowna										\$ 64.00
08-Dec-14	Kelowna	23	\$ 11.96	\$ 227.98	v	v	v	\$ 41.00	\$ 262.12		Flight (227.98), Transit + Add Fare (2.10+1.75)
	Vancouver			\$ 3.35						\$ 15	(262.12 per night) \$ 546.41
09-Dec-14			\$ -	\$ -		v	v	\$ 30.50	\$ 262.12		(262.12 per night)
											\$ 292.62
10-Dec-14			\$ -	\$ -		v	v	\$ 30.50	\$ 262.12		(262.12 per night)
											\$ 292.62
11-Dec-14			\$ -	\$ 8.00		v	v	\$ 30.50	\$ 262.12	\$ 9.55	(262.12 per night)
										\$ 40.72	Taxi (8.00), Gas (9.55), Rental Car (40.72)
										\$ 90.59	Portable Hard drive Storage (90.59)
12-Dec-14	Vancouver	23	\$ 11.96	\$ 3.35		v	v	\$ 30.50	\$ -		Transit + Add Fare (2.10+1.25)
	Kelowna										\$ 45.81
17-Dec-14		16	\$ 8.32	\$ -				\$ -			
											\$ 8.32
18-Dec-14			\$ -	\$ -				\$ -	\$ 57.29		Courier Services for Passport (57.29)
									\$ 53.72		Passport Visa Photos (53.72)
24-Dec-14			\$ -	\$ -				\$ -	\$ 200.00		Chinese Visa Changes (200.00)
											\$ 200.00
05-Jan-15	Kelowna	46	\$ 23.92					\$ -			
	Beijing										\$ 23.92
STOB 6531		(Business Expenses)									
STOB 5706		(Travel-Out of Canada)									\$ -
STOB 5712		(Airfare - In Province)									
STOB 5714		(Airfare - Out of Canada)									\$ -
STOB 5702		(Travel-In Province)									
STOB 8585	\$ 311.01	(Taxable personal travel)									\$ -
Total	\$ 2,026.19										
Total		108	\$ 56.16	\$ 306.68				\$ 163.00	\$ 1,048.48	\$ 451.87	\$ 2,026.19

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS150105

Compiled 2015-01-26

Meal/Incidental Claim – BC, Canada

LEGEND:

Breakfast only = \$22.75

Lunch only = \$22.75

Dinner only = \$30.50

Incidentals only = \$12.25

Breakfast + Lunch (+Incidentals) = \$33.25

Breakfast + Dinner (+Incidentals) = \$41.00

Lunch + Dinner (+Incidentals) = \$41.00

Full Day (+Incidentals) = \$51.50

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
2014-12-08	X		X	X	\$41.00
2014-12-09			X	X	\$30.50
2014-12-10			X	X	\$30.50
2014-12-11			X	X	\$30.50
2014-12-12			X	X	\$30.50

Total CAD =

\$163.00

*For Travel within BC (January 2015)

KELOWNA CABS-A. BASST
5 s.15

TERMINAL ID.: S.17
MERCHANT #:

S.17

CHIP
EMV SALE
BATCH: 000191 INU: 006246
Dec 05, 2014 20:14
ORIGINAL TRANSACTION TIME: 20:13
S.17

AUTH: 059647
RECORD: 14

TOTAL 63.14

APPROVAL 059647

BEN STEWART

BY ENTERING A VERIFIED PIN, CARDHOLDER
AGREES TO PAY ISSUER SUCH TOTAL IN
ACCORDANCE WITH ISSUER'S AGREEMENT WITH
CARDHOLDER

CUSTOMER COPY

12/05/2014 \$64.1

Noble, Lance

From: Air Canada [confirmation@aircanada.ca]
Sent: 2014年12月5日星期五 10:58
To: Noble, Lance
Subject: Air Canada - 08-Dec: Kelowna - Vancouver (booking ref: S.22)

***** 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.



Booking Information

Booking Reference: S.22

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

Main Contact:

Mr Benjamin Stewart

S.22

Mobile: S.22

Home:

Work: 86-138-10839508

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.

Check-in online and print my boarding pass.

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8313 ¹	Kelowna (YLW) Mon 08-Dec 2014 07:00	Vancouver, Vancouver Int'l (YVR) Mon 08-Dec 2014 08:02 - Terminal M	0	1hr02	DH3	Flex, Q	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Benjamin Stewart : Adult (16+), Ticket Number: S.22

Air Canada - S.22

Meal Preference : None

Aeroplane :

Payment Card: S.17

Special Needs: None

Seat Selection: None

Purchase Summary

TVM RECEIPT
NOT VALID FOR TRAVEL

TransLink
YVR - Airport
TVM73003
Mon 08 Dec 14 08:21AM

Fare Type: 2 ZONE
Purchase:
1 Adult \$ 1.25
Purchased Amount:\$ 1.25

TRANSACTION RECORD

Account: S.17
Card Number:
Card Entry:
Trans Type:
Amount:
Auth #:
Sequence #:
Terminal #:
Ref #: VIVVD2SAKHC6

TRANSACTION APPROVED

Transaction #:0000308999

12/08/2014

FARESAVER
ADULT ONE ZONE

17926191 -5

TRANS LINK

VALIDATE - Insert this direction

\$2.75

Sample for Add a Fare



Val #: 1612-5177-2303-6002

0010 053 7393 12/11/14 13:55 JESU

SALES

James Bay
388 Menzies St.
Victoria, BC
CANADA

XXXXXXXXXXXX5481
S.17

10266446 WDBZFP0010H 79.99
WD PP ULTRA 1TB BLU
Associate # JESU
10208143 BC EHF COMP 0.90
BC EHF PERIPHERALS
Associate # JESU

SUBTOTAL 80.89
GST CA 4.04
PST BC 5.66
TOTAL 90.59

01 Approved - Thank You 027
Inv # 9075383
12/11/2014 16:41:52

Pump # : 0-REG
Vol : 0.531L
Price/L : \$1.119
Total : \$9.55

Fuel Includes:
GST(5.0%):\$0.45
Tax Total:\$0.45
HST # R103394286

Associate # JESU
Transaction Record SALE
S.17 90.59

Unopened Digital Memory and External
Hard Drives may be returned within 30
days of purchase. Visit futureshop.ca
or speak to a Product Expert for
details.

12/11/2014 \$9.55

Paid by Cheque # 002.
Jan 3/15.

12/11/2014 \$90.59



604 681-1111

DATE Dec 11/14

RECEIVED FROM _____

\$8.00

FROM 16.00 TO _____

CAB NO. 16.00 DRIVER J

AIRPORT SERVICE • 24 Hour Courier • Serving you since 1921
AT A PAYPHONE? CALL: 1-800-898-TAXI(8294) NO COINS NEEDED

TTY LINE (hearing impaired) 604 258-4747 GST # R105762496

12/11/2014 \$8.00

Total: 108.14

Rental Agreement # 167648585

Invoice # 15019866252

National

Renter Information

Renter Name
BEN STEWART

Renter Address
S.22

Rental Credits
1 credit has been awarded for this rental.

Vehicle Information

MAZDA5

License #: 113TCV
State/Province: BC

Vehicle Class Driven
Standard Special Auto A/C

Vehicle Class Charged
INTERMEDIATE 2/4 DOOR AUTOMATIC A/C

Odometer Mileage/Kilometers
Starting: 27255.0 **Ending:** 27292.0
Total: 37.0

Thank you for renting with
National Car Rental.
We appreciate your business.

Please do not reply directly to this email. If
you have a question or comment regarding
your rental agreement please send it to
customerservice@nationalcar.com

Trip Information

Pickup

Thu, Dec 11 2014 08:23 AM
VICTORIA DWTN
DOUGLAS ST (YYJ)
767 DOUGLAS STREET
VICTORIA, BC V8W2B4
CA

Return

Thu, Dec 11 2014 05:00 PM
VICTORIA DWTN
DOUGLAS ST (YYJ)
767 DOUGLAS STREET
VICTORIA, BC V8W2B4
CA

Rental Charges

Rental Rate	1 day at \$34.95 / day	\$34.95
Mileage	Unlimited Mileage	Included
Taxes and Fees	Veh Lic Fee Recovery 1.80/day	\$0.00
	Pvrt Bc 1.50/day	\$1.50
	Provincial Sales Tax (7.00%)	\$2.45
	Ca Goods/svces Tax B C (5.00%)	\$1.82
Total		\$40.72
	(Subject to audit)	
	Amount charged on Dec 12 2014 to S.17	(\$40.72)
Amount Due		(\$0.00)

12/11/2014



ADD

\$ 1.25

VALIDATE - Insert this direction

PROOF OF PAYMENT/TRANSFER

FR.DE.12 06:00P



12/12/2014

FARESAVER
ADULT ONE ZONE

17926191 -5



\$2⁷⁵

VALIDATE - Insert this direction

Sample for Add a Fare



s.15

Room : s.15
Folio # :
Invoice # :
Cashier # : 385
Page # : 2 of 2

Mr Benjamin S.22 Stewart
S.22

Arrival : 12-08-14
Departure : 12-12-14
S.15
S.22

Date	Description	Additional Information	Charges	Credits
Total			1,048.48	1,048.48
Balance Due			0.00	

GST Summary

Room : 45.60
F&B : 0.00
Other : 0.00
Total : 45.60

HST Summary

Room : 0.00
F&B : 0.00
Other : 0.00
Total : 0.00

Thank you for choosing S.15
To provide feedback about your stay, please contact S.15
We also invite you to share memories of your experience on our community forum S.15

s.15

s.15

Room : s.15
 Folio # :
 Invoice # :
 Cashier # : 385
 Page # : 1 of 2

12/8/2014 to

12/12/2014

Mr Benjamin S.22 Stewart
 s.22

Arrival : 12-08-14
 Departure : 12-12-14
 s.15
 s.22

\$ 1048.⁴⁸

Date	Description	Additional Information	Charges	Credits
12-08-14	Room Charge		125.00	
12-08-14	Destination Marketing Fee		1.63	
12-08-14	Hotel Room Tax		12.66	
12-08-14	Room GST		6.33	
12-08-14	Room Upgrade	132	100.00	
12-08-14	Upgrade - DMF		1.30	
12-08-14	Upgrade - DMF PST		10.13	
12-08-14	Upgrade - DMF GST		5.07	
12-09-14	Room Charge		125.00	
12-09-14	Destination Marketing Fee		1.63	
12-09-14	Hotel Room Tax		12.66	
12-09-14	Room GST		6.33	
12-09-14	Room Upgrade	132	100.00	
12-09-14	Upgrade - DMF		1.30	
12-09-14	Upgrade - DMF PST		10.13	
12-09-14	Upgrade - DMF GST		5.07	
12-10-14	Room Charge		125.00	
12-10-14	Destination Marketing Fee		1.63	
12-10-14	Hotel Room Tax		12.66	
12-10-14	Room GST		6.33	
12-10-14	Room Upgrade	132	100.00	
12-10-14	Upgrade - DMF		1.30	
12-10-14	Upgrade - DMF PST		10.13	
12-10-14	Upgrade - DMF GST		5.07	
12-11-14	Room Charge		125.00	
12-11-14	Destination Marketing Fee		1.63	
12-11-14	Hotel Room Tax		12.66	
12-11-14	Room GST		6.33	
12-11-14	Room Upgrade	132	100.00	
12-11-14	Upgrade - DMF		1.30	
12-11-14	Upgrade - DMF PST		10.13	
12-11-14	Upgrade - DMF GST		5.07	
12-12-14	S.17			1,048.48

INVOICE

Phone: (778)754-5888

Fax: (778)754-5889

PostNet West Kelowna
2417 Main Street
West Kelowna, BC V4T 2H8
GST/HST Reg. #:858239650

Invoice Number: 39,129
Date: 12/18/2014
Billing Terms: Due upon receipt

Bill To:

Customer:
No Name
Reference Number:

Quantity	Description	Price	Extended
	Pur Express 900 Rs	0.00	0.00
	No Value Declared	0.00	0.00
	Scale Wgt: 0.45 lb	0.00	0.00
	Vancouver, BC V6C3E1 CANADA	0.00	0.00
1	Post:V6C3E1 PR: BC Zn:D04 Rt Wgt :LTR	54.56	54.56
	Sub Total		54.56
	Total Tax		2.73
	Total		57.29
	Credit Card		57.29
	Total Tendered		57.29
	Change		0.00

Summary of Taxes Paid:	Tax Name	Applied To	Tax Paid
	GST	\$54.56	\$2.73

CREDIT CARD TRANSACTION RECORD

LONDON DRUGS
2151 LOUIE DRIVE
WESTBANK, BC
V4T 3E6

CASH REG.: 075 EMPLOYEE: 39313 1

NO.: XXXXXXXXXXXX6481

AMOUNT \$53.72

S.17

01 APPROVED - THANK YOU 027

IMPORTANT:
Retain this copy for your records.

S.17

*** CARDHOLDER COPY ***

12/18/2014.

Ruth Stewart Ben Stewart's wife.

收据 RECEIPT

Visa.

18-010142

CONSULATE GENERAL OF THE P. R. CHINA
IN VANCOUVER, CANADA

2014. 12. 24

Nº 351048

Date:

取证单号 (Pick up Form No.)	规费 (Regular Fee)	加急费 (Rush Fee)	其他 (Other)	合计 (Amount)
1679751	150	50	0	200
1679750	0	0	0	0

总计 TOTAL 150 50 0 200
msd Paid

1020502
-001

CONSULATE GENERAL OF PR
CHINA
1338 WEST BROADWAY
SUITE
VANCOUVER BC

CARD S.17

CARD

ACCOU

DATE 2014/12/24

TIME 0605 14:23:06

RECEIPT NUMBER

C30668642-001-137-049-0

PURCHASE

TOTAL

\$200.00

s.17

APPROVED

AUTH# 258776

00-001

THANK YOU

CARDHOLDER COPY

SMARTTEC Travel Confirmation

Traveller: Ben Stewart
Prepared By: Catherine Delaney

Purpose of Travel: BCSRA Business Program (Dec 5/14 - Jan 5/15)

SMARTTEC Confirmation Number: TEC0215000560111

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#
2014/12/05	Car/Taxi - Gasoline	Home, Beijing, China	Beijing	126.5	31.3	
2014/12/05	Airplane	Beijing	Kelowna	8,658.0	1,046.7	
2014/12/08	Car/Taxi - Gasoline	Home, Kelowna, BC	Kelowna	23.0	5.7	
2014/12/08	Airplane	Kelowna	Vancouver Intl	287.0	50.0	
2014/12/08	Bus - City	Vancouver Airport	Vancouver	15.3	1.8	
2014/12/11	Car/Taxi - Gasoline	Travel within Vancouver	Vancouver	30.0	7.4	
2014/12/12	Bus - City	Vancouver	Vancouver Airport	15.3	1.8	
2014/12/12	Airplane	Vancouver Intl	Kelowna	287.0	50.0	
2014/12/12	Car/Taxi - Gasoline	Kelowna	Home, Kelowna, BC	23.0	5.7	
2014/12/17	Car/Taxi - Gasoline	Travel within Kelowna	Kelowna	16.0	4.0	
2015/01/05	Car/Taxi - Gasoline	Home, Kelowna, BC (Round Trip)	Kelowna	46.0	11.4	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/01/05	Airplane	Vancouver Intl	Beijing	8,510.0	1,028.8	

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2014/12/08	S.15	S.15	4	49.7

Total CO2 Equivalent Emissions: 2,294.2 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.

Date of Travel	Places Travelled To/From	Personal Vehicle Use Rate: \$.52/km KM Total	Transport Costs Bus/Taxi/ Air/Ferry etc	B L	D I	Meal Per Diem Group 3	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
								Cost	Description -- Avg exch rate CNY-CAD below	
									0.18537	
20-Sep-14	Beijing	\$ -	\$ 49.14			\$ -	\$ -	\$ -	s.15 (262.20 RMB)	\$ 49.14
22-Sep-14	Beijing	\$ -	\$ -			\$ -	\$ -	\$ 31.83 \$ 11.19	s.15 (173 RMB) Reader iTunes (11.19)	\$ 43.02
24-Sep-14		\$ -	\$ -			\$ -	\$ -	\$ 3.48	Postage (18.80 RMB)	\$ 3.48
25-Sep-14		\$ -	\$ -			\$ -	\$ -	\$ 12.98 \$ -	Cafe with Jodie Hu, DBC (70 RMB)	\$ 12.98
26-Sep-14		\$ -	\$ -			\$ -	\$ -	\$ 14.00	Skype Credit/Paypal (14.00)	\$ 14.00
08-Oct-14	Beijing Shanghai	\$ -	\$ 692.96 \$ 7.97		x x	\$ 111.76	\$ - \$ 178.19	\$ 24.75 \$ 2.38	Flight/Return Oct 12 (692.96), Cab (43 RMB) s.1 Shanghai (950/2 RMB), Internet (132+13 RMB)	\$ 1,018.01
09-Oct-14	Shanghai	\$ -	\$ -		x	\$ 44.10	\$ - \$ 178.19	\$ -	s.1 Shanghai (950/2 RMB)	\$ 222.29
10-Oct-14	Shanghai - Nanjing Shanghai	\$ -	\$ 79.62		x x	\$ 111.76	\$ -	\$ -	Train Ticket/NanJing --> ShangHai (429.50 RMB)	\$ 191.38
14-Oct-14		\$ -	\$ -			\$ -	\$ -	\$ 49.91	Min. Thomson Lunch (262 RMB)	\$ 49.91
16-Oct-14	Beijing Seoul	\$ -	\$ 486.53		x x	\$ 108.50	\$ - \$ 356.23	\$ -	Flight/Round-Trip (486.53) s.15 Seoul (308,550/3 KRW)	\$ 951.26
17-Oct-14		\$ -	\$ -		x	\$ 46.50	\$ 356.23	\$ -	s.15 (308,550/3 KRW) -- Avg exch rate KRW-CAD below	\$ 402.73
18-Oct-14		\$ -	\$ -		x	\$ 46.50	\$ 356.23	\$ -	0.001 s.15 Seoul (308,550/3 KRW)	\$ 402.73
19-Oct-14	Seoul Beijing	\$ -	\$ -	x	x	\$ 95.50	\$ -	\$ -	Return Flight (Cost included on Oct 16-2014)	\$ 95.50
21-Oct-14		\$ -	\$ -			\$ -	\$ -	\$ 14.00	Skype Credit/Paypal (14.00)	\$ 14.00

Date of Travel	Places Travelled		Personal	Transport	B L	D I	Meal Per	Accom.	Miscellaneous		Total Daily Costs
	To/From	Depart Arrive	Vehicle Use	Costs			Diem	Costs	(Car rental, phone, atm fees, etc)		
			Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc			Group 3	Cost	Description (Avg exch rate RMB-CAD below)		
										0.18537	
29-Oct-14			\$ -	\$ -			\$ -	\$ -	\$ 350.00	No Receipt/Or S. Stmt -- CCBC/AGM/Council Fed. (350.00)	\$ 350.00
30-Oct-14			\$ -	\$ -			\$ -	\$ -	\$ 9.45	Printing Fee (51 RMB)	\$ 9.45
31-Oct-14	Beijing Shanghai		\$ -	\$ 253.31 \$ 83.42		x	\$ 44.10	\$ - \$ 316.70	\$ -	Flight/One-Way (253.31) Car+Driver (450 RMB), Hotel/ S.15 (1,679/2 RMB)	\$ 697.53
01-Nov-14			\$ -	\$ -	x	x	\$ 83.03	\$ - \$ 316.69	\$ -	Hotel, S.15 Shanghai (1,679/2 RMB)	\$ 399.72
02-Nov-14	Shanghai		\$ -	\$ 258.74	x	x	\$ 144.68	\$ -	\$ -	Cab/Shanghai (155 RMB), Flight/One-Way (258.74), Cab/Guangzhou (126 RMB)	
	Guangzhou			\$ 52.09				\$ 471.02		Hotel, S.15 (2,470 RMB)	\$ 926.53
03-Nov-14	Guangzhou Kunming		\$ -	\$ 166.83 \$ 550.06		x	\$ 40.87	\$ - \$ 181.88	\$ -	Transit Guangzhou (900 RMB), Hotel/ S.15 (181.88) Flight/One-Way (282.40) + Cancellation S.1 (267.66)	\$ 939.65
04-Nov-14	Kunming		\$ -	\$ 361.37	x	x	\$ 109.29	\$ -	\$ -	Flight/One-Way (361.37)	
	Beijing								\$ 14.00	Skype Credit/Paypal (14.00)	\$ 484.66
05-Nov-14	Beijing Tokyo		\$ -	\$ 1,114.85	x	x	\$ 105.93	\$ - \$ 486.99	\$ -	Flight/Round-Trip (1114.85) Hotel, S.15 (47,400 JPY)	\$ 1,707.77
06-Nov-14			\$ -	\$ 19.60	x	x	\$ 128.72	\$ -	\$ -	Metro (2000 JPY), Cab (1500 JPY) -- Avg JPY-CAD below	
				\$ 14.70						0.0098	\$ 163.02
07-Nov-14	Tokyo Beijing		\$ -	\$ 31.03	x	x	\$ 105.93	\$ -	\$ 350.00	Tokyo Express/Transit (3,020 JPY), Flight/Return (from Nov 5) No Receipt/Or S.1 Stmt -- CCBC/APEC/PM lunch (350.00)	\$ 486.96
09-Nov-14	Beijing Seoul		\$ -	\$ 624.44		x	\$ 108.50	\$ - \$ 322.93	\$ -	Flight/One-Way (624.44) Hotel, S.15 (302,500/3 KRW) -- Avg KRW-CAD below	\$ 1,055.87
10-Nov-14			\$ -	\$ -		x	\$ 46.50	\$ - \$ 322.93	\$ -	0.001 Hotel, S.15 (302,500/3 KRW)	\$ 369.43
11-Nov-14			\$ -	\$ -		x	\$ 46.50	\$ - \$ 322.93	\$ -	Hotel, S.15 (302,500/3 KRW)	\$ 369.43
12-Nov-14	Seoul Hong Kong		\$ -	\$ 652.17	x	x	\$ 90.33	\$ - \$ 480.58	\$ -	Flight/One-Way (652.17) Hotel, S.15 (3190/3 HKD)	\$ 1,223.08

Date of Travel	Places Travelled		Personal Vehicle Use Rate: \$.52/km KM Total	Transport Costs Bus/Taxi/ Air/Ferry	B L D I	Meal Per Diem Group 3	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
	To/From	Depart Arrive						Cost	Description	
13-Nov-14				\$ -	x	\$ 43.70	\$ - \$ 480.58	\$ -	Hotel, \$.15 (3190/3 HKD)	\$ 524.28
14-Nov-14			\$ -	\$ -	x	\$ 43.70	\$ - \$ 480.57	\$ -	Hotel/ \$.15 (3190/3 HKD)	\$ 524.27
15-Nov-14	Hong Kong - Beijing Beijing - Kelowna		\$ -	\$ 374.46 \$ 3,353.28	x	\$ 33.01	\$ -	\$ 54.53	Flight/One-Way (374.46), Flight/International + Upgrade (2603.28+750.00) Cab (380 HKD) -- Avg HKD-CAD below 0.1435	\$ 3,815.28
STOB 6322	\$ 80.32	(Internet/Phones)								
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)								\$ -
STOB 6531	\$ 457.65	(Business Expenses)								
STOB 5706	\$ 8,257.20	(Travel-Out of Canada)								\$ -
STOB 5712	\$ -	(Airfare - In Province)								
STOB 5714	\$ 5,368.89	(Airfare - Out of Canada)								\$ -
STOB 5702	\$ -	Travel-In Province)								
STOB 8585	\$ 3,353.28	(Taxable personal travel)								\$ -
Total	\$ 17,517.35									
Total		0 \$ -	\$ 9,226.57	\$ 1,739.41	\$ 5,608.87	\$ 942.50				\$ 17,517.35

Travel Claim Checklist

Time Period: September 14 – November 15, 2014

NAME	BRANCH – TITLE	PROCESSED BY	CONTACT NO.	TRAVEL CLAIM NO.
Ben Stewart	MIT – BCSRA	Catherine Delaney	604 318-0616	WBS141115

☒ Review electronic travel claim package

- Organize and print receipts in chronological order
- View documented information (Excel .pdf)
- Read email correspondence re: claim

☒ Match documented info to receipts

- Flights, cancellations, upgrades, etc.
- Other methods of transportation (taxi, bus, hired car, train, etc.)
- Accommodation (separate internet/phone or meal charges)
- Business expenses (postage, phone, hosting, etc.)

☒ List known information

- Track distance traveled (Km/Smart Tec documents)
- Create Meal Per Diems Track sheet (Use Foreign Per Diem guides specified for BC and view Historical Exchange Rates on www.oanda.com)

☒ Compile list of unknown information

- Clarify through correspondence
- Create necessary receipts

☒ Clarify/Update through correspondence

☒ Enter STOB information

- Colour-code/match and check columns against row data (allows for accurate data entry)

☒ Review package with finance dept.

☒ Send to Claimant for Approval

Delaney, Catherine A MIT:EX

From: Stewart, Ben MIT:EX
Sent: Monday, December 1, 2014 10:50 PM
To: Delaney, Catherine A MIT:EX
Cc: 'Noble, Lance'; Irwin, Paul MIT:EX; D'Attilio, Gemma MIT:EX; Cowan, Jim MIT:EX
Subject: Expense report Sept 13 - Nov 15th, 2014 , S.15 Corporate S.17 receipt
Attachments: Receipts Aug - Nov, Dec 1, 2014.pdf; Travel Expense Claim-Aug-Nov 2014.xlsx; Residence Reciept, Dec 2014.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Reminder

Hi Catherine,

I hope the way I've asked Adrienne prepare this makes it more streamlined and easier to process. All receipts are in order of expense claim with ^{S.1} statements at end for exchange rates on all but cash expenses,

Once completed into your format would you please send a copy of the final expense claim to myself. Please call if you have any questions.

Thank you,

Ben Stewart
 British Columbia's Special Representative in Asia
 Suite 2323 South Office Tower,
 Kerry Centre,
 1 Guanghua Road,
 Beijing Chanyang District 100020
 P.R. China

s.17



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RBC S.17

MR BEN STEWART EXP S.17

STATEMENT FROM SEP 16 TO OCT 14, 2014

1 OF 2

PREVIOUS STATEMENT BALANCE

\$1,595.29

IMPORTANT INFORMATION

RBC REWARDS POINTS

S.22

Previous Points balance
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site S.17

PAYMENTS & INTEREST RATES

Minimum payment \$10.00
Payment due date NOV 04, 2014
Credit limit \$20,000.00
Available credit \$16,376.00
Annual interest rates:
Purchases 20.50%
Cash advances 20.50%

CALCULATING YOUR BALANCE

Previous Statement Balance \$1,595.29
Payments & credits -\$1,595.29
Purchases & debits \$3,624.00
Cash advances \$0.00
Interest \$0.00
Fees \$0.00

NEW BALANCE \$3,624.00

MR BEN STEWART EXP

S.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
S. SEP 13	SEP 16	AIR CANADA S.17 WINNIPEG MB	\$1,697.00
S. SEP 25	SEP 29	PAYPAL *SKYFE S.17	\$14.00
S. SEP 25	SEP 26	CANADA CHINA BUSINESS TORONTO ON	\$350.00
S. SEP 28	SEP 29	AIR CHINA S.17 TORONTO ON	\$692.96
S. SEP 30	OCT 02	ASIANA AIR S.17 RICHMOND BC	\$486.53
OCT 06	OCT 06	AUTOMATIC PAYMENT - THANK YOU	-\$1,595.29
OCT 10	OCT 14	S.15	\$383.51

NEW BALANCE

\$3,624.00

Time to Pay

If you make only the Minimum Payment each month, we estimate it will take 31 year(s) and 9 month(s) to fully repay the outstanding balance. Our estimate is based on the New Balance shown on this statement and your current credit card account terms.



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$3,624.00

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
NOV 04, 2014

AMOUNT PAID
\$

RBC S.17
S.17

Payment options
- Telephone banking 1-800-769-2511
- Online banking www.rbcroyalbank.com
- RBC Royal Bank ATM
- RBC Royal Bank Branch

RBC0190000_1447719_105-522621

02517

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4



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MR BEN STEWART EXP S.17

STATEMENT FROM OCT 15 TO NOV 13, 2014

1 OF 2

PREVIOUS STATEMENT BALANCE

\$3,624.00

MR BEN STEWART EXP

S.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
OCT 14	OCT 16	BJ SHEN SHA HAI BUSINESS BEIJING	\$49.91
OCT 14	OCT 16	AIR CHINA S.17 TORONTO ON	\$186.96
OCT 16	OCT 21	S.15	\$1,068.69
OCT 20	OCT 22	PAYPAL *SKYPE S.17	\$14.00
OCT 23	OCT 24	S.15	\$633.39
OCT 23	OCT 27	CHINA EAST S.17 VANCOUVER BC	\$253.31
OCT 24	OCT 28	CHINA SOUTH S.17 GUANG ZHOU	\$258.74
OCT 25	OCT 27	AIR CHINA S.17 VANCOUVER BC	\$267.66
OCT 31	NOV 04	CHINA SOUTH S.17 GUANG ZHOU	\$624.44
OCT 31	NOV 03	AIR CHINA S.17 TORONTO ON	\$1,114.85
NOV 02	NOV 04	CHINA SOUTH S.17 GUANG ZHOU	\$361.37
NOV 02	NOV 04	CHINA EAST S.17 VANCOUVER BC	\$282.40
NOV 03	NOV 06	THAI S.17 EL SEGUNDO ON	\$652.17
NOV 03	NOV 04	S.15	\$471.02

Foreign Currency-CHY 1,470.00

Exchange rate: 1.90696

IMPORTANT INFORMATION

RBC REWARDS POINTS **S.22**

Previous Points balance
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site S.17

PAYMENTS & INTEREST RATES

Minimum payment \$10.00
Payment due date DEC 04, 2014
Credit limit \$20,000.00
Available credit \$8,400.66
Annual interest rates:
Purchases 20.50%
Cash advances 20.50%

CALCULATING YOUR BALANCE

Previous Statement Balance \$3,624.00
Payments & credits -\$3,624.00
Purchases & debits \$11,599.34
Cash advances \$0.00
Interest \$0.00
Fees \$0.00

NEW BALANCE \$11,599.34



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2F6

NEW BALANCE
\$11,599.34

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
DEC 04, 2014

AMOUNT PAID
\$

RBCS.17
S.17

RBC0190000_2156153_027-131929

01903

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.rbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch



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MR BEN STEWART EXP S.17

STATEMENT FROM OCT 15 TO NOV 13, 2014

2 OF 2

MR BEN STEWART EXP

S.17

(continued)

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
NOV 04	NOV 05	S.15	\$181.28
Foreign Currency: CNY 953.00 Exchange rate: 191452			
NOV 04	NOV 06	PAYPAL *SKYPE S.17	\$14.00
7410881432944130491ABR			
NOV 04	NOV 04	AUTOMATIC PAYMENT - THANK YOU	\$3,624.00
NOV 05	NOV 10	S.15	\$486.99
Foreign Currency: HKD 47,400 Exchange rate: 010274			
NOV 06	NOV 10	JR EAST SIBUYAKU	\$31.03
74542014313000141151223			
Foreign Currency: JPY 1,020 Exchange rate: 010274			
NOV 06	NOV 07	CANADA CHINA BUSINESS TORONTO ON	\$700.00
74064294310823110000000000000000			
NOV 10	NOV 13	HAINAN AIR S.17	\$374.46
74079544313070000000000000000000			
NOV 10	NOV 12	AIR CANADA S.17	\$2,603.28
745132643130040010164010			
NOV 11	NOV 13	S.15	\$968.79
Foreign Currency: KPW 997,500 Exchange rate: 001067			
NEW BALANCE			\$11,599.34

Time to Pay

If you make only the Minimum Payment each month, we estimate it will take 101 year(s) and 6 month(s) to fully repay the outstanding balance. Our estimate is based on the New Balance shown on this statement and your current credit card account terms.

Your account is currently set up on an Auto Pay plan

Based on the option you previously selected the New Balance amount as shown on this statement will be posted to your account on the Payment Due Date. If you have made any additional payments (or credit refunds) prior to the Auto Pay, we will reduce the Auto Pay amount by those additional payments posted. Please contact us if you have any questions at RBC Royal Bank® Card Services at 1-888 ROYAL® 9-7.

INTEREST RATE CHART

Rate (%)	Remaining Balance**	Expiry Date
S.17	\$11,599.34	

** The "Determination of Interest" section on the back of your statement explains how interest is charged and how you may avoid interest charges on purchases and fees and the "Applying your payment" section explains how payments are applied to the Remaining Balances shown above.



RBC Royal Bank

November 25, 2014

Credit Card Account Details

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Related Services:

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S.17

Current Balance: \$13,791.07 **Minimum Payment:** \$10.00 due by Dec 04, 2014
Available Credit: \$6,208.93 of \$20,000.00 Limit **Last Payment:** \$3,624.00 on Nov 04, 2014
Last Statement Balance: \$11,599.34 on Nov 13, 2014 **Previous Statements:** [View](#)
Pay Now: [Select Payment Option](#) [Continue](#)

RBC Rewards® Points Balance: S.22 [Payback with Points](#)

Authorized Transactions: \$0.00 as of November 25, 2014 at 4:38 p.m.

There are currently no authorized transactions to display.

Posted Transactions

Date	Description	Debits	Credits
Nov 15, 2014	AIR CANADA 0142141185758AIRCANADA.COMMB	750.00	
Nov 15, 2014	S.15 HONG KONG 9570.00 HKD @ .1506	1,441.73	
Nov 11, 2014	S.15 SEOUL 9075.00 KPW @ .0010	968.79	
Nov 10, 2014	HAINAN AIRLINES S.17 IR TICKET QC	374.46	
Nov 10, 2014	AIR CANADA S.17 ANADA.COMMB	2,603.25	
Nov 06, 2014	JR EAST SIBUYAKU 30.20 JPY @ .0102	31.03	
Nov 06, 2014	CANADA CHINA BUSINESS TORONTO ON	700.00	
Nov 05, 2014	S.15 474.00 JPY @ .0102	486.99	
Nov 04, 2014	PAYPAL *SKYPE S.17	14.00	
Nov 04, 2014	S.15 950.00 CNY @ .191	181.88	
Nov 04, 2014	AUTOMATIC PAYMENT - THANK YOU		3,624.00
Nov 03, 2014	THAI AIR S.17 EL SEGUNDO ON	652.17	
Nov 03, 2014	S.15 270.00 CNY @ .1906	471.02	
Nov 02, 2014	CHINA EAST S.17 VANCOUVER BC	282.40	
Nov 02, 2014	CHINA SOUTHE S.17 JIANG ZHOU	361.37	
Oct 31, 2014	CHINA SOUTHE S.17 GUANG ZHOU	624.44	
Oct 31, 2014	AIR CHINA S.17 OTORONTO ON	1,114.85	

S.17

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Forex Trading Currency Converter Exchange Rates for Business

fxHistory Classic: Results

Conversion Table: CNY to CAD (Interbank rate + 2%)

Time period: 09/24/14 to 10/12/14
Daily averages:

09/24/2014	0.1833950	10/04/2014	0.1853440
09/25/2014	0.1842120	10/05/2014	0.186660
09/26/2014	0.1843140	10/06/2014	0.186650
09/27/2014	0.1847220	10/07/2014	0.186150
09/28/2014	0.1852320	10/08/2014	0.1854350
09/29/2014	0.1852320	10/09/2014	0.1858400
09/30/2014	0.1859360	10/10/2014	0.185130
10/01/2014	0.1852320	10/11/2014	0.1862520
10/02/2014	0.185640	10/12/2014	0.1863540
10/03/2014	0.1847220		

Average (19 days): 0.18537
High: 0.18666
Low: 0.18340

[View Table](#)Same table available in [HTML](#), [ASCII](#), [CSV](#)

Last updated: 10/12/14 by OANDA Corporation

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How to read this table:

Each daily rate is the average ASK price for the day.
The AVERAGE rate is the average of all the ASK prices for the given time period.
The HIGH rate is the highest BID rate for the given time period.
The LOW rate is the lowest S/O rate for the given time period.

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Historical Exchange Rates

Only Bid rates shown. +/- 2% (Typical ATM rate)

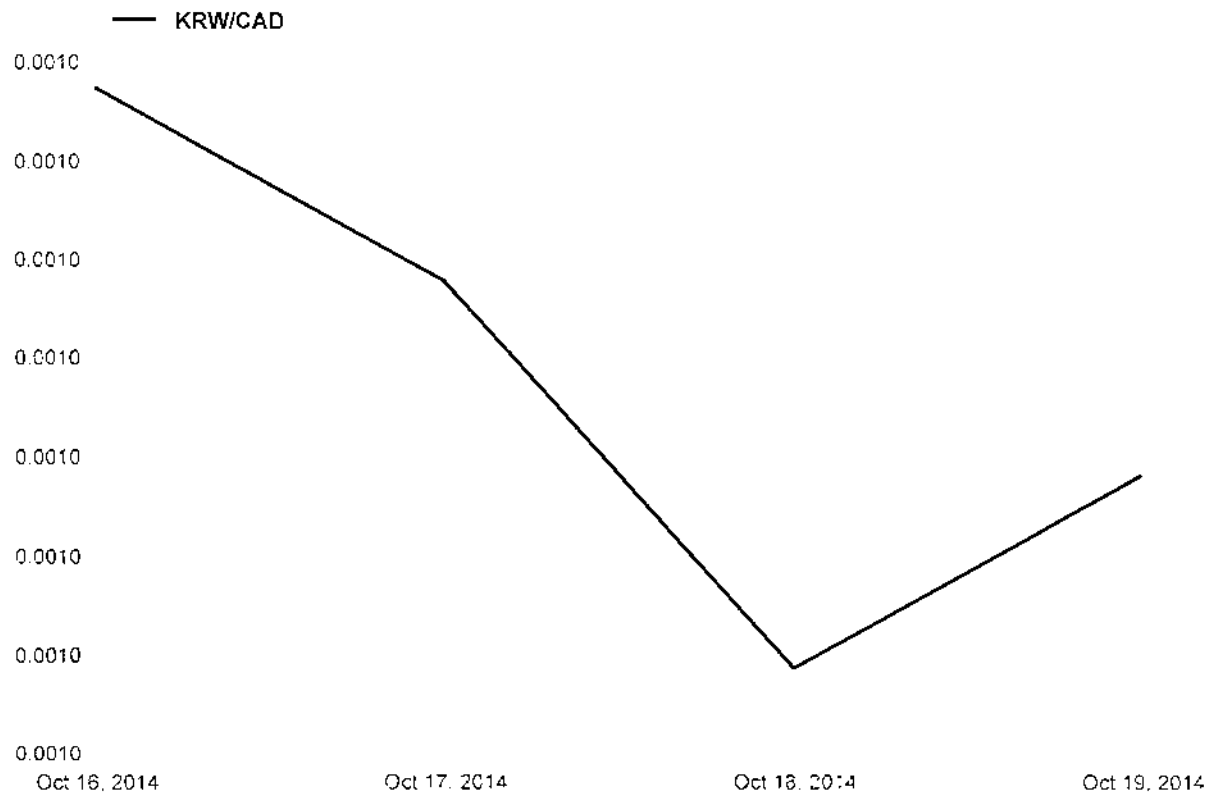
DATE: Oct 16, 2014 > Oct 19, 2014

INTERBANK: +/- 2% (Typical ATM rate)

PRICE: Bid

VALUES: Rate

FREQUENCY: Daily



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

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Currency I Have:

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JPY

Currencies I Want:

USD

RANGE: Custom

Nov 5, 2014

Nov 6, 2014

INTERBANK: +/- 2%

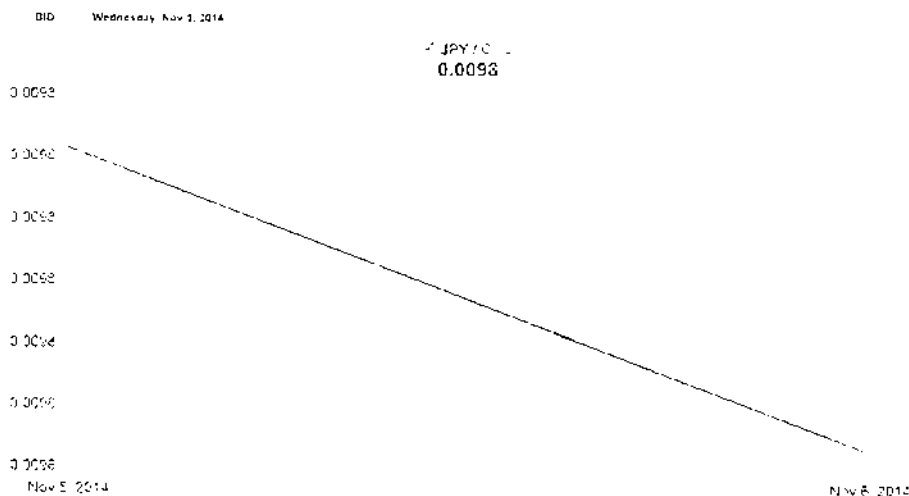
PRICE: Bid

VALUES: Rate

FREQUENCY: Daily

Graph

Table



Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency as a chart or currency rate table. OANDA Rates have availability from January 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or currency names to select your currencies. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Available exchange rates can be viewed daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask](#).)
- Choose a percentage from the interbank line to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates](#).)
- Compare rates with the base currency used, either the Actual rates, or the Percentage change from the standard rate.

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OANDA

Historical Exchange Rates

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

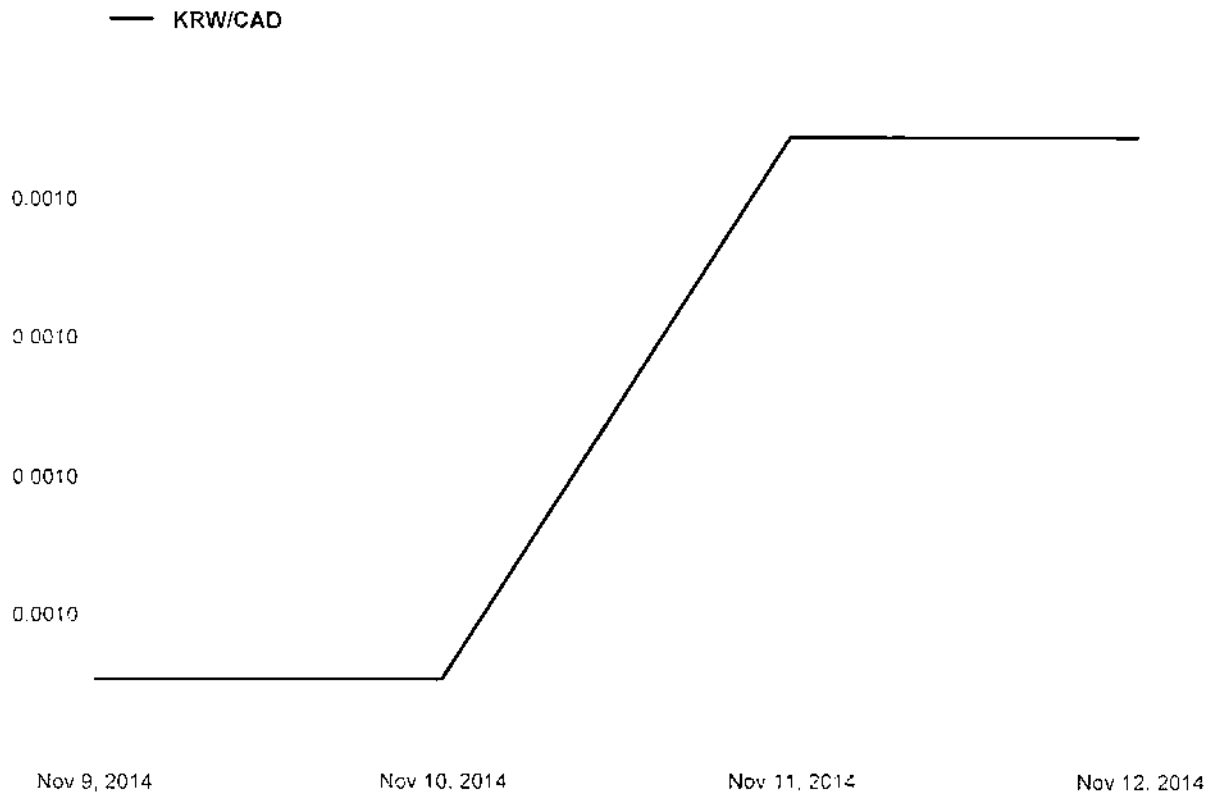
DATE: Nov 9, 2014 ▶ Nov 12, 2014

INTERBANK: +/- 2% (Typical ATM rate)

PRICE: Bid

VALUES: Rate

FREQUENCY: Daily



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

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Currency Converter

Currency Tools

Mobile

Historical Exchange Rates

1. $\frac{1}{2}$ 2. $\frac{1}{2}$ 3. $\frac{1}{2}$ 4. $\frac{1}{2}$ 5. $\frac{1}{2}$ 6. $\frac{1}{2}$ 7. $\frac{1}{2}$ 8. $\frac{1}{2}$ 9. $\frac{1}{2}$ 10. $\frac{1}{2}$

Currency Converter

Historical Exchange Rate:

7.2.1. Example 2: \mathbb{R}^2

Abstract1701

Currency I have:

Currencies I Want:

Hong Kong Dollar

11513

65.

RANGE: Custom

Nov 14, 2014

Nov 13, 2014

INDEX: 22

PRICED: Bid

VALUES: Rate

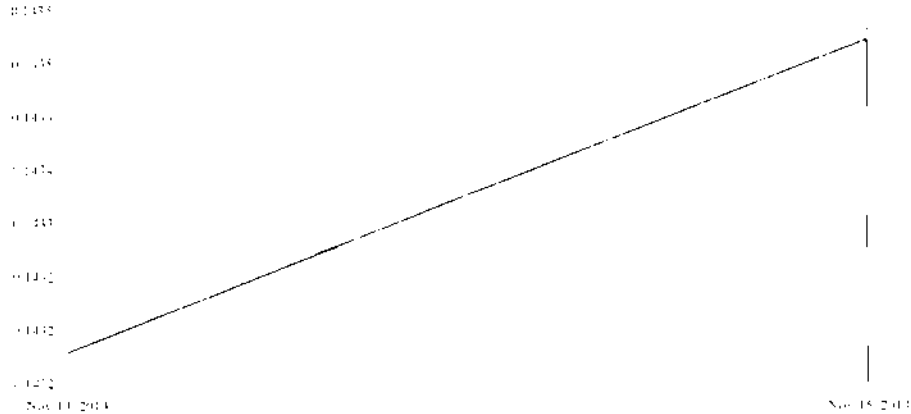
FREQUENCY: 0013

Graph

Table

III) Saturday, Nov 16, 2014

0.1435



Historical Currency Rates Comparison

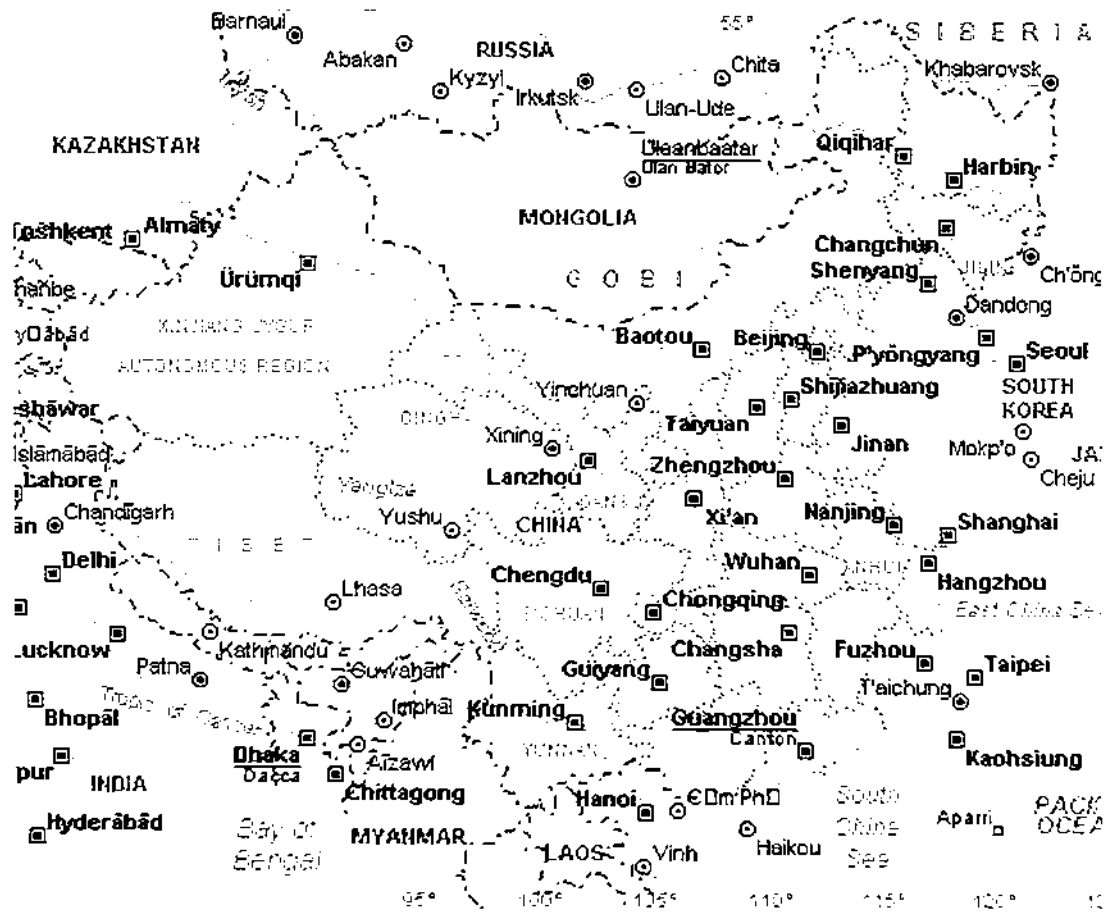
Computational time for each of the 100 replications was approximately 10 min. The average number of iterations was 1000. The average number of iterations for the 100 replications was 1000. The average number of iterations for the 100 replications was 1000.

Compare currencies as a currency chart or currency rate table

- Type currency names (e.g. USD, EUR, GBP, etc.) into the currency field to select your currencies. (selected world currencies, a precious metals, or selected countries) where the link led to a new screen
- Click **Graph** for a currency comparison chart. **Table** for a currency comparison table
- Daily rates for the 24-hour period are 12:00 AM on the day prior to posting. As a currency rate changes daily, weekly, monthly, quarterly, or yearly.
- Choose from the **Bid**, **Midpoint**, or **Ask** , showing you a table of top currency with the top 10 [Click on more about bid and ask](#).
- Choose a percentage from the interbank (lowest) that appears on the rate, actually charged by your financial institution. ([Click on more about interbank rates](#)).
- Compare rates with the base currency using either the **Spread** or **Cost** the foreign charge to the bank fee.

Think outside the gift box [Shop today](#)  [Plan](#)

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Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS141115

Compiled 2014-12-17

Meal/Incidental Claim

Historical Exchange Rate:

Country – China

Rate – 0.18537

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
Per Diems: Beijing	160	210	320	207	
Guangzhou	175	235	325	220.5	
Shanghai	218	210	365	237.9	
Other	128	168	256	165.6	
CAD – Beijing	29.66	38.93	59.32	38.37	
CAD – Guangzhou	32.44	43.56	60.25	40.87	
CAD – Shanghai	40.41	38.93	67.66	44.10	
CAD – Other	23.73	31.14	47.45	30.70	
2014-10-08			X	X	\$111.76
2014-10-09				X	\$44.10
2014-10-10			X	X	\$111.76
2014-10-31				X	\$44.10
2014-11-01		X		X	\$83.03
2014-11-02		X	X	X	\$144.68
2014-11-03				X	\$40.87
2014-11-04		X	X	X	\$109.29

Total CAD =

\$689.59

*For Travel within China (October – November 2014)

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS141115

Compiled 2014-12-17

Meal/Incidental Claim

Historical Exchange Rate:

Country – South Korea

Rate – 0.0010

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
Per Diems: Seoul	44,000	49,000	62,000	46,500	
CAD	44.00	49.00	62.00	46.50	
2014-10-16			X	X	\$108.50
2014-10-17				X	\$46.50
2014-10-18				X	\$46.50
2014-10-19		X		X	\$95.50
2014-11-09			X	X	\$108.50
2014-11-10				X	\$46.50
2014-11-11				X	\$46.50

Total CAD =

\$498.50

*For Travel within South Korea (October – November 2014)

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS141115

Compiled 2014-12-17

Meal/Incidental Claim

Historical Exchange Rate:

Country – Japan

Rate – 0.0098

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
Per Diems: Tokyo	2,880	3,980	6,305	3,949.5	
CAD	28.22	39.00	61.79	38.71	
2014-11-05	X	X		X	\$105.93
2014-11-06	X		X	X	\$128.72
2014-11-07	X	X		X	\$105.93

Total CAD =

\$340.58

*For Travel within Japan (November 2014)

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS14115

Compiled 2014-12-17

Meal/Incidental Claim

Historical Exchange Rate:

Country – Hong Kong

Rate – 0.1435

Date	Breakfast	Lunch	Dinner	Incidentals	Total
Per Diems: HKD	230	325	460	304.5	
CAD	33.01	46.63	66.01	43.70	
2014-11-12		X		X	90.34
2014-11-13				X	43.70
2014-11-14				X	43.70
2014-11-15	X		X	X	142.71

Total CAD =

320.45

*For Travel within Hong Kong (November 2014)

Travel Itinerary For: Ben Stewart

BCSRA Business Program (Sep 14 - Nov 15, 2014): China, Korea, Japan, Hong Kong

Outbound Trip

Date	Mode	From	To	Distance	CO2e kg
2014/10/08	Airplane	Beijing	Shanghai, China	1,066.0	109.5
2014/10/10	Rail	Shanghai, China	Nanjing, China	268.0	33.6
2014/10/10	Rail	Nanjing, China	Shanghai, China	268.0	33.6
2014/10/12	Airplane	Shanghai, China	Beijing	1,066.0	109.5
2014/10/14	Airplane	Beijing	Seoul, Korea	956.0	98.2
2014/10/19	Airplane	Seoul, Korea	Beijing	956.0	98.2
2014/10/31	Airplane	Beijing	Shanghai, China	1,066.0	109.5
2014/11/02	Airplane	Shanghai, China	Guangzhou, China	1,885.0	227.9
2014/11/03	Airplane	Guangzhou, China	Kunming, China	1,094.0	112.4
2014/11/04	Airplane	Kunming, China	Beijing	2,086.0	252.2
2014/11/05	Airplane	Beijing	Tokyo, Japan	2,099.0	253.8
2014/11/07	Airplane	Tokyo, Japan	Beijing	2,099.0	253.8
2014/11/09	Airplane	Beijing	Seoul, Korea	956.0	98.2
2014/11/12	Airplane	Seoul, Korea	Hong Kong	2,090.0	252.7
2014/11/15	Airplane	Hong Kong	Beijing	1,963.0	237.3

Return Trip

2014/11/15	Airplane	Beijing	Vancouver Intl	8,510.0	1,028.8
------------	----------	---------	----------------	---------	---------

CO2 Equivalent Emissions: 3,308.8 kg

Prepared By: Catherine Delaney

領収券 Receipt

07 番のりばBus Stop 21:00 発 Departure Time

成田空港 T2北 → パレスホテル東京
NRT Terminal 2 S.15

大人 Adult 3,000円

東京空港交通
2014/03/14 20:34 24-16771-01



領収書

- ・ご利用ありがとうございます。
- ・この領収書は大切に保存してください。

お取引内容：一日券 ¥2,000

上記金額を前払いしました。

ご利用日付 2014年03月16日
時刻 09時59分

伝票番号：43089
東京地下鉄株式会社
大手町駅 券36発行

* previously undeclared
from March 2014

3,000 JPY
6,000 JPY
TOTAL 9,000 JPY
= 303.60 CAD

2014-2015

Ambassador St. Jacques



CHINA COMMUNICATIONS BANK

商户名称/MERCHANT:

HAISUNE

商户编号/MERCHANT NO.: s.17

终端编号/TERMINAL NO.:

卡号/CARD TYPE:

有效期/EXP. DATE:

批次号/BATCH NO.:

交易号/REX NO.:

交易日期/TRAN. DATE:

卡号:

s.17

Mark(X) Transaction Currency

金额/AMOUNT: [RMB 173.00

[CAD 31.83

小费/TIP:

总计/TOTALS:

STEWART/ALM

持卡人签名/CARDHOLDER SIGNATURE:

1. THE MERCHANT'S RECEIPT IS NOT VALID UNLESS IT IS
PROCESSED BY THE BANK OF COMMUNICATIONS BANK
AND THE SERVICE IS PROVIDED BY THE MERCHANT.
THE BANK OFFERS A 10% DISCOUNT ON
THE TOTAL AMOUNT.
TAXES, TIPS, ET. ARE SEPARATE. PLEASE
CHECK YOUR RECEIPT DATE AND NO. FOR DETAILS.

LE 1000 0000 0000

Stewart, Ben MIT:EX

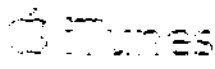
From: Stewart, Ben MIT:EX
Sent: Tuesday, September 30, 2014 5:36 PM
To: Stewart, Ben MIT:EX
Subject: Fwd: Your receipt No S.17

Ben Stewart
British Columbia's Special Representative in Asia

Sent from my iPad

Begin forwarded message:

From: iTunes Store <do_not_reply@itunes.com>
Date: September 23, 2014 at 8:26:33 AM GMT+8
To: "Stewart, Ben MIT:EX" <Ben.Stewart@gov.bc.ca>
Subject: Your receipt No. S.17



Receipt

Billed To:
ben.i.stewart@gov.bc.ca
Benjamin Stewart
S.22

Order ID: MJ590SF0N
Receipt Date: 09/22/14
Order Total: \$11.19
Billed To: S.17

Item	Seller	Type	Unit Price
PDF Expert 5 - Fill forms, annotate PDFs, sign documents, v5.1.4 (4+) Write a Review Report a Problem	Igor Zhadanov	iOS App	\$9.99
			Subtotal: \$9.99
			G.S.T./H.S.T.: \$0.50
			P.S.T./Q.S.T.: \$0.70
			Order Total: \$11.19

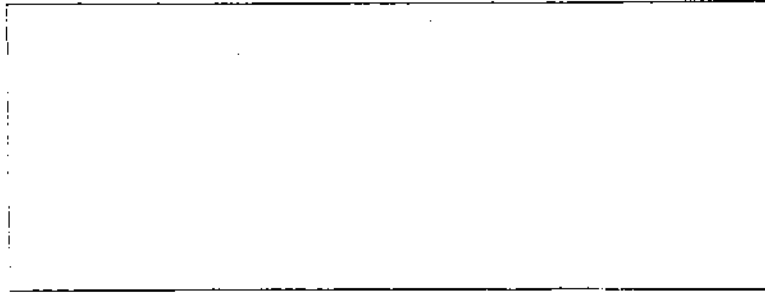
Please retain for your records

Please See Below For Terms And Conditions Pertaining To This Order.

Apple Canada, Inc.

WBS141115.

北京中石油化工有限公司 开发票
发票号 111001371011
10291407



14/7/14

postage for thanks letters after the opening reception

35 98 140
1000000
1000000
1000000
1000000

WBS 141115

Starbucks Coffee China
 星巴克嘉里中心2店
 Starbucks Coffee Co. Kerry No.2
 Tel: 010-85298665

1010 Iverson

Chk 225 25 Sep 14 10:05 3st 0

To Go	
1 燕麦拿铁大	30.00
1 拿铁玛芝拿	20.00
1 马屎咖啡大	20.00
3 纸信用卡杯	0.00
Cash	100.00
Subtotal	70.00
Paid	70.00
Change Due	30.00

=====

顾客服务专线: 4008205998
 Service Hotline: 4008205998
 消费当月月底前凭小票到原店开发票
 (星礼卡消费除外)
 Claim invoice before month end
 (exclude gift card)

cafe
 with lodie
 Hu. DBC

Starbucks China
 Starbucks Coffee Co.
 Starbucks China

Rm. 1010

2014 9/15

WBS 4115
407 25

Stewart, Ben MIT:EX

From: Skype <noreply@alerts.skype.com>
Sent: Friday, September 26, 2014 10:58 AM
To: Stewart, Ben MIT:EX
Subject: We've delivered your order

This is an automated email, please don't reply.

Hi Ben,



We've delivered your order

It's now ready for you to use. If you have any problems, [visit our support section](#) on [skype.com](#).

Here are your purchase details:

Skype Name: S.17
Product name: Skype Credit
Total amount: CAD14.00
Transaction date: Sep 26, 2014
Order number: S.17
Order status: Delivered

See the Terms of Use for this order in your purchase [history](#).

Please note: This is a recurring payment.

We have stored your payment method and you will be charged each time your subscription automatically renews until you cancel. You can cancel any time on your account page under Subscriptions.

You may request a refund for this purchase in accordance with Skype's refund policy. To find out how, see our [FAQ](#).

Skype

[Lost Password](#) · [Account Settings](#) · [Help](#) · [Terms of Use](#) · [Privacy](#) · [Unsubscribe](#)

Stewart, Ben MIT-53742

From: benstewart@mit.edu \$22
Sent: Tuesday, September 22, 2015 10:40 AM
To: benstewart@mit.edu
Subject: Receipt for Your Payment to Skype Communications Sarl

Ben Stewart

Sent to: benstewart@mit.edu

Receipt for Your Payment

From: "Service from paypal.com" <service@paypal.com>
Date: September 22, 2015 10:40 AM (GMT-5)
To: Ben Stewart <benstewart@mit.edu>
Subject: Receipt for Your Payment to Skype Communications Sarl



Skype Communications Sarl
\$17.00

Hi Ben Stewart:

You sent a payment of \$14.00 CAD to Skype Communications Sarl
(contactus@skype.net)

PayPal has received your payment of \$14.00 CAD to Skype Communications Sarl.

Merchant
Skype Communications Sarl
1234567890

Instructions to merchant
Pay to the order number 1234567890

Description

Amount

Subtotal \$14.00 CAD
Total \$14.00 CAD

Payment \$14.00 CAD

PayPal has received your payment of \$14.00 CAD to Skype Communications Sarl.
Thank you for your payment.

\$17.00

Skype Order

Skype Order \$17.00

Issues with this transaction?

Visit <https://www.paypal.com/merchdisputecenter> to learn more about the dispute process.

WBS14115

BEN STEWART
SUITE 3

Page
Invoice no. **S.17**
PNR
Client No
Agent
Date of issue 28 September 2014
Printed 29 September 2014 9:50 AM

Ref : ADT

Passengers
1 STEWART BEN

Flight

Flight No	Class	Depart Date	Arrl Date	Route
CZ 5903	L	10/8/2014 3:00 PM	10/8/2014 5:10 PM	BEIJING - SHANGHAI
CA 1855	V	10/13/2014 9:00 PM	10/13/2014 11:20 PM	SHANGHAI - BEIJING

Passenger	Carrier	Fare	Tax	Penalty/Ppd svc fee	Total
STEWART BEN	CA	625.00	56.96	0.00	682.96
			0.00 GST		0.00
		625.00	56.96	0.00	682.96
					-682.96 by credit card
					0.00

Total flight(s) 0.00 CAD

Auxiliary
Type
Other

Vendor
INFO

City
BEIJING

Date
07/22/2015

Remark

Total amount owing 0.00 CAD
Total GST 0.00

TAXI

车留发源

APR 19 1964

李之代誌

... ..

光榮號碼 00137466

地址: 上海南京路 100 号 1101 室

התאריך: 10.10.2019

電話：3721141 電傳：2222141

2014年11月15日

972-70-1-5328

[illegible]

日期 2014-12-

2017年 12月 12日

规格	单位	数量	单价(元)	合价(元)
1.5寸	个	10	1.50	15.00
2寸	个	5	2.50	12.50
3寸	个	3	3.50	10.50
4寸	个	2	4.50	9.00
5寸	个	1	5.50	5.50
6寸	个	1	6.50	6.50
7寸	个	1	7.50	7.50
8寸	个	1	8.50	8.50
9寸	个	1	9.50	9.50
10寸	个	1	10.50	10.50
11寸	个	1	11.50	11.50
12寸	个	1	12.50	12.50
13寸	个	1	13.50	13.50
14寸	个	1	14.50	14.50
15寸	个	1	15.50	15.50
16寸	个	1	16.50	16.50
17寸	个	1	17.50	17.50
18寸	个	1	18.50	18.50
19寸	个	1	19.50	19.50
20寸	个	1	20.50	20.50
21寸	个	1	21.50	21.50
22寸	个	1	22.50	22.50
23寸	个	1	23.50	23.50
24寸	个	1	24.50	24.50
25寸	个	1	25.50	25.50
26寸	个	1	26.50	26.50
27寸	个	1	27.50	27.50
28寸	个	1	28.50	28.50
29寸	个	1	29.50	29.50
30寸	个	1	30.50	30.50
31寸	个	1	31.50	31.50
32寸	个	1	32.50	32.50
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34寸	个	1	34.50	34.50
35寸	个	1	35.50	35.50
36寸	个	1	36.50	36.50
37寸	个	1	37.50	37.50
38寸	个	1	38.50	38.50
39寸	个	1	39.50	39.50
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41寸	个	1	41.50	41.50
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46寸	个	1	46.50	46.50
47寸	个	1	47.50	47.50
48寸	个	1	48.50	48.50
49寸	个	1	49.50	49.50
50寸	个	1	50.50	50.50
51寸	个	1	51.50	51.50
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59寸	个	1	59.50	59.50
60寸	个	1	60.50	60.50
61寸	个	1	61.50	61.50
62寸	个	1	62.50	62.50
63寸	个	1	63.50	63.50
64寸	个	1	64.50	64.50
65寸	个	1	65.50	65.50
66寸	个	1	66.50	66.50
67寸	个	1	67.50	67.50
68寸	个	1	68.50	68.50
69寸	个	1	69.50	69.50
70寸	个	1	70.50	70.50
71寸	个	1	71.50	71.50
72寸	个	1	72.50	72.50
73寸	个	1	73.50	73.50
74寸	个	1	74.50	74.50
75寸	个	1	75.50	75.50
76寸	个	1	76.50	76.50
77寸	个	1	77.50	77.50
78寸	个	1	78.50	78.50

7.91 (cm) 12.5

7-03

电话(总机) 021-52320000 1.00

金額(元) 43,75

卡号

原余諷

• *Journal of Management Studies* 17: 1 (1980), p. 1 (unpublished).

Mr. Cash Travel Expense

Chrysomelidae

三

五

7-97-67
HISTORICAL
RECORDS
SECTION

44-38861-100

53742

MR BENJAMIN S.22 STEWART

Room Number s.15

BEIJING

Arrival Date 08/10/2014 17:48:00

BEIJING .- 100020

Departure Date 10/10/2014

CHINA

Number of Adults and Children 1/0

Room Rate 950.00 CNY

Rate Plan GFORA

Frequent Flyer

Honors

Folio No./Check No. 399140 A

*** INFORMATION BILL ***

Confirmation Number S.22

s.15

10/10/2014 06:07:00

Date	Transaction Description	Cashier ID	Transaction ID	Debit	Credit	Balance
08/10/2014	INTERNET ACCESS	LINTR	2831501	132.00		
08/10/2014	INTERNET ACCESS	LINTR	2831632	13.00		
08/10/2014	ROOM & BREAKFAST RATE	EALJ	2832047	950.00		
09/10/2014	ROOM & BREAKFAST RATE	KEZH	2833567	950.00		
10/10/2014	S.17	KEZH	2834091		2,045.00	
Balance						0.00

Guest Signature _____

s.15

南京南

G3次

上海虹桥

Nanjing S.1

Shanghai S.15

2014年10月10日 17:41 开

03年03 F号

¥429.50元

商务座

限乘当日当次车

Stewart Benjamin S.22

SW3063**

检票口 B1

10001211170929 M002402



Handwritten notes in the top right corner, including "10.10.14" and "17:41".

Handwritten notes in the bottom right corner, including "10.10.14" and "17:41".

Min. Thomson lunch



中国银行
BANK OF CHINA

持卡人(卡)(CARDHOLDER COPY)

商户名称(MERCHANT NAME)

什刹海商务服务中心

BANK OF CHINA

商户号(MER) 021317358000001

终端号(TER) 88881282

发卡方(ISSUER) S.17

卡号(CARD NO.)

S.17

Mark[X] Transaction Currency
[] RMB AMOUNT [] CAD AMOUNT []

262.00

49.91

TC: 9 S.17

TVR:

AID:

TSI:

APP

持卡人签名(CARDHOLDER SIGNATURE)

STEWART/BEN

Min. Thomson

THIS RECEIPT COMPLIES WITH VISA
RULES AND THE SERVICE IS PROVIDED BY
SERVICE PROVIDED. IT HAS BEEN OFFERED
CHOICE OF CURRENCIES INCLUDING AMT.
MINCL FOUR PT. ZERO ZERO
PERCENT OVER MARKET RATE.

1657405

BEN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page
Invoice no. s.17
PNR
Client No
Agent
Date of Issue 30 September 2014
Printed 8 October 2014 7:25 PM

1 of 1

Ref : ADT

Passengers
1. STEWART BEN

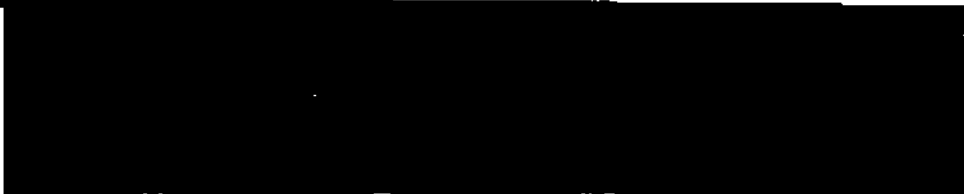
Flight

Flight No	Class	Depart Date	Arrvl Date	Route
OZ 336	E	10/16/2014 5:10 PM	10/16/2014 8:10 PM	BEIJING - SEOUL INCHEON INT
OZ 333	E	10/19/2014 1:00 PM	10/19/2014 2:00 PM	SEOUL INCHEON INT - BEIJING

Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Ppd svc fee	Total
STEWART BEN	OZ	S.17	296.00	196.53	0.00	486.53
				0.00 GST		0.00
			296.00	196.53	0.00	486.53
						-486.53 by credit card
						0.00
Total flight(s)						0.00 CAD

Auxiliary
Type

Type	Vendor	City	Date	Remark
Other	INFO	BEIJING	07/30/2015	
Total amount owing				0.00 CAD
Total GST				0.00



Name: Mr. Ben, Stewart

Canada Embassy

Room Number 객실번호: S.15
Persons 인원 수: 1
Page No 페이지: 1 of 1
Arrival Date 도착일: 10-16-14
Departure Date 출발일: 10-19-14
Cashier 찬남원: FDHKLEE / 1143
Room Rate 객실료: 255000

INFORMATION INVOICE

120-81-01336
서울 강남구 테헤란로 521 파로나스호텔(주)
대표이사 송준식

Date 일자	Descriptions 내용	Amount 금액	Credit 결제
* 10-16-14	Room Charge - Accommodation	265,000	294.41 CAD 29.44 CAD 32.38 CAD 5356.23 CAD P. 10-17-14
10-16-14	SVC Charge	25,500	
10-16-14	Room VAT	28,050	
* 10-17-14	Room Charge - Accommodation	265,000	
10-17-14	SVC Charge	25,500	
10-17-14	Room VAT	28,050	
* 10-18-14	Room Charge - Accommodation	265,000	
10-18-14	SVC Charge	25,500	
10-18-14	Room VAT	28,050	

s.15

Page 1

Approved by

Balance

925.650

KRW

TOTAL

925.650

Company

Embassy Of Canada

Street

City

Postal Code

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Signature

FOR GUEST

s.17 OVERSEAS

Card No : s.17
Rev. Center : FRONT_DESK
Merchant No : 0909600448
Guest No : 2936153
Status : M
Expire Date : XXXX
Trans Date : 14/10/19 TIME:10:03
Approval No : 003373

AMOUNT : 925,650
USD(\$) : 923.01

s.15

s.15

s.15

Page

125141115

Stewart, Ben MIT:EX

From: Skype <noreply@alerts.skype.com>
Sent: Tuesday, October 21, 2014 9:24 AM
To: Stewart, Ben MIT:EX
Subject: We've delivered your order

This is an automated email, please don't reply.

Hi Ben,



We've delivered your order

It's now ready for you to use. If you have any problems, [visit our support section](#) on skype.com.

Here are your purchase details:

Skype Name: S.17
Product name: Skype Credit
Total amount: CAD14.00
Transaction date: Oct 21, 2014
Order number: S.17
Order status: Delivered

See the Terms of Use for this order in your [purchase history](#).

Please note: This is a recurring payment.

We have stored your payment method and you will be charged each time your subscription automatically renews until you cancel. You can cancel any time on your account page under Subscriptions.

You may request a refund for this purchase in accordance with Skype's refund policy. To find out how, see our [FAQ](#).

Skype

[Lost Password](#) · [Account Settings](#) · [Help](#) · [Terms of Use](#) · [Privacy](#) · [Unsubscribe](#)

Ministry of International Trade

BC's Smallest Representative in Asia

5th Floor – 605 Robson Street
Vancouver, BC V6B 5J3
Reception: 604-775-2100

INVOICE

INVOICE NO.: BSTEWART29OCT14
DATE: DECEMBER 17, 2014

REQUEST SENT TO:

Jacque Vanderwood
Ministry of CSCD, Mgmt Services Division
3rd Floor – 800 Johnson Street
PO Box 9843
Victoria, BC V8W 9T2

COMMENTS OR SPECIAL INSTRUCTIONS:

S.17 statement photo below:

SEP 25	SEP 26	CANADA CHINA BUSINESS TORONTO ON	\$350.00
7406445426832C131920385			

PAYMENT TO	BRANCH – TITLE	REQUESTED BY	PAYMENT METHOD	TRAVEL CLAIM NO.
Ben Stewart	BCSRA	Catherine Delaney	As per discussion	WBS141115

PURCHASED	REASON (COMPANY PROVIDING SERVICE/GOODS AND WHY)	UNIT	TOTAL
	No Receipt provided by the organizers of the event/ Charge listed or S.17 Statement on Sept. 25, 2014 -- CCBC/AGM/Council Federation lunch – Event attended on Oct. 29, 2014		350.00

SUBTOTAL	350.00
GST	0
PST	0
TOTAL DUE	\$350.00

Payment requested on behalf of Ben Stewart, BCSRA

If you have any questions concerning this invoice, contact Catherine Delaney S.17

MINISTRY OF INTERNATIONAL TRADE – BCSRA REIMBURSEMENT

北京市地方税务局通用机打发票

BEIJING LOCAL TAXATION BUREAU CENTRALLY PRINTED INVOICE

发 票 联

INVOICE

开票日期:
Date:

行业分类:
Industry Classification:

发票代码
Invoice Code
发票号码
Invoice No.
校验码
Check Code
校验和
Checksum

Cashier: [Signature]
Weilin Beijing

211001360010

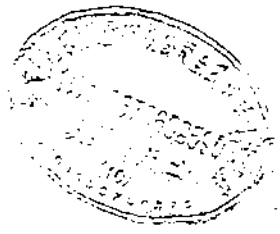
43982975



北京市地方税务局监制
Beijing Local Taxation Bureau

第一联 发票联

(电子发票)



CHUBAO

00514115

00514115

BEN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page 1 of 1
Invoice no. s.17
PNR
Client No
Agent
Date of issue 23 October 2014
Printed 23 October 2014 5:33 PM

Ref : ADT

Passengers
1. STEWART BEN

Flight

Flight No	Class	Depart Date	Arriv Date	Route				
MU 5183	COACH	10/31/2014 7:35 AM	10/31/2014 9:40 AM	BEIJING - SHANGHAI-PUDONG				
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Ppd svc fee	Total		
STEWART BEN	MU	S.17	203.00	50.31	0.00	253.31	S.17	
				0.00 GST		0.00		
			203.00	50.31	0.00	253.31		
						-253.31	by credit card	
						0.00		
Total flight(s)						0.00	CAD	

Auxiliary

Type	Vendor	City	Date	Remark				
Other	INFO	BEIJING	08/23/2015					
Total amount owing						0.00	CAD	
Total GST						0.00		

s.15

s.15

Mr Ben Stewart
S.22

Room No. 房号 S.15
Arrival 入住日期 : 31 OCT 14
Departure 退房日期 : 02 NOV 14
Page No. 页码 : 1 of 1
Date 日期 : 02 NOV 14
Cashier 出纳员 : 42
Folio No. 账单号码 : 548339

Company 公司名称 :

INVOICE

DATE 日期	DESCRIPTION 项目	REFERENCE 备注	DEBIT 消费	CREDIT 付款
31 OCT 14	Deposit Received			3,358.00
31 OCT 14	Accommodation		1,679.00	
01 NOV 14	Accommodation		1,679.00	
Hyatt Gold Passport Summary				
TOTAL 总计:			3,358.00	3,358.00
Membership: S.22				
Bonus Codes:				
Qualifying Nights: 2				
Eligible Spend: 2,974.76				
Redemption Eligible: 0.00				
BALANCE 余额: CNY			0.00	

Summary invoice, please see front desk for eligibility details.

I agree that I am personally liable for the payment of the above statement if the person, company or association indicated by me as being responsible for payment, of the same does not do so, that my liability for such payment shall be joint and several with such person, company or association.
本人同意对上述的付款承担个人责任，并且在本人所指定的，应对该付款承担责任的个人、公司或其他机构没有承担责任的情况下，本人对此承担个人责任。

Signature 宾客签名

s.15

Duty Manager



上海公共交通卡股份有限公司

定额发票

正副联号: 231001270901 副联号: 36351482

人民币: 壹佰元 ¥100.00

发票代码: 231001270901

发票号码: 36351482

A925/2012.9.27 4.21 (4.21) 100-000000



公司

壹佰元 100.00

231001270901

36351482



上海公共交通卡股份有限公司

定额发票

正副联号: 231001270901 副联号: 36351482

人民币: 壹佰元 ¥100.00

发票代码: 231001270901

发票号码: 36351484

A925/2012.9.27 4.21 (4.21) 100-000000



限公司

壹佰元 100.00

发票代码: 231001270901

发票号码: 36351485

A925/2012.9.27 4.21 (4.21) 100-000000



5 RECEIPTS = 100.00

Shanghai
+ Shanghai

450
= 100.00 CAD
RISKY
EXCHANGE
RATE

100.00 CAD

copy

W651-5.

11/11/14

CASH TAXI Shanghai
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031300029500
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2,0,9,0,4,1,5,3
5,1,5,5#2#1,1,8
1#4,1,4-231927

上海大众出租汽车有限公司
TAXI

28q
131001460901
01396434

车号	970-70-877238
证号	231927
日期	2014-11-2
上/下车	10:55-11:35
单价(元)	3.60
里程(km)	43.7
等候	0.05
电调(元)	0.00
燃油附加	1.00
金额(元)	155.00
卡号	
原/余额	

11/11/14 11:40

11/11/14

BEN STEWART
SUITE 3 2420 COBBLESTONE ROAD

Page
Invoice no.
PNR
Client No
Agent
Date of Issue
Printed

s.17

1 of 1

24 October 2014
29 October 2014 10:13 AM

Ref : ADT

Passengers
STEWART BEN

Fare

Flight No	Class	Depart Date	Arrival Date	Route				
CA 1701	COACH	11/22/2014 12:45 PM	11/22/2014 3:25 PM	SHANGHAI-PUDONG - CANTON	- 600 N. 2700			
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Depd svc fee	Total		
STEWART BEN	CZ	s.17	230.00	29.74	0.00	259.74	s.17	
				0.00 GST		0.00		
			230.00	29.74	0.00	259.74		
						-259.74	by credit card	
						0.00		
Total flight(s)						0.00	CAD	

Auxiliary

Type	Vendor	City	Date	Remark				
Other	INFO	SHANGHAI-PUDONG	09/24/2015					
Total amount owing						0.00	CAD	
Total GST						0.00		

1051411.3

1051411.3

收 据

RECEIPT

Ren East Transport Guangdong

806988

SECTION

= 100 RMB

= 100.83 USD

- RMB USD

HISTORICAL
EXCHANGE
RATE

1051411.3

2014 3

Mr. Ben Stewart
S.22

ben.stewart@gov.bc.ca

A/R Number :
Travel Agent :
Company Name : Consulate General Of Canada Guangzhou
INVOICE

As a S.22

or Frequent Flyer Programme member, your points for this stay will be credited shortly.

Room No. : S.15
Arrival : 11/02/14
Departure : 11/03/14
Page No. : 1 of 1
Folio No. : 476271
Cashier : FOJANEW 147
Printed : 03-NOV-14
Membership : S.22

Date	Description	Charges	Credits
11/02/14	Accommodation	1200.00	0.00
11/02/14	Room - Room Charge Net	400.00	0.00
11/02/14	Room - Surcharge	180.00	0.00
11/03/14	Room - Room Charge Manual Plt	600.00	0.00
11/03/14	Room - Surcharge	90.00	0.00
11/03/14	S.17		2,470.00
Thank you for choosing S.15		Total	2,470.00
		Amount Due CNY	0.00

Due to cancellation fee
1st night — 1,200.00
2nd night — 400.00
Room fee — 180.00
1/2 night rate — 600.00
1/2 night room fee — 90.00

Guest Signature:

* your bill is to be charged to any approved credit card. The signature above is deemed to have been made on the applicable credit card voucher. I agree that my liability for this bill is not limited and I agree to be held personally liable in the event that the indicated person, company or organization fails to pay for the amount of the bill and charges.

s.15

s.15

12-3

SECTION 17

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SECTION 17

12-3



Ministry of International Trade*BC's Special Representative in Asia***INVOICE**

5th Floor – 605 Robson Street
 Vancouver, BC V6B 5J3
 Reception: 604-775-2100

INVOICE NO.: BSTEWART25OCT2014
 DATE: DECEMBER 17, 2014

REQUEST SENT TO:

Jacque Vanderwood
 Ministry of CSCD, Mgmt Services Division
 3rd Floor – 800 Johnson Street
 PO Box 9843
 Victoria, BC V8W 9T2

COMMENTS OR SPECIAL INSTRUCTIONS:

Receipt Missing, Cancellation Fee paid on travel card.
 View [S.1](#) statement below:

OCT 25	OCT 27	AIR CHINA 9997503164450VANCOUVER BC	\$267.66
		74924274259872991685133	-
		Foreign Currency-USD 232.20	Exchange rate-1.152713

PAYMENT TO	BRANCH – TITLE	REQUESTED BY	PAYMENT METHOD	BATCH NO.
Ben Stewart	BCSRA	Catherine Delaney	As per discussion	WBS141115

PURCHASED	REASON (COMPANY PROVIDING SERVICE/GOODS AND WHY)	UNIT	TOTAL
	No Receipt/Charge listed on S.1 Statement – Flight cancellation and re-booking for Nov. 3, 2014 (charged Oct. 25, 2014) -- Ticket USD 232.20		267.66

*Included with Flight Purchased for Nov. 3, 2014 -- Ticket CAD 282.40)

NOV 02	NOV 04	CHINA EASTE 7815830837683VANCOUVER BC	\$282.40
		7487227143076730770493061	

**Total shows on Travel Claim as: \$550.06

SUBTOTAL	267.66
GST	unknown
PST	unknown
TOTAL DUE	\$267.66

Payment requested on behalf of [Ben Stewart, BCSRA](#)

If you have any questions concerning this invoice, contact Catherine Delaney [S.17](#)

MINISTRY OF INTERNATIONAL TRADE – BCSRA REIMBURSEMENT

BENJAMIN STEWART
SUITE 3, 2428 DOBBIN ROAD

Page
Invoice no.
PNR
Client No
Agent
Date of Issue
Printed

s.17

1 of 1

2 November 2014
21 November 2014 10:40 AM

Ref : AOT

Passengers
1. STEWART BENJAMIN

Flight

Flight No	Class	Depart Date	Arrl Date	Route				
MU 5772	COACH	11/22/2014 10 10 PM	11/4/2014 12 40 AM	CANTON - KUNMING				
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Pad avc fee	Total		
STEWART BENJAMIN	MU	s.17	231.00	51.40	0.00	282.40	s.17	
				0.00 GST		0.00		
			231.00	51.40	0.00	282.40		
						-282.40	by credit card	
						0.00		
Total flight(s)						0.00	CAD	

Auxiliary

Type	Vendor	City	Date	Remark				
Other	INFO	CANTON	05/02/2015					
Total amount owing						0.00	CAD	
Total GST						0.00		

s.15

W651705

s.15

Arrival 到达时间 11-03-14
 Departure 离开时间 11-04-14
 Guest 客人姓名 Mr. Stewart, Benjamin S.22
 Account No 账号

Folio No. 账单号码
 Page 页码 1 / 1
 Cashier 收银员 FOSUZEN /
 Room No. 房号 S.15

#	Date 日期	Descriptions 消费项目	Amount 总计金额
	11-03-14	Room Charge	950.00
	11-04-14	S.17	950.00
Total Debit 消费总额			950.00
Total Credit 付款总额			950.00
Balance 合计			0.00

Guest Information 客人信息栏

Company 公司 Cargo Business Development

Address 地址

Contact 联系方式

Guest Signature
 客人签名

BENJAMIN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page
Invoice no.
PNR
Client No
Agent
Date of issue
Printed

s.17

1 of 1

2 November 2014
21 November 2014 10:39 AM

Ref : ADT

Passengers
1. STEWART BENJAMIN

Flight

Flight No	Class	Depart Date	Arrvl Date	Route				Total
CZ 6160	COACH	11/14/2014 8:20 PM	11/14/2014 11:25 PM	CDU-SEA-SEA-CDU				
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Service Fee			s.17
STEWART BENJAMIN	CZ	s.17	302.00	20.37	0.00			361.37
			302.00	0.00	0.00			302.00
							-301.37	by credit card
							0.00	
			Total flight's				0.00	CAD

Auxiliary

Type	Vendor	City			Total
Other	INFO	ROUNDING			0.00 CAD
					0.00

Stewart, Ben MIT:EX

From: Skype <noreply@alerts.skype.com>
Sent: Wednesday, November 5, 2014 6:42 AM
To: Stewart, Ben MIT:EX
Subject: We've delivered your order

This is an automated email, please don't reply.

Hi Ben,



We've delivered your order

It's now ready for you to use. If you have any problems, [visit our support section](#) on skype.com.

Here are your purchase details:

Skype Name: S.17
Product name: Skype Credit
Total amount: CAD14.00
Transaction date: Nov 4, 2014
Order number: S.17
Order status: Delivered

See the Terms of Use for this order in your [purchase history](#).

Please note: This is a recurring payment.

We have stored your payment method and you will be charged each time your subscription automatically renews until you cancel. You can cancel any time on your account page under Subscriptions.

You may request a refund for this purchase in accordance with Skype's refund policy. To find out how, see our [FAQ](#).

Skype

[Lost Password](#) · [Account Settings](#) · [Help](#) · [Terms of Use](#) · [Privacy](#) · [Unsubscribe](#)

BENJAMIN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page
Invoice no.
PNR
Client No
Agent
Date of issue
Printed

s.17

1 of 1

31 October 2014
3 November 2014 10:02 AM

Ref : ADT

Passengers
1 STEWART BENJAMIN

Flight

Flight No	Class	Depart Date	Arrvl Date	Route			
CA 181	L	11/5/2014 8:35 AM	11/5/2014 12:50 PM	BEIJING - TOKYO-NARITA			
CA 422	L	11/7/2014 8:50 AM	11/7/2014 11:55 AM	TOKYO-NARITA - BEIJING			
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Port/Service fee	Total	
STEWART BENJAMIN	CA	s.17	889.00	225.85	0.00	1,114.85	s.17
				0.00 GST		0.00	
			889.00	225.85	0.00	1,114.85	
						1,114.85 by credit card	
						0.00	
Total flight(s)						0.00	CAD

Auxiliary

Type	Vendor	City	Date	Remark			
Other	INFO	BEIJING	08/31/2015				
Total amount owing						0.00	CAD
Total GST						0.00	

INBOX
[クレジット売上票] G

沙伯·卡·林林·沙·林林

端S.17

二、^A集

合計金額	¥47,400
------	---------

ご利用ありがとうございました
またのご来店お待ちしております

S670415 C01 A00061 VISA

光臨: 保員:
SALES COUNTER CLERK

お客様控え

CUSTOMERS COPY

53742

16514115

10.10

領収証 *Cash - Tokyo Metro*
ご利用日付 2014年11月-6日
時刻 20時05分
カード番号: PG*****3713
取引内容: テーラジ 金2000円
伝票番号: 63989

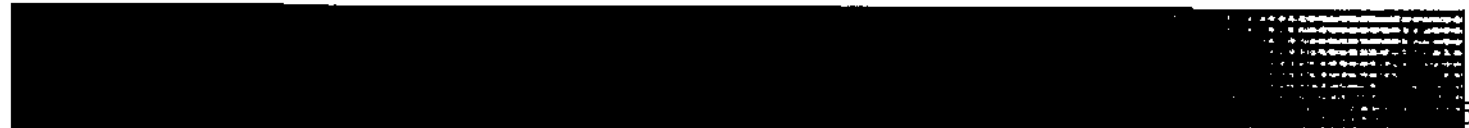
= 519.00 CAD
HISTORICAL
EXCHANGE
RATE

- この領収証は大切に保存してください。
- 毎度ありがとうございます。

184-CAD

Cash *品川駅* 券273発行
Tokyo Subway- JR東日本

2014



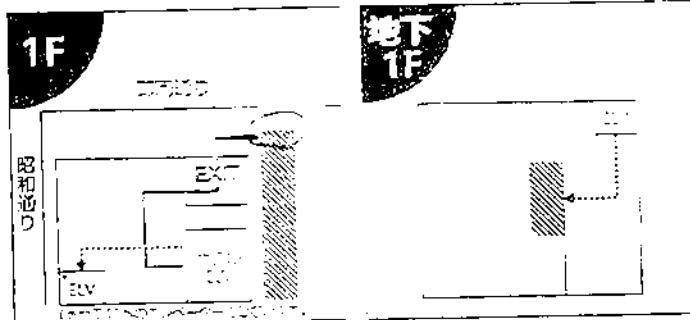
三井ガーデンホテル銀座プレミア
 東京都中央区銀座8-13-1
 TEL: 03-3543-1131

119-0000
 119-0000
 119-0000

三井ガーデンホテル銀座プレミア
 東京都中央区銀座8-13-1
 TEL: 03-3543-1131

お客様氏名 (Guests Name)	お部屋番号 (Room No.)
STEINER 様	200 号室
タクシー会社 (company)	配車番号 (TAXI No.)
K. 455	
配車予約時刻 (Time)	

月 日 時 分



三井ガーデンホテル銀座プレミア
 〒104-0061 東京都中央区銀座8-13-1
 Tel: 03-3543-1131

mitsui garden hotel	
Ginza Premier	
DATE	CLARK
1/6	1/6

お客様控
s.17

Tokyo Naniwa Express
クレジットカードご利用票 / CREDIT CARD SALES SLIP
R001
有XX-XX
(JR東日本)
¥3,020

26.11.-6 00756-03

品川駅@5発行

Ministry of International Trade

UIC & Strategic Negotiations Unit, in Asia

5th Floor – 605 Robson Street
Vancouver, BC V6B 5J3
Reception: 604-775-2100

INVOICE

INVOICE NO.: BSTEWART07NOV14
DATE: DECEMBER 17, 2014

REQUEST SENT TO:

Jacque Vanderwood
Ministry of CSCD, Mgmt Services Division
3rd Floor – 800 Johnson Street
PO Box 9843
Victoria, BC V8W 9T2

COMMENTS OR SPECIAL INSTRUCTIONS:

S.1 Statement photo below:

7

Foreign Currency: USD 1.570		Exchange rate: 0.10214	
NOV 05	NOV 07	CANADA CHINA BUSINESS TORONTO ON	\$700.00
140-163431782117000051			

PAYMENT TO	BRANCH – TITLE	REQUESTED BY	PAYMENT METHOD	TRAVEL CLAIM NO.
Ben Stewart	BCSRA	Catherine Delaney	As per discussion	WBS141115

PURCHASED	REASON (COMPANY PROVIDING SERVICE/GOODS AND WHY)	UNIT	TOTAL
	No Receipt provided by the organizers of the event/ Charge listed on S.1 Statement on Nov. 6, 2014		\$700.00
	-- CCBC/APEC/PM lunch – Event attended on Nov. 7, 2014 (one ticket)		
	--Originally charged \$700.00 (two tickets) but reimbursed for \$350		-350.00

SUBTOTAL	350.00
GST	0
PST	0
TOTAL DUE	\$350.00

Payment requested on behalf of Ben Stewart, BCSRA
If you have any questions concerning this invoice, contact Catherine Delaney S.17

MINISTRY OF INTERNATIONAL TRADE – BCSRA REIMBURSEMENT

W35:4...3

BENJAMIN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page
Invoice no. S.17
PNR
Client No
Agent
Date of issue 31 October 2014
Printed 3 November 2014 10:05 AM

1 of 1

Ref : ADT

Passengers
1. STEWART BENJAMIN

Flight

Flight No	Class	Depart Date	Arr Date	Route			
CZ 315	COACH	11/02/2014 7:15 PM	11/05/2014 10:20 PM	BEIJING - SEQUENCHEN INT			
Passenger	Carrier	Ticket #	Fare	Tax	Penalty	Ppd svc fee	Total
STEWART BENJAMIN	CZ	S.17	539.00	85.44		0.00	624.44
				0.00 GST			0.00
			539.00	85.44		0.00	624.44
							-624.44 by credit card
							0.00
Total flight(s)							0.00 CAD

Auxiliary

Type	Vendor	City	Date	Remarks
Other	INFC	BEIJING	03/01/2015	
Total amount owing				0.00 CAD
Total GST				0.00

ROOM NO. s.15
 NAME (MR. MS.) STEWART BEN
 STEWART BEN INFM

DEPT
 CLER
 BILL NO. 274111

DATE	ROOMS	INCIDENTAL EXPENSES	PAYMENTS
11.09	ROOM	250,000	
	Service Charge	25,000	
	Room Tax	27,500	
11.10	ROOM	250,000	
	Service Charge	25,000	

s.15

The Exchange Rate : 1033.59 Won To 1 US Dollar

SLB	605,000	TX. INC. TX	907,500
BALANCE	GRAND TOTAL	PAYMENTS	OUTSTANDING BALANCE
	605,000	907,500	-302,500
	\$ 525.34	\$ 878.01	\$ -292.67

PAYMENT DETAILS			
CC	42	s.17	907,500

POINT NOTIFICATION

CHANGE

s.15

s.15

FRONT DESK

CARD TYPE : s.17
CARD NO. :

EXPIRY :
TRANS. DATE : 2014-11-11 09:05:56
MERCHANT NO. : 9144346749
INSTALLMENT : 00
TERMINAL ID : 0221
ROOM NO : s.15
CLERK : 414
APPROVAL NO : 066507

AMOUNT : 907,500

s.15

*****[RECEIPT]*****

3 of 3
Past
copy

WBS141115

100

BENJAMIN STEWART
SUITE 3, 2429 DOBBIN ROAD

Page
Invoice no. s.17
PNR
Client No
Agent
Date of Issue 3 November 2014
Printed 4 November 2014 10:12 AM

1 of 1

Ref : ADT

Passengers
1. STEWART BENJAMIN

Flight

Flight No	Class	Depart Date	Arriv Date	Route				
TG 629	COACH	11/12/2014 10:50 AM	11/12/2014 1:50 PM	SEOUL INCHEON INT - HONG KONG				
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Ppd svc fee	Total		
STEWART BENJAMIN	TG	S.17	553.00	99.17	0.00	652.17	S.17	
				0.00 GST		0.00		
			553.00	99.17	0.00	652.17		
						-652.17 by credit card		
						0.00		
Total flight(s)						0.00	CAD	

Auxiliary

Type	Vendor	City	Date	Remark
Other	INFO	SEOUL INCHEON INT	09/03/2015	
Total amount owing				0.00 CAD
Total GST				0.00

Room 房號 1604	Name 姓名 Mr Benjamin Stewart	Rate 房價 2,900.00	HKD	Arrive 抵達日期 11/12/14	Time 時間 15:38
Company 公司	Mr Benjamin Stewart			Depart 離店日期 11/15/14	Time 時間 00:00
Address 地址 Canada					

s.15 s.22

Cashier ID	ZAPO	Cashier No.	Folio No.	Page 1 of 1
------------	------	-------------	-----------	-------------

DATE 日期	REFERENCE 參考	CHARGES 入帳	CREDITS 扣除
11/12/14	Accommodation	2,900.00	
11/12/14	Service Charge 10%	290.00	
11/13/14	Accommodation	2,900.00	
11/13/14	Service Charge 10%	290.00	
11/14/14	Accommodation	2,900.00	
11/14/14	Service Charge 10%	290.00	
Total 總數		9,570.00	0.00
		Balance 結餘	HKD 9,570.00

s.15

This statement is your only receipt. I agree that I am personally liable for the above-mentioned payment and if the person, company or association indicated by me as being responsible for the payment, I understand that my liability shall be joint with such person, company or association if the amount is not received within 30 days. 此結算單是酒店提供的唯一收據。本人同意承擔上述費用，如酒店於30天內未有收到由本人指定負責有關費用的的人士、公司或團體付款，我將有責任承擔以上費用。

Signature

簽名處:

To secure your next stay, go to S.15

s.15

REPRODUCED COPY

Order by INSTANT DATA FORMS LTD. TEL. 2161 333 1380

s.17

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS / SERVICES

X CARDHOLDER SIGNATURE

NO REFUND

THE ISSUER OF THE CARD IDENTIFIED ON THIS ITEM IS AUTHORIZED TO PAY THE AMOUNT SHOWN AS TOTAL UPON PROPER PRESENTATION. I PROMISE TO PAY SUCH TOTAL TOGETHER WITH ANY OTHER CHARGES DUE THE REASON SUBJECT TO AND IN ACCORDANCE WITH THE AGREEMENT GOVERNING THE USE OF SUCH CARD.

s.15

BEN STEWART EXP
S.22

Page
Invoice no. S.17
PNR
Client No
Agent
Date of issue 10 November 2014
Printed 24 November 2014 9:49 AM

Ref : ADT

Passengers
1. STEWART BENJAMIN S.22

Flight

Flight No	Class	Depart Date	Arriv Date	Route				Total
HU 8190	L	11/15/2014 7:40 AM	11/15/2014 10:20 AM	HONG KONG - BEIJING				
Passenger	Carrier	Ticket #	Fare	Tax	Penalty/Ppd svc fee			
STEWART BENJAMIN S.22	HU	S.22	219.00	55.46	0.00			
				0.00 CST				
			319.00	55.46	0.00			
						374.46		
						-374.46	by cred record	
						0.00		
			Total flight(s)			0.00	CAD	

Auxiliary

Type	Vendor	City	Date	Remark			
Other	INFO	HONG KONG	09/10/2015				
			Total amount owing		0.00	CAD	
			Total GST		0.00		

Stewart, Ben MIT:EX

From: Ben Stewart - S.22
Sent: Tuesday, November 25, 2014 4:50 PM
To: Stewart, Ben MIT:EX
Subject: Fwd: Air Canada - 15-Nov: Beijing - Kelowna (booking ref: S.22) - seat selected


Ben Stewart

Sent from my iPad

Begin forwarded message:

From: Air Canada <confirmation@aircanada.ca>
Date: November 10, 2014 at 4:35:12 PM GMT+8
To: S.22
Subject: Air Canada - 15-Nov: Beijing - Kelowna (booking ref: S.22) - 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.



Access your personalized
Air Canada travel information

[View your travel planner >](#)

Booking Information

Booking Reference: S.22

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

Main Contact:

Mr Benjamin Richard Stewart

S.22

Mobile: 1-604-6493950

Home: S.22

Work: 86-136-10839508

Online Services

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

[Request an upgrade](#)

[Select Seats](#)

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

[Alert me](#) of flight status changes directly to my mobile phone or email.

Customer Care

Air Canada

1-888-247-2262

**Flight Arrivals and
Departures**

1-888-422-7533

1: Mr Benjamin S.22 Stewart : Adult (16+), Ticket Number S.17
 Air Canada - S.22 Meal Preference : **Regular**
 Aeroplan :
 Payment Card: S.17 Special Needs: **None**
 Seat Selection: AC030 16C , ACS416 11C ,
 AC8413 7C , AC029 14C

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	2106.06
Surcharges	31.94
Fuel Surcharge	407.10
Taxes, Fees and Charges	
Canada Airport Improvement Fee	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.75
Air Travellers Security Charge (ATSC)	25.91
China Airport Fee	16.52
Total airfare and taxes before options (per passenger)	2603.28
Number of passengers	x 1
Total airfare, taxes and options	2603.28
Grand Total - Canadian dollars	\$2603.28

Payment Information

Credit/Debit Card S.17 - Amount paid: **\$2603.28**
 The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$2603.28 (Airfare - per adult)

Ticket number(s) **S.17**

Fare Rules

Departing Flight Beijing (PEK) To Kelowna (YLW) - **Flex**

Return Flight Kelowna (YLW) To Beijing (PEK) - **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.
 - Day of departure, at check-in or at the airport - \$100 CAD, per passenger, plus applicable taxes (no charge for fare difference) for same-day flights only.
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **refundable (a \$200 CAD fee applies per person)** and **non-transferable**. **Partially used tickets** may be submitted for a refund assessment. The refund will be calculated as follows: actual fare paid minus the value of the portion of the journey that has been flown, and minus the applicable fee.
 - **Cancellations** can be made up to 45 minutes prior to departure.
- **Minimum/maximum stay** and other conditions may apply.
- **Complimentary advance standard seat selection** 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.

Stewart, Ben MIT:EX

From: Ben Stewart -S.22
Sent: Tuesday, November 25, 2014 4:50 PM
To: Stewart, Ben MIT:EX
Subject: Fwd: Air Canada: Upgrade request (booking ref: S.22 Receipt of payment

Ben Stewart

Sent from my iPad

Begin forwarded message:

From: Air Canada <confirmation@aircanada.ca>
Date: November 15, 2014 at 6:15:07 PM GMT+8
To: S.22
Subject: Air Canada: Upgrade request (booking ref: S.22 Receipt of payment

Thank you for your upgrade request. Your eUpgrade Add-on has been successfully collected, and a charge has been made to your credit card.

Departure Date: 2014-11-15

Passenger(s): BENJAMIN STEWART Booking Reference: S.22

Departure City: Beijing PEK
Destination City: Vancouver YVR

Flights
AC 30 Beijing PEK Vancouver YVR 15 Nov 2014 Upgraded

Fee Breakdown
Quoted eUpgrade Add-on per Passenger: 750.00
Actual eUpgrade Add-on per Passenger: 750.00
Total Amount Paid for 1 Passenger(s): 750.00 CAD

Form of payment used: S.17

Please Note: This fee is non-refundable

You can review your eUpgrade History, including details about previous upgrades, at aircanada.com/upgrade.

----- Disclaimer/Avertissement -----
This e-mail and any files transmitted with it are privileged, confidential, and solely for the use of the individual or entity to whom they are addressed. Views expressed are those of the author and not necessarily those of the author or its affiliates. Any unauthorized use or disclosure is prohibited.

DEBIT NOTE**付款通知书**

Name: Mr. Ben Stewart Debit Note No.: S.17
 Period: 02/03/2014--01/03/2015 Date : 28/12/2014
 Room No: S.15 Page: 1

Copmany Name: International Missions Ministry of International Trade

From	To	Description	Amount
02/01/2015--01/02/2015		Room Rental:	33,000.00

Total Balance Due	RMB	33,000.00
--------------------------	------------	------------------

备注:

此单仅做为付款通知书, 不为正式发票, 如需正式发票, 请交款到账后到前台或财务开具正式发票。

Please Remit Payment To:

RMB s.21

银行名称:华夏银行

Account Name:

账号:

Account No.:

帐户名称:

Account Name:

地址:

Address:

USD/EUR/HKD/JPY

银行名称:中国银行

Account Name:

账号:

Account No.:

帐户名称:

Account Name:

海外汇款账号:

Swift Code:

地址:

Address:



中国银行

BANK OF CHINA

MERCHANT

商户名称

终端ID

终端ID

终端ID

s.17

商户名称

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终端ID

I AGREE TO THE SATISFACTION OF THE CARDHOLDER'S SERVICE

(同意支付上述款项)

CARDHOLDER SIGNATURE (持卡人签字)

持卡人存根 CARDHOLDER COPY



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING
YYYY / MM / DD
2015/01/07

DATE RETURNING
YYYY / MM / DD
2015/01/09

NO. OF WORKDAYS AWAY
3

ESTIMATED OVERTIME CLAIM
HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A - ON

DESTINATIONS

Nanjing, Shanghai

MODE OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-See attached sheet

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

2015, 01, 01

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

2015/01/05

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ESTIMATED COSTS (IN CAN. \$)

Transportation 900

Meals 100

Lodging 500

Overtime

Fees

Other

SUB TOTAL 1,500

Less Costs
paid by others

TOTAL COSTS 1,500

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: January 7 - 9, 2015

DESTINATION(s): Nanjing, Shanghai

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$1,500.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$73,000.00

EXPENDITURES TO DATE: \$31,743.00

FORECASTED TO YEAR END: \$16,711.00

VARIANCE: \$0.00

ANALYST

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐

**Visit Program to East China
Honourable Norm Letnick
BC Ministry of Agriculture
January 7 – 9, 2015
(Minister's copy)**

PHONE NUMBERS

Kevin Tsui, North and East China Managing Director – S.17
Ellen Xin, East China Director – S.17
Wendy Hu, Business Development Manager – S.17
Jessie Jiang, Education Marketing Manager – S.17
Richard Fong, Program Manager – S.17

ITINERARY

WEDNESDAY, JANUARY 7 (HEFEI > NANJING)

PM **Arrival from Hefei, Anhui Province and transfer to Westin Nanjing for check-in**
Notes: BCTI North and East China Managing Director, Kevin Tsui and East China Director Ellen Xin will be waiting for arrival
Address (Westin Hotel): #201 Zhong Yang Rd./ 中央路 201 号
Tel: Kevin Tsui, North and East China Managing Director – # S.17
 Ellen Xin, East China Director – #: S.17
Car: Blue, Buick GL8 Van with 7 seats (including the driver's seat).

THURSDAY, JANUARY 8 (NANJING)

9:30 AM **Depart Westin Hotel for meeting**
Car: Buick GL8 7-seater including driver

Attendees (all day):

1. Yourself
2. Jean-Pierre Letnick
3. Kevin Tsui, Managing Director, North and East China Office
4. Ellen Xin, Director, East China Office
5. Wendy Hu, Business Development Manager
6. Professor Cao, Translator

- 10:00 AM **Meeting #1: Jiangsu Provincial Commission of Agriculture (see pg. 5 for detailed briefing notes)**
Add: 8 Moonlight Square Caochangmen Street/南京市草场门大街月光广场 8 号
Notes: You will most likely be seated in a "U" shaped meeting room.
- 11:30 AM **Meeting #2: Jiangsu Provincial Government Vice Governor Mr. XU Ming (see pg. 6 for detailed briefing notes)**
Add: XX Hotel/XX 宾馆
Contact: ZHOU Wei, Deputy Director General, Jiangsu FAO 18951920809
 WANG Ming, Jiangsu FAO 18951920906
Notes: 1. You will most likely be seated in a "U" shaped meeting room.
 2. The Vice Governor's family name is XU (pronounced roughly 'Shi-ui'). In English, his name would be Ming Xu.
- 12:00 PM **Lunch hosted by Jiangsu Foreign Affairs Office**
Add: TBC
- 2:30 PM **Meeting #3: High Hope International Group/Jiangsu Cereals, Oils & Foodstuffs Import/Export Group Corp. (see pg. 7 for detailed briefing notes)**
Add: 91 Baixia Rd/528 Taiping Lu/白下路 91 号/太平南路 528 号
- 4:00 PM **Meeting #4: Golden Eagle International Retail Group (see pg. 9 for detailed briefing notes)**
Add: 8F Golden Eagle International Plaza 89 Hanzhong Lu/汉中路 89 号
- 5:00 PM **Transport to dinner (location and attendees TBC)**
5:30 PM **Dinner**
7:30 PM **Transport back to Westin Hotel**

FRIDAY, JANUARY 9 (NANJING > SHANGHAI > HEFEI)

- 6:40 AM **Check-out Westin Hotel**
 Car: Buick GL8 7-seater including driver
 Attendees:
 1. Yourself
 2. Kevin Tsui
 3. Ellen Xin
 4. Wendy Hu
- 7:30 AM **From Nanjing Railway Station take High Speed Train G7123 to Shanghai Hongqiao Railway Station**
- 9:26 AM **Arrival at Shanghai Hongqiao Train Station**
- 9:30 AM **Coffee and Breakfast briefing at Costa/Starbucks**
 Note: Will meet translator Ms. Vivian Hong at Costa/Starbucks

- 10:00 AM **Transfer towards China Eastern Logistics Office**
Add: Hongqiao Airport #199 Kong Gang Six Rd., building #7/虹桥国际机场空港
六路 199 号货航大楼 7 楼
Car: Blue, Buick GL8 7 seater (including driver)
Attendees:
1. Yourself
2. Kevin Tsui
3. Ellen Xin
4. Wendy Hu
5. Vivian Hong (translator)
- 10:30 AM **Meeting #5: China Eastern Logistics (see pg. 10 for detailed briefing notes)**
Add: #18 Kong Gang Liu Rd.
地址: 空港六路 18 号
Attendees (Chinese side): LI Jiu Peng, General Manager China Eastern Logistics,
WAN Wei, Assistant General Manager China Eastern Logistics, CHEN Hai Tao,
Director China Eastern Logistics, WANG Yun Feng, General Manager China
Eastern Express Delivery
Note: You'll give a BC specialty gift S.17
provided by the Shanghai office as they will hand over a model airplane as a gift
to you.
- 12:00 PM **Transport to lunch (Location: Calypso Mediterranean Restaurant)**
Add: Jingan District, Kerry Center Square
- 12:30 PM **Lunch with Shun Feng Express (see pg. 11 for detailed briefing notes)**
Attendee List:
I. Agri. Minister Norm Letnick
II. Kevin Tsui, Managing Director BCTI North and East China
III. Ellen Xin, Director BCTI East China Office
IV. Wendy Hu, Program Manager BCTI East China
V. Vivian Hong, translator
VI. Philip Tian, Shun Feng Express
- 1:30 PM **Transport to North America Premiere Wine Shop 北美精华酒庄**
Add: #800 Chang De Rd, 常德路 800 号
- 1:45 PM **Brief meeting with STC Eric Pelletier and TC Dora Wang**
- 2:00 PM **Canadian Icewine & Wine Tasting @ North American Premiere Wine Shop (see
pg. 12 for detailed briefing notes)**
- 2:10 PM **Welcome speech made by the BC Minister of Agriculture (you)
(5 min.)**

- 3:30 PM **BC Agricultural Promotional Media Roundtable (see pg. 13 for detailed briefing notes)**
With representatives from agricultural and foods journals and periodicals
Note: Will last for approximately 30 min. Keep in mind that this media roundtable will take place in a temperature-controlled wine cellar at 15C so do dress warm. As well, as the cellar will need to be at a constant temperature of 15C, so there is a potential that there might be a strong hiss of wind in the middle of the interview that lowers the room temperature. Do not be alarmed. We have asked management to prevent this automated action from happening and we have received a guarantee as long as we keep the interview under 30 min. it should be fine.
- 4:45 PM **Drive to dinner location (Qiao Jiang Nan) – Pronounced roughly 'Ciao Jiang Nan'**
Add: #881 Yan An Middle Rd.
- 5:00 PM **Private Investment Dinner (see pg. 16 for detailed briefing notes)**
Attendees list: Yourself, Kevin Tsui, Ellen Xin, Vivian Hong (translator), and 5 Chinese investors representing 3 companies.
- 7:30 PM **Departure for Pudong International Airport**
- 8:45 PM **Airport Check-in**
- 10:05PM **Flight from Shanghai Pudong International Airport T1 to Hefei (Flight #: MU5467)**
- END OF PROGRAM-

BRIEF AND MEETING NOTES

Meeting #1: Jiangsu Provincial Commission of Agriculture

Background Information:

- A senior official from the Agriculture Committee will attend this meeting, and MNL will be expected to give an overview of BC agriculture, as well as products and areas that BC might be able to co-operate with Jiangsu province in future.
- There are currently no known BC agrifoods exports to Jiangsu Province. BCTIO Shanghai suggested potential opportunities may exist for seafood, bottled water, cherries and blueberries (once access is finalized).
- Jiangsu's agriculture strength is mainly in poultry, pork and crop production; their
s.13,s.17

Key Messages:

- BC places a high level of importance on developing strong relations with Jiangsu Province. BC looks forward to advancing cooperation as detailed in the Letter of Intent, and further expanding two-way trade and investment between the provinces.
- BC produces over 200 agriculture commodities and 100 different seafood species and is home to over 1,400 processing businesses, which makes our province one of the most diverse food producing regions in North America.
- BC is the fourth largest farmed salmon producer in the world and is responsible for 95 per cent of Canada's highbush blueberry and sweet cherry production.
- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- Our modern agriculture and transportation infrastructure ensure that customers receive exceptionally fresh and nutritious products quickly and efficiently.
- **SEAFOOD:**
 - British Columbia's prime fishing grounds, world-famous salmon-rearing rivers, and pristine ocean farming areas produce a rich harvest of fish and seafood.
 - China is BC's second largest market for fish and seafood products. BC exported \$163 million worth of fish and seafood products to China in 2013, up 35 per cent from 2012.
 - Food safety, traceability and sustainability are the cornerstones of our seafood sector and have earned British Columbia an international reputation for safe, reliable, top-quality seafood products.
- **PORK:**
 - BC also exported over 31,000 tonnes of speciality pork products in 2013, 30 per cent of which was destined for China.
 - Our producers and processors are committed to delivering high-quality speciality pork products to meet the needs of our customers at home and around the world.

- BC pork is produced and processed in a strictly regulated environment that ensures high standards of food safety, animal care, traceability and environmental stewardship.
- **WINE:**
 - Our skilled winemakers are recognized internationally for producing premium, world-class wines, with thousands of medals won in competitions around the globe. Over 240 licensed BC wineries produce approximately 11.5 million litres of wine annually.
- **SWEET CHERRIES:**
 - BC's interior valleys, with clean, fresh water and intensely warm weather that extends well into the fall, provides ideal conditions for growing cherries.
 - We appreciate the cooperative efforts involving officials in China and Canada to open the Chinese market to fresh BC cherries.
 - In 2013, BC shipped \$3.9 million worth of fresh cherries to China for the first time. Our cherry industry looks forward to continuing to supply Chinese consumers with fresh, tasty, nutritious cherries.
- **PROCESSED FOODS**
 - BC's food processing industry is the largest among BC's manufacturing industries; it is comprised of nearly 1,400 small- and medium-sized firms that have the operational flexibility and ability to satisfy consumers' diverse tastes and preferences.
 - Growing segments of BC's food processing market include ethnic, organic and functional foods, herbal and botanical products, specialty pet foods and nutraceuticals.
 - In 2013, Food Preparations for Manufacturing and Baked Goods were BC's second and fourth largest exports. Food Preparations for Manufacturing exports to China saw a 52% growth in 2013 and we see great potential for increasing BC exports of Baked Goods such as biscuits, snack bars and breakfast cereal to meet the growing demand by Chinese consumers.
- China is a priority market for the Province of British Columbia and our government looks forward to engaging with Jiangsu Province to explore opportunities for our agrifoods sector.

Meeting #2: Jiangsu Provincial Government Vice Governor Mr. XU Ming

Background Information:

- The Province of Jiangsu, located on China's east coast, has the highest provincial GDP per capita and second-highest total GDP, after Guangdong Province.
- The Jiangsu government is seeking to establish formalized bilateral ties with BC for mutual economic benefit. The broadening of bilateral ties between BC and Jiangsu is beneficial due to Jiangsu's strategic importance as an industrial and economic leader in China.
- The Vice Governor of Jiangsu Province led a delegation to BC to meet with the Ministry of Agriculture (AGRI) and the Ministry of International Trade (MIT) to discuss strengthening of bilateral ties between the two provinces on October 8, 2014.

- A Letter of Intent recognizing the desire to strengthen bilateral ties between BC and Jiangsu was signed by Deputy Minister Baskerville and Deputy Director General Zhou of the Jiangsu Provincial Foreign Affairs Office at a signing ceremony following the meeting.
- The Jiangsu government has provided support to the BC Trade and Investment Office (BCTIO) in Shanghai through joint trade promotion activities. With support from the S.13,S.17

Key Messages:

- BC places a high level of importance on developing strong relations with Jiangsu Province. BC looks forward to advancing cooperation as detailed in the Letter of Intent, and further expanding two-way trade and investment between the provinces.
- BC has a wide variety of high-quality food and beverage products to offer, from seafood, blueberries, cherries and pork, to fruit juice, bottled water, processed foods and wine.
- With our growing array of products and our international reputation for high food safety standards, food importers from around the world are exploring what British Columbia has to offer. Our modern agriculture and transportation infrastructure ensure that customers receive exceptionally fresh and nutritious products quickly and efficiently.
- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- China is a priority market for the Province of British Columbia and our government looks forward to engaging with Jiangsu Province to explore opportunities for our agrifoods sector.
- There is potential for new partnerships between Jiangsu and BC's agricultural and seafood sectors. We look forward to finding new opportunities to help meet the needs of Jiangsu consumers and partner with the Chinese agrifood industry to support our mutual success.

Meeting #3: High Hope International Group/Jiangsu Cereals, Oils & Foodstuffs Import/Export Group Corp.

Background Information:

- Founded in 1973, Jiangsu Cereals, Oils & Foodstuffs Import & Export Group Corp. (abbreviated as JCOF) is a state-owned import and export company that focuses on agriculture products, including cereals, beans, canned food, condiments and meats. JCOF is constantly expanding its product line based on market requirements.
- JCOF is a subsidiary of High Hope International Group, the largest state-owned import and export company in Jiangsu province. High Hope International Group's import and export business generated US\$5.2 billion in 2013, ranking it 233 of China's top 500 companies.
- High Hope International Group is investing in a large cold chain and logistic centre in Lianyungang (a city in northeastern Jiangsu province). They currently have a joint venture with a Japanese partner to grow blueberries and cherries in Lianyungang for further processing, which are then exported to the Japanese market.

- JCOF imported peas from Canada for a Chinese noodle processing facility in the past, but stopped when direct sales were established between the Canadian pea supplier and the noodle processor. JCOF also imported canola seed from Canada in the past, but stopped after blackleg (a fungal disease) was identified on canola from Canada. They are currently importing beans from the USA and are interested in fish powder.
- BC exported \$3.5 million worth of fish meal/flours/pellets in 2013 (99 per cent of which was destined for the United States).
- MNL will be expected to provide an overview of BC's agrifoods industry during this meeting, and then discuss potential opportunities for future collaboration. It is anticipated that High Hope may be interested in technology exchange with Canada with regards to blueberry and cherry production; S.13,S.16
S.13,S.16
- It is suggested that MNL requests information on the quantity and types of products that JCOF is interested in importing and then AGRI staff can inquire with BC companies about their capacity/interest in developing this trading relationship.

Key Messages:

- BC produces over 200 agriculture commodities and 100 different seafood species and is home to over 1,400 processing businesses, which makes our province one of the most diverse food producing regions in North America.
- BC is the fourth largest farmed salmon producer in the world and is responsible for 95 per cent of Canada's highbush blueberry and sweet cherry production.
- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- Our modern agriculture and transportation infrastructure ensure that customers receive exceptionally fresh and nutritious products quickly and efficiently.
- **SEAFOOD:**
 - British Columbia's prime fishing grounds, world-famous salmon-rearing rivers, and pristine ocean farming areas produce a rich harvest of fish and seafood.
 - China is BC's second largest market for fish and seafood products, receiving \$163 million worth of fish and seafood products from British Columbia in 2013, up 35 per cent from 2012.
 - Food safety, traceability and sustainability are the cornerstones of our seafood sector and have earned British Columbia an international reputation for safe, reliable, top-quality seafood products.
- **SWEET CHERRIES:**
 - BC is the number one producer and exporter of sweet cherries in Canada. In 2013, BC exported \$42 million worth of sweet cherries to 21 different countries.
 - BC's interior valleys, with clean, fresh water and intensely warm weather that extends well into the fall, provides ideal conditions for growing cherries. The main varieties grown in BC are Bing, Lambert, Van, Lapins and Sweetheart. Many of our export varieties were developed in BC to form a perfect match for our climate.

- In 2013, BC shipped \$3.9 million worth of fresh cherries to China for the first time. Our cherry industry looks forward to continuing to supply Chinese consumers with fresh, tasty, nutritious cherries.
- **BLUEBERRIES:**
 - BC is also the number one producer and exporter of highbush blueberries in Canada, and the third largest in the world.
 - In 2013, BC exported \$155 million worth of fresh and frozen blueberries to over 14 different countries.
 - Ideal growing conditions, close proximity to food packers and processors, and easy access to BC's highly integrated transportation system has made the Lower Mainland of BC one of Canada's most important regions for berry production.
 - BC blueberries are picked, handled and shipped with exceptional care to ensure optimum product quality. Fresh berries can be shipped to customers in Asia within 24 hours of being harvested.
 - Our blueberry industry prides itself on providing a healthy, versatile product in either fresh or frozen format for use in various applications.
 - BC is pleased that Chinese officials have initiated the process to allow fresh Canadian blueberries into China, and is looking forward to supplying Chinese consumers with safe, high-quality fresh blueberries in the near future. Any support that you can provide to help open the market for our blueberries is very much appreciated.
- **PROCESSED FOODS**
 - BC's food processing industry is the largest among BC's manufacturing industries; it is comprised of nearly 1,400 small- and medium-sized firms that have the operational flexibility and ability to satisfy consumers' diverse tastes and preferences.
 - Growing segments of BC's food processing market include ethnic, organic and functional foods, herbal and botanical products, specialty pet foods and nutraceuticals.
 - In 2013, Food Preparations for Manufacturing and Baked Goods were BC's second and fourth largest exports. Food Preparations for Manufacturing exports to China saw a 52% growth in 2013 and we see great potential for increasing BC exports of Baked Goods such as biscuits, snack bars and breakfast cereal to meet the growing demand by Chinese consumers.
- There is potential for new partnerships between High Hope International Group, JCOF and BC's agricultural and seafood sectors. We look forward to finding new opportunities to help meet the needs of Chinese consumers and partner with the Chinese agrifood industry to support our mutual success.

Meeting #4: Golden Eagle International Retail Group

Background Information:

- Since the opening of the first department store in Nanjing nearly 18 years ago, the Golden Eagle International Retail Group has successfully opened 26 self-owned stores, with a total gross floor area of 1,187,023 square meters. The Group's stores span across four provinces, namely Jiangsu, Anhui, Shaanxi and Yunnan, and cover 15 cities including Shanghai, Nanjing, and Nantong among others.

- Golden Eagle focuses on high-end retail business in Jiangsu and other parts of China. Approximately 70% of the food sold in their supermarkets is imported. Golden Eagle does not import the food directly from overseas suppliers; they source imported foods from local agents/distributors.
- MNL will visit their supermarket and have an opportunity to learn about the local market characteristics and customer habits in regards to imported food.

Key Messages:

- BC's agrifoods sector generates approximately \$12 billion in combined revenues annually and exports nearly \$2.7 billion worth of agriculture, food and seafood products to more than 140 countries.
- BC produces over 200 agriculture commodities and 100 different seafood species and is home to over 1,400 processing businesses, which makes our province one of the most diverse food producing regions in North America.
- BC has a wide variety of high-quality food and beverage products to offer, from seafood, blueberries, cherries and pork, to fruit juice, bottled water, processed foods and wine.
- BC is the fourth largest farmed salmon producer in the world and is responsible for 95 per cent of Canada's highbush blueberry and sweet cherry production.
- Our agrifoods industries have earned an international reputation for their commitment to sustainable practices, which ensure the integrity of natural resources, the highest standards in animal care, and stringent health and food safety standards that meet the expectations of discerning consumers.
- With our growing array of products and our international reputation for high food safety standards, food importers from around the world are exploring what British Columbia has to offer. Our modern agriculture and transportation infrastructure ensure that customers receive exceptionally fresh and nutritious products quickly and efficiently.
- Our varying climate, combined with plentiful, fertile farmland and abundant fresh water supplies, contribute to ideal growing conditions and an impressive array of agriculture, food and seafood products that meet the high standards and taste preferences of clients and consumers around the world.

Meeting #5: Meeting with China Eastern Logistics

Meeting Format:

- China Eastern Logistics Management will do a brief introduction about their company
- China Eastern Logistics Management would like to find out:
 - what products from BC are mostly air shipped?
 - Will the government support the shipping in any ways?
 - How China Eastern can work with BC ministry of Agriculture.
 - Any new development despite the on-going business.

Background Information:

- Shanghai Eastern Logistics Co., Ltd. provides air freight related services. The company offers ground handling services of air cargo, mail, and luggage. It also offers documentation services for inbound and outbound cargo of domestic and international flights, cargo build-up, break-down, ferry, and ULD management; professional special

cargo transportation services that include handling of valuable goods, perishable goods, live animals, and diplomatic pouch and dangerous goods; and door-to-door logistics services, including ground transportation of passengers and cargo, and custom clearance services. The company was founded in 2004 and is based in Shanghai, China. Shanghai Eastern Logistics Co., Ltd. operates as a subsidiary of China Eastern Airlines Corp. Ltd.

- Established in 1988, China Eastern Airlines is the second-largest Chinese airline by passenger volume. From its headquarters in Shanghai, the airline operates 430 aircraft to 1,000 cities in 197 countries via close cooperation with SkyTeam member airlines, and carries approximately 80 million passengers annually.
- China Eastern began flights from Vancouver to Shanghai in 2004, and expanded their service in 2013 from one to two daily flights. This expanded service provides additional opportunities to ship high-value agrifoods products from B.C. to China, such as cherries, crab and geoduck.

Key Messages:

- China is a priority market for the Province of British Columbia and our government appreciates the services provided by China Eastern Airlines and Shanghai Eastern Logistics Companies to support the expansion of trade between BC and China.
- BC's agrifoods sector generates approximately \$12 billion in combined revenues annually and exports nearly \$2.7 billion worth of agriculture, food and seafood products to more than 140 countries.
- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- Our modern agriculture and transportation infrastructure ensure that customers receive exceptionally fresh and nutritious products quickly and efficiently.
- BC's freight forwarders are competitive and can provide good service to China Eastern Airlines to help them grow their cargo business from BC to China.
- Many of the products exported from BC to China, such as live crab, live geoduck and fresh cherries, are shipped within 24 hours of being caught or harvested. We depend on the services of China Eastern Airlines to transport these types of products to the Chinese market.
- We are hopeful that we can identify more opportunities to further enhance the important relationship between BC and China in the future.

Lunch Meeting: with Shun Feng Express

Attendees: Philip Tian, Director, Global Sourcing of Shun Feng Express, Global E-commerce Unit

Bio of Mr. Tian:

Philip Tian worked for JD.com before joining SF Express. He is now based in Shanghai for SF Express newly-developed ecommerce business with focus on Agriculture, F&B, Baby-related & Lifestyle categories for products. He is looking for overseas suppliers to import to China.

Background on Shun Feng Express:

Founded in 1993 and based in Shenzhen, Shun Feng (SF) Express Co., Ltd. is a freight and logistics company that provides domestic and international express delivery and related services

and is one of the two leading couriers in China. As of July 2014, S.F. Express has nearly 290,000 employees, 12,000 vehicles, 15 aircrafts and 9,100 service centers in mainland China and overseas countries/regions.

Since May 2014, SF Express has expanded into e-commerce by building 500 bricks and mortar "Heike" stores (transliteration from the English word: 'Hacker').

"Inside Shunfeng's Heike store, there's nothing on the shelves but tablets, and advertising posters cover the walls. Consumers can order goods on the tablets or by scanning QR codes on the posters. No matter what e-commerce platform the item comes from, the goods will be delivered by Shunfeng Express to the buyers' homes.

Heike is aimed at using Shunfeng's strength in logistics to better combine online shopping with a bricks-and-mortar consumer experience. For example, consumers can order goods and have them delivered to Heike stores without payment. They can then decide whether to buy after trying them out.

One analyst in the industry said that Shunfeng's model is not yet mature and that having consumers order on Heike tablets actually makes shopping more complicated.

Shunfeng says its plan is to get closer to consumers by setting up shop inside local communities. Heike wants its services to blend into the daily life of consumers. In the future it will be offering additional services such as laundry, airplane booking, and household appliance maintenance. The company hopes to have 4,000 stores nationwide by the end of year."

Source: CCTV <http://www.cctv-america.com/2014/10/15/chinese-delivery-giant-shunfeng-enters-e-commerce-using-community-stores>

Background on JD.com (Jing Dong)

Beijing Jingdong Century Trading Co., Ltd. operates as an online retailer in China. It retails various categories of products to customers worldwide. The company was founded in 1998 and is based in Shanghai, China. JD is one of the largest e-commerce platforms in China and is a direct competitor of the more famous cousin, Alibaba.

Canadian Icewine & Wine Tasting @ North American Premiere Wine Shop

Background Information:

- In collaboration with the Canadian Consulate in Shanghai, BC Trade and Investment Shanghai Office will co-organize a wine tasting event for 40-50 guests including wine buyers, importers and media. Five BC wineries will be represented – Mission Hills, Poplar Groves, Paradise Ranch, Perseus and Lulu Winery (TBC).

Key Messages:

- China is a priority market for the Province of British Columbia and our government looks forward to engaging with Chinese stakeholders and partners to expand the important trading relationship that exists between BC and China.
- BC produces over 200 agriculture commodities and 100 different seafood species and is home to over 1,400 processing businesses, which makes our province one of the most diverse food producing regions in North America.
- Our varying climate, combined with plentiful, fertile farmland and abundant fresh water supplies, contribute to ideal growing conditions and an impressive array of agriculture, food and seafood products that meet the high standards and taste preferences of clients and consumers around the world.
- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- As a result of the rising demand for premium-quality wines in China, BC's total wine exports have increased over 800 per cent since 2008. In 2013, BC exported \$7.7 million worth of wine to 14 different countries, with approximately 90 per cent being shipped to China.
- Over 240 licensed BC wineries produce approximately 11.5 million litres of wine annually. This is enough to fill over 73 million wine glasses.
- Our wineries are supported by over 860 grape farms which grow 60 different grape varieties, enabling the production of a diverse array of high-quality wine.
- Our award-winning ice wines, produced from grapes naturally frozen on the vine before harvest, are being enjoyed by consumers across North America and Asia.
- Our skilled winemakers are recognized internationally for producing premium, world-class wines, with thousands of medals won in competitions around the globe.
- There is great potential for new partnerships between China and BC's wine sectors. We look forward to finding new opportunities to help meet the needs of Chinese consumers and partner with the Chinese agrifood industry to support our mutual success.

BC Agricultural Promotional Media Roundtable

Background Information:

- Roundtable event with representatives from agricultural and foods journals and periodicals in China.
- MNL will provide an overview of BC agrifoods products and answer questions from media attendees.

Key Messages:

- China is a priority market for the Province of British Columbia and our government looks forward to engaging with Chinese stakeholders and partners to expand the important trading relationship that exists between BC and China.
- BC produces over 200 agriculture commodities and 100 different seafood species and is home to over 1,400 processing businesses, which makes our province one of the most diverse food producing regions in North America.
- Our varying climate, combined with plentiful, fertile farmland and abundant fresh water supplies, contribute to ideal growing conditions and an impressive array of agriculture,

food and seafood products that meet the high standards and taste preferences of clients and consumers around the world.

- China is one of BC's fastest growing agrifoods export markets, driven in large part by increased demand for seafood, pork and wine. Over \$234 million worth of BC agrifood and seafood products were exported to China in 2013, up 36 percent from 2012.
- **SEAFOOD:**
 - British Columbia's prime fishing grounds, world-famous salmon-rearing rivers, and pristine ocean farming areas produce a rich harvest of fish and seafood.
 - In 2013, BC exported \$903 million worth of seafood products to 62 different markets, an increase of four percent from 2012.
 - China is BC's second largest market for fish and seafood products. BC exported \$163 million worth of fish and seafood products to China in 2013, up 35 per cent from 2012.
 - Top BC exports to China include salmon, crab, clams, herring, shrimp, prawns, hake, sea cucumber, sea urchins, tuna, flounder and cod.
 - Food safety, traceability and sustainability are the cornerstones of our seafood sector and have earned British Columbia an international reputation for safe, reliable, top-quality seafood products.
 - A cooperative approach between industry and government has put BC's seafood sector at the forefront of new conservation initiatives, helping to ensure a sustainable industry for the future. Seven species in 12 BC fisheries have been certified by the Marine Stewardship Council as being sustainably managed.
- **PORK:**
 - BC pork is produced and processed in a strictly regulated environment that ensures high standards of food safety, animal care, traceability and environmental stewardship.
 - Our producers and processors are committed to delivering high-quality speciality pork products to meet the needs of our customers at home and around the world.
 - BC exported over 31,000 tonnes of speciality pork products in 2013. China was BC's top export market, receiving 30 per cent of BC's total pork exports.
- **CHERRIES:**
 - BC is the number one producer and exporter of sweet cherries in Canada. In 2013, BC exported \$42 million worth of sweet cherries to 21 different countries.
 - BC's interior valleys, with clean, fresh water and intensely warm weather that extends well into the fall, provides ideal conditions for growing cherries.
 - The main varieties grown in BC are Bing, Lambert, Van, Lapins and Sweetheart. Many of our export varieties were developed in BC to form a perfect match for our climate.
 - We appreciate the cooperative efforts involving officials in China and Canada to open the Chinese market to fresh BC cherries. In 2013, BC shipped \$3.9 million worth of fresh cherries to China for the first time. Our cherry industry looks forward to continuing to supply Chinese consumers with fresh, tasty, nutritious cherries.
- **WINE:**
 - As a result of the rising demand for premium-quality wines in China, BC's total wine exports have increased over 800 per cent since 2008.

- In 2013, BC exported \$7.7 million worth of wine to 14 different countries, with approximately 90 per cent being shipped to China.
- Over 240 licensed BC wineries produce approximately 11.5 million litres of wine annually. This is enough to fill over 73 million wine glasses.
- Our wineries are supported by over 860 grape farms which grow 60 different grape varieties, enabling the production of a diverse array of high-quality wine.
- Our award-winning ice wines, produced from grapes naturally frozen on the vine before harvest, are being enjoyed by consumers across North America and Asia.
- Our skilled winemakers are recognized internationally for producing premium, world-class wines, with thousands of medals won in competitions around the globe.
- **BLUEBERRIES:**
 - BC is the number one producer and exporter of highbush blueberries in Canada, and the third largest in the world. In 2013, BC exported \$155 million worth of fresh and frozen blueberries to over 14 different countries.
 - Ideal growing conditions, close proximity to food packers and processors, and easy access to BC's highly integrated transportation system has made the Lower Mainland of BC one of Canada's most important regions for berry production.
 - BC blueberries are picked, handled and shipped with exceptional care to ensure optimum product quality. Fresh berries can be shipped to customers in Asia within 24 hours of being harvested.
 - Our blueberry industry prides itself on providing a healthy, versatile product in either fresh or frozen format for use in various applications.
 - BC is pleased that Chinese officials have initiated the process to allow fresh Canadian blueberries into China, and is looking forward to supplying Chinese consumers with safe, high-quality fresh blueberries in the near future.
- **PROCESSED FOODS**
 - Building on the successful partnerships between our seafood, pork and wine industries, we are hopeful that we can identify more opportunities, including those in our food processing and processed food industry.
 - BC's food processing industry is the largest among BC's manufacturing industries; it is comprised of nearly 1,400 small- and medium-sized firms that have the operational flexibility and ability to satisfy consumers' diverse tastes and preferences.
 - Growing segments of BC's food processing market include ethnic, organic and functional foods, herbal and botanical products, specialty pet foods and nutraceuticals.
 - In 2013, Food Preparations for Manufacturing and Baked Goods were BC's second and fourth largest exports. Food Preparations for Manufacturing exports to China saw a 52% growth in 2013 and we see great potential for increasing BC exports of Baked Goods such as biscuits, snack bars and breakfast cereal to meet the growing demand by Chinese consumers.
- There is great potential for new partnerships between China and BC's agrifood sectors. We look forward to finding new opportunities to help meet the needs of Chinese consumers and partner with the Chinese agrifood industry to support our mutual success.

Private Investment Dinner

Investment Company #1: Shanghai Shuijinyang Food Co., Ltd

Shanghai Shuijinyang Food Co., Ltd. is a joint venture formed by Shanghai Fisheries General Group, the biggest state owned fishery company in Shanghai and Jinjiang Group, one of China's biggest holding company in travel & hospitality business. Backed by the strength of these two groups, Shanghai Shuijinyang owns a full industry chain from catching, processing, storing and distribution of seafood. It has distribution channels to high-end restaurants and also has its own stores and online sales platforms. Shuijinyang is already a buyer of BC seafood. S.13,S.17

Investment Company #2: Fuxing

Investment Company #3: Esen Agro.

Key Messages:

- China is a priority market for the Province of British Columbia, and there is great potential for new partnerships between China and BC's agrifood sectors.
- Our government looks forward to engaging with our Chinese partners to expand the important trading and investment relationship that exists between BC and China.

New Investment Projects:

- S.16,S.17

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s.16,s.17

These investments will strengthen our economy, grow communities and secure jobs for all British Columbians.



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)				VOTE	
EMPLOYEE NAME				EMPLOYEE ID.	
Ben Stewart					
POSITION			BARGAINING UNIT / GROUP NO.		
BCSRA					
BRANCH / LOCATION / REGION					
Beijing					
DATE DEPARTING YYYY/MM/DD		DATE RETURNING YYYY/MM/DD		NO. OF WORKDAYS AWAY	
2015/01/22		2015/01/23		2	
ESTIMATED OVERTIME CLAIM				HOURS	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS					
<input type="checkbox"/> N/A, OR					
DESTINATIONS				ESTIMATED COSTS (IN CAN. \$)	
Hangzhou				Transportation 700	
				Meals 100	
				Lodging 300	
				Overtime	
				Fees	
				Other	
				SUB TOTAL 1,100	
				Less Costs paid by others	
				TOTAL COSTS 1,100	
METHOD OF TRAVEL					
Flight (economy)					
PURPOSE OF TRAVEL Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.					
See attached sheet					
SIGNATURES Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities. PLEASE SIGN ONE BOX ONLY					
DIRECTOR					
APPROVED		NOT APPROVED		DATE SIGNED YYYY/MM/DD	
ASSISTANT DEPUTY MINISTER					
APPROVED		NOT APPROVED		DATE SIGNED YYYY/MM/DD	
Chuk Lok				2015/01/20	
DEPUTY MINISTER					
APPROVED		NOT APPROVED		DATE SIGNED YYYY/MM/DD	
MINISTER					
APPROVED		NOT APPROVED		DATE SIGNED YYYY/MM/DD	
EMPLOYEE'S SIGNATURE				DATE SIGNED YYYY/MM/DD	
[Signature]				Jan 20, 15	

FIN 53-WEB Rev. 2008/10/03

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: Jan 22 - 23 2015

DESTINATION(s): Beijing - Hangzhou

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$1,100.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOBS7 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$45,369.00

FORECASTED TO YEAR END: \$34,631.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☐ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING
YYYY/MM/DD

2015/01/23

DATE RETURNING
YYYY/MM/DD

2015/03/01

NO. OF WORKDAYS AWAY

10

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATION(S)

Vancouver, Victoria, Kelowna

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-Personal travel 2015/01/23-2015/02/15

-See attached sheet for agenda of meetings

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY/MM/DD

2015, 01, 23

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.

PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

2015/01/15

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

2015/01/19

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

FIN 02/MEO Rev. 2003/10/09

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: January 23 thru March 1, 2015

DESTINATION(s): Vancouver, Victoria, Kelowna - from Beijing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$8,850.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$45,369.00

FORECASTED TO YEAR END: \$34,631.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

Itinerary for BCSRA Ben Stewart

January 22 – 23, 2015

Ben is planning on joining Kevin Tsui and UBC's China Council in Hangzhou this Thursday and Friday.
The itinerary follows below:

1/22	7:50-9:50	Flight to Hangzhou	JA, YT, AI, LHC	Shenzhen Airline: S.22
		Visit universities in Hangzhou	BS, JA, WHS, YT, AI, KZT, LHC	
		Meeting with Zhejiang Dept of Edu	BS, JA, WHS, YT, AI, KZT, LHC	
		Meeting with Zhejiang Gov	BS, JA, WHS, YT, AI, KZT, LHC	
		Welcome banquet by Zhejiang Gov	BS, JA, WHS, YT, AI, KZT, LHC	
1/23		Meeting with Zhejiang University	BS, JA, WHS, YT, AI, KZT, LHC	
	TBC	Visit Alibaba	BS, JA, WHS, YT, AI, KZT, LHC	
	14:05-14:50	Train to Shanghai	JA, YT, LHC	G86

Bains, Jasmine MIT:EX

From : Irwin, Paul MIT:EX
Sent: Thursday, January 15, 2015 6:27 PM
To: Delaney, Catherine A MIT:EX; Bains, Jasmine MIT:EX
Cc: Cowan, Jim MIT:EX
Subject: RE: Travel Authorization for Ben Stewart, BCSRA (signed by ADM)

Jasmine,
BCSRA wishes to come back for a series of meetings and corporate calls with BC stakeholders interested in the China market, with a particular focus on clean tech, agrifood, aerospace, ports and First Nations stakeholders. We have not confirmed any meetings yet and still working with BCSRA to identify which companies and associations will be included. If we need more information for the TA, please let us know.
Thanks
Paul

From : Delaney, Catherine A MIT:EX
Sent: Thursday, January 15, 2015 4:34 PM
To: Bains, Jasmine MIT:EX
Cc: Irwin, Paul MIT:EX; Cowan, Jim MIT:EX
Subject: Travel Authorization for Ben Stewart, BCSRA (signed by ADM)

Hi Jasmine,

The same TA is back in your court, still awaiting an itinerary from Lance Noble regarding Ben's trip, but the ADM checked with our finance team, and then signed it on his end, so I am resending to you. Please let me know if it will need the itinerary or if this will suffice, as he would be arriving next week.

I am away on Friday, so please contact Paul Irwin or Jim Cowan regarding this matter if there are further questions, thank you.

Cheers,
Cathi

Catherine Delaney
IMD Directory
Travel Claims| BCSRA
Travel Authorizations| ADMO
Boardroom Bookings|Export Development


Ministry of International Trade
5th Floor, 605 Robson Street ***Temporary Address**
Vancouver BC V6B 5J3
Suite 730 – 999 Canada Place
Vancouver BC V6C 3E1
C: S.17
T: 604-775-2100

F: 604-775-0670



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 Please consider the environment before printing this e-mail.



January 30, 2015

Brenda Rafter Director, Financial Operations

Supporting:

Ministry of Community, Sport and Cultural Development

Ministry of Jobs, Tourism and Skills Training

Ministry of International Trade

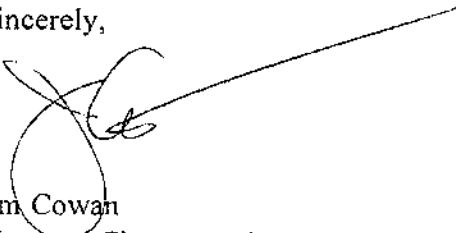
Tel: (250) 356-9616

Dear Brenda Rafter:

British Columbia's Special Representative in Asia, Ben Stewart is using the vehicle rental company HRH Limousines in Beijing. The company requires a payment of RMB 55,000 for the vehicle arrangement as per attached signed contract.

As they only accept cash or wire transfer, we are requesting a wire transfer be made to the bank account indicated in the contract.

Sincerely,



Jim Cowan
Manager, Finance and Administration

Date: Jan 30th, 2015
日期: 2015 年 01 月 30 日

TENANCY AGREEMENT
FOR
RESIDENCE

s.15

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SECTION 第六条	VI	Force Majeure 不可抗力
SECTION 第七条	VII	Default 违约
SECTION 第八条	VIII	Dispute Resolution 争端解决
SECTION 第九条	IX	Deposit 保证金
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ANNEX 附件 1	1	Inventory 财产目录
ANNEX 附件 2	2	Additional Items 特定条件

This TENANCY AGREEMENT ("Agreement") is made on [Jan 30th, 2015.]

本公寓租赁协议（“协议”）由以下各方于 2015 年 01 月 30 日签订：

BETWEEN

Beijing Xiangjiang Xingli Real Estate Development Co. Ltd (the "Landlord"),

Contact s.15

Tele:

Mobil:

Address: s.15

Email: s.15

s.15

and 及

Tenant: Provincial Government of British Columbia Ministry of International Trade Business Service and Accountability Branch

Contact Person:

Tele:

Address:

Note: The address provided here above shall be deemed as the prerequisite of a notice been duly served. This address shall be the only valid address notices be duly served, until a change address has been duly informed from one party to other parties.

承租人: Provincial Government of British Columbia Ministry of International Trade Business Service and Accountability Branch

联系人:

电 话:

地 址:

备注：被提供的上述地址将作为通知被有效送达的必要条件。该地址在任何一方地址发生变动但未以有效方式通知对方前，都为唯一有效的送达地址。

Occupants: Mr. Benjamin s.22 Stewart

Passport number:

Tele:

Note: The Tenant guarantee that the Occupants are the real user of the leased property under this agreement. Any behavior of the Occupants during the lease term shall be deemed to be

the Tenant's behavior, and the Tenant shall bear full legal responsibilities in relation to such behavior.

居住人: Mr. Benjamin S.22 Stewart

护照号:

电话:

备注: 承租人承诺该居住人为本协议项下租赁物业的真正使用者。居住人在租赁期间的行为视为承租人的行为, 承租人应承担该行为的全部法律责任。

WHEREAS Beijing Xiangjiang Xingli Real Estate Development Co. Ltd is the owner of Residence Unit S.15 (the "Residence"), Building No S.15 S.15 People's Republic of China, such Residence comprising usable area of 118 square meters: S.15

Whereas the Landlord could lease and manage the said Residence and hereinafter authorize Millennium & Copthorne International plc to manage the Residence;

鉴于出租人可依法出租并经营管理该公寓, 并在此授权千禧国际酒店集团管理该公寓;

WHEREAS the Tenant wishes to lease the Residence from the Landlord and the Landlord has agreed to lease the Residence on the terms and conditions contained herein.

鉴于承租人希望按照本协议中载明的条款和条件从出租人处租赁公寓, 且出租人同意按此条款和条件出租该公寓。

SECTION I Terms

第一条 期限

1. The term of this Agreement shall be 12 months ("Lease Term"), commencing on Mar 02nd, 2015 and ending on Mar 01st, 2016. The Tenant shall have an option to renew this Agreement for another Lease Term, i.e. further 12 months, and such option shall be exercised by the Tenant through giving written notice to the Landlord 2 months before the end of the first Lease Term. The revised rental shall be further negotiated between the two parties. The option right of the Tenant to renew this Agreement shall be deemed waiver in case that the Tenant and the Landlord do not enter into agreement on the revised rental before the expiry of the first lease term.

本协议期限为十二个月(“租赁期限”), 自2015年03月02日起至2016年03月01日止。承租人有权选择将本协议再延长一个租赁期限, 即十二个月, 承租人行使该选择权应在第一个租赁期限届满前两个月书面通知出租人。续租租金由双方另行协商。如双方未能在第一个租赁期限届满前就续租租金达成一致, 则视为承租人放弃续租权。

2. The Tenant may terminate this Agreement after six (6) month's occupation by giving the Landlord at least One(1) month prior written notice. Provided, however, that the Lessee may not notify the termination One(1) month early, the Lessee may, subject to the written approval from the Less or, terminate this Agreement at any time by paying the Less or an amount equivalent to 2 months' rental.

承租人有权自本协议约定的起始日满六个月后随时终止本协议, 但应提前给予出租人不少于一个月的书面通知。如果承租人不能提前一个月通知出租人, 并征得出租人的书面认可, 承租人在支付相当于两个月租金金额的违约金后可随时终止本协议。

SECTION II Charges

第二条 费用

1. The Tenant shall pay the rental of RMB¥33,000 per month ("Rental") in accordance with this Agreement. Please refer to Annex 2 of this Agreement for the items covered by the Rental.

承租人应依本协议约定支付租金金额每月叁万叁仟元人民币（“租金”）。租金所含项目参看本协议附件 2。

The Rental for the subsequent month shall be paid by the Tenant to the Landlord before the last day of each month (except the first month of the Lease Term) and the Miscellaneous Charges for each month shall be paid no later than the 10th of the current month to the Landlord. The first Rental payment date (for the first month of the Lease Term) shall be before Mar 02nd, 2015.

承租人应在每月末最后一日前向出租人支付下个月租金（租赁期限的首月除外），每月的其他杂费应在当月 10 号之前向出租人支付。

第一次（租赁期限的首月）支付租金的日期应为 2015 年 03 月 02 日前。

- 1.1 If the Tenant applies a parking lot during the Lease Term, the current parking fee is RMB¥1500 per month per car. The parking fee is subject to an adjustment on a quarterly basis. The parking fee for the subsequent month shall be paid by the Tenant to the Landlord before the last day of each month (except the first month of the Lease Term). The first payment of parking fee (for the first month of the Lease Term) shall be made before Mar 02nd, 2015.

在租赁期限内如申请车位，现行车位使用费为每月每个车位人民币 壹仟伍佰 元。车位使用费将按季度调整。承租人应在每月末最后一日前向出租人支付下个月车位使用费。（租赁期限的首月除外）第一次（租赁期限的首月）支付车位使用费的日期应为 2015 年 03 月 02 日前。

- 1.2 Unless otherwise provided for in this Agreement, the parties hereto shall respectively pay taxes or government charges incurred during the course of lease and in connection with the lease as per relevant regulations.

除非本协议中另有规定，租赁双方按有关规定各自支付租赁过程中产生的与租赁有关的税款或政府收费。

2. All payments made by the Tenant under this Agreement shall be made either by company cheque, or bank transfer in RMB.

承租人根据本协议之规定所支付的所有款项，应使用公司支票或银行转账以人民币支付。

3. The Landlord shall issue official invoices to the Tenant within [5] working days after receiving the relevant Rental Fees and Charges paid by the Tenant.

出租人收到租金后 5 个工作日内，向承租人开具正式发票。

4. Bank payment details as follows:

s.21

SECTION III Tenant's Obligations

第三条 承租人的义务

1. The Tenant shall use the Residence only for the purpose of residential accommodation.
承租人只应将公寓用于居住之目的。
2. For the purpose of this Agreement, any behavior, default, negligence, or fault of any guest, visitor, servant, contractor, employee, agent, invitee or licensee (each referred to hereinafter individually as an "Associates") of the Tenant/Occupants shall be deemed to be the behavior, default, negligence, or fault of the Tenant and the Tenant shall take relevant responsibility.
为了本协议之目的，承租人/居住人的任何客人、来访者、受雇人、承包人、职员、代理人、被邀请人或被许可人（以下均分别简称为“关联人员”）的任何行为、违约、疏忽或过失均应被看作是承租人自身的行为、违约、疏忽或过失，并由承租人承担相应的责任。
3. The Tenant accepts and agrees to follow all the rules and regulations formally related to management of the Residence, and such rules and regulations must be provided to the Tenant in writing.
承租人接受并同意遵守与公寓管理相关的所有正式规章制度，且该规章制度需向承租人书面提供。
4. The Tenant shall not make or permit any alterations in or additions to:
 - i.) the interior or exterior of the Residence and its installations and other fixtures whether of a structural or of a cosmetic nature; or
 - ii.) the electrical wiring, installations, lighting, air-conditioning system or other fixtures;
 - iii.) shall not install any appliance or machinery of an unusual nature, or use any appliance or combination of appliances so as to overload the electric wiring installations in the Residence.
 承租人不得更改或增加或允许他人改动或增加：
 - (1) 公寓的内部或外部以及公寓的设备或其他固定装置，无论是结构性的，还是装饰性的；或
 - (2) 电气线路、设备、照明、空调系统或其他固定装置；
 - (3) 也不得在公寓内安装任何具有不寻常性质的电气或机械或使用任何电气或组合电气，以至于使电气线路设备电流负荷过载。
5. The Tenant shall not install any equipment which imposes a weight on any part of the flooring of the Residence in excess of that for which it is designed. The Landlord reserves the right to prescribe the maximum weight and permitted location of such heavy items and may require such items to stand on supports of a certain dimension and material to distribute the weight.
承租人不得安装任何对公寓地板任何部分施加重量超过其指定重量的设备。出租人保留为此种较重物品规定最大重量和设定允许位置并可要求将此种物品放在具有一定尺寸的支撑物和材料上以分散重量的权利。
6. The Tenant shall not damage any part of the Common Area and any of the Landlord's fittings and fixtures therein. In the event such damage is caused by the Tenant, he shall report such damage in writing immediately to the Landlord. "Common Area" shall mean those parts of the Building which are not demised by the Landlord to the Tenant or any other tenant and which are provided by the Landlord for the common use to all the tenants and the Landlord.

承租人不得损坏公用区域的任何部分和在这些公用区域内的出租人的任何装置和固定设备。如果承租人造成这种损坏，则承租人应立即以书面形式向出租人汇报损坏的情况。“公用区域”应系指楼房中未被出租人让渡给承租人或任何其他承租人且由出租人提供给各承租人和出租人共同使用的那一部分区域。

7. The Tenant shall not place any article which disturbs the rights of other tenants in the Common Area and the Landlord shall be entitled without notice to the Tenant to dispose of any such article. The Landlord shall not bear any liability and/or compensation to the Tenant or any other person in respect to this said disposal and the Tenant shall be liable for compensation for all claims in respect hereto.
承租人不得在公用区域内放置任何扰乱其他租客生活的物品，且出租人拥有不向承租人通知便可处理此种物品的权利。出租人不会为此种处理向承租人或任何其他承租人承担任何责任或赔偿，且承租人应对由此产生的一切索赔承担赔偿责任。
8. The Tenant shall ensure that the interior of the Residence safe from damage by fire, water, storm, wind or typhoon and take appropriate preventive measures for such protection and shall abide by the relevant PRC laws and regulations on fire prevention and the safety rules made by the Landlord.
承租人应保护公寓的内部不受火灾、水、暴风雨、大风或台风的破坏，并为此采取适当的预防措施，并且应遵守中华人民共和国消防相关法律法规以及出租人制定的安全规则。
9. The Tenant shall compensate the Landlord for all reasonable costs incurred by the Landlord in replacement, repair, renovation of any item damaged reasonably by the Tenant as set out in this Agreement and **Annex 1** hereto and of any damage (other than fair wear and tear) on the Residence or Common Area incurred by the Tenant.
承租人应对出租人为更换、修理、修复由承租人造成的对本协议及本协议附件 1 所列财产的毁坏，或对公寓或公共区域的任何损坏（正常损耗和磨损除外）所产生的一切费用予以赔偿。
10. The Tenant shall allow the Landlord to enter the Residence at such reasonable times in accordance with the Services as set out in **Annex 2** of this Agreement and to view the condition of the Residence and to take inventories of the fixtures and fittings therein and, during the last month of the Lease Term, to show the Residence to prospective tenants or purchasers.
承租人应允许出租人按本协议附件 2 中所规定之服务以合理频率进入公寓、查看公寓的状况、清点公寓内的固定设备和装置，且在本协议租赁期限内的最后一个月期间，带潜在承租人或买主查看公寓。
11. The Tenant shall not cause any noise, odors or similar emissions which, from the perspective of the Landlord, are an annoyance to the Landlord or other tenants of the building.
承租人不得制造在出租人自身看来会对出租人或公寓所在楼房内其他承租人构成滋扰的任何噪声、气味或类似排放物。
12. The Tenant shall not keep pets in the Residence without prior written consent by the Landlord.
未经出租人事先书面许可，承租人不得在公寓内收养任何宠物。
13. The passenger lifts are used only for lifting tenants. For any other purpose, the Tenant shall use the lifts only with the prior consent and supervision of the Landlord.
乘客电梯只为运输承租人目的而使用。对于任何其他之目的，承租人须在征得出租人事先同意且在出租人监督之下方可使用电梯。
14. The Tenant shall not do anything whereby insurance policies in respect of the Residence may become void or whereby the premiums thereon may be increased.

承租人不得做出任何致使有关公寓的保险单可能失效或可能致使其保险费增加的事情。

15. Upon termination of the Agreement, the Tenant shall return the Residence together with all items listed in **Annex 1** hereto in rentable condition as per specifications provided by the Landlord (normal wear and tear excepted), regardless of the condition when taken over.

Where alterations or installations have been made with the approval of the Landlord, unless otherwise agreed earlier by the Landlord and the Tenant, the Tenant shall reinstate or remove such alterations/installations in a workmanlike manner as requested by the Landlord. The Tenant shall be solely liable for all expenses to be paid for completion of the said reinstatement and shall repair the damage caused to the Residence during the course of alterations/installations. If the Tenant is in violation of stipulations of this clause, the Landlord has the right to, at its discretion, complete such reinstatement, dismantlement and repair work and all reasonable expenses thus incurred shall be borne by the Tenant. For decrease of value of the fittings, fixtures and additions of the Tenant resulting from dismantlement of the fittings, fixtures and additions in the Residence, the Landlord shall not be liable for any compensation to the Tenant.

The Landlord may dispose of any goods not removed by the Tenant after termination of this Agreement at prices at the Landlord's discretion and may first use the proceeds of such sale to cover costs incurred in such dismantlement and sale and all outstanding payments under this Agreement before the balance shall be payable to the Tenant. The Tenant is liable for the difference when the proceeds are insufficient.
当本协议终止时，承租人应将公寓连同本协议附件 1 所列所有物品按出租人详细列明的可出租的状态退还给出租人，不管承租人接收时的状况如何。（正常磨损除外）

如果进行过改动或安装，须事先征得出租人同意，承租人均应按照出租人的要求以技巧精湛的方式恢复或拆走这些改动/安装之处。承租人应自行承担为完成前述之恢复原状工作所需要支出的全部费用，并修复在改动/安装过程中对公寓造成的损坏。如承租人违反本条款的规定，出租人有权自行完成该等恢复、拆除和修补工作，因此而引起的实际合理费用将由承租人负担。因拆除公寓内承租人的附属物、装置及附加物而造成的承租人之附属物、装置及附加物等价值的折损，出租人无须给予承租人任何补偿。

出租人可以按其自行酌定的价格处理承租人在终止本协议之后未拆除的任何物品，且可以在将余额支付给承租人之前将此种出售的收益首先用于支付由此拆除、出售所产生的费用及本协议项下的所有未清付款；如有不足，承租人应补足差额。

16. The Tenant shall be liable to return to the Landlord at the time of termination of the Agreement all sets of keys, locks and fastenings for the Residence. In case of non-compliance herewith, the Landlord reserves the right to impose a reasonable penalty payment at the same rate applicable to other tenants as per relevant key receipt to be signed by the Tenant upon key collection.

承租人应有责任在协议终止时向出租人退还公寓的所有钥匙、锁和固定物。如有违反，出租人有权按承租人领取钥匙时的签单对承租人实施与对其他租客相同数量的合理罚款。

17. The Tenant is forbidden to assign any or all of his rights hereunder in any way whereby any third party obtains the use and/or possession of the Residence. In the event of any such assignment, the Landlord shall have the right to terminate this Agreement and the Tenant shall take responsibility for the compensation and the Liability for breach accordingly.

承租人不得以致使任何第三方获得对公寓的使用和/或占有的任何方式转让其在本协议项下的全部或部分权利。如果发生这种转让，则出租人应有权终止本协议，并由承租人承担相应的赔偿和违约责任。

18. The Tenant shall pay Rental, Miscellaneous Charges and all kinds of payments by the Tenant involved in this Agreement.

承租人须按本协议约定的时间支付租金、其他费用及本协议涉及的各类应向承租人支付的款项。

19. The Tenant hereby waives the preemptive rights to purchase the Residence, and if the Landlord transfers, sells, mortgages the Residence or creates other security rights on the Residence, prior consent of the Tenant is not required, and this Agreement will continue having binding effect on the buyer, assignee, mortgagee, and security right owner.

承租人放弃对公寓的优先购买权，出租人转让、出售、抵押公寓或在公寓上设定其他担保权权利的，无需事先征得承租人同意，本协议对公寓的买受人、受让人、抵押权人及担保权人继续有效。

20. The Tenant shall assume other obligations to be borne by the tenant as required by the State and local authorities of Beijing Municipality.

承租人应履行国家及北京市地方规定的承租人应承担的其它义务。

SECTION IV Landlord's Obligations & Rights

第四条 出租人的义务和权利

1. The Landlord shall make its best efforts to allow the Tenant to have quiet possession and enjoyment of the Residence during the Lease Term and shall provide all items listed in **Annex 1**.

出租人应尽其最大努力允许承租人在本协议租赁期间为宁静地占有和享用公寓，并且应提供附件 1 中所列的一切物品。

2. The Landlord shall maintain the main structures of the Building and all of the facilities provided to the Tenant under this Agreement in a proper state of repair and fit for use. However, the Landlord shall not be responsible for any behavior in any violation of the foresaid provisions concerning the Residence unless that the Tenant had informed the Landlord in written notice as to any defect and flaw but the Landlord failed to take reasonable steps to remedy.

出租人应维护公寓所在楼房的主体结构并根据本协议向承租人提供的设施处于及时修理并适于使用的状态。但出租人不应对涉及公寓的任何违反前述规定的任何行为负责，除非承租人已经向出租人发出有关任何缺陷瑕疵的书面通知但出租人未能对此采取合理的补救措施。

3. The Landlord shall have the right to suspend the air-conditioning system, lifts, escalators, electric power supply, water supply and any other services provided in the Building to serve, maintain, repair, renovate, update or replace any of such services for the purpose of keeping such services in proper state of repair and fit for use. The Landlord shall not indemnify the Tenant or reduce or exempt Rental, management fees or Miscellaneous Charges of the Tenant for such suspension. The Landlord shall ensure that the prior written notice in the form of poster, email, SMS, etc., in relation to such suspension shall be given to the Tenant before such suspension and that the shortest period suspension should be taken.

出租人应有权为了保持这些服务处于及时修理并适于使用的状态，暂停在公寓所在楼房中提供的空调系统、电梯、电动扶梯、供电、供水和任何其他服务，以对其或其中的任何一项进行服务、维修、修理、更新、改良或更换。出租人不必为此而向承租人作出赔偿或减免承租人的租金、管理费或其它费用。出租人应确保，在暂停这些设施之前，以张贴公告、电子邮件、短信等形式向承租人发出书面通知，同时应保证暂停时间最短化。

4. In case of emergency, the Landlord shall have the right to enter the Residence immediately and take appropriate measures to avoid occurrence of damage.

如果发生紧急情况，出租人应有权立即进入公寓并适当采取措施，避免损害发生。

5. The Landlord shall have the right to enter the Residence and take back the possession and use of the Residence by whatever most reasonable means if the Tenant fails to fulfill the obligation under No.15 and 16 of Section III in this Agreement. The Landlord may dispose of the properties and articles in the Residence and free from any liability for any loss or damages.
如承租人未能依上述第三条第 15 项、第 16 项的规定将公寓及相关财产、物品交还出租人，出租人有权采取任何措施进入公寓并收回对公寓的占有及使用权利；出租人有权对公寓内的任何财产物品（如有）做出处置，并免于任何损失或损害赔偿责任。
6. The Landlord shall have the right to assign any of its rights hereunder and to part with the possession of the Building, whereby any third party obtains the use or possession of all or any part of the Building (save for that part of the Residence) or succeeds any of the rights or obligations hereunder.
出租人应有权转让其在本协议项下的任何权利和放弃对本公寓所在楼房的所有权，从而使任何第三方获得对公寓所在楼房的全部或任何部分的使用或占有权（公寓部分除外）或承继在本协议项下的任何权利或义务。
7. The Landlord owns access right to all passages or common areas, and owns rights to test, maintain and install all equipments, systems and pipes.
出租人享有所有通道或公共区域的进出权，并享有所有设备、系统、管道的检查、维修及装置权；
8. In case of violation of this Agreement by the Tenant, the Landlord has the right to require the Tenant to make corrections and demand for compensation, and all liabilities thus incurred shall be solely borne by the Tenant.
在承租人违反本协议的情况下，出租人有权要求承租人予以纠正并要求赔偿，因此导致的所有责任由承租人自行承担。
9. The Landlord has the right to designate agent which shall on behalf of the Landlord deliver, reclaim the Residence, collect Rental and exercise other rights granted by the Landlord.
出租人有权授权代理人并由出租人授权的代理人代为交付该公寓、收回公寓、收取租金及行使出租人赋予的其它权利。

SECTION V Exclusions

第五条 除外责任

The Landlord shall not in any circumstances be liable for personal injuries or losses of the Tenant's properties unless the Landlord is legally liable for it as expressly provided under law. If the life, personal injuries, or damages to or losses of properties of the Landlord and of other areas in the Building are incurred by the Tenant, the Tenant shall compensate the landlord and other areas in the Building, unless that such life, personal injuries, or damages to or losses of properties were caused by the Landlord intentionally. The Tenant shall not reduce or stop payment of Rental or other charges according to this Agreement.

除非法律明确规定出租人对此负有法律责任，在任何情形下，出租人均不承担承租人的任何财产损失及人身损害等。如果因承租人之责导致出租人和位于公寓所在楼房内的其他方出现任何生命、人身伤害或财产损失损坏，承租人应赔偿出租人和位于公寓所在楼房内的其他方，除非该生命、人身伤害或财产损失是由出租人故意造成的。承租人不得为此而减少或停止支付租金或根据本协议须支付的其他费用。

SECTION VI Force Majeure

第六条 不可抗力

1. Where this Agreement fails to be performed due to force majeure, all or part of the liabilities shall be exempted subject to effect of the force majeure, unless otherwise stipulated by law. Where the force majeure event occurs after delayed performance by one Party, such party shall not be exempted from liability. Force majeure shall mean any unforeseeable, unavoidable and unvanquishable objective circumstances such as but not limited to natural disasters, strike, war or armed conflict and riots. Where one Party is unable to perform the Agreement due to force majeure, it shall notify the other Party promptly so as to reduce losses possibly resulted to the other Party and shall provide evidence within reasonable time period.

因不可抗力不能履行本协议的，根据不可抗力的影响，部分或者全部免除责任，但法律另有规定的除外。一方迟延履行后发生不可抗力的，不能免除责任。不可抗力系指任何不可预见的、不能避免并不能克服的客观情况，包括但不限于自然灾害、罢工、战争或武装冲突、骚乱。协议一方因不可抗力不能履行合同的，应当及时通知对方，以减轻可能给对方造成的损失，并应当在合理期限内提供证明。

2. During a proven case of force majeure, the obligations under this Agreement shall be extended by the necessary time to correct the damages caused by the event of force majeure. The Rental or a reasonable part hereof shall cease to be paid during the force majeure event.

在被证实的不可抗力事件期间，本协议项下的义务应延长必要的时间，以便补救由于不可抗力所造成的损失。本协议规定的租金或其中的部分租金应在不可抗力事件期间停止支付。

3. If events of force majeure exceed a period of three (3) months, either Party shall be entitled to ask for an amendment of this Agreement or to terminate this Agreement. If it is clear before the expiry of the three (3) months term that the Residence cannot be reinstated in three (3) months, either Party shall have the right to terminate this Agreement with immediate effect.

如果不可抗力事件持续的时间超过三（3）个月，则任何一方当事人均应有权要求修正或终止本协议。如果在此三（3）个月期限届满之前明确得知公寓不能在三（3）个月内恢复，则任何一方当事人应有权立即终止本协议。

SECTION VII Default

第七条 违约

1. In any of the following events, the Landlord shall have the right to terminate this Agreement with immediate effect:
 - i.) Any payment due under this Agreement is totally or in part in arrears fourteen (14) working days;
 - ii.) There is any severe breach of this Agreement by the Tenant and such breach cannot be remedied within 30 days;
 - iii.) The Tenant is in violation of No. 17 of Section III , if the Tenant assigns the rights under the Agreement;
 - iv.) The Tenant is in violation of No.2 of Section IX and fails to fully make up the payment of Deposit within 5 days;
 - v.) The Tenant becomes bankrupt or goes into liquidation or suffers any execution to be levied upon the Residence or the properties in the Residence.

The Tenant shall not be entitled to any reimbursement of Rental for any period paid in advance by the Tenant (if any) and shall immediately pay the amounts payable but in arrears to the Landlord and compensate the losses incurred on the Landlord. The Deposit under Section IV of this Agreement will be not refunded.

如果发生以下任何事件，出租人应有权立即终止本协议：

- 1.1 本协议项下任何到期应付的款项被全部或部分拖欠十四（14）个工作日；
- 1.2 承租人出现的任何严重违约行为并且此违约行为无法在 30 日内弥补的；
- 1.3 承租人违反本协议第三条第 17 项的规定，转让其在本协议项下的权利；
- 1.4 承租人违反本协议第九条第 2 项的规定，未能在 5 日内补齐保证金；
- 1.5 承租人破产、进入清算程序，或因任何原因使公寓或公寓内财产遭受任何强制措施。

如本协议因上述原因而终止，承租人无权向出租人要求已付租金余额的返还（如有）并立即向出租人支付拖欠的应付款项，赔偿出租人因此遭受的损失，本协议第九条约定的保证金亦不予退还。

2. Such termination shall be without prejudice to the right of the Landlord in respect of any demand and claim against the Tenant under this Agreement.
此种终止应不得损害出租人在本协议项下对承租人的任何权利的要求和主张。
3. All costs and expenses incurred by the Landlord in demanding payments hereunder, including but not limited to lawyers' fees, shall be paid by the Tenant.
出租人因要求承租人履行本协议项下付款义务所发生的一切费用和支出，包括但不限于律师费，应由承租人支付。
4. In the event of default of payment hereunder by the Tenant for a period of [(fourteen (14))] days or more after the due date of the amounts payable, the Tenant shall pay default interest on the outstanding amount at a monthly rate of two percent (2%) calculated from the due date, where the default does not last for one month, the default interest shall be calculated as per one month, irrespective of whether either Party proposes to terminate this Agreement.
不管任何一方是否主张本协议终止，当承租人延迟付款超过应付款期限到期之日后的十四（14）天或更长的期限，承租人应按每月百分之二（2%）的利息为延期末付的款项支付罚息，不足一个月的按一个月收取罚息。
5. The Parties agree to observe stipulations of this Agreement. If either Party is in breach of this Agreement, it shall bear breach liabilities and where economic losses are caused to the other Party, it shall compensate losses of the other Party.
双方同意遵守本协议的规定，如果任何一方违反本协议的规定，应承担违约责任，给对方造成经济损失的，还应赔偿损失。

SECTION VIII Dispute Resolution

第八条 争端解决

1. The execution, validity, interpretation, performance of this Agreement and dispute settlement hereunder shall be governed by the laws and regulations of the People's Republic of China. Any disputes arising there from shall be settled by an amicable effort

of the Parties. If an amicable attempt of settlement has failed, the dispute shall be submitted and settled under the rules and regulations of Beijing Arbitration Commission. 本协议的订立、效力、解释、履行和争议的解决均受中华人民共和国法律的管辖。对于履行本协议或对本协议解释而产生的任何争议，双方应当通过友好协商解决。如果协商不能解决，双方应将争议提交北京仲裁委员会，并依该委员会的仲裁规则进行裁决。

2. The place of arbitration shall be Beijing. The language of arbitration shall be Chinese. The arbitral award shall be in writing and the arbitration tribunal shall decide on the matter of costs of arbitration. Neither the existence of any dispute or claim nor the fact that arbitration is pending shall relieve the Parties from any of their obligations hereunder.

仲裁地在北京，仲裁应以中文进行。裁决书应以书面形式作出，而且仲裁庭应对仲裁费用的承担做出裁决。任何已存争议、索赔或未决仲裁均不免除双方在本协议项下的任何应尽之义务。

SECTION IX Deposit

第九条 保证金

1. The Tenant shall on the signature of this Agreement deposit with the Landlord the sum equivalent to **Two (2) month Rental** ("Deposit") i.e. **RMB ¥ 66,000**. The Landlord shall be entitled to deduct from the Deposit any payable charge or the amount of any costs, expenses, losses or damages as a result of any non-observance or non-performance by the Tenant of this Agreement without prior consent of the Tenant.

承租人应在签署本协议之时向出租人交纳相当于[贰(2)]个月租金的保证金(“保证金”)相当于人民币¥陆万陆仟元。出租人有权从保证金中扣除承租人在本协议项下任何应付而未付款项，或由于承租人违反本协议之规定而引致的任何费用、支出、损失或损害赔偿金等，且无需事先征得承租人同意。

2. In the event of any deduction, the Tenant shall make a further deposit equal to the amount deducted within five (5) days upon receipt of written notice by the Landlord. Failure by the Tenant to do so shall entitle the Landlord to terminate this Agreement.

如果发生扣款行为，承租人应在收到出租人书面通知之日起五日内补齐与扣款相等的保证金；如有违反，出租人有权终止本协议。

3. If the Agreement is terminated for any reason other than any default by the Tenant, The Deposit balance shall be refunded to the Tenant without interest within thirty (30) working days upon the delivery of possession of the Residence and related properties and articles stipulated in No. 15 and No. 16 of Section III, and settlement of the last outstanding payment including but not limited to the Rental, other charges payable, interest caused by delayed payment, compensation claim by the Landlord against the Tenant regarding to this Agreement, whichever shall be the later. If the Tenant fails to settle the amounts payable pursuant to this Agreement, the Landlord has the right to refund the Deposit balance to the Tenant after deduction of relevant amounts payable and the liquidated damages and compensation fees and other charges; where the deposit is not sufficient for deduction, the Tenant shall be responsible for the difference.

如本协议因履行期满或非因承租人违约而终止，则出租人按第三条第 15、16 项约定履行公寓及相关财产、物品等的返还义务，并结清所有应付款项包括但不限于租金、其他应付款项、逾期付款利息、赔偿金之后（以发生的时间在后者为准），出租人应在三十（30）个工作日内向承租人无息退还保证金余额。如若承租人未能按本协议规定结清应缴款项，则出租人有权在扣除相应数额及违约金、赔偿金等费用后，将保证金余额退还承租人；保证金不足扣除时，由承租人负责补足。

4. If the Agreement is terminated because of the default or breach acts of the Tenant, or the Tenant decides to terminate the Agreement pre-maturely, the Landlord shall be

entitled to forfeit the deposit and claim the losses and damages which can not be fully made up with by the deposit.

如本协议因承租人的过错或违约行为而被终止，或承租人决定提前终止协议，出租人有权不退还保证金，并有权要求承租人赔偿保证金无法充分赔偿的损失和损坏。

SECTION X Miscellaneous

第十条 杂项规定

1. The Landlord reserves the right to issue and amend s.15 Rules as it deems necessary for the management of the Residence and the Building. The Tenant shall comply with such s.15 Rules. The Landlord shall inform the Tenant of such s.15 Rules at least three (3) days before their effectiveness. In the event of conflict between the s.15 Rules and the Agreement, the Agreement shall prevail.
s.15
2. Any waiver of the Parties of any provision hereof shall not represent a waiver of any subsequent provision hereof and any delay in exercising any of the rights hereunder shall not be construed as a waiver thereof. Any consent given by the Landlord shall operate as consent only for the particular matter to which it relates.
双方当事人对本协议任何条款的任何放弃不应代表对本协议任何随后条款的放弃，且对本协议项下任何权利行使的任何延误，不应被视为对其权利的放弃。出租人做出的任何同意应被视为只对所具体涉及事项的同意。
3. All notices to be delivered hereunder shall be in Chinese and English and shall be in writing and sent by registered post, facsimile or by messenger to the addresses as stated herein. Either Party shall inform the other Party in writing without delay of any change with regard to the name, or address of either Party.
在本协议项下发出的所有通知均应使用中英文以书面形式书就，且通过挂号邮寄、传真或通过信使发送到本协议列明的地址。如一方当事人发生名称或地址的任何变更，均应立即以书面形式向另一方当事人发出通知。
4. The Tenant shall not use the name or logo of the Landlord or of the Building for any other purpose than to indicate the address and place of residence of the Tenant without the prior written consent of the Landlord.
未经出租人的书面同意，承租人不得使用出租人或公寓所在楼房的名称或标识用于除说明承租人的居住地址和居住地以外的任何其他目的。
5. Subject to 30-day prior written notification to the Tenant, the Landlord reserves the right to change his name or the name of the Building upon his sole discretion and no liability of whatsoever nature is assumed by the Landlord towards the Tenant in regard hereto.
如果提前30天前书面通知承租人，出租人保留根据其自行酌定变更其名称或公寓所在楼房名称的权利，且出租人不会因此而向承租人承担任何性质的责任。
6. This Agreement and its Annexes constitute the entire agreement. The contents of this Agreement and all matters pertaining thereto are strictly confidential. If any part of this Agreement shall become void, invalid or unenforceable, the validity, legality and enforceability of the remaining parts of this Agreement shall not be affected, and either Party shall continue to perform the remaining parts of this Agreement. The

invalid regulation shall be replaced by such valid regulation coming closest to the economic intent of the invalid regulation.

本协议及其附件构成完整的协议。本协议的内容及其与之有关的所有事项应严格保密。如果本协议的任何部分失效、无效或不能执行，则本协议其他条款的有效性、合法性和可执行性不受影响，任何一方仍需履行本协议其他条款。无效条款应由与其经济意图最接近的有效条款所替代。

7. Prior to the signature of this Agreement, the Tenant shall provide the Landlord the document evidencing the legal status of the Tenant and all necessary authorizations to enter into this Agreement.
在签署本协议之前，承租人应向出租人出示证明承租人有效合法身份的文件以及签订本协议的所有必要授权。
8. Issues uncovered herein shall be solved by the Parties through entering into supplementary agreements. This Agreement shall have [2] originals with either Party holding [1] original. Both of such originals have the same legal force and effect.
本协议未尽事宜，由甲、乙双方另行签订补充协议。本协议正本一式【2】份，甲乙双方各执【1】份，该等文件具有同等法律效力。
9. This Agreement is made in both English and Chinese. The English version is only for reference and the Chinese version shall prevail.
本协议以中文和英文两种语言书写，但以中文为准，英文仅供参考。

签字页

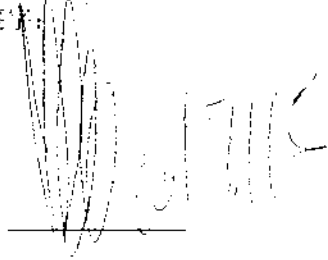
EXECUTION PAGE

有鉴于此，双方正式授权代表已于文首注明之日签订本合同。

IN WITNESS WHEREOF, both parties have caused this Agreement to be executed by their duly authorized representatives on the date first written above.

Signed for and on behalf of the Landlord in
the presence of:

出租人代表签字:



____ s.15

Mr

General Manager

s.15

s.15

Signed for and on behalf of the Tenant
in the presence of:

承租人代表签字:

Witnessed by:

证明人签字

Date:

日期:

Witnessed by:

证明人签字

Date:

日期:

ANNEX 1 Inventory**附件 1 财产目录**

To be taken on occupation and signed by both the Landlord and the Tenant; such documentation forms part of this Agreement.

Please refer to the annex.

在入住时由出租人和承租人签字；此文件构成本协议的一个组成部分。

请参照附件。

Item 物品	Item 物品	Quantity 数量
Artwork (Total)	装饰画(总计)	7pcs
门厅/Entrance hall		
Luggage rack	行李架	1pcs
Coat hanger	男式衣架	2pcs
Clip hanger	女式衣架	2pcs
Iron	熨斗	1pcs
Iron board	熨板	1pcs
Shoe box	鞋盒	1pcs
Shoe horn	鞋拔	1pcs
Coat brush	衣刷	1pcs
Umbrella	雨伞(红色)金黄色	1pcs
厨房/Kitchen		
Refrigerator(Electrolux)	冰箱(伊莱克斯)	1pcs
Washing machine(LG)	洗衣机(LG)	1pcs
Microwave oven(LG)	微波炉(LG)	1pcs
Ice bucket/Tong	冰桶/夹	1pcs
Teapot	玻璃茶壶	1pcs
White wine glass	白酒杯	4pcs
Red wine glass	红酒杯	4pcs
Highball glass	直水杯	4pcs
Beer glass	啤酒杯	4pcs
Coffee mug	马克杯	4pcs
Fire extinguisher	灭火器	1pcs
Draining Rack	滤水托盘/架子	1pcs
Coffee maker(Electrolux)	咖啡机(伊莱克斯)	1pcs
Electric kettle(Electrolux)	电水壶(伊莱克斯)	1pcs
Tea box	茶盒	1pcs
Base of knives	刀具底座	1pcs
Scissors	剪子	1pcs
Sharpener	磨刀棒	1pcs
Large size knife	大号厨刀	1pcs
Medium size knife	中号厨刀	1pcs

Small size knife	小号厨刀	1pcs
Tableware box	刀叉盒	1pcs
Tea spoon	茶匙	4pcs
Dinner knife	餐刀	4pcs
Dinner fork	餐叉	4pcs
Dinner spoon	餐勺	4pcs
Dessert knife	甜品刀	4pcs
Dessert fork	甜品叉	4pcs
Dessert spoon	甜品勺	4pcs
Chopsticks	筷子	4pairs
Kitchen Cloth	厨房布(共计)	3pcs
Chopping board	菜板	1pcs
Oven glove	隔热手套	1pcs
Big metal spoon	大汤勺	1pcs
Black plastic turner	黑色铲子(塑料)	1pcs
Big metal scoop	大饭勺	1pcs
Wooden scoop	木铲	1pcs
Salad tong	沙拉夹	1pcs
Can opener	开罐器	1pcs
Bottle opener	开瓶器	1pcs
Hotpot mat	热壶垫	2pcs
Frying pan	煎锅(26cm)	1pcs
Sauce pan (medium)	带盖配料锅(中号)	1pcs
Sauce pan (small)	带盖配料锅(小号)	1pcs
Bread toaster(Electrolux)	烤面包机(伊莱克斯)	1pcs
Rice cooker(include: 2spoon/1boiling drawer)	电饭锅(飞利浦 包含 2 饭勺 1 蒸屉)	1set
Large serve platter	大服务盘	1pcs
Medium serve platter	中服务盘	4pcs
Dinner plate	餐盘	4pcs
Dessert plate	甜品盘	4pcs
Side plate	边盘	4pcs
Soup Bowl	带盖汤碗	4pcs
Soup spoon	白瓷汤勺	4pcs
Bowl (M)	麦片碗	4pcs
Rice Bowl (S)	米饭碗	4pcs
Salt shaker	盐盅	1pcs
Pepper shaker	胡椒盅	1pcs
Sugar bowl	糖罐	1pcs
Milk/creamer	奶缸	1pcs
Telephone set	电话	1pcs

	Rubbish bin (Blue)	垃圾桶	1pcs
餐厅/Dining room			
	Water dispenser	饮水机	1pcs
	Dinning table	餐桌	1pcs
	Dinning chair	餐椅	6pcs
	Tissue box	面巾纸盒	1pcs
	Ashtry	方形玻璃烟缸	1pcs
客厅/Living room			
	Love sofa	双人沙发	1pcs
	Square Cusion	正方形靠垫	3pcs
	Solo sofa	单人沙发	2pcs
	Rectangle Cusion	长方形靠垫	2pcs
	Coffee table	椭圆茶几	1pcs
	Ashtry	方形玻璃烟缸	1pcs
	Side table	角几	2pcs
	Side table light	台灯	2pcs
	Telephone	电话	1pcs
	Telephone notepad	电话便签纸	1pcs
	Terminal Board	接线板	1pcs
	Adaptor plug	多项插头	1pcs
	Internet cable feeder	网线及固定器	1pcs
	Rubbish bin	垃圾桶	1pcs
	TV cabinet	电视柜 (2 米)	1pcs
	MR Residents Handbook	公寓住户手册	1pcs
	MR Information Rack	公寓资料架(黑色)	1pcs
	TV set & Remote control	三星电视机及遥控器 (40 寸)	1set
	Stand sound box & DVD	飞利浦落地音响 (DVD 及音箱)	1set
	Remote control (DVD)	飞利浦 DVD 遥控器	1pcs
	Standing lamp	落地灯	1pcs
	Curtain	窗帘	2set
次卧/Second bedroom			
	Bed(2M*2M)	床(1.5 米)	1set
	Mattress pad (K)	白拍(1.5 米)	1pcs
	Bed sheet	床单	1pcs
	Duvet & Duvet cover	羽绒被及被罩	1set
	Pillow & Pillow case	枕头及枕袋	4set
	Bedside table	床头柜	1pcs
	Bedside lamp	床头灯	1pcs
	Waste bin	垃圾桶	1pcs
	Wardrobe	衣柜 (2 开门)	2pcs

	TV cabinet	电视柜 (90cm)	1pcs
	Coat hanger	男式衣架	4pcs
	Clip hanger	女式衣架	4pcs
	Curtain	窗帘	2set
次浴/Second bathroom			
	Standing toilet brush	立式马桶刷	1pcs
	Waste bin	垃圾桶	1pcs
	Telephone	浴室电话	1pcs
	Water tumbler	漱口杯 (1 蓝色 1 透明)	2pcs
	Coaster	杯垫	2pcs
	Towel holder	毛巾托盘	1pcs
	Bath towel	浴巾	1pcs
	Hand towel	中巾	2pcs
	Face towel	方巾	2pcs
	Bath mat	地巾	1pcs
主卧/Master bedroom			
	Bed(2M*2M)	床(2 米)	1set
	Mattress pad (K)	白拍(2 米)	1pcs
	Bed sheet	床单	1pcs
	Duvet & Duvet cover(K)	羽绒被及被罩	1set
	Pillow & Pillow case	枕头及枕袋	4set
	Bedside table	床头柜	2pcs
	Bedside lamp	床头灯	2pcs
	Tissue box	面巾纸盒	1pcs
	Telephone	电话	1pcs
	Emergency torch	应急手电筒	1pcs
	Protector mask	防毒面具	1pcs
	Standing lamp	落地灯	1pcs
	Waste bin	垃圾桶	1pcs
	TV cabinet	电视柜(1.5 米)	1pcs
	DVD & Remote control	DVD 及遥控器	1set
	TV set & Remote control	三星电视及电视遥控器 (32 寸)	1set
	Round table	圆几	1pcs
	Sofa(single)	小沙发	1pcs
	Laundry bag	洗衣袋	2pcs
	Safe box	保险箱	1pcs
	Coat hanger	男式衣架	4pcs
	Clip hanger	女式衣架	4pcs
	Curtain	窗帘	2set
主浴/Master bathroom			

Bathrobe	浴袍	2pcs
Bathrobe hanger	浴袍衣架	2pcs
Telephone	浴室电话	1pcs
Standing toilet brush	立式马桶刷	1pcs
Waste bin	垃圾桶	1pcs
Shower curtain	浴帘	1pcs
Slip proof bath mat	防滑地垫	1pcs
Linen basket	布巾筐	1pcs
Water tumbler	漱口杯 (1 蓝色 1 透明)	2pcs
Coaster	杯垫	2pcs
Towel holder	毛巾托盘	1pcs
Amenities tray	客用品盒	1pcs
Hairdryer	吹风机	1pcs
Scale	地称	1pcs
Bath towel	浴巾	3pcs
Hand towel	中巾	2pcs
Face towel	方巾	2pcs
Bath mat	地巾	1pcs
Bath rug	脚垫	1pcs

其它家具电器要求:

Other Requirements:

ANNEX 2 Additional Items

附件 2 附加条款

The Rental fee includes:

- Property Management Fees
- Utility Fees (water, gas & electricity) & heating fee
- Usage of Resident's Gym
- Cable/Satellite TV and Broadband
- Three times cleaning per week
- Twice Weekly Change of All Linen
- Provide one wireless router

租金包括:

物业管理费

- 水电煤气费和供暖费
- 公寓健身房使用
- 卫星有线电视及宽带上网
- 每周三次清洁
- 每周两次更换棉织品
- 提供一台无线路由器

From: [Cowan, Jim MIT:EX](#)
To: [Murray, Nancy MIT:EX](#)
Subject: FW: New Contract for BCSRA Vehicle
Date: Friday, January 30, 2015 3:40:28 PM
Attachments: [Vehicle Rental Buick GL8 Agreement-0121 2015-16.doc.pdf](#)
[Scan_20150130.pdf](#)

Hi Nancy, can you send this wire transfer for Ben's vehicle. Thanks

Jim

From: Noble, Lance [<mailto:lnoble@britishcolumbia.ca>]
Sent: Thursday, January 29, 2015 5:06 PM
To: Cowan, Jim MIT:EX
Subject: RE: New Contract for BCSRA Vehicle

Hi Jim,

Thanks; the contract is attached. You'll notice that they've only put the lessee's name in Chinese and have left our address and the date that the contract was signed for us to fill in.

As we had to send it to the airport for Ben to sign and then go back and forth with the vehicle company to get to this point, it's taken a lot longer than expected...

Best,

Lance

From: Cowan, Jim MIT:EX [<mailto:Jim.Cowan@gov.bc.ca>]
Sent: 2015年1月23日 5:51
To: Noble, Lance
Subject: RE: New Contract for BCSRA Vehicle

Hi Lance, just have Ben sign it like last year and I will process the signed copy for payment. Thanks
Jim

From: Noble, Lance [<mailto:lnoble@britishcolumbia.ca>]
Sent: Wednesday, January 21, 2015 5:10 PM
To: Cowan, Jim MIT:EX
Subject: New Contract for BCSRA Vehicle

Jim,

Here's the new contract for the BCSRA vehicle. Please let me know if you need anything else.

Best,

Lance Noble, PhD. 蓝龙

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District, Beijing, China 100020

中国北京市朝阳区光华路1号嘉里中心南楼2323室 邮编:100020

T 总机: +8610 8535.7700 | F 传真: +8610 8535.7701

S.17



1999-2000 27-28

UNIT 6: THE FUTURE OF THE WORLD

DATE OF RECEIPT: (-/-2015/29/01)

NAME OF PERSON: [Signature]

加拿大不列颠哥伦比亚省政府

[illegible]

The authors would like to thank the referees for their constructive comments which helped to improve the manuscript.

服務內容 Description:
 1. 以方便顧客起見，本公司
 2. 歡迎各界人士垂詢或光臨

Page 13 will provide the **s.15** information for each of the 100 members of the **s.15** plan for the year ending 31/03/2014. The following table provides an overview of the

Using a problem set of 1200 responding workers, the following results were obtained: (a) the proportion of respondents who claimed to have been exposed to a chemical agent was 10.8%; (b) the mean age was 40.4 years;

excluding the Fees of extra-day usage and over-mile driving, Driver's board and lodging is not included if he is out of Beijing). If there comes to extra-day usage, each extra-day will be charged as the temporary car rental; if there comes to over-mile driving, each extra-mile will be charged at RMB 3. In airport transportation separately calculated at half a day

Temporary car rent in one day is RMB 900 (8 hours within 100 kilometers, RMB 50 for extra 1 hour; RMB 5 for each extra one kilometer); In airport transportation separately calculated is RMB 500 one trip .

3.2 为保证本协议的有效执行, 甲方应于本协议签订前或签订当日, 向乙方支付 6 个月租金共计 55000 元 (大写: 人民币 伍万伍仟元整) 此费用为不含税价格。

To ensure the effective implementation of this agreement, the Party A should prepay Party B the six-month rent CNY55, 000.00 (which is tax exclusive price) on/before the day of signature of this Agreement.

3.4 服务费的支付以半年为单位, 第一个半年的服务费按照上述 3.2 款执行。半年下半年度开始时前五日支付余款, 全年度结束后结算杂费。

Party A shall pay Service fee every six months. The service charge of the first six-month is in accordance with the implementation of the above 3.2. Party A shall pay the next six-month service charge 5 days before the duration. Final estimate the incidental expenses at the end of the whole year.

3.5 本协议项下的所有租金及其他各项费用均可以现金、支票或银行转账的方式支付。乙方银行帐户信息如下:

For the entire rental and other charges under this Agreement may be paid in cash, check or via wire transfer.

S.21

4、车辆事项 Items of the Vehicle

4.1 乙方应于本合同签订后一个月内交付车辆, 如遇特殊情况不能如期交付, 乙方应提供相同型号的替代车辆。乙方在对车辆保养和年检及车辆发生非人为因素引起的故障而影响甲方使用时, 乙方应提供同类车型的车辆。

Party B should deliver the rental vehicles to Party A within one month after the signature of the agreement. If having Special circumstances so that could not be delivered on schedule, Party B should provide the same type of vehicle. If Party B affects the use of vehicle with maintenance and inspection or vehicle has problems without man-made failures, Party B should provide the same type of vehicle.

4.2 乙方应保证出租车辆性能良好, 提供有效行驶证, 保证已依法缴纳相关政府税、费, 并已投保: (a) 第三者责任险 (保额 10 万元)、(b) 车损险、(c) 不计免赔险、(d) 盗抢险、(e) 玻璃险、(f) 车上人员责任险 (g) 机动车交通事故责任强制险。如出租车辆发生交通事故或因其他事故, 乙方应协助调查。乙方可应甲方要求, 提供上述税费的书面证明。

Party B should not only provides effective on documents of the rental vehicle with good condition but also ensure that the government taxes have been paid in advance. The vehicle is on insurance which include:

B shall provide services as the requirement of Party A.

- 5.3 如乙方驾驶员违反本协议约定,给甲方造成人身或财产损失,甲方有权要求乙方予以赔偿。但因甲方人员违反交通法规指使、或驾驶员在被甲方要求从事本职工作以外任务的情况下发生的损失除外。

If the Driver fails to provide the agreed service, Party A is entitled to claim for property damages or bodily injury compensation. However, Party B needn't take responsibility for the damages, if the Driver carry out order of Party A, which is against the law, or the Driver's actions are beyond his duty.

- 5.4 如驾驶员的言行违反驾驶员手册规范,甲方可向乙方进行投诉,投诉电话为:0086-10-64621356 转 6615。若投诉后驾驶员提供的服务仍未有改善,甲方可要求更换驾驶员,直至达到驾驶员手册标准规定的要求。

If the Drivers are not polite in words or actions, Party A could complain to Party B. Tel: 0086-10-64621356-6615. If the driver doesn't refine his manner, a new driver will take his place.

- 5.5 为保证甲方人员人身安全,除孙长青先生外,未经乙方许可,甲方不可随意更换本协议出租车辆的驾驶员。同时甲方人员禁止驾驶此出租车辆。

In order to ensure the safety of Party A's members, without the permission of Party B, Party A can not replace this agreement at the vehicle drivers (except Mr. Sun Chang Qing). Meanwhile, Party A's members are not allowed to drive this rental vehicle.

- 5.6 如乙方须更换驾驶员,应提前 15 天通知甲方,且应保证更换的驾驶员提供的服务符合本协议约定的要求。

If Party B has to change the original driver for another eligible driver, Party B should inform Party A 15 days in advance.

- 5.7 驾驶员的工作时间由甲方安排确定,但不可违反法律法规。为使驾驶员始终保持最佳工作状态,提供优质服务,甲方应安排驾驶员每天工作时间控制在合理范围内并不得连续高强度加班,每星期至少休息一天,且在国家法定节假日正常休息,如遇司机病假事假等情况,乙方将提供替代司机。

The driver's working time is decided by party A within the labor laws. In order to ensure the driver maintain the best working state, and provide excellent services, Party A shall reasonably arrange the everyday working hour of the driver, and shall not let the driver continuously over-time work under the high strength. The Driver shall have one day off every week at least and take time off during the official festivals and holidays, in order to keep the driver's health in good condition. When comes to case of the driver in sick leave or other situation, Party B will freely provide the replacement driver.

- 5.8 如甲方对乙方驾驶员提出违反交通法规及违反国家法律的要求,乙方驾驶员有权拒绝执行。

The Driver provided by the Lessor shall have the right to refuse to carry out any order or request of the Lessee, which violates traffic regulations and laws.

6、违约责任Liability for Breach of Agreement

- 6.1 若乙方单方擅自撤回所租车辆,或不能提供约定的服务,甲方有权延迟付款直至乙方解决问题。

If the Lessor withdraws the vehicles unilaterally without causes, or fails to provide the agreed service, the Lessee is entitled to hold the payment until the services have been properly performed.

- 6.2 甲方应按双方约定的金额、期限和方式向乙方支付合同项下的所有费用,如甲方未在约定的期限内履行付款义务,则除支付约定报酬金额外,每日还应向甲方支付相当于未付金额 0.5% 的违约金,直至全部付清为止。

If the Lessee fail to make the payment on time as stipulated in the contract, along with the payment, a penalty shall be paid at 0.5 % per day until all the payment is made.

11. 保密与商业秘密

11.1 保密与 Confidentiality

11.1.1 本协议中凡是标注有“保密”或“商业秘密”字样的条款，均属于本协议的“保密条款”或“商业秘密条款”，本协议中凡未标注有“保密”或“商业秘密”字样的条款，均不属于本协议的“保密条款”或“商业秘密条款”。

The Lessee must do, with respect to the Lessor's Confidential Information, what it would do with information belonging to one of its regular customers and is not to disclose Confidential Information to third parties in the course of his competition activities, however, and that any disclosure of Confidential Information from him to a third party shall be regarded as an act of competition.

11.1.2 本协议中凡是标注有“保密”或“商业秘密”字样的条款，均属于本协议的“保密条款”。

The Lessor shall do, with respect to the Lessor's Confidential Information, what it would do with information belonging to one of its regular customers and is not to disclose Confidential Information to third parties.

11.2 不可抗力 Force majeure

11.2.1 本协议中凡标注有“不可抗力”字样的条款，均属于本协议的“不可抗力条款”。本协议的“不可抗力”是指本协议生效后，由于不能预见并且对其发生和后果不能防止或避免的客观情况的发生，导致协议的当事人一方或双方不能按照约定期限履行协议的情形，如洪水、火灾、地震、战争、叛乱、罢工、骚乱、瘟疫、流行病、政府行为、法律法规等。

Neither the Lessee nor the Lessor shall be liable for failure of performance of its obligations hereunder in the event of force majeure, which is hereby defined as an event which is beyond reasonable control of the Party to whom such force majeure occurs, the occurrence of which caused direct or indirect damage to the other Party, and which is not caused by epidemic in accordance with the emergency of WHK.

11.2.2 遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

The Party affected by Force Major is shall inform the other Party in writing, within a reasonable time, of the impact of such event on the performance of this Agreement.

11.3 不可抗力事件的通知 Notice

遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

All claims of force majeure shall be substantiated by a written report, and the affected Party shall, as soon as possible, make a written statement of the cause of the force majeure and the impact of the force majeure on the performance of this Agreement, and shall provide the other Party with a copy of the report and the statement.

11.3.1 通知的方式：

11.3.1.1 书面通知，包括电邮。

11.3.1.2 遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

11.3.2 通知的期限：

11.3.2.1 遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

11.3.3 遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

The Party affected by Force Major is shall inform the other Party in writing, within a reasonable time, of the impact of such event on the performance of this Agreement.

11.3.4 遇有不可抗力事件时，受影响的一方应及时通知对方，并提供合理的证明。

1. 1 賴結符的公鑒詞

This Agreement and other binding documents executed by both parties in connection with the modification or amendment is dated, made and signed by the above parties.

2. 修改或修訂此份合約，不論何種形式或以何種方式，均須經雙方簽名或蓋章，方為有效。

After there may be other validly signed documents or amendments to the agreement, the following events immediately terminate the agreement and the agreement shall be null and void.

3. 其他 (Others)

3.1 此份合約一式二份，雙方各持一份，具有同等效力。

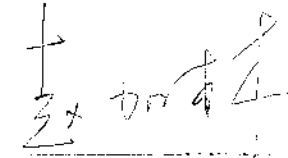
This Agreement is written in Chinese and English language, both versions are equally authentic, and in the event of any difference or discrepancy between the two versions, the Chinese version shall prevail.

簽署人 (Signer)


(被授權人/authorized signature)

賴結符 (Lai Jie Fu)

謝訓方 (Xie Xun Fang)


(被授權人/authorized signature)

謝訓方 (Xie Xun Fang)



January 30, 2015

Brenda Rafter Director, Financial Operations

Supporting:

Ministry of Community, Sport and Cultural Development

Ministry of Jobs, Tourism and Skills Training

Ministry of International Trade

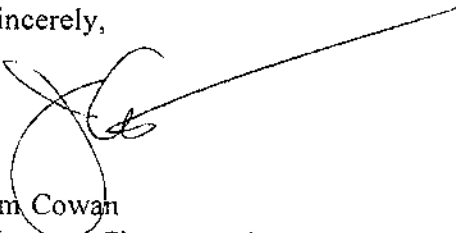
Tel: (250) 356-9616

Dear Brenda Rafter:

British Columbia's Special Representative in Asia, Ben Stewart is using the vehicle rental company HRH Limousines in Beijing. The company requires a payment of RMB 55,000 for the vehicle arrangement as per attached signed contract.

As they only accept cash or wire transfer, we are requesting a wire transfer be made to the bank account indicated in the contract.

Sincerely,



Jim Cowan
Manager, Finance and Administration

Your Security. Our Priority.

At BMO Financial Group, we continually seek ways to make your BMO Corporate Card more secure. Here are some simple, yet effective, steps you can take to help protect your BMO Corporate Card:

- Always keep your card in a safe location
- Only provide your card information to reputable companies
- Always pay attention to your surroundings when using your card or PIN
- Review your monthly statement and report any discrepancies immediately

Contact us immediately if your card is lost, stolen or if you suspect your card has been compromised:
Canada & U.S.: 1-800-361-3361
Worldwide (call collect): 416-232-8020



BMO  Financial Group

Your Purchasing Card Statement

BEN STEWART

→ Stmt. date: Feb. 3, 2015 → Acct. balance: \$6,527.40

Details of your transactions

Item no.	Trans date	Posting date	Description	Amount
TRANSACTIONS FOR ACCOUNT NUMBER :S.17				
1	Jan. 5	Jan. 21	S.15 BEIJING CHN	6,527.40
2	Feb. 3	Feb. 3	INTEREST ADVANCES @ 00.000000% TO 03FEB	0.00
3	Feb. 3	Feb. 3	INTEREST PURCHASES @ 05.000000% TO 03FEB	0.00

PRE-AUTHORIZED DEBIT IN EFFECT AS REQUESTED FROM YOUR DESIGNATED PAYMENT ACCOUNT.

Your account at a glance
S.17

Previous balance, Dec. 3	\$0.00
- Payments - thank you	\$0.00
- Other credits	\$0.00
+ Purchases	\$6,527.40
+ Cash advances/Cheques	\$0.00
+ Interest	\$0.00
+ Fees	\$0.00
+ Other charges	\$0.00
→ New account balance, Feb. 3	\$6,527.40
Your credit limit	\$25,000.00
Credit available, Feb. 3	\$ 18,472.60

Report any items which do not agree with your records within 30 days of statement date.

STATEMENT ONLY
DO NOT PAY!

Helpful information

Transactions listed in this statement :

Airlines	\$ 0.00
Hotel	\$ 6,527.40
Car rental	\$ 0.00
Restaurants	\$ 0.00
Retail	\$ 0.00
Cash advances/Cheques	\$ 0.00
Other	\$ 0.00

RECEIVED
FEB 12 2015
Ministry of International Trade

Contact us Local calls Toll-free calls Canada & USA Please address any written enquiries to:
Enquiries: 1 866 205 4515 1 800 263-2263 MasterCard
Telephone Devices for the Deaf: N/A 1 866 859-2089 P.O. Box 300 Station M
Lost or stolen cards: 514 877-0330 1 800 361-3361 Toronto, ON M6S 4X2

Registered trademark of Bank of Montreal.
Registered trademark of MasterCard International Incorporated.



BMO  Financial Group



P.O. BOX 11064 STN CENTRE-VILLE
MONTREAL QC H3C 5A2

BEN STEWART
ATTN: BEN STEWART
S.22

→ Approved by:

Signature	Signature
Name	Name
Date	Date

BRANCH NAME Special Representative for BC in Asia		DESCRIPTION February 3 Pcard Reconciliation
CARDHOLDER NAME Ben Stewart		AREA CODE & PHONE 604-660-1848
SUPPLIER# - BMO S.22	STATEMENT DATE (DD-MMM-YYYY) 03-Feb-2015	INVOICE NUMBER

CARDHOLDER (QUALIFIED RECEIVER) CERTIFICATION: I certify 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).		EXPENSE AUTHORITY CERTIFICATION: Certified that the amount to be paid is correct, is a proper charge against an appropriation which I have been delegated authority, is in accordance with appropriate statute or other authority for payment and/or contract, the payment complies with all relevant statutes, regulations, Treasury Board directives, other executive orders and central agency and ministry policy, there are sufficient funds in the budget, and where applicable, that the work has been performed, goods supplied, the service rendered and/or conditions met.	
SIGNATURE 		SIGNATURE 	
DATE 14th Feb 2015		DATE 14th Feb 2015	
PRINTED NAME of QUALIFIED RECEIVER Catherine Delaney (on behalf of Ben Stewart)		PRINTED NAME of EXPENSE AUTHORITY Nancy Murray	

PURCHASING CARD TRANSACTION REGISTER

Cardholder:	Ben Stewart	Statement Date (DD-MMM-YYYY):	03-Feb-2015	Clearing line to account:	065	CLIENT	RESP	SVS LINE	STOB	PROJ	TOTAL AMOUNT
Branch:	Special Representative for BC in Asia	Supplier# - BMO:	S.22				51060	59120	8530	5144444	(6,527.40)
Description:	February 3, Board Reconciliation	Telephone #:	604-660-1848								
Qualified Receiver:	Catherine Delaney (on behalf of Ben Stewart)										
Expense Authority:	Nancy Murray										

[Click here to summarize register](#)[Click here to start over](#)

TRANS NO.	DATE	SUPPLIER NAME	ITEMS PURCHASED	CLIENT	RESP	SVS LINE	STOB	PROJ	TAX CODE	EMPLOYEE'S FULL SUPPLIER NAME (REQUIRED FOR STOB57)	EMPLOYEE'S SUPPLIER CODE	PRE-TAX AMOUNT	GST/HST AMOUNT	PST AMOUNT	TOTAL AMOUNT
1	05-Jan-15	s.15 Beijing	Rent for January (33,000 RMB)	65	51663	22441	8585	5144444				6,527.40	0.00	0.00	6,527.40
2															0.00
3															0.00
4															0.00
5															0.00
6															0.00
7															0.00
8															0.00
9															0.00
10															0.00
11															0.00
12															0.00
13															0.00
14															0.00
15															0.00
16															0.00
17															0.00
18															0.00
19															0.00
20															0.00
												6,527.40	0.00	0.00	6,527.40



中国税务

122

124

北京市地方税务局通用机打发票

北京市地方税务局通用机打发票



17
s.17

211001460030
14249927

111

111001460030

111001460030

111001460030

111001460030

111001460030

111001460030

111001460030

111001460030

111001460030	22441
0585	5144444
COMMITMENT TO TRUST	
FINAL PAYMENT	
DATE: March 10, 2015	
DATE: Feb. 1, 2015	
CERTIFY	
Cathi Delaney for Ben Skuier (BCSRA)	
CERTIFICATE	
NANCY MURRAY	

111001460030

Name:

Mr. Ben Stewart

Debit Note No.: S.17

Period:

02/03/2014-01/03/2015

Date : 28/12/2014

Room No:

3003

Page: 1

Company Name: International Missions Ministry of International Trade

From	To	Description	Amount
02/01/2015	01/02/2015	Room Rental	33,000.00

Total Balance Due	RMB	33,000.00
-------------------	-----	-----------

备注:
此单仅作为付款通知书，不作为正式发票。如需正式发票，请向S.M.I. Accounting & Finance索取正式发票。

Please Remit Payment To:

RMB

s.21

银行名称: 渣打银行

Account Name:

帐号:

Account No.:

帐户名称:

Account Name:

地址:

Address:

USD/EUR/HKD/JPY

银行名称: 渣打银行

Account Name:

帐号:

Account No.:

帐户名称:

Account Name:

银行: 渣打银行

Swift Code:

地址:

Address:

DEBIT NOTE

付款通知书

Name: Mr. Ben Stewart Debit Note No.: 2015033003

Period: 02/03/2014--01/03/2016 Date : 28/02/2015

Room No: s.18 Page: 1

Provincial Government of British Columbia Ministry of International
 Copmany Name: Trade Business Service and Accountability Branch

From	To	Description	Amount
02/03/2015--01/04/2015		Room Rental:	33,000.00

Total Balance Due	RMB	33,000.00
--------------------------	------------	------------------

备注:

此单仅做为付款通知书, 不为正式发票, 如需正式发票, 请交款到账后6个月之内到前台或财务开具正式发票。

Please Remit Payment To:

USD/EUR/HKD/JPY

s.21

银行名称: 中国银行

Account Name:

帐号:

Account No.:

帐户名称:

Account Name:

海外汇款帐号:

Swift Code:

地址:

Address:



PAGE 1 OF 15

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

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 – 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.	2. CONTROL NO. WBS15c/23
---------------------------	-----------------------------

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. 30 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
0615	MIT	2011 01 14	2011	014	

9.EMPLOYEE I.D.	10.EMPLOYEE SUPPLIER NO.	11.EMPLOYEE SURNAME	INITIALS	12.EMPLOYEE GROUP NO. (/ one only)
	S.22	STEWART, BEN S.22		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
13. MAILING ADDRESS FOR CHECKS				14. POSTAL CODE

15. REASON FOR TRAVEL Business	16. EMPLOYEE OCCUPATION Special Rep. for BC in Asia.
-----------------------------------	---

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	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
25. BROUGHT FORWARD FROM PREVIOUS PAGE	→	KM \$	\$		\$	\$	\$		27. \$
M D 01 06	Various								28. 1840.14
									29.
									30.
									31.
									32.
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS 1840.14

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	→	45. TOTAL DISTANCE TO DATE	
46. EMPLOYEE SIGNATURE <small> CERTIFYING THIS TRAVEL VOUCHER IS AN ACCURATE STATEMENT OF OCCURRENCE AND IS NOT A FRAUDULENT STATEMENT. I AM NOT PROVIDING TRAVEL AND/OR OTHER SERVICES DETAIL TO ANY PERSONS WHO ARE NOT DESIGNED BY THE COMPANY TO RECEIVE SUCH INFORMATION. </small> <i>Catherine Delaney</i> <i>for Ben Stewart</i>			HEADQUARTERS (CITY NAME) <i>Beijing, China</i>	WORK PHONE NO. <i>604-318-0466</i>

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT	
	S.22	0655	1166	1322	4411	51444444	1840	14
							THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL 1840 14
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. 1840.14	
56. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.		PRINT NAME Nancy MURRAY		DATE SIGNED 2011 5 10 3 10 3	
55. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT					

Date of Travel	Places Travelled		Personal Vehicle Use	Transport Costs	B L	D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
	To/From	Depart Arrive							Cost	Description (Avg exch rate RMB-CAD)	
			Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc			Group 3			0.1973	
06-Jan-15	Beijing		\$ -	\$ -			\$ -	\$ -	\$ 14.00	Skype Credit (14.00)	\$ 14.00
07-Jan-15	Beijing Nanjing		\$ -	\$ 271.57		x x	\$ 83.16	\$ 165.90	\$ -	Air China Flight/One-Way (271.57) s.15 (850 RMB/night)	\$ 520.63
08-Jan-15			\$ -	\$ -		x	\$ 32.66	\$ 165.90	\$ -	s.15 (850 RMB/night)	\$ 198.56
09-Jan-15	Shanghai Beijing		\$ -	\$ 225.96		x	\$ 46.92	\$ -	\$ -	Air China Flight/One-Way (225.96)	\$ 272.88
14-Jan-15			\$ -	\$ -			\$ -	\$ -	\$ 48.29	with Howard Balloch (239.20 RMB)	\$ 48.29
22-Jan-15	Beijing Hangzhou		\$ -	\$ 534.92	x	x	\$ 57.91	\$ -	\$ -	Air China Flight/Round-Trip (534.92)	\$ 592.83
23-Jan-15	Hangzhou Beijing		\$ -	\$ -	x	x	\$ 65.80	\$ 127.15	\$ -	s.15 Hotel(619.85 RMB)	\$ 192.95
			\$ -	\$ -			\$ -	\$ -	\$ -		\$ -
			\$ -	\$ -			\$ -	\$ -	\$ -		\$ -
STOB 6322	\$ 14.00	(Internet/Phones)									\$ -
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									\$ -
STOB 6531		(Business Expenses)									\$ -
STOB 5706		(Travel-Out of Canada)									\$ -
STOB 5712		(Airfare - In Province)									\$ -
STOB 5714		(Airfare - Out of Canada)									\$ -
STOB 5702	\$ -	Travel-In Province)									\$ -
STOB 8585	\$ -	(Taxable personal travel)									\$ -
Total	\$ 1,840.14										
Total			0 \$ -	\$ 1,032.45			\$ 286.45	\$ 458.95	\$ 62.29		\$ 1,840.14



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)				VOTE	
EMPLOYEE NAME				EMPLOYEE ID.	
Ben Stewart					
POSITION			BARGAINING UNIT / GROUP NO.		
BCSRA					
BRANCH / LOCATION / REGION					
Beijing					
DATE DEPARTING YYYY / MM / DD 2015/01/22		DATE RETURNING YYYY / MM / DD 2015/01/23		NO. OF WORKDAYS AWAY 2	
				ESTIMATED OVERTIME CLAIM HOURS	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS					
<input type="checkbox"/> N/A, OR					
DESTINATIONS					
Hangzhou					
METHOD OF TRAVEL				SIGNATURES	
Flight (economy)				Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities. PLEASE SIGN ONE BOX ONLY	
PURPOSE OF TRAVEL Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc. -See attached sheet				DIRECTOR	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY / MM / DD	
				ASSISTANT DEPUTY MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY / MM / DD	
				DEPUTY MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY / MM / DD	
				MINISTER	
				APPROVED	
				NOT APPROVED	
				DATE SIGNED YYYY / MM / DD	
EMPLOYEE'S SIGNATURE				DATE SIGNED YYYY / MM / DD	
				Jan 20, 15	

FIN 99/MBB Rev. 2003/10/08

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form

RECEIVED

JAN 26 2015

Ministry of International Trade

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS141115

Compiled 2014-12-17

Meal/Incidental Claim

Historical Exchange Rate:

Country – China

Rate – 0.1973

(January 7 – 23, 2015)

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
Per Diems: Beijing	160	210	320	207	
Guangzhou	175	235	325	220.5	
Shanghai	218	210	365	237.9	
Other	128	168	256	165.6	
CAD – Beijing	31.55	41.42	63.12	40.83	
CAD – Guangzhou	34.52	46.35	64.10	43.49	
CAD – Shanghai	43.00	41.42	72.00	46.92	
CAD – Other	25.25	33.14	50.50	32.66	
2015-01-07			X	X	\$83.16
2015-01-08				X	\$32.66
2015-01-09				X	\$46.92
2015-01-22	X			X	\$57.91
2015-01-23		X		X	\$65.80

Total CAD =

\$286.45

*For Travel within China (January 2015)

Stewart, Ben MIT:EX

From: Stewart, Ben MIT:EX
Sent: Tuesday, January 13, 2015 1:48 PM
To: Stewart, Ben MIT:EX
Subject: Fwd: We've delivered your order

Ben Stewart
British Columbia's Special Representative in Asia

Sent from my iPad

Begin forwarded message:

From: Skype <noreply@alerts.skype.com>
Date: January 6, 2015 at 10:49:17 AM GMT+8
To: ben.stewart@gov.bc.ca
Subject: We've delivered your order

This is an automated email, please don't reply.

Hi Ben,



We've delivered your order

1/06/2015 CAD 14.00

It's now ready for you to use. If you have any problems, [visit our support section](http://skype.com) on skype.com.

Here are your purchase details:

Skype Name: s.17
Product name: Skype Credit
Total amount: CAD14.00
Transaction date: Jan 6, 2015
Order number: s.17
Order status: Delivered

See the Terms of Use for this order in your [purchase history](#).

Please note: This is a recurring payment.



1/7/2015 \$271.57

Thank you for booking with Expedia!

You can manage your reservation or review your itinerary online for the most up-to-date information.



Access your itinerary anywhere. GET THE FREE APP 

Nanjing

7 Jan 2015 - 7 Jan 2015 | Itinerary # 194636015599

E-Ticket

This email can be used as an E-Ticket.

Itinerary # S.22

To get the most up-to-date version of your trip, go to your online itinerary and print a copy to take with you.

Important Information

- Remember to bring your itinerary and government-issued photo ID for airport check-in and security.
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Beijing (PEK) → Nanjing (NKG)

7 Jan 2015 - 7 Jan 2015 , 1 one way ticket

Air China

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin	No frequent flyer	Ticket #
Stewart	details provided	9996769017282

Traveller 1: Adult \$271.57

Flight \$251.00

Taxes & Fees \$20.57

Total: **\$271.57**

Name 姓名	: Mr. Ben Stewart	Membership 会员信息	s.22
Email address 电子邮件	: BEN.STEWART@GOV.BC.CA	Room 房号	s.15
Arrival 入住日期	: 7-Jan-2015	Departure 离店日期	: 9-Jan-2015
Cashier 收银员	:	Printed date/page 打印日期/页数	: 8-Jan-2015 1 of 1
Company 公司	: Consulate General of Canada	Folio No 账单号码	:
Travel agent 旅行社	:	INFORMATION INVOICE	

Date 日期	Description 项目	Reference 描述	Charges/credit 费用/可用余额
01/07/15	Room Charge	[NA Pkg. Trx]	850.00
01/08/15	Room Charge	[NA Pkg. Trx]	850.00
01/08/15	s.17		1,700.00

TOTAL 总计 :	1,700.00	1,700.00
BALANCE 余额:	0.00	RMB

1/07/2015 - 1/08/2015 41700.00 (\$ 331.60)

If your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher.
I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.
以下您的签名将被视为同意您所属的信用卡内付款的证明，并且同意该账单是有效的。
本人同意当任何有支付本账单义务的第三方未能或者延迟支付本账单的全部或部分款项时，本人未被免除本账单的付款义务。

Guest signature | 宾客签名

宾客姓名: Mr. Stewart, Ben

Guest Name

房 间 号: s.15

Room Number

收单银行: s.21

Acq. Bank

商户名称:

Merchant

商户编号:

Merchant ID

终端编号:

Terminal ID

卡 类 别:

Card Type

卡 号:

Card Number

有 效 期:

Exp. Date

批 次 号:

Batch NO.

流 水 号:

Trace NO.

日期时间:

Date Time

参 考 号:

Ref. NO.

授 权 码:

Auth. Code

交易类型:

Trans. Type

金 额:

Amount (RMB)

备注信息:

Note

本人确认以上交易 同意将其记入本卡账户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

s.15

Thank you for booking with Expedia!

You can manage your reservation or review your itinerary online for the most up-to-date information.



Access your itinerary anywhere. GET THE FREE APP 

Beijing

9 Jan 2015 - 10 Jan 2015

Itinerary # 194726086873

E-Ticket

This email can be used as an E-Ticket.

Itinerary # S.22

To get the most up-to-date version of your trip, go to your online itinerary and print a copy to take with you.

Important Information

- Remember to bring your itinerary and government-issued photo ID for airport check-in and security.
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Shanghai (SHA) → Beijing (PEK)

9 Jan 2015 - 10 Jan 2015 , 1 one way ticket

Air China

NK3LDS

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin
Richard S.22
Adult

No frequent flyer
details provided

Ticket #
9996769057644

Traveller 1: Adult \$225.96

Flight \$211.00

Taxes & Fees \$14.96

Total: **\$225.96**

^ prices quoted in Canadian

ST REGIS

BEIJING

Balloch.

北 京 瑞 士 公 司

MERCHANT

TERMINAL ID.
MERCHANT NO



CARD TYPE/NUMBER LMI
S.17

FRANK
BATCH:
DATE:
REF N

ACKNOWLEDGE ESTIMATED ONLY - DO NOT USE FOR GOODS SERVICES

ACAPUAC, GUATEMALA (MAY 1952)

持卡人存根 CARDHOLDERCOP

1/14/2015.

CAD \$ 48.²⁹

1/22/2014 - 1/23/2014 \$534.92
BJ → HZ HZ → BJ



Access your itinerary anywhere. GET THE FREE APP →

Hangzhou

22 Jan 2015 - 23 Jan 2015 | Itinerary # 195876715079



This email can be used as an E-Ticket.

Itinerary # S.22

To get the most up-to-date version of your trip, go to your online itinerary and print a copy to take with you.

Important Information

- Remember to bring your itinerary and government-issued photo ID for airport check-in and security.
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Beijing (PEK) → Hangzhou (HGH)

22 Jan 2015 - 23 Jan 2015 , 1 round trip ticket

Air China

NFQWCK

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin No frequent flyer Ticket #
S.22 Stewart details provided 9996769574117
Adult

Traveller 1: Adult \$534.92

Flight \$505.00

Taxes & Fees \$29.92

Total: **\$534.92**

All prices quoted in Canadian dollars.

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

Additional Flight



中國銀行
BANK OF CHINA

MERCHANT s.15	
TERMINAL ID MEMO-ANT NO	
CARD TYPE/NUMBER s.17	
BATCH NO	TRACE NO
DATE / TIME	
APP NO	AUTH CODE
PUSH	
UNKNOWN EDGE SANKAACHH KOREE PORE RELATAT BSCCE SANKA...	
CARDHOLDER SIGNATURE	

持卡人存根 CARDHOLDER COPY
(請妥善保留此單一一年以上)

1/23/2015 4:12.15

MR BENJAMIN S.22 STEWART

Room Number

s.15

Arrival Date

22/01/2015 17:12:00

Departure Date

23/01/2015 07:41:00

Adults/Children

1/0

Room Rate

539.00 CNY

Rate Plan

OD05CB

s.22

Folio No./Check No.

s.22

INVOICE:32463

Confirmation Number s.22

s.15

Date	Transaction Description	Cashier ID	Transaction ID	Debit	Credit	Balance
22/01/2015	ROOM & BREAKFAST RATE	LIWU	337968	539.00		
22/01/2015	TAXES	LIWU	337968	80.85		
23/01/2015	s.17	MAWA	338378		- 619.85	
Balance						0.00

Guest Signature _____

Please debit my account by the amount indicated above.

s.15

Credit Card Details

Credit Card Approval Code

s.17

Credit Card Merchant ID

s.17

Credit Card Number

Credit Card Expiration Date

Credit Card Transaction ID

Credit Card Transaction Type

Sale

1/23/2015

s.15



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Ben Stewart
Prepared By: Catherine Delaney

Purpose of Travel: BCSRA Business Program (Jan 6 - Jan 23, 2015): China - Nanjing, Shanghai, Hangzhou

SMARTTEC Confirmation Number: 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#
2015/01/07	Airplane	Beijing	Nanjing, China	1,038.0	106.6	S.22
2015/01/09	Airplane	Shanghai, China	Beijing	1,213.0	146.6	
2015/01/22	Airplane	Beijing	Hangzhou, China	1,333.0	161.1	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/01/23	Airplane	Hangzhou, China	Beijing	1,333.0	161.1	S.22

Total CO2 Equivalent Emissions: 575.5 kg

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



BRITISH
COLUMBIA
For Best Results on Earth

TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

VOTE

EMPLOYEE NAME

Ben Stewart

EMPLOYEE ID

POSITION

BCSRA

BRANCH NO UNIT / GROUP NO

TRIP ORIGIN / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY / MM / DD
2015/03/19

DATE RETURNING

YYYY / MM / DD
2015/03/27

NO. OF WORKDAYS AWAY

9

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR

DESTINATIONS

Shanghai, Hong Kong and Guangzhou

ESTIMATED COSTS (IN CAN. \$)

Transportation	2,000
Meals	700
Lodging	3,500
Overtime	
Fees	
Other	
SUB TOTAL	6,200
Less Costs paid by others	
TOTAL COSTS	6,200

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-See attached sheet

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

FIN 05/WEB Rev. 2008/10/02

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: March 19 - 27, 2015

DESTINATION(s): Shanghai, Hong Kong and Guangzhou

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$6,200.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$47,347.00

FORECASTED TO YEAR END:

VARIANCE: \$32,653.00

ANALYST

rg

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐

MONDAY 23-Mar	TUESDAY 24-Mar	WEDNESDAY 25-Mar	THURSDAY 26-Mar	FRIDAY 27-Mar
Hong Kong	Hong Kong	Hong Kong	Hong Kong	Hong Kong
9:00 to 16:00 Mines & Money Canada Natural Resources Forum (HKCEC)	9:00 Mines & Money Main Conference - Day One (HKCEC)	9:00 Mines & Money Main Conference Day Two (HKCEC)	Corporate Call – Bank of China (Tentative)	Corporate Call – Cheung Kong Holdings (Tentative)
	13:00 HK International Film & TV Market Day Two (HKCEC)	12:30 to 14:00 Keynote Address – Don Lindsay, Teck Resources	11:30 to 14:00 HK 7s The Great Canadian Luncheon (Marina Room, Excelsior Hotel)	
		16:30 Agri-foods Roundtable		12:00 Visit to the Team Canada Rugby Box at HK 7s Tournament (Hong Kong Stadium)
18:30 to 22:00 B.C. Film Industry Reception (Poolhouse, Grand Hyatt Hotel)		18:00 to 20:00 A Taste of British Columbia, BCWI Winetasting Event (Four Seasons Hotel)	18:30 Mines and Money Outstanding Achievement Awards Gala Dinner (HKCEC)	



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: March 31 - April 4, 2015

DESTINATION(s): Beijing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,900.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$47,347.00

FORECASTED TO YEAR END:

VARIANCE: \$32,653.00

ANALYST

rg

47,347.00
- 6,200.00 (Mar. 19-27/15)
= 41,147.00

only

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐

March 27, 2015

Friday

1:10 PM - 1:10 PM Depart Vancouver for Shanghai (AC025) -- YVR

March 28, 2015

Saturday

4:20 PM - 4:20 PM Arrive Shanghai Airport

5:00 PM - 5:00 PM Transfer to Hotel

6:00 PM - 6:30 PM Check in Hotel S.15

6:30 PM - 7:00 PM Private Program

March 29, 2015

Sunday

All Day SHANGHAI, HANGZHOU

9:00 AM - 1:00 PM Private Program

1:00 PM - 1:00 PM Check out Hotel

1:20 PM - 1:20 PM Depart Hotel for Shanghai Hongqiao Station

2:30 PM - 2:30 PM Depart Shanghai Hongqiao for Hangzhou East Station (Train G7313)

3:40 PM - 3:40 PM Arrive Hangzhou East Station & Transfer to Fulida Group

5:00 PM - 8:30 PM Corporate Call & Dinner with Fulida Group

9:00 PM - 9:30 PM Hotel Check in S.15

9:30 PM - 9:30 PM Private Program

March 30, 2015

Monday

All Day HANGZHOU

9:30 AM - 10:00 AM Corporate Call with Zhejiang Energy Group

11:00 AM - 1:00 PM Corporate Call & Lunch with JAC - Rozemerie Cuevas

March 30, 2015 Continued

Monday

1:30 PM - 2:30 PM	Corporate Call with Joinstar or Wanxiang Group
3:30 PM - 5:00 PM	Business Roundtable / Seminar Focus on BC technology competitive advantages and opportunities for collaboration.
5:00 PM - 7:00 PM	Networking Reception - Friends of BC

March 31, 2015

Tuesday

All Day	HANGZHOU, NANJING
7:50 AM - 8:20 AM	Media Availability
11:00 AM - 12:00 PM	Bilateral with Zhejiang Provincial Gov't (MTW & MAW)
12:00 PM - 1:30 PM	Lunch hosted by Zhejiang Provincial Gov't (MTW & MAW)
2:30 PM - 4:00 PM	Corporate Call with Alibaba & Roundtable (MTW & MAW) S.13,S.17
5:00 PM - 5:00 PM	Arrive at Hangzhou East Station
6:11 PM - 6:11 PM	Depart Hangzhou for Nanjing South Station (Train G64)
7:30 PM - 7:30 PM	Arrive Nanjing South Station
8:00 PM - 8:30 PM	Check in S.15 (TBC)

April 1, 2015

Wednesday

All Day	NANJING
9:00 AM - 9:30 AM	Corporate Call with Crystal CG Has existing relationship with BC Centre for Digital Media
11:00 AM - 12:00 PM	Bilateral Meeting with Jiangsu Provincial Gov't (MTW & MAW)
12:00 PM - 1:30 PM	Lunch hosted by Jiangsu Provincial Gov't (MTW & MAW)
1:30 PM - 3:00 PM	Corporate call with China (Nanjing) Software Valley (MTW & MAW) Includes site visit

April 1, 2015 Continued

Wednesday

3:30 PM - 5:00 PM	BC - ICT Seminar (MTW & MAW) Focussed on BC clean energy technology products and services
6:00 PM - 7:00 PM	Networking Reception (MTW & MAW)

April 2, 2015

Thursday

All Day	NANJING, SHENZHEN
6:00 AM - 6:00 AM	Depart hotel for Nanjing Lukou Airport
7:25 AM - 7:25 AM	Depart Nanjing for Shenzhen - Shenzhen Airlines ZH9866
9:35 AM - 9:35 AM	Arrive Shenzhen Boan Airport
10:30 AM - 10:30 AM	Airport pick up by GZTIR
11:00 AM - 11:30 AM	Check in: S. 15
11:30 AM - 1:00 PM	Briefing lunch with GZTIR -- Futian Shangri-La
3:00 PM - 3:30 PM	Bilateral Call with Shenzhen Economy, Trade & Information Commission MIT's counterpart in Shenzhen
4:00 PM - 5:30 PM	BC High Tech Seminar -- Futian Shangri-La
6:00 PM - 8:00 PM	Friends of BC Networking Reception -- Futian Shangri-La

April 3, 2015

Friday

All Day	SHENZHEN, HONG KONG
8:00 AM - 9:00 AM	Breakfast at hotel and check out
9:00 AM - 9:30 AM	Depart for Huawei (17 km)
10:00 AM - 10:30 AM	Corporate Call with Huawei (tour showroom) Largest ICT firm in China, second largest telecom vendor in the world. Current Canadian operations focussed on East Coast.
10:30 AM - 11:30 AM	Corporate call with Huawei (meet with exec)

April 3, 2015 Continued

Friday

11:30 AM - 1:30 PM	Luncheon hosted by Huawei
2:00 PM - 3:00 PM	Corporate Call with BGI China's largest genome company, has just set up a joint lab in Vancouver.
3:00 PM - 3:00 PM	Depart for Polyculture
4:00 PM - 4:30 PM	Corporate Call with Polyculture
4:30 PM - 4:30 PM	Depart for OCT
5:30 PM - 7:30 PM	Meeting & Dinner with OCT Group
7:30 PM - 7:30 PM	Depart Shenzhen to Hong Kong - by car
9:00 PM - 9:00 PM	Arrive Hong Kong

April 4, 2015

Saturday

All Day	HONG KONG
8:00 AM - 8:00 PM	Private Program

April 5, 2015

Sunday

All Day	HONG KONG, JAKARTA
7:00 AM - 4:00 PM	Private Program
4:35 PM - 4:35 PM	Depart Hong Kong for Jakarta - China Airlines 679
8:20 PM - 8:20 PM	Arrive Jakarta

April 6, 2015

Monday

All Day	JAKARTA
7:30 AM - 8:00 AM	Briefing with Canadian Ambassador - Donald Bobiash -- Ambassador's Residence

April 6, 2015 Continued

Monday

8:00 AM - 9:30 AM	Roundtable Breakfast with BC/Canadian business executives -- Ambassador's Residence Roundtable breakfast with Ambassador Bobiash and BC/Canadian business executives. Discussion on opportunities and challenges for BC and Canadian businesses in ASEAN
10:30 AM - 11:15 AM	Bilateral with Indonesia Ministry of Trade s.13,s.17
12:00 PM - 2:00 PM	Lunch with Pertamina s.13,s.17
2:30 PM - 3:30 PM	Corporate Call with Baramulti Group s.13,s.17
4:00 PM - 4:30 PM	Corporate Call with Indofood, Anthoni Salim (TBC) s.13,s.17
6:30 PM - 8:30 PM	Networking Reception -- Ambassador's Residence 80-100 Canadian and Indonesian business community Recognizing 25 year anniversary of Hatfield Indonesia

April 7, 2015

Tuesday

All Day	JAKARTA, HONG KONG
9:00 AM - 10:00 AM	Corporate Call with Paper Excellence The largest investor in the BC pulp and paper industry. s.13,s.17
10:00 AM - 11:00 AM	Corporate Call with Sinar Mas Major Indonesian conglomerate. Opportunities in numerous sectors including s.13,s.17 s.13,s.17
11:00 AM - 11:00 AM	Depart for airport
2:35 PM - 2:35 PM	Depart Jakarta for Hong Kong - Cathay 776
8:35 PM - 8:35 PM	Arrive Hong Kong

April 8, 2015

Wednesday

All Day	HONG KONG
8:30 AM - 9:30 AM	Meeting with Consul General of Canada - Ian Burchett
10:00 AM - 11:00 AM	s.13,s.17
12:00 PM - 2:00 PM	s.13,s.17
2:00 PM - 3:00 PM	Media Session - China Fiber Optic Network - Mr. Bing Zhao, Chairman Formal announcement by Chairman of Surrey Investment & North American Head Office
4:00 PM - 5:00 PM	s.13,s.17

April 9, 2015

Thursday

All Day	HONG KONG, VANCOUVER
9:00 AM - 5:30 PM	Private Program
5:30 PM - 6:00 PM	Departure for Airport
7:20 PM - 7:20 PM	Depart Hong Kong for Vancouver - AC 8
8:00 PM - 8:30 PM	Arrive Vancouver - 16:10 pm

TRAVEL VOUCHER

PAGE 1 OF 24

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

INSTRUCTIONS: This voucher is to be used to report your travel expenses. It must be completed and submitted to your supervisor for approval.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WBS150308

3. CLIENT 0165 MIT	4. MIN. ABBREV.	5. DATE COMPLETED YYYY MM DD 2014 01 14	6. FISCAL YEAR 2014	7. SPECIAL CHEQUE ISSUE 014	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. S.22	11. EMPLOYEE SURNAME STEWART,	INITIALS BEN	12. EMPLOYEE GROUP NO. (✓ one only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
------------------	--	---	------------------------	--

13. MAILING ADDRESS FOR CHEQUE on file	14. POSTAL CODE
--	-----------------

15. REASON FOR TRAVEL Business	16. EMPLOYEE OCCUPATION Special Rep. for BC in Asia
--	---

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	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 FOREIGN LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	26. TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE	→	KM \$	\$		\$	\$	\$		27. \$
									28.
									29.
									30.
									31.
									32.
									33.
									34.
									35.
									36.
									37.

TOTALS OF COLUMNS	38.	39.	40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS
-------------------	-----	-----	-----	-----	-----	--------------------------------------	----------------

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
-------------------------------	--	----------------------------	--------------------------	----------------

46. EMPLOYEE SIGNATURE <small>CERTIFIED TRUE AND CORRECT STATEMENT OF EXPENSES MADE AND/OR ALL EXPENSES TRAVELLED TO WHICH ARE THE RESULT OF TRAVEL (COSTS OF TRAVEL) ARE NOT BEING PAID BY THE EMPLOYEE OR THE EMPLOYER.</small>	47. SUPPLIER CODE S.22	48. CLIENT 0165	49. RESP. CENTRE 5116163	50. SERVICE LINE 22441	51. STOB	52. PROJECT 511444444	AMOUNT £1,201.00
THIS TOTAL MUST EQUAL TOTAL IN BOX X							Y TOTAL £1,201.00
LESS ADVANCE AMOUNT							Z £0.00

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.

53. LESS TRAVEL ADVANCE	54. AMOUNT DUE TO EMPLOYEE £1,201.00
-------------------------	--

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES. Jin Gwan	PRINT NAME	DATE SIGNED YYYY MM DD 2015 03 11
--	------------	--

56. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry	Group 3	Cost	Description	
23-Jan-15	Beijing Toronto		\$ -			\$ 1,231.76	Air Canada/Personal Return Visit (\$1231.76)	\$ 1,231.76
16-Feb-15	Kelowna Vancouver	405	\$ 210.60	v v v v	\$ 51.50	\$ 290.08	\$ 3.00 s.15 (\$290.08)	\$ 604.73
						\$ 49.55	Valet Parking (\$49.55), TReO Bridge Toll (\$3)	
17-Feb-15			\$ -	v v v	\$ 41.00	\$ 290.08	\$ 3.00 s.15 (\$290.08)	\$ 383.63
						\$ 49.55	Valet Parking (\$49.55), TReO Bridge Toll (\$3)	
18-Feb-15		220	\$ 114.40	v v v	\$ 41.00	\$ 290.08	\$ 3.00 s.15 (\$290.08)	\$ 498.03
						\$ 49.55	Valet Parking (\$49.55), TReO Bridge Toll (\$3)	
19-Feb-15	Vancouver Kelowna	382	\$ 198.64	v v	\$ 30.50		\$ 3.00 TReO Brige Toll (\$3)	\$ 232.14
22-Feb-15	Kelowna Victoria	23	\$ 11.96	\$ 757.31 v v	\$ 30.50		Air Canada Round-Trip (\$757.31)	
						\$ 30.00	Private Accom (\$30)	\$ 829.77
23-Feb-15			\$ -	v v v v	\$ 51.50			
						\$ 30.00	Private Accom (\$30)	\$ 81.50
24-Feb-15	Victoria Vancouver		\$ -	\$ 78.75 v v v v	\$ 51.50	\$ 290.08	s.15 (\$290.08)	\$ 429.34
				\$ 9.01			Air Canada Flight change (\$78.75), Car Fuel (\$9.01)	
25-Feb-15			\$ 79.20	v v v	\$ 41.00	\$ 290.08	s.15 (\$290.08)	\$ 413.63
			\$ 3.35				Transit Add Fare (\$1.25+\$2.10), Car Rental (\$79.20)	
26-Feb-15			\$ -	v v v	\$ 41.00	\$ 290.08	s.15 (\$290.08)	\$ 331.08
27-Feb-15	Vancouver Kelowna		\$ -	\$ 45.00 v v v	\$ 41.00		Cab Fare to YVR (\$45)	\$ 148.00
						\$ 62.00	Airport parking (\$62)	
28-Feb-15			\$ -					\$ -
08-Mar-15	Kelowna Beijing		\$ -	\$ 3,053.66			Air Canada/Business Return (\$3053.66)	\$ 3,053.66
Total		1030	\$ 614.80	5178.84	\$ 420.50	\$ 1,800.48	\$ 222.65	\$ 8,237.27

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L	D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry			Group 3		Cost Description	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	
		\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
STOB 6322	\$ -	(Internet/Phones)							
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)							\$ -
STOB 6531		(Business Expenses)							
STOB 5706		(Travel-Out of Canada)							\$ -
STOB 5712		(Airfare - In Province)							
STOB 5714		(Airfare - Out of Canada)							\$ -
STOB 5702		(Travel-In Province)							
									\$ -
Total	\$ -								
Total		1030 \$ 614.80	\$ 5,178.84			\$ 420.50	\$ 1,800.48	\$ 222.65	\$ 8,237.27



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☐ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING
YYYY/MM/DD

2015/01/23

DATE RETURNING
YYYY/MM/DD

2015/03/01

NO. OF WORKDAYS AWAY

10

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATION(S)

Vancouver, Victoria, Kelowna

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-Personal travel 2015/01/23-2015/02/15

-See attached sheet for agenda of meetings

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY/MM/DD

2015, 01, 23

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.

PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

2015/01/15

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

2015/01/19

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY/MM/DD

FIN 02/MEO Rev. 2003/10/09

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: January 23 thru March 1, 2015

DESTINATION(s): Vancouver, Victoria, Kelowna - from Beijing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$8,850.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$45,369.00

FORECASTED TO YEAR END: \$34,631.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

Date of Travel	Places Travelled To/From	Depart Arrive	Personal Vehicle Use Rate: \$.52/km KM Total	Transportation Costs Bus/Taxi/ Air/Ferry etc	B L D I	Meal Per Group 3	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost Description	Total Daily Costs
23-Jan-15	Beijing		\$ -	\$1,231.76				Air Canada (Personal Return Visit \$1231.76)	\$ 1,231.76
	Toronto								
16-Feb-15	Kelowna Airport		405 \$ 210.60		✓ ✓ ✓ ✓		\$ 339.63	s.15 (\$339.63)	\$ 550.23
	999 Canada Place								
17-Feb-15			\$ -		✓ ✓ ✓		\$ 339.63	s.15 (\$339.63)	\$ 339.63
18-Feb-15	IMW	Greenlight	220 \$ 114.40		✓ ✓ ✓		\$ 339.63	s.15 (\$339.63)	\$ 454.03
	Greenlight	IMW							
19-Feb-15	Vancouver		382 \$ 198.64		✓ ✓				\$ 198.64
	Kelowna								
22-Feb-15	Y.L.W		23 \$ 11.96	\$ 757.31	✓ ✓			Air Canada (Round Trip \$757.31)	
	YYJ						\$ 30.00	Private Accom	\$ 799.27
23-Feb-15			\$ -		✓ ✓ ✓ ✓		\$ 30.00	Private Accom	\$ 30.00
24-Feb-15	YYJ		\$ -	\$ 78.50	✓ ✓ ✓ ✓			Air Canada Flight change (\$78.75)	
	Y.L.W			\$ 9.01				Car Fuel	\$ 87.51
25-Feb-15			\$ -		✓ ✓ ✓		\$ 79.20	Car Rental (\$79.2)	
				\$ 3.35				Transit Add a Fare (\$1.25+\$2.1)	\$ 82.55
26-Feb-15			\$ -		✓ ✓ ✓				\$
27-Feb-15	Vancouver		\$ -	\$ 45.00	✓ ✓ ✓			Cabfare to YVR (\$45)	
	Kelowna						\$ 62.00	Airport parking (\$62)	\$ 107.00
28-Feb-15			\$ -				\$ 696.66	s.15 (\$696.66)	
								\$870.24-\$173.58 (2014Room credit)= \$ 696.66 (Net)	\$ 696.66
8-Mar-15	Kelowna	Vancouver	\$ -	\$3,053.66				Air Canada (Business Return \$3053.66)	\$ 3,053.66
	Vancouver	Beijing							
Total			### \$535.60	5178.59		##	##### \$141.20		\$ 7,630.94

(v)0

1775.55



RBC s.17

s.17

STATEMENT FROM FEB 14 TO MAR 13, 2015

1 OF 2

PREVIOUS STATEMENT BALANCE

\$1,382.79

IMPORTANT INFORMATION

RBC REWARDS POINTS s.22

Previous Points balance
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site s.15

PAYMENTS & INTEREST RATES

Minimum payment \$14.00
Payment due date APR 06, 2015
Credit limit \$20,000.00
Available credit \$15,675.86
Annual interest rates:
Purchases 20.50%
Cash advances 20.50%

CALCULATING YOUR BALANCE

Previous Statement Balance	\$1,382.79
Payments & credits	-\$1,382.79
Purchases & debits	\$4,319.55
Cash advances	\$0.00
Interest	\$4.59
Fees	\$0.00

NEW BALANCE \$4,324.14

MR BEN STEWART EXP

s.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
FEB 21	FEB 24	AIR CANADA s.17 WINNIPEG MB	\$3,053.66
FEB 24	MAR 02	AIR CANADA s.17 WINNIPEG MB	\$78.75
FEB 24	FEB 26	SHELL 2502 MT NEWTON CROSSAANICHTON BC	\$9.01
FEB 25	FEB 25	NATIONAL CAR RENTAL VICTORIA BC	\$79.20
FEB 25	FEB 25	TRANSLINK N WESTMINSTER BC	\$1.25
FEB 27	MAR 02	KELOWNA AIRPORT PARKING KELOWNA BC	\$62.00
FEB 27	MAR 02	VANCOUVER TAXI VANCOUVER BC	\$45.00
FEB 28	MAR 02	s.15 VANCOUVER BC	\$696.66
MAR 06	MAR 06	AUTOMATIC PAYMENT - THANK YOU	-\$1,382.79
MAR 10	MAR 12	PAYPAL *SKYPI s.17	\$14.00
MAR 11	MAR 12	AIR CHINA s.17 TORONTO ON	\$280.02
MAR 13	MAR 13	CASH ADVANCE INTEREST 20.50%	\$4.59
NEW BALANCE			\$4,324.14

Time to Pay

If you make only the Minimum Payment each month, we estimate it will take 37 year(s) and 10 month(s) to fully repay the outstanding balance. Our estimate is based on the New Balance shown on this statement and your current credit card account terms.



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$4,324.14

MINIMUM PAYMENT
\$14.00

PAYMENT DUE DATE
APR 06, 2015

AMOUNT PAID
\$

RBC s.17
s.17

RBC0190000_5123897_007-34260

04254

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.rbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch

1/23/2015 \$ 1236.76

***** 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.



Access your personalized Air Canada travel information

[View your travel planner>](#)

Booking Information

Booking Reference: S.22
Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact:
Mr. Benjamin Stewart
S.22
Mobile: 1-604-6493950
Home: S.22

Online Services
[Manage my booking online](#) (view/change my booking; select seats*).
[Request an upgrade](#).
[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?



Additional passenger information is required

Your current flight itinerary includes travel to a country that requires additional passenger information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

[Provide Passenger Information](#)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC032	Beijing, Beijing Capital (PEK)	Toronto, Pearson Int'l (YYZ)	0	12hr50	77W	Flex
	Fri 23-Jan 2015 18:45 - Terminal 3	Fri 23-Jan 2015 18:35 - Terminal 1				IV

B: Breakfast M: Meal (Non Specific)

Passenger Information

1- Mr. Benjamin Stewart : Adult (16+), Ticket Number S.17

Air Canada	S.22	Meal Preference:	Regular
Aeroplane:		Special Needs:	None
Payment Card:	S.17		
Seat Selection:	AC032 S (Preferred)		

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	1001.54
Surcharges	15.46
Fuel Surcharge	198.24

Taxes, Fees and Charges

China Airport Fee	16.52
Total airfare and taxes before options (per passenger)	1231.76

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS150308

Compiled 2015-03-31

Meal/Incidental Claim – BC, Canada

LEGEND:

Breakfast only = \$22.75

Lunch only = \$22.75

Dinner only = \$30.50

Incidentals only = \$12.25

Breakfast + Lunch (+Incidentals) = \$33.25

Breakfast + Dinner (+Incidentals) = \$41.00

Lunch + Dinner (+Incidentals) = \$41.00

Full Day (+Incidentals) = \$51.50

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
2015-02-16	X	X	X	X	51.50
2015-02-17		X	X	X	41.00
2015-02-18		X	X	X	41.00
2015-02-19			X	X	30.50
2015-02-22			X	X	30.50
2015-02-23	X	X	X	X	51.50
2015-02-24	X	X	X	X	51.50
2015-02-25		X	X	X	41.00
2015-02-26		X	X	X	41.00
2015-02-27		X	X	X	41.00

Total CAD =

\$420.50

*For Travel within BC (February 23 – March 8, 2015)

Delaney, Catherine A MIT:EX

From: Ben Stewart <s.22
Sent: Wednesday, April 1, 2015 11:14 PM
To: Delaney, Catherine A MIT:EX
Cc: Lance Noble
Subject: Fwd: Payment Processed Notification

Follow Up Flag: Follow Up
Due By: Thursday, April 2, 2015 8:45 AM
Flag Status: Flagged

This is for BC Road tolls Feb16 - 19,

Ben Stewart
Sent from my iPhone

Begin forwarded message:

From: <donotreply@treo.ca>
Date: March 20, 2015 at 9:04:47 PM GMT+8
To: s.22
Subject: Payment Processed Notification



The amount owing from your TReO bill is ready to be charged.
TReO will be charging **\$12.00** on your credit card ending with the numbers 6552 on March 20, 2015.
It can take up to five business days for the charge to appear on your account.
Thank you in advance for your payment.
For further information, please visit us at treo.ca
[Login to my Account](#)

Add DoNotReply@treo.ca to your address book or safelist to ensure our emails reach your inbox.

About TI Corp | Contact Us | Privacy Statement | Terms & Conditions
treo.ca

Room : s.15
 Folio # : 872435
 Invoice # :
 Cashier # : 260
 Page # : 1 of 2

Mr Benjamin S.22 Stewart
 s.22

Arrival : 02-16-15
 Departure : 02-19-15
 s.22
 s.22

Date	Description	Additional Information	Charges	Credits
02-16-15	Valet Parking	G12827	39.00	
02-16-15	Parking - Tax		8.19	
02-16-15	Parking - GST		2.36	
02-17-15	Valet Parking	G12827	39.00	
02-17-15	Parking - Tax		8.19	
02-17-15	Parking - GST		2.36	
02-18-15	Valet Parking	G12827	39.00	
02-18-15	Parking - Tax		8.19	
02-18-15	Parking - GST		2.36	
02-19-15	Room Manual Posting	02/16/15	249.00	
02-19-15	Destination Marketing Fee		3.25	
02-19-15	Hotel Room Tax		25.22	
02-19-15	Room GST		12.61	
02-19-15	Room Manual Posting	02/17/15	249.00	
02-19-15	Destination Marketing Fee		3.25	
02-19-15	Hotel Room Tax		25.22	
02-19-15	Room GST		12.61	
02-19-15	Room Manual Posting	02/18/15	249.00	
02-19-15	Destination Marketing Fee		3.25	
02-19-15	Hotel Room Tax		25.22	
02-19-15	Room GST		12.61	
02-19-15	s.17			1,018.89

Total	1,018.89	1,018.89
--------------	-----------------	-----------------

Balance Due	0.00
--------------------	-------------

GST Summary

Room : 37.83
 F&B : 0.00
 Other : 7.08
 Total : 44.91

HST Summary

Room : 0.00
 F&B : 0.00
 Other : 0.00
 Total : 0.00

Thank you for choosing to stay with s.15

s.15

Room : s.15
 Folio # :
 Invoice # :
 Cashier # : 159
 Page # : 1 of 1

Mr Benjamin S.22 Stewart
 s.22

Arrival : 02-24-15
 Departure : 02-27-15
 s.22
 s.22

Date	Description	Additional Information	Charges	Credits
02-27-15	Room Manual Posting	Feb 24	249.00	
02-27-15	Destination Marketing Fee		3.25	
02-27-15	Hotel Room Tax		25.22	
02-27-15	Room GST		12.61	
02-27-15	Room Manual Posting	Feb 25	249.00	
02-27-15	Destination Marketing Fee		3.25	
02-27-15	Hotel Room Tax		25.22	
02-27-15	Room GST		12.61	
02-27-15	Room Manual Posting	Feb 26	249.00	
02-27-15	Destination Marketing Fee		3.25	
02-27-15	Hotel Room Tax		25.22	
02-27-15	Room GST		12.61	
02-27-15	s.17			870.24
Total			870.24	870.24
Balance Due			0.00	

GST Summary

Room : 37.83
 F&B : 0.00
 Other : 0.00
 Total : 37.83

HST Summary

Room : 0.00
 F&B : 0.00
 Other : 0.00
 Total : 0.00

s.15

s.15

Stewart, Ben MIT:EX

From: Ben Stewart <S.22>
Sent: Tuesday, March 10, 2015 8:02 PM
To: Stewart, Ben MIT:EX
Subject: Fwd: Air Canada - 22-Feb: Kelowna - Victoria... (booking ref: S.22) - seat selected

Ben Stewart

Sent from my iPad

Begin forwarded message:

From: Air Canada <confirmation@aircanada.ca>
Date: February 21, 2015 at 6:46:26 AM GMT+8
To: S.22
Subject: Air Canada - 22-Feb: Kelowna - Victoria... (booking ref: S.22) - 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.



Access your personalized
Air Canada travel information

View your planner >

Booking Information

Booking Reference: LVC2HV

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

Main Contact:

Mr Benjamin Stewart

S.22

Mobile: 1-604-6493950

S.22

Work: 1-604-7750005

Online Services

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

Customer Care

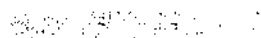
Air Canada

1-888-247-2262

Flight Arrivals and

Departures

1-888-422-7533

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	Meal
AC8421 ¹	Kelowna (YLW) Sun 22-Feb 2015 18:20	Vancouver, Vancouver Int'l (YVR) Sun 22-Feb 2015 19:15 - Terminal M	0	0hr25	DH4	Flex, V	
AC8081 ¹	Vancouver, Vancouver Int'l (YVR) Sun 22-Feb 2015 20:00 - Terminal M	Victoria, Victoria Int'l (YYJ) Sun 22-Feb 2015 20:25	0		DH3	Flex, V	
AC8080 ¹	Victoria, Victoria Int'l (YYJ) Tue 24-Feb 2015 20:00	Vancouver, Vancouver Int'l (YVR) Tue 24-Feb 2015 20:25 - Terminal M	0	0hr25	DH3	Flex, V	
AC8418 ¹	Vancouver, Vancouver Int'l (YVR) Fri 27-Feb 2015 17:50 - Terminal M	Kelowna (YLW) Fri 27-Feb 2015 18:49	0	0hr59	DH3	Flex, H	

Operated by:

Air Canada Express - Jazz

Passenger Information

1: Mr Benjamin Stewart : Adult (16+), Ticket Number S.17			
Air Canada -	s.22	Meal Preference :	None
Aeroplan :			
Payment Card:	s.17	Special Needs:	None
Seat Selection:	None		

Purchase Summary**Fare Summary**

Passenger Type	Adult
Air Transportation Charges	
Flight 1 (Flex)	194.00
Flight 2 (Flex)	210.00
Flight 3 (Flex)	217.00
<u>Surcharges</u>	56.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	36.06
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total before options (per passenger)	757.31
Number of passengers	x 1
Total with options	757.31
Travel Insurance (declined)	0.00

Grand Total - Canadian dollars

\$757.31

Payment Information

Credit/Debit Card S.17

- Amount paid: **\$757.31**

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

Air Canada: \$757.31 (Air Transp. Charges - per ticket)

Ticket number(s): 0142145151709

Fare Rules

Flight 1: Kelowna (YLW) To Victoria (YYJ) - **Flex**

Flight 2: Victoria (YYJ) To Vancouver (YVR) - **Flex**

Flight 3: 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: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- 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.
- 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 100% Aeroplan Miles (Altitude Qualifying Miles)

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

Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide.

Carry-on Baggage

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details.

Checked Baggage



AIRPORT FEE RECEIPT
TICKET NO:0142145151709

NAME: STEWART/BENJAMIN R
DATE OF ISSUE: 24 FEB 2015

PNR RECLOC:
ISSUED BY :

S.22
YYJLT

	AMOUNT	GST	HST	QST	TOTAL
SAME DAY CHANGE FEE	75.00	03.75	/ 00.00	/ 00.00	78.75

GRAND TOTAL	75.00	03.75	/ 00.00	/ 00.00	78.75
-------------	-------	-------	---------	---------	-------

FORM OF PAYMENT: IN CANADIAN DOLLARS S.17
GST/TPS HST/TVH NO. 10009228/ RT000 QST/TVO NO. 1000-043-172 RT000
FEES ARE NON REFUNDABLE

WELCOME

Shell Canada
2502 YL NATION CROSS
VOS 1MO
SAVANNAHONTON BC
2502 65 01 2 05
s.17

Bronze
EMP No. 01
LINES 7.770
PRICE \$1.159
TOTAL 11.1 \$9.01
OT APPROVED THANK
YOU 001
APPROVAL No. 061073
TERMINAL No.
89470470
VERIFIED BY PIN

PROGRAM
retain this copy for
your records

FUEL INCLUDES
GST Fuel \$0.43
No. 137409032ET

TOTAL SALE \$9.01

STORE: C47047
TRAN: 3055178
2015 02 24 16:56:32

YOUR OPINION COUNTS
Tell us about your
recent visit at
www.shell.ca/opinion
and you could win a
\$100 Shell Gift Card
*Receipt Required

THANK YOU
Questions?
1 800 661 1000



RA # 167879730

Bill Ref# 15020102303

Renter Name BEN STEWART

s.22

BST/EST R122251432

Rental Location
VICTORIA ARPT
1640 ELECTRA BLVD SUITE 134
HAIR HOLDINGS LTD
VICTORIA BC V8W2R4

22-FEB-2015 08:24 PM

PROVINCIAL GOVERNMENT OF BC
Contract ID

Phone (250)656 2541

Charges

No

Unit

Price/Unit

Amount

Return Location
VICTORIA ARPT

24-FEB-2015 05:08 PM

TIME & DISTANCE
UNLIMITED MILES/KM TIME & DIST
CONCESSION RECOUP FEE 13.44PCT
PVRT BC 1.50/DAY
VEH LIC FEE RECOVERY 1.80/DAY
CA PST B C \$7.000 %
CA GOODS/SCV TAX B C \$5.000 %

2

Days

33.95

67.90 *

M/Kms

0.00 *

59.86

0.00 *

2

Days

1.50

3.00 *

2

Days

0.00 *

Vehicle # VVJC9249
Model FOCUS
Class Driven ICAR
Class Charge ICAR
License# 7117GF
State/Province BRITISH COLUMBIA
M/Kms Driven 106
M/Kms Out 30557
M/Kms In 30663

Rate Info

Messages

* Taxable Items
Subject To Audit
Your Emerald Club Number is s.22

Total Charges

CAD 79.20

Payments

s.17

Visa

AUTH:

79.20

Visa

AUTH:

105.00

Payment

-79.20

Customer Service Number 1-800-468-3334

Emerald Club rental credits will be posted within 24 hours

Amount Due

CAD 0.00



ADULT

\$ 1.25

VALIDATE - Insert this direction

PROOF OF PAYMENT/TRANSFER

TU.FE 11:30

FARESAVER TICKETS

10 ADULT ONE ZONE TICKETS

BUS • SEABUS • SKYTRAIN

Tickets must be validated

\$21⁰⁰

1

\$27.50 REGULAR VALUE*

NO REFUNDS OR EXCHANGES; ALL SALES FINAL
NOT FOR INDIVIDUAL SALE - PURCHASE IN BOOKS OF 10 ONLY



VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD s.17
CARD TYPE
DATE
TIME
CLERK ID 8725
RECEIPT NUMBER
085008413-001-705-001-0

PURCHASE
TOTAL

\$45.00

s.17

APPROVED

AUTH# 000461 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Welcome To The
Kelowna Int. Airport

Station Name:
Pay Station #2
Entered:2015/02/22 17:45
Exited:2015/02/27 19:05

Daily Ticket:

Amount Paid:\$ 62.00
Fee:\$ 62.00

Credit Crd:S.17

HST:Included
HST# R124384652

*****6481 Signed
S.17

01/027 APPROVED - THANK YOU

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 Benjamin Stewart
E-mail: s.22
Form of payment: s.17

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
AC8399	Kelowna (YLW)	Vancouver (YVR)	DH3	Economy (B)	Confirmed
<i>Operated by:</i>	Mon 02-Mar 2015	Mon 02-Mar 2015			
<i>Air Canada Express- Jazz</i>	10:40	11:42 - TERMINAL M -MAIN			
Seat number(s) requested:	4D				
AC29	Vancouver (YVR)	Beijing (PEK)	788	Economy (B)	Confirmed
	Mon 02-Mar 2015	Tue 03-Mar 2015			
	12:50 - TERMINAL M -MAIN	16:00 - TERMINAL 3			
Seat number(s) requested:	21C				

Passenger Information

		Passenger	1
Name:	Mr Benjamin Stewart	Ticket number:	s.17
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	s.22

Purchase Summary

Passenger: 1 Ticket number S.17

Date of issue	21-Feb 2015
Fare Amount in Canadian dollars:	2,827.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.75
Combined Taxes *see fare calculation below (XT)	200.00
Total Fare in Canadian dollars:	3,053.66

Ticket particulars:
REFUNDABLE

*Fare calculation:
02MAR15YLW AC X/YVR AC BJS Q13.13M2462.56NUC2475.69 END
ROE1.141900 XT:85.00YQ15.00SQ
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 and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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

Important Information & Conditions

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](#) and US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Residents - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of the United States can purchase travel insurance from CSA Travel Protection via www.aircanada.com/us/en/insurance or by calling 1-866-473-3315. To make sure you get the best possible protection, purchase insurance prior to your departure.

DEBIT NOTE

付款通知书

Name: Mr. Ben Stewart

Debit Note No.: S.17

Period: 02/03/2014--01/03/2016

Date : 13/04/2015

Room No: S.15

Page: 1

Provincial Government of British Columbia Ministry of International
Copmany Name: Trade Business Service and Accountability Branch

From	To	Description	Amount
02/03/2015--01/04/2015		Room Rental:33000RMB/CAD4.88	6,762.30
02/04/2015--01/05/2015		Room Rental:33000RMB/CAD4.88	6,762.30
02/05/2015--01/06/2015		Room Rental:33000RMB/CAD4.88	6,762.30
02/06/2015--01/07/2015		Room Rental:33000RMB/CAD4.88	6,762.30
02/07/2015--01/08/2015		Room Rental:33000RMB/CAD4.88	6,762.30
02/08/2015--01/09/2015		Room Rental:33000RMB/CAD4.88	6,762.30
Total Balance Due		CAD	40,573.77

备注:

此单仅做为付款通知书, 不为正式发票, 如需正式发票, 请交款到帐后6个月之内到前台或财务开具正式发票。

Please Remit Payment To:

USD/EUR/HKD/JPY

S.21

银行名称:中国银行

Account Name:

帐号:

Account No.:

帐户名称:

Account Name:

海外汇款帐号:

Swift Code:

地址:

Address:

All BCSRA Trips Listed

Fiscal April 2014 - March 2015

Date	Departing	Arriving	Cost	Trip Type	Travel Claim	Total	Personal
2015-05-18	Guangzhou	Shenzhen	2650.00	round trip	In-Market (\$ from TA)	2650.00	0.00
2015-05-01	Beijing	Kelowna	3000.00	round trip	unknown (\$ from TA)	0.00	3000.00
2015-01-22	Beijing	Hangzhou	534.92	round trip			
2015-01-09	Shanghai	Beijing	225.96	one way	WBS150123	1032.45	0.00
2015-01-07	Beijing	Nanjing	271.57	one way			
2015-01-05	Kelowna	Beijing	0.00				
2014-12-12	Vancouver	Kelowna	0.00		WBS150123	227.98	0.00
2014-12-08	Kelowna	Vancouver	0.00				
2014-12-05	Beijing	Kelowna	227.98	round trip			
2014-11-15	Beijing	Kelowna	3353.28	round trip			
2014-11-15	Hong Kong	Beijing	374.46	one way			
2014-11-12	Seoul	Hong Kong	652.17	one way			
2014-11-09	Beijing	Seoul	624.44	one way			
2014-11-05	Beijing	Tokyo	1114.85	round trip			
2014-11-04	Kunming	Beijing	361.37	one way	WBS141115	5368.89	3353.28
2014-11-03	Guangzhou	Kunming	550.06	one way			
2014-11-02	Shanghai	Guangzhou	258.74	one way			
2014-10-31	Beijing	Shanghai	253.31	one way			
2014-10-16	Beijing	Seoul	486.53	round trip			
2014-10-08	Beijing	Shanghai	692.96	round trip			
2014-09-13	Kelowna	Beijing	1747.00	upgrade/change fee			
2014-09-09	Kelowna	Vancouver	493.76	round trip			
2014-08-18	Kelowna	Vancouver	397.16	round trip			
2014-08-12	Vancouver	Kelowna	202.78	one way	WBS140913	1620.18	5041.44
2014-08-10	Kelowna	Vancouver	293.08	one way			
2014-07-31	Shanghai	Victoria	3294.44	round trip			
2014-07-28	Beijing	Ningbo	233.40	round trip			
2014-06-16	Beijing	Tokyo	1238.77	round trip	WBS140624	1238.77	0.00
2014-05-31	Vancouver	Shanghai	750.00	upgrade			
2014-05-27	Vancouver	Victoria	262.63	one way			
2014-05-23	Vancouver	Kelowna	581.66		WBS140531	2809.72	1143.84
2014-05-20	Kelowna	Vancouver	216.60	round trip			
2014-05-16	Vancouver	Kelowna	345.58	round trip			
2014-05-16	Seoul	Vancouver	1797.09	round trip			
2014-05-13	Beijing	Seoul	277.94	one way			
2014-05-09	Hong Kong	Beijing	545.36	one way			
2014-05-02	Beijing	Kuala Lumpur	396.18	one way			
					WBS140516	2975.42	0.00
2014-04-29	Beijing	Hangzhou	522.46	round trip			
2014-04-25	Nagoya	Beijing	402.87	one way			
2014-04-24	Tokyo	Nagoya	163.09	one way			
2014-04-22	Beijing	Tokyo	667.52	one way			
2014-04-12	Guangzhou	Beijing	339.88	one way			
2014-04-10	Chongqing	Guangzhou	244.88	one way	WBS140412	4043.50	350.00
2014-04-06	Kelowna	Beijing	3808.74	round trip			

*no claim for Kuala Lumpur to Singapore

*in Transit between these destinations

Summary of Personal Travel -- Fiscal Year 2014-2015

Amount	Date	Description	Payment/Invoice No.	STOB	Personal Travel
\$ 350.00	Apr-14	Flight Kel-Van (estimate based on cost of Van-Kel flight May 16, 2014)	Travel claim WBS140412	8585	\$ 14,650.00
\$ 23.92	Apr-14	mileage from Kelowna AP	Travel claim WBS140412	8585	\$ 14,626.08
\$ 1,329.60	May-14	mileage to/from Kelowna AP, parking, taxi, flights btwn Van-Kel	Travel claim WBS140531	8585	\$ 13,296.48
\$ 5,131.46	Sep-14	Various - see claims	Travel claim WBS140913	8585	\$ 8,165.02
\$ 3,353.28	Nov-14	Various - see claims	Travel claim WBS141115	8585	\$ 4,811.74
\$ 311.01	Dec-14	Courier Services and Photos for Passport S.17 changes	Travel claim WBS150105	8585	\$ 4,500.73
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					

Approved	\$ 15,000.00
Remaining	\$ 4,500.73
TOTAL	\$ 10,499.27

1) Vancouver/Beijing/Chengdu/Chongqing/Zhuhai/Guangzhou (April 6-12) (TA approved)	1) Shanghai/Vancouver/Victoria/Kelowna/Vancouver/Beijing (Personal) (July 30 - September 8) (TA approved)	1) Beijing/Vancouver/Victoria/Kelowna/Beijing (Business - December 8-12) (Personal - December 4-7) (TA approved)	1) Beijing/Vancouver/Victoria/Kelowna/Beijing (Business - February 16-28) (Personal - January 23 - February 15) (TA in process)
2) Beijing/Vancouver/Victoria (May 16-31) (TA approved)	2) Abbotsford (August 7-8) (TA approved) Vancouver (August 11-12) (TA approved) 3) Vancouver (August 18-19) (TA approved)	2) Beijing/Vanc/Beijing (Personal) December 20-January 2) (TA forthcoming)	2) Beijing/Vancouver/Beijing (March 5-13) (TA forthcoming)
1) Tokyo (April 22-25) (TA approved)		1) Shanghai/Nanjing/Tokyo/Seoul (October 8-19) (TA approved)	1) Nanjing/Shanghai (January 7-9) (TA approved)
2) Hangzhou (April 29-30) (TA approved)		2) Shanghai/Guangzhou, Kunming, Beijing (October 31-November 4) (TA approved)	
3) Kuala Lumpur/Singapore/Hong Kong/ Seoul (May 2-16) (TA approved)		3) Tokyo/Beijing/Seoul/Suwon/HongKong (November 5-15) (TA approved)	
4) Shanghai/Suzhou/Nanjing (June 1-6) (TA approved)			
5) Tokyo (June 16-20) (TA approved)			
			Grey = unknown progress
			Blue = cross-referenced with approved TA
			Green = New Data added to sheet
			Yellow = Updated data



BRITISH
COLUMBIA

The Best Place on Earth

TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☐ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY / MM / DD

2015/05/01

DATE RETURNING

YYYY / MM / DD

2015/05/12

NO. OF WORKDAYS AWAY

12

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATIONS

Kelowna, Vancouver and Seoul

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

Personal trip

ESTIMATED COSTS (IN CAN. \$)

Transportation 3,000

Meals

Lodging

Overtime

Fees

Other

SUB TOTAL 3,000

Less Costs paid by others

TOTAL COSTS 3,000

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.

PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

2015, 04, 27

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

FIN 88/WEB Rev. 2008/10/08

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: May 01 - 12, 2015

DESTINATION(s): Kelowna, Vancouver, Seoul

In Province: ☒ Canada: ☐ International: ☒

AMOUNT: \$3,000.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET:

EXPENDITURES TO DATE:

FORECASTED TO YEAR END:

VARIANCE:

ANALYST

rg

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐

Delaney, Catherine A MIT:EX

From: Noble, Lance <lnoble@britishcolumbia.ca>
Sent: Tuesday, April 28, 2015 1:58 AM
To: Delaney, Catherine A MIT:EX
Cc: Irwin, Paul MIT:EX
Subject: TA for early May trip to BC
Attachments: TA to BC Early May 2015.pdf

Hi Cathi,

It was requested that a TA be submitted for Ben's upcoming personal trip to BC and return to Seoul. Please see attached.

Best,

Lance Noble, PhD. 蓝龙

Suite 2323, South Tower, Kerry Centre, 1 Guanghai Road, Chaoyang District, Beijing, China 100020
中国北京市朝阳区光华路 1 号嘉里中心南楼 2323 室 邮编:100020
T 总机: +8610 8535.7700 | F 传真: +8610 8535.7701
D 直线 s.17





Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: May 18 - 21, 2015

DESTINATION(s): Guangzhou and Shenzhen

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$2,650.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET:

EXPENDITURES TO DATE:

FORECASTED TO YEAR END:

VARIANCE:

ANALYST

rg

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐

Delaney, Catherine A MIT:EX

From: Noble, Lance <lnoble@britishcolumbia.ca>
Sent: Monday, April 27, 2015 6:23 PM
To: Delaney, Catherine A MIT:EX
Subject: BCSRA TA
Attachments: TA Guangzhou and Shenzhen May 2015.pdf

Cathi,

Here's another TA for Ben.

While it isn't finalized, the itinerary follows below:

Outreach to Guangzhou and Shenzhen

May 18 Arrive in Guangzhou
Briefing meeting with GZTIR
Meeting with Guangdong FAO and Canadian Consulate General for PCC visit

May 19
Meeting with Guangye Group
Meeting with Guangdong Materials Group
Travel to Shenzhen
Meeting with Shenzhen FAO

May 20
Meeting with Shenzhen Amer Copper
Meeting with Shenzhen Gas
Visit to Huawei and meet Huawei Canada staffs
Attend a small reception at Huawei

Best,

Lance Noble, PhD. 蓝龙

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District, Beijing, China 100020
中国北京市朝阳区光华路 1 号嘉里中心南楼 2323 室 邮编:100020
T 总机: +8610 8535.7700 | F 传真: +8610 8535.7701
D 直线: s.17



Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total					Group 3		Cost Description	
19-May-15	Shenzhen-Taipei- Vancouver									Flight Shenzhen Airlines 3401, Flight China Airlines 32 s.15	\$ 4,215.10
20-May-15	Vancouver			X	X	X		\$22.75	\$ 315.93	s.15	
										\$ 3.35 YVR-PVO Translink add fare (1.25+2.10), \$ 37.00 Taxi (Cash)	\$ 397.28
21-May-15	Vancouver			X	X	X		\$ 41.00	\$ 315.93	Fairmont Vancouver Airport	
										\$ 6.70 Round-Trip/Translink add fare (1.25+2.10)	\$ 363.63
22-May-15	Vancouver			X	X	X		\$ 41.00	\$ 315.93	s.15	
											\$ 356.93
23-May-15	Vancouver			X	X	X		\$ 41.00	\$ 315.93	s.15	
											\$ 356.93
24-May-15	Vancouver Beijing		\$2,516.97				X	\$12.25		Business Flight AC 29 (5,033.95/2) (Personal covers AC30/AC414 - June 19)	\$ 2,529.22
STOB 6322	\$ -	(Internet/Phones)									
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									
STOB 6531		(Business Expenses)									
STOB 5706		(Travel-Out of Canada)									
STOB 5714		(Airfaire - Out of Canada)									
STOB 5702		Travel-In Province)									
STOB 8585	\$ -	(Taxable personal travel)									
Total	\$ 8,219.09										
Total		0 \$ -	\$ 6,393.39					\$ 199.00	\$ 1,579.65	\$ 47.05	\$ 8,219.09

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
28-May-15	Beijing Tokyo		\$196.89				Flight Etihad Airway 888 change fee, Min. Coleman change in BCSRA schedule	\$ 196.89
STOB 6322	\$ -	(Internet/Phones)						
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)						
STOB 6531		(Business Expenses)						
STOB 5706		(Travel-Out of Canada)						
STOB 5714		(Airfaire - Out of Canada)						
STOB 5702		Travel-In Province)						
STOB 8585	\$ -	(Taxable personal travel)						
Total	\$ 196.89							
Total		0 \$ -	\$ 196.89		\$ -	\$ -	\$ -	\$ 196.89



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)			VOTE	
MIT				
EMPLOYEE NAME			EMPLOYEE ID.	
Ben Stewart				
POSITION			BARGAINING UNIT / GROUP NO.	
BCSRA				
BRANCH / LOCATION / REGION				
Beijing				
DATE DEPARTING YYYY / MM / DD	DATE RETURNING YYYY / MM / DD	NO. OF WORKDAYS AWAY	ESTIMATED OVERTIME CLAIM HOURS	
2015/06/09	2015/06/16	6		
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS				
<input type="checkbox"/> N/A, OR.				
DESTINATIONS				
Shanghai and Chongqing				

ESTIMATED COSTS (IN CAN. \$)	
Transportation	900
Meals	400
Lodging	2,100
Overtime	
Fees	1,000
Other	
SUB TOTAL	4,400
Less Costs paid by others	
TOTAL COSTS	4,400

METHOD OF TRAVEL Flight (economy)	SIGNATURES Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities. PLEASE SIGN ONE BOX ONLY			
	DIRECTOR			
	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD	
	ASSISTANT DEPUTY MINISTER			
PURPOSE OF TRAVEL Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc. -See attached sheet	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD	
	DEPUTY MINISTER			
	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD	
MINISTER				
EMPLOYEE'S SIGNATURE 	DATE SIGNED YYYY / MM / DD 2015/05/29	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD

FIN 99/WEB Rev. 2008/10/08

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Jun9-16

DESTINATION(s): Shanghai & Chongqing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$4,400.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$12.00

FORECASTED TO YEAR END: \$79,988.00

VARIANCE:

ANALYST

10/11

SIGNATURE DIRECTOR DIV OPS:

[Handwritten signature]

RECOMMENDED: YES ☒ NO ☐

[Handwritten signature]



Minister of Agriculture and Agri-Food

AAFC MINISTERIAL MISSION

Participant Program

Shanghai, Chongqing, and Beijing, China

June 9-18, 2015

Version 6 - May 27, 2015

Note: All times and proposed activities/events are to be confirmed (TBC)

Tuesday, June 9

10:00 hrs	Depart Ottawa for Toronto on AC 447
11:07 hrs	Arrive Toronto
13:00 hrs	Depart Toronto for Shanghai on AC 87

Wednesday, June 10

15:15 hrs	Arrive Shanghai Pudong Airport and retrieve luggage Transportation will be provided only for mission participants travelling on this flight and to the Fairmont Peace Hotel who have prearranged this service with AAFC
------------------	---

– Fairmont Peace Hotel

- Address: 20 Nanjing Road East, Shanghai 200002
- Phone: +86 21 6138 6888

– Hotel Address in Mandarin:

上海和平饭店

- 南京东路 20 号, 中国 上海 200002
- 电话: +86 21 6138 6888

– Directions from Shanghai Pudong Airport (PVG) to Fairmont Peace Hotel by Car/Taxi (about 48 kilometre / 40 minutes' drive) in Mandarin:

- 从浦东国际机场上宁夏高速, 然后向左转入中环高架, 再向右转入罗山路, 然后向左转入内环高架, 越过南浦大桥后, 转入中山东一路, 然后沿延安路前行, 然后向右转入南京东路。



Minister of Agriculture and Agri-Food

Thursday, June 11

09:00 hrs – 10:00 hrs

Canadian participants' set-up for export café

- Location: Peace Hall, Fairmont Peace Hotel, 8th floor
- Jason Baillargeon is your contact for this event

10:00 hrs – 12:00 hrs

Export café

- Location: Peace Hall, Fairmont Peace Hotel, 8th floor
- Context: This is the first business-to-business event of the mission. Similar events are organized in each city
- Objective: Opportunity for Canadian industry and provincial delegates to meet Chinese companies and to make contacts and sales
- *Participants: All Canadian mission participants and invited guests only (formal invitations are issued by the Shanghai Consulate)*

12:00 hrs – 13:40 hrs

E-commerce launch and Savour Canada event

- Location: Peace Hall, Fairmont Peace Hotel, 8th floor
- Objective: Promotion of Canadian products including their being featured on the Yihaodian e-commerce platform
- Media presence
- Cooking demonstration
- *Participants: All Canadian mission participants and the same guests invited to the export café.*

14:00 hrs – 15:00 hrs

Sinova Foods International meeting

- Location: Hotel – Heritage room 2nd floor
- Context: Sinova is based in British Columbia and is a shipment consolidator of Canadian agri-food product shipments to China.
- Objective: To increase sales of Canadian agriculture products through e-commerce platforms
- Participants: *CLOSED EVENT*



Minister of Agriculture and Agri-Food

Thursday, June 11 (continued)

14:40 hrs – 15:40 hrs

Meeting with China Eastern Air Logistics Organized by Flying Fresh Air Freight (FFAF)

- Location: Fairmont Peace Hotel, 8th floor, Salon 1956
- Context: FFAF Cargo is an international freight forwarding company based at the Vancouver International Airport.
- Objectives: To increase sales of agricultural products to China.
- Participants: *CLOSED EVENT*

15:00 hrs – TBC

E-commerce seminar

- Location: Fairmont Peace Hotel - Room TBC
- Context: This event will include presentations by Chinese e-commerce subject experts and a Q&A session. A formal report with relevant contacts will also be produced.
- Objective: To provide practical information about the opportunities and challenges to consider in selling Canadian agri-food and seafood products on China's e-commerce platforms
- *Participants: Interested Canadian mission participants (list to be included in a future draft)*

Friday, June 12

13:00 hrs – 14:00 hrs

Soy Canada roundtable event

- Location: Fairmont Peace Hotel - Heritage Room
- Context: Explore and promote export opportunities
- Objective: Raise profile of the quality of Canadian commercial and non-GM soybeans and confirm reliability of Canadian suppliers
- *Participants: CLOSED EVENT*

13:30 hrs – 14:30 hrs

Shanghai Drinks Association meeting

- Location: Fairmont Peace Hotel - Room TBC
- Context: The Shanghai Drinks Association specializes in beer, wine, rice wine and white wine and spirit production and manages alcohol-related enterprises and research.
- Objectives: Raise profile of the quality of Canadian wine and spirits with a view to increase sales in China
- *Participants: Interested Canadian mission participants (list to be included in a future draft)*



Minister of Agriculture and Agri-Food

Friday, June 12 (continued)

14:30 hrs – 15:30 hrs

Meeting with Waigaoqiao Direct Import Goods

- Location: Fairmont Peace Hotel - Room TBC
- Context: The Waigaoqiao Free Trade Zone is China's first free trade zone approved by the State Council (June 1990). It has an area of ten square kilometers with four specialized customs zones. It is also the first state-level demonstration zone approved for import trade promotion and innovation. It has 13 associated stores in Shanghai and three in other provinces, with plans for major expansion in 2015. Products from Canada currently featured in their stores include frozen lobster, blue mussels, snow crab, beef and pork. They are planning to expand their imports of high-end food products (e.g. wine, dairy and confectionary products).
- Objectives: Explore and promote export opportunities for Canadian agriculture and agri-food products
- *Participants: Interested Canadian mission participants (list to be included in a future draft)*

**China's International Food, Meat and Aquatic Products (FMA CHINA) runs from June 10 - 12, 2015, and there is also an International Import & Export Food Policy Forum on June 9, 2015, both in Shanghai.*

Saturday, June 13

13:00 hrs – 14:00 hrs

Canada Beef Inc. event

- Location: TBC
- Context: This is a large event that includes consumers of Canadian beef as invitees.
- Objective: To promote sales of Canadian beef to China
- *Participants: CLOSED EVENT*

Sunday, June 14

09:00 hrs

Depart Fairmont Peace Hotel for Shanghai (Hongqiao Airport)

Please meet in the lobby. Transportation to the airport will be provided only for mission participants travelling on flight CA4544 (e.g., same as Minister) who have prearranged this service with AAFC.

11:40 hrs

Depart Shanghai (Hongqiao Airport) for Chongqing on CA4544



Minister of Agriculture and Agri-Food

Sunday, June 14 (continued)

14:25 hrs

Arrive Chongqing Jiangbei Airport (CKG) and retrieve luggage

Transportation will be provided only for mission participants travelling on this flight and to the InterContinental Hotel who have prearranged this service with AAFC

– **InterContinental Hotel**

- Address: 101 Minzu Ave, Chongqing, 400010
- Telephone: +86 23 8906 6888

– **Hotel Address in Mandarin:**

重庆洲际酒店

- 重庆市渝中区民族路 101 号, 中国 400010
- 电话: +86 23 8906 6888

– **Directions from Chongqing Jiangbei Airport to InterContinental Hotel by Car/Taxi in Mandarin:**

- 沿机场高速路开车行至五里店, 经黄花园大桥到达渝中区, 经临江门到达酒店, 全程约 20 分钟。

Monday, June 15

9:00 hrs – 9:30 hrs

Industry market and program briefing

- Location: InterContinental Hotel – Song Room (10F)
- Context: The briefing will be conducted by Consular officials
- Objective: Provide information about market opportunities and challenges and provide updated program information if required
- *Participants: Interested mission participants*

9:30 hrs – 10:00 hrs

Meeting with Chongqing Tianzow Group (importer of pork genetics and live pigs)

- Location: InterContinental Hotel – Boardroom (11F)
- Context: Tianzow is pioneering a pig breeder with top nucleus breeding stock, all from Canada. Tianzow has an interest in expanding cooperation with Canada in terms of importing pork, feed, and fertilizer, as well as expanding



Minister of Agriculture and Agri-Food

Monday, June 15 (continued)

collaboration in the areas of biogas and environmental controls.

- Objective: Promote sales of Canadian pork, genetics and live swine
- *Participants: Interested Canadian mission participants (list to be provided in a future draft)*

10:00 hrs – 10:30 hrs

Meeting with Chongqing Lummy Group (importer of Canadian ginseng)

- Location: InterContinental Hotel – Huangzu I Room (11F)
- Context: Largest importer of Canadian ginseng (\$10 million sales value of Canadian ginseng from Canada over four years)
- Objective: Explore and promote export opportunities for Canadian agriculture and agri-food products
- *Participants: Interested Canadian mission participants (list to be provided in a future draft)*

10:30 hrs – 11:30 hrs

Canola oil media event

- Location: InterContinental Hotel – Qin Room (10F)
- Context: This event is organized by the Canola Council of Canada
- Objectives: Support ongoing market development efforts for canola oil
- *Participants: CLOSED EVENT*

10:30 hrs – 11:30 hrs

Canadian organization set-up for export café

- Location: InterContinental Hotel – Ball Room (11F)
- Jason Baillargeon is your contact for this event

11:30 hrs – 14:00 hrs

Export café event

- Context: This is the second business-to-business event of the mission. Similar events are organized in each city
- Objective: Opportunity for Canadian industry and provincial delegates to meet Chinese companies and to make contacts and sales
- *Participants: All Canadian mission participants and invited guests only (formal invitations are issued by the Chongqing Consulate)*



Minister of Agriculture and Agri-Food

Monday, June 15 (continued)

14:30 hrs

Bus leaves for Cuntan bonded port Authority

- A consular official will be in the lobby to direct you to the bus
- Location of meeting: 2-F, International Exhibition and Trade Centre
- Address: Hai-Er Road, Jiangbei
- Transportation by the Consulate General
- Travel time: 30 minutes

15:00 hrs – 16:30 hrs

Visit to Cuntan bonded port Authority

- Context: Cuntan Bonded Port Area is the only customs facility in China that incorporates both a bonded airport zone and a bonded “river-port” zone, the largest and most active container port on the Yangtze river. Cuntan’s Bonded Port Area includes bonded warehousing and processing facilities, logistics centers, and novel facilities such as an “International Exhibition and Trading Center” that allows consumers to experience and purchase – either directly or online – goods imported through the Bonded Port at beneficial prices, and a “Cross-Border E-Commerce Logistics Supervision Center”. The Imported Food Experience Centre is an imported-products exhibition centre, which has Canadian seafood products on display.
- Objective: Maintain and expand current imports of Canadian agri-food and seafood products
- 15:00hrs – 15:10hrs Drive by Port Area
- 15:10hrs – 15:30hrs Walk through International Exhibition and Trade Centre
- 15:30hrs – 16:00hrs Meeting with Port Authority
- 16:00hrs – 16:30hrs Cross-border E-commerce Logistics Supervisions Center Tour
- *Participants: Interested Canadian industry participants (list to be provided in a future draft)*

Tuesday, June 16

12:00 hrs

Depart InterContinental Hotel for Chongqing Jiangbei Airport

Meet in the hotel lobby. Transportation provided only for mission participants travelling on flight CA4143 (e.g., same as Minister) who have prearranged this service with AAFC



Minister of Agriculture and Agri-Food

Tuesday, June 16 (continued)

15:00 hrs **Depart Chongqing for Beijing Flight CA4143**

17:40 hrs **Arrive Beijing Capital Airport (PEK) and retrieve luggage**
Transportation to will be provided only for mission participants travelling on this flight and to the St. Regis Hotel who have prearranged this service with AAFC

– **St-Regis Hotel**

- Address: 21 Jianguomenwai Daijie, Beijing, 100020
- Telephone: +86 10 6460 6688

– **Hotel Address in Mandarin:**

北京瑞吉酒店

- 地址: 朝阳区建国门外大街 21 号(北京国际俱乐部)
- 电话: +86 10 6460 6688

– **Directions from Beijing Airport to St-Regis Hotel in Mandarin:**

- 距离首都国际机场 27 公里, 乘坐出租车约 45-60 分钟 (by taxi);
- 或由机场乘坐机场大巴 3 线至北京站, 换乘出租车约 10 分钟至酒店 (by bus);
- 或由机场乘坐机场快轨至东直门站, 换乘地铁 2 号线至建国门站下 (by subway)

Wednesday, June 17

7:50 hrs **Bus leaves from St. Regis Hotel for the Canadian Embassy**

- An Embassy official will be in the lobby to direct you to the bus – separate transportation will be provided directly from here to AQSIQ for those wishing to participate in the signing ceremony – the bus will return to the St. Regis Hotel after the CIQA/CNCA meeting is over

8:30 hrs – 10:15 hrs **Seminar with China's Entry & Exit Inspection and Quarantine Association (CIQA)**

- Location: Canadian Embassy in Beijing, Dongzhimenwai Dajie #19
- Context: CIQA functions as a trade association of agencies that regulate imports and exports and as a liaison between the government and traders.



Minister of Agriculture and Agri-Food

Wednesday, June 17 (continued)

- Objective: **CIQA** to explain regulatory procedures and role in assisting exporters to resolve access issues in China. The General Administration of Quality Supervision, Inspection and Quarantine (**AQSIQ**) and the Certification and Accreditation Administration of the People's Republic of China (**CNCA**) to send representatives to present trade regulation issues within the seminar.
- 8:30hrs – 8:50hrs: Canada Agriculture Minister Ritz and President Ge Zhirong or Secretary General Bao give opening remarks.
- 8:50hrs-9:00hrs: Canadian Food Inspection Agency (CFIA) Representative provides a summary on how CFIA work with Canadian exporters, e.g. issue export certifications for to meet China's requirements. (Grains and oilseeds, meat)
- 9:00hrs-9:15hrs: AQSIQ Food Safety Bureau - a summary of China's import requirements on meat, processed food, and beverage.
- 9:15hrs-9:30hrs: AQSIQ Animal and Plant Quarantine Supervision Department - a summary of import regulations for grains and oilseeds, peas, fruits, and live swine.
- 9:30hrs-9:45hrs: CNCA - the registration requirement for agri-food suppliers abroad and the process.
- 9:45hrs-10:00hrs: CIQA – roles, activities, interactions in facilitating trade between China and Canada with some examples.
- 10:00hrs-10:15hrs: questions, answers and discussion
- *Participants: Interested Canadian mission participants (list to be included in a future draft)*

10:15 hrs

Bus #1 depart from Canadian Embassy for St. Regis Hotel

10:30 hrs

Bus #2 depart from St. Regis Hotel for signing ceremony at the Administration of Quality Supervision, Inspection and Quarantine (AQSIQ)

- Address: No.9 Madian East Road, Haidian District
- Phone: 011 (86-10) 8226-2204
- Transportation supplied by Embassy
- All participants arrive at 11:15 in order to be ready for signing ceremony at 11:45



Minister of Agriculture and Agri-Food

Wednesday, June 17 (continued)

11:45 hrs – 12:00 hrs

Signing ceremony (AQSIQ)

- Objectives: To witness signing of cooperative arrangements (CFIA/AQSIQ work plan, wild rice and fresh blueberry arrangement TBC).
- Participants: *CLOSED EVENT*

12:00 hrs

Bus #2 departs AQSIQ returning to the St. Regis Hotel

Group One COFCO

14:00 hrs

Bus departs St. Regis Hotel for meeting with China National Cereals, Oils and Foodstuffs Corporation (COFCO)

- Address: COFCO Fortune Plaza, No 8 Chaoyangmen, South Street, Chaoyang District
- Tel.: 011 86 10 8500 6621

14:30 hrs – 15:15 hrs

Meeting with China National Cereals, Oils and Foodstuffs Corporation (COFCO) offices

- Location: COFCO Fortune Plaza, No 8 Chaoyangmen South Street, Chaoyang District
- Context: COFCO is the largest supplier of diversified products and services in the agricultural products and food industry in China. It serves as the main importing and exporting channel for bulk agricultural products and continuously also strives to upgrade its oil and foodstuff chains, which include those of oils and oilseeds, corn, wheat, rice, wine, tomatoes, dairy products, meat, barley, tea, chocolate and various other products. COFCO has strengthened its market position worldwide in 2014 by investing a combined \$2.8 billion in majority-stakes acquisitions of Hong Kong-based Noble Agria and Nidera of the Netherlands.
- Objective: Make sales contacts and understand COFCO's future needs and interests
- *Participants: Interested Canadian mission participants (list to be provided in a future draft)*

Group Two National Biotechnology Council

13:00 hrs

Bus departs St. Regis Hotel for National Biotechnology Council

- Address: Chinese Academy of Agricultural Sciences, No.12 Zhongguancun South St., Haidian District, Beijing
- Tel: 011 (86-10) 6281-5906



Minister of Agriculture and Agri-Food

Wednesday, June 17 (continued)

- 14:00 hrs – 14:45 hrs** **Meeting with Dr. Kongming Wu (Chairman of National Biotechnology Council, V.P. Chinese Academy of Agricultural Sciences)**
- Context: Dr. Wu is the chair of China's GMO Biosafety Committee which meets three times a year to review GM event applications
 - Objective: Exchange information on biotechnology issues
 - Participants: *CLOSED EVENT*

MAIN PROGRAM CONTINUES

- 15:45 hrs – TBC** **Meeting with Beijing Grain Group (runs concurrent with other meetings)**
- Location: St. Regis – Room TBC
 - Context: Beijing Grain Group Company Limited BGG is a major end user of Canadian wheat and they are interested in importing other grains and oilseeds from Canada, including soybeans and pulses. They are exploring investing in Canada (e.g. flour mill).
 - Objectives: Make introductions and promote sales
 - *Participants: Interested Canadian mission participants (list to be provided in a future draft)*
- 15:45 hrs – TBC** **Canola Dialogue (runs concurrent with other meetings)**
- Location: St. Regis – Room TBC
 - Context: The meeting is organized by the Canola Council of Canada in collaboration with the Embassy.
 - Objective: information sharing on market outlook
 - *Participants: CLOSED EVENT*

Thursday, June 18

- 09:00 hrs – 10:00 hrs** **Canadian organization set-up for export café**
- Location: St Regis – Room TBC
 - Jason Baillargeon is your contact
- 09:30 hrs – 10:00 hrs** **Bilateral meeting with State Administration of Grains (SAG)**
- Location: St Regis – Birch room, 2nd floor
 - Context: SAG is a national administration agency overseen by the National Development and Reform Commission (NDRC), responsible for macro-control of national grain distribution, providing guidelines for the development of the



Minister of Agriculture and Agri-Food

Thursday, June 18 (continued)

grain industry and administering China's national grain reserves.

- Objective: Confirm the importance of Canadian grain products
- Signing of arrangements
- *Participants: Interested Canadian mission participants (list to be included in a future draft)*

10:00 hrs – 11:00 hrs

Soy Canada meeting

- Location: St Regis – Oak Room
- Context: This meeting is organized by Soy Canada and anticipated to focus on Canada's quality assurance system for both commodity and non-GM soybeans.
- Objectives: Raise profile of the quality of Canadian commercial and non-GM soybeans and confirm reliability of Canadian suppliers
- *Participants: CLOSED EVENT*

10:15 hrs – 11:15 hrs

Sinova Group meeting

- Location: St Regis – Room TBC
- Context: Sinova is based in British Columbia and is a shipment consolidator of Canadian agri-food product shipments to China.
- Objectives: To increase sales of Canadian agriculture products through e-commerce platforms
- *Participants: CLOSED EVENT*

10:45 hrs – 11:45 hrs

Barley Council Meeting

- Location: St Regis – Birch Room
- Context: China's Agriculture University has a good reputation for high quality scientific studies.
- Objective: Initiate discussion with the China's Agricultural Universities to study the use of Canadian feed barley in beef and dairy rations.
- *Participants: CLOSED EVENT*



Minister of Agriculture and Agri-Food

Thursday, June 18 (continued)

10:00 hrs – 12:00 hrs

Export café event

- Location: St Regis – Grand Hall
- Context: This is the last business-to-business event of the mission
- Objective: Opportunity for Canadian industry and provincial delegates to meet Chinese companies and to make contacts and sales
- *Participants: All Canadian mission participants and invited guests only (formal invitations are issued by the Beijing Embassy)*

11:00 hrs - 11:20 hrs

JD.com e-commerce launch (runs concurrent to export café)

- Location: St Regis – Room TBC
- Media presence
- Context: This event includes only Canadian fish and seafood. JD.com is a Chinese company headquartered in Beijing and one of the largest business-to-commerce online retailers in China by transaction volume.
- Objectives: Promote relationship between e-commerce and Canadian companies
- Participants: CLOSED EVENT

11:30 hrs - 11:45 hrs

Business-to-business signing of agreements (runs concurrent to export café)

- Location: St Regis – Room TBC
- Media presence
- Context: The agreements will be signed one by one with a photo opportunity
- Objectives: To support Canadian industry
- 1) JD.Com agreement for a future promotion featuring an expanded range of Canadian agriculture and agri-food products
- 2) Prairie Orchard Farms announcing the success of the Omega 3 egg feed trials and future co-operation with the Canadian Government
- 3) Sinova Group Letter of Intent
- 4) Sinova Foods International agreement with e-commerce platforms
- 5) Barley Council launch of barley feed study



Minister of Agriculture and Agri-Food

Thursday, June 18 (continued)

- *Participants: Interested Canadian mission participants (list to be included in a future draft)*

12:00 hrs – 13:30 hrs

Savour Canada event

- Location: St Regis – Grand Hall
- Media presence
- Cooking demonstration
- *Participants: All Canadian participants and the same guests invited to the export café*

13:00 hrs – 14:30 hrs

Biotech Roundtable Meeting

- Location: St Regis – Room TBC
- Context: Biotechnology is one of the areas of cooperation under the AAFC-MOA Action Plan.
- Objective: Initiate dialogue on biotechnology collaboration with China
- *Participants: CLOSED EVENT*

15:00 hrs

Depart St. Regis Hotel for Beijing Airport

- Meet in the hotel lobby. Transportation to the airport provided only for mission participants travelling on flight AC 32 (e.g., same as Minister) who have prearranged this service with AAFC

18:05 hrs

Depart Beijing for Toronto on AC 32

18:50 hrs

Arrive in Toronto

Agridoc: 101353447

TRAVEL VOUCHER

PAGE OF

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

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WBS 120402

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
01615	MIT	2011 01 11	4	2914	014

9.EMPLOYEE I.D.	10.EMPLOYEE SUPPLIER NO.	11.EMPLOYEE SURNAME	INITIALS	12.EMPLOYEE GROUP NO. (✓ one only)
	S.22	STEWART		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4

13. MAILING ADDRESS FOR CHEQUE										14. POSTAL CODE									
on file																			

15. REASON FOR TRAVEL Business	16. EMPLOYEE OCCUPATION Special Rep. for BC in Asia.
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17. DATE OF TRAVEL		18. PLACES TRAVELLED		19. PERSONAL VEHICLE USE		20. BUS/TAXI/ AIR/FERRY/ COSTS		21. 8 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.)		26. TOTAL DAILY COSTS			
TO / FROM		Depart / Arrive		DISTANCE X KM		RATE															
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43. PORTAL TO PORTAL DISTANCE		44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	→	45. TOTAL DISTANCE TO DATE		TOTAL IN EUR		DATE	
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<p>46. EMPLOYEE SIGNATURE</p> <p>CERTIFIED THIS TRAVEL EXPENSE CLAIM IS A TRUE STATEMENT OF DISBURSEMENT MADE AND/OR ALLOWANCE TO WHICH I AM ENTITLED AS A RESULT OF TRAVEL UNDERTAKEN IN THE BUSINESS AS DETAILLED ABOVE AND TO WHICH I HAVE NOT BEEN AND WILL NOT BE REIMBURSED BY ANY OTHER PARTY.</p> <p><i>Bothe Helling</i></p> <p>FOR BUSKA BEN STEWART</p>	<p>HEADQUARTERS (CITY NAME)</p> <p>Beijing, China</p>	<p>WORK PHONE NO.</p> <p>604-318-2616</p>
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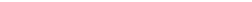
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IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE.
ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE

54. 1904, 6⁴

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
				

58. PROCESSING CLERK INITIAL	
CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT	

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc					Group 3	Cost	Description	
Avg exch rate CNY-CAD											
31-Mar-15	Beijing		\$ 280.02	X				\$ 58.90		0.2006	
	Hangzhou									Flight CA1509	\$ 338.92
31-Mar-15	Hangzhou								\$168.28	Nanjing \$.15	\$ 168.28
	Nanjing										
01-Apr-15	Nanjing				X	X		\$ 84.57	\$168.28	Nanjing \$.15	\$ 252.85
02-Apr-15	Nanjing		\$ 66.20							Flight ZH9866 change fee to ZH9186, MIT change in BCSRA program (see visa stmt)	\$ 66.20
	Shenzhen										
	Nanjing		\$ 341.02						\$ 182.94	Chongqing \$.15	\$ 523.96
	Chongqing									Flight ZH9186	\$ 523.96
03-Apr-15	Chongqing				X	X		\$ 66.92	\$ 182.95	Chongqing \$.15	\$ 249.87
04-Apr-15	Chongqing		\$ 319.02					\$ 33.22		Flight CA1412	\$ 352.24
	Beijing									Flight CA 1308 change fee to CA 1412, MIT change in BCSRA schedule(see \$ receipt)	\$ 32.32
			\$ 32.32								\$ 32.32
STOB 6322	\$ -	(Internet/Phones)									
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									\$ -
STOB 6531		(Business Expenses)									\$ -
STOB 5706		(Travel-Out of Canada)									\$ -
STOB 5712		(Airfare - In Province)									\$ -
STOB 5714		(Airfaire - Out of Canada)									\$ -
STOB 5702		Travel-In Province)									\$ -
STOB 8585	\$ -	(Taxable personal travel)									\$ -
Total	\$ 1,984.64										
Total		0 \$ -	\$ 1,038.58					\$ 243.61	\$ 702.45	\$ -	\$ 1,984.64

Date of Travel	Places Travelled To/From	Personal Vehicle Use Rate: \$.52/km KM Total	Transportation Costs Bus/Taxi/ Air/Ferry etc	B	L	D	I	Meal Per Diem Group 3	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost	Description	Total Daily Costs
31-Mar-15	Beijing Hangzhou		\$ 280.02	X			X				Flight CA1509	\$ 280.02
31-Mar-15	Hangzhou Nanjing								\$168.28		Nanjing s.15	\$ 168.28
01-Apr-15	Nanjing					X	X		\$168.28		Nanjing s.15	\$ 168.28
02-Apr-15	Nanjing Shenzhen		\$ 66.20								Flight ZH9866 change fee to ZH9186, MIT change in BCSRA program (see visa receipt)	\$ 66.20
02-Apr-15	Nanjing Chongqing		\$ 341.02						\$ 182.94		Chongqing s.15 Flight ZH9186	\$ 523.96
03-Apr-15	Chongqing				X		X		\$ 182.95		Chongqing s.15	\$ 182.95
04-Apr-15	Chongqing Beijing		\$ 319.02				X				Flight CA1412	\$ 319.02
04-Apr-15	Beijing		\$ 32.32								Flight CA 1308 change fee to CA 1412, MIT change in BCSRA schedule(see visa receipt)	\$ 32.32
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Total		0	\$ -	1038.58				\$ -	\$ 702.45	\$ -		\$ 1,741.03



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: March 31 - April 4, 2015

DESTINATION(s): Beijing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,900.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$47,347.00

FORECASTED TO YEAR END:

VARIANCE: \$32,653.00

47,347.00
- 6,200.00 (Mar. 19-27/15)
= 41,147.00
only

ANALYST

rg

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

March 27, 2015

Friday

1:10 PM - 1:10 PM Depart Vancouver for Shanghai (AC025) -- YVR

March 28, 2015

Saturday

4:20 PM - 4:20 PM Arrive Shanghai Airport

5:00 PM - 5:00 PM Transfer to Hotel

6:00 PM - 6:30 PM Check in Hotel S.15

6:30 PM - 7:00 PM Private Program

March 29, 2015

Sunday

All Day SHANGHAI, HANGZHOU

9:00 AM - 1:00 PM Private Program

1:00 PM - 1:00 PM Check out Hotel

1:20 PM - 1:20 PM Depart Hotel for Shanghai Hongqiao Station

2:30 PM - 2:30 PM Depart Shanghai Hongqiao for Hangzhou East Station (Train G7313)

3:40 PM - 3:40 PM Arrive Hangzhou East Station & Transfer to Fulida Group

5:00 PM - 8:30 PM Corporate Call & Dinner with Fulida Group

9:00 PM - 9:30 PM Hotel Check in - S.15

9:30 PM - 9:30 PM Private Program

March 30, 2015

Monday

All Day HANGZHOU

9:30 AM - 10:00 AM Corporate Call with Zhejiang Energy Group

11:00 AM - 1:00 PM Corporate Call & Lunch with JAC - Rozemerie Cuevas

March 30, 2015 Continued

Monday

1:30 PM - 2:30 PM	Corporate Call with Joinstar or Wanxiang Group
3:30 PM - 5:00 PM	Business Roundtable / Seminar Focus on BC technology competitive advantages and opportunities for collaboration.
5:00 PM - 7:00 PM	Networking Reception - Friends of BC

March 31, 2015

Tuesday

All Day	HANGZHOU, NANJING
7:50 AM - 8:20 AM	Media Availability
11:00 AM - 12:00 PM	Bilateral with Zhejiang Provincial Gov't (MTW & MAW)
12:00 PM - 1:30 PM	Lunch hosted by Zhejiang Provincial Gov't (MTW & MAW)
2:30 PM - 4:00 PM	Corporate Call with Alibaba & Roundtable (MTW & MAW) S.13,S.17
5:00 PM - 5:00 PM	Arrive at Hangzhou East Station
6:11 PM - 6:11 PM	Depart Hangzhou for Nanjing South Station (Train G64)
7:30 PM - 7:30 PM	Arrive Nanjing South Station
8:00 PM - 8:30 PM	Check in S.15

April 1, 2015

Wednesday

All Day	NANJING
9:00 AM - 9:30 AM	Corporate Call with Crystal CG Has existing relationship with BC Centre for Digital Media
11:00 AM - 12:00 PM	Bilateral Meeting with Jiangsu Provincial Gov't (MTW & MAW)
12:00 PM - 1:30 PM	Lunch hosted by Jiangsu Provincial Gov't (MTW & MAW)
1:30 PM - 3:00 PM	Corporate call with China (Nanjing) Software Valley (MTW &MAW) Includes site visit

April 3, 2015 Continued

Friday

11:30 AM - 1:30 PM	Luncheon hosted by Huawei
2:00 PM - 3:00 PM	Corporate Call with BGI China's largest genome company, has just set up a joint lab in Vancouver.
3:00 PM - 3:00 PM	Depart for Polyculture
4:00 PM - 4:30 PM	Corporate Call with Polyculture
4:30 PM - 4:30 PM	Depart for OCT
5:30 PM - 7:30 PM	Meeting & Dinner with OCT Group
7:30 PM - 7:30 PM	Depart Shenzhen to Hong Kong - by car
9:00 PM - 9:00 PM	Arrive Hong Kong

April 4, 2015

Saturday

All Day	HONG KONG
8:00 AM - 8:00 PM	Private Program

April 5, 2015

Sunday

All Day	HONG KONG, JAKARTA
7:00 AM - 4:00 PM	Private Program
4:35 PM - 4:35 PM	Depart Hong Kong for Jakarta - China Airlines 679
8:20 PM - 8:20 PM	Arrive Jakarta

April 6, 2015

Monday

All Day	JAKARTA
7:30 AM - 8:00 AM	Briefing with Canadian Ambassador - Donald Bobiash -- Ambassador's Residence

April 6, 2015 Continued

Monday

8:00 AM - 9:30 AM	Roundtable Breakfast with BC/Canadian business executives -- Ambassador's Residence Roundtable breakfast with Ambassador Bobiash and BC/Canadian business executives. Discussion on opportunities and challenges for BC and Canadian businesses in ASEAN
10:30 AM - 11:15 AM	Bilateral with Indonesia Ministry of Trade S.13,S.17 Indonesian Minister of Trade Mr. Rachmat Gobel (TBC)
12:00 PM - 2:00 PM	Lunch with Pertamina S.13,S.17
2:30 PM - 3:30 PM	Corporate Call with Baramulti Group S.13,S.17
4:00 PM - 4:30 PM	Corporate Call with Indofood, Anthoni Salim (TBC) S.17
6:30 PM - 8:30 PM	Networking Reception -- Ambassador's Residence 80-100 Canadian and Indonesian business community Recognizing 25 year anniversary of Hatfield Indonesia

April 7, 2015

Tuesday

All Day	JAKARTA, HONG KONG
9:00 AM - 10:00 AM	Corporate Call with Paper Excellence The largest investor in the BC pulp and paper industry. S.13,S.17
10:00 AM - 11:00 AM	Corporate Call with Sinar Mas Major Indonesian conglomerate. Opportunities in numerous sectors including S.13,S.17 S.13,S.17
11:00 AM - 11:00 AM	Depart for airport
2:35 PM - 2:35 PM	Depart Jakarta for Hong Kong - Cathay 776
8:35 PM - 8:35 PM	Arrive Hong Kong

April 8, 2015

Wednesday

All Day	HONG KONG
8:30 AM - 9:30 AM	Meeting with Consul General of Canada - Ian Burchett
10:00 AM - 11:00 AM	s.13,s.17
12:00 PM - 2:00 PM	s.13,s.17
2:00 PM - 3:00 PM	Media Session - China Fiber Optic Network - Mr. Bing Zhao, Chairman Formal announcement by Chairman of Surrey Investment & North American Head Office
4:00 PM - 5:00 PM	s.13,s.17

April 9, 2015

Thursday

All Day	HONG KONG, VANCOUVER
9:00 AM - 5:30 PM	Private Program
5:30 PM - 6:00 PM	Departure for Airport
7:20 PM - 7:20 PM	Depart Hong Kong for Vancouver - AC 8
8:00 PM - 8:30 PM	Arrive Vancouver - 16:10 pm



RBC
Royal Bank

RBC S.17

MR BEN STOWART FOR S.17

STATEMENT FROM FEB 14 TO MAR 13 2015

PREVIOUS STATEMENT BALANCE

\$4,324.14

NEW BALANCE

IMPORTANT INFORMATION

RBC REWARDS POINTS

S.22

Previous statement balance
Points earned this statement
Points expired this statement
New points balance

CONTACT US

Customer Service & Support 1-888-882-2267
Collect outside North America 1-616-882-2267
Website S.17

PAYMENTS & INTEREST RATES

Minimum payment \$1.00
Payment due date APR 06, 2015
Due amount \$279.00
Annual interest rate \$1.00
Interest rate 1.00%
APR 06, 2015

CALCULATING YOUR BALANCE

Previous Statement Balance \$1,482.15
Payments & Credits -\$126.71
Purchases & Debits \$4,799.05
Cash Advances \$1.00
Interest \$4.00
Fees \$1.00

NEW BALANCE

\$4,324.14

Time to Pay

Quick Tip: To help you pay your bill faster, you can use the RBC Mobile App to make payments from your smartphone. Our mobile app is available in the App Store and Google Play. To learn more, visit rbc.ca/mobile.



MR BEN STOWART FOR S.22

STATEMENT	AMOUNT DUE	PAYMENT DUE DATE	NEW BALANCE
\$4,324.14	\$14.00	APR 06 2015	\$

RBC S.17
S.17

Payment Options

Direct debit from your bank account
Credit card payment
RBC e-transfer
RBC bill pay

RBC 00000000000000000000000000000000

04/06

MR BEN STOWART FOR S.22



RBC S.17

STATEMENT FROM MAR 14 TO APR 13, 2015

PREVIOUS STATEMENT BALANCE

\$4,324.14

IMPORTANT INFORMATION

RBC REWARDS POINTS S.22

Payment options
Payment due date
Payment amount
New points balance

CONTACT US

Customer Service (toll-free) 1-866-746-8447
Collection Service (toll-free) 1-866-746-1807
Website S.17

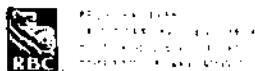
PAYMENTS & INTEREST RATES

Minimum payment \$ 10.00
Payment due date MAY 04, 2015
Overhead fee \$4,324.14
Annual interest rate \$1,100.00
Annual interest rate
Annual interest rate
Annual interest rate

CALCULATING YOUR BALANCE

Previous Statement balance	\$4,324.14
Payments & credits	\$4,324.14
Purchases & debits	\$6,436.89
Interest charges	\$10.00
Overhead fee	\$10.00
Taxes	\$10.00

NEW BALANCE \$6,436.89



\$6,436.89

\$10.00

MAY 04, 2015

\$

RBC S.17

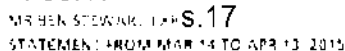
S.17

Payment options
Telephone banking 1-866-746-8447
Online banking www.rbc.ca/online
RBC Royal Bank 1000
RBC Royal Bank 1000

RBC019490010441011009325

133117

PREVIOUS STATEMENT BALANCE
S.22



Continued

[illegible]

Time to Pay

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

Royal Bank of Canada 2014 Public Accountability Statement

Royal Bank of Canada's 2014 Public Accountability Statement is now available at www.rbc.com/corp

Your account is currently set up on an Auto Pay plan.

[illegible]

INTEREST RATE CHART

S.17	Remaining Balance**	Exp. Date
	\$0.00	

As the European Union of Internationalism is the mark of your adherence to the cause of internationalism and the only way to spread the idea of internationalism, we have decided to publish a journal devoted to the study of internationalism and to the study of the European Union of Internationalism.



Historical Exchange Rates

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

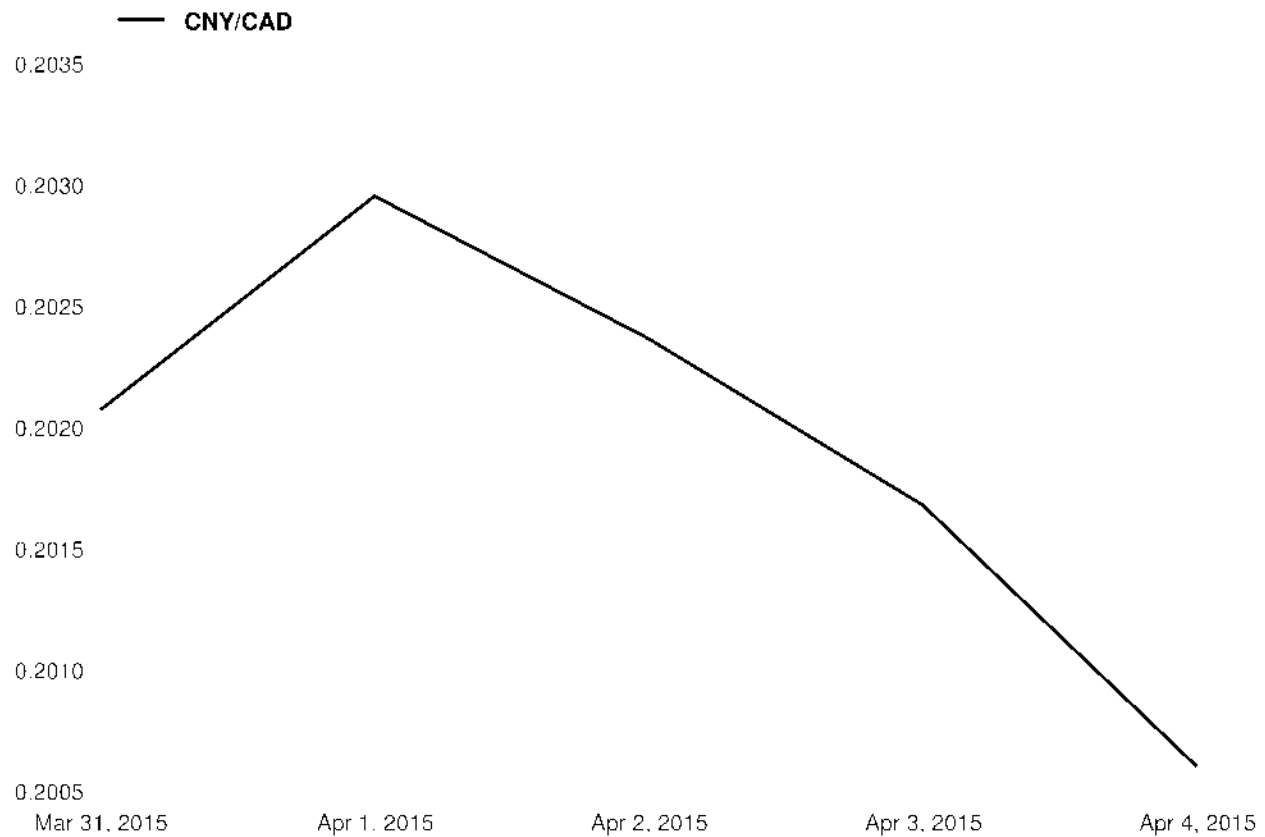
DATE: Mar 31, 2015 ▶ Apr 4, 2015

INTERBANK: +/- 2% (Typical ATM rate)

PRICE: Bid

VALUES: Rate

FREQUENCY: Daily



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

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Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS150404

Compiled 2015-06-04

Meal/Incidental Claim

Historical Exchange Rate:

Country – China

Rate – 0.2006

Date	Breakfast	Lunch	Dinner	Incidentals	Cost
Per Diems:					
Beijing					
Guangzhou					
Shanghai					
Other	128	168	256	165.6	
CAD – Beijing					
CAD – Guangzhou					
CAD – Shanghai					
CAD – Other	25.68	33.70	51.35	33.22	
2015-03-31	X			X	58.90
2015-04-01			X	X	84.57
2015-04-03		X		X	66.92
2015-04-04				X	33.22

Total CAD =

\$243.61

*For Travel within China (Mar 31 – Apr 4, 2015)

Important Information

- Remember to bring your temporary and government issued photo ID for airport check-in and security.
- We note that you do not share travel-related information with us when booking a flight. If you change your mind, you can only book insurance online to travel and receive your insurance card (note via email).

Beijing (PEK) - Hangzhou (HGH)

31 Mar 2015 - 31 Mar 2015 - 1 one-way ticket

Air China

s.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveler Information


Benjamin A. Canada Ticket #
s.22 Air China 0005776451321
Stewart s.22
Adult

* Seat assignments, special meals, frequent flyer points, awards and services assistance regularly should be confirmed directly with the airline.

31 Mar 2015 - Departure Total travel time: 2h 10m

Map

Beijing Hangzhou 2h 10m
1,134 km

 **PEK 7:00am HGH 10:00am**
Air China 1205
Economy Class Cabin Seat 17C. For further change seats with the airline.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a random change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.

Price Summary

Traveler * \$280.02
Adult
Flight \$279.00
Taxes & Fees \$1.02
Total **\$280.02**

All prices quoted in Canadian dollars.

Additional Flight Services

- Travelers may change additional fees (opens a new window) for checked baggage, overweight baggage, and other additional services.

s.15

Name 姓名	M. Benjamin S.22 Steward	Membership 會員編號	s.22
Room Address 客房地址		Room 房號	s.15
Arrival 入住日期	21-Mar-2015	Departure 離店日期	24-Mar-2015
Cashier 結帳員		Printed Date 打印日期	24-Mar-2015 11:41
Company 公司	Consulate General of Canada	Rooming 房費詳情	
Travel Agent 旅行社		INFORMATION ONLY	

Deb 日期	Description 項目	Reference 參考	Charges deb 費用可開戶費
23/3/15	Room Charge	[NA Pkg 1st]	800.00
24/3/15	Room Charge	[NA Pkg 1st]	800.00

TOTAL 总计 :	1,600.00	0.00
BALANCE 餘額:	1,600.00	RMB

If you wish to be charged by any approved method, the signature below is deemed to have been made on the appropriate credit card voucher.
If you do not wish to remain liable for the payment of this account, the corporation or other third party must formally accept liability for this account.
本公司之簽名將被視為同意開戶之信用。若付賬之金額，本公司應以此單為有效。
本人(信譽)若付何種其他本賬單，為入賬。本公司或信譽或支付本賬單之全部或部分簽名時，本人(信譽)應與本賬單之信譽人。

Guest signature | 賓客簽名

宾客姓名: Mr. Stewart, Benjamin

Guest Name

房 间 号: s.15

Room Number

收单银行: s.21

Acq. Bank

商户名称:

Merchant

商户编号:

Merchant ID

终端编号:

Terminal ID

卡 类 别:

Card Type

卡 号:

Card Number

有 效 期:

Exp. Date

批 次 号:

Batch NO.

流 水 号:

Trace NO.

日期时间:

Date Time

参 考 号:

Ref. NO.

授 权 码:

Auth. Code

交易类型:

Trans. Type

金 额:

Amount (RMB)

汇 率:

DCR Rate (USD/CN)

交易金额:

Total Amount

Transaction

备注信息:

Note

FX RATE* CN

兹申明交易之最终货币系本人之选择,并己了解此项服务为供应商提供且符合VISA规定。

THIS RECEIPT COMPLIES WITH S.1 RULES AND THE SERVICE IS PROVIDED BY SERVICE PROVIDER. I/VE BEEN OFFERED CHOICE OF CURRENCIES INCLUDING RMB.
*INCL. FOUR PT. THREE ZERO PERCENT OVER WHOLESALE RATE.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

s.15

宾客姓名: Mr. Stewart, Benjamin

Guest Name

房间号: s.15

Room Number

收单银行: s.21

Acq. Bank

商户名称:

Merchant

商户编号:

Merchant ID

终端编号:

Terminal ID

卡类别:

Card Type

卡号:

Card Number

有效期:

Exp. Date

批次号:

Batch NO.

流水号:

Trace NO.

日期时间:

Date Time

参考号:

Ref. NO.

授权码:

Auth. Code

交易类型:

Trans. Type

金额:

Amount (RMB)

EMV信息:

EMV Info

本人确认以上交易 同意将其记入本卡帐户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

E-Ticket

Travel agent can be contacted via email: Travel@

Itinerary # S.22

Check the most useful information for you at <http://www.sheremh.com/2015/03/22/important-information/>

Important Information

- Remember to bring your Itinerary and government issued photo ID for airport check-in and security.
- We noticed you did not choose travel protection coverage while booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Nanjing (NKG) — Shenzhen (SZX)

2 Apr 2015 - 2 Apr 2015 - 1 one way ticket

Sheremh
Airlines

S.22

Your reservation is booked and confirmed. There is no need to call us to confirm this reservation.

Price Summary

Traveller Information

Benjamin
S.22
No frequent flyer
details provided
Ticket #
7476776910146

Stewart
Adult

Traveller 1: **\$341.02**
Adult
Flight **\$321.00**
Taxes & fees **\$20.02**

Total **\$341.02**

All prices quoted in Canadian
dollars

* Seat assignment is subject to availability. Frequent flyer points, awards and special assistance requests should be confirmed directly with the airline.

2 Apr 2015 - Sunday Total travel time 2 hr 10 min

Version:

Nanjing Shenzhen 2 hr 10 min
1,454 km
✈ **NKG 7:25am SZX 9:35am**
Sheremh Airlines 19507
Embraer 175-300 (W) - 100 seats with the following
configuration:

Additional Flight Services

- This airline may charge additional fees to open a new itinerary, to check baggage or to use optional services.

...

更多

附件五集

Page 302 of 534 MIT-2015-53742

RECEIVED

s.15

1. *Prunella vulgaris* L.

[illegible][illegible]

— *Journal of the American Medical Association*

 $\frac{d}{dt} \left(\frac{1}{r^2} \right) = -\frac{2}{r^3} \frac{dr}{dt}$

1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 26

$$f_{\alpha} = 2 \left(\frac{1}{\alpha} \right)^{\alpha} \quad \alpha \in \mathbb{R}_+ \quad (1.1)$$

2.01. Results

42 *Isis* 123: 1[illegible]

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

¹ *Journal of the American Academy of Religion*, 49 (1981), 1.

• • •

[illegible]

s.15

Table 1.15. <i>Continued</i>			
Type	Country/Region/Province	Year	Population
22-04-1996	1996 MA of Burkina Faso	1996	11,210,000
22-04-1996	1996	1996	11,210,000
22-04-1996	1996 MA of Burkina Faso	1996	11,210,000
22-04-1996	1996	1996	11,210,000
22-04-1996	1996	1996	11,210,000

2MB 1757.25

2. $\mathcal{F}_1 \supset \mathcal{F}_2 \supset \dots \supset \mathcal{F}_n$

© 1997 Blackwell Science Ltd, *Journal of Internal Medicine* 241: 115–123

§.15

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— 11 —

S.17

$$c_{11} = c_{22} = c_{33} = c_{44} = c_{55} = c_{66} = 1$$

— 315 —

1. The first group of variables includes the following:

• 4 4 • 4

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• • • • •

1. *Journal of the American Medical Association*, 1997; 277: 1033-1038.

4. 3. 1

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AAFCO CAN - EL PASO - MICHIGAN FIRST A30174 AB-4 A3017404145 4

RE: Flight c...

Fwd: Flight

M L M

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文件中心

附件图集

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[Expedia.ca](#) has updated your itinerary based on the changes provided by the airline. If you need to contact us at: 8772559165 and be prepared to provide your [Expedia.ca](#) itinerary number **s.22**

Your updated flight schedule is below, and you can always view your itinerary at [Expedia.ca](#).

Shenzhen to Beijing**Cancelled Flight****Saturday, Apr 04, 2015 at 9:50 AM****Cancelled Flight**

Air China

Flight Number: CA1308

From: Shenzhen (SZX-Shenzhen Intl.)

Depart: 9:50 AM

To: Beijing (PEK-Capital Intl.)

Arrive: 1:10 PM

Status: CANCELLED

Class: Coach

Equipment: Boeing 777 Jet

Chongqing to Beijing**Flight Details****Saturday, Apr 04, 2015 at 9:00 PM**

Air China

Flight Number: CA1436

From: Chongqing (CKG-Jiangbei Intl.)

Depart: 9:00 PM

To: Beijing (PEK-Capital Intl.)

Arrive: 11:40 PM

Status: CONFIRMED

Class: Coach

Equipment: Boeing 737-800 Jet

Additionally, the airlines recommend that you reconfirm your flights 24 hours before departure (72 hours for international flights). You can view a list of toll free airline numbers [here](#).

If this flight was booked in conjunction with an [Expedia.ca](#) / CruiseShipCenters cruise, please contact your Cruise Vacation Specialist directly. If you do not have contact information for your personal Cruise Vacation Specialist, please call 1-800-533-6060.

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Sincerely,

The [Expedia.ca](#) Travel Team

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* CID:

* Iden:

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Check the most up-to-date version of your local government's travel advice page for the latest information.

Important Information

- Remember to follow your local government's travel advice. Follow your local government's security.
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Shenzhen (SZX) → Beijing (PEK)
4 Apr 2015 - 4 Apr 2015 | 1 one-way ticket

AR China

\$22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveler Information

Benjamin S.22
Stewart
Adult

No frequent flyer details provided | Book # 006775304291

* Seat assignment and extra miles earned per point awards and special assistance requests should be confirmed directly with the airline.

4 Apr 2015 - Departure Time: 09:30am (3h 20m)

No stop


Shenzhen

Beijing

3h 20m

AR China

1008

 **SZX 9:30am** **PEK 1:10pm**

Economy Class (H) | Seat: 41D | Confirm or change seats with the airline.*

Price Summary

Traveller *	\$319.02
Adult	
Flight	\$309.00
Taxes & Fees	\$ 10.02
Total	\$319.02
Airline: United Canada	00.00

Additional Flight Services

- The airline may charge additional fees. There is a new window to check baggage and other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not allow a cancel or change fee. When the

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
Avg Hist Exch. Rate RMB-CAD								
29-May-15	Beijing	\$ -			\$ -	\$ -	0.2038	
						\$ 99.86	Breifing by BCSRA: Pavin Nirwan, MOE; Colin Doree, BCCIE (490 RMB)	\$ 99.86
02-Jun-15	Beijing	\$ -	\$545.93		\$ -	\$ -	Flight JL022 (545.93 CAD)	
	Tokyo					\$ 248.14	s.15	\$794.07
03-Jun-15	Tokyo	\$ -			\$ -	\$ 248.14	\$ -	
							s.15	
Avg Hist Exch. Rate JPY-CAD								
04-Jun-15	Tokyo	\$ -			\$ -	\$ -	0.0100	
			\$18.10			\$ 248.14	s.15 (248.12 CAD), Taxi (1810 JPY)	\$ 266.24
05-Jun-15	Tokyo	\$ -	\$501.61	X X	\$ 104.69	\$ -	Flight CA926 (501.61 CAD)	
			\$31.27				Train: Tokyo-Narita (31.27 CAD)	\$ 637.57
STOB 6322	\$ -	(Internet/Phones)						
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)						
STOB 6531		(Business Expenses)						
STOB 5706		(Travel-Out of Canada)						
STOB 5712		(Airfare - In Province)						
STOB 5714		(Airfaire - Out of Canada)						
STOB 5702		Travel-In Province)						
STOB 8585	\$ -	(Taxable personal travel)						
Total	\$ 2,045.88							
Total	0 \$ -	\$1,096.91	\$ 104.69	\$ 744.42	\$ 99.86			\$ 2,045.88

[illegible]

[illegible]



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

EMPLOYER / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

NOTE

EMPLOYEE NAME

Ben Stewart

EMPLOYEE ID

POSITION

BCSRA

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

2016/06/02

DATE RETURNING

2016/06/06

NO. OF WORKDAYS AWAY

5

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATIONS

Tokyo

METHOD OF TRAVEL

Flight

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-Minister Fasseender's program
-Key account meeting with Nippon Cable

SIGNATURES

Refer to OPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.

PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED

YYYY/MM/DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED

YYYY/MM/DD

Clark Roberts

2016/05/20

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED

YYYY/MM/DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED

YYYY/MM/DD

EMPLOYEE'S SIGNATURE

DATE SIGNED

YYYY/MM/DD

Ben Stewart

May 16, 2016

PPM 09/01/01 Rev. 2008/10/02

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Jun02-06

DESTINATION(s): Tokyo (from base Beijing)

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,350.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET:

EXPENDITURES TO DATE:

FORECASTED TO YEAR END:

VARIANCE:

ANALYST

[Signature]

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

S.1 [Checkout](#)
 7 [Activate Avion Benefits](#) →
[Add Travel Insurance](#) →

* Required Information

CAD S.17

Current Balance:	\$13,491.13	Minimum Payment:	\$10.00 due by Jun 03, 2015
Available Credit:	\$4,914.72 of \$20,000.00 Limit	Last Payment:	\$5,376.57 on Jun 03, 2015



How we determine your available credit:

Your Credit Limit minus (Current Balance + Authorized Transactions) = Your Available Credit

$$\begin{array}{rcccl} \text{Your} & & \text{Current} & \text{Authorized} & \text{Your} \\ \text{Credit} & - & \text{Balance} & + & \text{Available} \\ \text{Limit} & & & & \text{Credit} \end{array} \quad \left(\quad \right) =$$

We may reduce the amount of credit available to you in certain circumstances, such as when a payment is past due.

Last Statement Balance:	\$5,682.11 on May 13, 2015	Previous Statements:	Top of Form View Bottom of Form
--------------------------------	----------------------------------	-----------------------------	---

* Pay Now:

[Top of Form](#)
[Continue](#) →
[Bottom of Form](#)

RBC Rewards[®] Points Balance:

[Top of Form](#)
 0
[Bottom of Form](#)

Authorized Transactions



Authorized transactions reflect real-time purchases or credits that have not yet been posted to your account. Once a transaction has been settled, the final amount will appear in your **Posted Transactions**. Need more information? [Go to FAQs](#).

\$1,594.15 as of June 12, 2015 at 4:57 p.m.

Date	Description	Pending Debits	Pending Credits
Jun 10, 2015	S.15	1,594.15	

Foreign Currency Transactions - Foreign Currency transactions are displayed in Canadian currency. If you use your credit card to make a purchase in a foreign currency, we will convert the charges into Canadian dollars at our exchange rate in effect on the date of the conversion. For US Dollars Cardholders, transactions are shown in US Dollars and the same principles will apply if an

amount is charged in a currency other than US Dollars. Need more information?

[Go to FAQs.](#)

Foreign Currency

Posted Transactions



Posted transactions are fully completed purchases, payments or transfers that have been settled and posted to your account. They do not include any authorized transactions. Need more information? [Go to FAQs.](#)

Date ▼	Description	Debits	Credits
Jun 09, 2015	AIR CHINA s.17 TORONTO ON	30.66	
Jun 05, 2015	JR EAST SIBUYAKU 30.20 JPY @ 1.0288	31.07	30,20 ✓
Jun 05, 2015	s.15 TOKYO 718.80 JPY @ 1.0357	744.50	✓
Jun 03, 2015	AUTOMATIC PAYMENT - THANK YOU		5,376.57
May 30, 2015	AIR CHINA s.17 TORONTO ON	264.24	
May 28, 2015	AIR CHINA s.17 TORONTO ON	286.16	
May 27, 2015	AIR CHINA s.17 VANCOUVER BC	323.10	
May 27, 2015	s.15		21.42
May 26, 2015	AIR CHINA s.17 TORONTO ON	501.61	✓
May 25, 2015	JAL AIRLIN s.17 TORONTO ON	545.93	✓
May 25, 2015	ETIHADAIR s.17 TORONTO BC		284.12
May 25, 2015	s.15	21.42	
May 25, 2015	s.15	1,579.65	
May 21, 2015	AIR CANADA s.17 WINNIPEG MB	5,033.95	
May 21, 2015	TRANSLINK N WESTMINSTER BC	1.25	
May 21, 2015	TRANSLINK N WESTMINSTER BC	1.25	
May 20, 2015	ETIHADAIR s.17 TORONTO BC	481.01	
May 19, 2015	s.15	243.55	
May 19, 2015	s.15 1648.00 CNY @ 2024	333.63	
May 18, 2015	s.15 1322.50 CNY @ 2011	266.05	

ENGLISH

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Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

May 28, 2015

May 29, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

TRY ALSO...

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Graph

Table

MIDPOINT as of Friday, May 29, 2015 12:00 PM EDT (UTC-4)

✓ CNY / CAD
0.2041

0.2041

0.2041

0.2040

0.2040

0.2039

0.2039

0.2038

0.2037

May 28, 2015

May 29, 2015

Pay for
8 days.

Park for
up to
28 days.



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Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obscure currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates—table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

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Currency I Have:

Japanese Yen

JPY

Currencies I Want:

CAD

RANGE: Custom

Jun 4, 2015

Jun 5, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

Graph

Table

MIDPOINT Jun 4, Thursday, Jun 4, 2015 Jun 5, Friday, Jun 5, 2015

☒ JPY / CAD
0.0100

0.0100

0.0100

0.0100

0.0100

0.0100

0.0100

0.0100

Jun 4, 2015

Jun 5, 2015

Pay for 8 days.
Park for up to 28 days.



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- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
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- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates—table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FX/CFD trading is high risk and not suitable for everyone. Trading may not be appropriate for your experience, objectives, financial resources & risk tolerance. Losses can exceed investment. See full risk warning.

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS150606

Compiled 2015-07-22

Meal/Incidental Claim

HISTORICAL EXCHANGE RATE

Country – Japan

Time Period – June 5, 2015

Exchange Rate – 0.0100

Date	Breakfast	Lunch	Dinner	Incidentals	Total
PER DIEMS					
Tokyo					
CAD – Tokyo	28.80	39.80	74.10	30.59	
2015-06-04			X	X	\$104.69

TOTAL CAD = \$104.69

Tokyo Taxi Cash

No005

領収書

2015年06月04日

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Jun 4th

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¥3,020

Jun 5th

商品名: (一括発券)

6月 5日 成田エ

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27.-6.-5 40186-03

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Receipt

Train: Tokyo - Narita

June 5, 2015

Name: _____

¥3,020


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Important Information

- Proof of citizenship is required for international travel. Be sure to bring all necessary documentation (e.g. passport, visa, transit permit). To learn more, visit our Visa and Passport page ([Opens a new window](#)).
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Tokyo (NRT) → Beijing (PEK)

5 Jun 2015 - 5 Jun 2015, 1 one way ticket

Air China

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin	Air Canada	Ticket #
S.22	Aeroplan	9999238425582
Adult	S.22	

Traveller 1: Adult C\$501.61

Flight C\$445.00

Taxes & Fees C\$56.61

Total: **C\$501.61**

All prices quoted in Canadian dollars.

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

5 Jun 2015 - Departure
Nonstop

Total travel time: 4 h 20 m

Additional Flight Services

Tokyo	Beijing	4 h 20 m
		2,113 km

NRT	PEK
3:15pm	6:35pm

Terminal 1 Terminal 3

Air China 926

Economy / Coach (G) | 41C | Confirm or change seats with the airline*

- The airline may charge additional fees ([Opens a new window](#)) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.
- Please read the complete penalty rules for changes and cancellations ([Opens a new window](#)) applicable to this fare.

答 购 单

May 29th

开户名称: 北京美商泰文宣纸有限公司2
开户行: 885110158146002
账号: 88549954 操作号: 01
开户人: 中国银行 经办人: 48871000
s.17

RMB: 490.00

各注:

产品信息:

379655DF6334317B

CSN:Q1 ARQC:BBCFCE1A5CE3EC73.

LnprMc:105CF4A1 ATC:6021

TVR:006004E060 TS1:FB00

AID:A000000333010101 A.P:7CG0

APFLAB.PBOC DEBIT

CYMR:623306 TermCap:EGE108

1AD:0710010360ZG02010AC100003000G2CF6CB042

PAX-0210-31100304

特与人存報

page (Opens a new window) .

- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Beijing (PEK) → Tokyo (HND)

2 Jun 2015 - 2 Jun 2015 , 1 one way ticket

Japan Airlines

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin No frequent flyer Ticket #
S.22 Stewart details provided 1319238425190
Adult

Traveller 1: Adult C\$545.93

Flight C\$502.00

Taxes & Fees C\$43.93

Total: **C\$545.93**

All prices quoted in Canadian dollars.

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

2 Jun 2015 - Departure
Nonstop

Total travel time: 3 h 30 m

Additional Flight Services

Beijing Tokyo 3 h 30 m
2,113 km
PEK HND
4:40pm 9:10pm
Terminal 3 Terminal 1
Japan Airlines 22
Economy / Coach (L) | Seat 50C |
Confirm or change seats with the airline

- The airline may charge additional fees (Opens a new window) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.
- Please read the complete penalty rules for changes and cancellations (Opens a new window) applicable to this fare.
- Please read important information regarding airline liability limitations (Opens a new window) .
- For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

Need help with your reservation?

- Visit our Customer Support page.

お勘定書 STATEMENT

お名前
Name

MR. BEN STEWART

お部屋番号
Room No

s.15

ご到着
Arrival

2015/06/02

ご出発
Departure

2015/06/05

月日 DATE	摘要 EXPLANATION	部屋番号 ROOM NO	料金 CHARGE		備考 REMARKS
			CHARGE	CREDIT	
06/02	ROOM CHARGE	S s.15	18,000		
	SERVICE CHARGE		1,800		
	CONSUMPTION TAX		1,584		
	ACCOMMODATION TAX		200		*
06/03	PACKAGE		21,000		
	SERVICE CHARGE		2,100		
	CONSUMPTION TAX		1,848		
	ACCOMMODATION TAX		200		*
06/04	PACKAGE		21,000		
	SERVICE CHARGE		2,100		
	CONSUMPTION TAX		1,848		
	ACCOMMODATION TAX		200		*

s.17

ご請求金額 BALANCE DUE	71,880
----------------------	--------

(LOCAL TAX: 600)

○料金のほかに10%のサービス料と消費税および東京都条例に定められた宿泊税が加算されております。
○領収印のある明細書は領収証を兼ねております。
A 10% SERVICE CHARGE, CONSUMPTION TAX AND LOCAL TAX* ARE ADDED TO YOUR BILL.
This is your stamped hotel account bill combined with receipts.

印紙税申告納
付につき
税務署承認済

SIGNATURE

s.15

TRAVEL VOUCHER

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

PAGE ____ OF ____

1. MINISTRY AND BATCH NO.		2. CONTROL NO. <i>7235191616</i>	
3. CLIENT <i>01615 MIT</i>	4. MIN. ABBREV.	5. DATE COMPLETED YYYY MM DD <i>2011 11 04</i>	6. FISCAL YEAR <i>2011</i>
7. SPECIAL CHEQUE ISSUE <i>014</i>		8. CHEQUE STUB INFORMATION - MAXIMUM 10 SINGLE - SPACED LINES, 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED	
9. EMPLOYEE I.D. <i>S.22</i>		10. EMPLOYEE SUPPLIER NO.	
11. EMPLOYEE SURNAME <i>STEWART</i>		INITIALS <i>SEN</i> <i>S.22</i>	
12. EMPLOYEE GROUP NO. (✓ one only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4		14. POSTAL CODE	
15. REASON FOR TRAVEL <i>Business</i>		16. EMPLOYEE OCCUPATION <i>Special Rep. Fin. Sec.</i>	
17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY/COSTS
21. MEALS: ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	22. ACCOMMODATION COSTS (TO POLICY LIMIT)	23. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.)	24. COST
25. DESCRIPTION	26. BROUGHT FORWARD FROM PREVIOUS PAGE →		27. TOTAL DAILY COSTS
<div style="border: 1px solid black; padding: 5px; width: fit-content;">See attached for details, thanks</div>			
TOTALS OF COLUMNS			THIS TOTAL MUST EQUAL TOTAL IN BOX Y
43. PORTAL TO PORTAL DISTANCE			44. TOTAL DISTANCE FROM PREVIOUS VOUCHER
45. TOTAL DISTANCE TO DATE			46. EMPLOYEE SIGNATURE
HEADQUARTERS (CITY NAME)			WORK PHONE NO.
47. SUPPLIER CODE <i>S.22</i>	48. CLIENT <i>01615</i>	49. RESP. CENTRE <i>51161613</i>	50. SERVICE LINE <i>224411</i>
51. STOB	52. PROJECT <i>51444444</i>	AMOUNT	
THIS TOTAL MUST EQUAL TOTAL IN BOX X		Y	TOTAL
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	
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	

Travel Itinerary For: Ben Stewart

BCSRA Business Program (May 29 - June 5, 2015): Tokyo, Japan

Outbound Trip

Date	Mode	From	To	Distance	CO2e kg	Flight #:
2015/06/02	Airplane	Beijing	Tokyo, Japan	1,067.4	93.8	JL022

Return Trip

2015/06/05	Airplane	Tokyo, Japan	Beijing	1,067.4	93.8	Flight #: CA926
------------	----------	-----------------	---------	---------	------	--------------------

CO2 Equivalent Emissions: 187.6 kg

Prepared By: Catherine Delaney

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
Avg Hist Exch. Rate CNY-CAD								
29-May-15	Beijing	\$ -			\$ -	\$ -	0.2038	
						\$ 99.86	Breifing by BCSRA: Pavin Nirwan, MOE; Colin Doree, BCCIE (490 RMB)	\$ 99.86
02-Jun-15	Beijing Tokyo	\$ -	\$545.93		\$ -	\$ -	Flight JL022 (545.93 CAD)	
					\$ 248.14	\$ -	s.15	\$794.07
03-Jun-15	Tokyo	\$ -			\$ -	\$ 248.14	s.15	
Avg Hist Exch. Rate JPY-CAD								
04-Jun-15	Tokyo	\$ -			\$ -	\$ -	0.0100	
			\$18.10			\$ 248.14	Hotel Okura (248.12 CAD), Taxi (1810 JPY)	\$ 266.24
05-Jun-15	Tokyo	\$ -	\$501.61	X X	\$ 102.55	\$ -	Flight CA926 (501.61 CAD)	
			\$31.27				Train: Tokyo-Narita (31.27 CAD)	\$ 635.43
STOB 6322	\$ -	(Internet/Phones)						
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)						
STOB 6531		(Business Expenses)						
STOB 5706		(Travel-Out of Canada)						
STOB 5712		(Airfare - In Province)						
STOB 5714		(Airfaire - Out of Canada)						
STOB 5702		Travel-In Province)						
STOB 8585	\$ -	(Taxable personal travel)						
Total	\$ 2,043.74							
Total	0 \$ -	\$1,096.91	\$ 102.55	\$ 744.42	\$ 99.86			\$ 2,043.74

[illegible]

From: Kevin Tsui [mailto:Kevin.Tsui@bc.ca]
To: Cowan, Jim MIT-EX
Cc: Yap, Joyce MIT-EX; Si, Jianye MIT-EX; Irwin, Paul MIT-EX; Anderson, Dianne S MIT-EX; Garcia, Rogelio MIT-EX; Matisz, Gregory E MIT-EX
Subject: RE: Ho Hing - Incoming remittance - need clarification
Date: Monday, June 8, 2015 5:27:07 AM
Attachments: [FY1415 BCSRA Accounts Receivable Invoice RMB 6,805.62](#)
[FY1415 BCSRA Accounts Receivable Invoice RMB 99,467.66](#)

Hi Jim,

Please find attached modified invoices to reflect current contract # FC15563241.

To clarify the invoiced amount for:

- RMB 99,467.66 represents the foreign exchange discrepancy for Quarter 1 Advance for this FY 2015-2016.
- RMB 6,805.62 represents the foreign exchange discrepancy for BCSRA invoice

Enclosed with both invoices, we have listed our calculation process and bank receipts. Thank you for your prompt attention and action.
Br/eds,

Kevin Tsui 徐伟伟

Managing Director / Representative Director 首席代表

International Trade and Investment Office 加拿大不列颠哥伦比亚省政府贸易投资办公室

Representing the Government of British Columbia in North China & East China 代表华北、

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District, Beijing, China 100020

地址:北京市朝阳区广华路1号嘉里中心塔楼2323室 邮编:100020

T 电话: +8610 8535.7700 | F 传真: +8610 8535.7701

S.17



www.britishcolumbia.ca | [Website](#)

From: Cowan, Jim MIT-EX [mailto:Jim.Cowan@gov.bc.ca]

Sent: Saturday, June 6, 2015 7:13 AM

To: Tsui, Kevin -BEIJING -VD

Cc: Yap, Joyce -BD -INSEA -PA; Si, Jianye -BD -CHINA; Irwin, Paul -BD -CHINA; Anderson, Dianne S MIT-EX; Garcia, Rogelio MIT-EX; Matisz, Greg -IOP -DR

Subject: RE: Ho Hing - Incoming remittance - need clarification

Hi Kevin,

S.13,S.17

As for the support for the BCSRA, there appears that a data entry error was made. However, your invoice cannot reference an expired contract or any contract as these are expenses incurred by the BCSRA. Also for the future, these expenses must be pre-approved by BCSRA, in order to ensure a smooth process.

Please resubmit the invoice supporting the BCSRA and we will expedite payment.

Regards

Jim

From: Tsui, Kevin -BEIJING -VD [mailto:ktsui@bc.ca]

Sent: Thursday, June 4, 2015 5:10 PM

To: Cowan, Jim MIT-EX

Cc: Yap, Joyce MIT-EX; Si, Jianye MIT-EX; Irwin, Paul MIT-EX; Anderson, Dianne S MIT-EX; Garcia, Rogelio MIT-EX; Matisz, Gregory E MIT-EX

Subject: FW: Ho Hing - Incoming remittance - need clarification

Importance: High

Dear Jim,

Thanks for your reply

In response please find attached invoice for foreign exchange losses related to:

▫ Q1 advances totaling RMB 99,467.66

▫ FY1415 BCSRA Accounts Receivable Invoice RMB 6,805.62

We will in the future prepare invoices which identify and include eligible expenses

Kevin Tsui 徐伟伟

Managing Director / Representative Director 首席代表

International Trade and Investment Office 加拿大不列颠哥伦比亚省政府贸易投资办公室

Representing the Government of British Columbia in North China & East China 代表华北、

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District, Beijing, China 100020

地址:北京市朝阳区广华路1号嘉里中心塔楼2323室 邮编:100020

T 电话: +8610 8535.7700 | F 传真: +8610 8535.7701

D I

Frc



www.britishcolumbia.ca | [Website](#)

Begin forwarded message:

From: "Cowan, Jim MIT-EX" <Jim.Cowan@gov.bc.ca>

Date: June 2, 2015 at 4:43:45 AM GMT+8

To: "Yap, Joyce -BD -INSEA -PA" <Joyce.Yap@gov.bc.ca>; "Matisz, Greg -IOP -DR" <gregory.matisz@gov.bc.ca>

Cc: "Tsui, Kevin -BEIJING -VD" <ktsui@bc.ca>; "Irwin, Paul -BD -CHINA" <paul.irwin@gov.bc.ca>; "Si, Jianye -BD -CHINA" <jianye.si@gov.bc.ca>; "Sawchuk, Richard -BD -AMEUR" <dichard.sawchuk@gov.bc.ca>; "Garcia, Rogelio MIT-EX" <Rogelio.Garcia@gov.bc.ca>; "Anderson, Dianne S MIT-EX" <Dianne.Anderson@gov.bc.ca>

Subject: RE: Ho Hing - Incoming remittance - need clarification

Hi Kevin, as you know your contract is in RMB, your invoices must be in RMB, so please submit what your RMB costs are. Currency fluctuation should not impact you.

S.13,S.17

Regards

Jim

From: Yap, Joyce MIT-EX

Sent: Monday, May 25, 2015 9:19 AM

To: Matisz, Gregory E MIT-EX; Cowan, Jim MIT-EX

Cc: XT:Tsui, Kevin MIT-EX; Irwin, Paul MIT-EX; Si, Jianye MIT-EX; Sawchuk, Richard MIT-EX

Subject: FW: Ho Hing - Incoming remittance - need clarification

Importance: High

Hi Kevin,

I can understand your frustration; by copy of your email to Greg Matisz and his team, this would be something the Management has to discuss and resolve soon.

S.13,S.17

Hopefully, Greg and his team will be able to provide an answer and direction shortly.

Regards,

Joyce

Joyce Yap, CPM CTP

Program Assistant, East Asia Branch

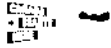
Ministry of International Trade

International Business Development Division

Suite 730 - 999 Canada Place, Vancouver, British Columbia

Canada V6C 3E1

Tel: 604-660-5913 | Email: Joyce.Yap@gov.bc.ca



www.britishcolumbia.ca | @BCTradeInvest | LinkedIn | YouTube

From: Tsui, Kevin -BEIJING -MD [mailto:ktsui@britishcolumbia.ca]

Sent: Sunday, May 24, 2015 10:42 PM

To: Yap, Joyce MIT-EX

Cc: Si Jianye MIT-FX; rwn, Paul MIT-FX

Subject: I W Ho Hing - Incoming remittance - need clarification

Note: I am copying Paul so he is in the loop as there is a larger issue here where we now receive funds in CAD based on a contract FX rate of 5.6 (compared to market rate of 5.05 today) which means we are not getting fully paid per CNY figures quoted in Ho Hing's contract. And this is in addition to the issue of holdback for severance and bonus.

Dear Joyce,

s.13,s.17

It would be ideal for everyone if Finance could pay and alert us by providing a corresponding invoice with CAD/RMB amount so that we can figure out what the incoming remittance is related to.

Thanks

Kevin

From: "Yap, Joyce -IBD -INSEA -PA" <Joyce.Yap@gov.bc.ca>

Date: May 20, 2015 at 1:05:10 AM GMT+8

To: "Tsui, Kevin -BEIJING -MD" <ktsui@britishcolumbia.ca>

Cc: "Si Jianye -IBD -CHINA" <jianye.si@gov.bc.ca>

Subject: FW: Ho Hing - Incoming remittance - need clarification

Hi Kevin,

I found out the payment of CAD 10,149.71 is for the following and was handled by Cathi Delaney:

TIR-FY1415-0172 Ho Hing Consultancy

(ACCRUED) Repayment to Beijing TIR Office from BCSRA

23-Apr-15

Cathi

Joyce

Joyce Yap, CPM CITP

Program Assistant, East Asia Branch

Ministry of International Trade

International Business Development Division

Suite 730 - 999 Canada Place, Vancouver, British Columbia

Canada V6C 3E1

Tel: 604-660-5913 | Email: Joyce.Yap@gov.bc.ca

FY 15/16 - Exchange Loss - Q1 Advances

BC Trade and Investment Representative Services, North CHINA (BEIJING)
RC: 51563

SL: 22441

Ministry Contract No : FC15563241
Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses Exchange loss RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - HQ	Exchange losses	¥ 99,467.66		¥ -	
	Total	¥ 99,467.66	¥ -	¥ -	¥ 99,467.66

TOTAL FOR Q1 EXCHANGE LOSS

RMB ¥ 99,467.66

Please Remit: ¥ 99,467.66

Account: S.21

Address:

Account Bank: H

Address:

SWIFT:

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

Trade & Investment Representative Office - Beijing&Shanghai

Items	Invoice/Contract Amount	Actual received			Shortfall (-)	Ref. Location
	A RMB	B CAD	C FX Rate	D=B*C RMB	E=D-A RMB	
FY1516 Q1 HQ Advance- Staff	1,399,530.00	283,679.49	4.9088	1,392,525.88	-7,004.12	P3
FY1516 Q1 HQ Advance- Program	859,718.75	156,301.99	4.9088	767,255.21	-92,463.54	P4
Total shortfall					-99,467.66	

Xact Ref HK115045QX9L4280

We have credited your account **S.17** on 15 APR 2015 with
the proceeds of a Telegraphic Transfer from CANADIAN IMPERIAL BANK OF
COMMERCE HEAD OFFICE TORONTO received on 15 APR 2015 as follows

Remittance Amount CAD*****283,690.00

Less:
Commission HKD***65.00
Total Charge At ***6,184586108 CAD*****10.51

FX Rate against RMB is
at 4.9088

Amount Credited CAD*****283,679.49

By Order Of PROVINCE OF BRITISH COLUMBIA ATTN

In Favour of HO HING CONSULTANCY INC

Payt Detail INVOICE 1516BJSHADV01S 1,399,530.00 RMB

Notes: Amount credited is subject to final settlement and any additional
charges will be debited to your account under advice to you.

Xact Ref HK115045Q11914280

We have credited your account **S.17** on 15 APR 2015 with
the proceeds of a Telegraphic Transfer from CANADIAN IMPERIAL BANK OF
COMMERCE HEAD OFFICE TORONTO received on 15 APR 2015 as follows

Remittance Amount	CAD*****156,312.50
-------------------	--------------------

Less:

Commission	HKD***65.00
------------	-------------

Total Charge	HKD*****65.00
--------------	---------------

At ***6.184586108	CAD*****10.51
-------------------	---------------

Amount Credited	CAD*****156,301.99
-----------------	--------------------

By Order Of PROVINCE OF BRITISH COLUMBIA ATTN

In Favour of HO HING CONSULTANCY INC

Payt Detail INVOICE 1516BJSHADV01P

Notes: Amount credited is subject to final settlement and any additional
charges will be debited to your account under advice to you.

FY 14/15 - BSCRA AR INVOICE

BC Trade and Investment Representative Services, North CHINA (BEIJING)

Ministry Contract No : FC15563241

RC: 51563

SL: 22441

Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - BSCRA	AR- BSCRA	¥ 6,805.62		¥ -	
	Total	¥ 6,805.62	¥ -	¥ -	¥ 6,805.62

TOTAL FOR FY1415 SHORTFALL

RMB ¥ 6, 805. 62

Please Remit: ¥ 6,805.62

S.21

Accol

Addre

Accol

Bank:

Addre

SWIF

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐Salesforce report has been reviewed and is
n accordance with the approved business
plan, and is satisfactory to demonstrate the
achievement of targets and deliverables as
detailed in Schedule A

☐the amounts invoiced correspond with the
terms of the contract in Schedule B.

Items	Invoice/Contract Amount	Actual received			Shortfall (-)	Ref. Location
	A RMB	B CAD	C FX Rate	D=B*C RMB	E=D-A RMB	
BCSRA AR Invoice FY1415	58,116.46	10,149.71	5.0554	51,310.84	-6,805.62	P3-5
				Total shortfall	-6,805.62	

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:

April 28, 2015

INVOICE #:

150301

FY 14/15 - FY 2014-2015 - BCSRA AR

BC Trade and Investment Representative Services, North CHINA (BEIJING) Ministry Contract No : FC15563241

RC: 51563

SL: 22441

Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses FY 2014-2015 RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - BSCRA	AR- BCSRA	¥ 58,116.46		¥ -	
	Total	¥ 58,116.46	¥ -	¥ -	¥ 58,116.46

TOTAL FOR FY 2014-2015 FEE

RMB ¥ 58,116.46

Please Remit: ¥ 58,116.46

S.21

Account
Address

Account
Bank: H
Address

SWIFT:

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

PROGRAM - ACCOUNTABLE

Seed Funding

Project Name: BCSRA AR BJO&SHO FY1415

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB
BJ 140409	PROGRAM	Seed_funding	BCSRA	2014-4-14	Logitech M545 Mouse		RMB		169.00
BJ 140410	PROGRAM	Seed_funding	BCSRA	2014-4-14	BCSRA China Mobile Account Top-up		RMB		693.00
BJ KT 140508	PROGRAM	Seed_funding	BCSRA	2014-5-12	BCSRA China Mobile Account - April 2014		RMB		772.08
BJ 140809	PROGRAM	Seed_funding	BCSRA	2014-7-26	Office supplies - file folder		RMB		230.00
BJ 140814	PROGRAM	Seed_funding	BCSRA	2014-8-13	TNT Monthly Service Fee - July 2014		RMB		481.60
	PROGRAM	Seed_funding	BCSRA	2014-9-25	Cash Advance for BCSRA-China Mobile-Aug.		RMB		493.00
BJ 140917	PROGRAM	Seed_funding	BCSRA	2014-9-9	TNT Monthly Service Fee - August 2014		RMB		610.26
BJ 141016	PROGRAM	Seed_funding	BCSRA	2014-10-8	BCSRA Train ticket Nanjing South - Shanghai Hongqiao		RMB		474.50
	PROGRAM	Seed_funding	BCSRA	2014-10-9	Cash Advance for BCSRA-China Mobile-Sep		RMB		498.78
	PROGRAM	Seed_funding	BCSRA		201409 TIR Beijing Office Opening Reception 50%		RMB		18,201.51
	PROGRAM	Seed_funding	BCSRA	2014-11-3	Cash Advance for BCSRA-China Mobile-Oct		RMB		784.54
SH 140814	PROGRAM	Seed_funding	201407 BCSRA Shanghai	2014-8-13	Jinjiang Car Rental Fee (July)		RMB		1,748.00
	PROGRAM	Seed_funding	BCSRA	2014-12-15	Cash Advance for BCSRA-China Mobile-Nov		RMB		551.53
	PROGRAM	Seed_funding	BCSRA	2014-12-15	Cash Advance for BCSRA-China Mobile-Dec		RMB		495.49
BJ 150110	PROGRAM	Seed_funding	BCSRA	2015-1-18	Office Supplies		RMB		271.60
	PROGRAM	Seed_funding	BCSRA		Airport drop-off Service-Ben		RMB		400.00
BJ DL 150202	PROGRAM	Seed_funding	BCSRA	2015-1-29	Courier fee for invoice of BCSRA's airport drop-off service in Hangzhou		RMB		22.00
BJ 150317	PROGRAM	Seed_funding	BCSRA	2015-3-11	Cash Advance for BCSRA-China Mobile-Jan&Feb		RMB		974.69
BJ 150312	PROGRAM	Seed_funding	BCSRA	2015-3-12	Biz card boxes		RMB		120.00
BJ KT 150303	PROGRAM	Seed_funding	BCSRA	2015-3-12	Lunch w/NEA DG Liu Deshun Dept of Oil & Natural Gas		RMB		1,618.00
BJ KT 150304	PROGRAM	Seed_funding	BCSRA	2015-3-10	Lunch w/Sinopec RE: Pacific Northwest LNG		RMB		1,683.00
BJ KM 150301	PROGRAM	Seed_funding	BCSRA	2015-3-3	Stationeries		RMB		108.01
HK150303	PROGRAM	Seed_funding	BCSRA	2015-3-14	R&P Computer Solutions Resolve email issues for Mr.Ben Stewart		RMB		500.00
BJ150320	PROGRAM	Seed_funding	BCSRA	2015-3-31	Dec.14-Mar.15 staff cost of Krystal Meng- Half		RMB		14,687.42
BJ150321	PROGRAM	Seed_funding	BCSRA	2015-3-31	Mar.15 staff cost of Dongying YU- Half		RMB		1,103.45
	PROGRAM	Seed_funding	BCSRA	2014-11-26	201411 BC Pacific Salmon Reception 50%		RMB		10,425.00

Note: Need to invoice BCSRA and return to HH monthly

Total 总额: RMB 58,116.46

Xact Ref HK105055QYBEZAWW

We have credited your account **S.17**

on 05 MAY 2015 with

the proceeds of a Telegraphic Transfer from CANADIAN IMPERIAL BANK OF
COMMERCE HEAD OFFICE TORONTO received on 05 MAY 2015 as follows

Remittance Amount CAD*****10,159.89

Less:

Commission HKD***65.00

FX rate against RMB
is at 5.0554

Total Charge HKD*****65.00

At ***6.385068762 CAD*****10.18

Amount Credited CAD*****10,149.71

By Order Of PROVINCE OF BRITISH COLUMBIA ATTN

In Favour of HO HING CONSULTANCY INC

Payt Detail SERVICE TRADE -TRADE AND INVESTMENT CONSULTING SERVICES
TIR-FY1415-0172Notes: Amount credited is subject to final settlement and any additional
charges will be debited to your account under advice to you.



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

PAGE _____ OF _____

[illegible]

Travel Itinerary For: Ben Stewart

BCSRA Business Program (June 6 - 15, 2015): China - Beijing, Shanghai, Chongqing

Outbound Trip

Date	Mode	From	To	Distance	CO2e kg	
2015/06/10	Airplane	Beijing	Shanghai, China	1,070.6	94.1	Flight #: CA1501
2015/07/14	Airplane	Shanghai, China	Chongqing, China	1,441.8	160.3	Flight #: CA4544

Return Trip

2015/07/15	Airplane	Chongqing, China	Beijing	1,458.4	162.1	Flight #: CA1410
------------	----------	------------------	---------	---------	-------	------------------

CO2 Equivalent Emissions: 416.5 kg

Prepared By: Catherine Delaney

Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc					Group 3	Cost	Description	
										Avg Hist Exch. Rate CNY-CAD	
10-Jun-15	Beijing Shanghai		\$17.72 X X \$264.24	X	X			\$ 134.11		0.2014 Flight CA1501 (264.24 CAD), Taxi (88 RMB)	\$ 416.08
									\$ 293.24	s.15 Shanghai	\$ 293.24
11-Jun-15	Shanghai				X	X		\$ 121.42	\$ 293.24	s.15 Shanghai	\$ 414.66
12-Jun-15	Shanghai				X	X		\$ 90.21	\$ 293.24	s.15 Shanghai	\$ 383.45
13-Jun-05	Shanghai				X	X	X	\$ 163.72	\$ 293.24	s.15 Shanghai	\$ 456.96
14-Jun-15	Shanghai Chongqing		\$323.10		X	X	X	\$ 163.72		Flight CA4544 (323.10 CAD)	
									\$ 171.46	s.15 (171.46 CAD)	\$ 658.28
15-Jun-15	Chongqing Beijing		\$9.67 \$286.16		X	X		\$ 84.91		Taxi to Chongqing Airport (48 RMB), Flight CA4143 (286.16 CAD)	
									\$ 30.66	Flight CA1410 change fee (30.66 CAD) *Min Ritz change in BCSRA schedule	\$ 411.40
											\$ -
STOB 6322	\$ -	(Internet/Phones)									
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									\$ -
STOB 6531		(Business Expenses)									
STOB 5706		(Travel-Out of Canada)									\$ -
STOB 5712		(Airfare - In Province)									
STOB 5714		(Airfare - Out of Canada)									\$ -
STOB 5702		Travel-In Province)									
STOB 8585	\$ -	(Taxable personal travel)									\$ -
Total	\$ 3,034.06										
Total		0 \$ -	\$ 900.89					\$ 758.09	\$ 1,344.42	\$ 30.66	\$ 3,034.06

Date of Travel	Places Travelled To/From	Personal Vehicle Use Rate: \$.52/km KM Total	Transportation Costs Bus/Taxi/ Air/Ferry etc	B	L	D	I	Meal Per Diem Group 3	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost	Description	Total Daily Costs
10-Jun-15	Beijing Shanghai		\$264.24	X	X		X			88 RMB	Flight CA1501 Cash:taxi	#VALUE!
10-Jun-15	Shanghai									\$ 293.24	s.15 Shanghai	\$ 293.24
11-Jun-15	Shanghai					X	X			\$ 293.24	s.15 Shanghai	\$ 293.24
12-Jun-15	Shanghai				X		X			\$ 293.24	s.15 Shanghai	\$ 293.24
13-Jun-05	Shanghai				X	X	X			\$ 293.24	s.15 Shanghai	\$ 293.24
14-Jun-15	Shanghai Chongqing		323.10		X	X	X			\$ 171.46	Flight CA4544 s.15	\$ 494.56
15-Jun-15	Chongqing Beijing		286.16		X	X				48 RMB	Cash: to Chongqing Airport/ Flight CA4143	
										\$ 30.66	Flight CA1410 change fee: Min Ritz change in BCSRA schedule	#VALUE!
												\$ -
												\$ -
												\$ -
												\$ -



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Jun9-16

DESTINATION(s): Shanghai & Chongqing

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$4,400.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$12.00

FORECASTED TO YEAR END: \$79,988.00

VARIANCE:

ANALYST

10/11

SIGNATURE DIRECTOR DIV OPS:

[Handwritten Signature]

RECOMMENDED: YES ☒ NO ☐

[Handwritten Signature]



RBC
Royal Bank

RBC s.17

MR BEN STEWART EXP S.17

STATEMENT FROM MAY 14 TO JUN 15, 2015

2 OF 2

MR BEN STEWART EXP S.17 (continued)			
TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
MAY 27	MAY 29	AIR CHINA S.17 VANCOUVER BC 74972715148671481786377	\$323.10 ✓
MAY 27	MAY 27	S.15	-\$21.42
MAY 28	MAY 29	AIR CHINA S.17 TORONTO ON 74064405149923116072934	\$286.16 ✓
MAY 30	JUN 01	AIR CHINA S.17 TORONTO ON 7406449515792014324918	\$264.24 ✓
JUN 03	JUN 03	AUTOMATIC PAYMENT - THANK YOU	-\$5,376.57
JUN 05	JUN 09	JR EAST SIBUYAKU 74942015159000150603515	\$31.07
JUN 05	JUN 08	S.15 TOKYO 74980005157815600132336 Foreign Currency: JPY 3,520 Exchange rate: 010286	\$744.50
JUN 09	JUN 10	AIR CHINA S.17 TORONTO ON 7406449515192015410577 Foreign Currency: JPY 71,880 Exchange rate: 010757	\$30.66 ✓
JUN 14	JUN 15	S.15 74629215106151609394588 Foreign Currency: CNY 5,750.00 Exchange rate: 201353	\$1,172.96 ✓
NEW BALANCE			\$14,664.09

Time to Pay

If you make only the Minimum Payment each month, we estimate it will take 128 year(s) and 5 month(s) to fully repay the outstanding balance. Our estimate is based on the New Balance shown on this statement and your current credit card account terms.

Your account is currently set up on an Auto Pay plan

Based on the option you previously selected the New Balance amount as shown on this statement will be posted to your account on the Payment Due Date. If you have made any additional payments (or credit refunds) prior to the Auto Pay, we will reduce the Auto Pay amount by those additional payments posted. Please contact us if you have any questions at RBC Royal Bank® Card Services at 1-888 ROYAL® 9-7.

INTEREST RATE CHART

Rate (%)	Remaining Balance**	Expiry Date
20.50	\$14,664.09	

** The "Determination of Interest" section on the back of your statement explains how interest is charged and how you may avoid interest charges on purchases and fees and the "Applying your payments" section explains how payments are applied to the Remaining Balances shown above.



RBC Royal Bank®

June 17, 2015

Credit Card Account Details

[FAQs](#) [Print](#)

Related Services:

[Go to RBC Rewards](#)
[Add Authorized User\(s\)](#)

s.17

s.17

[Benefits](#)
[Add Travel Insurance](#)


* Required Information

CAD s.17

Current Balance: \$14,835.55 **Minimum Payment:** \$10.00 due by Jul 06, 2015

Available Credit: \$5,164.45 of \$20,000.00 Limit **Last Payment:** \$5,376.57 on Jun 03, 2015

Last Statement Balance: \$14,664.09 on Jun 15, 2015 **Previous Statements:** [View](#)

*Pay Now:

[Continue](#)
RBC Rewards® Points Balance: \$22 [Payback with Points](#)
Authorized Transactions: \$0.00 as of June 18, 2015 at 2:42 p.m.

There are currently no authorized transactions to display.

Posted Transactions

Date ▼	Description	Debits	Credits
Jun 15, 2015	chong qing zhou ji jiu diCHONGQING 840.00 CNY @ .2041	171.46	✓
Jun 14, 2015	s.15 5750.00 CNY @ .2039	1,172.96	
Jun 09, 2015	AIR CHINA s.17 TORONTO ON	30.66	
Jun 05, 2015	JR EAST SIBUYAKU 30.20 JPY @ .0102	31.07	
Jun 05, 2015	s.15 718.80 JPY @ .0103	744.50	
Jun 03, 2015	AUTOMATIC PAYMENT - THANK YOU		5,376.57
May 30, 2015	AIR CHINA s.17 TORONTO ON	264.24	
May 28, 2015	AIR CHINA s.17 TORONTO ON	286.16	
May 27, 2015	AIR CHINA s.17 VANCOUVER BC	323.10	
May 27, 2015	s.15		21.42
May 26, 2015	AIR CHINA s.17 TORONTO ON	501.61	
May 25, 2015	JAL AIRLINE s.17 TORONTO ON	545.93	
May 25, 2015	ETIHAD AIR s.17 TORONTO BC		284.12
May 25, 2015	s.15	21.42	
May 25, 2015	s.15	1,579.65	
May 21, 2015	AIR CANADA s.17 WINNIPEG MB	5,033.95	
May 21, 2015	TRANSLINK N WESTMINSTER BC	1.25	

s.17

Important Information

- Remember to bring your itinerary and government-issued photo ID for airport check-in and security.
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Beijing (PEK) → Shanghai (SHA)

10 Jun 2015 - 10 Jun 2015 , 1 one way ticket

Air China

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveller Information

Benjamin	Air Canada	Ticket #
S.22	Aeroplan	9999238586763
Adult	S.22	

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

10 Jun 2015 - Departure
Nonstop

Total travel time: 2 h 10 m

Beijing	Shanghai	2 h 10 m
PEK	SHA	1,088 km

8:30am	10:40am
--------	---------

Terminal 3 Terminal 2

Air China 1501

Economy / Coach (Y) | 35D | Confirm or change seats with the airline*

Price Summary

Traveller 1: Adult C\$264.24

Flight C\$254.00

Taxes & Fees C\$10.24

Total: C\$264.24

All prices quoted in Canadian dollars.

Additional Flight Services

- The airline may charge additional fees (Opens a new window) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.**
- Please read the complete penalty rules for changes and cancellations (Opens a new window) applicable to this fare.
- Please read important information regarding airline liability limitations (Opens a new window) .
- For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

ENGLISH

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Historical Exchange Rates

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print

Like 494

35

Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

Jun 10, 2015

Jun 15, 2015

INTERBANK: +/- 2%

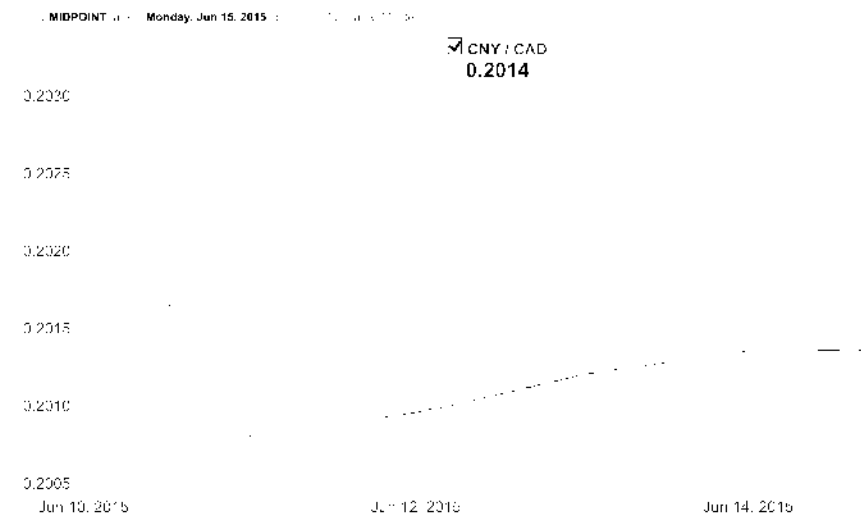
PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

Graph

Table



Pay for
8 days.
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up to
28 days.



PARK'N FLY
AIRPORT PARKING

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Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates™ are available from January 1990 for most major currencies.

* Click for details and coupon

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obscure currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates—table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FX/CFD trading is high risk and not suitable for everyone. Trading may not be appropriate for your experience, objectives, financial resources & risk tolerance. Losses can exceed investment. See full risk warning.

Business Travel

BCSRA – Ben Stewart

Submitted with Travel Claim WBS150616

Compiled 2015-07-22

Meal/Incidental Claim

HISTORICAL EXCHANGE RATE

Country – China

Time Period – June 10 - 15, 2015

Exchange Rate – 0.2014

Date	Breakfast	Lunch	Dinner	Incidentals	Total
PER DIEMS					
Beijing					
Guangzhou					
Shanghai	218	210	365	237.9	
Other	128	168	256	165.6	
CAD – Beijing					
CAD – Guangzhou					
CAD – Shanghai	43.91	42.29	73.51	47.91	
CAD – Other	25.78	33.84	51.56	33.35	
2015-06-10	X	X		X	\$134.11
2015-06-11			X	X	\$121.42
2015-06-12		X		X	\$90.21
2015-06-13		X	X	X	\$163.72
2015-06-14		X	X	X	\$163.72
2015-06-15			X	X	\$84.91

TOTAL CAD = \$758.09

Jun 10th.

23

强生控股
上海强生出租汽车有限公司
TAXI
上海市(1)
车费发票
RICHIE

发票代码: 131001460229
发票号码: 20618826

企业法人代表: 俞国良
纳税人识别号: 310102204404484
注册地址: 上海市静安区南京西路1332号
联系电话: 62590200 传真: 62581200
公司网址: www.richie.com.cn

车号: 沪A-70-B6059
证号: 15001
日期: 2014.5.10
上车/下车: 4.10-14.34
单价(元): 2.10
里程(km): 4.9
等候: 0.0
电调(元): 0.0
金额(元): 2.10
卡号:
原金额: 2.10

Cash Taxi Shanghai
22 PMB

存根

上海海博出租汽车有限公司

TAXI
上海市(1)
车费发票
RICHIE

发票代码: 131001560215
发票号码: 04269407

企业法人代表: 俞国良
纳税人识别号: 310102204404484
注册地址: 上海市静安区南京西路1332号
联系电话: 62590200 传真: 62581200
公司网址: www.richie.com.cn

车号: 沪A-70-C75532
证号: 15001
日期: 2014.5.10
上车/下车: 10.40-11.24
单价(元): 3.60
里程(km): 15.1
等候: 0.0
电调(元): 0.0
金额(元): 3.60
卡号:
原金额: 3.60

CASH Taxi Shanghai
63 PMB

存根

宾客姓名: Mr./Stewart, Benjamin s.22

Guest Name

房间号: s.15

Room Number

酒店地址: s.15

Hotel Addr.

收单银行: 中国工商银行

Industrial and Commercial Bank of China

Acq. Bank

商户名称: s.15

Merchant

商户编号: s.17

Merchant ID

终端编号:

Terminal ID

IC卡序列号

IC Seq. NO.

卡类别:

Card Type

卡号:

/M

Card Number

有效期:

Exp. Date

批次号:

Batch NO.

流水号:

Trace NO.

外卡流水号

Inter Trace

日期时间:

Date Time

参考号:

Ref. NO.

授权码:

Auth. Code

交易类型:

Tran. Type

金额: 5750.00

Amount (RMB)

备注信息: s.15

Note

本人确认以上交易 同意将其记入本卡账户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

s.15

Room : s.15
Folio # :
Cashier # : 778
Page # : 1 of 1
CRS # : s.17

Block Code CONS0615

Mr Benjamin s.22 **Stewart**
s.22

Arrival : 06/10/15
Departure : 06/14/15
s.22
s.22

Date	Description	Additional Information	Charges	Credits
06/10/15	Package Charge		1,250.00	
06/10/15	Room - Service Charge		187.50	
06/11/15	Package Charge		1,250.00	
06/11/15	Room - Service Charge		187.50	
06/12/15	Package Charge		1,250.00	
06/12/15	Room - Service Charge		187.50	
06/13/15	Package Charge		1,250.00	
06/13/15	Room - Service Charge		187.50	
06/14/15	s.17			5,750.00
Total (CNY)			5,750.00	5,750.00
Balance Due			0.00	

s.15

Thank you for choosing to travel with Air China Ltd. Your purchase is now complete and your reservation has been electronically ticketed.
非常感谢您选择中国国际航空股份有限公司的航班。您所订行程已以电子客票形式出票完成。

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Air China Confirmation number S.22
订票行程单编码: S.22

Online refund reference S.22
在线退票验证码: S.22

Passenger Information - Adult(s)/Child(ren) 旅客信息 - 成人/儿童

Name (First/Given name Last name/Surname) 旅客(名/姓)	Passenger Type 旅客类型	Invoice/Ticket Number 票号	PhoenixMiles 知音卡号	Checked Baggage Allowance 免费托运行李额
Benjamin/Stewart	Adult	S.17	S.22	CA 4544 - 20K

Itinerary/行程 (all times displayed are local / 所有时间均为当地时间)

Flight No. 航班号	From 出发地	To 到达地	Class 舱位	Departure Date 出发日期	Operated By 实际承运人	Flight Information 航班提示 Transit Stop(s) 经停点
CA4544	Shanghai, China Hongqiao Intl APT (SHA) Terminal 2 11:40	Chongqing, China Jiangbei Intl APT (CKG) Terminal Not Assigned 14:25	Y	14-JUN-2015	Air China	Non-Stop

Special Meal Reservation, Advance Seat Reservation(ASR) Result
特殊餐食、提前预订机上座位 预订结果

Name (First/Given name Last name/Surname) 旅客(名/姓)	Flight No. 航班号	ASR Seat No. 机上座位号码	Special Meal 特殊餐食 Type of Meal 餐食种类	Status 状态
Benjamin/Stewart	CA4544			

Receipt/收据

Name (First/Given name Last name/Surname) 旅客(名/姓)	Base Fare 票价	The price of your ticket includes the following levy and fees 票价中的税款和费用	Grand total 总金额
Benjamin/Stewart	313.00 CAD	Airport Fee	10.10 CAD 323.10 CAD

For customer assistance/需协助

Please call
联系 Vancouver +1-800-882-8122 China +86-10-95583

Flight Information/行程提示

All flight sectors shown on the ticket must be used in sequence; otherwise the ticket will be invalidated.

Not all seat and meal options are offered on all flights.

Taxes are included except where local airport taxes are collected at check-in time.

The Ticket you have purchased is valid only for the transportation shown on the Ticket, from the place of departure via any Agreed Stopping Places to the final place of destination. The fare you have paid is based upon our Tariff and is for the transportation as shown on the Ticket. The Tariff for your fare forms an essential part of our contract with you. The Ticket will not be honored and will lose its validity if all the Coupons are not used in the sequence provided in the Ticket when issued.

Important Notice: A copy of your e-ticket/itinerary with valid travel dates and your passport are required to enter all airports in India due to security reasons.
Rebooking Details:

A) If original booking fare is unavailable:

1. For free changes, the difference to the next higher available booking fare will be charged.
2. For changes with penalties, the difference to the next higher available booking fare will be charged in addition to the penalties.
3. Starting June 30, 2014 (date of ticket purchase), in the case of a ticket involving Air China domestic and international flight segments, if passengers request any change to the ticket (including change only to the China domestic flight segment), such change to ticket could lead to a change in the fare of the whole journey, and passengers need to pay both the change fee and the difference between the old fare and the new fare.

B) If the flight segments you have reserved involve different rules on ticket change - for example, for a round-trip ticket, the rules on ticket change that govern the outbound flight segment and the return flight segment are different - then when you request change to your ticket, the following applies:

1. If you request change only to the flight segment governed by specific rules, then rules on ticket change that govern that flight segment apply. For example, for a round-trip ticket, if you request change only to the outbound flight segment, then the rules on ticket change that govern the outbound flight

商户名称 (Merchant Name): 重庆洲际酒店
S.17

收单银行 (Acq. Bank): 中国工商银行

商户编号 (Merchant NO.):

终端编号 (Terminal ID.):

批次号 (Batch NO.):

流水号 (Trace NO.):

检索参考号 (Ref. NO.):

IC卡序列号 (IC Seq. NO.):

房间号 (Room Number): S.15

宾客姓名 (Guest Name): Ben Stewart

交易类型 (Trans. Type): S.17

金额 (Amount[RMB]): 840.00

备注信息 (Notes):

银联商户号 (UNION PAY MERCHANT CODE):

102690070110010

总计: RMB: 840.00

发卡行 (ISSUE BANK): 境外银行

为防止银行卡卡号泄露, 保障持卡人用上安全, 已对打印卡号中的部分号码予以屏蔽, 如有疑问请立即联系银行。

EMV信息 (EMV Info.):

本人确认以上交易, 同意将其记入本卡帐户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

s.15

Ben Stewart
s.22

Room No.	: s.15	Date	: 15/06/15 12:17:02
Arrival	: 14-06-15	Page No.	: 1 of 1
Departure	: 15-06-15	Folio No.	:
Company Name	: Canadian Consulate Chongqing	Conf. No.	: 3415430
Priority Club No.	: s.22	CRS No	:
Reference Code	:	Cashier	: FD-ROCKZUO

Date	Description	Reference	Charges(CNY)	Payment(CNY)
14-06-15	Room Charge		840.00	
Total			840.00	0.00
Balance				840.00

I agree that my liability for this bill is not waived and agree to be held personally liable in the event

Guest Signature

s.15

重庆路通出租汽车公司

发票号

150001443910
65809751

重庆路通出租汽车公司

重庆路通出租汽车公司

重庆路通出租汽车公司

重庆路通出租汽车公司

Taxi to Chongqing Airport

编号: Cash: 44.

电话:

车号: 渝 B-9T012

司机:

日期: 2015年06月15日

上车: 08/30 16:44

下车: 17:09

里程: 2.00元/公里

单价: 21.60元

合计: 00102.28

收款:

金额: 40.00元

重庆路通出租汽车公司

From: Noble, Lance
To: Y. J. SEWING
Subject: Fwd.: Your flight itinerary to Beijing - PEK is changed
Date: 2015年6月9日 15:28:44

Begin forwarded message:

From: Expedia <expedia@expediamail.com>
Date: 2015年6月9日 GMT+8下午3:14:35
To: "Noble, Lance" <lnoble@britishcolumbia.ca>
Subject: Your flight itinerary to Beijing - PEK is changed



[Flights](#) | [Hotels](#) | [Cars](#) | [Vacation Packages](#) | [Cruises](#) | [Activities](#) | [DEALS & OFFERS](#)

Dear Benjamin Stewart,

Per your request, your flight has been changed. You will be charged a total amount of \$30.66 CAD by the airline for the difference in fare and/or airline imposed penalties. Please review the new confirmed itinerary in the [Traveler Details](#) section.

Note that the airline may charge [additional fees](#) for checked baggage or other optional services.

Traveler Details

Main contact: Benjamin Stewart
E-mail: lnoble@britishcolumbia.ca

Traveler(s): 1
Traveler: Benjamin Stewart
Airline Ticket No.: S.17

Expedia Itinerary No.: S.22

Revised Itinerary

June-15-15

Flight

Air China Flight 1410
Operated by Air China

Airline confirmation code S.22
Depart 8:00 PM Chongqing - CKG
Arrive 10:40 PM Beijing - PEK

Helpful links

- Questions about this change?
 - E-mail Customer Service
 - Call 1-800-Expedia or 1-404-728-8787 for customers calling long distance
- Log in to your [Expedia Account](#)

More Traveler Tools

See services at more than 64 airports with [Airport Guides](#).
Receive your flight itinerary via cell phone with [Expedia To Go](#).
Confirm flight schedules and times with [Flight Status](#).

[See more Traveler Tools](#)

Get relevant deals via e-mail Ensure you receive personalized travel offers and deals. [Update your e-mail account](#)

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You are receiving this transactional email based on a recent booking or account-related update on [Expedia.ca](#).

CONTACT US To contact us or send feedback, please [click here](#) or contact us via postal mail at: Expedia, Inc., attn: EMC Team, 333 108th Avenue NE, Bellevue, WA 98004. For additional assistance, visit the [Expedia Customer Support Center](#), or call 1-800-Expedia.

057# 2329032-40

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- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Chongqing (CKG) → Beijing (PEK)

16 Jun 2015 - 16 Jun 2015 , 1 one way ticket

Air China

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin S.22 Stewart Adult
Air Canada Aeroplan S.22
Ticket # S.17

Traveller 1: Adult **C\$286.16**

Flight C\$276.00

Taxes & Fees C\$10.16

Total: **C\$286.16**

All prices quoted in Canadian dollars.

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

16 Jun 2015 - Departure
Nonstop

Total travel time: 2 h 40 m

Additional Flight Services

Chongqing Beijing 2 h 40 m
1,492 km
CKG PEK
3:00pm 5:40pm
Terminal 3
Air China 4143
Economy / Coach (H) | **26C** | Confirm or
change seats with the airline*

- The airline may charge additional fees (Opens a new window) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- **Tickets are nonrefundable, nontransferable and name changes are not allowed.**
- Please read the complete penalty rules for changes and cancellations (Opens a new window) applicable to this fare.
- Please read important information regarding airline liability limitations (Opens a new window) .
- For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

Need help with your reservation?

- Visit our Customer Support page.
- Call us at 1-866-307-7601.

TRAVEL VOUCHER

PAGE OF

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

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WBS/50707

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 – 54. Attach appropriate receipts in order of claim.

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. 39 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
016E MIT		2015 08 20	2016	04	
9. EMPLOYEE ID.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME		INITIALS	12. EMPLOYEE GROUP NO. (✓ one only)
152766 S.22		STEWART		BEN S.2	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
13. MAILING ADDRESS FOR CHEQUE				14. POSTAL CODE	
on file					

15. REASON FOR TRAVEL Business	16. EMPLOYEE OCCUPATION Special Rep. for BC in Asia.
-----------------------------------	---

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE DISTANCE X 104 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 →		KM \$	\$		\$	\$	\$		27. \$
M D 06, 19									28. \$506 14
									29.
									30.
									31.
									32.
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS \$506 14

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	➔	45. TOTAL DISTANCE TO DATE	
46. EMPLOYEE SIGNATURE <small> I CERTIFY THAT THE ABOVE IS A TRUE STATEMENT OF THE DISTANCE AND OF THE VOUCHER TO WHICH IT IS BEING ADDED. I HAVE NO OTHER VOUCHERS TO ADD TO THIS VOUCHER WHICH HAVE NOT BEEN AND WILL NOT BE REGISTERED BY ANY OTHER PARTY. </small>			HEADQUARTERS (CITY NAME)	WORK PHONE NO.

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOP	52. PROJECT	AMOUNT	
	S.22	065	5116163	22441	VARIOUS	5144444	8506	14
	THIS TOTAL MUST EQUAL TOTAL IN BOX X						Y TOTAL	14
							8506	
LESS TRAVEL ADVANCE	53.					LESS ADVANCE AMOUNT	Z	CH

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

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
08/24

50 PROCESSING CLERK INITIAL

CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total					Group 2		Cost	Description
19-Jun-15	Beijing										Flight AC30 & AC8414
	Kelowna									\$ 40.00	Taxi
21-Jun-15	Kelowna					X	X	\$ 42.75	\$ 371.62		Hotel: s.15
	Vancouver	383	\$ 199.16								From Kelowna to Vancouver
22-Jun-15	Vancouver					X	X	\$ 53.25	\$ 371.62		Hotel: s.15
										\$ 3.00	Tolls
23-Jun-15	Vancouver					X	X	\$ 42.75	\$ 371.62		Hotel: s.15
										\$ 70.03	Tolls(3) Parking Cash(44):parking(10) Paybyphone(13.03)
24-Jun-15	Vancouver					X	X	\$ 45.50	\$ 371.62		Hotel: s.15
										\$ 45.80	Parking + Paybyphone (23+22.8)
25-Jun-15	Vancouver					X	X	\$ 63.75	\$ 371.62		Hotel: s.15
26-Jun-15	Vancouver					X	X	\$ 53.25	\$ 371.62		Hotel: s.15
										\$ 80.00	Parking(64) + Translink*2(8) + Taxi(8)
27-Jun-15	Lower Mainland	209	\$ 108.68			X	X	\$ 63.75			Mileage: Misc. in Van travel, BC-Korean Trade Forum
										\$ 32.00	Parking
28-Jun-15	Abbotsford					X	X	\$ 63.75			
	Kelowna	320	\$ 166.40							\$ 3.00	Tolls
29-Jun-15	Kelowna, Oyama	110	\$ 57.20			X		\$ 22.75			Mileage: BC Tree Fruits/Jalous Fruits, Min Letnick & Thomson
	Westbank									\$ 1.25	Parking: BC Tree Fruits
06-Jul-15	Kelowna										Flight AC8413 & AC29
	Beijing									\$ 62.00	Taxi: Kelowna
Total		1022	\$ 531.44	\$ 5,018.40				\$ 451.50	\$ 2,229.72	\$ 275.08	\$ 8,506.14

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM					Group 3		Cost	Description
			Total								
											\$ 8,506.14
STOB 6322	\$ -	(Internet/Phones)									
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									\$ -
STOB 6531		(Business Expenses)									
STOB 5706		(Travel-Out of Canada)									\$ -
STOB 5712		(Airfare - In Province)									
STOB 5714		(Airfaire - Out of Canada)									\$ -
STOB 5702		Travel-In Province)									
STOB 8585	\$ -	(Taxable personal travel)									\$ -
Total	\$ 8,506.14										
Total		0	\$ 531.44	\$ 5,018.40				\$ 451.50	\$ 2,229.72	\$ 275.08	\$ 8,506.14

Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry				Group 2	Cost	Description	
19-Jun-15	Beijing			\$2,516.98						Flight AC30 & AC8414	
	Kelowna								\$ 40.00	Taxi	\$ 2,556.98
21-Jun-15	Kelowna						X	X	\$ 371.62	Hotel S.15 pacific rim	
	Vancouver	383	\$ 199.16							From Kelowna to Vancouver	\$ 570.78
22-Jun-15	Vancouver					X	X	X	\$ 371.62	Hotel S.15 pacific rim	
									\$ 3.00	Tolls	\$ 374.62
23-Jun-15	Vancouver						X	X	\$ 371.62	Hotel S.15 pacific rim	
									\$ 70.03	Tolls + Parking + Cash: parking + Paybyphone (\$3+\$44+\$10+13.03)	\$ 441.65
24-Jun-15	Vancouver					X	X	X	\$ 371.62	Hotel S.15 pacific rim	
									\$ 45.80	Parking + Paybyphone (\$23+\$22.8)	\$ 417.42
25-Jun-15	Vancouver					X	X	X	\$ 371.62	Hotel S.15 pacific rim	
											\$ 371.62
26-Jun-15	Vancouver					X	X	X	\$ 371.62	Hotel S.15 pacific rim	
									\$ 80.00	Parking + Translink*2 + Taxi (\$64+\$8+\$8: Canadeline to fill mtq Vice-Governor, Sichuan Province, China)	\$ 451.62
27-Jun-15	Lower mainland area calls	209	\$ 108.68			X	X	X	\$ 32.00	Mileage: Misc. in Van travel, BC-Korean Trade Forum Parking	\$ 140.68
28-Jun-15	Abbotsford Kelowna	320	\$ 166.40			X	X	X	\$ 3.00	Tolls	\$ 169.40
29-Jun-15	Kelowna, Oyama Westbank	110	\$ 57.20				X		\$ 1.25	Mileage: BC Tree Fruits/Jealous Fruits, Min Letnick & Thomson Parking: BC Tree Fruits	\$ 58.45
06-Jul-15	Kelowna Beijing			\$2,439.42					\$ 62.00	Flight AC8413 & AC029 Taxi: Kelowna	\$ 2,501.42
Total		1022	\$ 531.44	4956.4					\$ 2,566.80		



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (if applicable):

MIT

EMPLOYEE NAME

Ben Stewart

POSITION

BCSRA

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

2015/06/19

DATE RETURNING

2015/07/03

NO OF WORKDAYS AWAY

10

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (if not the Ministry of BC) PAYING ANY OF THE COSTS

☐ N/A OR

DEPARTURE

Vancouver

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

- BC-Korea Investment Event and corporate meetings
- AgriFood outreach
- Internal government meetings

EMPLOYEE'S SIGNATURE

DATE SIGNED

2015, 05, 27

SIGNATURES

Refer to CPIM 10.3.4 Policy 1 and 10.3.4 for approval authorities
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED

YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

NOT APPROVED

DATE SIGNED

YYYY / MM / DD

2016/06/16

SAFETY MANAGER

NOT APPROVED

DATE SIGNED

YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED

YYYY / MM / DD

MIN 000000 May 2009/10/10

Originator completes and forwards a copy to immediate supervisor for approval (S). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to the travel voucher.

Revol Form



MIT
OFFICE OF
INTERNATIONAL
RELATIONS

TRAVEL AUTHORIZATION

This form must be used for all BCSA-approved travel requests.
Only in the instance of travel for the purpose of international relations.

PROJECT NAME: <u>MIT</u>				ESTIMATED COSTS (IN CAN. \$)	
PROJECT LEADER: <u>Ben Stewart</u>				Transportation: <u>5,000</u>	
POSITION: <u>BCSRA</u>				Meals: <u>1,000</u>	
BRANCH/LOCAL ORIGIN: <u>Beijing</u>				Lodging: <u>3,200</u>	
DATE OF TRIP: <u>2015/06/19</u>				Per Diem: <u>0</u>	
DATE OF RETURN: <u>2015/07/03</u>				Other: <u>0</u>	
NUMBER OF TRIP MEMBERS: <u>10</u>				TOTAL COSTS: <u>9,200</u>	
DESTINATION: <u>Jiangsu</u>				TOTAL COSTS: <u>9,200</u>	
PURPOSE OF TRIP: <u>Flight (economy)</u>				SIGNATURES	
APPROVAL: <u>2015/06/16</u>				PLEASE SIGN ONE BOX ONLY	
APPROVED: <u>2015/06/16</u>				NOT APPROVED: <u>2015/06/16</u>	
APPROVED: <u>2015/06/16</u>				NOT APPROVED: <u>2015/06/16</u>	
APPROVED: <u>2015/06/16</u>				NOT APPROVED: <u>2015/06/16</u>	
APPROVED: <u>2015/06/16</u>				NOT APPROVED: <u>2015/06/16</u>	

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: June 19 - July 03, 2015

DESTINATION(s): Vancouver

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$9,200.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$0.00

FORECASTED TO YEAR END: \$32,450.00

VARIANCE: \$47,550.00

ANALYST

rg

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐

Meal Per Diem(CAD)

Date	Full day	Half Day	Breakfast Only	Lunch Only	Dinner Only	B&L Only	L&D Only	B&D Only	Incidental Only	Total
Group 2	\$ 51.50	25.75	\$ 22.75	\$ 22.75	\$ 30.50	\$ 33.25	\$ 41.00	\$ 41.00	\$ 12.25	
21-Jun-15					X				X	\$ 42.75
22-Jun-15								X	X	\$ 53.25
23-Jun-15					X				X	\$ 42.75
24-Jun-15						X			X	\$ 45.50
25-Jun-15	X								X	\$ 63.75
26-Jun-15								X	X	\$ 53.25
27-Jun-15	X								X	\$ 63.75
28-Jun-15	X								X	\$ 63.75
29-Jun-15			X							\$ 22.75
TOTAL									CAD	\$ 451.50



RBC Royal Bank®

July 7, 2015

Credit Card Account Details

[FAQs](#) [Print](#)

Related Services:

[Go to RBC Rewards](#)
[Add Authorized User\(s\)](#)

S.17

[Benefits](#)
[Add Travel Insurance](#)


* Required Information

CAD S.17

Current Balance: \$7,630.33 **Minimum Payment:** \$10.00 due by Jul 06, 2015
Available Credit : \$12,307.67 of \$20,000.00 Limit **Last Payment:** \$14,664.09 on Jul 06, 2015
Last Statement Balance: \$14,664.09 on Jun 15, 2015 **Previous Statements:** [View](#)

*Pay Now:

 [Continue](#)

RBC Rewards® Points Balance: 0

Authorized Transactions : \$62.00 as of July 07, 2015 at 2:14 a.m.

Date ▼	Description	Pending Debits	Pending Credits
Jul 06, 2015	KELOWNA CABS # 43 KELOWNA BC	62.00	✓

Posted Transactions

Date ▼	Description	Debits	Credits
Jun 28, 2015	S.15 VANCOUVER BC	2,229.72	✓
Jun 27, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC	32.00	✓
Jun 26, 2015	TRANSLINK N WESTMINSTER BC	4.00	✓
Jun 26, 2015	TRANSLINK N WESTMINSTER BC	4.00	✓
Jun 26, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC	64.00	✓
Jun 24, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	11.80	0
Jun 24, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	3.00	0
Jun 24, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	8.00	0
Jun 24, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC	23.00	✓
Jun 23, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	9.33	0
Jun 23, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	2.50	0
Jun 23, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC	1.20	0
Jun 23, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC	44.00	✓
Jun 19, 2015	AIR CANADA S.17	4,878.83	✓
Jun 19, 2015	APPLE CABS KELOWNA BC	40.00	✓
Jun 15, 2015	chong qing zhou ji fu di CHONGQING 840.00 CNY @ .2041	171.46	
Jun 14, 2015	S.15 5750.00 CNY @ .2039	1,172.96	

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 Benjamin Stewart
E-mail: S.22
Form of payment: S.17

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
AC29	Vancouver (YVR)	Beijing (PEK)	77W	Business (Z)	Confirmed
	Sun 24-May 2015 12:10 - TERMINAL M -MAIN	Mon 25-May 2015 14:10 - TERMINAL 3			

Seat number(s) requested: 11A

AC30	Beijing (PEK)	Vancouver (YVR)	77W	Business (D)	Confirmed
	Fri 19-Jun 2015 16:05 - TERMINAL 3	Fri 19-Jun 2015 11:25 - TERMINAL M -MAIN			

Seat number(s) requested: 10A

AC8414	Vancouver (YVR)	Kelowna (YLW)	DH3	Economy (Y)	Confirmed
--------	-----------------	---------------	-----	-------------	-----------

Operated by: Fri 19-Jun 2015 Fri 19-Jun 2015

Air Canada Express- 13:10 - TERMINAL M -MAIN 14:10
Jazz

Seat number(s) requested: 4C

Passenger Information

Passenger 1
 Name: **Mr Benjamin Stewart** Ticket number: **S.17**
 Frequent Flyer Pgm: Air Canada Aeroplan Program number: **S.22**

Purchase Summary

Passenger: 1 Ticket number S.17

Date of issue	21-May 2015
Fare Amount in Canadian dollars:	4,599.00
<i>(including navigational & other charges)</i>	
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)	408.04
Total Fare in Canadian dollars:	5,033.95

Ticket particulars:
 REFUNDABLE/CXL FEE/CHG FEE-BG:A
 C

*Fare calculation:
S.17

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 traveling 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 and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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.

APPLE CABS
135 VALLEY RD
KELGUNA BC 510 2E7
TEL: 250-451-9560

Jun 19th.

Term Id: 2E014987
Terminal #: 0000000000
S.17

APPROVED 000
THANK YOU

AMOUNT \$40.00

No signature required

Seq. S.17

Auth.
TS:
S:

Date: 2015/06/19 Time: 16:45:41

CUSTOMER COPY

Room : s.15
Folio # : 1
Confirmation No. : 2583490
Page # : 1 of 2

Benjamin S.22 Stewart
s.22

Arrival : 06-21-15
Departure : 06-27-15
s.22
s.22

Date	Description	Additional Information	Charges	Credits
06-21-15	Room Charge		319.00	
06-21-15	Destination Marketing Fee		4.15	
06-21-15	Room GST		16.16	
06-21-15	Room Tax		32.31	
06-22-15	Room Charge		319.00	
06-22-15	Destination Marketing Fee		4.15	
06-22-15	Room GST		16.16	
06-22-15	Room Tax		32.31	
06-23-15	Room Charge		319.00	
06-23-15	Destination Marketing Fee		4.15	
06-23-15	Room GST		16.16	
06-23-15	Room Tax		32.31	
06-24-15	Room Charge		319.00	
06-24-15	Destination Marketing Fee		4.15	

Room : s.15
Folio # : 1
Confirmation No. : 2583490
Page # : 2 of 2

Benjamin s.22 Stewart
s.22

Arrival : 06-21-15
Departure : 06-27-15
s.22
s.22

Date	Description	Additional Information	Charges	Credits
06-24-15	Room GST		16.16	
06-24-15	Room Tax		32.31	
06-25-15	Room Charge		319.00	
06-25-15	Destination Marketing Fee		4.15	
06-25-15	Room GST		16.16	
06-25-15	Room Tax		32.31	
06-26-15	Room Charge		319.00	
06-26-15	Destination Marketing Fee		4.15	
06-26-15	Room GST		16.16	
06-26-15	Room Tax		32.31	
06-27-15	s.17			-2229.72
Total			2229.72	-2229.72
Balance Due			0.00	

GST	
ROOM:	96.96
Total:	96.96



Tolling History

Filter By: ☒ Travel Date ☐ Billing Date

Travel Date: Last 30 Days



From Jun, 8 2015 to Jul, 8 2015

Vehicle:



APPLY FILTER

Tolls charged in the past 48 hours may not be listed.

Account: S.17

1 Vehicles | 6 Trips

BC LICENCE PLATE # G12827

GMC

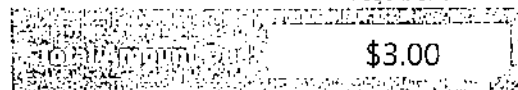
6 trips

Date/Time ▼	Bridge	Direction	Tolling Method	Vehicle Class	Toll Charge
Jun 28, 2015 9:26am	Port Mann	Eastbound	Plate	Small Vehicle	\$3.00
Jun 22, 2015 12:10am	Port Mann	Westbound	Plate	Small Vehicle	\$3.00
Feb 19, 2015 3:40pm	Port Mann	Eastbound	Plate	Small Vehicle	\$3.00
Feb 18, 2015 12:00pm	Port Mann	Westbound	Plate	Small Vehicle	\$3.00
Feb 18, 2015 8:21am	Port Mann	Eastbound	Plate	Small Vehicle	\$3.00
Feb 16, 2015 12:19pm	Port Mann	Westbound	Plate	Small Vehicle	\$3.00



Due Date: Jul 23 2015

Account Number s.17
Statement Number
Statement Date Jun 23 2015
Billing Period 23/02/15 - 22/06/15
Page 1 of 2



Account Summary

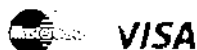
Previous Balance	\$12.00
Port Mann Bridge Tolls	\$3.00
Golden Ears Bridge Tolls	\$0.00
Adjustments	\$0.00
Taxes	\$0.00
Interest	\$0.00
Total New Charges	\$3.00
Payments	-\$12.00

Total Amount Due: \$3.00

Payment Processed: Jul 18 2015

Interest accrues daily on overdue accounts and is calculated and compounded monthly at an effective rate of 19% per year. Contact us within 30 days to dispute any charges.

Payment Options:



PLEASE DO NOT PAY

YOUR PAYMENT WILL BE PROCESSED ON Jul 18 2015



GOLDEN EARS BRIDGE RATE CHANGE

If you receive a combined bill with TReO, please be aware that toll rates on Golden Ears Bridge are changing July 15, 2015. Golden Ears Bridge is owned and operated by TransLink and sets its own toll rates. To learn more about the rate change, visit translink.ca

CHOOSE EMAIL BILLING

Did you know you can receive your statement by email? This makes managing your account even easier, and it is also better for the environment. Choose email billing today at account.treo.ca

UPDATE YOUR ACCOUNT

It is important to update your TReO account if you change your licence plate number, buy a new car, get a new credit card or change your mailing address. To login and update your account online, visit account.treo.ca

Contact Us

Online: treo.ca
604-516-TREO (8736) Toll Free: 1-855-888-TREO

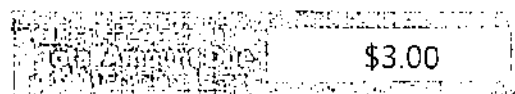
The terms and conditions of use are posted at treo.ca
GST# 85743 7461 RT0001



Statement Number s.17

Account Number

Due Date: Jul 23 2015



QUAILS' GATE VINEYARDS LTD.
BENJAMIN STEWART
s.22

**PLEASE DO NOT PAY. YOUR
PAYMENT WILL BE PROCESSED
ON Jul 18 2015**

pd-#10-00

s.15

Validation ID

func

Jun 23th

**BLUE ZONE
PARKING PASS**

**** DO NOT LEAVE VALUABLES IN YOUR CAR ****

Vehicle Licence:

G12827

Day Parking Only

June 23

Issued By:

[Signature]

THIS PARKING PASS MUST BE DISPLAYED UPRIGHT
INSIDE YOUR VEHICLE ON THE DASHBOARD FOR THE
DURATION OF YOUR STAY

FAILURE TO PARK IN THE **BLUE ZONE** MAY RESULT
IN FINES AND/OR TOWING OF YOUR VEHICLE AT YOUR
EXPENSE.

FOR OVERHEIGHT VEHICLES, PLEASE ASK OUR
BELL STAFF FOR ASSISTANCE.

PARK IN BLUE ZONE - see Map over 

Canada Place Parkade
995 Canada Place
Vancouver BC, V6C 3C1

Fee Computer Number: 9
Cashier: Id #312
Transaction Number: 1927
Entered: 06/22/2015 s.15
Exited: 06/23/2015

Damaged Ticket

Lot: Lot 40
Area: Area 1
Rate: Canada Place
Parking Fee: \$ 44.00
Total Fee: \$ 44.00
s.17 A \$ 44.00
Credit Card Number: s.17
Total Paid: \$ 44.00

Thank you for visiting
Canada Place
G.S.# 120996095R70005

Jun 23th

Jun 24th

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: 06/24/2015
s.15
Exited: 06/24/2015
17:26
Ticket Number: 33327
Transaction Number: 3459
Rate: A
Parking Fee: \$23.00

Total Fee: \$23.00
Fee Paid: \$23.00
s.17

Thank you for visiting
Canada Place
Above amount includes 5% GST
CSN# 12009008470006

Jun 26th

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: 06/24/2015
s.15

Exited:
17:07
Ticket Number: 33524
Transaction Number: 5547
Rate: A
Parking Fee: \$64.00

Total Fee: \$64.00
Fee Paid: \$64.00
s.17

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 120696056R10006

OFFICIAL RECEIPT
RICHMOND TAXI CO. LTD.
RICHMOND CABS LTD.
CORAL CABS LTD.

"For All Your Transportation Needs"
 Please call Richmond Taxi at



604-272-1111

1-866-RMD-TAXI(763-8294)

www.richmondtaxi.ca

Car No. 27 24 HOUR SERVICE

Received From:

Amount \$: 8.00

Taxi From:

To:

Date: 24.06.2015 Sign: [Signature]

GST # 139442636 R# 0001 GST INCLUDED

TVM RECEIPT
NOT VALID FOR TRAVEL

TransLink
 Lansdowne
 TVM64002
 Fri 26 Jun 15 01:17PM

Fare Type: 2 ZONE
 Purchase:
 1 Adult \$ 4.00

Purchased Amount: \$ 4.00

TRANSACTION RECORD

Account:
 Card Number: S.17
 Card Entry:
 Trans Type:
 Amount:
 Auth #:
 Sequence #:
 Terminal #:
 Ref #:

TRANSACTION APPROVED

Transaction #: 0000297161

TRANS LINK

Adult 2 ZONE
 \$ 4.00

VALIDATE - Insert this direction

PROOF OF PAYMENT/TRANSFER -1-

FR. JN. 26 10:06A

TRANS LINK

Adult 2 ZONE
 \$ 4.00

VALIDATE - Insert this direction

PROOF OF PAYMENT/TRANSFER -2-

FR. JN. 26 02:48P

TVM RECEIPT
NOT VALID FOR TRAVEL

TransLink
 Waterfront
 TVM50001
 Fri 26 Jun 15 08:32AM

Fare Type: 2 ZONE
 Purchase:
 1 Adult \$ 4.00

Purchased Amount: \$ 4.00

TRANSACTION RECORD

Account:
 Card Number: S.17
 Card Entry:
 Trans Type:
 Amount:
 Auth #:
 Sequence #:
 Terminal #:
 Ref #: V

TRANSACTION APPROVED

Transaction #: 0000418486

Jun 26th

Jun 27th

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: s.15

Exited:

Ticket Number: 34403
Transaction Number: 6562
Rate: A
Parking Fee: \$32.00

Total Fee: \$32.00
Fee Paid: \$32.00
s.17

Thank you for visiting
Canada Place
Above amount includes 6% GST
GST# 120996985R70006

PLACE FACE UP ON DASH
City of Kelowna
On-Street Parking DT

Expiration Date/Time

12:17 PM
JUN 29, 2015

Cash

Jun 29th

*Parking BC Tree Fruits
Kelowna*

Purchase Date/Time: 11:17am Jun 29, 2015
Total Due: \$1.25 Rate: \$1.25/hr or Coupon
Total Paid: \$1.25 Payment Type: Cash
Ticket #: C0012080
S/N #: 520C143C1090
Setting: DT On-Street Solar
Mach Name: Queensway 2

RECEIPT

City of Kelowna
On-Street Parking DT

Expiration Date/Time: 12:17pm Jun 29, 2015
Purchase Date/Time: 11:17am Jun 29, 2015

Total Due: \$1.25 Rate: \$1.25/hr or Coupon
Total Paid: \$1.25 Payment Type: Cash
Ticket #: 00012080
Setting: DT On-Street Solar
Mach Name: Queensway 2

KELOWNA CABS # 43
5 - 3312 APPALOOSA ROAD
KELOWNA, BC V1V2G9
2508591229

SALE

s.17

July 6th.

AMOUNT \$62.00

APPROVED

s.17

THANK YOU
PLEASE COME AGAIN


CUSTOMER COPY

information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.


Provide Passenger Information

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8413 ¹	Kelowna (YLW) Mon 06-Jul 2015 08:20	Vancouver, Vancouver Int'l (YVR) Mon 06-Jul 2015 09:18 - Terminal M	0	14hr50	DH3	Business Class (lowest), Y	
AC029	Vancouver, Vancouver Int'l (YVR) Mon 06-Jul 2015 12:10 - Terminal M	Beijing, Beijing Capital (PEK) Tue 07-Jul 2015 14:10 - Terminal 3	0		ZZW	Business Class (lowest), Z	 M, L



Business Class is not available or not offered on flight AC8413¹, segment YLW-YVR. You will be seated in Economy class.

AC030	Beijing, Beijing Capital (PEK) Fri 31-Jul 2015 16:05 - Terminal 3	Vancouver, Vancouver Int'l (YVR) Fri 31-Jul 2015 11:25 - Terminal M	0	13hr05	ZZW	Business Class (lowest), D	 M, B
AC8414 ¹	Vancouver, Vancouver Int'l (YVR) Fri 31-Jul 2015 13:10 - Terminal M	Kelowna (YLW) Fri 31-Jul 2015 14:10	0		DH3	Business Class (lowest), Y	



Business Class is not available or not offered on flight AC8414¹, segment YVR-YLW. You will be seated in Economy class.



B: Breakfast L: Lunch M: Meal (Non Specific)

Operated by:

Air Canada Express - Jazz

Pre-order your onboard duty-free-items



You can pre-order your duty-free items now, and have them delivered directly to your seat on board. **Earn up to 2 Aeroplan Miles for every \$1 spent.** [Details](#)

Provide Passenger Information

- on flight AC029

You can pre-order duty-free items online for the following flight(s):



AC029: Vancouver - (YVR) to Beijing (PEK)

Enjoy a **15% discount** on all duty-free items you pre-order online

Passenger Information

1: Mr Benjamin S.22 Stewart : Adult (16+), Ticket Number: S.17
 Air Canada - s.22 Meal Preference : **Regular**
 Aeroplan :
 Payment Card: s.17 Special Needs: **None**
 Seat Selection: AC8413 **1F (Preferred)**, AC029 **3A**,
 AC030 **2K**, AC8414 **1F (Preferred)**

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	4398.99
<u>Surcharges</u>	30.01
<u>Carrier surcharges</u>	390.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.75
<u>Air Travellers Security Charge (ATSC)</u>	25.91
China Airport Fee	18.17
Total before options (per passenger)	4878.83
Number of passengers	x 1
Total with options	4878.83
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$4878.83

Payment Information

Credit/Debit Card S.17

- Amount paid: **\$4878.83**

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

Air Canada: \$4878.83 (Air Transp. Charges - per adult)

Ticket number(s) S.17

enRoute City Guide

Beijing

China's capital is expanding outward but also growing within. Thriving neighbourhoods are cropping up past the Fifth Ring Road and subway lines that opened in 2009 are giving access to the city's core. Landmarks like Tian'anmen Square, the Forbidden City and the Great Wall symbolize China's attachment to its storied past, while the striking designs of the National Stadium and CCTV building hint at ambitions for the future.



Read the complete guide

Fare Rules


[Go Work](#) [Green Ideas Home](#) [SMARTTEC](#) [SMARTTool](#) [Logout](#)

August 28, 2015

Logged in as: Mariah McCarley

Confirmation Number: **TEC0815000596390**[Back to Travel Summary](#)[SMARTTEC Help](#)[SMARTTEC Tutorial](#) | [FAQs](#)[Distance Calculation Links](#)[Google Maps](#) | [Yahoo! Maps](#) | [WooFlyer](#)[Skytra - Destination Map](#)[Corporate Links](#)[Expenses](#) | [Corp Policy Handbook](#)

What about carbon neutral suppliers?

Travel DetailsPurpose of Travel: **BC Korea Investment Event and Corporate Meetings**Traveller Name: **▼**KgCO₂e This Trip: 2314.9**Step 1: Outbound Trip**

Date	Travel Mode	From	To	Distance (km)	CO ₂ e (kg)	Flight #
2015/6/19	▼	▼	▼	8658	962.4	AC30
2015/6/21	▼	▼	▼	287	44.5	AC8414
2015/6/21	▼	▼	▼	383	94.5	
2015/7/27	▼	▼	▼	72.3	17.8	

Step 2: Return Trip

Date	Travel Mode	From	To	Distance (km)	CO ₂ e (kg)	Flight #
2015/6/27	▼	▼	▼	209	51.6	
2015/6/28	▼	▼	▼	320	78.9	
2015/6/29	▼	▼	Oyama Westbank	110	27.1	
2015/7/6	▼	▼	▼	8658	962.4	

Step 3: Accommodations

Date	City	Accommodation Provider	Number of Nights	CO ₂ e (kg)
2015/6/21	▼	Fairmont Pacific Rim	6	75.6

[Cancel](#) | [Publish Itinerary](#)

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Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
DD-MMM- City		\$ -	\$ -		\$ -	\$ -	Avg exch rate JPY-CAD	\$ -
							0.0104	
10-Jul-15	Beijing					\$ 14.00	Skype	\$ 14.00
14-Jul-15	Beijing		\$ 582.99	X X	\$ 124.78		Flight CA183	
	Tokyo					\$ 218.16	s.15	\$ 925.93
15-Jul-15	Tokyo		\$ 453.84	X	\$ 47.72		Flight ANA681:see s. \$782.6-\$328.76 for flight cancellation fee due to typhoon	
	Hiroshima					\$ 132.91 \$ 34.80	Cash: Richmond school district, Hosting: Shaun Sephton; Michiko Aoshima & Avi Salberg (Japan BCTIR)(3346 JPY)+ Hotel: s.15	\$ 669.27
16-Jul-15	Hiroshima		\$ 327.67	X X X	\$ 173.61		Train ticket:282.53+ Cash: Tokyo JR transit-airport(3000JPY)+ Hiroshima airport to shinkeshin station (1340 JPY)	
	Tokyo					\$ 199.41	s.15	\$ 700.69
17-Jul-15	Tokyo		\$ 582.99	X	\$ 80.90		Flight CA184	
	Beijing							\$ 663.89
Total		0 \$ -	\$ 1,947.49		\$ 427.01	\$ 550.48	\$ 48.80	\$ 2,973.77
STOB 6322	\$ 14.00	(Internet/Phones)						
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)						\$ -
STOB 6531		(Business Expenses)						
STOB 5706		(Travel-Out of Canada)						\$ -
STOB 5712		(Airfare - In Province)						
STOB 5714		(Airfare - Out of Canada)						\$ -
STOB 5702		(Travel-In Province)						
STOB 8585	\$ -	(Taxable personal travel)						\$ -
Total	\$ -							
Total		0 \$ -	\$ -		\$ -	\$ -	\$ -	\$ 2,973.77

Date of Travel	Places Travelled		Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)	
	To/From	<u>Depart</u> <u>Arrive</u>									Cost	Description
10-Jul-15	Beijing		Rate: \$.52/km KM Total						Group 3		\$ 14.00	Skype
14-Jul-15	Beijing			\$ 582.99		X	X					Flight CA183 s.15
	Tokyo										\$ 218.16	
15-Jul-15	Tokyo			\$ 453.84				X				Flight ANA681:see s. \$782.6- \$328.76 for flight cancellation fee due to typhoon Cash: Richmond school district, Hosting: Shaun Sephton; Michiko Aoshima & Avi Salberg (Japan BCTIR)+ Hotel: s.15
	Hiroshima										3346 JPY+ 132.91 \$	
16-Jul-15	Hiroshima			\$ 282.53		X	X	X			4340 JPY	Train ticket:282.53+ Cash: Tokyo JR transit- airport(3000JPY)+ Hiroshima airport to shinkeshin station (1340 JPY) s.15
	Tokyo										\$ 199.41	
17-Jul-15	Tokyo			\$ 582.99	X			X				Flight CA184
	Beijing											
Total			0 \$ -	1902.35					\$ -	\$ -	\$ 431.57	

Total Daily Costs	Date of Travel	Places Travelled		Personal Vehicle	Transportation	B	L	D	I	Meal Per	Accom. Costs	Miscellaneous		
		To/From	<u>Depart</u>	Use	Costs					Diem			(Car rental, phone, atm fees, etc)	
			<u>Arrive</u>	Rate: \$.52/km	Bus/Taxi/								Air/Ferry etc	Group 3
				KM	Total									
\$ 14.00														
\$ 801.15														
#VALUE!														
#VALUE!														
\$ 582.99														
\$ -														
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\$ -														
\$ -														
#VALUE!	Total (this page)			0	\$ -	0				\$ -	\$ -	\$ -		
	Total (cumulative)			0	\$ -	\$ 1,902.35				\$ -	\$ -	\$ 431.57		



BRITISH
COLUMBIA

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TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

VOTE

EMPLOYEE NAME

Ben Stewart

EMPLOYEE ID.

POSITION

BCSRA

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY / MM / DD

2015/07/14

DATE RETURNING

YYYY / MM / DD

2015/07/17

NO. OF WORKDAYS AWAY

4

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A, OR:

DESTINATIONS

Tokyo and Hiroshima

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

Sumitomo and potentially a second pellet company
Signing of education MOU with Tokyo Metropolitan Gov
Signing of education MOU between Richmond School
District and Hiroshima
Embassy briefing on agri-food and aerospace

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

2015/07/08

FIN 99/WEB Rev. 2008/10/08

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015 July 14-17

DESTINATION(s): Tokyo and Hiroshima

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,800.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$45,450.00

FORECASTED TO YEAR END: \$34,550.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

ENGLISH

OANDA

Forex Trading

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Construction Electrician Foundation Program in BC. Enroll Today!

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Currency Tools

Mobile

Historical Exchange Rates

Currency Converter

Historical Exchange Rates

Live Exchange Rates

download

print

Like 494

24

Currency I Have:

Japanese Yen

JPY

Currencies I Want:

CAD

RANGE: Custom

Jul 14, 2015

Jul 17, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

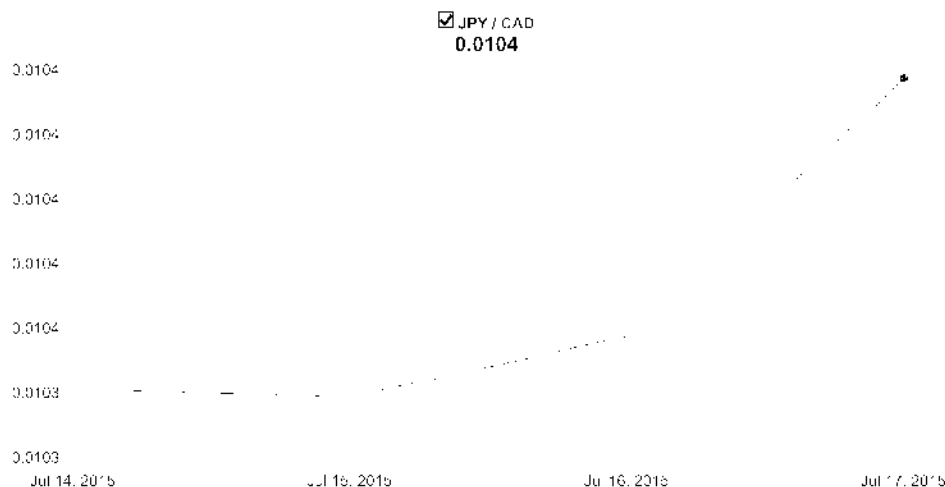
VALUES: Rate

FREQUENCY: Daily

Graph

Table

1 day MIDPOINT rates Friday, Jul 17, 2015 00:00:00 (Japan vs. Canada)



Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates™ are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obscure currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart, **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates—table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FX/CFD trading is high risk and not suitable for everyone. Trading may not be appropriate for your experience, objectives, financial resources & risk tolerance. Losses can exceed investment. See full risk warning.

TRY ALSO...

[Exchange Rate Feeds](#)[Mobile Currency Apps](#)[Add Tools to Your Site](#)

buy now

Like

Country – Japan
Time Period – July 17, 2015
Exchange R 0.0104

Date	Full day	Half Day	Breakfast Only	Lunch Only	Dinner Only	B&L Only	L&D Only	B&D Only	Incidental Only	Total
Group 2	JPY 15,101.00	n/a	JPY 3,119.00	JPY 3,679.00	JPY 7,110.00	JPY 7,851.00	JPY 12,101.00	JPY 10,600.00	JPY 3,582.00	
JPY-CAD	\$ 190.88	n/a	\$ 33.18	\$ 48.83	\$ 77.06	\$ 82.00	\$ 125.89	\$ 110.24	\$ 47.72	
14-Jul-15					X				X	\$ 124.78
15-Jul-15									X	\$ 47.72
16-Jul-15							X		X	\$ 173.61
17-Jul-15			X						X	\$ 80.90
								CAD		\$ 427.01



RBC Royal Bank®

July 24, 2015

Credit Card Account Details

[FAQs](#) [Print](#)

Related Services:

[Go to RBC Rewards](#)
[Add Authorized User\(s\)](#)

S.17

[Benefits](#)

1

[Add Travel Insurance](#)


* Required Information

CAD S.17

Current Balance:	\$10,158.78	Minimum Payment:	\$10.00 due by Aug 04, 2015
Available Credit:	\$9,841.22 of \$20,000.00 Limit	Last Payment:	\$14,664.09 on Jul 06, 2015
Last Statement Balance:	\$8,872.31 on Jul 13, 2015	Previous Statements:	View

*Pay Now:

[Continue](#)

RBC Rewards® Points Balance:

Authorized Transactions : \$0.00 as of July 24, 2015 at 3:04 p.m.

There are currently no authorized transactions to display.

Posted Transactions

Date ▼	Description		Debits	Credits
Jul 19, 2015	ANA AIR S.17	ON		328.76
Jul 17, 2015	S.15		199.48	
	185.00 JPY @ 1.0782			
Jul 16, 2015	WEST JAPAN RAILWAY CO. OSAKA		282.08	
	262.10 JPY @ 1.0762			
Jul 16, 2015	S.15		132.91	
	123.50 JPY @ 1.0761			
Jul 15, 2015	S.15		218.16	
	203.00 JPY @ 1.0746			
Jul 11, 2015	AIR CHINA S.17	ON	1,165.98	
Jul 11, 2015	ANA AIR S.17	ON	782.60	
Jul 10, 2015	PAYPAL *SKYPE 35314369001		14.00	
Jul 06, 2015	KELOWNA CABS # 43 KELOWNA BC		62.00	
Jul 06, 2015	AUTOMATIC PAYMENT - THANK YOU			14,664.09
Jul 04, 2015	PAYPAL *CELLARTRACK S.17	ON	103.49	
Jun 28, 2015	S.15 VANCOUVER BC		2,229.72	
Jun 27, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC		32.00	
Jun 26, 2015	TRANSLINK N WESTMINSTER BC		4.00	
Jun 26, 2015	TRANSLINK N WESTMINSTER BC		4.00	
Jun 26, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC		64.00	
Jun 24, 2015	CITY OF VAN PAYBYPHONE VANCOUVER BC		3.00	

Yu, Jo -BEIJING

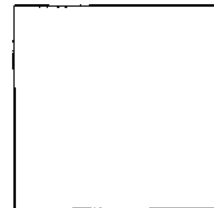
From: Stewart, Ben MIT:EX <Ben.Stewart@gov.bc.ca>
Sent: 2015年7月10日星期五 10:57
To: Yu, Jo -BEIJING
Subject: FW: We've delivered your order

For next expense claim.

From: Skype [<mailto:noreply@alerts.skype.com>]
Sent: Friday, July 10, 2015 10:40 AM
To: Stewart, Ben MIT:EX
Subject: We've delivered your order

This is an automated email. please don't reply.

Hi Ben,



We've delivered your order

It's now ready for you to use. If you have any problems, **visit our support section** on skype.com.

Here are your purchase details:

Skype Name: s.17
Product name: Skype Credit
Total amount: CAD14.00
Transaction date: Jul 10, 2015
Order number: s.17
Order status: Delivered

See the Terms of Use for this order in your **purchase history**.

Please note: This is a recurring payment (not applicable to subscriptions redeemed via a voucher code).

We have stored your payment method and you will be charged each time your subscription automatically renews until you cancel. You can cancel any time on your account page under Subscriptions.

- Proof of citizenship is required for international travel. Be sure to bring all necessary documentation (e.g. passport, visa, transit permit). To learn more, visit our Visa and Passport page ([Opens a new window](#)) .
- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Beijing (PEK) → Tokyo (HND)

14 Jul 2015 - 17 Jul 2015 , 1 round trip ticket

Air China

S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveller Information

Benjamin S.22 Stewart
No frequent flyer details provided
Ticket # 9999603755888
Adult

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

14 Jul 2015 - Departure
Nonstop

Total travel time: 3 h 20 m

Beijing Tokyo 3 h 20 m
2,113 km
PEK HND
5:10pm 9:30pm
Terminal 3 Terminal 1
Air China 183
Economy / Coach (Q) | 44D | Confirm
change seats with the airline*

17 Jul 2015 - Return Nonstop

Total travel time: 3 h 50 m

Tokyo Beijing 3 h 50 m
2,113 km
HND PEK
8:30am 11:20am
Terminal 1 Terminal 3
Air China 184
Economy / Coach (Q) | 40D | Confirm
change seats with the airline*

Price Summary

Traveller 1: C\$1,165.98
Adult
Flight C\$992.00
Taxes & Fees C\$173.98
Total: C\$1,165.98

All prices quoted in Canadian dollars.

Additional Flight Services

- The airline may charge additional fees ([Opens a new window](#)) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.
- Please read the complete penalty rules for changes and cancellations ([Opens a new window](#)) applicable to this

NAME Mr. BEN STEWART

ROOM No. s.15 PAX 1

ARR. 2015/07/14 DEP. 2015/07/15

DATE	DETAIL	ROOM No.	CHARGES	CREDIT	EXPLANATION
07/14	CORPORATE RATE	3346	20,300	*	

1

【クレジット売上票】A

 加盟店名 MERCHANT
 ホテルメトロポリタン丸の内1

03-3211 2233

端末番号 S.17

ご利用E

伝票番号

会員番号

ACCT. NO.

承認番号

取引先

売上

カード

CARD

UC2

金 額 AMOUNT ¥20,300

合計金額 ¥20,300

STEWART BEN

ご利用ありがとうございました。

S739151

売場: 係員:

SALES COUNTER CLERK

お客様控え

CUSTOMERS COPY

GRAND TOTAL	20,300	(CONSUMPTION TAX	1,488)
		(LOCAL TAX	200)

お勘定にはサービス料及び規定の税金が加算されております。個々の伝票に開示してはすでにお返し済みで
 ございますので再発行はいたしかねます。

記載いたしましたお客様の個人情報は宿泊規約に基づくサービスの提供などに必要な範囲で使用いたします。
 日本ホテル(株)プライバシーポリシーの詳細はインターネットのホームページに記載しております。

Taxes have been applied. As individual checks have already been received by the customer (s)
 at each outlet, no copies will be available.

The information required on this statement is established in accordance with the law of Japan. All
 guest information will be protected by the applicable personally identifiable information (PII) law.

SIGNATURE

 ISSUED NO. 071515127216 C 1 1 15 A 1
 15/07/15 08:31 130202

EASTYLE POINT: 0

ADD POINT: 0

収入印紙適用額	
課税金額	(要領)
5万円未満	非課税
10万円以下	200円
20万円以下	400円
20万円以上	任意

security.

- We noticed you did not choose travel protection coverage when booking this flight. If you change your mind, you can purchase insurance prior to travel and receive your insurance certificate via email.

Tokyo (HND) → Hiroshima (HIJ)
15 Jul 2015 - 16 Jul 2015 , 1 round trip ticket

All Nippon Airways S.22

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveller Information

Benjamin S.22 Stewart
Adult
No frequent flyer details provided
Ticket # 2059603755889

Traveller 1: Adult C\$782.60
Flight C\$719.00
Taxes & Fees C\$63.60

Total: **C\$782.60**

/391.30

All prices quoted in Canadian dollars.

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

15 Jul 2015 - Departure
Nonstop

Total travel time: 1 h 20 m

Additional Flight Services

Tokyo Hiroshima 1 h 20 m
666 km

HND HIJ 4:20pm
3:00pm
Terminal
D2

All Nippon Airways 681
Economy / Coach (Y) | 22G | Confirm or
change seats with the airline*

- The airline may charge additional fees (Opens a new window) for checked baggage or other optional services.

16 Jul 2015 - Return Nonstop

Total travel time: 1 h 25 m

Been canceled.

Hiroshima Tokyo 1 h 25 m
666 km

HIJ 3:20pm HND
4:45pm
Terminal
D2

All Nippon Airways 680
Economy / Coach (Y) | 21H | Confirm or
change seats with the airline*

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.
- Please read the complete penalty rules for changes and

July 15th

Richmond School District

Address: 5100 3rd Ave

11000 Koyama, Japan T22

Avi Seisong

領 収 証

様 No. _____

★ 7 3 3 4 8 -

但

現金で支払

平成27年7月15日 上記正に領収いたしました

内 訳

収 入
印 紙

シタコ ウタ-1097

授付金額

消費税額等(%)



サムズカフェ・サーティーン

田中邦夫

広島市中区紙屋町2丁目3番1号
TEL 082-246-0013



INBOX

[クレジット売上票] ⑨

加盟店名 MERCHANT

ANAタカシマカード 株式会社ロイヤル

082-241-1111

s.17

INVOICE

売上金額 AMOUNT ¥12,350
 合計金額 ¥12,350

STEWART BEN

ご利用ありがとうございました

またのご来店お待ちしております

s.17

SALES COUNTER CLERK

お客様控え

CUSTOMERS COPY

ご到着日 /Arrival : 07-15-15
 ご出発日 /Departure : 07-16-15
 人数 /No. of guest(s) : 1
 客室番号 /Room No. : s.15
 会員番号 /IHG® Rewards Club No. : s.22
 明細番号 /Folio No. : 636971
 担当 /Cashier : Cashier_26
 ページ /Page No. : 1 of 1

日付 Date	摘要 Description	備考 Reference	ご利用 Debit	お預かり Credit
07-15-15	Package		12,350	
07-16-15	Credit Card			12,350
合計/Total			12,350	12,350
ご利用金額/Total Amount				12,350
(内消費税/Consumption Tax				914)

私はこの請求書における私の責任が放棄されないのに同意し、上記個人、会社またはその他の団体がこれらの料金の一部または全額を滞納する場合、個人的責任を負うことに同意します。

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

ご署名
Signature

Hiroshima airport to
Shin-Kasan stn

領 収 書

Tokyo J.R.
Famist Airport 領収証

ご利用日付 2015年07月16日
時刻 21時37分
s.17

取引内容: チャージ 金3000円
伝票番号 28173

- この領収証は大切に保存してください。
- 毎度ありがとうございます。

東京駅 積102発行
JR東日本

様

¥1,340-

上記金額正に領収致しました。

2015年07月16日

ご購入明細 品名	枚数	金額
1340	1	1340
合計		1340

広島空港リムジンバス 管理センター

お客様控 クレジットカードご利用票 / CREDIT CARD SALES SLIP R115
s.17 有××-××
(JR西日本)
¥26,210

Hiroshima 17

27. 7.16 00441-01

広島県MV40発行

July 16th

領 収 書

Receipt 様

領収年月日 2015. 7. 16
金額 ¥26,210 (消費税等込み)
【クレジット扱い】

購入商品 JR乗車券類・JR tickets

(00441 1枚)
西日本旅客鉄道株式会社
広島駅
広島県MV40発行 10442-02

印 雑 税 申 告 納
付 に つ き 大 淀
税 務 署 承 認 済

NAME Mr. BEN STEWART

ROOM No. s.15 PAX 1
ARR. 2015/07/16 DEP. 2015/07/17

DATE	DETAIL	ROOM No.	CHARGES	CREDIT	EXPLANATION
07/16	CORPORATE RATE	s.15	18,500		*

1

【クレジット売上票】A

加算店名 MERCHANT
ホテルメトロポリタン丸の内4
s.17

金額 AMOUNT ¥18,500
合計金額 ¥18,500
STEWART BEN
ご利用ありがとうございました。
S663802
売場: SALES COUNTER 係員: CLERK
お客様控え
CUSTOMERS COPY

GRAND TOTAL	18,500	(CONSUMPTION TAX	1,355)
		(LOCAL TAX	200)

お勘定にはサービス料及び規定の税金が加算されております。個々の伝票にしましてはすでにお渡し済みで
ございますので再発行はいたしかねます。

記載いたしましたお客様の個人情報は宿泊規約に基づくサービスの提供などに必要な範囲で使用いたします。
日本ホテル(株)プライバシーポリシーの詳細はインターネットのホームページに記載しております。

Taxes have been applied. As individual checks have already been received by the customer (s)
at each outlet, no copies will be available.

The information required on this statement is established in accordance with the law of Japan. All
guest information will be protected by the applicable personally identifiable information (PII) law.

収入印紙貼付欄
課税金額 (課税印)
5万円未満 非課税
100万円以下 200円
200万円以下 400円
外貨・外貨引
印紙不要

SIGNATURE

ISSUED NO. 071718187947 C 1 1 18 A 1
15/07/17 05:51 131069

EASTYLE POINT: 0

ADD POINT: 0

DEBIT NOTE

付款通知书

Name: Mr.Ben Stewart Debit Note No.: S.17

Period: 02/03/2014--01/03/2016 Date : 22/07/2015

Room No: s.15 Page: 1

Provincial Government of British Columbia Ministry of International
 Copmany Name: Trade Business Service and Accountability Branch

From	To	Description	Amount
02/09/2015--01/10/2015		Room Rental:33000RMB/CAD4.62	7,142.86
02/10/2015--01/11/2015		Room Rental:33000RMB/CAD4.62	7,142.86
02/11/2015--01/12/2015		Room Rental:33000RMB/CAD4.62	7,142.86
02/12/2015--01/01/2016		Room Rental:33000RMB/CAD4.62	7,142.86
02/01/2016--01/02/2016		Room Rental:33000RMB/CAD4.62	7,142.86
02/02/2016--01/03/2016		Room Rental:33000RMB/CAD4.62	7,142.86
Total Balance Due		CAD	42857.14

备注:

此单仅做为付款通知书, 不为正式发票, 如需正式发票, 请交款到帐后6个月之内到前台或财务开具正式发票。

Please Remit Payment To:

USD/EUR/HKD/JPY s.21

银行名称:中国银行

Account Name:

帐号:

Account No.:

帐户名称:

Account Name:

海外汇款帐号:

Swift Code:

地址:

Address:

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:

August 12, 2015

INVOICE #:

150701

FY 15/16 - JULY 2015 - BSCRA AR

BC Trade and Investment Representative Services, North CHINA (BEIJING) Ministry Contract No : FC15563241

RC: 51563

SL: 22441

Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses July 2015 RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - BSCRA	AR- BSCRA	¥ 5,732.09		¥ -	
	Total	¥ 5,732.09	¥ -	¥ -	¥ 5,732.09

TOTAL FOR JULY 2015 FEE

RMB ¥ 5,732.09

Please Remit: ¥ 5,732.09

Accol S.21
Addre

Accol
Bank:
Addre
SWIF1

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

PROGRAM - ACCOUNTABLE

Seed Funding

Project Name: BCSRA AR BJO&SHO July 2015

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB	Ref. Location
	PROGRAM	Seed_funding	BCSRA	2015-7-2	Cash Advance for BCSRA-China Mobile- June		RMB		1,165.70	P3
	PROGRAM	Seed_funding	BCSRA	2015-7-31	staff cost of Dongying YU Hall July		RMB		4,566.39	P4

Note: Need to invoice BCSRA and return to HH monthly

Total 总额: RMB 5,732.09

银行代收费业务专用发票

SPECIAL INVOICE FOR BILL
PAYMENT SERVICE

发 票 联

INVOICE

发票代码 211001432420

发票号码 04621405

开票日期 2011年11月11日

开票金额 5.22

电话费 1.20
短信费 0.50
彩信费 0.50
语音费 0.50
信息费 0.52

子
无
效

Cash Advance for BCSRA - China Mobile Service Fee - Tune
¥1165.71

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:
INVOICE #:

August 1, 2015

Dongying Yu, Program Assistant, North China

Phone: +8610 8535 7700

Fax: +8610 8535 7701

FY 15/16 - JULY 2015 - CONTRACTOR FEE

BC Trade and Investment Representative Services, North CHINA (BEIJING) **Ministry Contract No : FC15563241**

RC: 51563

SL: 22441

Project: (Beijing Office)

EXPENSE TYPE		Fees/Expenses July 2015 RMB	Previous outstanding Balance RMB	Budgeted Amount RMB	Fees/Expenses Payable YTD RMB
FEES - REPRESENTATIVE SERVICES Fixed	Program Assistant	¥ 4,566.39	¥ -		
	Total	¥ 4,566.39	¥ -		

TOTAL FOR JULY 2015 FEE

RMB ¥ 4,566.39

Please Remit: ¥ 4,566.39

Acc: S.21
Add

Acc:
Ban
Add

SWI

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is
in accordance with the approved business
plan, and is satisfactory to demonstrate the
achievement of targets and deliverables as
detailed in Schedule A

☐ the amounts invoiced correspond with the
terms of the contract in Schedule B.



PAGE _____ OF

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

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 – 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.	
----------------	--

WBS 150818

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
065 MIT		2015 11 09	2016	04	

9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (one only)
157426	S.22	STEWART B C W	S.22	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4

13. MAILING ADDRESS FOR CHEQUE

14. POSTAL CODE

15 REASONFORTRAVEL

16. EMPLOYEE OCCUPATION

BUSINESS

SPECIAL REP FOR BC IN ASIA

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/ AIR/FERRY/ COSTS	21. R. 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	26. TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE	→	KM \$	\$		\$	\$	\$		27. \$
M D 08 18									28. 898.49
									29.
									30.
									31.
									32.
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	X CLAIM TOTALS 898.49

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 TRUE STATEMENTS OF RESOURCES VIEW "SHADE AND/OR ALLOWANCES TO VARY NO HAVE NOT BEEN AS A RESULT OF TRAVEL ON GOVERNMENT BUSINESS AS DETAILED ABOVE AND FOR WHICH I HAVE NOT BEEN AND WILL NOT BE BE AWARE OF ANY OTHER PROPERTY	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
---	--------------------------	----------------

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJE CT	AMOUNT	
S.22		06551	6632	2441	VARIOUS	5144444	898	40

[illegible][illegible]

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

55. EXPENSE AUTHORITY SIGNATURE CERTIFIED CORRECT PURSUANT TO SECTION 39 & 35 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICES	PRINT NAME PAUL IRWIN	DATE SIGNED YYYY	MM	DD
--	--------------------------	---------------------	----	----

56. PROCESSING CLERK INITIAL
CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

Date of Travel	Places Travelled To/From	Personal Vehicle Use <u>Depart</u> <u>Arrive</u> Rate: \$.52/km KM Total	Transport Costs Bus/Taxi/ Air/Ferry etc	B L D I	Meal Per Diem Group 3	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost Description	Total Daily Costs
18-Aug-15	Kelowna-Vancouver-Kelowna		\$434.41	X X X	\$ 45.50		Flight: see air canada sheet	\$ 479.91
18-Aug-15						\$ 339.16	car rental(79.42) + Hotel S.15 (339.16)	\$ 418.58
Total		0	\$ -	\$ 434.41	\$ 45.50	\$ 339.16	\$ 79.42	\$ 898.49
STOB 6322			(Internet/Phones)					
STOB 6501	\$ -		(Office Expenses - Non Travel Status Employees)					\$ -
STOB 6531			(Business Expenses)					
STOB 5706			(Travel-Out of Canada)					\$ -
STOB 5712			(Airfare - In Province)					
STOB 5714			(Airfare - Out of Canada)					\$ -
STOB 5702			Travel-In Province)					
STOB 8585	\$ -		(Taxable personal travel)					\$ -
Total	\$ -							
Total	\$	898.49	0	\$ -	\$ -	\$ -	\$ -	\$ 898.49

Date of Travel	Places Travelled		Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km	Bus/Taxi/ Air/Ferry etc					Group 3		Cost	Description	
			KM	Total									
18-Aug-15	Kelowna-Vancouver-Kelowna			\$434.41		X	X	X				Flight: see air canada sheet	\$ 434.41
18-Aug-15											\$ 418.58	car rental(79.42) + Hotel \$15 (339.16)	\$ 418.58
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
Total			0	\$ -	434.41				\$ -	\$ -	\$ 418.58		\$ 852.99



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☐ Out-of-Canada ☒ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

MIT

VOTE

EMPLOYEE NAME

Ben Stewart

EMPLOYEE ID.

POSITION

BCSRA

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

Beijing

DATE DEPARTING

YYYY / MM / DD

2015/08/18

DATE RETURNING

YYYY / MM / DD

2015/08/19

NO. OF WORKDAYS / WEEK

2

ESTIMATED OVERTIME CLAIM

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS

☐ N/A OR:

DESTINATIONS

Vancouver

METHOD OF TRAVEL

Flight (economy)

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

-Internal government meetings

-Teochew International Conference, August 18

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.

PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

2015/07/22

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

2015/07/28

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

July 21, 15

FIN 69/WEB Rev. 2009/10/06

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Aug18-19

DESTINATION(s): Vancouver (from Beijing)

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$1,000.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

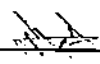
STOBS7 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$20,228.00

FORECASTED TO YEAR END: \$59,772.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐

<i>Meal Per Diem</i>										
Date	Full day	Half Day	Breakfast Only	Lunch Only	Dinner Only	B&L Only	L&D Only	B&D Only	Incidental Only	Total
Group 3	\$ 67.50	N/A	\$ 25.00	\$ 22.75	\$ 29.50	\$ 21.50	\$ 22.75	\$ 44.25	\$ 12.25	
18-Aug-15							X		X	\$ 45.50
								CAD		\$ 45.50



RBC
Royal Bank

RBC S.17

MR BEN STEWART S.17

STATEMENT FROM AUG 14 TO SEP 14, 2015

1 OF 2

PREVIOUS STATEMENT BALANCE

\$5,515.47

IMPORTANT INFORMATION

RBC REWARDS POINTS

S.22

Previous Points balance
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site S.17 n

PAYMENTS & INTEREST RATES

Minimum payment \$10.00
Payment due date OCT 05, 2015
Credit limit \$20,000.00
Available credit \$15,208.18
Annual interest rates:
Purchases 20.50%
Cash advances 20.50%

CALCULATING YOUR BALANCE

Previous Statement Balance	\$5,515.47
Payments & credits	-\$5,515.47
Purchases & debits	\$4,791.82
Cash advances	\$0.00
Interest	\$0.00
Fees	\$0.00

NEW BALANCE

\$4,791.82

TRANSACTION POSTING		ACTIVITY DESCRIPTION	AMOUNT (\$)
DATE	DATE		
AUG 18	AUG 20	AIR CANADA S.17 WINNIPEG MB	\$389.68
		74537865231004016288997	
AUG 18	AUG 20	HUSKY 70TH & MARINE #8 VANCOUVER BC	\$6.67
		74537865231004016288997	
AUG 18	AUG 19	VINCI PARK - CANADA PLACE VANCOUVER BC	\$16.00
		74537865231004016288997	
AUG 19	AUG 20	BUDGET RENT-A-CAR YVR RICHMOND BC	\$56.75
		74500015231463668893018	
AUG 20	AUG 20	S.15	\$339.16
AUG 25	AUG 26	CTrip SH HUACHENG TRAVEL SHANGHAI	\$270.59
		74924425238073005253924	
AUG 27	AUG 28	NATIONAL CAR RENTAL VICTORIA BC	\$158.40
		74537865231004016288997	
AUG 27	AUG 31	TREO, PORT MANN BRIDGE TO VANCOUVER BC	\$3.00
		745061459242820154661815	
SEP 02	SEP 03	CTrip SH HUACHENG TRAVEL SHANGHAI	\$244.37
		74924425238073007277922	
SEP 02	SEP 08	AIR CANADA S.17 MB	\$839.00
		74537865231004016288997	
SEP 02	SEP 08	AIR CANADA S.17 MB	\$250.00
		74537865231004016288997	
SEP 03	SEP 03	AUTOMATIC PAYMENT - THANK YOU	-\$5,515.47
SEP 07	SEP 08	SHU YOU XIAMEN	\$280.77
		74538085251548102170310	
SEP 09	SEP 10	S.15	\$800.26
		Foreign Currency-CNY 1,309.00 Exchange rate-214401	

Foreign Currency-CNY 3,749.97

Exchange rate-213404



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$4,791.82

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
OCT 05, 2015

AMOUNT PAID
\$

RBC S.17
S.17

RBC0190000_1688028_048-238634

03587

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.tbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch

Rental Parking

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: \$15

Exited:

Ticket Number: 57960
Transaction Number: 7526
Rate: A
Parking Fee: \$16.00

Total Fee: \$16.00
Fee Paid: \$16.00
\$17

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 12099609570005

Rental Fuel



Marine Drive Husky Market
709 SW Marine Drive
Vancouver BC
(604) 321-5621
GST# 843144361
Retailer ID 4507828
Rct:08831 8775-2
Batch:1693-1

2015/08/18 22:45:21

Pump# 2
Eth Regular \$6.67
5.133 L x \$1.299/L
AMOUNT \$6.67
GST(Inc Pump) \$0.32

Pre Auth Completion
\$17

Approved

Earn FREE Fuel Fast!
Register today at
myHuskyRewards.ca

RENTAL AGREEMENT



GST Reg No R130617921
www.budgetbc.com

B-01 YVR Airport (Station Code: 4378)
5140 Grant McConachie Way
Richmond, British Columbia V7B 1V1
(604) 668-7000

Contract # S.17

Budget Rent-a-Car of B.C. Ltd. (An Independent Budget System Licensee)

Renter: STEWART, BENJAMIN S.22
BCD Number S.17
Company: MINISTRY OF INTERNATIONAL TRADE
Credit Card: S.17
Authorized Drivers: Renter is Authorized to Drive

Remarks:
Estimated Charges: \$53.06

Vehicle Not allowed to Travel to Alaska, Mexico and the Yukon
Vehicle shall not be operated on highway or roads not maintained by Municipal,
Provincial or Federal Authorities
For Road Assistance, call 604-668-7167

Vehicle Rented: Owner: Unit #:
Model:
Time Out: 18 Aug 2015 16:26 Licensee:
Due Back: 18 Aug 2015 22:00 Km Out:
Return To: 5140 Grant McConachie Way
Richmond, British Columbia

Renter is fully responsible for vehicle until vehicle is checked in and inspected by Budget staff.

Rental Rate Used: C11 Vehicle Class: Compact (Air)
Km Charge: 0.05 per Km
Period From To Amount Km Cap Type
Day 1 End 39.55 200 Regular
Hour 25 End 29.67 0 Regular
Week 1 End 235.32 1400 Regular

Daily Rate is based on a 24 hour day minimum day charge.
Rates do not include fuel or refueling charge plus surcharge and applicable taxes (currently \$3.00 per litre).

Location Recovery Fee: 17.5 % subject to taxes
VLFAC Recovery: 0.77 (Per Day) subject to taxes and Location Recovery Fee
GST: 5% PST: 7% PVRT: 1.50 per Calendar Day (Subject to GST)

All the following Debit/Credit transactions are in Canadian Dollars (CAD\$) unless otherwise indicated

Preauthorization Type Date Auth # Amount Location
S.17

Authorized Drivers:

I agree that there will be no other drivers unless agreed to and stated hereon by Budget.
Renter and Named Drivers Initials: X

Loss/Damage Waiver (LDW)

I accept full responsibility for all loss and damage to the rental vehicle regardless of fault. In consideration of payment of LDW charge per day or part thereof as indicated below, the renter's financial responsibility for the loss or damage to the rented vehicle, per occurrence, is limited to the amount indicated below, except for truck box damage, provided the terms and conditions of this agreement are not violated. LDW is not insurance. See the contractual agreement wallet for full terms and conditions. Regardless of whether LDW is purchased, renter remains financially responsible for damage:

- Caused while the vehicle is in control of any unauthorized drivers
- Caused while vehicle is being driven outside of British Columbia without Written Consent
- Caused to tires, rims, wheels if that is the only damage caused
- To the interior of the vehicle including excessive soilage
- To the undercarriage including excessive soilage
- Towing Charges

LDW Declined Responsibility: Full Replacement Value of Vehicle

Personal Accident Insurance (PAI)
Declined

Personal Effects Coverage (PEC)
Declined

X

X

Excess Liability Insurance (ELI)

BY INITIALING, RENTER DECLINES TO PURCHASE EXCESS LIABILITY INSURANCE. IF THE RENTAL VEHICLE IS IN AN ACCIDENT, RENTER ACKNOWLEDGES THAT RENTER IS FINANCIALLY RESPONSIBLE FOR ALL LIABILITY (PL AND/OR PD) CLAIMS IN EXCESS OF \$1,000,000.00 (ONE MILLION DOLLARS).
ELI Declined

X
I have read and agree to the terms on this rental agreement and the contract rental agreement wallet I have been given. When I present my credit card for payment, all charges, including parking tickets expenses, toll fees and costs, traffic violations, vehicle impoundment and vehicle damage costs can be charged to the presented credit card. My signature below considers to have been made on the applicable credit card voucher. I understand that only drivers authorized in writing by Budget may operate the vehicle.

X

Budget Representative Signature:

Vehicle rental company third party liability in British Columbia is limited to a maximum of \$1,000,000.00 (one million dollars) X

Privacy Statement

By my signature, I acknowledge receipt of all notices that appear on this rental document, agree to the terms and conditions on the separate contract rental agreement wallet provided and agree to be bound by your Privacy Policy available from you.

PRIVACY: By signing this form, I consent (1) to you "Budget" collecting, using and disclosing my personal information (PII) for the purpose of servicing & administering my rentals and related purposes as stated in Budget Privacy Policy including Budget's business management, development & protection; and (2) to Budget using and disclosing my PII to send me information about products and services provided by Budget, Budget licensees, affiliates, & Budget System licensees. Budget may also use (but not disclose) my PII to offer me Budget System program partner organizations products & services.

By checking here, I specify that I do not wish to receive information about the above products & services. If I check this box, please return form to agent at rental counter.

Contract Copy: #1

Print Date & Time: 18 Aug 2015 16:26

Page 1 of 1

Customer Copy

s.15

Room : s.15
Folio # : 858739
Invoice # :
Cashier # : 276
Page # : 1 of 1

Govt BC
Mr Benjamin S.22 Stewart
s.22

Arrival : 08-18-15
Departure : 08-19-15
s.15
s.22

Date	Description	Additional Information	Charges	Credits
08-18-15	Room Charge		292.00	
08-18-15	Destination Marketing Fee		2.92	
08-18-15	Municipal Room tax		5.90	
08-18-15	Provincial Room tax		23.59	
08-18-15	Room GST		14.75	
08-19-15	s.17			339.16
Total			339.16	339.16
Balance Due			0.00	

GST Summary

Room : 14.75
F&B : 0.00
Other : 0.00
Total : 14.75

HST Summary

Room : 0.00
F&B : 0.00
Other : 0.00
Total : 0.00

s.15

Ticket #/Routing	Transaction Date	Fare	CA	SQ	GST	QST	Grand Total	Comments
Benjamin Stewart								
014 2144 174 112	28-Jan-15							This ticket was exchanged towards the
Kelowna- Vancouver	16-Feb-15							purchase of 014 2151 916 913, additional fare
		\$224.00	\$7.12	\$15.00	\$12.31		\$258.43	and taxes applied as per below.
								Total fare and taxes on original ticket
014 2151 916 913	18-Aug-15							
Kelown- Vancouver	18-Aug-15							
Vancouver-Victoria	23-Aug-15							
Victoria- Vancouver	27-Aug-15							
Vancouver- Kelowna	27-Aug-15							
Additional fare and taxes		\$344.00	\$7.13	\$20.00	\$18.55		\$389.68	Total additional fare and taxes on the new ticket
		\$568.00	\$14.25	\$35.00	\$30.86	\$0.00	\$648.11	Grand total fare and taxes paid

$80.11 \div 3 = 26.7$
 $648.11 - 213.1 = 434.41$
 $(-187 + 26.7)$
 see flight itinerary
 187 is personal

Itinerary / Receipt

Website - Contact us.

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

1 844 580 3640
103061750
Booking reference S.22

Name: Mr Benjamin Stewart
E-mail: S.22
Form of payment: S.17

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
AC8417	Kelowna (YLW)	Vancouver (YVR)	CRJ	Economy (H)	Confirmed
Operated by:	Tue 18-Aug 2015	Tue 18-Aug 2015			
Air Canada Express-Jazz	13:50	14:40 - TERMINAL M - MAIN			
AC8071	Vancouver (YVR)	Vancouver (YVR)	BH4	Economy (Q)	Confirmed
Operated by:	Sun 23-Aug 2015	Sun 23-Aug 2015			
Air Canada Express-Jazz	15:00 - TERMINAL M - MAIN	16:17			
AC8064	Victoria (YYJ)	Vancouver (YVR)	DH3	Economy (V)	Confirmed
Operated by:	Thu 27-Aug 2015	Thu 27-Aug 2015			
Air Canada Express-Jazz	12:00	12:15 - TERMINAL M - MAIN			

Operated by:	Thu 27-Aug 2015	Thu 27-Aug 2015
Air Canada Express- Jazz	15:00 - TERMINAL M -MAIN	16:00

Passenger Information

		Passenger 1	
Name:	Mr Benjamin Stewart	Ticket number:	S.17
Frequent Flyer Pgm:	S.22	Program number:	S.22

Purchase Summary

Passenger: 3 Ticket number: S.17

18-Aug 2015

568.00 ✓

(including navigational & other charges)

Taxes, Fees & Charges

- Canada Security Charge (CA)
- Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
- Canada Airport Improvement Fee (SQ)

Total Fare in Canadian dollars:

Ticket particularities:
AC ONLY/NON-REF/CHGE
FEE-BG:AC

*Fare calculation:
S.17

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-7787

RC Canada Harmonized Sales Tax (HST) #10009-7287

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.

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	Meal
AC8413 ¹	Kelowna (YLW) Mon 16-Feb 2015 08:40	Vancouver, Vancouver Int'l (YVR) Mon 16-Feb 2015 09:42 - Terminal M	0	1hr02	DH3	Flex, H	

Operated by:

Air Canada Express - Jazz

Passenger Information

1: Mr Benjamin Stewart : Adult (16+), Ticket Number: 0142144174112

Air Canada - S.22

Meal Preference : **None**

Aeroplan :

Payment Card: S.17

Special Needs: **None**

Seat Selection: AC8413 1D (**Preferred**)

Purchase Summary

Fare Summary

Passenger Type **Adult**

Air Transportation Charges

Departing Flight - Flex **212.00**

Surcharges 12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee 15.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 12.31

Air Travellers Security Charge (ATSC) 7.12

Total before options (per passenger) **258.43**

Number of passengers x 1

Total with options **258.43**

Travel Insurance (declined) 0.00

Grand Total - Canadian dollars

\$258.43 (2)

Payment Information

Credit/Debit Card S.17

Amount paid: **\$258.43**

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

Air Canada: \$258.43 (Airfare - per ticket)

Ticket number(s): 0142144174112

Fare Rules

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

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	Depart Arrive	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
05-Sep-15	Kelowna-Vancouver- Beijing		\$ 2,364.94				Flight AC8413 & AC 29 (1/2 Personal)	\$ 2,364.94
31-Jul-15	Beijing-Vancouver- Kelowna		\$ 2,439.42				AC8414 & AC30 (1/2 Personal)	\$ 2,439.42
Total		0 \$ -	\$ 4,804.36		\$ -	\$ -	\$ -	\$ 4,804.36
STOB 6322	\$ -	(Internet/Phones)						
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)						\$ -
STOB 6531		(Business Expenses)						
STOB 5706		(Travel-Out of Canada)						\$ -
STOB 5712		(Airfare - In Province)						
STOB 5714		(Airfare - Out of Canada)						\$ -
STOB 5702		(Travel-In Province)						
STOB 8585	\$ -	(Taxable personal travel)						\$ -
Total	\$ -							
Total		0 \$ -	\$ -		\$ -	\$ -	\$ -	\$ 4,804.36

Date of Travel	Places Travelled		Personal Vehicle Use Rate: \$.52/km etc KM Total	Transportation Costs Bus/Taxi/ Air/Ferry	B L D I	Meal Per Diem Group 3	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
	To/From	<i>Depart</i> <i>Arrive</i>						Cost	Description	
05-Sep-15	Kelowna- Vancouver- Beijing			\$ 2,364.94					Flight AC8413 & AC29 (personal)	\$ 2,364.94
31-Jul-15	Beijing-Vancouver- Kelowna			\$ 2,439.42					AC8414 & AC30	\$ 2,439.42
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
Total			0	\$ -				\$ -		\$ 4,804.36

Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM	Bus/Taxi/ Air/Ferry etc				Group 3	Cost	Description	
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
Total (this page)			0	\$ -	0			\$ -	\$ -	\$ -	\$ -
Total (cumulative)			0	\$ -	\$ 4,804.36			\$ -	\$ -	\$ -	\$ 4,804.36



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☐ Out-of-Canada ☒ In-Province

ESTIMATED COSTS (IN CAN. \$)

Transportation	3,500
Meals	
Lodging	
Overtime	
Fees	
Other	
SUB TOTAL	3,500
Less Costs paid by others	
TOTAL COSTS	3,500

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)		VOTE	
MIT			
EMPLOYEE NAME		EMPLOYEE ID.	
Ben Stewart			
POSITION		BARGAINING UNIT / GROUP NO.	
BCSRA			
BRANCH / LOCATION / REGION			
Beijing			
DATE DEPARTING YYYY / MM / DD	DATE RETURNING YYYY / MM / DD	NO. OF WORKDAYS AWAY	ESTIMATED OVERTIME CLAIM HOURS
2015/07/31	2015/08/30	21	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS			
<input type="checkbox"/> N/A, OR:			
DESTINATIONS			
Vancouver			
METHOD OF TRAVEL			
Flight (economy)			

PURPOSE OF TRAVEL
Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.
Personal trip

SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.
PLEASE SIGN ONE BOX ONLY

DIRECTOR		DATE SIGNED YYYY / MM / DD
APPROVED	NOT APPROVED	
ASSISTANT DEPUTY MINISTER		DATE SIGNED YYYY / MM / DD
APPROVED	NOT APPROVED	2015/07/22
DEPUTY MINISTER		DATE SIGNED YYYY / MM / DD
APPROVED	NOT APPROVED	
MINISTER		DATE SIGNED YYYY / MM / DD
APPROVED	NOT APPROVED	

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

July 28, 15

FIN 99/WEB Rev. 2008/10/02

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Jul31 - Aug30

DESTINATION(s): Vancouver

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,500.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$20,228.00

FORECASTED TO YEAR END: \$59,772.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS: 

RECOMMENDED: YES ☒ NO ☐



RBC
Royal Bank

RBC S.17

MR BEN STEWART EXP S.17

STATEMENT FROM JUN 16 TO JUL 13, 2015

1 OF 2

PREVIOUS STATEMENT BALANCE

\$14,664.09

MR BEN STEWART EXP
S.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
JUN 15	JUN 16	CHONG QING ZHOU JI JIU DICHONGQING 74629215167:51679509232 Foreign Currency-CNY: 840.00 Exchange rate: 224119	\$171.46
JUN 19	JUN 23	AIR CANADA S.17 ANADA.COMMB 74537865:73024018335614	\$4,878.83
JUN 19	JUN 22	APPLE CABS KELOWNA BC 7472924517200005:900005	\$40.00
JUN 23	JUN 26	CITY OF VAN PAYBYPHONE VANCOUVER BC 74500015176667427415872	\$2.50
JUN 23	JUN 26	CITY OF VAN PAYBYPHONE VANCOUVER BC 74500015176667427427879	\$9.33
JUN 23	JUN 26	CITY OF VAN PAYBYPHONE VANCOUVER BC 74500015176667427458288	\$1.20
JUN 23	JUN 24	VINCI PARK - CANADA PLACEVANCOUVER BC 74064495175920:20364173	\$44.00
JUN 24	JUN 29	CITY OF VAN PAYBYPHONE VANCOUVER BC 74500015176667432032943	\$11.80
JUN 24	JUN 29	CITY OF VAN PAYBYPHONE VANCOUVER BC 74500015176667432195643	\$8.00
JUN 24	JUN 29	CITY OF VAN PAYBYPHONE VANCOUVER BC 7450001517666743221795	\$3.00
JUN 24	JUN 25	VINCI PARK - CANADA PLACEVANCOUVER BC 74064495175920:20332718	\$23.00
JUN 26	JUN 29	VINCI PARK - CANADA PLACEVANCOUVER BC 74064495175920:21271618	\$64.00
JUN 26	JUN 29	TRANSUNK N WESTMINSTERBC 7470341:517820051:076599	\$4.00
JUN 26	JUN 29	TRANSUNK N WESTMINSTERBC 7470341:517820051:1143555	\$4.00
JUN 27	JUN 29	VINCI PARK - CANADA PLACEVANCOUVER BC 74064495175920:16855364	\$32.00
JUN 28	JUN 29	S.15	\$2,229.72

IMPORTANT INFORMATION

RBC REWARDS POINTS

Previous Points balance	S.22
Points earned this statement	
Points adjusted this statement	
New points balance	

CONTACT US

Customer Service / Lost & stolen	1-888-769-2597
Collect outside North America	(416) 876-1000
Web site	S.17

PAYMENTS & INTEREST RATES

Minimum payment	\$10.00
Payment due date	AUG 04, 2015
Credit limit	\$20,000.00
Available credit	\$11,127.69
Annual interest rates:	
Purchases	20.50%
Cash advances	20.50%

CALCULATING YOUR BALANCE

Previous Statement Balance	\$14,664.09
Payments & credits	-\$14,664.09
Purchases & debits	\$8,872.31
Cash advances	\$0.00
Interest	\$0.00
Fees	\$0.00
NEW BALANCE	\$8,872.31



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$8,872.31

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
AUG 04, 2015

AMOUNT PAID
\$

RBC S.17
S.17

RBC0190000_8:80357_018-86272

01255

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.rbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch

information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

Provide Passenger Information

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8413 ¹	Kelowna (YLW) Mon 06-Jul 2015 08:20	Vancouver, Vancouver Int'l (YVR) Mon 06-Jul 2015 09:18 - Terminal M	0	14hr50	DH3	Business Class (lowest), Y	
AC029	Vancouver, Vancouver Int'l (YVR) Mon 06-Jul 2015 12:10 - Terminal M	Beijing, Beijing Capital (PEK) Tue 07-Jul 2015 14:10 - Terminal 3	0		77W	Business Class (lowest), Z	<input checked="" type="checkbox"/> M, L
AC030	Beijing, Beijing Capital (PEK) Fri 31-Jul 2015 16:05 - Terminal 3	Vancouver, Vancouver Int'l (YVR) Fri 31-Jul 2015 11:25 - Terminal M	0	13hr05	77W	Business Class (lowest), D	<input checked="" type="checkbox"/> M, B
AC8414 ¹	Vancouver, Vancouver Int'l (YVR) Fri 31-Jul 2015 13:10 - Terminal M	Kelowna (YLW) Fri 31-Jul 2015 14:10	0		DH3	Business Class (lowest), Y	



Business Class is not available or not offered on flight AC8413¹, segment YLW-YVR. You will be seated in Economy class.



Business Class is not available or not offered on flight AC8414¹, segment YVR-YLW. You will be seated in Economy class.



B: Breakfast L: Lunch M: Meal (Non Specific)

Operated by:

¹ Air Canada Express - Jazz

Pre-order your onboard duty-free-items



You can pre-order your duty-free items now, and have them delivered directly to your seat on board. **Earn up to 2 Aeroplan Miles for every \$1 spent.** [Details](#)

Provide Passenger Information

- on flight AC029

You can pre-order duty-free items online for the following flight(s):



AC029: Vancouver - (YVR) to Beijing (PEK)

Enjoy a **15% discount** on all duty-free items you pre-order online

Passenger Information

1: **Mr. Benjamin S.22 Stewart : Adult (16+), Ticket Number S.17**
 Air Canada - s.22 Meal Preference : **Regular**
 Aeroplan :
 Payment Card: s.17 Special Needs: **None**
 Seat Selection: **AC8413 1F (Preferred) , AC029 3A ,**
AC030 2K , AC8414 1F (Preferred)

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	4398.99
Surcharges	30.01
Carrier surcharges	390.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.75
Air Travellers Security Charge (ATSC)	25.91
China Airport Fee	18.17
Total before options (per passenger)	4878.83
Number of passengers	x 1
Total with options	4878.83
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$4878.83

Payment Information

Credit/Debit Card S.17

- Amount paid: **\$4878.83**

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

Air Canada: \$4878.83 (Air Transp. Charges - per adult)

Ticket number(s) **S.17**

enRoute City Guide

Beijing

China's capital is expanding outward but also growing within. Thriving neighbourhoods are cropping up past the Fifth Ring Road and subway lines that opened in 2009 are giving access to the city's core. Landmarks like Tian'anmen Square, the Forbidden City and the Great Wall symbolize China's attachment to its storied past, while the striking designs of the National Stadium and CCTV building hint at ambitions for the future.



Read the complete guide

Fare Rules



RBC
Royal Bank

RBC S.17

MR BEN STEWART S.17

STATEMENT FROM AUG 14 TO SEP 14, 2015

1 OF 2

PREVIOUS STATEMENT BALANCE

\$5,515.47

IMPORTANT INFORMATION

RBC REWARDS POINTS

S.22

Previous Points balance
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site **S.17**

PAYMENTS & INTEREST RATES

Minimum payment **\$10.00**
Payment due date **OCT 05, 2015**
Credit limit **\$20,000.00**
Available credit **\$15,208.18**
Annual interest rates:
Purchases **20.50%**
Cash advances **20.50%**

CALCULATING YOUR BALANCE

Previous Statement Balance	\$5,515.47
Payments & credits	-\$5,515.47
Purchases & debits	\$4,791.82
Cash advances	\$0.00
Interest	\$0.00
Fees	\$0.00

NEW BALANCE

\$4,791.82

MR BEN STEWART EXP
S.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
AUG 18	AUG 20	AIR CANADA S.17 WINNIPEG MB 74537855231004016288991	\$389.68 ✓
AUG 18	AUG 20	HUSKY 70TH & MARINE #8 VANCOUVER BC 74590015231570282245217	\$6.67 ✓
AUG 18	AUG 19	VINCI PARK - CANADA PLACE VANCOUVER BC 74064195231920121920144	\$16.00 ✓
AUG 19	AUG 20	BUDGET RENT-A-CAR YVR RICHMOND BC 74500015231463568893018	\$56.75
AUG 20	AUG 20	S.15	\$339.16
AUG 25	AUG 26	CTRIP SH HUACHENG TRAVEL SHANGHAI 749244252318073030253924	\$270.59
✗ AUG 27	AUG 28	NATIONAL CAR RENTAL VICTORIA BC 74537415233/37666919363	\$158.40
✗ AUG 27	AUG 31	TREC, PORT MANN BRIDGE TO VANCOUVER BC 749511952310020154662945	\$3.00
SEP 02	SEP 03	CTRIP SH HUACHENG TRAVEL SHANGHAI 749244252318073030253924	\$246.37
SEP 02	SEP 08	AIR CANADA S.17 WINNIPEG MB 7453786523170004014055963	\$839.00 ②
SEP 02	SEP 08	AIR CANADA S.17 WINNIPEG MB 7453786523100004013883760	\$250.00 ③
SEP 03	SEP 03	AUTOMATIC PAYMENT - THANK YOU	-\$5,515.47
SEP 07	SEP 08	SHU YOU XIAMEN 74932085251548102170310	\$280.77
SEP 09	SEP 10	S.15	\$800.26

Foreign Currency: CNY 3,749.97

Exchange rate: 213404



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$4,791.82

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
OCT 05, 2015

AMOUNT PAID
\$

RBCS.17
S.17

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.rbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch

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MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4



RBC
Royal Bank

RBC S.17

MR BEN STEWART S.17

STATEMENT FROM JUL 14 TO AUG 13, 2015

* OF 2

PREVIOUS STATEMENT BALANCE

\$8,872.31

IMPORTANT INFORMATION

RBC REWARDS POINTS

Previous Points balance **s.22**
Points earned this statement
Points adjusted this statement
New points balance

CONTACT US

Customer Service / Lost & stolen 1-888-769-2597
Collect outside North America (416) 974-1822
Web site **s.17**

PAYMENTS & INTEREST RATES

Minimum payment **\$10.00**
Payment due date **SEP 03, 2015**
Credit limit **\$20,000.00**
Available credit **\$14,184.53**
Annual interest rates:
Purchases **20.50%**
Cash advances **20.50%**

CALCULATING YOUR BALANCE

Previous Statement Balance **\$8,872.31**
Payments & credits **-\$8,872.31**
Purchases & debits **\$5,515.47**
Cash advances **\$0.00**
Interest **\$0.00**
Fees **\$0.00**

NEW BALANCE \$5,515.47

MR BEN STEWART EXP

s.17

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
JUL 11	JUL 14	ANA AIR 2059603755889F10BICKE ON	\$782.60
JUL 15	JUL 17	74870215194871140029161	\$218.16
JUL 16	JUL 20	74542015197060150769637	\$132.91
JUL 16	JUL 20	Foreign Currency JPY 20.300 Exchange rate: 0.12745	
JUL 16	JUL 20	74980005196619800076435	\$282.08
JUL 16	JUL 20	Foreign Currency JPY 22.350 Exchange rate: 0.12745	
JUL 16	JUL 20	WEST JAPAN RAILWAY CO. OSAKA	
JUL 17	JUL 22	74980005200819800147869	\$199.48
JUL 17	JUL 22	Foreign Currency JPY 26.210 Exchange rate: 0.10742	
JUL 17	JUL 22	74542015202900750797515	
JUL 19	JUL 21	Foreign Currency JPY 18.550 Exchange rate: 0.10742	
JUL 19	JUL 21	ANA AIR s.17 TOBICOKE ON	-\$328.76
JUL 30	AUG 03	74972115201877011758537	
AUG 04	AUG 05	AIR CANADA s.17 CANADA.COMMB	\$3,640.88
AUG 04	AUG 05	741978005172004070736427	
AUG 04	AUG 05	WWW.AIRCHINA.COM.CN BEIJING	\$259.36
AUG 04	AUG 05	74111415201153833125911	
AUG 04	AUG 05	Foreign Currency CNY 1,150.60 Exchange rate: 21.0948	
AUG 04	AUG 04	AUTOMATIC PAYMENT - THANK YOU	-\$8,543.55

NEW BALANCE

\$5,515.47

Time to Pay

If you make only the Minimum Payment each month, we estimate it will take 48 year(s) and 4 month(s) to fully repay the outstanding balance. Our estimate is based on the New Balance shown on this statement and your current credit card account terms.



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$5,515.47

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
SEP 03, 2015

AMOUNT PAID
\$

RBC S.17
s.17

Payment options
• Telephone banking 1-800-769-2511
• Online banking www.rbcroyalbank.com
• RBC Royal Bank ATM
• RBC Royal Bank Branch

RBC0190000_8996322_027-132391

02365

MR BEN STEWART EXP
SUITE 3
2429 DOBBIN RD
WEST KELOWNA BC V4T 2L4

* Can my booking be changed online?

Additional passenger information is required

Your current flight itinerary includes travel to a country that requires additional passenger information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

$$f = 0.049 + 0.00018 \times 10^6 \times 0.0001225 \times 10^6$$

Flight Itinerary

[illegible]

U1 B: Breakfast L: Lunch M: Meal (Non Specific)

Operated by:

¹ Air Canada Express - Jazz

Pre-order your onboard duty-free-items



You can pre-order your duty-free items now, and have them delivered directly to your seat on board. **Earn up to 2 Aeroplan Miles for every \$1 spent.** Details

Pre-order duty-free items

- on flight AC029

You can pre-order duty-free items online for the following flight(s):

- AC029: Vancouver - (YVR) to Beijing (PEK)

Enjoy a 15% discount on all duty-free items you pre-order online

Passenger Information

1: Mr Benjamin S.22 Stewart : Adult (16+), Ticket Number: S.17

Air Canada - Aeroplan : S.22 Meal Preference : Regular

Payment Card: S.17 Special Needs: None

Seat Selection: None

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	3160.00
<u>Surcharges</u>	30.00
<u>Carrier surcharges</u>	390.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	15.00
<u>Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)</u>	0.75
<u>Air Travellers Security Charge (ATSC)</u>	25.91
<u>China Airport Fee</u>	19.22
Total before options (per passenger)	3640.88
Number of passengers	x 1
Total with options	3640.88
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$3640.88 ①

Payment Information

Credit/Debit Card S.17 - Amount paid: **\$3640.88**

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

- Air Canada: \$3640.88 (Air Transp. Charges - per adult)

Ticket number(s): S.17

enRoute City Guide

Beijing

China's capital is expanding outward but also growing within. Thriving neighbourhoods are cropping up past the Fifth Ring Road and subway lines that opened in 2009 are giving access to the city's core. Landmarks like Tian'anmen Square, the Forbidden City and the Great Wall symbolize China's attachment to its storied past, while the striking designs of the National Stadium and CCTV building hint at ambitions for the future.

 **Read the complete guide**

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC8414	Vancouver (YVR)	Kelowna (YLW)	DH3	Economy (Y)	Confirmed
<i>Operated by:</i>	Fri 09-Oct 2015	Fri 09-Oct 2015			
<i>Air Canada Express- Jazz</i>	13:15 - TERMINAL M -MAIN	14:14			
Seat number(s) requested: 1F					

Passenger Information

		Passenger 1	
Name:	Mr Benjamin Stewart	Ticket number:	S.17
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	S.22

Purchase Summary

Passenger: 1 Ticket number **S.17**

Date of issue

02-Sept 2015

Fare Amount in Canadian dollars:

4,029.00

(including navigational & other charges)

Taxes, Fees & Charges

Combined Taxes *see fare calculation below (XT)

Total Fare in Canadian dollars:

839.00A (2)

Options

Change fee in Canadian dollars

250.00 (3)

Ticket particularities:

NONREF/CHGFEE -BG:AC

*Fare calculation:

S.17

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.

Ticket #/Routing	Transaction Date	Fare	VQ Surcharge	CA	SQ	GST	Travel Taxes	Grand Total	Comments
Benjamin Stewart 014 2151 278 336	30-Jul-15								This ticket was exchanged towards the purchase of 014 2152 500 250 as the outbound travel date was changed from Sept 3 to Sept 4
Kelowna- Vancouver	03-Sep-15								There was an additional collection of outbound fare only, no additional taxes applied. See below
Vancouver- Beijing	3-Sep-15								
Beijing- Vancouver	9-Oct-15								
Vancouver- Kelowna	9-Oct-15								
		\$3,190.00	\$390.00	\$25.91	\$15.00	\$0.75	\$19.22	\$3,640.86	Grand Total on Original Ticket
Benjamin Stewart 014 2152 500 250	30-Jul-15								
Kelowna- Vancouver	04-Sep-15								
Vancouver- Beijing	4-Sep-15								
Beijing- Vancouver	9-Oct-15								
Vancouver- Kelowna	9-Oct-15								
Additional fare		\$839.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$839.00	Grand total of additional charges on New ticket
		\$4,029.00	\$390.00	\$25.91	\$15.00	\$0.75	\$0.00	\$4,460.66	Grand Totals PAID

19.22

4479.88

+ 250 = 4729.88 grand total.

4729.88 / 2 = 2364.94

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:

September 7, 2015

INVOICE #:

150801

FY 15/16 - AUGUST 2015 - BSCRA AR

BC Trade and Investment Representative Services, North CHINA (BEIJING) Ministry Contract No : FC15563241

RC: 51563

SL: 22441

Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses August 2015 RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - BSCRA	AR- BSCRA	¥ 5,234.53		¥ -	
	Total	¥ 5,234.53	¥ -	¥ -	¥ 5,234.53

TOTAL FOR AUGUST 2015 FEE

RMB ¥ 5,234.53

Please Remit: ¥ 5,234.53

Acc S.21
Adc

Acc
Bar
Adc
SW

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

PROGRAM - ACCOUNTABLE

Seed Funding

Project Name: BCSRA AR BJO&SHO August,2015

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB	Ref. Location
	PROGRAM	Seed_funding	BCSRA	2015-8-31	Cash Advance for BCSRA-China Mobile- July		RMB		668.14	P3
	PROGRAM	Seed_funding	BCSRA	2015-8-31	staff cost of Dongying YU Hall August		RMB		4,566.39	P4

Note: Need to invoice BCSRA and return to HH monthly

Total 总额: RMB 5,234.53

大写合计
Total in letters

SPECIAL INVOICE FOR BILL
PAYMENT SERVICE

联 副 监 票 方 便 发

Invoice code

pivoire No.

密

代收员 平 24.
The agent bank

BENJAMIN s.22

STEWART

The client

开票日期

Date 帳務起

付録B (Index)

12月24日

语音通信费

【附註】

手写无效

~~✓~~F6AB8F048FAA5F67

¥668

陆佰陆拾捌元零角肆分

Bank card No.

147 A 21

¥668.14

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:
INVOICE #:

September 1, 2015

Dongying Yu, Program Assistant, North China

Phone: +8610 8535 7700

Fax: +8610 8535 7701

FY 15/16 – AUGUST 2015 – CONTRACTOR FEE

BC Trade and Investment Representative Services, North CHINA (BEIJING) **Ministry Contract No : FC15563241**

RC: 51563

SL: 22441

Project: (Beijing Office)

EXPENSE TYPE		Fees/Expenses August 2015 RMB	Previous outstanding Balance RMB	Budgeted Amount RMB	Fees/Expenses Payable YTD RMB
FEES - REPRESENTATIVE SERVICES Fixed	Program Assistant	¥ 4,566.39	¥ -		
	Total	¥ 4,566.39	¥ -		

TOTAL FOR AUGUST 2015 FEE

RMB ¥ 4,566.39

Please Remit: ¥ 4,566.39

Account
Address

Account
Bank
Address
SWIF

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

Date of Travel	Places Travelled To/From	Personal Vehicle Use <u>Depart</u> <u>Arrive</u> Rate: \$.52/km KM Total	Transportation Costs Bus/Taxi/ Air/Ferry etc	B	L	D	I	Meal Per Diem Group 3	Accomm. Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost Description	Total Daily Costs
										Avg Hist Exch. Rate RMB-CAD 0.209	
06-Sep-15	Beijing Xiamen		\$268.97	X	X			\$ 87.15	\$ 261.25	Flight CA1809+ Taxi in Xiamen (45 rmb+1 rmb) s.15	\$ 617.37
07-Sep-15	Xiamen						X	\$ 34.61	\$ 261.25	s.15	
									\$ 273.58	Hosting: Canada Fujin Society Federation members	\$ 569.44
08-Sep-18	Xiamen				X	X		\$ 88.11	\$ 261.25	s.15	\$ 349.36
09-Sep-15	Xiamen Chengdu		\$ 270.59				X	\$ 34.61	\$ 188.10	Flight MF8441 s.15	\$ 493.30
10-Sep-15	Chengdu Beijing		\$ 244.37				X	\$ 34.61		Flight CA1426	\$ 278.98
STOB 6322	\$ -	(Internet/Phones)									\$ -
STOB 6501	\$ -	(Office Expenses - Non Travel Status Employees)									
STOB 6531		(Business Expenses)									\$ -
STOB 5706		(Travel-Out of Canada)									
STOB 5712		(Airfare - In Province)									\$ -
STOB 5714		(Airfare - Out of Canada)									
STOB 5702	\$ -	(Travel-In Province)									\$ -
STOB 8585	\$ -	(Taxable personal travel)									
Total	\$ 2,308.46		\$ 783.93					\$ 279.10	\$ 1,245.42	\$ -	\$ 2,308.46

[illegible]





Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Sep06-12

DESTINATION(s): Xiamen, Chengdu & Chongqing (from Beijing)

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$3,800.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$20,228.00

FORECASTED TO YEAR END: \$59,772.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐

September 6

- 9:10 Cathy and Leanne depart for Xiamen by flight MF8306,
Dep: 9:10, Arr: 10:10
- 8:50 BCSRA arrive Xiamen by flight CA1809, Dep: 08:50, Arr: 11:55
(The above flight is suggested. Please book a morning flight if you don't like this one.)
- 12:30 Cathy and Leanne pick up BCSRA from Airport and transfer to hotel
- 13:00 S.15

September 7

- 9:00 Depart for meeting with Xiamen Airlines (15 kms)
厦门航空
厦门市埭辽路 22 号
- 9:30 Meeting with Xiamen Airlines
- 10:30 Depart for meeting with Zijin Mining Group (6 kms)
- 10:45 Meeting with Zijin Mining Group
紫金矿业厦门分部
厦门市湖里区泗水道 599 号海富中心 B 栋 19-22 层
- 12:00 Lunch with Fujian Canada Business Association
- 14:30 Depart for Meeting with KingLong Bus Group (30 kms)
厦门金龙联合汽车工业有限公司
福建省厦门市集美区金龙路 695 号
- 15:30 Meeting with KingLong Bus Group
- 17:00 S.15
- 18:00 Arrive at Hotel
- Evening program: visit QKY Oyster Bar (operated by a Vancouver seafood company)

September 8

- 8:30 Depart for Xiamen Int'l Convention Center
- 9:08 Attend CIFIT opening
厦门国际会展中心 1 号馆 C 厅大堂
- 12:00 Lunch with CIFIT Organizer and Fujian Commerce Department
Venue: TBC
- 14:30 Canada Investment Seminar by CCBC
BC Presentation for CCBC/Invest in Canada Seminar
Venue: TBC
- 16:30 Networking Dinner
Venue: TBC

September 9

- 8:00 Check-out from S.15

8:30 Depart for Xiamen Airport
 9:00 Arrive at Xiamen Airport
 11:25 Ben, Cathy and Leanne depart for Chengdu by Flight MF8441 (Dep: 11:25, Arr: 14:10)
 14:10 Ben, Cathy and Leanne arrive Chengdu (Gala to join by separate flight from Guangzhou)
 15:00 Arrive and Check-in at S.15 (18 kms)
 18:00 Dinner with members of CKGSB MBA alumni in Sichuan

September 10

8:30 Depart for Sichuan Dept. of Commerce (5 kms)
 四川省商务厅
 成华街 7 号
 9:00 Meeting with Sichuan Dept. of Commerce
 10:30 Meeting with Mme. Huang Yanrong, Vice Governor of Sichuan (3 kms)
 12:00 Lunch Meeting with Sichuan Xinye Mining Co., Ltd
 14:00 Invest in Canada Seminar by CCBC / BC Presentation
 17:00 Depart for Investment Bureau of Sichuan (7 kms)
 四川省投资促进局
 永陵路 25 号
 17:30 Meeting with Investment Bureau of Sichuan
 18:30 Dinner with Investment Bureau of Sichuan at Haidilao
 四川海底捞餐饮股份有限公司

September 11

7:30 Check out from S.15 Hotel and depart for Chengdu East Railway Station
 (Cathy and Leanne to Depart for Guangzhou by Flight, TBC)
 7:50 Arrive at Chengdu East Railway Station
 8:22 Ben and Gala Depart for Chongqing by Train D2208 (Chengdu East 0822 to Chongqing North 1029)
 10:45 Arrive in Chongqing North Station and Depart for Canadian Consulate General in Chongqing (9 kms)
 加拿大驻重庆总领事馆
 重庆市渝中区五一路大都会商厦 17 楼
 11:15 Meeting with Canadian Consulate General in Chongqing
 12:30 Lunch (TBC)
 13:30 Depart for Zongshen Industry Group (18 kms)
 宗申产业集团
 重庆市巴南区宗申工业园
 14:30 Meeting with ZuoZongshen
 Weekend
 (Golf with ZuoZongshen? Followed by Dinner?)

ENGLISH

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Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

Sep 6, 2015

Sep 10, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

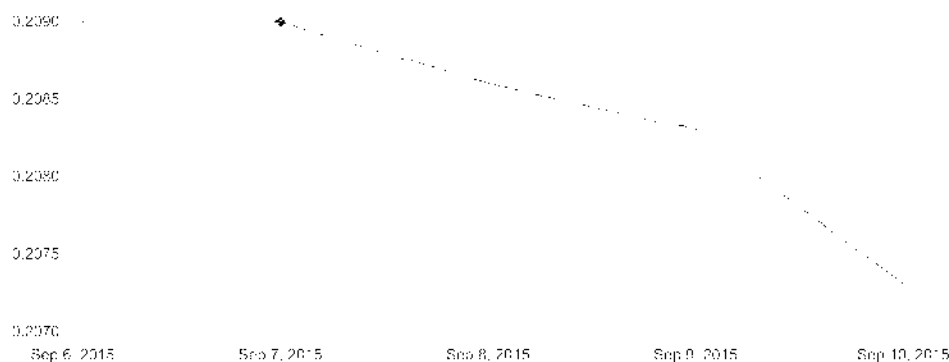
VALUES: Rate

FREQUENCY: Daily

Graph

Table

MIDPOINT Monday, Sep 7, 2015 11:00 AM EDT

☒ CNY / CAD
0.2090


Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates™ are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency converters on table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FXCC-10 Platform is a high risk and not suitable for everyone. Trading involves a high degree of risk for your capital and losses. Financial professionals & risk to chance. Losses can exceed investment. See full risk warning.

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Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Ben Stewart
Prepared By: Mariah McCarley

Purpose of Travel: Business Meetings- Zijin Mining Group, CIFIT, Fujian Canada Business Association, Kinglong Bus Group,
Invest in Canada Seminar, Canadian Consult General, Vice Governor of Sichuan

SMARTTEC Confirmation Number: TEC0915000600057

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#
2015/09/06	Airplane	Beijing	Xiamen	1,722.0	191.4	CA1809
2015/09/09	Airplane	Xiamen	Chengdu	1,543.0	171.5	MF8441

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/09/10	Airplane	Chengdu	Beijing	1,517.0	168.6	CA1426

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/09/06	Swiss Intl Hotel Xiamen	Xiamen	3	37.8
2015/09/09	Swiss Intl Hotel Xiamen	Chengdu	1	12.6

Total CO2 Equivalent Emissions: 582.0 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.

Historical Exchange Rate	
Country - China	
Time period -September 10, 2015	
Exchange Rate -	0.209

Meal Per Diem(RMB)											
Date	Full day	Half Day	Breakfast Only	Lunch Only	Dinner Only	B&L Only	L&D Only	B&D Only	D&I Only	Incidental Or	Total
Group 3 - Beijing											
CNY-CAD	\$ 187.47	\$ 298.24	\$ 33.44	\$ 43.89	\$ 66.88	\$ 77.33	\$ 254.98	\$ 100.32	\$ 110.14	\$ 43.26	
Group 3 - Other											
CNY-CAD	\$ 149.98	\$ 238.59	\$ 26.75	\$ 35.11	\$ 53.50	\$ 61.86	\$ 203.98	\$ 80.26	\$ 88.11	\$ 34.61	
06-Sep-15 (Beijing)				x						x	\$ 87.15
07-Sep-15 (Other)										x	\$ 34.61
08-Sep-15 (Other)									x		\$ 88.11
09-Sep-15 (Other)										x	\$ 34.61
10-Sep-15 (Other)										x	\$ 34.61
										CAD	\$ 279.10



RBC Royal Bank*

September 13, 2015

Credit Card Account Details

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Related Services:

[Go to RBC Rewards](#)[Add Authorized
User\(s\)](#)

S.17

[Benefits](#) [Add Travel Insurance](#)

* Required Information

CAD S.17

Current Balance: \$3,846.96 **Minimum Payment:** \$10.00 due by Sep 03, 2015**Available Credit** : \$14,246.14 of \$20,000.00 Limit **Last Payment:** \$5,515.47 on Sep 03, 2015**Last Statement Balance:** \$5,515.47 on Aug 13, 2015 **Previous Statements:** [View](#)***Pay Now:** [Continue](#)

RBC Rewards® Points Balance: S.22

Authorized Transactions : \$1,906.90 as of September 14, 2015 at 10:38 a.m.

Date ▼	Description	Pending Debits	Pending Credits
Sep 12, 2015	BEIJING COUNTRY GOLF CLUB CHINA	162.90	
Sep 11, 2015	ETIHAD AIRWAYS EY ABCDEF LAS VEGAS NV	320.16	
	Foreign Currency		
Sep 11, 2015	AIR CHINA LIMI CA ABCDEF LAS VEGAS NV	780.79	
	Foreign Currency		
Sep 09, 2015	XIANG GE LI LA DA JIU 8628	643.05	
	Foreign Currency		

Posted Transactions

Date ▼	Description	Debits	Credits
Sep 10, 2015	S.15 900.00 CNY @ .2136	192.31	Rem.
Sep 09, 2015	S.15 3749.97 CNY @ .2134	800.26	Rem.
Sep 07, 2015	SHU YOU XIAMEN 1309.00 CNY @ .2144	280.77	Rem.
Sep 03, 2015	AUTOMATIC PAYMENT - THANK YOU		5,515.47
Sep 02, 2015	AIR CANADA S.17 WINNIPEG MB	839.00	
Sep 02, 2015	AIR CANADA S.17 WINNIPEG MB	250.00	
Sep 02, 2015	CTRIIP SH HUACHENG TRAVEL SHANGHAI	244.37	
Aug 27, 2015	TREO, PORT MANN BRIDGE TOVANCOUVER BC	3.00	
Aug 27, 2015	NATIONAL CAR RENTAL VICTORIA BC	158.40	
Aug 25, 2015	CTRIIP SH HUACHENG TRAVEL SHANGHAI	270.59	
Aug 20, 2015	S.15	339.16	

Aug 19, 2015	BUDGET RENT-A-CAR YVR RICHMOND BC	56.75	
Aug 18, 2015	HUSKY 70TH & MARINE #8 VANCOUVER BC	6.67	
Aug 18, 2015	AIR CANADA S.17 WINNIPEG MB	389.68	
Aug 18, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC	16.00	
Aug 04, 2015	www.alrchina.com.cn BEIJING 1190.00 CNY @ .2179	259.36	
Aug 04, 2015	AUTOMATIC PAYMENT - THANK YOU		8,543.55
Jul 30, 2015	AIR CANADA S.17 IRCANADA.COM MB	3,640.88	
Jul 19, 2015	ANA AIR 2059603755889 ETOBICOKE ON		328.76
Jul 17, 2015	S.15 185.00 JPY @ .0107	199.48	
Jul 16, 2015	WEST JAPAN RAILWAY CO. OSAKA 262.10 JPY @ .0107	282.08	
Jul 16, 2015	S.15 123.50 JPY @ .0107	132.91	
Jul 15, 2015	S.15 203.00 JPY @ .0107	218.16	
Jul 11, 2015	ANA AIR S.17 ETOBICOKE ON	782.60	

56.75
6.67
389.68
16.00
259.36

Car
Breakdown

Important Information

- The amount displayed for an Authorized Transaction may be different from what you actually paid, as some merchants require a temporary hold be placed on additional funds. This is a common practice at merchants such as gas stations, restaurants and hotels. The correct amount will display when the transaction is shown as a Posted Transaction.
- Some payments, such as those made from non-RBC accounts, are not available in real time and will not appear in your Authorized Transactions. These payments will not be reflected in your Available Credit until they have been settled and included in Posted Transactions.
- A delay may occur between the time a transaction is settled and removed from Authorized Transactions, and when it appears in Posted Transactions.
- Some transactions may appear as both an Authorized and a Posted Transaction until settled.

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From: Noble, Lance
To: Yu, Jo - BEIJING
Subject: FW: 预定确认 Reservation Confirmation
Date: 2015年8月4日 10:16:52

Can you put this flight for Sunday, Sept 6 in Ben's calendar.

From: 中国国航 AirChina [mailto:ace@airchina.com]
Sent: 2015年8月4日 10:10
To: Noble, Lance
Subject: 预定确认 Reservation Confirmation

Air China Logo



Air China Ltd.
Service and Sales Hotline:95583

Thank you for choosing www.airchina.com.cn for your travel plans. Please read these important details carefully regarding your purchase and itinerary:

Tips: Visit Air China's website at www.airchina.com.cn to check in and print your own boarding pass. Experience this convenient, fast service! For available destinations and specific check-in time limits, please click through and check the following: Homepage - Travel Information - Online Check-in - List of Domestic or International Available Cities

Booking Confirmation

Reservation Code: S.22

Main contact: Benjamin Stewart

Issue Date: Tue, 04 Aug 2015

Email: lnoble@britishcolumbia.ca

Cell phone: S.17

Passengers

Benjamin Stewart	Flight	S.22
	Passport	
	Ticket Number	
	Mobile Phone Number	
	Seat	

Air Itinerary Details

Outbound

Beijing Capital International Airport, CN	Xiamen Gaoqi Airport, CN	CA 1809 Fare Family: Economy
Sun, 06 Sep 2015, 08:50	Sun, 06 Sep 2015, 11:55	Air China Flex
		Limited Stop: 0

Free Baggage Allowance:

Adult: Check with Carrier at Check in

Fare Breakdown (Currency Unit: CNY)

Passenger Type	Base Fare per person	Taxes per person	Total Fare per person	Number of passengers	Total Fare
Adult 12+	1,140	50	1,190	x 1	1,190

PEK-XMN: Economy Flex Fare Family Benefits

1. Booking Class: B, M, H, K, L, Q class
2. Non-Endorsable
3. Rebooking Fee Prior to Departure (per change): 10%. Passengers will also need to pay the difference in fare (if any). For tickets booked on Air China official website, rebooking can be done through the official website or 95583. For tickets booked through other channels like Taobao flagship store, rebooking can be done through 95583 only.
4. Rebooking Fee After Departure(per change): 20%. Passengers will also need to pay the difference in fare (if any).
5. Refund Fee Prior to Departure (children's ticket are subject to the same standard that apply to adult tickets): 20%. For refunds of partially used tickets, the refund amount will be calculated after deducting the fare and taxes corresponding to the flight segment(s) used.
6. Refund Fee After Departure (children's ticket are subject to the same standard that apply to adult tickets): 30%

Yu, Jo -BEIJING

From: Noble, Lance
Sent: 2015年8月25日 星期二 15:50
To: Yu, Jo -BEIJING
Subject: FW: Flight reservation confirmation

Follow Up Flag: Follow up
Flag Status: Completed

For your files.

From: Ctrip Flight Reservation Department [<mailto:arsv@ctrip.com>]
Sent: 2015年8月25日 15:49
To: Noble, Lance
Subject: Flight reservation confirmation



[View booking on Ctrip](#)

Mainland China: 400 619 9999 Other locations: (+86) 21 3210 4669

Flight reservation confirmation

Dear Noble/Lance (Account: S.17)

Your ticket(s) have been issued.

Booking no.	S.22	Details	Total amount
Booking date	25 Aug 2015 15:44		Fare CNY 1,130.00 * 1
Reservation from	Online		Taxes CNY 50.00 * 1
Payment method	Credit card		Delivery fee CNY 0.00
			Insurance fee CNY 40.00
			3% service fee CNY 37.00

Handwritten: \$ 270.19

CNY 1,297.00

Departing

[Ticket policy](#)

Xiamen - Chengdu Nonstop



Xiamen Airlines MF8441 Economy

2h45m

Yu, Jo -BEIJING

From: Noble, Lance
Sent: 2015年9月2日 星期三 13:36
To: Yu, Jo -BEIJING
Subject: FW: Flight reservation confirmation

Please put this Chengdu-Beijing flight for Sept 10 in Ben's calendar.

From: Ctrip Flight Reservation Department [mailto:a_rsv@ctrip.com]
Sent: 2015年9月2日 13:32
To: Noble, Lance
Subject: Flight reservation confirmation



[View booking on Ctrip](#)

Mainland China: 400 619 9999 Other locations: (+86) 21 3210 4669

Flight reservation confirmation

Dear Noble/Lance (Account S.17)

Your ticket(s) have been issued.

Booking no.	S.22	Details	Total amount
Booking date	2 Sep 2015 13:28		Fare
Reservation from	Online		Taxes
Payment method	Credit card		Delivery fee
			Insurance fee
			3% service fee

CNY 1,133.00

CNY 1,010.00 * 1

CNY 50.00 * 1

CNY 0.00

CNY 40.00

CNY 33.00

Departing

Chengdu - Beijing Nonstop

[Ticket policy](#)



Air China CA1426 Economy

2h40m

21:15

CTU

Thu 10 Sep

Chengdu Chengdu Shuangliu International Airport

存根

厦门市出租汽车专用发票

代码 135021410881

号码

监督电话:

投诉及举报电话:

司机: 135021410881

流水号:

5101 004723148

车牌 D-TD932

班号 028599

日期 2013年09月06日

上车 06:50 12:22

下车 2:42

单价 1.00元/公里

里程 16.89公里

等候 00:01.12

等候 45.00元

合计 0元

路桥费 0元

合计 0元

合计 0元

合计 0元

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中国银行

BANK OF CHINA

持卡人联(CARDHOLDER COPY)

商户名称(MERCHANT NAME)

厦门舒友餐饮有限公司

SHU YOU

商户号(MER) 104350258129077

终端号(TER) 35020563

发卡方(ISSUER) s.17

卡号(CARD NO.)

s.17

金额(AMOUNT):

RMB 1309.00

操作员(OPERATOR NO):001

s.17

持卡人签名(CARDHOLDER SIGNATURE)

STEWART/BEN

Ziamen lunch hosting.

本人确认以上交易或惠顾其归入本卡帐户。
I ACKNOWLEDGE SATISFACTORY RECEIPT OF
RECEIPT OF RELATIVE GOODS/SERVICES.

厦门海峡出租汽车
股份有限公司 客运定额发票

发票联

发票代码 135021369811

发票号码 02985483

票价: 壹元

Taxi Taxi 2.00 Ziamen

Mr Ben Stewart
Canada

Folio No. :
A/R Number :
Group Code :
Company : Hupeden Co
Rewards :

Room No. : s.15
Arrival : 09-06-15
Departure : 09-09-15
Conf. No. :
Cashier : 254 CLMINIE
Page No. : 1 of 1

Mr Ben Stewart

s.15

09-09-15 09:39

Date	Description	Charges	Credits
09-06-15	ROOM CHARGE	1,249.99	
09-07-15	ROOM CHARGE	1,249.99	
09-08-15	ROOM CHARGE	1,249.99	
Total		3,749.97	0.00
Balance		3,749.97	

Guest Signature: _____

s.15

CARDHOLDER COPY
持卡人存根

收单银行 (Acquirer): s.17
商户名称 (Merchant):

商户编号 (Merchant ID)
卡 号 (Card Number)
批 次 号 (Batch NO.):
查 询 号 (Invoice NO.)
参 考 号 (Ref. NO.):

交易类型 (Tran. Type): 授权完成(AUTH COMPLETION)
金 额 (Amount/RMB): 3749.97
备注信息 (Note):

Bank of China
s.15

终端编号 (Terminal ID): s.17
卡 类 别 (Card Type):
有 效 期 (Exp. Date):
流 水 号 (Trace NO.):
日期时间 (Date Time):
授 权 码 (Auth. Code):

本人确认以上交易 同意将其记入本卡帐户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

s.15

Mr Ben Stewart
Canada

INFORMATION INVOICE

Folio No.
Room No s.15
Person(s)
Arrival 09/09/15 15:32
Departure 10/09/15 00:00
Cashier No. FOZIVA / 28
Page No 1 of 1

s.15

10/09/15 12:38

DATE	TEXT	REF#	TIME	DEBITS	CREDITS
09/09/15	Room Charge			900.00	
10/09/15	s.17				900.00
Total				900.00	900.00
Balance				0.00	RMB

s.15

宾客姓名 (Guest Name): (EN) Mr Stewart, Ben 房间号 (Room Number): s.15
酒店地址: s.15
(Hotel Addr.)

收单银行 (Acquirer): s.17
商户名称 (Merchant):
商户编号 (Merchant ID):
操作员 (User ID):
卡号 (Card Number):
批次号 (Batch NO.):
查询号 (Invoice NO.):
参考号 (Ref. NO.):
交易类型 (Trans. Type): 消费 (SALE)
金额 (Amount RMB): 900.00
EMV信息 (EMV Info.):

Bank of China
s.15
终端编号 (Terminal ID): s.17
卡类别 (Card Type):
有效期 (Exp. Date):
流水号 (Trace NO.):
日期时间 (Date Time):
授权码 (Auth. Code):

备注信息 (Note):
请保留: 本次交易以芯片方式完成。

C: 193854826703500
TAR: 0080938800
TS: 1800
AID: A00000030941010
App Label: VISA

本人确认以上交易一同意将其记入本账户。
I AUTHORIZE SETTLEMENT RETEMP. OF BILLING GOODS SERVICES.

s.15

Date of Travel	Places Travelled		Personal Vehicle	Transport	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous	Total Daily
	To/From	<u>Depart</u> <u>Arrive</u>	Use Rate: \$.52/km KM Total	Costs Bus/Taxi/ Air/Ferry etc					Group 3	Cost	(Car rental, phone, atm fees, etc) Description	Costs
14-Sep-15	Beijing			\$ 810.11		X	X	\$ 112.27			Avg exch rate JPY-CAD 0.0109 Flight Etihad airways889 (781.96) + Skyline Tokyo (28.15) s.15	\$ 1,160.05
	Tokyo									\$ 237.67		
15-Sep-15	Tokyo			\$ 25.18			X	\$ 50.01		\$ 14.00	Skype+ JTB Shinkansen (2,310JPY) s.15	\$ 326.86
										\$ 237.67		
16-Sep-15	Tokyo						X	\$ 50.01			s.15 Tokyo + Hosting: Michiko Aoshima, Manager, Intl Edu & Inno, BCTIR Tokyo	\$ 287.68
										\$ 237.67		
17-Sep-15	Tokyo						X	\$ 50.01		\$ 552.56	Hosting @ J-Mups (attendeenees see attached hosting list) s.15	\$ 840.25
										\$ 237.68		
18-Sep-15	Tokyo			\$ 502.72		X	X	\$ 130.78			JR TOUKAI MINATOKU(CAD169.37) + Flight Etihad airway889 (CAD319.94)+ Cash: Nagoya train-airport (1230JPY)	\$ 633.50
	Beijing											
Total				\$ 1,338.01						\$ 950.69	\$ 566.56	\$ 3,248.34
STOB 6322	\$ 14.00	{Internet/Phones}										
STOB 6501	\$ -	{Office Expenses - Non Travel Status Employees}										\$ -
STOB 6531		{Business Expenses}										
STOB 5706		{Travel-Out of Canada}										\$ -
STOB 5712		{Airfare - In Province}										
STOB 5714		{Airfaire - Out of Canada}										\$ -
STOB 5702		{Travel-In Province}										
STOB 8585	\$ -	{Taxable personal travel}										\$ -
Total			0 \$ -	\$ -				\$ -	\$ -	\$ -	\$ -	\$ 3,248.34

Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc				Group 3	Cost	Description
14-Sep-15	Beijing			\$810.11		X	X			Flight Etihad airways889 (781.96) + Skyline Tokyo (28.15) Hotel S.15
	Tokyo								\$ 237.67	
15-Sep-15	Tokyo		2,310 JPY				X		\$ 14.00	Skype+ JTB Shinkansen (2,310JPY) Hotel IS.15
									\$ 237.67	
16-Sep-15	Tokyo						X			s.15 Tokyo + Hosting: Michiko Aoshima, Manager, Intl Edu & Inno, BCTIR Tokyo
									\$ 237.67	
17-Sep-15	Tokyo						X		\$ 552.56	Hosting @ J-Mups (attendenees see attached hosting list) s.15
									\$ 237.68	
18-Sep-15	Tokyo		169.37 +319.94 1230 JPY			X	X			JR TOUKAI MINATOKU + Flight Etihad airway889+ Cash: Nagoya train-airport
	Beijing									
Total			0 \$ -	810.11				\$ - \$ - \$ -	\$ 1,517.25	

Total Daily Costs	Date of Travel	Places Travelled To/From	Personal	Transportation	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous
			Vehicle Use	Costs							(Car rental, phone, atm fees, etc)
			Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc							Cost
\$ 1,047.78											
#VALUE!											
\$ 237.67											
\$ 790.24											
#VALUE!											
\$ -											
\$ -											
#VALUE!	Total (this page)		0 \$ -	0					\$ -	\$ -	\$ -
	Total (cumulative)		0 \$ -	\$ 810.11					\$ -	\$ -	#####



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Sep14-18

DESTINATION(s): Beijing to Tokyo

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$2,750.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$25,403.00

FORECASTED TO YEAR END: \$54,597.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS: _____

RECOMMENDED: YES ☒ NO ☐

HISTORICAL EXCHANGE RATE

Country – Beijing/ Japan

Time Period – July 17, 2015

Exchange Rate – 0.2081

Exchange Rate – 0.0109

Meal Per Diem(JPY)

Date	Full day	Half Day	Breakfast Only	Lunch Only	Dinner Only	B&L Only	L&D Only	B&D Only	Incidental Only	Total
Group 2	CNY 4150.00	n/a	CNY 1350.00	CNY 2200.00	CNY 1200.00	CNY 1500.00	CNY 1725.00	CNY 4000.00	CNY 2100.00	
CNY-CAD	\$ 189.37	n/a	\$ 31.32	\$ 45.78	\$ 68.57	\$ 77.10	\$ 260.02	\$ 99.89	\$ 43.70	
Group 2	JPY 16000.00	n/a	JPY 1350.00	JPY 16000.00	JPY 7100.00	JPY 7000.00	JPY 12175.00	JPY 11000.00	JPY 11000.00	
JPY-CAD	\$ 216.73	n/a	\$ 34.77	\$ 51.18	\$ 80.77	\$ 85.95	\$ 131.94	\$ 115.54	\$ 50.01	
14-Sep (Beijing)					X				X	\$ 112.27
15-Sep (Tokyo)									X	\$ 50.01
16-Sep (Tokyo)									X	\$ 50.01
17-Sep (Tokyo)									X	\$ 50.01
18-Sep (Tokyo)					X				X	\$ 130.78
									CAD	\$ 343.08

ENGLISH

OANDA

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G-1

Currency I Have:

Japanese Yen

JPY

Currencies I Want:

CAD

RANGE: Custom

Sep 14, 2015

Sep 18, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

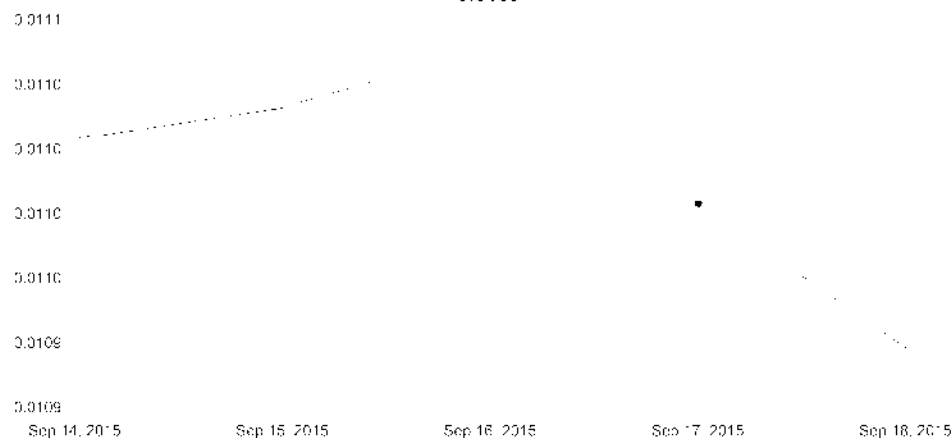
TRY ALSO...

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Graph

Table

1. MIDPOINT rate for Friday, Sep 18, 2015 (last available price) 0.01109

☒ JPY / CAD
0.0109


Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obscure currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FXCM OANDA is a high risk and not suitable for everyone. Trading involves a high degree of risk for your investment and losses can exceed investment. See full risk warning.

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Like 34

G-1

Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

Sep 14, 2015

Sep 18, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

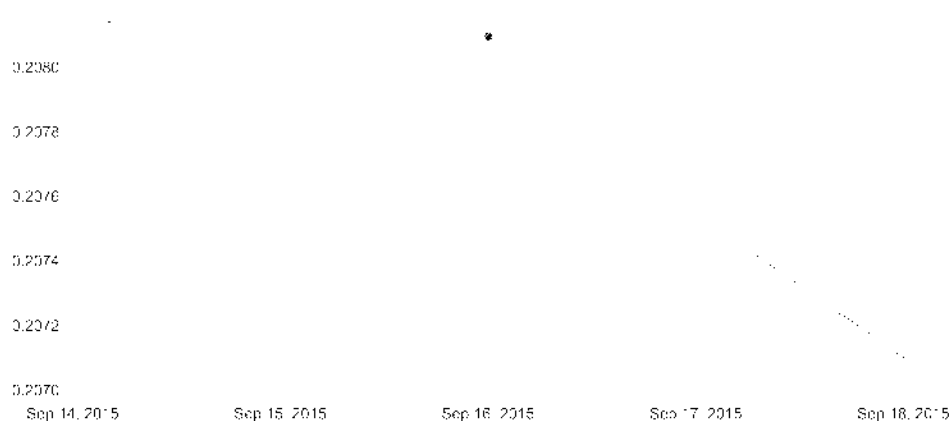
VALUES: Rate

FREQUENCY: Daily

Graph

Table

CNY / CAD - MIDPOINT - Wednesday, Sep 16, 2015

☒ CNY / CAD
0.2081


Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3 letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obscure currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FXCM OANDA is a high risk and not suitable for everyone. Trading involves a high degree of risk for your investment and losses can exceed investment. See full risk warning.

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RBC Royal Bank®

September 29, 2015

Credit Card Account Details

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Related Services:

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User\(s\)](#)

s.17

[Benefits](#)[Add Travel
Insurance](#)

* Required Information

CAD \$17

Current Balance: \$9,299.34 **Minimum Payment:** \$10.00 due by Oct 05, 2015

Available Credit ⓘ: \$5,583.16 of \$20,000.00 Limit **Last Payment:** \$5,515.47 on Sep 03, 2015

Last Statement Balance: \$4,791.82 on Sep 14, 2015 **Previous Statements:** [View](#)

***Pay Now:** [Select Payment Option](#) ▼ [Go to page 2](#)

RBC Rewards® Points Balance: 0

Authorized Transactions ⓘ: \$5,117.50 as of September 30, 2015 at 9:13 a.m.

Date ▼	Description	Pending Debits	Pending Credits
Sep 27, 2015	AIR CAN - MB	5,117.50	

Posted Transactions ⓘ

Date ▼	Description	Debits	Credits
Sep 24, 2015	AIR CHINA s.22 VANCOUVER BC 278.70 USD @ 1.3691	381.59	
Sep 24, 2015	CHINA SOUTH s.17 BELLEVUE WA 349.70 USD @ 1.3691	478.80	
Sep 21, 2015	HONG ZHONG GUO JI JIAO YUBEIJING 7338.00 CNY @ .2135	1,567.21	Chinese class
Sep 18, 2015	s.15 SIBUYAKU 824.00 JPY @ 1.1537	950.69	s.15
Sep 17, 2015	JR TOUKAI MINATOKU 146.80 JPY @ 1.1537	169.37	✓
Sep 17, 2015	CAFE RESTAURANT TOKYO 485.00 JPY @ 1.1392	552.56	✓
Sep 14, 2015	PAYPAL *SKYPE s.17	14.00	✓
Sep 14, 2015	KEISEI SKYLINER TOKYO 24.70 JPY @ 1.1396	28.15	✓
Sep 14, 2015	ETIHAD AIR s.22 NEW YORK NY 235.00 USD @ 1.3614	319.94	✓ No payo-8
Sep 14, 2015	BEI JING HENG HE GUO JI CBEIJING	45.21	
Sep 12, 2015	BJ COUNTRY GOLF CLUB BEIJING	162.90	

Per. Cash
Nagoya train to airport

JPB

71.230

o.jp/

毎週ありはとうていあり
お返めのトッア・ターボア等
もう一冊お返めためくださる。

NAME Mr. STEWART BENJAMIN s.22

ROOM No. s.15 PAX 1
ARR. 2015/09/14 DEP. 2015/09/18

DATE	DETAIL	ROOM No.	CHARGES	CREDIT	EXPLANATION
09/14	CORPORATE RATE	3045	20,300	*	
09/15	CORPORATE RATE	3045	20,300	*	
	TENQOO		1,200	*	No.0022
09/16	CORPORATE RATE	3045	20,300	*	
09/17	CORPORATE RATE	3045	20,300	*	

1

【クレジット売上票】A

加盟店名 MERCHANT

ホテルメトロポリタン丸の内3

03-3211-2233

s.17

金額 AMOUNT ¥82,400
 合計金額 ¥82,400
 STEWART BEN
 ご利用ありがとうございました。
 S815051

売場: SALES COUNTER 係員: CLERK
 お客様控え

CUSTOMERS COPY

TOTAL 82,400 (CONSUMPTION TAX 5,952)
 (LOCAL TAX 800)

お勘定にはサービス料及び規別の税金が加算されております。個々の伝票に関しましてはすでにお渡し済みでございますので再発行はいたしかねます。

記載いたしましたお客様の個人情報は宿泊規約に基づくサービスの提供などにも必要な範囲で使用いたします。日本ホテル(株)プライバシーポリシーの詳細はインターネットのホームページに記載しております。

Taxes have been applied. As individual copies have already been received by the customer (s) at each outlet, no copies will be available.

The information required on this statement is established in accordance with the law of Japan. All guest information will be protected by the applicable personally identifiable information (PII) law.

SIGNATURE

ISSUED NO. 091817169317 C 1 1 17 * A 1
 15/09/18 09:30 130372

EASTYLE POINT: 0

ADD POINT: 0

現金払込金額	
現金金額	(換金率)
50万円未満	非課税
100万円以下	200円
200万円以下	400円

クレジット
印鑑不要

Yu, Jo -BEIJING

From: Ben Stewart -S.22
Sent: 2015年9月15日 星期三 23:29
To: Yu, Jo -BEIJING
Subject: Fwd: Receipt for Your Payment to Skype Communications Sarl

Follow Up Flag: Follow up
Flag Status: Flagged

For next expense claim:

Ben Stewart
Sent from my iPhone

Begin forwarded message:

From: "service@intl.paypal.com" <service@intl.paypal.com>
Date: September 15, 2015 at 10:44:53 AM GMT+9
To: Ben Stewart Exp s.22
Subject: Receipt for Your Payment to Skype Communications Sarl



Sep 14, 2015 19:46:32 GMT-04:00
Transaction ID: S.17

Hello Ben Stewart Exp,

**You sent a payment of \$14.00 CAD to Skype Communications Sarl
(contactus@skype.net)**

It may take a few moments for this transaction to appear in your account.

Merchant
Skype Communications Sarl
contactus@skype.net

Instructions to merchant
You haven't entered any instructions.

Description	Unit price	Qty	Amount
	Subtotal		\$14.00 CAD
	Total		\$14.00 CAD
	Payment		\$14.00 CAD

Charge will appear on your credit card statement as "PAYPAL *SKYPE"
Payment sent to contactus@skype.net

Invoice ID: 6825000003584930147

Skype Credit	\$14.00 CAD	1	\$14.00 CAD
--------------	-------------	---	-------------



領 収 証

領収証番号	02648843098-01-41
通 番	T003-019800
発 行 日	2015年 9月15日

Government of British Columbia 様

下記の金額正に領収いたしました

¥ 2, 3 1 0 ※

但し 9月18日 国内クーポン券類代金として

ご入金内訳

日 付	種 別	金 額
2015/09/15	現 金	¥2,310
合 計 金 額		¥2,310

店 舗 名	株式会社 JTB 首都圏 丸の内店
住 所	〒100-0005 東京都千代田区丸の内 1-4-1 丸の内水楽ビル1階
電話番号	TEL: 0570-200-458

出納責任者	岡野 輝美
取 扱 者	柴崎 佳子

印

¥0

領収個所名、領収者印の無いもの及び金額訂正のものは無効です。

Ta Kyo - Ho stung

J-Mups

クレジットカード売上票
お客様控

加盟店名 MERCHANT カルピス フォール
03-3355-8447

ご利用日 DATE 15/09/17 21:54:17

s.17

金額 AMOUNT ¥48,500

合計金額 TOTAL AMOUNT ¥48,500

s.17

売場

係員

ARC : 00

お客様控

お客様控

会社名・会員番号
取引内容:お買上

s.17

クレジットカードご利用票 / CREDIT CARD SALES SLIP

s.17

支払...

R426

有XX-XX

(JR東海)

¥14,680

169.57 CAD.

157.56 CAD.

* クレジットカードご利用票 *
* (お客様控) *

お取扱日 2015/09/14 22:20:40
s.17

金 額 ￥2,470
管理番号 01373

7/20/15 KIN

- ・この控えは、大切に保存してください。
- ・乗車券等の払戻の際は、お買い控えと購入時のクレジットカードが必要になります。
- ・払戻の方法等に制限があります。
- ・ご利用ありがとうございます。

京成電鉄株式会社

Hosting List

Corporation	Name	Title	Department
* Japan Petroleum Exploration Co., Ltd. (JAPFX)	Mr. Tetsuo Fukuhara	Manager	Canada LNG Project Dept.
JX Engineering Corporation	Mr. Michiharu Yamamoto		
JGC Corporation	Mr. Eiji Shirakawa		Americas & Africa Sales Department
Chubu Electric Power Co., Inc.	Mr. Hitoshi Komeda	Assistant Manager	Upstream Equity, Fuels Department
Mitsui Matsushima Co., Ltd.	Mr. Yoichi Haginoya	Executive Officer	Overseas Business Department
Ministry of Economy, Trade and Industry (METI)	Mr. Kenichiro Koreeda	Deputy Director	Americas Division, Trade Policy Bureau
Suzuken Co., Ltd.	Mr. Kohei Kitao	Senior Manager	

Nagoya (NGO) → Beijing (PEK)

Sep 18, 2015 - Sep 19, 2015 . 1 one way ticket

Etihad Airways **S.22**

Your reservation is booked and confirmed.
There is no need to call us to reconfirm
this reservation.

Traveler Information

benjamin No frequent Ticket #
S.22 flyer details 6077679762924
stewart provided
Adult

* Seat assignments, special meals, frequent
flyer point awards and special assistance
requests should be confirmed directly with the
airline.

Sep 18, 2015 - Departure Total travel time: 3 h 30 m
Nonstop

3 h 30
m
1,158
mi
Nagoya Beijing
NGO PEK
9:35pm 12:05am
+1 day
Terminal
3
(Arrives
on Sep
19, 2015)
Etihad Airways 889
Economy / Coach (V)
Confirm seats with the
airline *

Price Summary

Traveler 1: \$235.00
Adult:
Flight \$193.00
Taxes & Fees \$42.00
Expedia \$0.00
Booking Fee

Total: \$235.00

All prices quoted in US
dollars.

319.94 CAD

Additional Flight Services

- The airline
may charge
additional
fees (Opens
a new
window) for
checked
baggage or
other
optional
services.

Airline Rules & Regulations

- We understand that sometimes
plans change. We do not charge a
cancel or change fee. When the
airline charges such fees in
accordance with its own
policies, the cost will be
passed on to you.
- Tickets are nonrefundable,
nontransferable and name changes
are not allowed.
- Please read the complete penalty
rules for changes and
cancellations (Opens a new
window) applicable to this fare.
- Please read important
information regarding airline
liability limitations (Opens a
new window).



PAGE OF

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

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 – 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WBS150927

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. 30 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
065 MIT		2015 10 08	2016	04	

9. EMPLOYEE ID. 152766	10. EMPLOYEE SUPPLIER NO. S.22	11. EMPLOYEE SURNAME STEWART BEN S.22	INITIALS	12. EMPLOYEE GROUP NO. (one only) <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
13. MAILING ADDRESS FOR CHECKING			14. POSTAL CODE	

13. MAILING ADDRESS FOR CHEQUE

ON FILE

15. REASON FOR TRAVEL

16. EMPLOYEE OCCUPATION

SPECIAL REP FOR BC IN ASIA

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE D STANCE X KM RATE KM \$	20. BUS/TAXI/ AIR/FERRY/ COSTS \$	21. B/L D ✓✓✓	22. MFALS: ALL.OWANCE/ 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									27. \$
28. 09/27									28. 232
									29. 84
									30.
									31.
									32.
									33.
									34.
									35.
									36.
									37.
TOTALS OF COLUMNS		38.	39.		40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	38. 232
								X CLAIM TOTALS	84

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	➔	45. TOTAL DISTANCE TO DATE	TOTAL IN BOX 4
-------------------------------	--	---	----------------------------	----------------

46. EMPLOYEE SIGNATURE	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
------------------------	--------------------------	----------------

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STORE	52. PROJECT	AMOUNT	
S.22		065	011663	22441	VARIOUS	0144444	232	84

[illegible]

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

55. EXPENSE AUTHORITY SIGNATURE CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.		PRINT NAME PAUL IRWIN	DATE SIGNED YYYY MM DD
56. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT			

Date of Travel	Places Travelled	Personal Vehicle Use	Transport Costs	B L D I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc		Group 3	Cost	Description	
							Avg Exch Rate CNY- CAD 0.2082	
12-Sep-15	Beijing					\$ 162.90	Hosting: Alefrdo Bascou, Minister of Embassy of Argentine Republic; Raul Robels, President of PasoAlto Global Projects @Beijing Country Golf club	\$ 162.90
14-Sep-15	Beijing		\$ 3.91			\$ 45.21	Taxi to Embassy (18.8 RMB) + Hosting: Dave Murphy, Minister Commercial affair, Canadian Embassy (45.21 CAD)	\$ 49.12
27-Sep-15	Beijing					\$ 20.82	subway card top-up for Korea trip (100 RMB)	\$ 20.82
Total			\$ 3.91			\$ 228.93		\$ 232.84
STOB 6322			(Internet/Phones)					
STOB 6501	\$ -		(Office Expenses - Non Travel Status Employees)					\$ -
STOB 6531			(Business Expenses)					
STOB 5706			(Travel-Out of Canada)					\$ -
STOB 5712			(Airfare - In Province)					
STOB 5714			(Airfare - Out of Canada)					\$ -
STOB 5702			(Travel-In Province)					
STOB 8585	\$ -		(Taxable personal travel)					\$ -
Total	\$ -							
Total		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 232.84

Date of Travel	Places Travelled		Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)		Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc					Group 3	Cost	Description		
12-Sep-15	Beijing									\$ 162.90	Hosting:Alefrdo Bascou, Minister of Embassy of Agentine Republic; Raul Robels, President of PasoAlto Global Projects @Beijing Country Golf club	\$	162.90
14-Sep-15	Beijing									18.8 rmb+ \$45.21	Taxi to Embassy + Hosting: Dave Murphy, Minister Commercial affair, Canadian Embassy		#VALUE!
27-Sep-15	Beijing									100 rmb	subway card top-up for Korea trip		#VALUE!
												\$	-
												\$	-
												\$	-
												\$	-
												\$	-
												\$	-
												\$	-
Total			0	\$ -	0				\$ -	\$ -	\$ 162.90		#VALUE!

Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)	Total Daily Costs
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc				Group 3	Cost	Description	
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
Total (this page)			0	\$ -		0		\$ -	\$ -	\$ -	\$ -
Total (cumulative)			0	\$ -	\$ -			\$ -	\$ -	\$ 162.90	#VALUE!

ENGLISH

OANDA

Forex Trading

Open an account

Try a free demo

Sign in

Enter keyword... Search

Currency Converter

Solutions for Business

Currency Converter

Currency Tools

Mobile

Historical Exchange Rates

Currency Converter

Historical Exchange Rates

Live Exchange Rates

[download](#)[print](#)

Like 134

G-1

Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

Sep 12, 2015

Sep 27, 2015

INTERBANK: +/- 2%

PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

Graph

Table

1:1 MIDPOINT chart for Thursday, Sep 24, 2015 from 00:00 to 23:59 UTC

☒ CNY / CAD
0.2082

0.2090

0.2085

0.2080

0.2075

0.2070

0.2065

0.2060

Sep 12, 2015

Sep 15, 2015

Sep 18, 2015

Sep 21, 2015

Sep 24, 2015

Sep 27, 2015

Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (*).
- Click **Graph** for a currency conversion chart. **Table** for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available daily, weekly, monthly, quarterly, or yearly.
- Choose from either **Bid**, **Midpoint**, or **Ask** exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask.](#))
- Choose a percentage from the interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates.](#))
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FXCM's platform is a high risk and not suitable for everyone. Trading involves a high degree of risk for your investment and losses can exceed investment. See full risk warning.

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FX/CFD trading is high risk and not suitable for everyone. Trading may not be appropriate for your experience, objectives, financial resources & risk tolerance. Losses can exceed investment. See full risk warning.



MERCHANT
商户名称

TERMINAL ID
终端号

MERCHANT NO.
商户编号

s.17

s.17

持卡人存根 CARDHOLDER COPY

北京市地方税务局通用机打发票

BEIJING MUNICIPAL TAX BUREAU OF GENERAL MACHINE PRINTED INVOICE

发票联

发票号码 211001460030

校验码 34734066

s.17



存S Taxi to Embassy
T Ben Cash

北京市出租汽车专用发票
BEIJING TAXI SPECIAL INVOICE

发票联
INVOICE

111001581002
35940036

京
TAXI NO.
35940036
Certificate

北京市出租汽车专用发票
BEIJING TAXI SPECIAL INVOICE

18.80

北京市出租汽车专用发票
BEIJING TAXI SPECIAL INVOICE
发票联
INVOICE
密码

中国建设银行 持卡人存根
China Construction Bank CARDHOLDER COPY

商户名称(中英文): Dave Murphy, Ambassador
MERCHANT NAME: Minister of Commerce
恒润国际港湾国际店
商户编号: 1051100581 商户号: #0001
MERCHANT NO. OPERATOR
终端编号: 00057226
TERMINAL NO.

s.17

RMB: 210.00

人民币: 210.00

s.17

NO REFUND
I HAVE BEEN OFFERED A CHOICE OF CURRENCY
REFUND OR CASH REFUND. I HAVE CHOSEN
CASH REFUND. THE CASH REFUND IS THE ONLY
REFUND OFFERED BY THE MERCHANT. REFUND
AMOUNT IS BASED ON THE WHOLESALE RATE
TOTAL REFUND AMOUNT IS \$210.00. I HAVE
AGREED WITH THE AGREEMENT GOVERNING THE USE OF SUCH CARD.


北京市政交通一卡通有限公司充值专用发票

发 票 联

人民币:壹佰元 ¥100.00

发票代码 211001573400

发票号码 00760871

密 码  开票日期 年 月 日

(此发票仅限于市政交通领域及高速公路、停车场、公园景点、充值使用。)

100.00

100.00

100.00

1.00

1

100.00

100.00

1

100.00

100.00

100.00

100.00

100.00



RBC Royal Bank®

October 7, 2015

Credit Card Account Details

[FAQs](#) [Print](#)

Related Services:

[Go to RBC Rewards](#)
[Add Authorized
User\(s\)](#)

s.17

[Benefits](#)
[Add Travel
Insurance](#)

* Required Information

CAD s.17

Current Balance: \$10,042.13 **Minimum Payment:** \$10.00 due by Oct 05, 2015

Available Credit : \$6,117.34 of \$20,000.00 Limit **Last Payment:** \$4,791.82 on Oct 05, 2015

Last Statement Balance: \$4,791.82 on Sep 14, 2015 **Previous Statements:** [View](#)
***Pay Now:** [Select Payment Option](#) [Go to Home](#)

RBC Rewards® Points Balance:

Authorized Transactions : \$1,756.29 as of October 08, 2015 at 1:29 p.m.

Date ▼	Description	Pending Debits	Pending Credits
Oct 07, 2015	s.15 Foreign Currency	1,756.29	

Posted Transactions

Date ▼	Description	Debits	Credits
Oct 05, 2015	AUTOMATIC PAYMENT - THANK YOU		4,791.82
Sep 30, 2015	AIR CANADA s.17 CANADA.COMMB	417.11	
Sep 27, 2015	AIR CANADA s.17 WINNIPEG MB	5,117.50	
Sep 24, 2015	AIR CHINA s.17 VANCOUVER BC 278.70 USD @ 1.3691	381.59	
Sep 24, 2015	CHINA SOUTH s.17 BELLEVUE WA 349.70 USD @ 1.3691	478.80	
Sep 21, 2015	HONG ZHONG GUO JI JIAO YUBEIJING 7338.00 CNY @ .2135	1,567.21	
Sep 18, 2015	s.15 824.00 JPY @ 1.1537	950.69	
Sep 17, 2015	JR TOUKAI MINATOKU 146.80 JPY @ 1.1537	169.37	
Sep 17, 2015	CAFE RESTAURANT TOKYO 485.00 JPY @ 1.1392	552.56	
Sep 14, 2015	PAYPAL *SKYPE s.17	14.00	
Sep 14, 2015	KEISEI SKYLINER TOKYO 24.70 JPY @ 1.1396	28.15	

*chinese
class.*

Sep 14, 2015	ETIHAD AIR S.17 235.00 USD @ 1.3614	NEW YORK NY	319.94	
Sep 14, 2015	BEI JING HENG HE GUO JI CBEIJING		45.21	✓ 210 rmb
Sep 12, 2015	BJ COUNTRY GOLF CLUB BEIJING		162.90	✓ 750 rmb
Sep 11, 2015	AIR CHINA S.17 573.10 USD @ 1.3644	VANCOUVER BC	781.96	
Sep 10, 2015	XIANG GE LI LA DA JIU CHENGDU 900.00 CNY @ .2136		192.31	
Sep 09, 2015	S.15 3749.97 CNY @ .2134		800.26	
Sep 07, 2015	SHU YOU XIAMEN 1309.00 CNY @ .2144		280.77	
Sep 03, 2015	AUTOMATIC PAYMENT - THANK YOU			5,515.47
Sep 02, 2015	AIR CANADA S.17	MB	250.00	
Sep 02, 2015	AIR CANADA S.17	VINNIPEG MB	839.00	
Sep 02, 2015	CTRIIP SH HUACHENG TRAVEL SHANGHAI		244.37	
Aug 27, 2015	TREO, PORT MANN BRIDGE TO VANCOUVER BC		3.00	
Aug 27, 2015	NATIONAL CAR RENTAL VICTORIA BC		158.40	
Aug 25, 2015	CTRIIP SH HUACHENG TRAVEL SHANGHAI		270.59	
Aug 20, 2015	S.15		339.16	
Aug 19, 2015	BUDGET RENT-A-CAR YVR RICHMOND BC		56.75	
Aug 18, 2015	HUSKY 70TH & MARINE #8 VANCOUVER BC		6.67	
Aug 18, 2015	AIR CANADA S.17	VINNIPEG MB	389.68	
Aug 18, 2015	VINCI PARK - CANADA PLACE VANCOUVER BC		16.00	

Important Information

- The amount displayed for an Authorized Transaction may be different from what you actually paid, as some merchants require a temporary hold be placed on additional funds. This is a common practice at merchants such as gas stations, restaurants and hotels. The correct amount will display when the transaction is shown as a Posted Transaction.
- Some payments, such as those made from non-RBC accounts, are not available in real time and will not appear in your Authorized Transactions. These payments will not be reflected in your Available Credit until they have been settled and included in Posted Transactions.
- A delay may occur between the time a transaction is settled and removed from Authorized Transactions, and when it appears in Posted Transactions.
- Some transactions may appear as both an Authorized and a Posted Transaction until settled.



☐ Ministry of Community, Sport and Cultural Development
☒ Ministry of International Trade

Financial Services Branch
3rd Floor, 800 Johnson Street

Mailing Address:
PO Box 9843 Stn Prov Govt
Victoria BC V8W 9T2

BATCH TICKET

Fiscal Year: **15-16**

☐

IP (I-Procurement) Invoice
(must be received on-line)

☒

Direct Key Invoice
(EA approves on-line)

Note: Please do not mix IP invoice and Direct Key invoices within one batch.

Branch/Contact: Mariah McCarley		Phone Number: 604 660 1691		Date: 2015-09-28		Batch #: IBD-FY1516-0070	
Expense Authority Name: Paul Irwin							
Supplier/Payee	Amount Pre Tax	GST	PST	Final Amount	STOB	FMR Reconcile	Miscellaneous Remarks
Chinese Language Education	RMB 7338.00			RMB 7338.00	6516		Ben Stewart's Mandarin lessons
Account Clerk Contact: Lori Campbell							



Chinese Language Education
The Right Way to Learn Chinese!

0001130

Jianwai SOHO B-1003
39 Dong San Huan Zhong Lu.
Beijing, China 100022
Phone: (86) 5869 5800
Fax: (86) 5869 5700
Email: info@chinaledu.com
www.chinaledu.com

New Student Enrollment Form

Personal Information

Name (First, Middle, Last): <u>Ben Stewart</u>		Date of Birth (D/M/Year): <u>11/1/81</u>		Sex: <u>M</u> <input checked="" type="checkbox"/> <u>F</u> <input type="checkbox"/>
Occupation:		Education Background (Highest Degree/Institution, Name):		
Nationality:	Native Language:	Home/Mobile Phone:	Work Phone:	
Current Address:		City, State/Province, Country, Post Code:		
Email Address:		Passport Number:		

Program Information (please list all that apply)

Chinese Level/Approx. Number of Words (Beginner, Elementary, Intermediate, Advanced, Proficient)/(0-3500):	
Language Course Selection (General, Business, Intensive, HSK):	Course Duration (Semester, Year, Other):
Program Selection (Full-time, Part-time, Private, Other - please specify):	Start Date/End Date (D/M/Year): <u>11/1</u> to <u>1/1</u>
Preferred Class Time (Morning, Afternoon, Evening, Weekend, Other):	Hours/Week (30, 20, 10, 8, Other):
Pricing Package (Bronze-Tuition, Silver-Tuition & Accom, Gold-Plus):	Accommodation (Home Stay, Shared Apt, Private Apt, Hotel, NA):
Monthly Payment/Deposits (if applicable):	Total Tuition Fee: <u>7,200</u> RMB
Additional Questions, Comments or Notes:	

How did you hear about CLE?

☒ Internet Search ☐ Magazine Ad ☐ Phrasebook/Brochure, from: ☐ Friend ☐ Other:

May we periodically send you emails? Your email will not be shared with any other agencies. We will only use email to share newsletters, and to notify you of upcoming events and special service offerings. ☒ Yes ☐ No

I have read and understand the terms and conditions outlined on www.chinaledu.com, the CLE student handbook and this enrollment form. By signing below I have accepted these terms and conditions. I certify that the information I have given is both accurate and complete.

Signature

Date

2010 Hong Kong Global Language Education. All Rights Reserved.



s.17

消费(SALE)

总计(TOTAL):

RMB 7338.00

金额(AMOUNT): RMB 7338.00

交易证书(TC): 18E97AF32E1FF425

持卡人姓名(CARDHOLDER NAME):

STEWART/BEN

持卡人签名(CARDHOLDER SIGNATURE):

持卡人应在此处签署此单据以证明其收到商品或服务，并同意支付该单据上所列金额。持卡人应在此处签署此单据以证明其收到商品或服务，并同意支付该单据上所列金额。

CARDHOLDER ACKNOWLEDGES RECEIPT OF GOODS AND/OR SERVICES TO THE AMOUNT OF THE TOTAL SHOWN HEREON AND AGREES TO PERFORM THE OBLIGATIONS SET FORTH IN THE CARDHOLDER'S AGREEMENT WITH THE ISSUER.

-----X-----X-----

DATE INVOICE RECEIVED		DD - MM - YYYY		INVOICE # (if not pre-printed)	
24/09/2015		0001130		COMMIT. OR EMPLOYEE #	
DATE GOODS/SVS REC'D		14/08/2015			
GOODS SERVICES RECEIVED SIGNATURE: <i>Maureen M. C. Kelly</i> ON BEHALF OF BEN STEWART					
CL	RESP	SAV LN	STOB	PROJECT	AMOUNT
065	SK063	22441	6516	5144444	RMB 7338.00
TOTAL:					RMB 7338.00
Certified correct pursuant to sections 32 & 33 of the Financial Act and related policies					
SPENDING AUTHORITY SIGNATURE: <i>[Signature]</i>					

BUSINESS EXPENSE APPROVAL

for Business Meetings/Protocol Events

Sent to CFO for FY1
Aug 30/15 only.

BUSINESS EXPENSE APPROVAL NO.

16BEA663013

Attach original invoices/receipts that have been coded and approved by an expense authority. Please see page 2 for further instructions.

SECTION 1 - ORIGINATOR INFORMATION

NAME OF ORIGINATOR OF EXPENSE

Ben Stewart

MINISTRY/DIVISION/BRANCH

Ministry of International Trade

TELEPHONE NO.

()

YYYY / MM / DD

DATE SUBMITTED

2015/08/14

YYYY / MM / DD

START DATE OF EVENT

YYYY / MM / DD

END DATE OF EVENT

AWAITING
INVOICE.

SECTION 2 - NAME / NATURE OF EVENT

In general terms, describe the event, the number of
- 20 government employees, 2 service contractors.

n. For example: Annual Regional Meeting

Continuation of Mandarin classes in Beijing.

SECTION 3 - INDIVIDUALS INCLUDED IN MEAL CLAIMS

Complete this section only if the Business Expense Approval includes a meal. Identify the individual's name and either the ministry or company they are affiliated with. Attach a separate list if necessary.

SECTION 4 - BUSINESS EXPENSE REQUESTED

CATEGORY	STOB	AMOUNT
1. Meeting Room Rental	6531	
2. Equipment/Furniture Rental	6531	
3. Photocopying, Faxing, Telephone, etc.	6531	
4. Food/Beverages for Meetings	6531	
<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> SNACKS <input type="checkbox"/> COFFEE/TEA/JUICE, ETC.		
5. Business Meals in Restaurant	6531	
<input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER		
6. Event Planners, Speakers, etc.		
7. Travel Costs for Non-BC Government Participants		
8. Other: <u>Mandarin lessons (50 hours)</u>	6516	1,561.00
ESTIMATED TOTAL		\$ 1,561.00

SECTION 5 - EXPENSE AUTHORITY PRE-APPROVAL

RESP. CENTRE	SERVICE LINE	PROJECT NO. (IF APPLICABLE) OR ADDITIONAL CODING
51663	22441	5144444

EXPENSE AUTHORITY SIGNATURE - Certified correct pursuant to sections 32 & 33 of the *Financial Administration Act* and related policies.

PRINT NAME OF EXPENSE AUTHORITY

Clark Roberts

DATE SIGNED

YYYY / MM / DD

SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATION

Complete this section only if reimbursing an employee for expenses they have paid personally. Enter payee name, cheque mailing address, and reimbursement total.

QUALIFIED RECEIVER SIGNATURE - Certified goods/services received pursuant to GPPM 4.3.2.

X

REIMBURSEMENT TOTAL



Ministry of
International Trade

BEA Approval To ADM
Ministry of International Trade
International Trade and Investment Attraction Division

BEA NUMBER:	16BEA663013	BEA DESCRIPTION:	Mandarin classes in Beijing	AMOUNT:	\$1,561.00
BEA NUMBER:		BEA DESCRIPTION:		AMOUNT:	
BEA NUMBER:		BEA DESCRIPTION:		AMOUNT:	
BEA NUMBER:		BEA DESCRIPTION:		AMOUNT:	
BEA NUMBER:		BEA DESCRIPTION:		AMOUNT:	
BEA NUMBER:		BEA DESCRIPTION:		AMOUNT:	
TOTAL:					\$1,561.00

BRANCH RC: 51663

ENTERED INTO SALESFORCE: YES ☐ NO ☒

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB65 BUDGET: \$50,000.00

EXPENDITURES TO DATE: \$1,775.00

FORECASTED TO YEAR END: \$48,225.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

Yap, Joyce MIT:EX

From: Garcia, Rogelio MIT:EX
Sent: Thursday, August 13, 2015 2:23 PM
To: Yap, Joyce MIT:EX; Cowan, Jim MIT:EX
Cc: Murray, Nancy MIT:EX
Subject: RE: Chinese class quotation

Joyce,

Please go with 065.51663.22441.6516.5144444. Thanks.

From: Cowan, Jim MIT:EX
Sent: Thursday, August 13, 2015 11:08 AM
To: Garcia, Rogelio MIT:EX
Subject: Fwd: Chinese class quotation

Could you provide coding to Joyce. Thanks

Sent from my iPhone

Begin forwarded message:

From: "Yap, Joyce MIT:EX" <Joyce.Yap@gov.bc.ca>
Date: August 13, 2015 at 11:06:05 AM PDT
To: "Cowan, Jim MIT:EX" <Jim.Cowan@gov.bc.ca>
Subject: FW: Chinese class quotation

Hi Jim,

Please advise what is the BCSRA coding for this BEA request.

Thanks.

Joyce

Joyce Yap, CPM CITP
Program Assistant
International Business Development - East Asia Branch

Ministry of International Trade
Suite 730 – 999 Canada Place, Vancouver, British Columbia
Canada V6C 3E1
Tel: 604-660-5913 | Email: Joyce.Yap@gov.bc.ca



www.britishcolumbia.ca | [@BCTradeInvest](#) | [LinkedIn](#) | [YouTube](#)

6516

From: Irwin, Paul MIT:EX
Sent: Thursday, August 13, 2015 11:00 AM

British Columbia's Special Representative in Asia

Sent from my iPhone

Begin forwarded message:

From: "Yu, Jo -BEIJING" <joyu@britishcolumbia.ca>
Date: August 9, 2015 at 7:06:12 PM PDT
To: "Stewart, Ben MIT:EX" (Ben.Stewart@gov.bc.ca)"
<Ben.Stewart@gov.bc.ca>
Subject: Chinese class quotation

Hi Ben,

Pls see below info regarding Chinese class quotes & time.

Chiness Class Quotation			
Hour	Price		Description
100	11,060 (RMB)	2,342 CAD	10% discount
50	7,372 (RMB)	1,561 CAD	5% discount

- You will be in Beijing for around 30 days for the rest of 2015, but the contract works for two years, you can use them up by 2017.
- Regarding your upcoming schedule so far, you may start the class from September 21st, and you can have intensive class for two weeks until October 2nd.

Brgds,
Jo



AGENT NR/NR BOOKING REF S.22

STEWART/BENJAMIN S.22 MR

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

DATE: SEP 30 2015

20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CHINA	03NOV	BEIJING	GUANGZHOU	1600	1925
CA 1365	TUESDAY	CAPITAL INTL	BAIYUN INTL		
H ECONOMY		TERMINAL 3			
	NON SMOKING	MEAL		NON STOP	
		RESERVATION CONFIRMED		3:25 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A321			
		SEAT 19A NO SMOKING CONFIRMED			

	AIR FARE:CAD	321.00
	TAXES AND AIRLINE IMPOSED FEES:	10.50
SERVICE FEE: 30.00	TOTAL CAD	31.50
TAX DETAILS:	GST/HST: 1.50	
SERVICE FEE DETAILS:		
	PAID BY MASTER CARD/THANKS CAD	-31.50
	PAID BY MASTER CARD/THANKS CAD	-331.50
	INVOICE TOTAL CAD	0.00

TICKET PAYMENT: S.17

SVC FEE PAYMENT:

RESERVATION NUMBER(S) S.22

TKT: S.17

SVC:

PLEASE NOTE YOUR TICKET IS REFUNDABLE PRIOR TO DEPARTURE
FOR A FEE OF \$100. NONREFUNDABLE ONCE TRAVEL HAS COMMENCED.
CHANGE FEE IS \$100 PER DIRECTION PLUS ANY ADDITIONAL FARE.
- CHANGES SUBJECT TO AVAILABILITY.

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

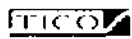
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867

CTMS TRAVEL EMERGENCY SERVICE 1855 359 2867

PLEASE NOTEADDITIONAL CHARGES WILL APPLY

INVOICE NUMBER 0000286594

1/ 2



ctms - Corporate Travel Management Solutions
1800 Steeles Avenue West, Suite 311
Toronto, Ontario, Canada M4K 4M2
P 416 665 12867 F 905 736 0367
info@ctmslive.com www.ctmslive.com





AGENT NR/NR BOOKING REF S.22

STEWART/BENJAMIN S.22 MR

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

DATE: SEP 30 2015 20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
---------	------	------	----	--------	--------

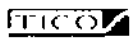
TO EMERGENCY SERVICE CALLS

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:
S.22

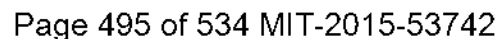
INVOICE NUMBER 0000286594

2/ 2



ctms - Corporate Travel Management Solutions
1800 Steeles Avenue West, Suite 311
Toronto, Ontario, Ontario L4K 4M2
P 416 665 0367 F 905 736 0367
info@ctmsolve.com www.ctmsolve.com







Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Nov03-07

DESTINATION(s): Guangzhou, Shenzhen, Hong Kong

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$2,650.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$36,834.00

FORECASTED TO YEAR END: \$43,166.00

VARIANCE:

ANALYST

SIGNATURE DIRECTOR DIV OPS:

RECOMMENDED: YES ☒ NO ☐

October 30, 2015

Friday

All Day	VANCOUVER
10:00 AM - 10:30 AM	Media Avail -- YVR
1:50 PM - 1:50 PM	Departure for Beijing - AC29 -- YVR

October 31, 2015

Saturday

All Day	BEIJING
4:00 PM - 4:00 PM	Arrival in Beijing -- Beijing International Airport
5:00 PM - 6:00 PM	Transfer to Hotel
6:00 PM - 10:00 PM	Private Program

November 1, 2015

Sunday

All Day	BEIJING
12:00 PM - 2:00 PM	S.13,S.17
4:30 PM - 5:00 PM	Meeting with Canadian Ambassador Guy Saint-Jacques -- TBC
5:00 PM - 6:00 PM	BC Mission Kick-Off -- TBC Networking event with BC delegates. Group photo opportunity.
6:00 PM - 10:00 PM	Private Program

November 2, 2015

Monday

All Day	BEIJING
9:00 AM - 9:45 AM	Corporate meeting with SINOPEC Renew relationship due to personnel changes at Chairman level.
10:15 AM - 11:00 AM	Corporate Meeting with Petro China To renew relationship due to recent personnel changes at executive level including the Chairman

November 2, 2015 Continued**Monday**

12:00 PM - 1:00 PM	Clean Energy Corporate Luncheon Presenting BC's clean energy credentials in supporting China's move towards a low carbon economy.
1:30 PM - 2:30 PM	Opening of "BC LNG Upstream Workshop" BC Oil & Gas to provide opening remarks to promote investment opportunities.
2:00 PM - 2:45 PM	Bilateral with National Energy Administration Discussion with Nuri Bekri to discuss China's energy requirement and role of LNG in BC in meeting these demands.
3:30 PM - 4:15 PM	Corporate meeting with CNOOC Renew relationship due to personnel changes and Chairman level.
6:15 PM - 6:45 PM	Signing Ceremony For multiple collaborations in North China
6:45 PM - 8:00 PM	Friends of BC Reception Opportunity to interact with all BC delegates, their partners, guests and key local stakeholders in North China

November 3, 2015**Tuesday**

All Day	BEIJING/GUANGZHOU
9:00 AM - 9:45 AM	Corporate Call with Beijing Performance & Arts Group To encourage and support establishment of their North American HQ in Vancouver.
10:30 AM - 11:30 AM	s.13,s.17
12:30 PM - 2:00 PM	Corporate Call with Polyculture Group Announcement at the Poly Art Museum to announce the establishment of their North American HQ in Vancouver.
2:20 PM - 2:20 PM	Depart for Beijing Capital Airport
4:00 PM - 4:00 PM	Depart Beijing for Guangzhou - CA1365
7:15 PM - 7:15 PM	Arrive Guangzhou
8:00 PM - 8:30 PM	Transfer to Hotel

November 3, 2015 Continued

Tuesday

8:30 PM - 10:00 PM

Private Program

November 4, 2015

Wednesday

All Day

GUANGZHOU

9:00 AM - 9:15 AM

Meeting with Canadian Consul General Rachael Bedlington

10:00 AM - 10:30 AM

Bilateral with Guangdong Party Secretary Hu Chunhua
Strengthen bilateral and mark 20th BC-Guangdong Anniversary

10:30 AM - 11:30 AM

BC-Guangdong Innovation & Technology Seminar
Opportunity to maintain strategic relationships and create new business opportunities.

12:00 PM - 1:00 PM

Clean Energy Corporate Luncheon
Present BC's LNG and clean-tech industry in support of China's move towards a low carbon economy.

5:00 PM - 5:30 PM

Bilateral with Guangdong Governor Zhu
Strengthen relationships and sign climate action/green economy MOU between BC and Guangdong.

6:00 PM - 8:00 PM

Dinner hosted by Guangdong Gov't
Marking the 20th Anniversary of BC-Guangdong Sister Province relationship.**November 5, 2015**

Thursday

All Day

GUANGZHOU

10:30 AM - 12:00 PM

HQ Vancouver Investment Seminar
Hosted by HQV in association with TMX/TSX and Agricultural Bank of China

11:30 AM - 1:00 PM

Business Luncheon
With selected group of potential BC investors

2:30 PM - 3:30 PM

Inauguration & Tour of "Gold Mountain Dream" Exhibition
Inauguration of "Gold Mountain Dream" and "Glory of Friendship" exhibitions at Guangdong Museum of Chinese Nationals Residing Abroad (possible networking event)

5:30 PM - 6:00 PM

Signing Ceremony

6:00 PM - 8:00 PM

BC-Guangdong 20th Anniversary Twinning Celebration Reception
Opportunity to interact with all BC delegates, their partners, guests and key local stakeholders in Southern China

November 6, 2015**Friday**

All Day	GUANGZHOU/SHENZHEN/HONG KONG
7:45 AM - 7:45 AM	Depart for Guangzhou South Train Station
8:25 AM - 8:25 AM	Depart Guangzhou for Shenzhen (High Speed Train)
9:30 AM - 10:30 AM	Corporate Call with Huawei Tour of showroom followed by signing announcement ceremony with UBC
11:30 AM - 12:15 PM	Bilateral with Shenzhen Party Secretary Strengthen relationships
12:15 PM - 12:30 PM	Signing Ceremony Witnessed by PCC and SZ Party Secretary
12:30 PM - 2:00 PM	Corporate Luncheon With Shenzhen business community
2:00 PM - 3:30 PM	Depart for Hong Kong by car
3:30 PM - 10:00 PM	Private Program

November 7, 2015**Saturday**

All Day	HONG KONG
8:30 AM - 9:30 AM	Witness Ocean Park & White Water West MOU
10:00 AM - 12:00 PM	Terry Fox Run Participation at the Hong Kong 3 rd Annual Terry Fox Run – Opening remarks followed by participation in the 3km, 5km or 10km run. Over 1000 participants expected, largely youth, Canadian business community and some senior BC business relationships.
2:30 PM - 3:30 PM	Afternoon Tea with Investors 5-8 longstanding investors in BC economy
4:50 PM - 4:50 PM	MTW - Depart Hong Kong for Ho Chi Minh - Cathay 765
6:00 PM - 6:00 PM	PCC - Depart for Hong Kong International Airport
6:30 PM - 6:30 PM	MTW - Arrive Ho Chi Minh

November 7, 2015 Continued

Saturday

7:55 PM - 7:55 PM PCC - Depart Hong Kong for Vancouver - AC008

8:30 PM - 9:00 PM PCC - Arrive Vancouver 3:15pm same day (Saturday)

November 8, 2015

Sunday

All Day MTW - VIETNAM

8:00 AM - 10:00 PM Private Program

November 9, 2015

Monday

All Day MTW - VIETNAM

8:00 AM - 9:00 AM Briefing with Canadian Ambassador to Vietnam - David Devine
Discussion regarding Canada-Vietnam commercial relations and opportunities for BC

9:30 AM - 10:30 AM Ribbon Cutting Ceremony for BC Company - Scentuals Body Care (Retail Store)

11:00 AM - 1:00 PM BC Education Promotion Event & MOU Signings & Friends of BC Luncheon
Hosted by BC Council of International Education
Friends of BC Luncheon – Minister Wat to provide keynote speech
Minister to witness MOU signing ceremony between BCCIE and Southeast Asian
Ministers of Education Organization (SEAMEO)

1:30 PM - 2:30 PM Corporate call with Petro Vietnam
State energy company and potential buyer of BC LNG

3:30 PM - 4:00 PM Bilateral with Government of Vietnam
Discussion on mutual trade and investment priorities and opportunities for
collaboration

6:00 PM - 7:30 PM Dinner with Canadian Chamber of Commerce in Vietnam
Hosted by Canadian Chamber of Commerce in Vietnam

November 10, 2015

Tuesday

All Day MTW-VIETNAM

7:30 AM - 1:00 PM Visit to Dan-D Pak Factory in Binh Duong
Site visit
Visit to Dan-D Pak supported school for deaf children
Working lunch with Dan-D Pak President Mr. Dan Oh

November 10, 2015 Continued**Tuesday**

4:00 PM - 7:30 PM	Participation in Canadian Food Festival Keynote speech Cooking demonstration with Nathan Fong Media Reception
-------------------	---

November 11, 2015**Wednesday**

All Day	MTW - VIETNAM
8:10 AM - 8:10 AM	Depart for Vancouver via Narita - JL750
3:35 PM - 3:35 PM	Arrive Tokyo Narita
7:00 PM - 7:00 PM	Depart Tokyo Narita for Vancouver - AC4
7:30 PM - 7:30 PM	Arrive Vancouver - 10:40 am same day

Date of Travel	Places Travelled To/From	Personal Vehicle Use Rate: \$.52/km KM Total	Transport Costs Bus/Taxi/ Air/Ferry etc	B	L	D	I	Meal Per Diem Group 3	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc) Cost	Description	Total Daily Costs
											Avg Hist Exch. Rate RMB-CAD	
											0.2081	
											Avg Hist Exch. Rate KRW-CAD	
											0.0011	
03-Oct-15	Beijing Seoul		\$381.59	X	X			\$ 112.27			Flight Air China 137 s.15	\$ 848.02
04-Oct-15	Seoul			X	X			\$ 114.09	\$ 354.16			\$ 468.25
05-Oct-15	Seoul				X			\$ 55.24	\$ 354.16			\$ 409.40
06-Oct-15	Seoul				X			\$ 55.24	\$ 354.16			\$ 409.40
07-Oct-15	Seoul				X			\$ 55.24	\$ 354.15			\$ 409.39
08-Oct-15	Seoul Beijing		\$ 478.80								Flight:China Southern Airlines 316	\$ 478.80
Total			\$ 860.39					\$ 392.09	\$ 1,770.79			\$ 3,023.27
STOB 6322			(Internet/Phones)									
STOB 6501	\$ -		(Office Expenses - Non Travel Status Employees)									\$ -
STOB 6531			(Business Expenses)									
STOB 5706			(Travel-Out of Canada)									\$ -
STOB 5712			(Airfare - In Province)									
STOB 5714			(Airfare - Out of Canada)									\$ -
STOB 5702			Travel-In Province)									
STOB 8585	\$ -		(Taxable personal travel)									\$ -
Total	\$ -											
Total		0	\$ -	\$ -				\$ -	\$ -	\$ -		\$ 3,023.27

Date of Travel	Places Travelled		Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accommodation Costs	Miscellaneous (Car rental, phone, atm fees, etc)	
	To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc					Group 3	Cost	Description	
03-Oct-15	Beijing Seoul			\$381.59		X	X			\$ 354.16	Flight Air China 137 s.15	
04-Oct-15	Seoul					X	X			\$ 354.16		
05-Oct-15	Seoul						X			\$ 354.16		
06-Oct-15	Seoul						X			\$ 354.16		
07-Oct-15	Seoul						X			\$ 354.15		
08-Oct-15	Seoul Beijing			478.80							Flight:China Southern Airlines 316	

Total Daily Costs	Date of Travel	Places Travelled	Personal Vehicle Use	Transportation Costs	B	L	D	I	Meal Per Diem	Accom. Costs	Miscellaneous (Car rental, phone, atm fees, etc)
		To/From	<u>Depart</u> <u>Arrive</u>	Rate: \$.52/km KM Total	Bus/Taxi/ Air/Ferry etc				Group 3	Cost	Description
\$ 735.75											
\$ 354.16											
\$ 354.16											
\$ 354.16											
\$ 354.15											
\$ 478.80											
\$ -											
\$ -											
\$ -											
\$ -											
\$ -											
\$ -											
\$ -											
\$ 2,631.18	Total (this page)		0	\$ -	0				\$ -	\$ -	\$ -
	Total (cumulative)		0	\$ -	\$ 860.39				\$ -	\$ -	#####

Historical Exchange Rate	
Seoul, South Korea (KRW)	
Time period -October 3rd - 8th	
Exchange Rate -	0.0011

ENGLISH

OANDA

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Live Exchange Rates

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EN

Currency I Have:

Chinese Yuan Renminbi

CNY

Currencies I Want:

CAD

RANGE: Custom

Oct 2, 2015

Oct 3, 2015

INTERBANK: + 2%

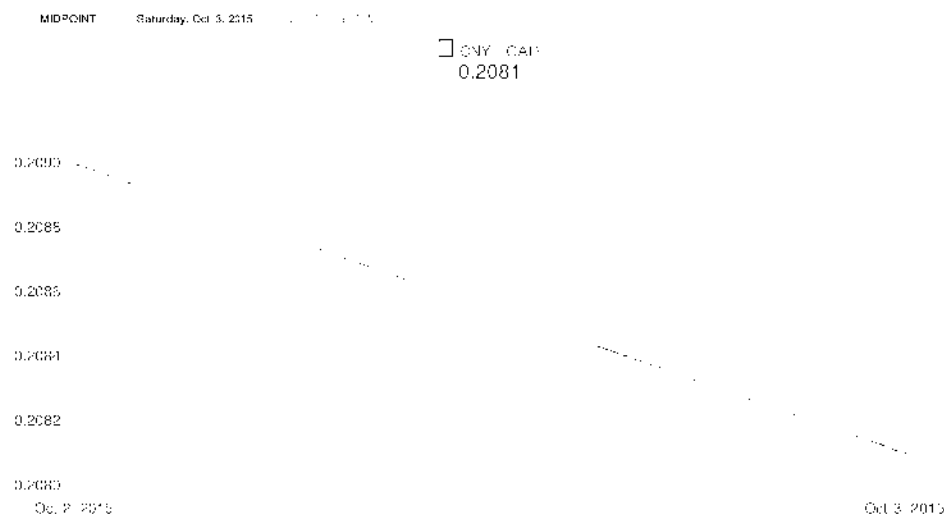
PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

Graph

Table



Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3-letter ISO currency symbols, or country names to select your currencies. Convert world currencies, base currencies, and obscure currencies, which are marked with an asterisk (*).
- Click Graph for a currency conversion chart. Table for a currency conversion table.
- Daily rates are for the 24-hour period ending 22:00 UTC on the day prior to posting. Average exchange rates are available only, weekly, monthly, quarterly, or yearly.
- Choose from either Bid, Midpoint, or Ask exchange rates. Table or graph entries will be updated. ([Find out more about bid and ask](#)).
- Choose a percentage from the Interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates](#)).
- Generate rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FX OFFERED BY OANDA IS HIGH RISK AND NOT SUITABLE FOR EVERYONE. Trading is subject to approval for your residence and country. Financial services & risk tolerance. Losses can exceed investment. Use full risk warning.

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For some $\epsilon \in (0, 1)$ and $\delta \in (0, 1)$ we have $\mathbb{P}(\|g\|_2 \leq \epsilon, \|g\|_1 \leq \delta) \geq 1 - \epsilon - \delta$. By Chebyshev's inequality, $\mathbb{P}(\|g\|_2 \geq \epsilon) \leq \frac{1}{\epsilon^2}$ and $\mathbb{P}(\|g\|_1 \geq \delta) \leq \frac{1}{\delta^2}$. Therefore, $\mathbb{P}(\|g\|_2 \leq \epsilon, \|g\|_1 \leq \delta) \geq 1 - \frac{1}{\epsilon^2} - \frac{1}{\delta^2}$.

USD 500



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Currency I Have:

South-Korean Won

KRW

Currencies I Want:

CAD

RANGE: Custom

Oct 3, 2015

Oct 8, 2015

INTERBANK — 2%

PRICE: Midpoint

VALUES: Rate

FREQUENCY: Daily

[Graph](#)

[Table](#)

MIDPOINT Thursday Oct 8, 2015

☐ KRW (CAD)
0.0011

0.0011

0.0011

0.0011

0.0011

0.0011

0.0011

0.0011

0.0011

0.0011

Oct 3, 2015

Oct 5, 2015

Oct 7, 2015

Historical Currency Rates Comparison

Compare historical foreign exchange rates for up to five currencies against a base currency, as either a currency graph or currency table. OANDA Rates® are available from January, 1990 for most major currencies.

Compare currencies as a currency chart or currency rate table

- Type currency names, 3 letter ISO currency symbols, or country names to select your currencies. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (*).
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- Choose from either Bid, Midpoint, or Ask exchange rates—table or graph entries will be updated. ([Find out more about bid and ask](#).)
- Choose a percentage from the Interbank list to better approximate the rates actually charged by your financial institution. ([Find out more about interbank rates](#).)
- Compare rates with the base currency using either the Actual rates, or the Percentage change from the start date.

FX CFD trading is a high risk and not suitable for everyone. Trading involves a high degree of risk. Please consider your experience, financial resources, & risk tolerance. Losses can exceed investment. See full risk warning.

RBC RoyalBank<1>

Credit Card Account Details

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s.17

[Benefits](#) 4[Add Travel Insurance](#) b1[RBC Changeit](#)

* Required Information

CAD s.17

Current Balance: \$13,350.90 **Minimum Payment:** \$10.00 due by Nov 03, 2015

Available Credit : \$6,584.10 of \$20,000.00 Limit **Last Payment:** \$4,791.82 on Oct 05, 2015

Last Statement Balance: \$11,812.92 on Oct 13, 2015 **Previous Statements:** [View](#)

*Pay Now: [Get Payment Option](#) »RBC Rewards® Points Balance s.22 [Payback with Points](#)**Authorized Transactions** : \$65.00 as of October 26, 2015 at 4:50p.m.

Date ▼	Description	Pending Debits	Pending Credits
Oct 24, 2015	KELOWNA CABS # 43 KELOWNA BC	65.00	

Posted Transactions

Date ▼	Description	Debits	Credits
Oct 22, 2015	KELOWNA INTERNATIONAL KELOWNA BC	24.00	
Oct 22, 2015	NATIONAL CAR RENTAL VICTORIA BC	79.20	
Oct 21, 2015	s.15 VICTORIA BC	109.19	
Oct 21, 2015	SHELL 2502 MT NEWTON CROSSANICHTON BC	4.80	
Oct 20, 2015	BROWNS SOCIALHOUSE VICTORVICTORIA BC	68.37	
Oct 18, 2015	TREO, PORT MANN BRIDGE TOCOQUITLAM BC	3.00	
Oct 16, 2015	KELOWNA INTERNATIONAL KELOWNA BC	36.00	
Oct 16, 2015	s.15 VANCOUVER BC	702.66	
Oct 15, 2015	AIR CANADA s.17 WINNIPEG MB	52.50	
Oct 15, 2015	AIR CANADA s.17 WINNIPEG MB	70.35	
Oct 15, 2015	AIR CANADA s.17 AIRCANADA.COMMB	386.66	
Oct 13, 2015	TRANSUNK N WESTMINSTERBC	1.25	
Oct 08, 2015	s.15 15125.00 KPW @ .0011	1,770.79	
Oct 05, 2015	AUTOMATIC PAYMENT- THANK YOU		4,791.82
Sep 30, 2015	AIR CANADA s.17 RCANADA.COMMB	417.11	
Sep 27, 2015	AIR CANADA s.17 WINNIPEG MB	5,117.50	

s.17

Sep 24, 2015	CHINA SOUTH S.17 349.70 USD @ 1.3691	BELLEVUE WA	478.80
Sep 24, 2015	AIR CHINA S.17 278.70 USD @ 1.3691	VANCOUVER BC	381.59
Sep 21, 2015	HONG ZHONG GUO JIJIAO YUBEIJING 7338.00 CNY@ .2135		1,567.21
Sep 18, 2015	S.15 824.00 JPY@ .0115		950.69
Sep 17, 2015	JR TOUKA MINATOKU 146.80 JPY@ .0115		169.37
Sep 17, 2015	CAFE RESTAURANT TOKYO 485.00 JPY@ .0113		552.56
Sep 14, 2015	PAYPAL *SKYPE S.17		14.00
Sep 14, 2015	KEISEI SKYLINER TOKYO 24.70 JPY@ .0113		28.15
Sep 14, 2015	ETIHAD AIRS.17 235.00 USD @ 1.3614	NEW YORK NY	319.94
Sep 14, 2015	BEIJING HENG HE GUO JI C BEIJING		45.21

8 Important Information

- The amount displayed for an Authorized Transaction may be different from what you actually paid, as some merchants require a temporary hold be placed on additional funds. This is a common practice at merchants such as gas stations, restaurants and hotels. The correct amount will display when the transaction is shown as a Posted Transaction.
- Some payments, such as those made from non-RBC accounts, are not available in real time and will not appear in your Authorized Transactions. These payments will not be reflected in your Available Credit until they have been settled and included in Posted Transactions.
- A delay may occur between the time a transaction is settled and removed from Authorized Transactions, and when it appears in Posted Transactions.
- Some transactions may appear as both an Authorized and a Posted Transaction until settled.

S.22 **Stewart** details provided S.17
Adult

Expedia Booking \$0.00
Fee

Total: **\$278.70**

All prices quoted in US dollars.

Oct 3, 2015- Departure
Nonstop

Total travel time: 2 h 5 m

Beijing Seoul 2 h 5 m
568 mi
PEK GMP
6:45pm 9:50pm
Terminal 3 Terminal!
Air China 137
Economy / Coach (Q) * Confirm seats
with the airline *

Additional Flight Services

- The airline may charge additional fees (Opens a new window) for checked baggage or other optional services.

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are nonrefundable, nontransferable and name changes are not allowed.**
- Please read the complete penalty rules for changes and cancellations (Opens a new window) applicable to this fare.
- Please read important information regarding airline liability limitations (Opens a new window) .

Seoul (ICN) — Beijing (PEK)

Oct 8, 2015 - Oct 8, 2015 , 1 one way ticket

China Southern Airlines **NFNSE2**

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Price Summary

Traveler Information

Benjamin No frequent flyer Ticket#
S.22 Stewart details provided 7847683465237
Adult

Traveler 1: Adult \$349.70
Flight \$322.00
Taxes & Fees \$27.70
Expedia Booking \$0.00
Fee

Total: **\$349.70**

All prices quoted in US dollars.

Oct 8, 2015- Departure
Nonstop

Total travel time: 2 h 5 m

Seoul Beijing 2 h 5 m
568 mi
ICN PEK 9:15am
8:10am

Additional Flight Services

- The airline may charge additional fees (Opens a new window) for

s.15

FRONT DESK

Guest Invoice

s.17

ROOM NO. s.15

109248

NAME (MR.MS) Stewart Benjamin s.22

ARRIVE 2015-10

BILL NO. 2916291

BOARD TYPE
BOARD NO.

EXPIRY
TRANS. DATE
PERCENT NO.
INSTALLMENT

TERMINAL ID

ROOM NO

hERk

APPROVAL NO

JJP

087888

DATE	ROOMS	
10.03	*ROOM	250,000
	Service Charge	25,000
	Room Tax	27,500
10.04	Room Tax	27,500
	Service Charge	25,000
	*ROOM	250,000
10.05	*ROOM	250,000
	Service Charge	25,000
	Room Tax	27,500
10.06	Room Tax	27,500
	Service Charge	25,000
	*ROOM	250,000
10.07	*ROOM	250,000
	Service Charge	25,000
	Room Tax	27,500
10.08		

INCIDENTA

AMOUNT

: 1,512,500

s.17

[*****] RECEIPT [*****]

The Exchange Rate: 1109.81 Won To 1 US Dollar

	1,512,500	TX.INC.	1,512,500
SUBTOTAL		TX	
BALANCE	GRAND TOTAL	PAYMENTS	OUTSTANDING BALANCE
	1,512,500	1,512,500	
	\$1,362.85	\$1,362.85	\$0.00

PAYMENT DETAILS

s.17

1,512,500

POINT NOTIFICATION

CHANGE

s.22

s.15

Itinerary
BCSRA Business Trip to Korea
October S-8, 2015

October 4 (Saturday)

21:50pm	Arrival at Incheon Airport (ICN)- Air China 137
	Luke will pick up from airport
23:30pm	Check-in hotel S.15 and private time

October 5 (Sunday)

Personal time- TBD

October 5 (Monday)

09:00 -10:00 am	Korea TIR
11:00 -12:00am	KOIMA (Korea Importers Association)
12:00 -13:00pm	Lunch: Jinbo Corp CEO (agrifoods and trade)
14:00 -15:30pm	Shinsegae Department Store (Agrifoods)
16:00 -17:30pm	Hyundai Engineering & Construction (infrastructure)
18:00- 20:00pm	Dinner: Friends of BC Reception
20:00pm	Return to Hotel and private time

October 6 (Tuesday)

09:00 -10:00am	H.E Eric Walsh, Canadian Ambassador to Korea (tentative)
10:00 -11:00am	Shinhan Bank (Financial Services)
12:00 -14:00pm	Meeting and lunch with BIS Canada (Education)
15:00-16:00pm	Samsung C&T S.17
17:00-18:00 pm	JB Asset Management (Financial investor)
18:30- 20:00 pm	Dinner: Kraftwerks
20:00pm	Return to Hotel and private time

October 7 (Wednesday)

09:00- 11:00am	Gyeonggi Province (tentative)
12:00 - 13:00am	Canada Tourism Board
13:00 -14:00pm	tbd
15:00 -16:00pm	Sparklabs
17:00-20:00 pm	
20:00pm	Return to Hotel and private time

October 8 (Thursday)

08:00am	Hotel check-out
09:00 -10:00 am	Korea Investment Corp (KIC) Sovereign Wealth Fund (tentative)
	Flight:



TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)		VOTE	
MIT			
EMPLOYEE NAME		EMPLOYEE ID.	
Ben Stewart			
POSITION		BARGAINING UNIT / GROUP NO.	
BCSRA			
BRANCH / LOCATION / REGION			
Beijing			
DATE DEPARTING YYYY / MM / DD	DATE RETURNING YYYY / MM / DD	NO. OF WORKDAYS AWAY	ESTIMATED OVERTIME CLAIM HOURS
2015/11/28	2015/12/04	4	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS			
<input type="checkbox"/> N/A, OR:			
DESTINATIONS			
Tokyo and Dalian			
METHOD OF TRAVEL			
Flight			

ESTIMATED COSTS (IN CAN. \$)	
Transportation	1,400
Meals	200
Lodging	1,200
Overtime	
Fees	
Other	
SUB TOTAL	2,800
Less Costs paid by others	
TOTAL COSTS	2,800

SIGNATURES			
Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.			
PLEASE SIGN ONE BOX ONLY			
DIRECTOR	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD
			2015/10/13
ASSISTANT DEPUTY MINISTER	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD
			2015/10/13
DEPUTY MINISTER	APPROVED	NOT APPROVED	DATE SIGNED YYYY / MM / DD
EMPLOYEE'S SIGNATURE	DATE SIGNED YYYY / MM / DD	MINISTER	DATE SIGNED YYYY / MM / DD
	2015, 10, 09		

FIN 99WEB Rev. 2008/10/05

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form



Ministry of
International Trade

Travel Authorization for ADM Approval
Ministry of International Trade
International Trade and Investment Attraction Division

EMPLOYEE: Ben Stewart

DATES OF TRAVEL: 2015Nov28 - 2015Dec04

DESTINATION(s): Tokyo and Dalian

In Province: ☐ Canada: ☐ International: ☒

AMOUNT: \$2,800.00

BRANCH RC: 51663

INCLUDED IN FORECAST: YES ☒ NO ☐

NEW COST PRESSURE: YES ☐ NO ☒

STOB57 BUDGET: \$80,000.00

EXPENDITURES TO DATE: \$36,834.00

FORECASTED TO YEAR END: \$43,166.00

VARIANCE:

ANALYST

[Signature]

SIGNATURE DIRECTOR DIV OPS: *[Signature]*

RECOMMENDED: YES ☒ NO ☐

Minister Steve Thomson & Industry Leaders

Mission to Japan and China

November 28 – December 4, 2015

October 14, 2015

SATURDAY, NOVEMBER 28

16:30 Minister Thomson & Mission Delegates Arrive at Haneda (JL17)

Please Note: 1. A mini-bus is arranged to pick up Minister Thomson entourage. (SL to provide Minister Thomson with Japan briefing en route to Tokyo) Express check in at Hotel Okura.

2. Mission industry participants are asked to make their own way to Tokyo.

3. Evening free.

SUNDAY, NOVEMBER 29

08:30 Minister's delegation assembles in front of Hotel Okura South Wing lobby and departs via charter bus for site visit for Maple Homes Show home in Tsukuba

Note: This program element is optional for Industry participants. All mission delegates are expected to participate in the Japan Strategy Review Meeting and Minister's Welcome Dinner commencing at 17:00.

10:00 Arrival and site visit of Maple Homes Hemlock heavy timber display home in Tsukuba / (Optional Tour for Industry) Reference link:
<http://canadatsuga.org/casestudy/maplehomesintsukuba/>

11:00 Site visit concludes and charter bus Departs and returns delegates to Hotel Okura

12:30 Arrival at Hotel Okura / Free Time

17:00 Japan Strategy Review Meeting

Location: Mayfair Room 12FI South Wing

Dress Code: Business casual.

18:30 Meeting adjourns

Location: Mayfair Room 12FI South Wing

Participants asked to make their way to the Kensington Terrace located on the 12th floor

18:45 Minister Steve Thomson Welcome Dinner Reception
Location: Kensington Terrace 12Fl South Wing

20:30 Welcome dinner closes

MONDAY, NOVEMBER 30

Dress Code: Business Casual for morning site visit, business formal for Ambassador's Briefing & Embassy Reception.

08:45 Mission delegates asked to assemble and board Canada Wood charter bus for morning site visit

09:00 Bus Departs Hotel Okura South Tower Lobby to visit Adachi 5 storey platform frame elderly care model project in Adachi Ward, Tokyo

10:00 Arrival at the Dai Ni Adachi Shinseien 5 storey platform frame midply project
- Site Tour & Group Photo

11:00 Bus departs Adachi project and returns to Hotel Okura

11:45 Arrival Hotel Okura.

Note: Industry delegates will have between 11:45 and 16:00 set as free time to pursue their own respective programs. The schedule for the Minister and staff during this interim period is as follows:

12:00 Minister's Lunch with the Japan 2x4 Home Builders Association

Participants: Mr. Toshihide Ichikawa, Chair; Mr. Toshiaki Hashimoto, Executive Director & Masanobu Sakamoto, Secretary General, Japan 2x4 Home Builders Association

Location: Andaz Tavern Restaurant Toranomom Hills

13:30 Charter bus departs for BC Wood Official Office Opening

14:00 B.C. Wood Office Official Opening Ceremony & Site Tour of Log Road Daikanyama

15:30 Bus Departure for Canadian Embassy

Please Note: Canadian Embassy security regulations now require all visitors to provide photo identification for entry.

16:00 Meeting with Avrom Salsberg, BC Investment & Trade & Sumitomo Trading at Canadian Embassy 6th floor conference room

- 17:00 BC Trade & Investment meeting adjourns
Note: Mission participants assemble at 4th Floor Executive Dining Room
- 17:15 Ambassador's Briefing / Question & Answer Period
- 18:00 Minister Thomson & Forest Industry Leaders Mission Key Customer Appreciation Reception
Location: Canadian Embassy 4th Floor South Wing
Dress Code: Business formal
- 20:00 Reception closes
Note: return bus transportation will be provided for mission participants to the Hotel Okura.

TUESDAY, DECEMBER 1

Note: Mission industry participants are free to independently pursue their own programs on the Tuesday. The following government meetings have been arranged for the Minister and staff.

- 09:30 Meeting with the Ministry of Land, Infrastructure, Transportation & Tourism (MLIT)
Mr. Fumihiko Yuki, Director General, Housing Bureau (TBC)
- 10:30 MLIT Meeting Adjourns
- 11:00 s.13
- 12:00 Meetings Adjourn & Wrap up lunch and transit to airport
- 18:00 Departure Narita JL 869
- PM Minister Thomson arrives Beijing
Note: JL869 arrives 21:00
Hotel check-in and free evening

WEDNESDAY, DECEMBER 2

Dress Code: Business – Suits and ties for men. Similar level of formality for women.

- 07:30 Breakfast at hotel

- 08:00 Breakfast briefing: Mission Programme and MOHURD cooperation updates
- 09:30 Transport to China Society for Urban Studies (CSUS) [MOHURD affiliated research institution under leadership of former Vice Minister Qiu]
- 10:30 – 11:30 CSUS meeting and LOI Signing

Group One	Group Two
Selected delegates participate in bilateral meeting & MOHURD MOU Signing	
11:30 Transport to lunch	11:30 Transport to hotel
11:45 Group lunch	12:30 Lunch (Free arrangement)
13:15 Transport to MOHURD office	13:40 Transport to Canadian Wood Conference
13:40 MOHURD bilateral meeting and MOU signing	14:00 Canadian Wood Conference of China Market Development with CEO panel discussion
15:00 Transport to Canadian Wood Conference	Location: Beijing Jianguo Garden Hotel

- 16:00 Group One from MOU signing joins Canadian Wood Conference.
- 18:00 Industry Key Stakeholders Banquet (by invitation only)
Location: Beijing Jianguo Garden Hotel

THURSDAY, DECEMBER 3

Dress Code: Business – Suits and ties for men. Similar level of formality for women

- 07:00 Breakfast at hotel
- 08:00 s.13
- 08:30 – 10:30 s.13
- 10:30 – 10:40 Break
- 10:40 – 12:30 s.13

12:30 – 13:30 Lunch

13:40 – 14:40 s.13

s.13

17:00 Two groups gather together and transport to hotel

18:00 Depart hotel for dinner

19:00 Networking and mission wrap-up dinner with Minister Thompson (location TBC)

DAY 4 FRIDAY, DECEMBER 4

Dress Code: Business Casual

06:30 Packed breakfast

08:40 – 09:40 Flight to Dalian CA153

11:00 Tour 1 Longhua Manufacturing Facility

12:00 Lunch

PM s.13

Tour 3 Quacent Wood Materials Co., Ltd.

19:10 – 20:40 Flight back to Beijing CA8907

Dinner: Free arrangement

Minister Steve Thomson & Industry Leaders

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12:30 – 13:30 Lunch

13:40 – 14:40 s.13

s.13

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11:00 Tour 1 Longhua Manufacturing Facility

12:00 Lunch

PM s.13

Tour 3 Quacent Wood Materials Co., Ltd.

19:10 – 20:40 Flight back to Beijing CA8907

Dinner: Free arrangement

SATURDAY, DECEMBER 5

08:30 Casual breakfast

09:30 Transport to Beijing office

10:00 – 11:00 MOU signing with Shanghai STC (TBC)

From: [Irwin, Paul MIT:EX](#)
 To: [Michon, Steven MIT:EX](#); [Cowan, Jim MIT:EX](#); [McCarley, Mariah MIT:EX](#)
 Subject: RE: BCSRA year to date
 Date: Tuesday, October 20, 2015 9:09:36 PM
 Attachments: [image001.png](#)

Thanks Steve – will review with Ben and let you know!

From: Michon, Steven MIT:EX
 Sent: Tuesday, October 20, 2015 10:13 AM
 To: Irwin, Paul MIT:EX; Cowan, Jim MIT:EX; McCarley, Mariah MIT:EX
 Subject: RE: BCSRA year to date

Hi Paul,

I'm not sure what Ben has been provided in the past, but here is a high level view of what has been spent to date. Let me know if it will suffice, or if something more comprehensive is required.

STOB Level 3	Annual Budget	Encumbrance YTD +Yr Open	Actuals YTD +Yr Open
51663 BC Special Representative in Asia Responsibility			
5550-Base Salaries and Overtime	183,000	0	76,458
5552-Employee Benefits	40,000	0	25,032
5557-Public Servant Travel Expenses	60,000	0	40,339
5560-Public Serv-Oper and Reg	27,000	0	0
5563-Information Systems-Operating	5,000	0	630
5565-Office and Business Expenses	50,000	0	10,520
5575-Building Occupancy Charges	0	0	42,657
5585-Other Expenses	131,000	0	55,435
51663 Total	487,000	0	251,741
51663 Total	487,000	0	251,741
065 Total	487,000	0	251,741
REPORT TOTAL	487,000	0	251,741

Thank you,

Steve Michon
 Financial Analyst
 Ministry of International Trade
 Suite 730 – 999 Canada Place, Vancouver, British Columbia
 Canada V6C 3E1
 T. 604-306-7682



www.britishcolumbia.ca

-----Original Message-----

From: Irwin, Paul MIT:EX

Sent: Tuesday, October 20, 2015 10:01 AM

To: Cowan, Jim MIT:EX; Michon, Steven MIT:EX; McCarley, Mariah MIT:EX

Subject: BCSRA year to date

Can Ben see his spending to date? Thx.

Sent from my iPhone

From: [Irwin, Paul MIT:EX](#)
To: [McCarley, Mariah MIT:EX](#); [Michon, Steven MIT:EX](#)
Cc: [Cowan, Jim MIT:EX](#)
Subject: FW: Ho Hing - BCSRA AR Invoices: September 2015
Date: Thursday, October 29, 2015 1:32:56 PM
Attachments: [BCSRA AR INVOICE 2015 09.pdf](#)

Just copying Mariah and Steve on this.....

From: Stewart, Ben MIT:EX
Sent: Thursday, October 29, 2015 4:12 AM
To: Cowan, Jim MIT:EX
Cc: Irwin, Paul MIT:EX; XT:Tsui, Kevin MIT:IN
Subject: FW: Ho Hing - BCSRA AR Invoices: September 2015

Jim

The following invoice is approved and should be paid.

Thank you

From: Tsui, Kevin -BEIJING -MD [<mailto:ktsui@britishcolumbia.ca>]
Sent: Thursday, October 29, 2015 7:04 PM
To: Stewart, Ben MIT:EX
Subject: Ho Hing - BCSRA AR Invoices: September 2015

Dear Ben,

Please find attached invoice for expenses covering September 2015 for your approval and settlement.

Thank you!

Kevin Tsui 徐伟伦

Managing Director / Representative Director 首席代表

International Trade and Investment Office 加拿大不列颠哥伦比亚省政府国际贸易投资办公室

Representing the Government of British Columbia in North China & East China 华北华东区

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District, Beijing, China 100020

中国北京市朝阳区光华路1号嘉里中心南楼2323室 邮编:100020

T 总机: +8610 8535.7700 | F 传真: +8610 8535.7701

D 直线: s.17

From C:



www.britishcolumbia.ca | [Weibo](#) 微博

Ho Hing Consultancy Inc.

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,
Beijing, China 100020

INVOICE DATE:

October 27, 2015

INVOICE #:

150901

FY 15/16 - SEPTEMBER 2015 - BSCRA AR

BC Trade and Investment Representative Services, North CHINA (BEIJING) Ministry Contract No : FC15563241

RC: 51563

SL: 22441

Project: (Beijing&Shanghai Office)

EXPENSE TYPE		Fees/Expenses September 2015 RMB	Previous outstanding Balance RMB	Repayment Amount RMB	Fees/Expenses Payable YTD RMB
FEES - BSCRA	AR- BSCRA	5,054.89		0.00	
	Total	5,054.89	0.00	0.00	5,054.89

TOTAL FOR SEPTEMBER 2015 FEE

RMB 5,054.89

Please Remit: \$5,054.89

Acc: S.21
Add

Acc:
Ban
Add

SWI

As Qualified Receiver I have verified that:

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

PROGRAM - ACCOUNTABLE

Seed Funding

Project Name: BCSRA AR BJO&SHO September.2015

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Amount	Currency	FX Rate	Amount in RMB	Ref. Location
	PROGRAM	Seed_funding	BCSRA	2015-9-7	Cash Advance for BCSRA-China Mobile- August		RMB		488.50	P3
	PROGRAM	Seed_funding	BCSRA	2015-9-30	staff cost of Dongying YU Hall September		RMB		\$ 13.5	P4

Note: Need to invoice BCSRA and return to HH monthly

Total 总额: RMB \$ 13.5.1

银行代收费业务专用发票

SPECIAL INVOICE FOR BILL
PAYMENT SERVICE

发 票 联

INVOICE

发票代码 211001432420
Invoice code

发票号码 04753249
Invoice No.

密 码
Password

代收费单位
The agent bank

招商银行股份有限公司北京分行

委托单位
The client

中国移动通信集团北京有限公司

开票日期
Date

20150807

付款单位(个人)
Payer (individual)

s.22

RELL, BENJAMIN

STEWART

手写无效
Handwritten invalid

电话号码: 13810839508

账单起止日: 20150801-20150831

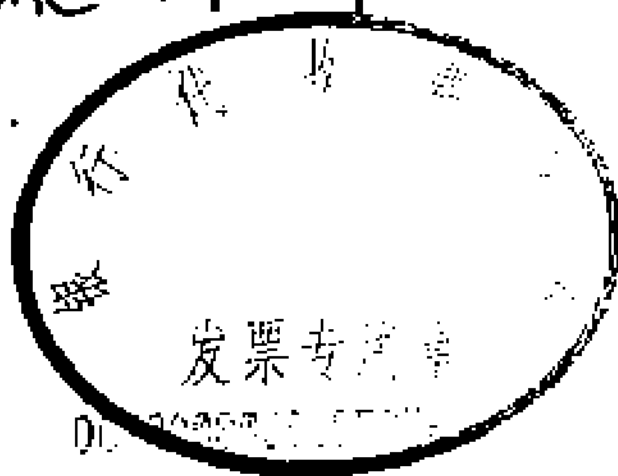
话费: 486.50

宽带费: 0.00

其他费: 0.00

Sign here pls.

China Mobile top-up.
August 2015.



银行卡卡号 4392258111111111
Bank card No.

小写合计 ¥486.50
Total in figures

大写合计 肆佰捌拾陆元伍角整
Total in letters

Page 534

Withheld pursuant to/removed as

s.13,s.17