



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128522

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

Name Avendano, Christian				Employee ID s.22		Phone Number (250) 356-0179	
Client Organization Advanced Education, Skills and Training				Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/04/05		6. Fiscal Year 2018		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel staffing Minister				Headquarters Victoria	
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Claim Cost
2018							
03/15	Victoria	1200	1300		0.00	11.00	
03/22	Vic-Vancouver (HA)	1430	2359		0.00	14.50	
03/23	Vancouver	0700	2359		0.00		F-BD 22.75
03/24	Vancouver	0700	2359		0.00		0.00
03/25	Van-Victoria (HA)	0700	1800		0.00		0.00
03/28	Vic/Van (Ferry)	0830	2359		0.00	70.53	0.00
03/29	Vancouver	1730	2359		0.00	Ferry/Taxi	0.00
03/30	Vancouver	0700	2359		0.00		0.00
03/31	Vancouver	0700	2359		0.00		0.00
TOTALS OF COLUMNS				36.	37.	38.	39.
				\$ 0.00	\$ 96.03	\$ 22.75	\$ 0.00
							40.
							\$ 30.75
							Claim Total
							\$ 149.53
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount	
019	11001	18000	5701	1100000	s.22	\$ 138.53 s.22	
019	11001	18000	6501	1100000		\$ 11.00	
019							
019							
Less Travel Advance							
019							
AMOUNT DUE TO EMPLOYEE							54.
							\$ 149.53
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name		Date Signed	

Audit Trail for Travel Voucher (Restricted Use) E128522 for Avendano, Christian

11 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/05 12:17:17	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/13 12:19:23	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/13 12:24:24	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/13 12:28:30	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/19 12:12:19	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/20 11:33:12	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/20 12:13:47	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/20 12:17:57	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/20 12:37:34	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Notified	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/25 17:55:30	Avendano, Christian (IDIR\CAVENDAN) Christian.Avendano@gov.bc.ca		Initiated	Talbot, Sarena Sarena.Talbot@gov.bc.ca
2018/04/26 10:15:22	Talbot, Sarena (IDIR\STALBOT) Sarena.Talbot@gov.bc.ca		Approved	Laird, Patricia s. Patricia.Laird@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128522 for Avendano, Christian

2 note(s) returned.

Created On	Author	Note
2018/04/20 12:13:47	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	March 15, 2018 - share ride to event (Vic) - Yellow cab (pd by visa) back to buildings March 22, 2018 - walk to Harbour Air Vic/Van (pd by p/c) Blacktop Cab (pd by visa) to mtgs - personal ride to personal residence - o/n March 23, 2018 - share ride to mtgs - personal ride to personal residence March 24, 2018 - Vancouver - personal March 25, 2018 - personal ride to Harbour Air Van/Vic (pd by p/c) - walk home 2018/04/20 12:17:57
2018/04/20 12:17:57	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	March 28, 2018 - Bluebird Taxi to meet Minister - share ride to event (Vic) - share ride back to buildings - Bus to BC Ferry Vic/Van (pd by cash) - personal ride to personal residence. March 29, 2018 - Vancouver March 30, 2018 - Vancouver March 31, 2018 - Vancouver - personal - for rest of trip see TV E128566
Production *** Copyright © Government of British Columbia		

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240072

**** PURCHASE ****

03-15-2018 12:58:12
Acct # *****s.17 ✓ C
Exp Date **/** Card Type VI
Name: CHRISTIAN AVENDANO
A0000000031010 SCOTIABANK VISA

Operator: 072
Trace # 9656
Inv. # 072
Auth # 499066 RRN 001934000

Total ✓ \$11.00

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

DUPLICATE

BLACKTOP & CHECKER
CABS#69
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD *****s.17 ✓
CARD TYPE VISA
DATE 2018/03/22
TIME 2449 16:11:36
CLERK ID 1
RECEIPT NUMBER
C85040446-001-302-017-0

PURCHASE
TOTAL

\$14.50 ✓

SCOTIABANK VISA
A0000000031010
34E2880C2D79D2A9
0280008000-E800
6EDA162FAAF7C845
0280008000-F800

APPROVED

AUTH# 426476 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

BLUEBIRD CABS #66
2612 QUADRA ST
VICTORIA BC

CARD s.17 *****
CARD TYPE FLASH
ACCOUNT TYPE DEFAULT
DATE 2018/03/28 ✓
TIME 0907 09:13:23
RECEIPT NUMBER
H85068950-001-031-004-0

PURCHASE
TOTAL

✓ \$7.10

INTERAC
A0000002771010
3FB2C7493A839BE9
8080008000-

APPROVED

AUTH# 440027 00-001
THANK YOU

CARDHOLDER COPY

PHONE.250.382.2222

Your Itinerary

Date Booked: Wednesday, March 28 2018 17:17

Reservationist: VicFD CCS

Last Updated: Wednesday, March 28 2018 17:17

Group Name: AVECHR250

Confirmation Number: 74595

Status: PAID



Itinerary Guest Summary

1 x 17:45 Victoria to YVR and River Rock Casino

Itinerary For Avendano, Christian

Total

Mobile Phone: 1 6 2 2
Land Line Phone:
Email:
Address: BC
Country: Canada

Activities

Activity: 17:45 Victoria to YVR and River Rock Casino - Wednesday, March 28 2018 17:45 ✓ ✓ \$44.50
Guests: 1 (BCR)
Hotel:
Pick Up: Victoria Bus Depot 17:15 - 17:40
(Victoria Bus Station - Capital City Station, 721 Douglas Street)
Drop off: River Rock Casino 21:10-21:25
(Limited to 2 luggage pieces. Pick up and Drop off will be located outside the River Rock Casino, between the casino and hotel lobby entrance.)
Booked by: Wilson's Transportation Ltd. -- VicFD CCS
Notes:

Subtotal \$44.50CAD
Ferry Fare \$16.70CAD
5% GST \$2.23CAD
Total \$63.43CAD

Payment Transaction(s)

Payment type	Date	User	Details	Assignment	PNREF	Response	Amount
Debit	2018-03-28 17:17:22	VicFD CCS					\$63.43CAD

Outstanding balance \$0.00CAD

To make Cancellations/Amendments

Please contact The Wilson's Group Customer Experience Centre at 1-888-788-8840 or email reservations@bcferriesconnector.com, 07:00-19:00 PST, daily, for any amendment, cancellation, or questions.

Cancellation and Amendment Policy

The BC Ferries Connector Cancellation and Amendment Policy varies based on whether the customer has purchased our BC Ferries Connector Travel Protection or not. (Travel Protection is a BC Ferries Connector booking service and is not to be confused with Travel Insurance).

With Travel Protection: Amendments can be made at any time up to 1 hour prior to scheduled departure time without being subject to a re-issue fee. Should a cancellation be required, Travel Protection allows customers the ability to cancel their travel at any time and receive a full refund, no questions asked. Please Note – Any Travel Protection Refund claims will only be honored up to 30 days after the scheduled travel date. The cost of Travel Protection is \$3.00+Tax per traveler, per booking. The fee for Travel Protection is 100% non-refundable.

Without Travel Protection: Should Travel Protection not be purchased, the customer may be subject to a Re-Issue Fee for any amendments, or a Cancellation Fee for any cancellations. All bookings without Travel Protection become non-refundable 24 hours prior to scheduled departure time.

For Attractions/Tours/Add-on's: Refunds are not available.

If you have any questions regarding Travel Protection, or our Cancellation and Amendment Policy, please call our office at 1-888-788-8840

CAPITAL CITY STATION
719 DOUGLAS ST
VICTORIA BC

CARD s.17 *****
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/03/28 ✓
TIME 0955 17:17:16
RECEIPT NUMBER
C84069911-001-646-013-0

PURCHASE
TOTAL

\$63.43 ✓

INTERAC
A0000002771010
7D0FDA53132144D0
8080008000-6800
60231BE5A8DD67B9

APPROVED

AUTH# 730357 00-001
THANK YOU

CARDHOLDER COPY

BC Ferries Connector Luggage Policy

Luggage is limited, per person to 2 pieces of checked luggage, not exceeding 50 lbs (22.5 kg), and 1 carry-on not to exceed 15 lb.

Scheduling Disclaimer

Travel times are approximate, and may vary based on ferry wait times, as well as weather and road conditions. Please plan accordingly, and give yourself ample time to make your connection or destination.

Missed Connection Disclaimer

BC Ferries Connector - a part of The Wilson's Group, and Wilson's Transportation Ltd. is not responsible for any missed flights or other travel connections.

For further information regarding our policies on luggage limits, travel protection, unaccompanied minors, pets, and wheelchair accessibility, please visit our website at bcfconnector.com or call The Wilson's Group Customer Experience Centre at 1-888-788-8840.

Flesh, Cindy AEST:EX

From: reservation@harbourair.com
Sent: Wednesday, March 21, 2018 11:42 AM
To: Flesh, Cindy AEST:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!

Follow Up Flag: Follow up
Flag Status: Flagged

[Check Flight Status](#)[Manage Flight](#)[Deals & Specials](#)[High Flyer Rewards](#)[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & SaltSpring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

We are listening! Harbour Air has been hearing from our guests for years that we need to provide better transportation options to and from our locations throughout British Columbia. We believe that having ride sharing options will help us alleviate pick up/drop off wait times as well as the high parking costs in the lots adjacent to some of our terminals. If you agree, we are asking you to help us by [Clicking Here](#) to show your support.

Harbour Air Team

Customer Information

Account

HAS #

s.17

Name

Christian Avendano

Booking # s.17

Thursday, March 22, 2018

Invoice # s.17

Flight #218/Twin Otter15:00 Victoria Harbour / [Map](#) 15:35 Vancouver Harbour / [Map](#) 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Christian Avendano, Male

[Add to Calendar](#)

Air Transportation Charges

Sked 200/300 : Standard GO Flex \$186.64

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

Grand Total \$207.00**Fare Conditions:**

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure

(subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure**Baggage:****All routes (except routes listed below)**

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:100% cancellation fee if cancelled within 24hrs of
departure

Booking #s.17

Sunday, March 25, 2018

Invoice #s.17

Flight #223

Air Transportation Charges

17:00 Vancouver Harbour / Map 

17:35 Victoria Harbour / Map 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Christian Avendano, Male

[Add to Calendar](#)

Sked 200/300 : Non-Peak GO Flex \$140.92

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$7.57

Billing \$151.43

Taxes \$7.57

Grand Total \$159.00

Fare Conditions:

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure
(subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of
departure

Booking Information

Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Please be prepared to show government Issued photo identification. It's required for all passengers 18



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128299

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Name Maartman, William		Employee ID s.22		Phone Number (250) 953-4290	
Client Organization Education		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/03/12		6. Fiscal Year 2018		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministerial Travel			Headquarters Victoria
12. Mailing Address for Cheque Room 124, Parliament Buildings PO Box 9045, STN PROV GOVT Victoria, BC, BC V8W 9E2					
16. Travel Dates 2018 03/09	17. Places Travelled *PCard Destination *Vancouver (HI)			18. Personal Vehicle Use Km Cost 0.00	19. Other Transport Costs
	Start 0600	End 1700	20. & 21. Meals Claim F-D		
				22. Lodging Costs	20. & 21. Miscellaneous Cost 48.15 s.22
					Describe National car rental
TOTALS OF COLUMNS				36. \$ 0.00	37. \$ 0.00
				38. \$ 33.25	39. \$ 0.00
				40. 48.15 \$ s.22	Claim Total \$ s.22 81.40
48. Client Code 062 062 062 062	49. Resp. 22001	50. Service Line 06000	51. STOB 5701	52. Project 2200000	45. Supplier Code s.22
					Amount \$ s.22 - 81.40
Less Travel Advance 062					
					54. \$ s.22 81.40
AMOUNT DUE TO EMPLOYEE					
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name Date Signed	

FIN 10 (EFI-F0012 v2.6.1)

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

Audit Trail for Travel Voucher (Restricted Use) E128299 for Maartman, William

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/12 13:00:06	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Maartman, William William.Maartman@gov.bc.ca	Notified	Maartman, William William.Maartman@gov.bc.ca
2018/03/12 13:03:00	Maartman, William (IDIR\WMAARTMA) William.Maartman@gov.bc.ca		Approved	Harrison, Veronica S. Veronica.Harrison@gov.bc.ca
2018/03/12 13:43:12	Harrison, Veronica S. (IDIR\ VHARRIS) Veronica.Harrison@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128299 for Maartman, William

1 note(s) returned.

Created On	Author	Note
2018/03/12 13:00:06	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Mar. 9 - Will travelled with Minister, Vic to Van return, via Helijet charged to Andra's pcard and car rental charged to Will's travel card.

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Hahn, Andra EDUC:EX

From: passengerservices@helijet.com
Sent: Friday, March 9, 2018 12:09 PM
To: Hahn, Andra EDUC:EX
Subject: MAR. 9 - WM & MRF - Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

Booking #s.22

Friday, March 9, 2018

702

07:00 Victoria Harbour

07:35 Vancouver Harbour

35 minutes

Confirmed

2 Passengers - Peak

• Robert Fleming, Male

• Will Maartman, Male

[Add to Calendar](#)

Invoice #267710

FARE-YWH-PEAK_Winter17-18 \$619.04

+ GST \$30.96

Billing \$619.04

Taxes \$30.96

Grand Total \$650.00

Mastercard \$650.00

Date / Time March 9, 2018 @ 6:46:01 AM

Summary ***** s.17

Expiration s.17

Authorization

Fully Changeable / Refundable up to 5pm the day prior to



Rental Agreement s.22
Invoice #

Renter Information

Renter Name

WILLIAM MAARTMAN

Renter Address

s.22

CAN

Contract

PROVINCIAL GOVERNMENT OF BC

Rental Credits

1 credit has been awarded for this rental

Vehicle Information

4DR SEDAN

License #: FH501V

State/Province: BC

Vehicle Class Driven

Compact 2 or 4-Door/Automatic/Air

Vehicle Class Charged

Compact 2 or 4-Door/Automatic/Air

Odometer Mileage/Kilometers

Starting: 13,163 Ending: 13,196

Total: 33

Trip Information

Pickup

Fri, Mar 09 2018 8:24 A.M.

s.15

Return

Fri, Mar 09 2018 12:40 P.M.

Rental Charges

Rental Rate	Free Distance	Included
	Time & Distance 1 Day at 31.00 CAD / Day	31.00 CAD
Add-Ons	Refueling Charge (2.12 CAD / Liter)	12.72 CAD
Taxes and Fees	Goods And Services Tax (5.00%)	2.26 CAD
	s.22	
	Provincial Sales Tax (7.00%)	2.17 CAD
	Vlf Rec .90/day	Included
Total		s.22
(Subject to audit)		
Amount charged on Mar 09 2018 to s.17		(36.30 CAD)
Amount charged on Mar 09 2018 to		(13.35 CAD)
Amount Due		0.00 CAD

s.22

\$48.15 Total

**Thank you for renting with
National Car Rental**

We appreciate your business!

This email was automatically generated
from an unattended mailbox, so please do
not reply to this e-mail.

If you have any questions about your
rental, please view our Frequently Asked
Questions or send us a secured message
by visiting our [Support Center](#)

Hahn, Andra EDUC:EX

From: passengerservices@helijet.com
Sent: Friday, March 9, 2018 3:42 PM
To: Hahn, Andra EDUC:EX
Subject: MAR. 9 - WM - Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

Booking #s.22

Friday, March 9, 2018

723

16:00 Vancouver Harbour

16:35 Victoria Harbour

35 minutes

Confirmed

1 Passengers - Full-Fare
Will Maartman, Male

[Add to Calendar](#)

Invoice #267711

FARE-YWH-Full_Winter17-18 \$300.00

+ GST \$15.00

Billing \$300.00

Taxes \$15.00

Grand Total \$315.00

Mastercard \$315.00

Date / Time March 9, 2018 @ 3:41:02 PM

Summary *****s.17

Expiration s.17

Authorization

Fully Changeable / Refundable up to 5pm the day prior to



Where ideas work

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Control No.

E128632

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Name Maartman, William		Employee ID s.22		Phone Number (250) 953-4290	
Client Organization Education		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/04/23		6. Fiscal Year 2019		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministerial Travel			Headquarters Victoria
12. Mailing Address for Cheque Room 124, Parliament Buildings PO Box 9045, STN PROV GOVT Victoria, BC, BC V8W 9E2					
16. Travel Dates 2018 04/20	17. Places Travelled *PCard Destination Start End *Vancouver 1000 1830 Vic-Van (HJ) Van-Vic (HA)			18. Personal Vehicle Use Km Cost 0.00	19. Other Transport Costs 89.00
				20. & 21. Meals Claim Cost F-BD 22.75	22. Lodging Costs
				20. & 21. Miscellaneous Cost Describe	
TOTALS OF COLUMNS				36. \$ 0.00	37. \$ 89.00
				38. \$ 22.75	39. \$ 0.00
				40. \$ 0.00	Claim Total \$ 111.75
48. Client Code 062 062 062 062	49. Resp. 22001 22001	50. Service Line 06000 06000	51. STOB 5701 5701	52. Project 2200000 2200000	45. Supplier Code s.22
					Amount \$ 22.75 \$ 89.00
Less Travel Advance 062					
					54. \$ 111.75
AMOUNT DUE TO EMPLOYEE					
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name Date Signed	

Audit Trail for Travel Voucher (Restricted Use) E128632 for Maartman, William

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/23 09:09:54	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Maartman, William William.Maartman@gov.bc.ca	Notified	Maartman, William William.Maartman@gov.bc.ca
2018/04/23 09:23:27	Maartman, William (IDIR\WMAARTMA) William.Maartman@gov.bc.ca		Approved	Harrison, Veronica s. Veronica.Harrison@gov.bc.ca
2018/04/27 10:03:46	Harrison, Veronica s. (IDIR\XHARRIS) Veronica.Harrison@gov.bc.ca		Approved	Fleming, Rob Rob.Fleming@gov.bc.ca
2018/04/27 10:46:27	Fleming, Rob (IDIR\RFLEMIN) Rob.Fleming@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128632 for Maartman, William

1 note(s) returned.

Created On	Author	Note
2018/04/23 09:09:54	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	As Ministerial Assistant, Will travelled with Minister to Vancouver return on April 20 for event and speaking engagement. Flew Helijet from Vic to Van and Harbour Air from Van to Vic. Taxis from Heli Terminal to event, event to speaking engagement at hotel and from hotel to Harbour Air terminal.

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VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/04/20
TIME 1520 11:44:43
CLERK ID 43574
INVOICE # 1
RECEIPT NUMBER
C85000985-001-478-005-0

PURCHASE
TOTAL

\$12.00

MasterCard
A0000000041010
22DFA205B2550089
0000008000-E800
F9823BFC53C2D7FB

APPROVED

AUTH# 144443 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240053

**** PURCHASE ****
04-20-2018 10:37:25
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: WILLIAM MAARTMAN
A0000000041010 MasterCard

Operator: 153
Trace # 4200
Inv. # 153
Auth # 133725 RRN 001172007

Total \$16.00

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

RICHMOND TAXI #6
2440 SHELL RD V6X2P1
RICHMOND BC
20123539

**** PURCHASE ****
04-20-2018 15:54:03
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: WILLIAM MAARTMAN
A0000000041010 MasterCard

Trace # 190001 Operator 106
FB2012353901
Inv. # 106
Auth # 105403 RRN 001445001

Total \$14.00

(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

DUPLICATE

BLACKTOP & CHECKER
CABS#372
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/04/20
TIME 0831 15:07:32
CLERK ID 2
RECEIPT NUMBER
C85000681-001-336-009-0

PURCHASE
TOTAL

\$47.00

MasterCard
A0000000041010
64F4E9A8507F4596
0000008000-E800
F2771624DA462149

APPROVED

AUTH# 180732 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

Hahn, Andra EDUC:EX

From: passengerservices@helijet.com
Sent: Friday, April 20, 2018 10:39 AM
To: Hahn, Andra EDUC:EX
Subject: Apr.20 - WM & MRF - RECEIPT - HELI - Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

Booking #s.22

Friday, April 20, 2018

714

11:00 Victoria Harbour

11:35 Vancouver Harbour

35 minutes

Confirmed

2 Passengers - Full-Fare

• Robert Fleming, Male

• Will Maartman, Male

[Add to Calendar](#)

Invoice #280313

FARE-YWH-Full_Winter17-18 \$600.00

+ GST \$30.00

Billing \$600.00

Taxes \$30.00

Grand Total \$630.00

Mastercard \$630.00

Date / Time April 20, 2018 @ 10:38:36 AM

Summary *****s.17

Expiration s.17

Authorization

Fully Changeable / Refundable up to 5pm the day prior to

departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:
Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:
Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time unless otherwise stated in fare rules.

Terminals:
Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;
Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)
Vancouver International Airport: 5911 Airport Road South, Richmond BC
Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:
Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:
Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:
Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.
Children and Youth travelling unaccompanied must present Government issued ID; birth certificate,

From: reservation@harbourair.com
Sent: Friday, April 20, 2018 4:06 PM
To: Hahn, Andra EDUC:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!



[Check Flight Status](#) | [Manage Flight](#) | [Deals & Specials](#) | [High Flyer Rewards](#) | [My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & SaltSpring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Robert Fleming
	Company	Provincial Government-minister Of Education / Ndp-mla

Booking # s.17

Friday, April 20, 2018

Flight #511
17:20 South Vancouver
(YVR) / Map
17:50 Victoria Harbour /
Map

30 minutes

Invoice # s.17

Air Transportation Charges

Sked 500 : (Pk) GO Flex \$318.70

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 500 : Carbon Offset \$1.30

+ Goods and Services Tax \$16.00

KK- Confirmed

Billing \$320.00

Taxes \$16.00

2 Passenger(s) - GoFlex**Grand Total \$336.00**

. Robert Fleming, Male

Master Card \$336.00

. Will Maartman, Male

Add to Calendar

Date / Time April 20, 2018 @ 4:05:32 PM

Summary s.17

Expiration

Authorization

High Flyer Rewards s.22

Member s.22

Fare Conditions:Refundable up to 15 minutes prior to
DepartureChangeable up to 15 minutes prior to
Departure (subject to difference in fare
value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if
cancelled within 24 hrs of departure**Baggage:****All routes (except routes listed below)**

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Ganges &
Maple Bay**

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Victoria &
Nanaimo**

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:100% cancellation fee if cancelled within
24hrs of departure**Booking Information**



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128287

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

Name Sharma, Niki Client Organization Children and Family Development				Employee ID s.22 Job Title Ministerial Assistant				Phone Number s.22, Travel Group Code 3																																																																
5. Date Completed 2018/03/08			6. Fiscal Year 2018			7. Special Cheque Issue EFT			8. Cheque Stub Information																																																															
Type of Travel In Province			14. Reason for Travel Ministerial Business						Headquarters Victoria																																																															
12. Mailing Address for Cheque Rm 027-501 Belleville Street Victoria, BC V8V 1X4																																																																								
16. Travel Dates 2018 01/22 01/23 01/29 02/26 03/02 03/05	17. Places Travelled <table border="1"> <thead> <tr> <th>Destination</th> <th>Start</th> <th>End</th> </tr> </thead> <tbody> <tr> <td>Van>Abbs</td> <td>1600</td> <td>2359</td> </tr> <tr> <td>Abbs>Van</td> <td>0900</td> <td>1400</td> </tr> <tr> <td>Vancouver</td> <td>1100</td> <td>1830</td> </tr> <tr> <td>Vancouver</td> <td>0000</td> <td>0639</td> </tr> <tr> <td>Vancouver</td> <td>0000</td> <td>1530</td> </tr> <tr> <td>Vancouver</td> <td>0000</td> <td>0629</td> </tr> </tbody> </table>			Destination	Start	End	Van>Abbs	1600	2359	Abbs>Van	0900	1400	Vancouver	1100	1830	Vancouver	0000	0639	Vancouver	0000	1530	Vancouver	0000	0629	18. Personal Vehicle Use <table border="1"> <thead> <tr> <th>Km</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td>0.00</td> </tr> </tbody> </table>		Km	Cost		0.00		0.00		0.00		0.00		0.00		0.00	19. Other Transport Costs		20. & 21. Meals <table border="1"> <thead> <tr> <th>Claim</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>H-</td> <td>25.75</td> </tr> <tr> <td>H-</td> <td>25.75</td> </tr> <tr> <td>H-</td> <td>25.75</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td>H-</td> <td>25.75</td> </tr> <tr> <td></td> <td>0.00</td> </tr> </tbody> </table>		Claim	Cost	H-	25.75	H-	25.75	H-	25.75		0.00	H-	25.75		0.00	22. Lodging Costs ✓ 208.64		20. & 21. Miscellaneous <table border="1"> <thead> <tr> <th>Cost</th> <th>Describe</th> </tr> </thead> <tbody> <tr> <td>✓ 17.10</td> <td>Taxi</td> </tr> <tr> <td>✓ 13.60</td> <td>Taxi</td> </tr> <tr> <td>✓ 9.80</td> <td>Taxi</td> </tr> <tr> <td>✓ 13.70</td> <td>Taxi</td> </tr> </tbody> </table>		Cost	Describe	✓ 17.10	Taxi	✓ 13.60	Taxi	✓ 9.80	Taxi	✓ 13.70	Taxi
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Less Travel Advance 039																																																																								
											AMOUNT DUE TO EMPLOYEE			54. \$ 365.84																																																										
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name			Date Signed																																																															
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name			Date Signed																																																															
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name			Date Signed																																																															

Audit Trail for Travel Voucher (Restricted Use) E128287 for Sharma, Niki

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/08 15:32:10	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, N ki Niki.Sharma@gov.bc.ca
2018/03/21 14:23:04	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Initiated	Gunn, Paula S. Paula.Gunn@gov.bc.ca
2018/03/21 14:57:29	Gunn, Paula s. ✓ (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128287 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/03/08 15:32:10	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	January 22/18 travelled to Abbotsford and stayed over night for meeting January 23/18 travelled back to Abbotsford to Vancouver January 29/18 Travelled (Van>Burn) by taxi to meeting February 26/18 Travelled from home to Helijet (Van) by taxi March2/18 travelled from home to meeting (Van) by taxi March5/18 Travelled from home to Helijet (Van) by taxi

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Audit Trail for Travel Voucher (Restricted Use) E12B2B7 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/08 15:32:10	Wilson, Cherie (IDIRICHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, Niki Niki.Sharma@gov.bc.ca

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to Delipt.
DUPLICATE

BLACKTOP & CHECKER
CABS#111
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/03/06
TIME 7274 06:29:12
CLERK ID 1
RECEIPT NUMBER
C85012033-001-752-001-0

PURCHASE
AMOUNT s.22 \$13.70
TIP
TOTAL

MasterCard
A0000000041010
6948CCA5807AD9C0
0000008000-E800
EA4BE4844F32FE4D

APPROVED

AUTH# 092913 01-027
THANK YOU

CARDHOLDER COPY

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DUPLICATE

to Delipt.
DUPLICATE

BLACKTOP & CHECKER
CABS#64
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/02/26
TIME 2360 06:39:45
CLERK ID 1
RECEIPT NUMBER
C85012663-001-723-006-0

PURCHASE
AMOUNT s.22 \$13.60
TIP
TOTAL

MasterCard
A0000000041010
49CE89EBBDE6F0D5
0000008000-E800
96026517AC3D66B2

APPROVED

AUTH# 093945 01-027
THANK YOU

CARDHOLDER COPY

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DUPLICATE

Notes for Travel Voucher (Restricted Use) E128287 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/03/08 15:32:10	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	January 22/18 travelled to Abbotsford and stayed over night for meeting January 23/18 travelled back to Abbotsford to Vancouver January 29/18 Travelled (Van>Burn) by taxi to meeting February 26/18 Travelled from home to Helijet (Van) by taxi March2/18 travelled from home to meeting (Van) by taxi March5/18 Travelled from home to Helijet (Van) by taxi

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to Chuse media
BLACKTOP & CHECKER
CABS#93
777 PACIFIC ST
VANCOUVER BC

CARD s.17
CARD TYPE MASTERCARD
DATE 2018/03/02
TIME 5110 10:54:07
CLERK ID 1
RECEIPT NUMBER
C85011242-001-578-007-0

PURCHASE
AMOUNT \$9.80
TIP s.22
TOTAL

MasterCard
A0000000041010
E8039694F41EF45E
0000008000-E800
70122A878779C1F7

APPROVED
AUTH# 135407 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

Skytrain to City Hall
BONNY'S TAXI B 37
5525 IMPERIAL ST
BURNABY BC

CARD s.17 *****
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/01/29
TIME 1481 15:27:11
CLERK ID 02
RECEIPT NUMBER
C85024939-001-703-006-0

PURCHASE
AMOUNT \$17.10
TIP s.22
TOTAL

\$

Interac
A00000002771010
657C2C75E12BD7A0
8080008000-6800
DD93A558813D1950
8080008000-7800

APPROVED
AUTH# 556320 00-001
THANK YOU

CARDHOLDER COPY

FOLIO NO.	ROOM NO.	GUEST NO.
s.22	s.15	s.22

RATE/PACKAGE	NO. IN PARTY	DEPOSIT REC'D.
188.14	1	208.64

RATE/PACKAGE DESCRIPTION
CLC Delegate Pkg -Single

ARRIVAL DATE	DEPARTURE DATE
01/22/18	01/23/18

ADDITIONAL INFORMATION
CLC Pkg \$209/nt

NAME AND ADDRESS

Silajima, Niki
* Canadian Labour Cong-Jan 19, . 2018
Canadian Labour Congress
201-5118 Joyce Street
Vancouver, BC V5R 4H1
CA

DATE	DESCRIPTION	CHARGES	PAYMENTS
01/22/18	PKGCLC 1 CLC Delegate Pkg -Single	-- 188.14	
01/22/18	PXGST 1 GST - Federal Tax	-- 9.42	
01/22/18	PXPST 1 PST - Provincial Tax	-- 8.11	
01/22/18	PXPSTR 1 Municipal & Hotel Rm Tax	-- 2.97	
01/23/18	BCD 1 XXX}s.17 9Z		208.64

GST # s.15

G.S.T. Total : 9.42

Subtotals

=====		
\$	208.64	208.64
=====		

PAID IN FULL --- THANK YOU!

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 or the full amount of these charges. I also agree that all charges contained in this account are correct and any disputes or requests for copies of charges must be made within five days after my departure.

SIGNATURE _____

From: [Chen, Katrina MCF:EX](#)
To: [White, Emily MCF:EX](#)
Cc: [Sharma, Niki MCF:EX](#)
Subject: Re: Approval for Niki's Hotel
Date: Thursday, March 22, 2018 10:35:26 AM

Yes I approve. Thanks so much for working on this!

Katrina

From: White, Emily MCF:EX
Sent: Thursday, March 22, 2018 10:32 AM
To: Chen, Katrina MCF:EX
Cc: Sharma, Niki MCF:EX
Subject: Approval for Niki's Hotel

Good morning Katrina –

I'm looking for email approval for Niki's stay at the \$150 per night hotel in January for the event you both attended. As this hotel isn't listed on the Public Service Business Accommodation listing, she requires your approval to stay there.

Just need an email saying you approve, then I can forward to finance for processing!

Thank you ☺

Best,

Emily White

Administrative Coordinator

The Hon. Katrine Conroy

Minister of Children and Family Development

The Hon. Katrina Chen

Minister of State for Child Care

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

*** In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.***

Wilson, Cherie MCF:EX

From: passengerservices@helijet.com
Sent: Friday, March 2, 2018 8:52 AM
To: Wilson, Cherie MCF:EX
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	s.17
	Name	Niki Sharma
	Company	Bc Government

Booking # s.22	
Monday, March 5, 2018	Invoice #268873
851	FARE-YWH-PEAK_Winter17-18 \$309.52
07:00 Vancouver Harbour	+ GST \$15.48
07:35 Victoria Harbour	
35 minutes	Billing \$309.52
Confirmed	Taxes \$15.48
	Grand Total \$325.00
1 Passengers - Peak	Fully Changeable / Refundable up to 5pm the day prior to departure.
Niki Sharma, Female	
Add to Calendar	After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the

one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time unless otherwise stated in fare rules.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking is available for passengers on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over. Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

Wilson, Cherie MCF:EX

From: passengerservices@helijet.com
Sent: Monday, February 26, 2018 6:42 AM
To: Wilson, Cherie MCF:EX
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	s.17
	Name	Niki Sharma
	Company	Bc Government

Booking #s.22		
Monday, February 26, 2018	Invoice #263672	
	FARE-YWH-PEAK_Winter17-18	\$309.52
	+ GST	\$15.48
851	Billing	\$309.52
07:00 Vancouver Harbour	Taxes	\$15.48
07:35 Victoria Harbour	Grand Total	\$325.00
Dropoff:		
Shuttle Requested		
35 minutes	Mastercard	\$325.00
Confirmed	Date / Time	February 26, 2018 @ 6:41:19 AM
1 Passengers - Peak	Summary	s.17
	Expiration	

Niki Sharma, Female

Authorization s.17

Add to Calendar

Fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:
Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:
Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time unless otherwise stated in fare rules.

Terminals:
Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;
Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)
Vancouver International Airport: 5911 Airport Road South, Richmond BC
Victoria Harbour Heliport: 79 Dallas Road, Victoria BC
Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:
Free Parking is available for passengers on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:
Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

CF18EXECDM8



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128346

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

Name Sharma, Niki			Employee ID s.22			Phone Number (250) 356-5767							
Client Organization Children and Family Development			Job Title Ministerial Assistant			Travel Group Code 3							
5. Date Completed 2018/03/15		6. Fiscal Year 2018		7. Special Cheque Issue EFT		8. Cheque Stub Information							
Type of Travel In Province		14. Reason for Travel Ministrial Business				Headquarters Victoria							
12. Mailing Address for Cheque Rm 027-501 Belleville Street Victoria, BC V8V 1X4													
16. Travel Dates 2018 03/09 03/12	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs		20. & 21. Meals		22. Lodging Costs		20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe		
	Vancouver	0000	1002	0.00				0.00		16.20	Taxi		
	Vancouver	0000	0606	0.00				0.00		15.00	Taxi		
TOTALS OF COLUMNS				36. \$ 0.00		37. \$ 0.00		38. \$ 0.00		39. \$ 0.00		40. \$ 31.20	
48. Client Code 039 039 039 039		49. Resp. 18YAB ↓		50. Service Line 14001 ↓		51. STOB 5702 5701		52. Project 1800000 ↓		45. Supplier Code s.22		Amount 16.20 15.00 s.22	
Less Travel Advance 039													
										54. AMOUNT DUE TO EMPLOYEE \$ 31.20			
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name		Date Signed					
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name		Date Signed					
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name		Date Signed					

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

Audited CDM Mar 21/18

Audit Trail for Travel Voucher (Restricted Use) E128346 for Sharma, Niki

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/15 16:07:32	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, N ki Niki.Sharma@gov.bc.ca
2018/03/21 14:23:13	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Initiated	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/03/21 14:57:12	Gunn, Paula s. (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128346 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/03/15 16:07:32	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	March 9/18 took Taxi from home (Vancouver) to meeting March12/18 took taxi from home to Helijet in Vancouver

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Audit Trail for Travel Voucher (Restricted Use) E128346 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/15 16:07:32	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, Niki Niki.Sharma@gov.bc.ca

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taxi to PCCC
BLACKTOP & CHECKER
CABS#216
777 PACIFIC ST
VANCOUVER BC

CARD \$17.
CARD TYPE MASTERCARD
DATE 2018/03/09
TIME 9369 10:02:57
CLERK ID 1
RECEIPT NUMBER
C85011773-001-507-005-0

PURCHASE
AMOUNT \$16.20
TIP \$22
TOTAL

\$

MasterCard
A0000000041010
731437636D20B1AC
0000008000-E800
EC94DFD2A1027170

APPROVED
AUTH# 130258 01-027
THANK YOU

VERIFIED BY PIN
MERCHANT COPY

taxi to Helyet
BLACKTOP & CHECKER
CABS#133
777 PACIFIC ST
VANCOUVER BC

CARD \$17.
CARD TYPE MASTERCARD
DATE 2018/03/12
TIME 0065 06:06:18
CLERK ID 1
RECEIPT NUMBER
C85010789-001-723-001-0

PURCHASE
AMOUNT \$15.00
TIP \$22
TOTAL

\$

MasterCard
A0000000041010
0426F8007585E619
0000008000-E800
386B505D52D159A6

APPROVED
AUTH# 090619 01-027
THANK YOU

VERIFIED BY PIN
MERCHANT COPY

Wilson, Cherie MCF:EX

From: passengerservices@helijet.com
Sent: Wednesday, March 7, 2018 3:23 PM
To: Wilson, Cherie MCF:EX
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	s.17
	Name	Niki Sharma
	Company	Bc Government

Booking s.22		
Monday, March 12, 2018	Invoice #270811	
	FARE-YWH-Full_Winter17-18	\$300.00
	+ GST	\$15.00
851		
06:15 Vancouver Airport		
07:35 Victoria Harbour		
	Billing	\$300.00
1 hour(s), 20 minutes	Taxes	\$15.00
	Grand Total	\$315.00
Confirmed		
1 Passengers - Full-Fare	Fully Changeable / Refundable up to 5pm the day prior to departure.	
Niki Sharma, Female		
Add to Calendar	After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the	

CF19EXECDM2



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128822

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Name Sharma, Niki				Employee ID s.22				Phone Number s.22						
Client Organization Children and Family Development				Job Title Ministerial Assistant				Travel Group Code 3						
5. Date Completed 2018/05/25			6. Fiscal Year 2018			7. Special Cheque Issue EFT			8. Cheque Stub Information					
Type of Travel In Province			14. Reason for Travel Ministerial Business						Headquarters Victoria					
12. Mailing Address for Cheque Rm 027-501 Belleville Street Victoria, BC V8V 1X4														
16. Travel Dates		17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs		20. & 21. Meals		22. Lodging Costs		20. & 21. Miscellaneous	
		Destination	Start	End	Km	Cost			Claim	Cost			Cost	Describe
2018														
03/09		Vancouver	1000	1326		0.00				0.00			✓ 18.30	Taxi
03/16		Vancouver	1100	1425		0.00				0.00			✓ 16.50	Taxi
03/19		Van>Burn	0945	1009		0.00				0.00			✓ 35.00	Taxi
03/29		Burn>Van	1230	1252		0.00				0.00			✓ 14.70	Taxi
TOTALS OF COLUMNS						36. \$ 0.00	37. \$ 0.00		38. \$ 0.00	39. \$ 0.00	40. \$ 84.50	Claim Total \$ 84.50		
48. Client Code		49. Resp.	50. Service Line		51. STOB		52. Project		45. Supplier Code		Amount			
039		18YAB	14001		5702		1800000		s.22		\$ 84.50			
039														
039														
039														
Less Travel Advance														
039														
												54. \$ 84.50		
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.										Print Name		Date Signed		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.										Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.										Print Name		Date Signed		

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

Audited CDM Julv 6/18

Audit Trail for Travel Voucher (Restricted Use) E128822 for Sharma, Niki

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 10:16:51	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, N ki Niki.Sharma@gov.bc.ca
2018/06/27 09:13:23	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Approved	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/06/28 10:39:49	Gunn, Paula s. ✓ (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128822 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/05/25 10:16:51	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	March9/2018 Took taxi from meeting to home March16/2018 Took Taxi from home to meeting March19/2018 Took taxi from Van>Burn for meeting at CO March29/2018 took taxi from meeting to home

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Audit Trail for Travel Voucher (Restricted Use) E128822 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 10:16:51	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, Niki Niki.Sharma@gov.bc.ca

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Downtown to
 MACLURE'S CAB 166
 1275 75TH AVE W
 VANCOUVER BC
Downtown to home

CARD s.17
 CARD TYPE INTERAC
 ACCOUNT TYPE CHEQUING
 DATE 2018/03/09
 TIME 1055 13:26:11
 CLERK ID 1
 RECEIPT NUMBER
 C85000495-001-129-011-0

PURCHASE
 AMOUNT \$18.30
 TIP s.22
 TOTAL \$

Interac
 A0000002771010
 F5EF36BB54FCDE90
 8080008000-6800
 16EEACCC8BB55E49
 8080008000-7800

APPROVED

AUTH# 483730 00-001
 THANK YOU

CARDHOLDER COPY

*****604*831*1111*****

North to VSOCC
 MACLURE'S CAB 24
 1275 75TH AVE W
 VANCOUVER BC

CARD *****s.17
 CARD TYPE MASTERCARD
 DATE 2018/03/16
 TIME 8304 14:25:09
 CLERK ID 1
 RECEIPT NUMBER
 C85039995-001-460-005-0

PURCHASE
 AMOUNT \$16.50
 TIP s.22
 TOTAL \$

MasterCard
 A0000000041010
 A5ACE15A94AB66E7
 0000008000-E800
 04390E853EAC842D

APPROVED

AUTH# 172509 01-027
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORDS

Nana to Binky
 DUPLICATE

BLACKTOP & CHECKER
 CABS#96
 777 PACIFIC ST
 VANCOUVER BC

DUPLICATE

CARD *****s.17
 CARD TYPE MASTERCARD
 DATE 2018/03/19
 TIME 1267 10:09:40
 CLERK ID 1
 RECEIPT NUMBER
 C85010892-001-743-009-0

PURCHASE
 AMOUNT \$35.00
 TIP s.22
 TOTAL \$

MasterCard
 A0000000041010
 998CCB6D83143C63
 0000008000-E800
 AA707CC7ABF083B1

APPROVED

AUTH# 130940 01-027
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORDS

DUPLICATE

Notes for Travel Voucher (Restricted Use) E128822 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/05/25 10:16:51	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	March9/2018 Took taxi from meeting to home March16/2018 Took Taxi from home to meeting March19/2018 Took taxi from Van>Burn for meeting at CO March29/2018 took taxi from meeting to home

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Oppy. to home

YELLOW CAB #124
1441 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/03/29
TIME 5255 12:52:02
CLERK ID 1
RECEIPT NUMBER
C85023883-001-001-968-0

PURCHASE
AMOUNT \$14.70
TIP s.22
TOTAL
\$

MasterCard
A0000000041010
A48986BECE4AF4E4
0000008000-E800

APPROVED

AUTH# 155202 01-027
THANK YOU

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GST105762447RT0001



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E129239

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

Name Sharma, Niki				Employee ID s.22				Phone Number s.22				
Client Organization Children and Family Development				Job Title Ministerial Assistant				Travel Group Code 3				
5. Date Completed 2018/07/24			6. Fiscal Year 2018			7. Special Cheque Issue EFT			8. Cheque Stub Information			
Type of Travel In Province			14. Reason for Travel Ministerial Business						Headquarters Victoria			
12. Mailing Address for Cheque Rm 027-501 Belleville Street Victoria, BC V8V 1X4												
16. Travel Dates 2018 03/29	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous		
	Destination Vancouver	Start 1105	End 1132	Km	Cost 0.00		Claim	Cost 0.00		Cost 15.60	Describe Taxi supplemental to E128822	
TOTALS OF COLUMNS					36. \$ 0.00	37. \$ 0.00		38. \$ 0.00	39. \$ 0.00	40. 15.60 \$ s.22	Claim Total 15.60	
48. Client Code 039 039 039 039	49. Resp. 18YAB	50. Service Line 14001	51. STOB 5702-6501	52. Project 1800000	45. Supplier Code s.22	Amount \$ s.22 15.60						
Less Travel Advance 039												
										AMOUNT DUE TO EMPLOYEE		54. \$ s.22 15.60
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name			Date Signed			
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name			Date Signed			
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name			Date Signed			

Audit Trail for Travel Voucher (Restricted Use) E129239 for Sharma, Niki

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/07/24 15:57:56	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, Niki Niki.Sharma@gov.bc.ca
2018/07/27 16:28:43	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Initiated	Chen, Katrina Katrina.Chen@gov.bc.ca
2018/07/27 16:32:49	Chen, Katrina (IDIR\KATCHEN) Katrina.Chen@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129239 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/07/24 15:57:56	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	03/29/18 - took Taxi from home to Meeting in Van

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Audit Trail for Travel Voucher (Restricted Use) E129239 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/07/24 15:57:56	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved	Sharma, Niki Niki.Sharma@gov.bc.ca

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m To opening cc

BLACKTOP & CHECKER

CABS#204

777 PACIFIC ST

VANCOUVER BC

CARD s.17

CARD TYPE MASTERCARD

DATE 2018/03/29

TIME 1855 11:32:41

CLERK ID 1

RECEIPT NUMBER

C85011978-001-759-009-0

PURCHASE

AMOUNT \$15.60

TIP s.22

TOTAL

\$

MasterCard

A0000000041010

CB4E2DFE77CBF791

0000008000-E800

9FF03977CB915B13

APPROVED

AUTH# 143241 01-027

THANK YOU

VERIFIED BY PIN

MERCHANT COPY



Control No.

E128408

Name	Employee ID	Phone Number
Smith, Jessica C. ✓	s.22	(250) 387-1023
Client Organization	Job Title	Travel Group Code
Agriculture	Ministerial Assistant	3

5. Date Completed 2018/03/20	6. Fiscal Year 2018	7. Special Cheque Issue	8. Cheque Stub Information
--	-------------------------------	--------------------------------	-----------------------------------

Type of Travel In Province	14. Reason for Travel Meetings with Minister	Headquarters Victoria
-------------------------------	---	--------------------------

12. Mailing Address for Cheque

PO Box 9043 Stn Prov Govt . BC V8W 9E2

16. Travel Dates	17. Places Travelled				18. Personal Vehicle Use		19. Other Transport	20. & 21. Meals		22. Lodging	20. & 21. Miscellaneous	
	Destination	Start	End		Km	Cost	Costs	Claim	Cost	Costs	Cost	Describe
	03/15	vic-van (HA)	1700	1800		0.00	P/Card			30.75	12.60	cab
	03/16	Vic-Van	0700	1800		0.00		F-L	41.00	30.75	54.40	cab
	03/17	Van-PG-McBride(AC)	1030	2359		0.00	P/Card	F-BD	22.75	123.17	173.30	car rental
03/18	McBride-PG-Van (AC)	0700	2359		0.00	P/Card	F-B	41.00			74.90	cab and gas 28.00/46.90

[illegible][illegible][illegible]

		AMOUNT DUE TO EMPLOYEE	54.	604.62 \$ 22
--	--	------------------------	-----	-----------------

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
---	-------------------	--------------------

56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
--	-------------------	--------------------

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

Audit Trail for Travel Voucher (Restricted Use) E128408 for Smith, Jessica C.

15 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/20 13:21:19	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/20 14:50:18	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/20 14:50:50	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/20 15:38:13	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/20 15:46:51	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/20 16:15:50	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/21 09:07:59	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/21 14:47:26	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/21 15:03:49	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/21 15:06:41	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/03/21 15:13:03	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/04/20 10:13:02	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/04/20 10:13:09	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/08 09:05:16	Smith, Jessica C. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Approved	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/05/11 14:24:42	Godfrey, Sam ✓ (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128408 for Smith, Jessica C.

1 note(s) returned.

Created On	Author	Note
2018/03/21 14:47:26	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	March 15 cab from H/A to pers. Res. (pers. Debit) + \$30.75 private lodging March 16 cab from pers. Res to YVR (pers. Debit), drove in Deputy Minister Wes Shoemaker's rental car with Jess Smith and Minister, cab YVR to pers. Res. (travel card), overnight in pers. Res. March 17 bus to YVR (no receipt), fly Van-PG (p-card), drive rental car (travel card), Overnight at hotel (travel card) March 18 Fly PG-Van (P-card), fill-up gas (\$46.90), cab to pers. Res. (travel card \$28.00)overnight in van at pers. Res.

March 17 PG

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From: [Wendland, Justine AGRI:EX](#)
To: [Janke, Debra FIN:EX](#)
Subject: RE: TV#E128408 Jessica Smith
Date: Monday, May 14, 2018 11:31:12 AM

Hi Debra,

The weather during the time of travel in McBride/Prince George was winter driving conditions. Snow was expected during the time of travel on rough roads and an SUV was recommended by the desk agent to safely travel during these winter driving conditions.

Cheers,
Justine

Justine Wendland, Administrative Assistant
Office of the Honourable Lana Popham
Minister of Agriculture
250-387-1023 | Justine.Wendland@gov.bc.ca

From: Janke, Debra FIN:EX
Sent: Monday, May 14, 2018 10:27 AM
To: Wendland, Justine AGRI:EX
Subject: TV#E128408 Jessica Smith

Hi Justine,

As discussed, I have added \$30.75 for private lodging on March 15th. For your records, the claim has been adjusted from \$573.87 to \$604.62.

The Budget Rental Agreement indicates an upgrade to an SUV. Per policy, car rentals over mid-size classification require a brief explanation ie: off road travel, .weather conditions, etc. Please advise.

Thanks.

Debra

Debra Janke
Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance
Phone: 778 698-8564 Fax: (250) 356-7326
Email: Debra.Janke@gov.bc.ca
Website: <http://www.min.fin.gov.bc.ca>

Prince George → McBride

TRANSACTION RECORD

Gas - rental car

ESSO

EASTWAY ESSO SERVICE

1836 FOUNDRY RD

PRINCE GEORGE, BC V2B 2H8

ESSO EXPRESS PAY

2018-03-18 16:07:05 ✓

TRANS #: 022882

STATION#: 00303455

EST #1 NOT SET

PUMP 10

EREG \$ 46.90

42.674L AT \$1.099/L

GST INCLUDED \$ 2.23

TOTAL : CAD\$ 46.90

TYPE: PURCHASE

MASTERCARD

C ***** s.17

INVOICE NO: UIYD5124

AUTH: 190501-F

MASTERCARD

A0000000041010

000000000000

2800

ANK YOU 027

DELTA SUNSHINE TAXI # 63

13425 71A AVE

SURREY

BC

YVR → Home

CARD

***** s.17

CARD TYPE

MASTERCARD

DATE

2018/03/18 ✓

TIME

0136 19:16:23

CLERK ID

374

RECEIPT NUMBER

C85030158-001-564-004-0

PURCHASE

AMOUNT

\$28.00

TIP

s.22

TOTAL

\$

MasterCard

A0000000041010

7B62C051DA80AAE1

0000008000-E800

62CFB43B53E2CF3C

APPROVED

AUTH# 221623

THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

HA → Home.

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD s.17
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/03/15 ✓
TIME 3170 18:52:30
CLERK ID 999
INVOICE # 2
RECEIPT NUMBER
C85062714-001-373-005-0

PURCHASE
AMOUNT \$12.60
TIP s.22
TOTAL \$

Interac
A0000002771010
2DE37350A7330366
8080008000-6800
DBDC6FD871AFC720
8080008000-7800

APPROVED

AUTH# 679530 00-001
THANK YOU

CARDHOLDER COPY

604*871*1111
GST# 1054855080
DOWNLOAD
VANCOUVER APP

YELLOW CAB #149
1441 CLARK DR
VANCOUVER BC

Home → YVR
CARD s.17
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/03/16 ✓
TIME 2397 07:33:43
CLERK ID 1
RECEIPT NUMBER
C85060293-001-018-307-0

PURCHASE
AMOUNT \$26.40
TIP s.22
TOTAL \$

Interac
A0000002771010
7F85666583BBE0CB
8080008000-6800
4A081280ABD92DAC
8080008000-7800

APPROVED

AUTH# 272240 00-001
THANK YOU

CARDHOLDER COPY

GST105762447RT0001

YVR → Home
(Dorsetford town)
SURDELL TAXI 056
12975 84TH AVE V3M1B3
SURREY BC
20103200

1111 PURCHASE 1111
03-16-2018 ✓ 17:33:32
Acct #s.17 C
Exp Date '11/11 Card Type MC
Name: JESSICA SMITH
A0000000041010 MasterCard

Trace # 660005 Operator 556
FB2010320002
Inv. # 1541
Auth # 203331 RRN 001165005

Purchase \$28.00
Tip s.22
Total

(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

Prince George → McBride
TRANSACTION RECORD
Gas - Rental car
ESSO

EASTWAY ESSO SERVICE
1036 FOUNDRY RD
PRINCE GEORGE, BC V2B 2H0

ESSO EXPRESS PAY

2018-03-18 16:07:05 ✓

TRANS #: 022882
STATION#: 00303455
NOT IN NOTOUT

PUMP 18
EREG \$ 46.98
42.674L AT \$1.099/L

GST INCLUDED \$ 2.22
TOTAL : CAD \$ 46.98

TYPE: PURCHASE
*****s.17
C *****
INVOICE NO: UIYD5124
AUTH: 190501-F

MASTERCARD
00000000041010
0000000000
E800

ANK YOU 027
VERIFIED BY PIN

LOYALTY: NO

YOU COULD HAVE
POINTS. YOUR FIRST
REWARD STARTS AT 150
POINTS.
PICK ONE UP IN STORE
OR VISIT
ESSOEXTRA.COM

Wendland, Justine AGRI:EX

From: reservation@harbourair.com
Sent: Wednesday, March 14, 2018 8:54 AM
To: Smith, Jessica C AGRI:EX; Wendland, Justine AGRI:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!

[Check Flight Status](#)[Manage Flight](#)[Deals & Specials](#)[High Flyer Rewards](#)[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

We are listening! Harbour Air has been hearing from our guests for years that we need to provide better transportation options to and from our locations throughout British Columbia. We believe that having ride sharing options will help us alleviate pick up/drop off wait times as well as the high parking costs in the lots adjacent to some of our terminals. If you agree, we are asking you to help us by [Clicking Here](#) to show your support.

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Jessica Smith

Booking #s.17

Thursday, March 15, 2018 ✓

Flight #224/Twin Otter

18:00 Victoria Harbour / [Map](#)

18:35 Vancouver Harbour / [Map](#)

Invoice #s.17

Air Transportation Charges

Sked 200/300 : Standard GO Flex \$186.64

35 minutes KK- Confirmed 1 Passenger(s) - GoFlex . Jessica Smith, Female ✓ <u>Add to Calendar</u>	Taxes, Fees and Charges	
	All Skeds - Baggage : Checked Baggage Fee	\$0.00
	Sked 200 : Carbon Offset	\$0.65
	Sked 200 : VHFC Terminal Fee	\$9.86
	+ Goods and Services Tax	\$9.85
	Billing	\$197.15
	Taxes	\$9.85
	Grand Total	\$207.00
Fare Conditions: Refundable up to 15 minutes prior to Departure Changeable up to 15 minutes prior to Departure Select Seating \$10 (space permitting) 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure		
Baggage: All routes (except routes listed below) 25 lbs. Guaranteed 25 lbs. (space available) \$1/lb. over 50 lbs.(space available)		
Between South Vancouver (YVR), Ganges & Maple Bay 35 lbs. Guaranteed 15 lbs. (space available) \$1/lb. over 50 lbs.(space available)		
Between South Vancouver (YVR), Victoria & Nanaimo 50 lbs. Guaranteed \$1/lb. over 50 lbs.		
Scenic & Packaged Tours Cancellation: 100% cancellation fee if cancelled within 24hrs of departure		

Booking Information

- **Check-in time is 25 minutes prior to departure.** Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.
- **Please be prepared to show government issued photo identification.** It's required for all passengers 18 years and older.
- Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11 and under).**

- **Luggage** restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.
- The maximum weight per single piece of luggage is 50 pounds.
- **Wait-listed flights and tours** are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.
- **Cancellations:**
 - Please note that flights may experience delays or cancellations due to inclement weather.
 - Scheduled flight group bookings of 4 or more: any cancellations made within 24 hours of departure are subject to a 50% cancellation fee. (For passengers booked on GoGOLD, Flex & Lite/ GoFAST fares are non-refundable)
 - Scenic and packaged tours: any cancellations made within 24 hours of departure are subject to a 100% cancellation fee.
 - Flights departing from or terminating in Maple Bay will stop and/or transfer at Ganges, Salt Spring Island.
- **Aircraft type** specified at time of booking may be subject to change due to operational requirements and is subject to availability.
- **Complimentary shuttle service** (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

Thank you for choosing Harbour Air Seaplanes!

Reservations Toll Free: 1-800-665-0212

www.harbourair.com

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Wendland, Justine AGRI:EX

From: Smith, Jessica C AGRI:EX
Sent: Tuesday, March 20, 2018 4:09 PM
To: Wendland, Justine AGRI:EX
Subject: Fwd: Justine is sending you the itinerary for your next trip from Vancouver to Prince George.
Attachments: Air_Canada_Booking_Confirmation^{s.22}.pdf; ATT00001.htm

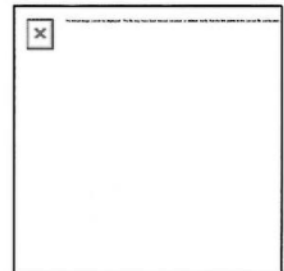
Sent from my iPhone

Begin forwarded message:

From: Air Canada <confirmation@aircanada.ca>
Date: March 17, 2018 at 10:35:38 AM PDT
To: <Jessica.C.Smith@gov.bc.ca>
Subject: Justine is sending you the itinerary for your next trip from Vancouver to Prince George.



Booking Confirmation



Booking Reference: ^{s.22}

Date of issue: 20 Dec, 2017



[Check in](#)



[Manage my booking](#)



[Sign up for flight notifications](#)

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

IMPORTANT: Your official Itinerary/Receipt is attached to this email. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Passengers



Jessica Smith ✓

Seats

AC8205 s.15

Ticket Number:

0142187372349

AC8212

Depart

Economy Flex

Saturday
17 Mar, 2018

12:15

Vancouver ✓

Vancouver Intl. (YVR),
Terminal M



13:30

Prince George

(YXS),
British Columbia



AC8205

1hr15

Economy K

Operated by: Air Canada Express - Jazz | [Q400](#)

Return

Economy Flex

Sunday
18 Mar, 2018

17:30

Prince George ✓

(YXS),
British Columbia



18:48

Vancouver

Vancouver Intl. (YVR),
Terminal M



AC8212

1hr18

Economy K

Operated by: Air Canada Express - Jazz | [Q400](#)

Baggage allowance

Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 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]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. [See our complete carry-on baggage policy Opens in New Window.](#)

Checked Baggage



s.22

Booking Confirmation

Booking Reference: s.22

Date of issue: 20 Dec, 2017

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

- Depart

Economy Flex

Saturday
17 Mar, 201812:15
Vancouver
Vancouver Intl. (YVR), BC
Terminal M13:30
Prince George
(YXS), BC
AC82051hr15
Economy K
Operated by: Air Canada Express -
Jazz | Q400

- Return

Economy Flex

Sunday
18 Mar, 201817:30
Prince George
(YXS), BC18:48
Vancouver
Vancouver Intl. (YVR), BC
Terminal M
AC82121hr18
Economy K
Operated by: Air Canada Express -
Jazz | Q400

Passengers

 **Jessica Smith**Ticket Number
0142187372349Seats
AC8205 S. 1
AC8212 5



Car and Truck Rental

GST Reg No 101370930 RT 0001

www.bcbudget.com

Devon Transport Ltd. (An Independent Budget System Sub Licensee)

HEAD OFFICE & ADMINISTRATION

2501 Kenworth Road
Nanaimo, BC V9T 3M4

(250)729-2420 FAX (250)729-2410 EMAIL: custserv@bcbudget.com

Contract # s.22

Reservation #

Renter: SMITH, JESSICA ✓

SUV: due to weather conditions, email dated
May 14/18, attached

BCD Number: A162000 ✓

Company: GOV

Credit Card: Master Card XXXXXXXXXXXX s.1

Rental Rate Used: PRG-XS-16 - A

Vehicle Class: Intermediate

Km Charge: 0.10 per Km

Period	From	To	Amount	Km Cap	Type
Day	1	End	43.79	200	Regular
Week	1	End	260.55	1400	Regular
Hour	25	End	19.91	0	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 \$1.15 per litre).

Must be Provincial Govt employee or authorized representative

Location Fee: 14.9% subject to taxes

VLF/ERF: 5.29 (Per Day) subject to taxes and Location Fee

Contract close subject to final vehicle inspection

Rented In Prince George

GST: 5% PST: 7% PVRT: 1.50 per Day

Maximum 5000 kilometers per rental. Excess mileage will be charged.**Rates are applicable within BC****Customer is responsible to advise Budget of all toll crossings. All unreported crossings will be subject to an administration fee of \$25.00****Accidents must be reported to Budget within 24 hours.**

Contract close subject to final audit.

Remarks:

/Estimated Charges: \$165.58

Vehicle Rented:

Owner: a/Devon Transport

Unit #: 819265

Class: Intermediate SUV

Time Out: 17 Mar 2018 13:52 ✓

Time In: 18 Mar 2018 16:22

Location Out: Prince George Airport

Location In: PRGXS

Licence: EE278W

Km Out: 7149

Km In: 7609

Km Driven: 460

Renter is fully responsible for vehicle until vehicle is checked in and inspected by Budget staff.**Charges:**

Item	Unit	Qty	Charge	GST	PST	PVRT	Billed To
Vehicle Rental	Day	2	87.58	4.53	6.13	3.00	
Upgrade	Day	2	50.00	2.50	3.50	0.00	
Location Fee	14.9	1	8.34	0.42	0.58	0.00	
Kilometer Charge	Km	60	6.00	0.30	0.42	0.00	

All the following Debit/Credit transactions are in Canadian Dollars (CAD\$) unless otherwise indicated.

Payments & Refunds

Total: 173.30

Type	Date	Amount	Exchange	Amount	Location
Master Card	18 Mar 2018 16:23			173.30	PRGXS
s.17					

Amount Owing

Net Charges & Taxes:

Net Payment & Refunds:

173.30

173.30

Contract Copy: #4

Print Date & Time: 20 Mar 2018 16:06

For receipt purpose only. Refer to original contract for completed terms.

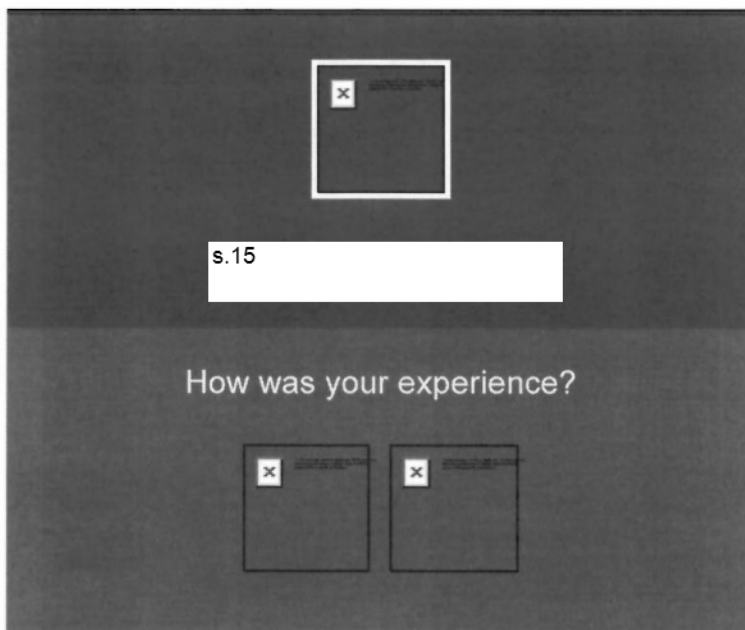
Page 1 of 1

Customer Copy

Page 62 of 90 FIN-2019-90437

Johnson, Lisa ^s AGRI:EX

From: s.15 <receipts@messaging.squareup.com>
Sent: Monday, March 19, 2018 12:07 PM
To: Johnson, Lisa E AGRI:EX
Subject: Receipt from s.15



\$123.17

Gov't Rate \$109.00 ✓
Government Rate

Purchase Subtotal CSA approved single rate ✓ \$109.00
GST (5%) \$5.45
PST (8%) \$8.72

Total **\$123.17**

s.15



MasterCard^{s.17} (Keyed) ✓



19/03/2018,

12:00

s.15

Auth code:

s.17

GST/HST: s.15

PST/RST/QST: s.15

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[Square Privacy Policy](#) · [Not your receipt?](#)





Travel Voucher (Restricted Use)

Control No.

E128614

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

Name Smith, Jessica C. ✓				Employee ID s.22				Phone Number (250) 387-1023					
Client Organization Agriculture				Job Title Ministerial Assistant				Travel Group Code 3					
5. Date Completed 2018/04/20			6. Fiscal Year 2018			7. Special Cheque Issue			8. Cheque Stub Information				
Type of Travel In Province			14. Reason for Travel Meetings with Minister						Headquarters Victoria				
12. Mailing Address for Cheque PO Box 9043 Stn Prov Govt , BC V8W 9E2													
16. Travel Dates 2018 03/21 03/22 03/24 03/25 03/26 03/27	17. Places Travelled Destination Vancouver Van-Vic (HA) Vic-Bla.Crk-Tofi Tofino Tofino Tofino-Vic Start 0800 0800 0800 1400 0900 0700 End 1800 0900 1700 2200 1700 1800			18. 0.53 Personal Vehicle Use Km 486 324 Cost 0.00 0.00 257.58 0.00 0.00 171.72		19. Other Transport Costs P/Card 	20. & 21. Meals Claim F-BD F-B F- F- Cost 22.75 0.00 41.00 51.50 51.50 51.50		22. Lodging Costs 30.75 242.44 242.44 242.44	20. & 21. Miscellaneous Cost Describe			
TOTALS OF COLUMNS						810 kms	36. ✓ \$ 429.30	37. ✓ \$ 0.00		38. ✓ \$ 218.25	39. ✓ \$ 758.07	40. ✓ \$ 0.00	Claim Total \$ 1405.62
48. Client Code 130 130 130 130	49. Resp. 29001 29001	50. Service Line 30000 30000	51. STOB 5701 5702	52. Project 2900000 2900000		45. Supplier Code s.22		Amount 53.50 \$ s.22 1352.12					
Less Travel Advance 130													
						AMOUNT DUE TO EMPLOYEE				54. \$ 1405.62			
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name			Date Signed				
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name			Date Signed				
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name			Date Signed				

Jess Travel March 21-27, 2018

March 21 Drove with Wes Shoemaker, Deputy Minister in rental car (Rented by Wes). Stayed in Pers. Residence

March 22, 2018 Fly Van-Vic (purchase card), took free shuttle to Legislature.

March 24 Drove pers. Car from Vic – Black Creek-Tofino (486 km), overnight in Tofino (travel Card)

March 25 drove in Minister's car, Overnight (travel Card)

March 26 Rode in Ministers pers. Car to Ucluelet, Overnight (travel Card)

March 27 Drove self and Minister in pers. Car to meetings in Tofino, and from Tofino - Victoria (324 km)

Audit Trail for Travel Voucher (Restricted Use) E128614 for Smith, Jessica C.

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/20 11:33:26	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/04/20 11:40:20	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/04/20 14:39:45	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/08 09:08:24	Smith, Jessica C. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Approved	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/05/11 14:27:17	Godfrey, Sam ✓ (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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From: Janke, Debra FIN:EX
To: Wendland, Justine AGRI:EX
Subject: RE: E128614 Jessica Smith
Date: Wednesday, May 16, 2018 10:43:47 AM

Hi Justine,

Do you have the receipt showing Jessica's payment for her room?

Thanks.

Debra

From: Wendland, Justine AGRI:EX
Sent: Monday, May 14, 2018 10:50 AM
To: Janke, Debra FIN:EX
Subject: RE: E128614 Jessica Smith

Hi Debra,

I don't have a hotelfolio with Jessica's name on it. The hotel put both under Minister's name. Does it help if I have the receipt showing Jessica's payment for just her room?

From: Janke, Debra FIN:EX
Sent: Monday, May 14, 2018 10:49 AM
To: Wendland, Justine AGRI:EX
Subject: RE: E128614 Jessica Smith

Hi Justine,

The Hotel folio is in the Minister's name. Do you have the folio for Jessica?

Thanks.

Debra

From: Wendland, Justine AGRI:EX
Sent: Monday, May 14, 2018 10:40 AM
To: Janke, Debra FIN:EX
Subject: RE: E128614 Jessica Smith

Hi Debra,

I have these receipts.

Cheers,
Justine

From: Janke, Debra FIN:EX

Sent: Monday, May 14, 2018 10:38 AM
To: Wendland, Justine AGRI:EX
Subject: FW: E128614 Jessica Smith

Hi Jessica,

if you have notes for this travel claim, please send.

Thanks.
Debra

From: Janke, Debra FIN:EX
Sent: Monday, May 14, 2018 10:35 AM
To: Wendland, Justine AGRI:EX
Subject: E128614 Jessica Smith

Hi Justine,

Sorry I did not respond to you sooner. Please send the additional receipts to me.

Thanks.

Debra

Hi Debra,

Jessica has provided me with 2 additional receipts for Travel Voucher E128614. One for a taxi for March 22 and one for the \$15 hotel in Tofino for March 27th.

Should I create a new E-form and reference this or are you able to add it to E128614?

Please advise.

Thanks,
Justine
Justine Wendland, Administrative Assistant
Office of the Honourable Lana Popham
Minister of Agriculture
250-387-1023 | Justine.Wendland@gov.bc.ca

Debra Janke
Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance

Invoice # s.22
 Cashier mc
 Page: 1 of 1
 Printed: 5/16/18 15:29:15
 Acct. Filter: All Other Charges
 PO #
 Arrival 3/24/2018
 Departure 3/27/2018

Smith Jessica ✓

Legislative Assembly Of Bc

s.22

Guests in room: Smith Jessica

Date	Transaction	Description	Subtotal	Tax/Fees	Total
3/09/18	American Express	ADV s.17	-242.44	0.00	-242.44
3/24/18	Transfer Debit	DEPO TO CORRECT PAYEE	242.44	0.00	242.44
✓ 3/24/18	Accommodations		209.00	33.44	242.44
✓ 3/25/18	Accommodations		209.00	33.44	242.44
✓ 3/26/18	Accommodations		209.00	33.44	242.44
3/27/18	Master Card	Final Pay :s.17	-727.32	0.00	-727.32
				Total:	0.00 ✓

Thank you for staying at s.15

Taxes and Fees

G.S.T	31.35
MRDT	18.81
Room P.S.T.	50.16

Wendland, Justine AGRI:EX

From: Smith, Jessica C AGRI:EX
Sent: Thursday, March 22, 2018 7:47 AM
To: Wendland, Justine AGRI:EX
Subject: Fwd: Harbour Air Flight Itinerary. Thanks for booking!

Sent from my iPhone

Begin forwarded message:

From: <reservation@harbourair.com>
Date: March 22, 2018 at 7:36:46 AM PDT
To: <jessica.c.smith@gov.bc.ca>
Subject: Harbour Air Flight Itinerary. Thanks for booking!
Reply-To: <reservation@harbourair.com>



[Check Flight Status](#)

[Manage Flight](#)

[Deals & Specials](#)

[High Flyer Rewards](#)

[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

We are listening! Harbour Air has been hearing from our guests for years that we need to provide better transportation options to and from our locations throughout British Columbia. We believe that having ride sharing options will help us alleviate pick up/drop off wait times as well as the high parking costs in the lots adjacent to some of our terminals. If you agree, we are asking you to help us by [Clicking Here](#) to show your support.

Harbour Air Team

Customer Information

Account

HAS #

s.17

Name

Jessica Smith

Booking # s.17

Thursday, March 22, 2018 ✓

Flight #205A

08:00 Vancouver Harbour / Map 08:35 Victoria Harbour / Map 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Jessica Smith, Female ✓

[Add to Calendar](#)

Invoice # s.17

Air Transportation Charges

Sked 200/300 : Standard GO Flex \$186.64

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

Grand Total \$207.00

Master Card \$207.00

Date / Time March 22, 2018 @ 7:33:29 AM

Summary s.17

Expiration

Authorization

Fare Conditions:

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure

(subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure**Baggage:****All routes (except routes listed below)**

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128713

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

Name Smith, Jessica C. ✓	Employee ID s.22	Phone Number (250) 387-1023
Client Organization Agriculture	Job Title Ministerial Assistant	Travel Group Code 3

5. Date Completed 2018/05/08	6. Fiscal Year 2019	7. Special Cheque Issue	8. Cheque Stub Information
--	-------------------------------	--------------------------------	-----------------------------------

Type of Travel In Province	14. Reason for Travel Travel with Minister	Headquarters Victoria
--------------------------------------	--	---------------------------------

12. Mailing Address for Cheque
PO Box 9043 Stn Prov Govt , BC V8W 9E2

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe
2018	Van to Vic	0800	0900		0.00			0.00		12.40	taxi x Ref E12
04/01	Vic to Van	1800	1830		0.00			0.00		8.00	taxi x Ref E12
04/19											

TOTALS OF COLUMNS	36. \$ 0.00	37. \$ 0.00	38. \$ 0.00	39. \$ 0.00	40. \$ 20.40 ✓	Claim Total \$ 20.40 ✓
--------------------------	-----------------------	-----------------------	-----------------------	-----------------------	--------------------------	----------------------------------

48. Client Code 130 130 130 130	49. Resp. 29001	50. Service Line 30000	51. STOB 5701	52. Project 2900000	45. Supplier Code s.22	Amount \$ 20.40
--	---------------------------	----------------------------------	-------------------------	-------------------------------	----------------------------------	---------------------------

Less Travel Advance 130						
-----------------------------------	--	--	--	--	--	--

AMOUNT DUE TO EMPLOYEE					54. \$ 20.40 ✓
-------------------------------	--	--	--	--	--------------------------

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
---	-------------------	--------------------

56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
--	-------------------	--------------------

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

From: [Godfrey, Sam AGRI:EX](#)
To: [Janke, Debra FIN:EX](#)
Subject: FW: Jessica Smith TVE128713 ✓
Date: Thursday, July 5, 2018 2:12:50 PM

Hi Debra,

As per your phone call with Lisa Johnson.

Jessica Smith's TVE128713 is Approved. ✓

Thanks,

Sam

Sam Godfrey

Senior Ministerial Assistant to the Honourable Lana Popham

Minister of Agriculture, British Columbia

Mobile: 250 208 1359 | Office: 250 387 1023

Rm 325, Parliament Buildings, 501 Belleville St., Victoria, B.C. V8V 1X4

This message, including any attachments to it, is not to be disclosed outside of the Provincial Government without prior written approval from the Ministry of Agriculture. If you have received this communication in error, please destroy the email message and any attachments immediately and notify me by telephone or by email.

Audit Trail for Travel Voucher (Restricted Use) E128713 for Smith, Jessica C.

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/08 10:20:58	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/08 10:40:30	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/08 10:45:54	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/08 10:45:59	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128713 for Smith, Jessica C.

2 note(s) returned.

Created On	Author	Note
2018/05/08 10:20:58	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	s.22 (crossed over fiscal year and entered as April 1/18 on TV)
2018/05/08 10:45:54	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	March 22 Taxi to Vancouver Harbour Air (Master Card) April 19 Taxi to Harbour Air (Mastercard)

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March 22 27

Taxi to HA
YVR7445

YELLOW CAB #33
1441 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/03/22
TIME 09:07 27:56
CLERK ID 1
RECEIPT NUMBER
C85034940-001-000 006-0

PURCHASE
AMOUNT \$12.40
TIP s.22
T. A.

\$

MasterCard
A00000000041010
58B0679413901E28
1E1010000000000000

APPROVED

AUTH# 102750 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST105762447RT0004

Taxi to HA via → Vancouver

BLUEBIRD CABS #98
2612 QUADRA ST
VICTORIA BC

CARD s.17 *****
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/04/19
TIME 5944 09:04:17
RECEIPT NUMBER
C85069022-001-248-003-0

PURCHASE
AMOUNT \$8.00
TIP s.22
TOTAL

\$

Interac
A00C0002771010
4A773965E54114B8
8080008000-6800
5EA70B24848A68F0
8080008000-7800

APPROVED

AUTH# 326571 00-001
THANK YOU

CARDHOLDER COPY

PHONE. 250.382.2222



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E128331

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

Name Riley, Karl ✓		Employee ID s.22		Phone Number (250) 387-7934	
Client Organization Citizens' Services		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/03/15		6. Fiscal Year 2018		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministerial Business			Headquarters Victoria
12. Mailing Address for Cheque Minister of Citizens' Services PO Box 9068 Stn Prov Govt Victoria, BC V8W 9E2					
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use	19. Other Transport Costs
2018	Destination	Start	End	Km	Cost
02/22	Vic to Van (HJ)	1730	2000	0.00	0.00
02/25	Van to Vic (ferry)	1730	2000	0.00	16.70
03/08	Vic to Van (ferry)	1830	2100	0.00	16.70
03/09	Van	0900	1600	0.00	0.00
03/11	Van to Vic (ferry)	1830	2100	0.00	16.70
				20. & 21. Meals	22. Lodging Costs
				Claim	Cost
					0.00
					0.00
				F-BD	22.75
					0.00
				20. & 21. Miscellaneous	
				Cost	Describe
TOTALS OF COLUMNS				36. \$ 0.00	37. 60.10 \$ 385.40
				38. ✓ \$ 22.75	39. \$ 0.00
				40. \$ 0.00	Claim Total 82.85 \$ s.22
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
112	32805	34610	5701	3200000	s.22
112					
112					
112					
Less Travel Advance					
112					
					54. 82.85 \$ s.22
AMOUNT DUE TO EMPLOYEE					
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name	Date Signed

Audit Trail for Travel Voucher (Restricted Use) E128331 for Riley, Karl

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/15 10:32:52	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/15 10:37:24	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/20 09:00:22	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/20 09:02:47	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Notified	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/20 11:56:35	Riley, Karl (IDIR\KRILEY) Karl.Riley@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/03/21 10:32:36	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128331 for Riley, Karl

1 note(s) returned.

Created On	Author	Note
2018/03/20 09:00:22	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	02/22 - Taxi to HeliJet Vic to Van to staff Minister at event 02/25 - Ferry Van to Vic 03/08 - Ferry Vic to Van 03/09 - Staffing Minister at event, lunch per diem only 03/11 - Ferry Van to Vic

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From: [Janke, Debra FIN:EX](#)
To: [Delaney-Spindler, Chelsea CITZ:EX](#)
Subject: TVE128331 Karl Riley
Date: Monday, March 26, 2018 9:06:54 AM

Hi Chelsea,

Travel Claim has been adjusted ^{s.22} to \$82.85. The amount claimed ^{s.22} for the Heli Jet has been deducted. The air invoice indicates paid by Office Purchase Card ending in number s.17 (Kathleen's).

Thanks.

Debra

Debra Janke
Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance
Phone: 778 698-8564 Fax: (250) 356-7326
Email: Debra.Janke@gov.bc.ca
Website: <http://www.min.fin.gov.bc.ca>
Serving all Ministers' Offices and the Office of the Premier

Karl Riley

YELLOW CAB
 817 FISGARD STREET V8W1R9
 VICTORIA BC
 21852400
 0N2185240014

Taxi to
Heliport

*** PURCHASE ***
 02-22-2018 ✓ 16:53:20
 Acct # ***** S.17 C
 Exp Date **/** Card Type MC
 Name: KARL RILEY
 A0000000041010 MasterCard
 Operator: 014
 Trace # 6603
 Inv. # 014
 Auth # 195320 RRN 001008002

Total

\$10.00

(004) APPROVED TRANS VARI
 (001) APPROVED TRANS VARI

Retain this copy for your
 records
 Customer copy

www.yellowcabvictoria.com
 250-381-2222

Riley, Karl CITZ:EX

From: passengerservices@helijet.com
Sent: Thursday, February 22, 2018 4:55 PM
To: Riley, Karl CITZ:EX
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	s.17
	Name	Karl Riley

Booking s.22

Thursday, February 22, 2018 ✓	Invoice #265097	
728	FARE-YWH-PEAK_Winter17-18	\$309.52
17:30 Victoria Harbour	+ GST	\$15.48
18:05 Vancouver Harbour	Billing	\$309.52
35 minutes	Taxes	\$15.48
	Grand Total	\$325.00
Confirmed	Mastercard	\$325.00
1 Passengers - Peak	Date / Time	February 22, 2018 @ 4:54:37 PM
• Karl Riley, Male ✓	Summary	s.17 P/Card
	Expiration	
<u>Add to Calendar</u>	Authorization	
Fully Changeable / Refundable up to 5pm the day prior to departure.		
After 5pm all next-day travel is non-refundable and only		

s.17

KARL RILEY**Account Activity****Member Name** KARL RILEY ✓**Relationship #** s.17**Account Name** E Package Chequing
s.17[More Details](#)

s.17

Current Interest Rate 0.000%**Date Range: 25/02/2018 - 25/02/2018**

March 13, 2018

E Package Chequing s.17

Date	Description	Amount	Balance
s.22			
✓ 25-Feb-2018	Point of sale BCF-TSA SELF SERVE TIC Other Reference # 2003589820226	-\$16.70	s.22
s.17			

s.17

- [Twitter](#)
- [Facebook](#)
- [Instagram](#)
- [Linkedin](#)
- [Youtube](#)
- [Social media approach](#)

s.17

s.17

lost receipt
BC ferries charge
as shown below.

03/08

Swartz Bay
To
Tsawwassen

BC Ferries
Suite 500 1521 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 07

RECEIPT - PLEASE RETAIN

PURCHASE 2018/03/08 ✓

1 ✓ Adult	17.20
Fuel Rebate	0.50
Total	16.70

Master Card
*****s.17 16.70
AUTH 213144 66277643 0010017900 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
SWB 08 Mar 2018 18:31:44

1005014 510933
86082
SEE REVERSE SIDE OF TICKET

03/11

Tsawwassen
To
Swartz Bay

BC Ferries
Suite 500 1521 Blanshard Street
Victoria BC Canada V8W 0B7

RECEIPT - PLEASE RETAIN

PURCHASE 2018/03/11 ✓

1 Adult ✓	17.20
Fuel Rebate	0.50
Total	16.70

MasterCard
*****s.17 **16.70**
AUTH 213406 66251537 0010017600 E
MasterCard
A0000000041010 / 0000000000 / E800

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CARDHOLDER COPY

TSA 11 Mar 2018 18:34:06

7007433 214847
KIOSK00743
SEE REVERSE SIDE OF TICKET



Control No.

E128468

Name	Employee ID	Phone Number
Riley, Karl	s.22	(250) 387-7934
Client Organization	Job Title	Travel Group Code
Citizens' Services	Ministerial Assistant	3

5. Date Completed 2018/03/23	6. Fiscal Year 2018	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Ministerial Business		Headquarters Victoria

12. Mailing Address for Cheque

Minister of Citizens' Services PO Box 9068 Stn Prov Govt Victoria, BC V8W 9E2

16.	17.		18.	19.	20. & 21.	22.	20. & 21.		
Travel Dates	Places Travelled			Personal Vehicle Use	Other Transport Costs	Meals	Lodging Costs	Miscellaneous	
2018	Destination	Start	End	Km	Cost	Claim	Cost	Cost	Describe Interest fees
03/03	Kelowna	0800	0801		0.00		0.00		
03/19	Vic to Van (H.I.)	1800	1930		0.00	✓ 10.00	0.00		
03/20	Van	0800	1130		0.00	✓ 8.00	22.75		
(n3/2R)	[VAN-VIC.(H.I)*]								
	*PCAR								

TOTALS OF COLUMNS	36. \$ 0.00	37. <input type="text" value="28.00"/> \$ 22	38. \$ 22.75	39. \$ 0.00	40. \$ 8.29	Claim Total \$ 22 <input type="text" value="59.04"/>
-------------------	----------------	---	-----------------	----------------	----------------	---

48.	Client Code 112 112 112 112	49.	Resp. 32805 ↓	50.	Service Line 34610 ↓	51.	STOB 5702 <input type="text" value="5701"/>	52.	Project 3200000 ↓	45.	Supplier Code s.22	Amount <input type="text" value="8.29"/> s.22 <input type="text" value="50.75"/>
-----	---	-----	---------------------	-----	----------------------------	-----	---	-----	-------------------------	-----	-----------------------	--

[illegible]

AMOUNT DUE TO EMPLOYEE

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

Audit Trail for Travel Voucher (Restricted Use) E128468 for Riley, Karl

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/23 12:25:06	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/27 11:59:50	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/27 12:01:44	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Saved	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/27 12:04:47	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	Riley, Karl Karl.Riley@gov.bc.ca	Notified	Riley, Karl Karl.Riley@gov.bc.ca
2018/03/27 12:05:49	Riley, Karl (IDIR\KRILEY) Karl.Riley@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/03/27 12:08:52	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E128468 for Riley, Karl

2 note(s) returned.

Created On	Author	Note
2018/03/23 12:25:06	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	03/03 - Interest fees incurred from office misplacement of Karl's expense file. Stob 5735.
2018/03/27 12:01:44	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	03/19- Taxi to HeliJet Vic to Van, flight paid on office p-card 03/20- Breakfast per diem, taxi to BCTF speech with Minister

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- Unsurpassed Mastercard acceptance worldwide makes business purchasing convenient. Use your card for purchases approved by your company
- Consolidated record of business purchasing simplifies reconciliation and tracking - saving you time and hassle and frees up personal card limits
- 24 hours emergency lost and stolen card replacement provides confidence when conducting business
 - In U.S. and Canada, call 1 800 361-3361
 - Elsewhere, call collect 514 877-0330 or GlobalAssist™ at 314 542-7111
- Helpful Mastercard Customer Service provides answers to questions regarding your account. If outside U.S. and Canada, call 416 283-2263

™ Trademark of Mastercard International Inc. Issuer is an authorized user.

s.17

Page 1 of 2

Your Corporate Card Statement

KARL RILEY

PROVINCE OF BC TRAVEL

s.22

Details of your transactions

Item no.	Trans date	Posting date	Description	Amount
TRANSACTIONS FOR ACCOUNT NUMBER .s.17				
1	Jan. 31	Feb. 2	BLUEBIRD CABS #87 VICTORIA BC	24.00
2	Feb. 2	Feb. 2	s.15	242.50
3	Feb. 22	Feb. 22	YELLOW CAB VICTORIA BC	10.00
4	Mar. 3	Mar. 3	s.22	0.00
5	Mar. 3	Mar. 3		8.29

s.22

Your account at a glance

s.17

s.22

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

Stob 5735 - late fees incurred from
 Client 112 office misplacement of file
 Resp Centre 32805
 Service line 34610
 Project 32000000

Interest charges and rates

s.22

Contact us

Local calls

Toll-free calls
Canada & USAPlease address any
written enquiries to:

Enquiries: s.17

Telephone Devices for the Deaf:
 Lost or stolen cards:

Chelsea Delaney-Spindler
 03/22/2018

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Taxi to helijet

BLUEBIRD CABS #116
2612 QUADRA ST
VICTORIA BC

CARD *****s.22
CARD TYPE MASTERCARD
DATE 2018/03/19
TIME 0591 18:04:22
RECEIPT NUMBER
C85068536-001-046-001-0

PURCHASE
TOTAL

\$10.00

MasterCard
A0000000041010
149D86FB0F07B1A9
0000008000-E800
61659E5056C8956B

APPROVED

AUTH# 210422 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PHONE.250.382.2222

Taxi to BCTF
VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/03/20
TIME 0578 09:25:34
CLERK ID 1029
INVOICE # 1
RECEIPT NUMBER
C85041153-001-545-001-0

PURCHASE
TOTAL

\$8.00

MasterCard
A0000000041010
54D6AEC4FE689535
0000008000-E800
ABFBE6C5C5AE5869

APPROVED

AUTH# 122535 01-027
THANK YOU

CARDHOLDER COPY

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604*871*1111
GST# 1054855080
DOWNLOAD
VAN TAXI APP

Taxi to Leg

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240063

**** PURCHASE ****
03-28-2018 08:28:43
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: KARL RILEY
A0000000041010 MasterCard

Operator: 163
Trace # 15330
Inv. # 163
Auth # 112842 RRN 001216002

Total \$10.00
(001) APPROVED-THANK YOU

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records
Customer copy

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