

Travel Voucher (Restricted Use)

Control No.

E128417

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 Emp							mployee ID						
Harrison, Veronica S. S.2													
								o Title Travel Group Code					
								linisterial Assistant 3					4'
5. Date C 2018/03/	ompleted 20	pleted 6. Fiscal Year 7. Special Cheque Issue 8. Cheque Stub Information							ation				
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FIN 10 (EFI-F0012 v2.6.1)

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

> Audited 2018Mar22 SLP

Audit Trail for Travel Voucher (Restricted Use) E128417 for Harrison, Veronica S 4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/20 15:59:26	Hahn, Andra	Harrison, Veronica s.	Notified	Harrison, Veronica s.
l	(IDIR\AHAHN)	Veronica.Harrison@gov.bc.ca		Veronica.Harrison@gov.bc.ca
l	Andra.Hahn@gov.bc.ca			
2018/03/21 09:45:43	Harrison, Veronica S.		Initiated	Fleming, Rob
l	(IDIR\VHARRIS)			Rob.Fleming@gov.bc.ca
l	Veronica.Harrison@gov.bc.ca			
2018/03/21 10:09:20	Fleming, Rob		Approved	FSA MIN OFF, FIN
1	(IDIR\RFLEMIN)			FINFSAMINOFF@gov.bc.ca
1	Rob.Fleming@gov.bc.ca			
2018/03/22 10:28:17	Poldrugovac, Saija	FSA MIN OFF, FIN	Processed	d
	(IDIR\SPOLDRUG)	FINFSAMINOFF@gov.bc.ca		
	Saija.Poldrugovac@gov.bc.ca			
I				

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Notes for Travel Voucher (Restricted Use) E128417 for Harrison, Veronica S.

1 note(s) returned.

Created On	Auth	hor	Note
2018/03/20 15:59:26	Hahn, Andra (IDIR\AHAHN) Andra		Travel with minister to Vancouver via Harbour air for event

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Hahn, Andra EDUC:EX

From: Sent: reservation@harbourair.com

Tuesday, March 20, 2018 3:54 PM

To:

Hahn, Andra EDUC:EX

Subject:

MAR. 20 - VH & MRF - Harbour Air Flight Itinerary. Thanks for booking!





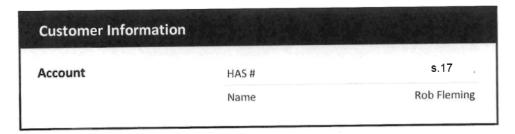
Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

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 <u>Select Seating</u> 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 <u>Clicking Here</u> to show your support.

Harbour Air Team



Booking s.17		
Tuesday, March 20, 2018	Invoice s.17	
	Air Transportation Charges	
Flight #204 08:00 Victoria Harbour /	Sked 200/300 : Non-Peak GO Flex	\$281.84

Map 🗂	Taxes, Fees and Charges	
08:35 Vancouver Harbour / Map 🗐	All Skeds - Baggage : Checked Baggage Fee	\$0.00
	Sked 200 : Carbon Offset	\$1.30
35 minutes	Sked 200 : VHFC Terminal Fee	\$19.72
KK- Confirmed	+ Goods and Services Tax	\$15.14
2 Barres and a Coffee	Billing	\$302.86
2 Passenger(s) - GoFlex . Rob Fleming, Male	Taxes	\$15.14
Veronica Harrison,	Grand Total	\$318.00
Female (over 12)		Per Control
,	Master Card	\$318.00
Add to Calendar	Date / Time March 20, 2018 @ 9:2	5:45 AM
	Summary s.17	
,	Expiration	
	Authorization	
	Fare Conditions: Refundable up to 15 minutes prior Departure Changeable up to 15 minutes prior Departure Select Seating \$10 (space permitti 50% cancellation fee for groups of cancelled within 24 hrs of departure Baggage: All routes (except routes listed be 25 lbs. Guaranteed 25 lbs. (space available) \$1/lb. over 50 lbs. (space available)	r to ng) 4+ if re elow)
	Between South Vancouver (YVR) Maple Bay 35 lbs. Guaranteed 15 lbs. (space available) \$1/lb. over 50 lbs.(space available)	
	Between South Vancouver (YVR) Nanaimo 50 lbs. Guaranteed \$1/lb. over 50 lbs.	, Victoria &
	Scenic & Packaged Tours Cancell 100% cancellation fee if cancelled 24hrs of departure	

Hahn, Andra EDUC:EX

From: Sent: passengerservices@helijet.com

Tuesday, March 20, 2018 12:44 PM

To:

Hahn, Andra EDUC:EX

Subject:

Mar. 20 - MRF & VH - 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	经验的证据的	
Account	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

Tuesday, March 20, 2018	Invoice #273600		
	FARE-YWH-Full_	Winter17-18	\$600.00
717	+ GST		\$30.00
13:20 Vancouver Harbour			
13:55 Victoria Harbour	Billing		\$600.00
25	Taxes		\$30.00
35 minutes	Grand Total	\$630.00	
Confirmed			
	Mastercard		\$630.00
2 Passengers - Full-Fare	Date / Time	March 20, 2018 @ 12:43:36 PM	
. Robert Fleming, Male	Summary	s.17	
. Veronica Harrison, Female	Expiration		
Add to Calendar	Authorization		

4500	
AND THE PARTY OF T	BRITISH
	COLUMBIA

Ministry of

TRAVEL VOUCHER

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TRAVEL VOUCHER

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BRITISH Ministry of TRAVEL VOUCHER

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BRITISH COLUMBIA

FIN 99/WEB Rev. 2008/10/08

TRAVEL AUTHORIZATION

BRITISH COLUMBIA	It may, at the discret		es, be used for in-				
The Best Place on Earth	Out-of-Provi		Out-of-Canada		30,000,0 1 000 0000	ESTIMATED CO	STS (IN CAN. \$)
MINISTRY / ENTITY / CORPORATE NA		ince 🔼	Out-of-Canada	In-Pro	VINCE	Transportation	2,500
	Time (iii Goldfin)				VOIE	Meals	1,800
Education							2,400
EMPLOYEE NAME	10.00				EMPLOYEE ID.	Lodging	
Veronica Harrison					s.22	Overtime	
POSITION						Fees	
POSITION				BARGAINING	UNIT / GROUP NO.	Other_mobile	200
Sr. Ministerial Assistant						Other	
BRANCH / LOCATION / REGION							
Minister's Office							
DATE DEPARTING	DATE RETURNING	NO. OF WORKD	DAYS AWAY	ESTIMATED (OVERTIME CLAIM		
YYYY/MM/DD	YYYY/MM/DD	THOSE OF THOMAS	AI OANAI	LOTIMATED	OVERTIME OLANVI		
2018/03/30	2018/04/08		4		HOURS		
IDENTITY OF ORGANIZATION (OTHER	R THAN PROV. OF B.C.) PAYING ANY OF	THE COSTS					
N/A, OR:						SUB TOTAL	6,900
DESTRUCTIONS							
DESTINATIONS						Less Costs paid by others	-
Paris, Brussels, The Hag	gue, Amsterdam					TOTAL COSTS	6,900
METHOD OF TRAVEL	3)100		T	-	SIGNATURES		
Air, train, taxi			Refer to	CPPM 10.3.4	4 Policy 1 and 10.4.4	for approval au	thorities.
					ASE SIGN ONE BO		
PURPOSE OF TRAVEL Give details of event to be attended benefits to Ministry, etc.	ed, project name / number, program	n involved,	DIRECTOR	ED	NOT APPROV		DATE SIGNED
	n will conduct a four-day r	mission to	1				
Netherlands, Belgium an	d France in April 2018 wit	th the	1				
	ch teachers to BC, collab		ASSISTANT DEPUTY	MINISTER			
education officials on the	school curriculum, expar	nd student	APPROV	ED	NOT APPROV		DATE SIGNED YYYY / MM / DD
	and monitor the offshore tunity to continue the colla						.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
with education leaders in	the Netherlands. The Du	utch					
government has formally	invited British Columbia t	to visit	DEPUTY MINISTER		in the second se		
Netherlands to reciprocat	te the multiple Dutch dele	gations	APPROV	ED	NOT APPROV		DATE SIGNED YYY / MM / DD
hosted by BC over the pa	ast 3 years.					- Y	
1///	horse	Inlia					
EMPLOWEE'S SIGNATURE	2018	10113	MINISTER				
LIVIT LOPCE S SIGNATURE		E SIGNED Y / MM / DD	APPROVE	5	NOT APPROV		DATE SIGNED YYY / MM / DD
	1		Zota	0		1041	0/20/2
			1-40)		201	0/0%/13

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

Reset Form

```
YELLOW CAB
   817 FISGARD STREET V8W1R9
       VICTORIA
                   BC
           21852400
          GH21852400W1
***
           PURCHASE
                          ***
03-30-2018
             10:47:58
Acct # ******** s.17 C
Exp Date **/**
                Card Type MC
Name: VERONICA HARRISON
A0000000041010
                    MasterCard
Operator: 225
Trace # 11489
Inv. # 1281
Auth # 134758
                RRN 001104003
Purchase
                     $16.00
                   s.22
Tip
Total
   (001) APPROVED-THANK YOU
  Retain this copy for your
          records
        Customer copy
  www.yellowcabvictoria.com
         250-381-2222
```

Facture No: Proforma

MME HARRISON VERONICA

Chambre:

s.15

Arrivée:

31/03/2018

Départ :

04/04/2018

AUSTRALIE

1 / 1

Paris, le04/04/2018

DATE	QTE	DESIGNATION	P.U HT	OFF/REM	P. TOTAL €
31/03/18	1	CHAMBRE	213,64		235,00
	1	TAXE DE SEJOUR	2,53	ĺ	2,53
01/04/10	1 1	s.22			
01/04/18		CHAMBRE	152,73	1	168,00
02/04/18	1	TAXE DE SEJOUR	2,53		2,53
02/04/18	1	TAYEDESEIGUE Daily Rate - 170,53	152,73	1	168,00
03/04/18	l i	CHAMBRE	2,53	1	2,53
03/04/16	1	TAXE DE SEIOUR DOLLA DOLLA	189,09		208,00
	1	CHAMBRE Daily Rate - 170,53 CHAMBRE TAXE DE SEJOUR Daily Rate - 210.53	2,53	·	2,53
		**			
		,	1		
		CARTE ALVANOR			
1		CARTE BANCAIRE EMV A000000041010			
1		MasterCard			
		LE 04/04/18 4 07:04:54			
1 1		s.15			
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		6003614 57201044500011 30066			
		#########s.17			
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		7000			- 1

TAUX	TVA	HT	TTC
10,00 0,00 20,00	70,82 0,00 1,17	708,18 10,12 s.22	779,00 10,12
TOTAL	71,98	724,14	s.22

Montant Total T.T.C. en Euros

s.22

Mrs. Veronica Harrison Canada

Room No.

: s.1

Arrival Departure : 04-APR-18 : 05-APR-18

Cashier

: 21 Invoice Number : s.22

COPY OF INVOICE

Page 1 of 1

Data	D					
Date	Description				Debit	Credi
					EUR	EUR
s.22					_	
04-04-18	Room Charge				119.00	
04-04-18	City Tax				4.24	
05-04-18	MasterCard				4.24	
	XXXXXXXXXX	X.s.17		VXX		138.24
				Total	138.24	138.24
VAT Detail	VAT	Net	Gross	Balance	0.00	
VAT 6%	7.82	130.42	138.24	Tax Free	0.00	
				Total excl. VAT	130.42	
Total VAT	7.82					

Signature:

s.15

CARDHOLDER COPY PLEASE RETAIN THIS COPY THANK YOU

DATE: 05/04/18 06:19

COMPLETION

A P P R 0 V E D AUTH CODE: 385989 TERMINAL ID: 29K63049 MERCHANT ID: 100931566 TRX.REF. NO.: 4566

s.15

Approval Code:

Approval Amount:

A385989

138.24

ACCOUNT WILL BE DEBITED TRANS.AMOUNT: EUR138.24 TOTAL AMOUNT: EUR138.24

Mr. HARRISON VERONICA

Netherlands

Aankomst	05/04/2018	Pagina	1
Vertrek	06/04/2018	Kamer	s.15
Aantal Volwassenen	1	Kassier	RvR
Aantal Kinderen	0		

s.15

06/04/2018

REKENING s.17

-			Omschrijving	Datum
			Suite	05.04
		rassenen	City Tax Volv	05.04
			Mastercard	05.04
				s.22
EUR		Subtotaal		
Bedrag EUR incl. BTW	BTW	Bedrag EUR excl. BTW		
139,00	7,87	131,13	baar 6%	BTW verreken
0,00	0,00	0,00	baar 21%	BTW verreken
				s.22
0,00	0,00	0,00	kenbaar 21%	BTW niet verre
0,00			grepen	BTW niet inbeg
				City Tax Volwa
	Bedrag EUR incl. BTW 139,00 0,00	BTW Bedrag EUR incl. BTW 7,87 139,00 0,00 0,00 0,00	Subtotaal EUR Bedrag EUR excl. BTW BTW Bedrag EUR incl. BTW 131,13 7,87 139,00 0,00 0,00 0,00 0,00 0,00 0,00	City Tax Volwassenen Mastercard EUR Bedrag EUR excl. BTW BTW Bedrag EUR incl. BTW baar 6% 131,13 7,87 139,00 baar 21% 0,00 0,00 0,00 ekenbaar 21% 0,00 0,00 0,00

Hartelijk dank voor uw verblijf in ^{s.15}

Ms. Veronica Harrison s.22

Page No.

: 1 of 1

Room No.

s.15

: 1

No. of person(s)

Invoice number

s.22

Arrival

: 06-04-18 : 08-04-18 Reservation No. Reference

Departure

A/R number Cashier No.

: 11 / ZEROUH1

Guest name

: Veronica Harrison

s.15

. 08-04-18

Date	Description	on				Debit€	Credit €
06-04-18	Accomm	odation				219.00	
06-04-18	City Tax					12.40	
07-04-18	Accomm	odation				219.00	
07-04-18	City Tax					12.40	
08-04-18	-	ard EMV					462.80
-					Total	462.80	462.80
VAT Brea	kdown	Net	VAT	Total	Balance	0.00	
Deductab	le 6%	413.21	24.79	438.00			
City Tax		24.80		24.80			

VAT Breakdown	Net	VAT	Total
Deductable 6%	413.21	24.79	438.00
City Tax	24.80		24.80
			462.80

City Tax Breakdown	Net	City Tax	
Total Rooms	413.21	24.80	
Total Breakfast	0.00	0.00	
Total Other	0.00	0.00	

Merchant ID

Credit Card #

Transaction ID 5419503

Credit Card Expiry:

XX/XX

Approval Code A214315

Transaction Amount:

462.80

Wisseloordplein 2 1106 MH Amsterdam

Taxinummer 617

Datum Bonnummer Trace-Nr.

08.04.18 4302 012423

Betaling MasterCard

Nr. s.17 VU-nr. 200372022 Licencie nummer Terminal-ID 803264 Pos-info 65144522 00 053 00

AS-tijd 08.04. 12:42

EMV-gegevens 0000008000/E800 ////440302//9012900002303000 00008000E80001/52A867AB/40

> Capt.-Ref.= 1577 AID59: 064335

bedrag EUR

43,00

Betaling akkoord

Approved

Bon bewaren a.u.b.

Bank of Canada Exchange Rates: March 29 – April 9, 2018

Canadian dollar → European euro

Exchange rate summary

Low	2018-04-02	0.6293
Average	2018-03-29 — 2018-04-09	0.6352
High	2018-04-05	0.6395

European euro → Canadian dollar

Exchange rate summary

Low	2018-04-05	1.5637
Average	2018-03-29 - 2018-04-09	1.5743
High	2018-04-02	1.5890

PER DIEM RATES-France, Belgium and Netherlands MARCH, 2018 MINISTER FLEMING

	PARIS France	BRUSSELS Belgium	THE HAGUE Netherlands	AMSTERDAM Netherlands
CURRENCY	Euro	Euro	Euro	Euro
	(EUR)	(EUR)	(EUR)	(EUR)
PER DIEM	136.60	102.20	102.85	118.75
INCIDENTALS	40.98	30.66	<u>30.86</u>	<u>35.63</u>
TOTAL	177.58	132.86	<u>133.71</u>	<u>154.38</u>

AMOUNTS TO BE DEDUCTED FROM ABOVE FOR MEALS NOT TAKEN OR MEALS PROVIDED AT PUBLIC EXPENSE: Note: Incidentals are calculated at 30% for Group 3 and 4

	PARIS France	BRUSSELS Belgium	THE HAGUE Netherlands	AMSTERDAM Netherlands
BREAKFAST	28.00	22.50	19.45	22.75
LUNCH	49.25	36.75	36.85	39.20
DINNER	59.35	42.95	46.55	56.80

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

LOCATION	AMOUNT
PARIS France	\$441.00 USD
BRUSSELS Belgium	\$188.00 USD
THE HAGUE Netherlands	\$215.00 USD
AMSTERDAM Netherlands	\$253.00 USD

OUT-OF-CANADA GUIDELINES

Travel Out-of-Canada

The Ministry of Finance pays all out-of-Canada travel expenses. Information regarding travel to various locations around the world (e.g., passport requirements, embassy listings, etc.) is available on the U.S. Government Foreign

10237-109 Street

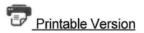
Edmonton, AB T5J 1N2

kristyp@uniglobeone.com

Direct Line: 780-229-4109

Fax: (780) 420-6141

Phone: (780) 424-8310 /1 800 661-2454



Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.

Office hours - Mon-Fri, 7am - 6pm MST

During regular office hours, Please call 1-800-661-2454.

AFTER HOURS SERVICE: 1-800-787-2912 and quote membership code 3N0G.

If you are having difficulty, please call collect 001 416-928-5404.

TROUBLES CALLING FROM INTERNATIONAL http://www.howtocallabroad.com

Calls to the Emergency Line may result in a service charge

Trip Record Locator: KYSCXO

Agent: Kristy Pallan

Deliver: BC MINISTRIES

MINISTRY OF EDUCATION DEPUTY MINISTERS OFFICE

Passenger(s): Harrison/Veronica s.2 Ms

Invoice No.: 1870355

Issue Date: Monday, March 12, 2018

Billing: BC MINISTRIES

MINISTRY OF EDUCATION DEPUTY MINISTERS OFFICE

- RULES AND RESTRICTIONS FOR DELTA FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE 300.00CAD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE 300.00CAD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.

AIR - Friday March 30 2018

Delta Air Lines Flight DL5794 Economy Class Operated By Compass Dba Delta Connection

Check In With COMPASS DBA DELTA CONNECTION

Victoria, British Columbia, Canada

Check In Confirmation:

s.22

Depart: 12:57, Friday, March 30

None

Victoria Intl. Airport

Arrive:

13:50, Friday, March 30 Seattle/Tacoma Intl Airport

Seattle, Washington, USA

Status: Confirmed Booking Code: X (Economy)

Equipment: Embraer 175

Duration: 0 hours 53 minutes

Stops: Non-stop

Seat: Assigned at Check In ETicket No.: 0065193901598-99

• Weather Flight Status (*up to 3 days prior) • Dining Reservation

AIR - Friday March 30 2018

Delta Air Lines Flight DL8402 Economy Class Operated By Air France Check In Confirmation:

s.22

Check In With Air France

16:30, Friday, March 30 Seattle/Tacoma Intl Airport Seattle, Washington, USA Arrive:

11:10, Saturday, March 31 Charles De Gaulle Arpt. Terminal Aerogare 2 E

Depart:

Meal:

Paris, France

Status: Confirmed Booking Code: X (Economy)

Equipment: Boeing 777-200/ 200ER Stops: Non-stop

Duration:9 hours 40 minutesSeat:Assigned at Check InMeal:NoneETicket No.:0065193901598-99

Remarks: Not eligible for web check in

Weather Flight Status (*up to 3 days prior) Dining Reservations

AIR - Sunday April 8 2018

KLM Royal Dutch Airlines Flight KL681 Economy Class

Check In Confirmation: 8.22

Depart: 15:20, Sunday, April 8 Arrive: 15:50, Sunday, April 8

Schiphol Airport Vancouver Intl Airport-Terminal Main Amsterdam, Netherlands Vancouver, British Columbia, Canada

Status: Confirmed Booking Code: T (Economy)

Equipment: Boeing 777-200/ 200ER Stops: Non-stop

Duration:9 hours 30 minutesSeat:Assigned at Check InMeal:MealETicket No.:0065193901598-99

• Weather • Flight Status (*up to 3 days prior) • Dining Reservations

AIR - Sunday April 8 2018

Air Canada Flight AC8075 Economy Class Operated By /Air Canada Express - Jazz Check In Confirmation:

s.22

Check In With /AIR CANADA EXPRESS - JAZZ

Depart: 17:30, Sunday, April 8

17:30, Sunday, April 8 Arrive: 18:00, Sunday, April 8

Vancouver Intl Airport-Terminal Main

Victoria Intl. Airport

Vancouver, British Columbia, Canada Victoria, British Columbia, Canada

Status: Confirmed Booking Code: T (Economy)

Equipment: De Havilland Dash 8-400 Turboprop Stops: Non-stop

Duration:0 hours 30 minutesSeat:Assigned at Check InMeal:NoneETicket No.:0065193901598-99

Remarks: Turbo propeller plane used on this flight

You are booked in Tango class

• Weather Flight Status (*up to 3 days prior) Dining Reservations

Invoice Details	A LANGE OF STATE OF				
Transaction / Document		Base	Tax	GST/HST	Total
Processing Fee		35.00		1.75	36.75
	Form o	f Payment: CA XXXXXX	XXXXXXXX s.17		
Delta Air Lines / 006 5193901598		817.00	635.63	0.75	1453.38
	Form o	f Payment: CA XXXXXX	(XXXXXXX) s.17		
	Totals:	852.00	635.63	2.50	CAD 1490.13

Total Charged to Credit Card: CAD 1490.13

Balance Due: CAD 0.00

Fare Rules

• Airline policy - Fare is not guaranteed until ticketed. This ticket is non refundable and non transferable. Changes are subject to fare Upgrade and change fee. Missing your flight without cancellation may result in the forfeiture of the value of your airline ticket.

Invoice No: 1870355

Customer Name: BC MINISTRIES





Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.

Office hours - Mon-Fri, 7am - 6pm MST

During regular office hours, Please call 1-800-661-2454.

AFTER HOURS SERVICE: 1-800-787-2912 and quote membership code 3N0G.

If you are having difficulty, please call collect 001 416-928-5404.

TROUBLES CALLING FROM INTERNATIONAL http://www.howtocallabroad.com

Calls to the Emergency Line may result in a service charge

Passenger(s): Harrison/Veronica \$.2 Ms

Invoice No.: 1870355

Issue Date: Monday, March 12, 2018

Billing: **BC MINISTRIES**

MINISTRY OF EDUCATION

DEPUTY MINISTERS OFFICE

RULES AND RESTRICTIONS FOR DELTA FLIGHTS

100 PERCENT NON REFUNDABLE

• THE CHANGE FEE PRIOR TO DEPARTURE - 300.00CAD

PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.

• THE CHANGE FEE AFTER DEPARTURE - 300.00CAD

PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.

MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.

MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.

ROUTING CHANGES ARE -NOT- ALLOWED.

10237-109 Street Edmonton, AB T5J 1N2

Phone: (780) 424-8310 /1 800 661-2454 Fax: (780) 420-6141

kristyp@uniglobeone.com

Direct Line: 780-229-4109

Trip Record Locator: KYSCXO

Agent:

Deliver: **BC MINISTRIES**

Kristy Pallan

MINISTRY OF EDUCATION DEPUTY MINISTERS OFFICE

AIR - Friday March 30 2018 Delta Air Lines Flight DL5794 Economy Class Check In Confirmation: Operated By Compass Dba Delta Connection *Check In With COMPASS DBA DELTA CONNECTION* Depart: 12:57, Friday, March 30 Arrive: 13:50, Friday, March 30 Victoria Intl. Airport Seattle/Tacoma Intl Airport Victoria, British Columbia, Canada Seattle, Washington, USA

Status: Confirmed **Booking Code:** X (Economy) Equipment: Embraer 175

Stops: Non-stop

Duration: 0 hours 53 minutes Seat: Assigned at Check In Meal: None 0065193901598-99 ETicket No.:

Weather Flight Status (*up to 3 days prior) Dining Reservations

AIR - Friday March 30 2018

Delta Air Lines Flight DL8402 Economy Class Operated By Air France

Check In With Air France

Check In Confirmation: s.22

Depart:

16:30, Friday, March 30 Seattle/Tacoma Intl Airport Seattle, Washington, USA

Arrive:

11:10, Saturday, March 31 Charles De Gaulle Arpt. Terminal Aerogare 2 E

Paris, France

Status: **Booking Code:**

Confirmed

Equipment:

X (Economy)

Boeing 777-200/ 200ER

Duration: Meal:

None

9 hours 40 minutes

Seat: ETicket No.: Non-stop

Stops:

Assigned at Check In 0065193901598-99

Remarks:

Not eligible for web check in

Weather Flight Status (*up to 3 days prior) Dining Reservations

AIR - Sunday April 8 2018

KLM Royal Dutch Airlines Flight KL681 Economy Class

Amsterdam, Netherlands

s.22

Check In Confirmation:

Depart:

15:20, Sunday, April 8 Schiphol Airport

Arrive:

15:50, Sunday, April 8

Vancouver Intl Airport-Terminal Main

Vancouver, British Columbia, Canada

Status: **Booking Code:** Confirmed

T (Economy)

Stops:

Non-stop

Equipment: **Duration:**

Boeing 777-200/ 200ER 9 hours 30 minutes

Seat:

Assigned at Check In

Meal: Meal ETicket No.:

0065193901598-99

Flight Status (*up to 3 days prior) Dining Reservations Weather

AIR - Sunday April 8 2018

Air Canada Flight AC8075 Economy Class

Operated By /Air Canada Express - Jazz

Check In Confirmation:

s.22

Depart:

17:30, Sunday, April 8

Check In With /AIR CANADA EXPRESS - JAZZ

Arrive:

18:00, Sunday, April 8

Victoria Intl. Airport

Victoria, British Columbia, Canada

Status: **Booking Code:** Confirmed T (Economy)

Equipment:

De Havilland Dash 8-400 Turboprop

Vancouver Intl Airport-Terminal Main

Vancouver, British Columbia, Canada

Stops:

Non-stop

Duration:

0 hours 30 minutes

Seat:

Assigned at Check In

Meal: Remarks: None

ETicket No.:

0065193901598-99

Turbo propeller plane used on this flight You are booked in Tango class

Weather Flight Status (*up to 3 days prior)
 Dining Reservation:

Invoice Details			Shipping a see to	P. E. M. W. H. N. W. N.	
Transaction / Document		Base	Tax	GST/HST	Total
Processing Fee		35.00		1.75	36.75
	Form o	of Payment: CA XXXXXX	XXXXXXXx s.1		
Delta Air Lines / 006 5193901598		817.00	635.63	0.75	1453.38
	Form o	of Payment: CA XXXXXX	XXXXXXX s.1		
	Totals:	852.00	635.63	2.50	CAD 1490.13

Total Charged to Credit Card: CAD 1490.13

CAD 0.00 Balance Due:

Fare Rules

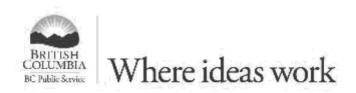
· Airline policy - Fare is not guaranteed until ticketed. This ticket is non refundable and non transferable. Changes are subject to fare Upgrade and change fee. Missing your flight without cancellation may result in the forfeiture of the value of your airline ticket.

Invoice No: 1870355

Customer Name: BC MINISTRIES



CF18EXECDM8



Travel Voucher (Restricted Use)

Control No.

E128427

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.

	aula s. ganization and Family Develop	ment			S. Jo M	nnlovee ID 22 bb Title linisterial As				3	6-0163 roup Code	
5. Date C	completed /21	6. Fisc 2018	al Year		7. Specia	l Cheque Is	sue		8. Ch	eque Stub	Information	1
Type of T In Provir	Travel	Minist	ason for erial Buisi						Head Victor	Iquarters oria		
	Belleville Street PO		7 Victoria	a, BC	V8W 9E2							
16. Travel Dates	17. Places Tr	avelled			ersonal icle Use	19. Other Transport	20. & 21 N	l. Ieals		22. Lodging	20. & 21. Misce	llaneous
2018 03/08 03/09 03/15	Destination Vic-Courtenay* Courtenay-Vic* Vic-Kamloops	Start 0900 0900 0900	End 1159 1159 1159	Km	0.00 0.00 0.00	Costs	Claim F-BL F-B	41	0.50	Costs √ 136.85	Cost ✓ 20.90 lote: Taxi charge	Describe Taxi
03/16 Vi 03/17	c- Kamloops (AC)** Kamloops-Vic (AC)** * Rode with Minister in ** PCARD		1159 1159		0.00		F-BL F-B	1).50 .00	✓ 250.56 Note: two night		Taxi
TOTALS	OF COLUMNS				36. \$ 0.00	37. \$ 0.00		38. \$ 14		39. \$ 439.11	40. \$ 76.40	Claim Total \$ 658.51
0	49. Resp. 339 18YA 339 339		Service I 1400		51. STOB 5701		Project 1800000	4	5. S	Supplier Co s.22	ode	Amount \$ 658.51
Less Tra	vel Advance									_		
							AMOUN	T DUE	TO E	MPLOYEE	54	\$ 658.51
- Certifie disburse a result	loyee Signature (Se ed this travel expense ements made and/or of travel on governm h I have not been an	e claim is allowand ent busii	s a true st ces to whi ness as d	ch I ar etailec	n entitled a I above and	d		502	. 0 L	Date S	Signed	\$ 555.51
56. Spen	ding Authority Signed correct pursuant to tration Act and relate	section	32 & 33			Print	Name			Date	Signed	
- Requis	nent Authority Sign sition for payment pur tration Act.	rsuant to	section 3	32 of th		Print					Signed	ADCC 4240.2

FIN 10 (EFI-F0012 v2.6.1)

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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) E128427 for Gunn, Paula S 7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/21 10:47:04	Morton, Kaitlin	Gunn, Paula s .	Saved	Gunn, Paula s
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/03/21 11:06:14	Morton, Kaitlin	Gunn, Paula s.	Saved	Gunn, Paula s.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/03/21 11:17:39	Morton, Kaitlin	Gunn, Paula s	Saved	Gunn, Paula s
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/03/21 11:19:55	Morton, Kaitlin	Gunn, Paula s .	Notified	Gunn, Paula S.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/03/21 11:25:50	Morton, Kaitlin	Gunn, Paula s.	Saved	Gunn, Paula S .
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/03/21 11:40:40	Gunn, Paula s.		Initiated	Conroy, Katrine
	(IDIR\PGUNN)			Katrine.Conroy@gov.bc.ca
	Paula.Gunn@gov.bc.ca			
2018/03/21 14:10:34	Conroy, Katrine	(Approved	FSA MIN OFF, FIN
	(IDIR\KCONROY)			FINFSAMINOFF@gov.bc.ca
	Katrine.Conroy@gov.bc.ca			

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Notes for Travel Voucher (Restricted Use) E128427 for Gunn, Paula S.

0 note(s) returned.

Created On	Author	Note

Production *** Copyright © Government of British Columbia

TO CLAIM: MID ISLAND					
08-03-2018	Taxi	My MCard		\$20.90	
	MKC rental car	N/A		00.00	-
	Dinner	Per Diem			
09-03-2018	Hotel-	My MCard		\$136.85	
	Courtenay				
09-03-2018	B? L (check				
	with MKC				
	expenses				
END OF TRIP					,
KAMLOOPS					
15-03-2018	Taxi	My MCard	To airport	51.70	
16-03-2018	Dinner				
17-03-2018	Hotel-	Taxi	My MCard	250.56	
	Kamloops				
	Included				
	Breakfast				-
17-03-2018	Taxi	My MCard	From airport	55.50	

Mar 8 - taxi

BLUEBIRD CABS #53 2612 QUADRA ST VICTORIA BC

CARD TYPE MASTERCARD
DATE 2018/03/03
TIME 5693 07:35:04
RECEIPT NUMBER
C85068553-001-193-001-0

PURCHASE AMOUNT

\$20.90

TIP S.22

MasterCard A0000000041010 CB6360D2E7340957 0000008000-E800 AF036EA5EC4E4621

APPROVED

AUTH# 103504 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PHONE. 250. 382. 2222

 Paula Gunn
 Room No.
 : s.15

 s.22
 Conf. No.
 : 9.22

 Arrival
 : 03-08-18

 Departure
 : 03-09-18

 Folio No.
 : s.22

 Cashier No.
 : 115

 Company Name
 : Provincial Government
 Page No.
 : 1 of 1

Date	Text		Charges	Credits
03-08-18	Room Revenue		119.00	
03-08-18	Provincial Room Tax		9.52	
03-08-18	Room GST		5.95	
03-08-18	Additional Hotel Room Tax		2.38	
03-09-18	Manual Master Card			136.85
	Payment s.17			
-	Total		136.85	136.85
		Balance	0.00)

Mar 15th

BLUEBIRD CABS #89 2612 QUADRA ST VICTORIA BC

CARD TYPE MASTERCARD
DATE 2018/03/15
T!ME 1262 19:38:43
RECEIPT NUMBER
C85069252-001-179-002-0

PURCHASE
AMOUNT
TIP
TOTAL

MasterCard A0000000041010 50FEB150E2DCB9B6 0000008000-E800 08E727E132B54C12

APPROVED

AUTH# 223843 01-027 THANK YOU

CARDHOLDER COPY

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COPY FOR YOUR RECORDS

PHONE . 250 . 382 . 2222

Mar 17th

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA BC 21852400 GH2185240051 *** *** 13:16:14 03-17-2018 Acct # **********s.17 Exp Date **/** Card Type MC Name: PAULA GUNN MasterCard A00000000041010 Operator: 051 Trace # 11017 Inv. # 051 RRN 001163002 Auth # 161614 \$55.50 Purchase s.22 Tip Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

Ms. Paula Gunn

s.22

Arrival Date: Thursday, March 15, 2018 Departure Date: Saturday, March 17, 2018

s.15

s.17

3

Folio #: \$.22 Room Number: s.15 Rate: \$108.00 Pay Method: M(\$.17

		Reference	Voucher	Room	Debit	Credit
Date	Department	Reference		s.15	\$108.00	
3/15/2018	ROOM CHARGE	Auto Posted		5.13	\$5.40	
3/15/2018	G.S.T. ROOM	Auto Posted	~		\$8.64	
3/15/2018	HOTEL ROOM TAX	Auto Posted		1	\$3.24	
3/15/2018	370 WILLS	Auto Posted		1	\$108.00	
3/16/2018	ROOM CHARGE	Auto Posted		<u> </u>	\$5.40	
3/16/2018	G.S.T. ROOM	Auto Posted		- 1	\$8.64	
3/16/2018	HOTEL ROOM TA			l l	\$3.24	
3/16/2018	3% MRDT	Auto Posted		1		\$250.56
3/17/2018	MASTER CARD	CHECKED-OUTMCs.17				

I agree that my liability for all charges is not waived. gst/hst # s.15

s.15

Tax Summary \$10.80 G.S.T. ROOM \$17.28 HOTEL ROOM \$6.48 3% MRDT

Balance:

\$0.00

Signature _

*************S.17 CARD MASTERCARD CARD TYPE 2018/03/17 DATE 5595 08:10:00 TIME 3 CLERK ID 316 INVOICE # RECEIPT NUMBER C84158364-001-267-013-0

PRE-AUTH COMPLETION TOTAL

\$250.56

MasterCard A0000000041010

APPROVED

AUTH# 031326 THANK YOU

01-027

CARDHOLDER COPY

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Booking Confirmation

Booking Reference: \$.22

Date of issue: 19 Feb, 2018

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

E2523					Economy Latitude
Thursday 15 Mar, 2018	20:40 Victoria Victoria Intl. (YYJ), BC	4	21:07 Vancouver Vancouver Intl. (YVR), BC Terminal M	AC8080	0hr27 Economy B Operated by: Air Canada Express - Jazz Q400
			Layover in Vancouver		1hr43
Thursday 15 Mar, 2018	22:50 Vancouver Vancouver Intl. (YVR), BC Terminat M	4	23:42 Kamloops (YKA), BC	AC8198	Ohr52 Economy B Operated by: Air Canada Express - Jazz Dash 8-300
			Total duration		3hr02

Return

Saturday 17 Mar, 2018	10:40 Kamloops (YKA), BC	7	11:39 Vancouver Vancouver Intl. (YVR), BC Terminal M	AC8343	Ohr59 Economy Y Operated by: Air Canada Express - Jazz Dash 8-300
			Layover in Vancouver		0hr31
Saturday 17 Mar, 2018	12:10 Vancouver Vancouver Intl. (YVR), BC Terminal M	4	12:37 Victoria Victoria Intl. (YYJ), BC	AC8065	Ohr27 Economy Y Operated by: Air Canada Express - Jazz Dash 8-300
			Total duration		1hr57

Passengers

Seats AC8080 S. AC8198 15 AC8343 AC8065

Purchase summary

MasterCard		1 adult
Amount paid: \$1160.51	Air Transportation Charges	
Tax information	7	
GST/HST no. 10009-2287 RT0001 \$55.26	Base Fare - Depart - Economy Latitude	484.00
	Base Fare - Return - Economy Latitude	558.00
	Surcharges	24.00
	Taxes, fees and charges	
	Goods and Services Tax - Canada no. 100092287 RT0001	55.26
	Air Travellers Security Charge	14.25
	Airport Improvement Fee - Canada	25.00
	Total airfare and taxes before options	\$1160 ⁵¹

GRAND TOTAL (Canadian dollars)

Check-in and boarding gate deadlines

Within Canada

90

Recommended check-in time

the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

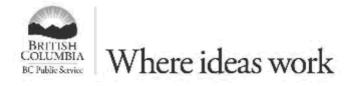
Check-in and baggage drop-off deadline
You must have checked in, obtained your bearding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15

Boarding gate deadline
You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

\$1160⁵¹



Supplier: \$.22

Phone Number

Business Expense Approval

Branch

Control No.

B023440

Freedom of Information and Protection of Privacy Act: The personal information you are providing is collected for the purposes of business expense administration and under the authority of the Financial Administration Act, and 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.

Russell, Shailinoit Willister's Office		(/					
Client Organization				Job Title Senior Ministerial Assistant			
Citizens' Services	N	/linister's Office	9		Senior M	inisterial As	sistant
EVENT							
Location (City)	Description			Start Date		d Date	
Vancouver	Pre-Brief with Minis	ster		2018/03/02	20	18/03/02	
PARTICIPANTS			_				
		Number of				1.	Number of
Organization		People	Organization	on		F	People
Ministry of Citizens' Services		2					
INDIVIDUALS INCLUDED IN MI	EAL CLAIMS						
Name	Organization		Name Organization			tion	
Sims, Jinny .	Citizens' Services		Russell, Sh	nannon .	Citizens'	Services	
BUSINESS EXPENSE REQUES	STED	STOB	Amount	Responsibility	Service Line	Project	Supplier
Meeting Room Rental		6531		32805	34610	3200000	• • •
2. Equipment/Furniture Rental		6531	s.22				
Photocopying, Faxing, Teleph	6531						
4. Food/Beverages for Meetings	·						
Breakfast Lunch	n Dinner			Mail to	:		
Snacks Coffe	e/Tea/Juice, etc.			Sh	hannon Russell		
5. Business Meals in Restaurant		6531					
Breakfast Lur	nch Dinner						
6. Event Planners, Speakers, et	С	6531					
7. Travel Costs for Non-BC Gov	ernment Participants	6531					
Estimated Total				Reimbursemen	t Total		\$
SIGNATURES Refer to Treasu	ury Board directives fo	or approval aut	horities. (See	Audit Trail)			
Employee			Print	Name	Date Si	gned	
Supervisor/Designated Authority		Print	Name	Date Si	aned		
- Supervisor/Bodignatou / tathonty						550	
Signing Authority		Print	Name	Date Si	gned		
FIN 245 (FFI F00424 2 4)	B - 1 - 1' -	*** 0	1	- f Duiti-la Calaurala		4.000/0	DOC 4455 00

FIN 215 (EFI-F0013 v1.3.1)

Name

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ARCS/ORCS 1155-02

Audit Trail for Business Expense Approval B023440 for Russell, Shannon

5 audit trail record(s) returned

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/27 10:23:13	Delaney-Spindler, Chelsea	Russell, Shannon	Saved	Russell, Shannon
2010/03/27 10.23.13	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.		Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.bo	.ca		
2018/03/27 10:25:42	Delaney-Spindler, Chelsea	Russell, Shannon	Saved	Russell, Shannon
	(IDIR\CHDELANE)	R\CHDELANE) Shannon.Russell@gov.bc.ca		Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.bo	.ca		
2018/03/27 11:37:52	Delaney-Spindler, Chelsea	Russell, Shannon	Notified	Russell, Shannon
	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.e	ca	Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.bo	.ca		
2018/03/27 11:56:09	Russell, Shannon		Approve	dSims, Jinny
	(IDIR\SHANRUSS)			Jinny.Sims@gov.bc.ca
	Shannon.Russell@gov.bc.ca			,
2018/03/28 09:42:52	Sims, Jinny		Approve	dFSA MIN OFF, FIN
	(IDIR\JSIMS)			FINFSAMINOFF@gov.bc.ca
	Jinny.Sims@gov.bc.ca			
	, 55			

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Notes for Business Expense Approval B023440 for Russell, Shannon

1 note(s) returned.

Created On	Author	Note
	, ,	Breakfast Pre-Brief meeting with Minister Sims and Shannon Russell

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BEA B023440

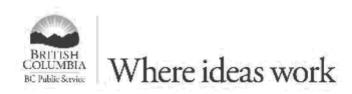
s.15

s.15

	RCHASE
0302-2018 Acct # ****** Exp Date **/** Mane: SHANNON I	08:36:48 *****s.17 Card Type MC RUSSELL Master:
Operator: 1007 Trace # 1140 Inv. # 6717 Buth # 113647	RRN 00183(
Purchase Tip s.22	\$61.95
(001) APPROVE)-THANK YOU
Retain this cop record Customer	S

1007 Julie	
35/1 02MAF	CHK 6717 GST 2 R'18 8:00AM
s.22	12.00 23.00 24.00
SUBTOTAL. GST 5% 8:00 TOTAL D	59,00 2,95 OUE \$61.95
GST ^s ********** THIS SECTION	**************************************
S. Carrie	
TIP \$	TOTAL \$
ROOM#	
PRINT NAME	
SIGNATURE	

Phone Number



Travel Voucher (Restricted Use)

Employee ID

Control No.

E128467

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.

Russell, Shannon s.22							(250) 387-9699 Travel Group Code						
	rganizatio ' Services	n		Job Titl		rial Assist	ant			i ravei Grou 3	p Code		
	Completed	1	6. Fiscal				heque Issu	e	8. C	heque Stub	Informat	tion	
2018/03			2018			-			-				
Type of				on for Tra						dquarters			
In Provir				al Busine	ss				Vic	toria			
		s for Cheq		O 1/014/ OF	-0								
		Prov Gov Vi	ctoria, B	C V8W 9E	_		40	00 0 04		00	00 0 04		
16. 17. Places			Travelled 18.				19. Other	20. & 21	als	22.	20. & 21	scellaneous	
Dates		riaces iii	avelleu			icle Use	Transport	INIC	ais	Lodging	IVIIS	cenaneous	
2018 03/01	Destinati Whistler		Start 0800	End 0801	Km	0.00	Costs	Claim	0.00	Costs 251.85	Cost	Describe	
TOTALS	OF COLU	MNS				36. \$ 0.00	37. \$ 0.00		38. \$ 0.00	39. \$ 251.85	40. \$ 0.0	Claim Tota 0 \$ 251.85	
8.		49.	50.		5	51.	52.		45.				
	t Code	Resp.	Se	ervice Lin	ne	STOB	Project					Amount	
	112 112	32805	05 34610			5702	3200	00000		s.22		\$ 251.8	
	112					1890	I						
	112												
Less Tra	avel Advan	ce											
	112									_			
									0 -			54.	
4E Emn	laves Clar	ature (See	Audit Te	oil)			AMOUNT DUE TO EMPLOY Print Name				YEE \$ 251.85 Date Signed		
- Certifie disburse a result	ed this trave ements mad of travel or	el expense of de and/or al n governmen of been and	claim is a lowances nt busine	true state to which ss as deta	I am e ailed ab	ntitled as ove and	Fillit Nai	ne		Date	oigned		
56. Spen	ed correct p	ority Signa oursuant to s and related	section 3			ancial	Print Na	me		Date	Signed		
		ority Signat				inancial	Print Na	me		Date	Signed		

Audited by CDM Mar 28/18

Ministry Payment Authority ARCS 1050-06

Audit Trail for Travel Voucher (Restricted Use) E128467 for Russell, Shannon 3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/23 12:12:16	Delaney-Spindler, Chelsea	Russell, Shannon	Notified	Russell, Shannon
	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.	ca	Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.bc	.ca		
2018/03/23 14:48:39	Russell, Shannon		Approve	dSims, Jinny
	(IDIR\SHANRUSS)			Jinny.Sims@gov.bc.ca
	Shannon.Russell@gov.bc.ca			,
2018/03/23 16:27:15	Sims, Jinny		Approve	dFSA MIN OFF, FIN
	(IDIR\JSIMS)			FINFSAMINOFF@gov.bc.ca
	Jinny.Sims@gov.bc.ca			
l	,			

Notes for Travel Voucher (Restricted Use) E128467 for Russell, Shannon

1 note(s) returned.

Created On	Author	Note
2018/03/23 12:12:16	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	03/01 - This charge is a deposit charge from s.15 for upcoming 2018 UBCM in September.

ADVANCE DEPOSIT RECEIPT

Russell, Shannon

Reservation:

s.22

Arrival Date:

09-09-2018

Departure Date:

09-14-2018

Receipt No:

s.22

Date	Description	Card #	Card Holder	Amount
03-01-2018	MasterCard	s.17	Shannon Russell	251.85
Total:				251.85

User ID:

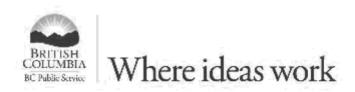
AMANBUR

8702 5702



ADVANCE DEPOSIT RECEIPT

Page 1 of 1



Travel Voucher (Restricted Use)

Control No.

E128475

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	Shannon	WIII IISU y S	Employe s.22	ee ID	-	mation and	Privacy.			none Numb 250) 387-96			
	ganization		Job Title	_	torial Assis	Travel Group Code tant 3							
	Services completed	6. Fiscal			terial Assis 7. Special (tant 3 Cheque Issue 8. Cheque Stub Information					tion		
2018/03/	/27	2018											
Type of Travel 14. Reason for Travel In Province Ministerial Business								Head Victo	lquarters oria				
	ng Address for Che 9068 Stn Prov Gov		. V8W 9E	2									
6. ravel	17. Places T		7 7077 32	18. Pe	ersonal	19. Other	20. & 21 M	l. leals		22.	20. & 2 Mis	1. scellaneous	
Dates	D 41 41	1.044			icle Use	Transport	Q1 - 1			Lodging	04		
2018 02/28 03/02 03/22	Destination Leg-St.Ann's-Leg Vic-Van-Vic (HJ)*to V Vic to Van (HJ)*	0840	2030 1900 2000	Km	0.00	Costs 5.40 S.2 ✓ 333.00 ✓ 8.00	F-B H-	4 2	0.00 1.00 25.75	Costs ✓ 217.37	Cost	Describe	
)3/23)3/26	Van to Vic (HJ)* Vic-Van-Vic (HJ)*	0700 0900	1300 1630		0.00	✓ 15.00 ✓ 8.00	H- H-	_	25.75 25.75				
	*PCARD												
					37 .379.40		38. \$ 1	18.25	39. \$ 217.37	40. \$ 0.0	Claim Total 00 s.22		
	49.	50.			51.	52.		45		4 2 · · · · · · ·	4 0	3.22	
1	Code Resp. 3280: 12 \//		34610	е	5702		Project Supplier Code s.22			de	Amount 699.62 s.22		
1	12 \\ 12 \\ 12		V		6501		V				15.40		
	vel Advance												
	12												
							AMOUNT	DUE	TO EN	MPLOYEE		54. 715.02 s.22	
Certifie lisburse result or or which	oyee Signature (Se ed this travel expense ements made and/or of travel on governm n I have not been and	claim is a allowances ent busines	true state to which ss as deta	I am iled a	entitled as above and	Print Na				Date S	igned	, <u>.</u>	
party. 56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					Print N	Print Name Date Signed							
Requis	nent Authority Signation for payment purtration Act.	suant to se	ection 32 o	of the		Print N					Signed	ority ARCS 1240-20	

FIN 10 (EFI-F0012 v2.6.1)

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

Audited CDM Mar 28/18

Audit Trail for Travel Voucher (Restricted Use) E128475 for Russell, Shannon 5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/27 11:03:58	Delaney-Spindler, Chelsea	Russell, Shannon	Saved	Russell, Shannon
	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.o	ca	Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.b	oc.ca		
2018/03/27 11:32:45	Delaney-Spindler, Chelsea	Russell, Shannon	Saved	Russell, Shannon
	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.o	ca	Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.b	oc.ca		
2018/03/27 11:32:57	Delaney-Spindler, Chelsea	Russell, Shannon	Notified	Russell, Shannon
	(IDIR\CHDELANE)	Shannon.Russell@gov.bc.o	ca	Shannon.Russell@gov.bc.ca
	Chelsea.DelaneySpindler@gov.b	oc.ca		
2018/03/27 11:56:34	Russell, Shannon		Approve	dSims, Jinny
	(IDIR\SHANRUSS)			Jinny.Sims@gov.bc.ca
	Shannon.Russell@gov.bc.ca			
2018/03/28 09:42:23	Sims, Jinny		Approve	dFSA MIN OFF, FIN
	(IDIR\JSIMS)			FINFSAMINOFF@gov.bc.ca
	Jinny.Sims@gov.bc.ca			

Notes for Travel Voucher (Restricted Use) E128475 for Russell, Shannon

1 note(s) returned

Created On	Author	Note
2018/03/27 11:32:45	Delaney-Spindler, Chelsea (IDIR\CHDELANE) Chelsea.DelaneySpindler@gov.bc.ca	02/28- Taxi to St. Ann's for Panel Discussion taxi return to Leg 03/02- HeliJet to Van paid on office pcard, full day per diem minus breakfast (see BEA B023440) Taxi to HeliJet, fly to Vic. 03/22- Morning flight on office pcard, Lunch per diem, taxi to s.15 03/23- Taxi to VCO, half day per diem, taxi to HeliJet, flight paid on office p-card 03/26- half day per diem, taxi to HeliJet (flight paid on office pcard)

2612 QUADRA ST VICTORIA BC

PURCHASE TOTAL

\$10.00

MasterCard A0000000041010 7BC30DDF6BC59F0F 0000008000-E800 CDC67EE867BD16AE

APPROVED

AUTH# 000705 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

PHONE. 250. 382. 2222

2612 QUADRA ST VICTORIA BC

CARD ******** s.17
CARD TYPE MASTERCARD
DATE 2018/02/28
TIME 0869 19:08:16
RECEIPT NUMBER
C85068590-001-167-022-0

PURCHASE
AMOUNT \$5.40
TIP \$.22
TOTAL

MasterCard A0000000041010 1C1B1AEAE5129E7E 0000008000-E800 95B025D7B0254282

APPROVED

AUTH# 220816 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

PHONE.250.382.2222

YELLOW CAB \$55 1441 CLARK DR VANCOUVEF PC

. s.17 CARD MA STERCARD CARD TYPE 2018/03/02 DALE 0100 17:12:32 TIME CLERK ID RECEIPT NUMBER C65068217-001-001-630-0

PURCHASE TOTAL

MasterCard A000000041010 14FBAD9F3BF30AEF 0000008000-E800 EC2D150D50235CB0

APPROVED

AUTH# 201232

01-027

THANK YOU

CARDHOLDER COPY

IMPOPIAN - RETAIN THIS COLY FOR YOUR RECORDS

GST105762447RT0001

Helijet International inc 5911 Airport Rd S Vancouver International Airport BC V7B 1B5 Toll Free (800)665 4354 info@helijet.com www.helijat.com

02/03/2018 5:14:18 PM GST: R102320165

CUSTOMER COPY *Cancellation Required 5pm Day Prior* (k-in is 20 Minutes Prior to Departure 501b Baggage Allowance all Rules available on Helijet.com

* Carriage is subject to the applicable tariffs, conditions of carriage and related regulations available at Helijet We(the "carrier") hereby invite the cublic at any time to request a copy our tariffs for the domestic service provide** ing #s.22

non Russell (B.C. Govt - Leg Assis...) y, March 2, 2018 i . ussengers

Departs 17:45 PM @ Vancouver Harbour Arrives 18:20 PM @ Victoria Harbour

Invoice #: 266179

FARE-YWH-PEAK_Winter17- \$309.52 CAD

\$15.48 GS

G d Total

\$325,00 CA

addent Information:

Mastercard

\$325.00 CAL

/Time Starion nal ID ACT 1011 Lard Type

Purchase/Telephone M/C **** **** *** S.17 M

JCXHCS01

W66248364

\$325.00

201416

02/03/2018 5:14:16 PM

Card Number Amount Authorization irace Number

0019260410 Passotise garage and James Approven 201416

03/22

VANCOUVER TAX!

\$8.00

APPROVED

TH# 200147

01-077

RETAIN THI

INVOICE

Shannon Russell 501 Bellvil St

Victoria ON V8W 9X2

Canada

Confirmation No. s.22

Group Name

Room No.

s.15

Arrival

03-22-18

Departure

03-23-18

Folio Window 1

Group Name			Folio No.	
Date	Description		Charges	Credits
s.22		s.15		
		3.10		
03-22-18	Accommodation		185.00 🗸	
03-22-18	Room P.S.T		14.99 🗸	(217.3
03-22-18	Room G.S.T.		9.37 ✓	(211.)
03-22-18	Destination Mktg Fee		2.39 /	
03-22-18	MRDT 3%		5.62	
03-22-18	Master Card		5.02	s.22
		:		
	Total		s.22	
C C:t				

	lotal		5.22
Guest Signature	Balance	The second of th	0.00
I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.		GST Summary: Rooms Food & Beverage Other Total Registration Number: s.15	9.37 0.00 1.25 10.62

WE HOPE YOU ENJOYED YOUR STAY WITH US!

s.15

1275 75TH AVE W VANCOUVER BC

PURCHASE TOTAL

\$7.00

MasterCard A0000000041010 67A9B04805EC3FD4 0000008000-E800 2CE2AF240A8586B9

APPROVED

AUTH# 124558 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

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

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD TYPE MASTERCARD
DATE 2018/03/23
TIME 4828 11:30:37
CLERK ID 94042
INVOICE # 1
RECEIPT NUMBER
C85023788-001-824-007-0

PURCHASE

\$8.00

MasterCard A00000000041010 7C3630CC4A4FABE9 0000008000-E800 A67710E23CAC7FD3

APPROVED

AUTH# 143037 THANK YOU 01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS

YELLOW CAB #68 1441 CLARK DR VANCOUVER BO

CARD **********.s.17

CARD TYPE MASTERCARD

DATE 2018/03/26

TIME 0103 15:28:22

CLERK ID RECEIPT NUMBER

C85004110-001-001-958-0

PURCHASE

TOTAL

\$8.00

MasterCard A000000041010 3603246CC7CF4D82

0000008000-E800

3E175EBE908325C5

APPROVED

AUTH# 182822 THANK YOU

01-027

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GST105762447RT0001