



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128566

**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.

<b>Name</b> Avendano, Christian				<b>Employee ID</b> s.22				<b>Phone Number</b> (250) 356-0179						
<b>Client Organization</b> Advanced Education, Skills and Training				<b>Job Title</b> Ministerial Assistant				<b>Travel Group Code</b> 3						
<b>5. Date Completed</b> 2018/04/13			<b>6. Fiscal Year</b> 2019			<b>7. Special Cheque Issue</b>			<b>8. Cheque Stub Information</b>					
<b>Type of Travel</b> In Province			<b>14. Reason for Travel</b> staffing Minister						<b>Headquarters</b> Victoria					
<b>12. Mailing Address for Cheque</b> PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2														
<b>16. Travel Dates</b>		<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>		<b>20. &amp; 21. Miscellaneous</b>	
		<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>			<b>Claim</b>	<b>Cost</b>			<b>Cost</b>	<b>Describe</b>
2018		Vancouver	0700	2359		0.00				0.00				
04/01		Vancouver	0700	2359		0.00				0.00				
04/02		Vancouver	0700	2359		0.00	✓ 6.50			0.00				
04/03		Vancouver	0700	2359		0.00				0.00				
04/04		Vancouver	0700	2359		0.00				0.00			✓ 31.65	personal residence
04/05		Van/Kamloops/Van(AC)	0700	2359		0.00	✓ 41.20*		F-D	33.25*			✓ 31.65	personal residence
04/06		Vancouver	0700	2359		0.00	✓ 8.60		F-BD	22.75				
04/07		Vancouver	0700	2359		0.00				0.00				
04/08		Vancouver -Vic (Ferry)	0700	1700		0.00	✓ 16.70			0.00				
		*PCARD												
<b>TOTALS OF COLUMNS</b>					<b>36.</b>	<b>37.</b>			<b>38.</b>	<b>39.</b>	<b>40.</b>	<b>Claim Total</b>		
					\$ 0.00	\$ 73.00			\$ 56.00	\$ 0.00	\$ 63.30	\$ 192.30		
<b>48. Client Code</b>		<b>49. Resp.</b>		<b>50. Service Line</b>		<b>51. STOB</b>		<b>52. Project</b>		<b>45. Supplier Code</b>		<b>Amount</b>		
019		11001		18000		5701		1100000		s.22		\$ 117.85		
019		11001		18000		5702		1100000				* \$ 74.45		
019														
019														
<b>Less Travel Advance</b>														
019														
												<b>54.</b>		
												\$ 192.30		
<b>45. Employee Signature (See Audit Trail)</b> - 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.								<b>Print Name</b>		<b>Date Signed</b>				
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.								<b>Print Name</b>		<b>Date Signed</b>				
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.								<b>Print Name</b>		<b>Date Signed</b>				

FIN 10 (EFI-F0012 v2.6.1)

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

\*Supplemental to E128522

\*04/05 Taxi + Transit fare

Audited by PL Apr 26-18

**Audit Trail for Travel Voucher (Restricted Use) E128566 for Avendano, Christian**

10 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/13 16:56:18	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 11:05:24	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/04/20 11:10:46	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 11:14:41	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 11:33:04	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 12:28:42	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 12:29:25	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 12:37:25	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 17:54:58	Avendano, Christian (IDIR\CAVENDAN) Christian.Avendano@gov.bc.ca		Initiated	Talbot, Sarena Sarena.Talbot@gov.bc.ca
2018/04/26 10:14:22	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) E128566 for Avendano, Christian

2 note(s) returned.

Created On	Author	Note
2018/04/20 12:28:42	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	continuation from TV E128522 April 1, 2018 - Vancouver - personal April 2, 2018 - Vancouver - personal April 3, 2018 - skytrain (4.30 pd by cash) to mtgs - skytrain (2.20 pd by cash) to personal residence. April 4, 2018 - Vancouver - personal residence - o/n
2018/04/20 12:29:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	April 5, 2018 - Richmond Taxi (39.00 pd by cash) to airport Van/Kamloops (AC pd by p/c) - share ride to event and back to airport Kamloops/Van - skytrain (2.20 pd by cash) to personal residence - o/n April 6, 2018 - skytrain (4.30 pd by cash) to mtg - skytrain (4.30 pd by cash) to personal residence April 7, 2018 - Vancouver - personal April 8, 2018 - personal ride to BC Ferry Van/Vic (pd by visa) - personal ride home.
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## Transit Fare Summary

Date	Transaction	Notes
03-Apr	\$4.30	Travel to meeting with Chartered Professional Accountants
03-Apr	\$2.20	Travel back from meeting with Chartered Professional Accountants
05-Apr	\$2.20	Travel back from ground breaking at Kamloops (Shared Cab with Minister to Metro town and took transit back from there
06-Apr	\$4.30	Travel to Ministry Briefing
06-Apr	\$4.30	Travel back from VCO (shared cab with DMO from Ministers constituency office to Waterfront)



TRANSACTION RECORD

RICHMOND TAXI #91  
2440 SHELL RD V6X2P1  
RICHMOND BC  
20122606

|||| PURCHASE ||||

04-05-2018 04:48:40  
Acct # .....S.17 / C  
Account Chequing Card Type DP  
A0000002771010 INTERAC

Trace # 360001 Operator 191  
FB2012260601

Inv. # 191  
Auth # 201200 RRN 001007001

Total \$39.00 ✓

( 00 ) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

604-272-1111  
Hope you have a nice ride  
Book online  
WWW.RichmondTaxi.ca  
Book your Taxi through  
Smart Phone/Iphone/Android  
Free App download  
available

Tsawwassen  
To  
Swartz Bay

**BC Ferries**  
Suite 300 - 6601 Bransford Ave.  
Victoria BC Canada V8W 0B7

**LANE 38**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/04/08 ✓

1 Adult 17.20 ✓  
Fuel Rebate 0.50-

Total 16.70

Visa \*\*\*\*\*S.17 16.70 ✓

AUTH 426024 6627/001 0010015730 S  
01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

\*\*\*CARDHOLDER COPY\*\*\*

TSA 08 Apr 2018 16:47:17

1007091 559256  
105892

SEE REVERSE SIDE OF TICKET



Mar-29-2018 04:21 PM	Tap out at 22nd St Stn Stored Value	\$1.05	-\$2.85
Mar-29-2018 03:54 PM	Tap in at Granville Stn Stored Value	-\$4.30	-\$3.90
Mar-29-2018 09:43 AM	Tap out at Waterfront Stn Stored Value	\$2.10	\$0.40
Mar-29-2018 09:26 AM	Tap in at Renfrew Stn Stored Value	-\$4.30	-\$1.70



## Booking Confirmation

Booking Reference: s.22

Date of issue: 14 Mar, 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

Economy Tango

Thursday  
05 Apr. 2018

06:00  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M



06:48  
**Kamloops**  
(YKA), BC

AC8190

0hr48  
Economy T  
Operated by: Air Canada Express -  
Jazz | Q400

⚠ AC8190 This flight departs early in the morning.

### - Return

Economy Tango

Thursday  
05 Apr. 2018

12:25  
**Kamloops**  
(YKA), BC



13:15  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M

AC8193

0hr50  
Economy V  
Operated by: Air Canada Express -  
Jazz | Q400

## Passengers

<b>Melanie Mark</b>	<b>Seats</b>
<b>Ticket Number</b>	AC8190 S.
0142191799114	AC8193 1
Air Canada - Aeroplan	5
s.22	

<b>Christian Avendano</b>	<b>Seats</b>
<b>Ticket Number</b>	AC8190
0142191799115	AC8193



## Purchase summary

### MasterCard

\*\*\*\*\* S 1

Amount paid: \$802.72

### Tax information

GST/HST no. 10009-2287 RT0001

\$38.22

2 adults



### Air Transportation Charges

Base Fare - Depart - Economy Tango	109.00
Base Fare - Return - Economy Tango	200.00
Surcharges	24.00



### Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	18.11
Air Travellers Security Charge	14.25
Airport Improvement Fee - Canada	15.00

Total airfare and taxes before options (per passenger) **\$380<sup>36</sup>**

Number of passengers **X 2**

Total **\$760<sup>72</sup>**



### Seat selection

Melanie Mark

AC8190 **S** - Standard Seat (Aisle) 10.00

AC8193 **1** - Standard Seat (Aisle) 10.00

Christian Avendano

AC8190 **S** - Standard Seat (Window) 10.00

AC8193 **1** - Standard Seat (Window) 10.00

Goods and Services Tax - Canada no. 100092287 RT0001 2.00

Total with options and seat selection fee: **\$802<sup>72</sup>**

GRAND TOTAL (Canadian dollars) **\$802<sup>72</sup>**



## Check-in and boarding gate deadlines

Within Canada

90

minutes

### Recommended check-in time

You should check in no later than 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

minutes<sup>1</sup>

### Check-in and baggage drop-off deadline

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

15

minutes

### 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.

AE19EXECDM2



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128821

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<b>Name</b> Avendano, Christian				<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 356-0179	
<b>Client Organization</b> Advanced Education, Skills and Training				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/05/25		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> staffing Minister				<b>Headquarters</b> Victoria	
<b>12. Mailing Address for Cheque</b> PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2							
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>
2018							<b>Cost</b>
04/27	Vancouver	1430	2359		0.00	✓ 77.60	0.00
04/28	Vancouver	0700	2359		0.00		0.00
04/29	Vancouver	0700	2359		0.00		0.00
04/30	Vancouver	0700	2359		0.00		0.00
05/01	Vancouver	0700	2359		0.00		0.00
05/02	Vancouver	0700	2359		0.00	✓ 5.45	0.00
05/03	Vancouver	0700	2359		0.00	✓ 3.25	0.00
05/04	Vancouver	0700	2359		0.00	✓ 5.45	0.00
05/05	Vancouver	0700	2359		0.00		0.00
05/06	Victoria	0700	1930		0.00	✓ 41.70	0.00
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>		<b>38.</b>
				\$ 0.00	\$ 133.45		\$ 0.00
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>	<b>Amount</b>	
019	11001	18000	5701	1100000	s.22	\$ 133.45	
019							
019							
019							
<b>Less Travel Advance</b>							
019							
<b>AMOUNT DUE TO EMPLOYEE</b>						<b>54.</b>	
						\$ 133.45	
<b>45. Employee Signature (See Audit Trail)</b> - 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.				<b>Print Name</b>		<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				<b>Print Name</b>		<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.				<b>Print Name</b>		<b>Date Signed</b>	

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

Audited by CDM July 4/18

**Audit Trail for Travel Voucher (Restricted Use) E128821 for Avendano, Christian**

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 10:16:16	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/05/25 16:00:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/05/30 11:48:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/05/30 14:35:01	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Saved	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/06/05 14:18:49	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Avendano, Christian Christian.Avendano@gov.bc.ca	Notified	Avendano, Christian Christian.Avendano@gov.bc.ca
2018/06/20 09:43:03	Avendano, Christian (IDIR\CAVENDAN) Christian.Avendano@gov.bc.ca	✓	Initiated	Talbot, Sarena Sarena.Talbot@gov.bc.ca
2018/06/20 17:18:31	Talbot, Sarena (IDIR\STALBOT) Sarena.Talbot@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E128821 for Avendano, Christian

1 note(s) returned.

Created On	Author	Note
2018/05/30 11:48:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	April 27th - BC Ferry Connector to Van - personal residence o/n April 28th to April 29th - Vancouver - personal o/n April 30th to May 1st - working in Van o/n May 2nd - skytrain to and from mtgs - o/n (PR) May 3rd - skytrain to mtgs - personal ride to personal residence o/n May 4th - skytrain to and from mtgs - o/n (PR) May 5th - Vancouver - personal May 6th - personal ride to BC Ferries Van/Vic - BC Connector to home


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Christian Avendano - s.22

## Compass Card Usage

A history of your all Compass Card usage. To view your purchase card order history, visit your [card order history](#) page.

 Transactions made online appear after you've tapped your Compass Card at a card reader.

### Transaction filters:

All

Start date:

Apr-18-2018

End date:

May-18-2018

Date/Time	Location/Order#	Usage/ Payment	Balance/ Details
May-05-2018 06:14 PM	Transfer at Bus Stop 56919 Stored Value	\$0.00	-\$2.15
May-05-2018 06:11 PM	Tap out at 22nd St Stn Stored Value	\$0.00	-\$2.15
May-05-2018 06:03 PM	Tap in at Metrotown Stn Stored Value	-\$2.20	-\$2.15
May-05-2018 03:38 PM	Tap out at Metrotown Stn Stored Value	\$0.00	\$0.05





May-05-2018 03:31 PM	Transfer at Joyce Stn Stored Value	\$0.00	\$0.05
May-05-2018 02:09 PM	Tap in at Bus Stop 51138 Stored Value	-\$2.20	\$0.05
May-05-2018 12:14 PM	Transfer at Bus Stop 51513 Stored Value	\$0.00	\$2.25
May-05-2018 12:08 PM	Tap out at King Edward Stn Stored Value	\$0.00	\$2.25
May-05-2018 11:54 AM	Tap in at Aberdeen Stn Stored Value	-\$2.20	\$2.25
May-05-2018 11:54 AM	Purchase at Aberdeen Stn Stored Value	\$5.00	\$4.45
May-04-2018 07:08 PM	Transfer at Bus Stop 56919 Stored Value	\$0.00	-\$0.55
May-04-2018 07:04 PM	Tap out at 22nd St Stn Stored Value	\$0.00	-\$0.55
May-04-2018 06:45 PM	Transfer at Commercial Drive Stn Stored Value	\$0.00	-\$0.55
May-04-2018 06:36 PM	Tap in at Bus Stop 52101 Stored Value	-\$2.20	-\$0.55
May-04-2018 12:22 PM	Tap out at Commercial Drive Stn Stored Value	\$1.05	\$1.65



May-04-2018 12:01 PM	Transfer at 22nd St Stn Stored Value	-\$2.10	\$0.60
May-04-2018 11:50 AM	Tap in at Bus Stop 56904 Stored Value	-\$2.20	\$2.70
May-03-2018 12:46 PM	Refund at Waterfront Stn Stored Value	\$4.30	\$4.90
May-03-2018 12:43 PM	Tap in at Waterfront Stn Stored Value	-\$4.30	\$0.60
May-03-2018 10:12 AM	Tap out at Commercial Drive Stn Stored Value	\$1.05	\$4.90
May-03-2018 09:49 AM	Transfer at 22nd St Stn Stored Value	-\$2.10	\$3.85
May-03-2018 09:49 AM	Purchase at 22nd St Stn Stored Value	\$5.00	\$5.95
May-03-2018 09:39 AM	Tap in at Bus Stop 56904 Stored Value	-\$2.20	\$0.95
May-02-2018 08:27 PM	Transfer at Bus Stop 56919 Stored Value	\$0.00	\$3.15
May-02-2018 08:21 PM	Tap out at 22nd St Stn Stored Value	\$0.00	\$3.15
May-02-2018 08:12 PM	Transfer at Metrotown Stn Stored Value	\$0.00	\$3.15



May-02-2018 07:50 PM	Transfer at Bus Stop 51381 Stored Value	\$0.00	\$3.15
May-02-2018 07:27 PM	Tap in at Bus Stop 51374 Stored Value	-\$2.20	\$3.15
May-02-2018 12:52 PM	Tap out at Commercial Drive Stn Stored Value	\$1.05	\$5.35
May-02-2018 12:33 PM	Tap in at 22nd St Stn Stored Value	-\$4.30	\$4.30
May-02-2018 12:32 PM	Purchase at 22nd St Stn Stored Value	\$10.00	\$8.60

## Your Itinerary

Date Booked: Friday, April 27 2018 14:37

Reservationist: VicFD CCS

Last Updated: Friday, April 27 2018 14:37

Group Name: s.22

Confirmation Number: s.22

Status: PAID



### Itinerary Guest Summary

1 x 15:45 Victoria to YVR

### Itinerary For Avendano, Christian

Total

Mobile Phone: s.22

Land Line Phone:

Email:

Address: Victoria  
BC

Country: Canada

### Activities

**Activity:** 15:45 Victoria to YVR - Friday, April 27 2018 15:45 \$58.00  
**Guests:** 1 (AD)  
**Hotel:**  
**Pick Up:** Victoria Bus Depot 15:15 - 15:40  
(Victoria Bus Station - Capital City Station, 721 Douglas Street)  
**Drop off:** YVR Airport 19:25-19:35  
**Booked by:** Wilson's Transportation Ltd. -- VicFD CCS  
**Notes:** pax wants to be dropped off at the River Rock Casino

Subtotal \$58.00  
Ferry Fare \$16.70  
5% GST \$2.90  
Total \$77.60

### Payment Transaction(s)

Payment type	Date	User	Details	Assignment	PNREF	Response	Amount
Debit	2018-04-27 14:37:41	VicFD CCS					\$77.60CAD
Outstanding balance							\$0.00

### To make Cancellations/Amendments

Please contact The Wilson's Group Customer Experience Centre at 1-888-788-8840 or email [reservations@bcferriesconnector.com](mailto: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

**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](http://bcfconnector.com) or call The Wilson's Group Customer Experience Centre at 1-888-788-8840.**

CAPITAL CITY STATION  
719 DOUGLAS ST  
VICTORIA BC

CARD s.17  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2 18/04/27  
TIME 0193 14:36:58  
RECEIPT NUMBER  
C84069911-001-676-011-0

-----  
PURCHASE  
TOTAL

**\$77.60**

-----  
INTERAC  
A0000002771010  
302E891FCCE775A0  
8080008000-6800  
4FFFF983799D9F61

Tsawwassen  
To  
Swartz Bay



**FOOT AREA 5S**

RECEIPT - PLEASE RETAIN

**PURCHASE 2018/05/06**

1	Adult	17.20
	Fuel Rebate	0.50-
<b>Total</b>		<b>16.70</b>
Visa		
*****S.17		16.70
AUTH 445617 66277650 0010010740 S		
01 APPROVED - THANK YOU 027		
<b>CHANGE DUE</b>		<b>0.00</b>

Receipt \$ \$25.00

GST # 10570 3094 RT0001

**No. 005222**

**THANK YOU FOR  
TRAVELLING WITH US.**

**BCFerries CONNECTOR**

Wilson's Transportation Ltd.  
4196 Glanford Avenue  
Victoria BC V8Z 4B6

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 06 May 2018 16:49:46



1007027 370504

SEE REVERSE SIDE OF TICKET



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128587

**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.

<b>Name</b> Maartman, William			<b>Employee ID</b> s.22			<b>Phone Number</b> (250) 953-4290			
<b>Client Organization</b> Education			<b>Job Title</b> Ministerial Assistant			<b>Travel Group Code</b> 3			
<b>5. Date Completed</b> 2018/04/17		<b>6. Fiscal Year</b> 2018		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>			
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Travel				<b>Headquarters</b> Victoria			
<b>12. Mailing Address for Cheque</b> Room 124, Parliament Buildings PO Box 9045, STN PROV GOVT Victoria, BC, BC V8W 9E2									
<b>16. Travel Dates</b> 2018 03/23	<b>17. Places Travelled</b> *PCard <b>Destination</b> *Vancouver (HJ)			<b>18. Personal Vehicle Use</b> <b>Km</b> 0.00		<b>19. Other Transport Costs</b> 15.00		<b>20. &amp; 21. Meals</b> <b>Claim</b> F-BD	
	<b>Start</b> 1000	<b>End</b> 1800					<b>Cost</b> 22.75	<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b> <b>Cost</b> <b>Describe</b>
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 0.00	<b>37.</b> \$ 15.00		<b>38.</b> \$ 22.75	<b>39.</b> \$ 0.00	<b>40.</b> \$ 0.00
									<b>Claim Total</b> \$ 37.75
<b>48. Client Code</b> 062 062 062 062		<b>49. Resp.</b> 22001		<b>50. Service Line</b> 06000		<b>51. STOB</b> 5701		<b>52. Project</b> 2200000	
								<b>45. Supplier Code</b> s.22	
								<b>Amount</b> \$ 37.75	
<b>Less Travel Advance</b> 062									
								<b>54.</b> \$ 37.75	
<b>45. Employee Signature (See Audit Trail)</b> - 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.								<b>Print Name</b>	
								<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.								<b>Print Name</b>	
								<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.								<b>Print Name</b>	
								<b>Date Signed</b>	

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

**Audit Trail for Travel Voucher (Restricted Use) E128587 for Maartman, William**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/17 10:14:08	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 09:23:54	Maartman, William (IDIR\WMAARTMA) William.Maartman@gov.bc.ca		Approved	Harrison, Veronica S. Veronica.Harrison@gov.bc.ca
2018/04/27 10:03:55	Harrison, Veronica K. (IDIR\XHARRIS) Veronica.Harrison@gov.bc.ca		Approved	Fleming, Rob Rob.Fleming@gov.bc.ca
2018/04/27 10:46:58	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) E128587 for Maartman, William**

1 note(s) returned.

Created On	Author	Note
2018/04/17 10:14:08	Hahn, Andra (IDIR\AHAIN) Andra.Hahn@gov.bc.ca	Mar. 23: Will travelled via Helijet return to Vancouver

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MAR.23

WM

HOME TO vic helijet

WM

YELLOW CAB  
817 FISGARD STREET V8W1R9  
VICTORIA BC  
21852400  
GH2185240060

\*\*\*\* PURCHASE \*\*\*\*

03-23-2018 10:32:08  
Acct # \*\*\*\*\* s.17 C  
Exp Date \*\*/\*\* Card Type MC  
Name: WILLIAM MAARTMAN  
A0000000041010 MasterCard

Operator: 160  
Trace # 7430  
Inv. # 160  
Auth # 133208 RRN 001082001

Total \$15.00

(001) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

www.yellowcabvictoria.com  
250-381-2222

WM Mar. 23

**Hahn, Andra EDUC:EX**

**From:** passengerservices@helijet.com  
**Sent:** Friday, March 23, 2018 10:34 AM  
**To:** Hahn, Andra EDUC:EX  
**Subject:** MAR. 23 - 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

<b>Account</b>	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

### Booking #s.22

**Friday, March 23, 2018**

**714**

**11:00 Victoria Harbour**

**11:35 Vancouver Harbour**

**35 minutes**

**Confirmed**

**1 Passengers - Full-Fare**

**Will Maartman, Male**

**Add to Calendar**

Invoice #273281

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 23, 2018 @ 10:33:06 AM

Summary s.17

Expiration

Authorization

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

WM · Mar · 23

## Hahn, Andra EDUC:EX

**From:** passengerservices@helijet.com  
**Sent:** Tuesday, March 20, 2018 12:49 PM  
**To:** Hahn, Andra EDUC:EX  
**Subject:** MAR. 23 - 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

<b>Account</b>	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

### Bookings s.22

**Friday, March 23, 2018**

**729**

**17:45 Vancouver Harbour**

**18:20 Victoria Harbour**

**35 minutes**

**Confirmed**

**1 Passengers - Full-Fare**

**· Will Maartman, Male**

**[Add to Calendar](#)**

Invoice #273277

FARE-YWH-Full\_Winter17-18 \$300.00

+ GST \$15.00

Billing \$300.00

Taxes \$15.00

**Grand Total \$315.00**

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



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128691

**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.

<b>Name</b> Maartman, William		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 953-4290	
<b>Client Organization</b> Education		<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/05/02		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>	
<b>8. Cheque Stub Information</b>					
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Travel			<b>Headquarters</b> Victoria
<b>12. Mailing Address for Cheque</b> Room 124, Parliament Buildings PO Box 9045, STN PROV GOVT Victoria, BC, BC V8W 9E2					
<b>16. Travel Dates</b> 2018 04/30	<b>17. Places Travelled</b> *PCard <b>Destination</b> *Vancouver (HJ)		<b>18. Personal Vehicle Use</b> <b>Km</b> 0.00	<b>19. Other Transport Costs</b> 15.00	<b>20. &amp; 21. Meals</b> <b>Claim</b> F-BD <b>Cost</b> 22.75
	<b>Start</b> 0800	<b>End</b> 1700			<b>22. Lodging Costs</b>
					<b>20. &amp; 21. Miscellaneous</b> <b>Cost</b> 61.25 <b>Describe</b> Car rental + gas
<b>TOTALS OF COLUMNS</b>			<b>36.</b> \$ 0.00	<b>37.</b> \$ 15.00	<b>38.</b> \$ 22.75
					<b>39.</b> \$ 0.00
					<b>40.</b> \$ 61.25
					<b>Claim Total</b> \$ 99.00
<b>48. Client Code</b> 062 <del>062</del> <del>062</del> 062	<b>49. Resp.</b> 22001 <del>22001</del> <del>22001</del>	<b>50. Service Line</b> 06000 <del>06000</del> <del>06000</del>	<b>51. STOB</b> 5701 <del>5701</del> <del>5701</del>	<b>52. Project</b> 2200000 <del>2200000</del> <del>2200000</del>	<b>45. Supplier Code</b> s.22
					<b>Amount</b> \$ s.22 \$ \$
<b>Less Travel Advance</b> 062					
					<b>54.</b> \$ 99.00
<b>45. Employee Signature (See Audit Trail)</b> - 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.			<b>Print Name</b>		<b>Date Signed</b>
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.			<b>Print Name</b>		<b>Date Signed</b>
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.			<b>Print Name</b>		<b>Date Signed</b>

**Audit Trail for Travel Voucher (Restricted Use) E128691 for Maartman, William**

3 audit trail record(s) returned.

<b>Date/Time</b>	<b>Who</b>	<b>On Behalf Of</b>	<b>Action</b>	<b>Next To Act</b>
2018/05/02 12:40:03	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Maartman, William William.Maartman@gov.bc.ca	Notified	Maartman, William William.Maartman@gov.bc.ca
2018/05/07 09:10:50	Maartman, William (IDIR\WMAARTMA) William.Maartman@gov.bc.ca		Approved	Harrison, Veronica s. Veronica.Harrison@gov.bc.ca
2018/05/07 09:16:02	Harrison, Veronica s. (IDIR\VHARRIS) Veronica.Harrison@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E128691 for Maartman, William

1 note(s) returned.

Created On	Author	Note
2018/05/02 12:40:03	Hahn, Andra (IDIR\AHAIN) Andra.Hahn@gov.bc.ca	Daytrip with Minister to Vancouver for School Announcement Travelled by Helijet, Vic to Van and return. National car rental plus gas Taxi receipt from legislature to Vic Helijet Terminal

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Apr. 30/18

WM

WM

YELLOW CAB  
817 FISGARD STREET V8W1R9  
VICTORIA BC  
21852400  
GH2185240071

\*\*\*\* PURCHASE \*\*\*\*

04-30-2018 08:52:12  
Acct # \*\*\*\*\*s.17 C  
Exp Date \*\*/\*\* Card Type MC  
Name: WILLIAM MAARTMAN  
A0000000041010 MasterCard

Operator: 171  
Trace # 14278  
Inv. # 171  
Auth # 115212 RRN 001209003

Total \$15.00

(001) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

www.yellowcabvictoria.com  
250-381-2222



## Hahn, Andra EDUC:EX

**From:** passengerservices@helijet.com  
**Sent:** Monday, April 30, 2018 8:54 AM  
**To:** Hahn, Andra EDUC:EX  
**Subject:** RECEIPT-Apr.30-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

<b>Account</b>	Customer #	s.17
	Name	Robert Fleming
	Company	Ndp

### Booking s.22

**Monday, April 30, 2018**

**710**

**09:35 Victoria Harbour**

**10:10 Vancouver Harbour**

**35 minutes**

**Confirmed**

**2 Passengers - Sale**

• Robert Fleming, Male

• Will Maartman, Male

[Add to Calendar](#)

Invoice #285339

SALE - Seat Sale \$189 \$360.00

+ GST \$18.00

Billing \$360.00

Taxes \$18.00

**Grand Total \$378.00**

Mastercard \$378.00

Date / Time April 30, 2018 @ 8:53:29 AM

Summary s.17

Expiration

Authorization

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



Rental Agreement s.22

Invoice # 15025738981

## 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 REAR-WHEEL DRIVE SEDAN**

License #: FA084N

State/Province: BC

**Vehicle Class Driven**

Premium Special 4-door/Manual/Air

**Vehicle Class Charged**

Compact 2 or 4-Door/Automatic/Air

**Odometer Mileage/Kilometers**

Starting: 12,415 Ending: 12,563

Total: 148

## Trip Information

**Pickup**

Mon, Apr 30 2018 10:29 A.M.

**VANCOUVER PAN PACIFIC 73**

999 CANADA PL

VANCOUVER, BC V6C3B5

CAN

**Return**

Mon, Apr 30 2018 2:37 P.M.

**VANCOUVER PAN PACIFIC 73**

999 CANADA PL

VANCOUVER, BC V6C3B5

CAN

## Rental Charges

<b>Rental Rate</b>	Time & Distance 1 Day at 31.00 CAD / Day	31.00 CAD
	Free Distance	Included
<b>Add-Ons</b>	Fuel Service Option (23.77 CAD / Rental)	23.77 CAD
<b>Taxes and Fees</b>	Goods And Services Tax (5.00%)	2.81 CAD
	Vlf Rec .99/day	Included
	Prov Vehicle Rental Tax \$1.50/day (1.50 CAD / Day)	1.50 CAD
	Provincial Sales Tax (7.00%)	2.17 CAD
<b>Total</b>		<b>61.25 CAD</b>
(Subject to audit)		
	Amount charged on Apr 30 2018 to MASTERCARD s.17	(36.30 CAD)
	Amount charged on Apr 30 2018 to MASTERCARD	(24.95 CAD)
<b>Amount Due</b>		<b>0.00 CAD</b>

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:** Wednesday, May 2, 2018 12:45 PM  
**To:** Hahn, Andra EDUC: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	Robert Fleming
	Company	Ndp

### Booking

s.22

**Monday, April 30, 2018**

**723**

**16:00 Vancouver Harbour**

**16:35 Victoria Harbour**

**35 minutes**

**Confirmed**

**2 Passengers - Full-Fare**

• Robert Fleming, Male

• Will Maartman, Male

[Add to Calendar](#)

Invoice #285340

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 30, 2018 @ 3:12:32 PM

Summary s.17

Expiration

Authorization

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

CF19EXECDM2



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128824

**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.

<b>Name</b> Sharma, Niki				<b>Employee ID</b> s.22				<b>Phone Number</b> (250) 356-5767						
<b>Client Organization</b> Children and Family Development				<b>Job Title</b> Ministerial Assistant				<b>Travel Group Code</b> 3						
<b>5. Date Completed</b> 2018/05/25			<b>6. Fiscal Year</b> 2019			<b>7. Special Cheque Issue</b>			<b>8. Cheque Stub Information</b>					
<b>Type of Travel</b> In Province			<b>14. Reason for Travel</b> Ministerial Business						<b>Headquarters</b> Victoria					
<b>12. Mailing Address for Cheque</b> Rm 027-501 Belleville Street Victoria, BC V8V 1X4														
<b>16. Travel Dates</b>		<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>		<b>20. &amp; 21. Miscellaneous</b>	
					<b>Km</b>		<b>Cost</b>		<b>Claim</b>		<b>Cost</b>		<b>Cost</b>	
													<b>Describe</b>	
2018		Destination			Start		End							
04/05		Rich>Van			1130		1218						32.00 Taxi	
04/05		Van>Burn			1300		1346						38.20 Taxi	
04/05		Burn>Van			1530		1602						39.30 Taxi	
04/09		Vancouver <input type="checkbox"/> Via			0815		0827						18.10 Taxi	
04/13		Vancouver			1445		1500						18.8 <input type="checkbox"/> s.22 Taxi	
04/16		Vancouver			0700		0718						14.10 Taxi	
04/20		Vancouver			1010		1023						13.90 Taxi	
* HA paid by PCard - return to Van on April 12 via HA Pcard														
<b>TOTALS OF COLUMNS</b>					36. \$ 0.00		37. \$ 0.00		38. \$ 0.00		39. \$ 0.00		40. <input type="text" value="174.4"/> s.22	
													<b>Claim Total</b> <input type="text" value="174.4"/>	
<b>48. Client Code</b>		<b>49. Resp.</b>		<b>50. Service Line</b>		<b>51. STOB</b>		<b>52. Project</b>		<b>45. Supplier Code</b>		<b>Amount</b>		
039		18YAB		14001		5702		1800000		s.22		<input type="text" value="174.4"/> s.22		
039														
039														
039														
<b>Less Travel Advance</b>														
039														
												<b>54. <input type="text" value="174.4"/> s.22</b>		
												<b>AMOUNT DUE TO EMPLOYEE</b>		
<b>45. Employee Signature (See Audit Trail)</b> - 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.								<b>Print Name</b>		<b>Date Signed</b>				
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.								<b>Print Name</b>		<b>Date Signed</b>				
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.								<b>Print Name</b>		<b>Date Signed</b>				

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

Audited CDM Jul 6/18

**Audit Trail for Travel Voucher (Restricted Use) E128824 for Sharma, Niki**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 11:38:00	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
2018/05/25 11:53:26	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 09:13:10	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Approved	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/06/28 10:39:21	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) E128824 for Sharma, Niki

2 note(s) returned.

Created On	Author	Note
2018/05/25 11:38:00	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	April5/2018 took Taxi from meeting in Rich>Van to home April5/2018 took Taxi from Van>Burn for meeting April5/2018 took taxi from Burn>Van from meeting to home April9/2018 took taxi from home to Harbour air Vancouver Harbour April13/2018 took taxi to meeting April16/2018 took taxi from home to Harbour Air Vancouver Harbour April20/2018 took taxi from home to VCO for meeting
2018/05/25 11:53:26	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	(Edited)April16/2018 Took Taxi from home to Helijet Vancouver harbour not Harbour air.

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## Audit Trail for Travel Voucher (Restricted Use) E128824 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 11:38:00	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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\*DUPLICATE\*

BLACKTOP & CHECKER  
CABS#177  
777 PACIFIC ST  
VANCOUVER BC

\*DUPLICATE\*

CARD s.17  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/05  
TIME 5208 13:46:17  
CLERK ID 1  
RECEIPT NUMBER  
C85012695-001-821-007-0

PURCHASE  
AMOUNT \$38.20  
TIP s.22  
TOTAL

\$

Interac  
A0000002771010  
C56B190D5BFD0764  
8080008000-6800  
22D20EADBDB935E  
8080008000-7800

APPROVED

AUTH# 495811 00-001  
THANK YOU

CARDHOLDER COPY

\*DUPLICATE\*

ECE Confirmed  
Richmond L. Home  
RICHMOND TAXI #129  
2440 SHELL RD V6X2P1  
RICHMOND BC  
23352823

|||| PURCHASE ||||  
05-04-2018 12:18:44  
Acct # s.17 C  
Exp Date Card Type MC  
Name: NIKI SHARMA  
A0000000041010 MasterCard  
Trace # 360006 Operator 229  
FB2335282301

Inv. # 229  
Auth # 151844 RRN 001356006

Purchase \$32.00  
Tip s.22

Total

(00) APPROVED-THANK YOU

Retain this copy for your  
records

CO-home  
BONNY'S TAXI B 31  
5525 IMPERIAL ST  
BURNABY BC

CARD s.17  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/05  
TIME 2630 16:02:33  
CLERK ID 01  
RECEIPT NUMBER  
C85021862-001-661-001-0

PURCHASE  
AMOUNT \$39.30  
TIP s.22  
TOTAL

\$

Interac  
A0000002771010  
3E421CAF49A29210  
8080008000-6800  
FA29228EB21B8723  
8080008000-7800

APPROVED

AUTH# 577551 00-001  
THANK YOU

CARDHOLDER COPY

## Notes for Travel Voucher (Restricted Use) E128824 for Sharma, Niki

2 note(s) returned.

Created On	Author	Note
2018/05/25 11:38:00	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	April5/2018 took Taxi from meeting in Rich>Van to home April5/2018 took Taxi from Van>Burn for meeting April5/2018 took taxi from Burn>Van from meeting to home April9/2018 took taxi from home to Harbour air Vancouver Harbour April13/2018 took taxi to meeting April16/2018 took taxi from home to Harbour Air Vancouver Harbour April20/2018 took taxi from home to VCO for meeting (Edited)April16/2018 Took Taxi from home to Helijet Vancouver harbour not Harbour air.
2018/05/25 11:53:26	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	

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*home to Harbour Air*  
BLACKTOP & CHECKER  
CABS#43  
777 PACIFIC ST  
VANCOUVER BC

CARD s.17  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/09  
TIME 2168 08:27:25  
CLERK ID 1  
RECEIPT NUMBER  
C85012106-001-735-006-0

PURCHASE  
AMOUNT \$18.10  
TIP s.22  
TOTAL

Interac  
A0000002771010  
1897B15AB7B127FD  
8080008000-6800  
85E39731E0439E16  
8080008000-7800

APPROVED

AUTH# 304461 00-001  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

*taxi to mealy*  
MACLURE'S CAB 4  
1275 75TH AVE W  
VANCOUVER BC

CARD \*\*\*\*\*s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/13  
TIME 0106 14:59:31  
CLERK ID 1  
RECEIPT NUMBER  
C85040319-001-682-012-0

PURCHASE  
AMOUNT \$18.80  
TIP s.22  
TOTAL

MasterCard  
A0000000041010  
2493A683B6D4D4DA  
0000008000-E800  
28034A2B2B2ACC26

APPROVED

AUTH# 175931 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

*Taxi to Harbour*  
BLACKTOP & CHECKER  
CABS#191  
777 PACIFIC ST  
VANCOUVER BC

CARD s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/16  
TIME 5269 07:18:02  
CLERK ID 1  
RECEIPT NUMBER  
C85021807-001-761-005-0

PURCHASE  
AMOUNT \$14.10  
TIP s.22  
TOTAL

MasterCard  
A0000000041010  
DC4216141B7ADFA4  
0000008000-E800  
0EE6E4DC5F969F6F

APPROVED

AUTH# 101803 01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY



10 VCO

YELLOW CAB #238  
1441 CLARK DR  
VANCOUVER BC

CARD \*\*\*\*\* S.17  
CARD TYPE MASTERCARD  
DATE 2018/04/20  
TIME 5620 10:23:01  
CLERK ID 1  
RECEIPT NUMBER  
C85061770-001-015-073-0

PURCHASE  
AMOUNT \$13.90  
TIP s.22  
TOTAL

\$

MasterCard

A0000000041010  
DB047248557D2486  
0000000000-E800  
28D41C86F800D38E

APPROVED

AUTH# 132301 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST105762447RT0001

Wilson, Cherie MCF:EX

From: reservation@harbourair.com  
Sent: Wednesday, March 7, 2018 3:28 PM  
To: Wilson, Cherie MCF: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	Niki Sharma

Booking <span>s.17</span>		
Monday, April 9, 2018	Invoice <span>s.17</span>	
Flight #207/Twin Otter	Air Transportation Charges	
09:00 Vancouver Harbour / Map	Sked 200/300 : Standard GO Flex	\$186.64
09:35 Victoria Harbour / Map		

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

. Niki Sharma, Female

Add to Calendar

**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).

## Wilson, Cherie MCF:EX

**From:** passengerservices@helijet.com  
**Sent:** Monday, April 9, 2018 3:58 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

<b>Account</b>	<b>Customer #</b>	<b>s.17</b>
	<b>Name</b>	<b>Niki Sharma</b>
	<b>Company</b>	<b>Bc Government</b>

### Booking **s.22**

**Monday, April 16, 2018**

**705**

**07:50 Vancouver Harbour**

**08:25 Victoria Harbour**

**35 minutes**

**Confirmed**

**1 Passengers - Sale**

**. Niki Sharma, Female**

**Add to Calendar**

**Invoice #279865**

**SALE - Seat Sale \$189** **\$180.00**

**+ GST** **\$9.00**

**Billing** **\$180.00**

**Taxes** **\$9.00**

**Grand Total** **\$189.00**

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](http://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, 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:**

## Wilson, Cherie MCF:EX

**From:** reservation@harbourair.com  
**Sent:** Monday, April 9, 2018 4:14 PM  
**To:** Wilson, Cherie MCF: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](http://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

Niki Sharma

### Booking #s.17

**Thursday, April 12, 2018**

**Flight #2220**

**17:30 Victoria Harbour / Map**

**18:05 Vancouver Harbour / Map**

**35 minutes**

**KK- Confirmed**

Invoice s.17

#### Air Transportation Charges

Sked 200/300 : (St) 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

**1 Passenger(s) - GoFlex**

Niki Sharma, Female

Billing

\$197.15

Taxes

\$9.85

**Add to Calendar****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 Information****Domestic Flights**

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

CF19EXECDM2



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128825

**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.

<b>Name</b> Sharma, Niki			<b>Employee ID</b> s.22			<b>Phone Number</b> (250) 356-5767						
<b>Client Organization</b> Children and Family Development			<b>Job Title</b> Ministerial Assistant			<b>Travel Group Code</b> 3						
<b>5. Date Completed</b> 2018/05/25		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b> EFT		<b>8. Cheque Stub Information</b>						
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Victoria						
<b>12. Mailing Address for Cheque</b> Rm 027-501 Belleville Street Victoria, BC V8V 1X4												
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>	
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>			<b>Claim</b>	<b>Cost</b>		<b>Cost</b>	<b>Describe</b>
2018	Vancouver	1245	1307		0.00				0.00		12.70	Taxi
04/20	Vancouver	0715	0725		0.00				0.00		14.00	Taxi
04/23	Vancouver - Vic	1340	1412		0.00				0.00		38.40	Taxi
04/30	Van > Burn	2030	2055		0.00				0.00		26.50	Taxi
04/30	Vancouver											
* To Vic via HJ and returned April 26th via HA - flights on Board												
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>		<b>38.</b>	<b>39.</b>	<b>40.</b>	<b>Claim Total</b>		
				\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 91.60	\$ 91.60		
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>					
039	18YAB	14001	5702	1800000	s.22		\$ 91.60					
039												
039												
039												
<b>Less Travel Advance</b>												
039												
										<b>54. AMOUNT DUE TO EMPLOYEE</b>		<b>\$ 91.60</b>
<b>45. Employee Signature (See Audit Trail)</b> - 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.					<b>Print Name</b>			<b>Date Signed</b>				
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					<b>Print Name</b>			<b>Date Signed</b>				
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.					<b>Print Name</b>			<b>Date Signed</b>				

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 July 6/18



**Audit Trail for Travel Voucher (Restricted Use) E128825 for Sharma, Niki**

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 12:25:49	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 09:12:58	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Approved	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/06/28 10:38:53	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) E128825 for Sharma, Niki**

1 note(s) returned.

Created On	Author	Note
2018/05/25 12:25:49	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	April20/2018 took taxi from home to meeting April23.2018 took taxi from home to Helijet Vancouver harbour April30/2018 took Taxi from home Van>burn for meeting April30/2018 took Taxi from meeting to home

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## Audit Trail for Travel Voucher (Restricted Use) E128825 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 12:25:49	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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*Taxi from meety.*

BLACKTOP & CHECKER  
CABS#43  
777 PACIFIC ST  
VANCOUVER BC

CARD s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/20  
TIME 0164 13:07:28  
CLERK ID 1  
RECEIPT NUMBER  
C85012106-001-757-016-0

PURCHASE  
AMOUNT \$12.70  
TIP s.22  
TOTAL \$

MasterCard  
A0000000041010  
2B8926457C3FF5FE  
0000008000-E800  
98F0B7A5BC28BBF6

APPROVED

AUTH# 160728 01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

*Taxi to Helix*

BLACKTOP & CHECKER  
CABS#43  
777 PACIFIC ST  
VANCOUVER BC

CARD s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/23  
TIME 0217 07:25:18  
CLERK ID 1  
RECEIPT NUMBER  
C85012106-001-762-002-0

PURCHASE  
AMOUNT \$14.00  
TIP s.22  
TOTAL \$

MasterCard  
A0000000041010  
C35F13CCF5CC2D58  
0000008000-E800  
795847164A3EF86D

APPROVED

AUTH# 102518 01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

## Notes for Travel Voucher (Restricted Use) E128825 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/05/25 12:25:49	Wilson, Cherie (IDIRICHEWILSO) Cherie.Wilson@gov.bc.ca	April20/2018 took taxi from home to meeting April23.2018 took taxi from home to Helijet Vancouver harbour April30/2018 took Taxi from home Van>burn for meeting April30/2018 took Taxi from meeting to home

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*Vancouver to Burnaby*  
**\*DUPLICATE\****for Maple Ridge run*  
BLACKTOP & CHECKER

CABS#101

777 PACIFIC ST  
VANCOUVER BC**\*DUPLICATE\***

CARD s.17  
 CARD TYPE MASTERCARD  
 DATE 2018/04/30  
 TIME 5163 14:12:02  
 CLERK ID 1  
 RECEIPT NUMBER  
 C85012232-001-778-009-0

PURCHASE  
 AMOUNT **\$38.40**  
 TIP s.22  
 TOTAL

MasterCard  
 A00000000041010  
 C963B5E5880E5BDE  
 0000008000-E800  
 7DAFD5B70092EA57

**APPROVED**

AUTH# 171202 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

*Leaved Edmonds to home*  
*Shy run*  
 BONNY'S TAXI  
 5759 SIDLEY STREET  
 BURNABY BC

CARD s.17  
 \*\*\*\*\*  
 CARD TYPE MASTERCARD  
 DATE 2018/04/30  
 TIME 1129 20:55:40  
 CLERK ID 01  
 RECEIPT NUMBER  
 C85025081-001-124-003-0

PURCHASE  
 AMOUNT **\$26.50**  
 TIP s.22  
 TOTAL

MasterCard  
 A00000000041010  
 78EB2BF8EAA492F6  
 0000008000-E800  
 42985EA895CDC2A0

**APPROVED**

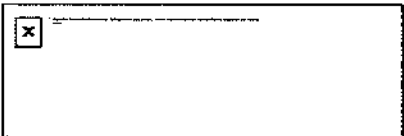
AUTH# 235540 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

Wilson, Cherie MCF:EX

From: passengerservices@helijet.com  
Sent: Monday, April 23, 2018 7:27 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, April 23, 2018	Invoice #279872
705	FARE-YWH-Full_Winter17-18 \$300.00
07:50 Vancouver Harbour	+ GST \$15.00
08:25 Victoria Harbour	
Dropoff:	Billing \$300.00
Shuttle Requested	Taxes \$15.00
	Grand Total \$315.00
35 minutes	
	Mastercard \$315.00
Confirmed	Date / Time April 23, 2018 @ 7:26:45 AM
	Summary s.17
1 Passengers - Full-Fare	Expiration

Niki Sharma, Female

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](http://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:

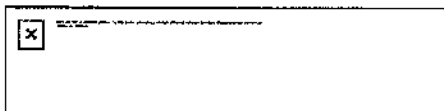
Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

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

## Wilson, Cherie MCF:EX

**From:** reservation@harbourair.com  
**Sent:** Monday, April 9, 2018 4:22 PM  
**To:** Wilson, Cherie MCF: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](http://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

Niki Sharma

### Booking **s.17**

**Thursday, April 26, 2018**

**Flight #220/Twin Otter**

**16:00 Victoria Harbour / Map**

**16:35 Vancouver Harbour / Map**

**35 minutes**

**KK- Confirmed**

**Invoice s.17**

#### Air Transportation Charges

Sked 200/300 : (Pk) GO-Flex \$198.07

#### 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 \$10.42

**1 Passenger(s) - GoFlex**  
**Niki Sharma, Female**

Billing \$208.58

Taxes \$10.42

**Add to Calendar**

**Grand Total \$219.00**

**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**

### **Domestic Flights**

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



CF19EXECDM2



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128826

**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.

<b>Name</b> Sharma, Niki			<b>Employee ID</b> s.22			<b>Phone Number</b> (250) 356-5767																																											
<b>Client Organization</b> Children and Family Development			<b>Job Title</b> Ministerial Assistant			<b>Travel Group Code</b> 3																																											
<b>5. Date Completed</b> 2018/05/25		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b> EFT		<b>8. Cheque Stub Information</b>																																											
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Victoria																																											
<b>12. Mailing Address for Cheque</b> Rm 027-501 Belleville Street Victoria, BC V8V 1X4																																																	
<b>16. Travel Dates</b> 2018 05/01 05/04 05/07	<b>17. Places Travelled</b> <table border="1"> <thead> <tr> <th>Destination</th> <th>Start</th> <th>End</th> </tr> </thead> <tbody> <tr> <td>Vancouver</td> <td>0000</td> <td>0708</td> </tr> <tr> <td>Van&gt;Rich</td> <td>0000</td> <td>0818</td> </tr> <tr> <td>Vancouver -Vi</td> <td>0000</td> <td>1026</td> </tr> </tbody> </table> To Vic via HJ and return on May 10th via HA - flights paid by Board			Destination	Start	End	Vancouver	0000	0708	Van>Rich	0000	0818	Vancouver -Vi	0000	1026	<b>18. Personal Vehicle Use</b> <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> </tbody> </table>		Km	Cost		0.00		0.00		0.00	<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b> <table border="1"> <thead> <tr> <th>Claim</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> </tbody> </table>		Claim	Cost		0.00		0.00		0.00	<b>22. Lodging Costs</b>		<b>20. &amp; 21. Miscellaneous</b> <table border="1"> <thead> <tr> <th>Cost</th> <th>Describe</th> </tr> </thead> <tbody> <tr> <td>18.10</td> <td>Taxi</td> </tr> <tr> <td>27.60</td> <td>Taxi</td> </tr> <tr> <td>13.30</td> <td>Taxi</td> </tr> </tbody> </table>		Cost	Describe	18.10	Taxi	27.60	Taxi	13.30	Taxi
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<b>48. Client Code</b> 039 039 039 039		<b>49. Resp.</b> 18YAB		<b>50. Service Line</b> 14001		<b>51. STOB</b> 5702		<b>52. Project</b> 1800000		<b>45. Supplier Code</b> s.22		<b>Amount</b> \$ 59.00																																					
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<b>45. Employee Signature (See Audit Trail)</b> - 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.						<b>Print Name</b>			<b>Date Signed</b>																																								
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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 CDM July 6/18

**Audit Trail for Travel Voucher (Restricted Use) E128826 for Sharma, Niki**

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 14:43:50	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 09:12:32	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Approved	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/06/28 10:38:14	Gunn, Paula s.2 (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) E128826 for Sharma, Niki

1 note(s) returned.

Created On	Author	Note
2018/05/25 14:43:50	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	May1/2018 took a taxi from home to meeting  May4/2018 took a taxi from Van>Rich for meeting May7/2018 took a taxi from home to Helijet Vancouver Harbour

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## Audit Trail for Travel Voucher (Restricted Use) E128826 for Sharma, Niki

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/25 14:43:50	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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*to Hasting Park*  
**\*DUPLICATE\****to Richmond FCE*  
BLACKTOP & CHECKER

CABS#160

777 PACIFIC ST  
VANCOUVER BC**\*DUPLICATE\***

CARD \*\*\*\*\*s.17  
 CARD TYPE MASTERCARD  
 DATE 2018/05/01  
 TIME 0565 07:08:33  
 CLERK ID 1  
 RECEIPT NUMBER  
 C85000557-001-393-001-0

PURCHASE  
 AMOUNT \$18.10  
 TIP s.22  
 TOTAL \$

MasterCard  
 A0000000041010  
 5558EB29F4CE95CD  
 0000008000-E800  
 827BCAFCF4E8076F

**APPROVED**

AUTH# 100833 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

**\*DUPLICATE\****to Hellyet*  
**\*DUPLICATE\***

BLACKTOP &amp; CHECKER

CABS#118

777 PACIFIC ST  
VANCOUVER BC**\*DUPLICATE\***

CARD \*\*\*\*\*s.17  
 CARD TYPE MASTERCARD  
 DATE 2018/05/07  
 TIME 7835 10:26:12  
 CLERK ID 1  
 RECEIPT NUMBER  
 C85008038-001-003-003-0

PURCHASE  
 AMOUNT \$13.30  
 TIP s.22  
 TOTAL \$

MasterCard  
 A0000000041010  
 1A1BCE3A718D93D4  
 0000008000-E800  
 8502BDB2056A9887

**APPROVED**

AUTH# 132612 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

**\*DUPLICATE\***

## Notes for Travel Voucher (Restricted Use) E128826 for Sharma, Niki

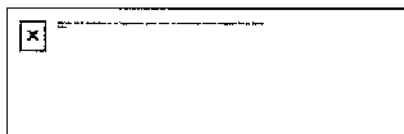
1 note(s) returned.

Created On	Author	Note
2018/05/25 14:43:50	Wilson, Cherie (IDIRICHEWILSO) Cherie.Wilson@gov.bc.ca	May1/2018 took a taxi from home to meeting May4/2018 took a taxi from Van>Rich for meeting May7/2018 took a taxi from home to Helijet Vancouver Harbour

Production \*\*\* Copyright © Government of British Columbia

## Wilson, Cherie MCF:EX

**From:** passengerservices@helijet.com  
**Sent:** Tuesday, April 24, 2018 9:41 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

<b>Account</b>	Customer #	s.17
	Name	Niki Sharma
	Company	Bc Government

### Booking s.22

**Monday, May 7, 2018**

**851**

**07:00 Vancouver Harbour**

**07:35 Victoria Harbour**

**35 minutes**

**Confirmed**

**1 Passengers - Full-Fare**

**Niki Sharma, Female**

**[Add to Calendar](#)**

Invoice #284619

FARE-YWH-Full\_Winter17-18 \$300.00

+ GST \$15.00

Billing \$300.00

Taxes \$15.00

**Grand Total \$315.00**

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](http://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, 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:

## Wilson, Cherie MCF:EX

**From:** reservation@harbourair.com  
**Sent:** Tuesday, May 1, 2018 2:07 PM  
**To:** Wilson, Cherie MCF: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](http://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

Niki Sharma

### Booking s.17

Thursday, May 10, 2018

Flight #222/Twin Otter

17:00 Victoria Harbour / Map

17:35 Vancouver Harbour / Map

35 minutes

KK- Confirmed

Invoice s.17

#### Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

#### 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 \$10.42



**1 Passenger(s) - GoFlex****Niki Sharma, Female**

Billing \$208.58

Taxes \$10.42

**Add to Calendar****Grand Total \$219.00****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****Domestic Flights**

**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



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128532

**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.

<b>Name</b> Smith, Jessica C.		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 387-1023	
<b>Client Organization</b> Agriculture		<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/04/06		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>	
<b>8. Cheque Stub Information</b>					
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Meetings with Minister			<b>Headquarters</b> Victoria
<b>12. Mailing Address for Cheque</b> PO Box 9043 Stn Prov Govt , BC V8W 9E2					
<b>16. Travel Dates</b> 2018 04/02 04/03 04/04	<b>17. Places Travelled</b>		<b>18. Personal Vehicle Use</b>	<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>
	Vic-Kel (WJ)	1800	2359		0.00
	Kel-Van AC (WJ)	0700	2359		0.00
	Van-Abb-Van-Vic (AC)	0700	1900		0.00
				<b>P/Card</b>	<b>Cost</b>
				P/Card	30.50
				P/Card	41.00
				P/Card	51.50
				<b>Claim</b>	<b>Cost</b>
				F-BL	30.50
				F-L	41.00
				F-	51.50
				<b>Lodging Costs</b>	<b>Cost</b>
					254.04
					31.65
				<b>Cost</b>	<b>Describe</b>
				40.80	Cab
				59.20	parking + cab
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00
				<b>38.</b> \$ 123.00	<b>39.</b> \$ 285.69
				<b>40.</b> \$ 100.00	<b>Claim Total</b> \$ 508.69
<b>48. Client Code</b> 130 130 130 130	<b>49. Resp.</b> 29001	<b>50. Service Line</b> 30000	<b>51. STOB</b> 5701 <sup>2</sup>	<b>52. Project</b> 2900000	<b>45. Supplier Code</b> s.22
					<b>Amount</b> \$ 508.69
<b>Less Travel Advance</b> 130					
					<b>54.</b> \$ 508.69
<b>AMOUNT DUE TO EMPLOYEE</b>					
<b>45. Employee Signature (See Audit Trail)</b> - 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.				<b>Print Name</b>	<b>Date Signed</b>
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				<b>Print Name</b>	<b>Date Signed</b>
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.				<b>Print Name</b>	<b>Date Signed</b>

**Audit Trail for Travel Voucher (Restricted Use) E128532 for Smith, Jessica C.**

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/06 10:16:49	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
2018/04/27 10:55:17	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
2018/04/27 11:02:11	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
2018/04/27 11:02:18	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
2018/04/30 11:05:08	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
2018/04/30 11:05:38	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 09:07:05	Smith, Jessica C. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Approved	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/05/11 14:25:28	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) E128532 for Smith, Jessica C.

2 note(s) returned.

Created On	Author	Note
2018/04/27 10:55:17	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	April 2, 2018 Fly Vic-Kel (purchase card), Overnight in Kelowna (mastercard) April 3, 2018 Rode in Wes Shoemaker's rental car, do not claim lunch, fly Kelowna to Van (purchase card), Overnight in pers. Res. In Van. April 4, 2018 Rode in Wes Shoemaker's rental car Van-Abbotsford, Drove Abbotsford to Vancouver Airport, fly Van-Vic (purchase card)
2018/04/30 11:05:08	Wendland, Justine (IDIR\JWENDLAN) Justine.Wendland@gov.bc.ca	April 2 Fly Vic-Kel (p-card), cab from airport to hotel (M/C), Overnight in Kelowna (M/C) April 3 Rode in Wes Shoemakers rental car, fly Kel-Van (p-card), overnight at pers. Res in Van April 4 cab to meet Wes Shoemaker, Rode in Wes Shoemakers rental car Van-Abbotsford, Drove Abbotsford to Van airport, Fly Van-Vic (p-card), pick up car from Vic airport Long term parking pers. (Visa)

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**From:** [Wendland, Justine AGRI:EX](#)  
**To:** [Janke, Debra FIN:EX](#)  
**Subject:** RE: TVE128532 Jessica Smith  
**Date:** Tuesday, May 15, 2018 10:25:59 AM  
**Attachments:** [Air Canada Booking Confirmation s.22](#)

---

Hi Debra,

Please find attached the Air Canada Invoice for April 3 Kelowna to Vancouver, and the hotelfolio for April 2 in Kelowna will be on its way once I get it approved and signed off by Minister.

Thanks,  
Justine

**Justine Wendland, Administrative Assistant**  
Office of the Honourable Lana Popham  
Minister of Agriculture  
250-387-1023 | [Justine.Wendland@gov.bc.ca](mailto:Justine.Wendland@gov.bc.ca)

---

**From:** Janke, Debra FIN:EX  
**Sent:** Tuesday, May 15, 2018 8:10 AM  
**To:** Wendland, Justine AGRI:EX  
**Subject:** TVE128532 Jessica Smith

Hi Justine,

Please send a copy of the Hotel folio for April 2<sup>nd</sup> and the air invoice for April 3<sup>rd</sup>.

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](mailto:Debra.Janke@gov.bc.ca)  
**Website:** <http://www.min.fin.gov.bc.ca>  
Serving all Ministers' Offices and the Office of the Premier

**From:** [Wendland, Justine AGRI:EX](#)  
**To:** [Janke, Debra FIN:EX](#)  
**Subject:** E128532-Smith\_Jessica\_Receipts\_Additional receipts-followed up for approval on May 4  
**Date:** Monday, April 30, 2018 11:13:02 AM  
**Attachments:** E128532\_Smith\_Jessica\_Receipts.pdf

---

Hi Debra,

Jess provided me with some taxi and parking receipts after I had submitted her E128532 Travel Voucher. I have updated my notes on the travel voucher and sent it to her for approval.

Please let me know if you require anything further.

Cheers,

Justine

**Justine Wendland, Administrative Assistant**

Office of the Honourable Lana Popham

Minister of Agriculture

250-387-1023 | [Justine.Wendland@gov.bc.ca](mailto:Justine.Wendland@gov.bc.ca)

Jessica Smith  
 XXXXXXXXXXXXX  
 s.22  
 Canada

Room: s.15  
 Folio: s.22  
 Cashier: 40  
 Arrival: 04-02-18  
 Departure: 04-03-18  
 Reference:

Date	Description	Additional Information	Charges	Credits
04-02-18	Room Charge		219.00	
04-02-18	Rooms GST		10.95	
04-02-18	Rooms Hotel Room Tax		17.52	
04-02-18	Rooms Municipal Tax		6.57	
04-03-18	Master Card	XXXXXXXXXXXX s.17 XX/XX		254.04

GST Summary	
Registration Ncs.15	
Room	10.95
F&B	0.00
Other	0.00
<b>Total</b>	<b>10.95</b>

PST Summary	
Room	0.00
F&B	0.00
Other	0.00
<b>Total</b>	<b>0.00</b>

<b>Total</b>	<b>254.04</b>	<b>254.04</b>
<b>Balance Due</b>	<b>0.00</b>	<b>CDN</b>

Ministers approval

Hotel Approved? ☒ Y ☐ N  
 Signature \_\_\_\_\_

Guest Signature: \_\_\_\_\_

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 of or the full amount of these charges.

Jessica Smith ✓  
 XXXXXXXXXXXXX  
 s.22  
 Canada

Room: s.15  
 Folio: s.22  
 Cashier: 40  
 Arrival: 04-02-18  
 Departure: 04-03-18  
 Reference:

Date	Description	Additional Information	Charges	Credits
04-02-18	Room Charge		219.00 ✓	
04-02-18	Rooms GST		10.95	
04-02-18	Rooms Hotel Room Tax		17.52	
04-02-18	Rooms Municipal Tax		6.57	
04-03-18	Master Card	XXXXXXXXXXXX s.22 XX/XX		254.04

GST Summary	
Registration No <sup>s.15</sup>	
Room	10.95
F&B	0.00
Other	0.00
<b>Total</b>	<b>10.95</b>

PST Summary	
Room	0.00
F&B	0.00
Other	0.00
<b>Total</b>	<b>0.00</b>

Total	254.04	254.04
Balance Due	0.00 CDN ✓	

Guest Signature: \_\_\_\_\_



Airport to Hotel

\*\*\* PURCHASE \*\*\*

Purchase	<del>\$40.80</del>
Tip	s.22
Total	

Retain this copy for your  
records  
Customer copy

Purchase 1/20/00, 100 shares of  
Acqu. Int'l, Inc.  
at \$100.00  
approx. 10

9

GST105762447RT0001



s.22

## Booking Confirmation

Booking Reference **s.22**

Date of issue: 27 Mar, 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.



Economy Flex

Tuesday 03 Apr, 2018	19:20 <b>Kelowna</b> (YLW), BC		20:14 <b>Vancouver</b> Vancouver Intl. (YVR), BC Terminal M	 AC8421	0hr54 Economy V Operated by: Air Canada Express - Jazz   Q400
-------------------------	--------------------------------------	--	--	------------	--

## Passengers

**Jessica C Smith**  
**Ticket Number**  
0142192411924  
Air Canada - Aeroplan  
**s.22**

**Seats**  
AC8421 **s.1**



## Purchase summary

**MasterCard**  
\*\*\*\*\* **s.1**  
Amount paid: \$243.73  
**Tax information**  
GST/HST no. 10009-2287 RT0001  
\$11.61

	1 adult
Air Transportation Charges	
Base Fare	198.00
Surcharges	12.00
Taxes, fees and charges	
Goods and Services Tax - Canada no. 100092287 RT0001	11.61
Air Travellers Security Charge	7.12
Airport Improvement Fee - Canada	15.00
Total airfare and taxes before options	<b>\$243<sup>73</sup></b>
GRAND TOTAL (Canadian dollars)	<b>\$243<sup>73</sup></b>



## eTicket Receipt

**Prepared For**  
SMITH/JESSICA C MISS

RESERVATION CODE	s.22
ISSUE DATE	20Mar18
TICKET NUMBER	8382135098091
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	s.22

## Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
02Apr18	WESTJET WS 3118	VICTORIA BC, CANADA	KELOWNA BC, CANADA	Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status OK TO FLY Fare Basis PA10H Not Valid Before 02APR18 Not Valid After 02APR18
	Operated by: WESTJET ENCORE	Time 7:40pm	Time 8:33pm	

## Allowances

### Baggage Allowance

YYJ to YLW - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS  
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER  
INTERNET,ETC

### Carry On Allowances

YYJ to YLW - 1 Piece (WS - WESTJET)

### Carry On Charges

YYJ to YLW - (WS - WESTJET) - Carry-on fees unknown - contact carrier

## Payment/Fare Details

### Form of Payment

**CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX**  
s.17

### Fare Calculation Line

YYJ WS YLW Q23.70 158.00CAD181.70END

### Fare

**CAD 181.70**

### Taxes/Fees/Carrier-Imposed Charges

**CAD 12.00 YQI (OTHER AIR TRANSPORTATION)**

	<b>CHARGES)</b>
	<b>CAD 10.04 XG8 (XG8)</b>
	<b>CAD 7.12 CA4 (CA4)</b>
	<b>CAD 15.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))</b>
	<b>CAD 0.75 XG9 (XG9)</b>
<b>Total Fare</b>	<b>CAD 226.61</b>

### **Positive identification required for airport check in**

#### **Notice:**

#### **Travel info**

**QST # 1202807956TQ0001 GST # 866112535**

For details about flying with WestJet, print [the important flight information package](#) or browse our travel info:

- [Baggage fees](#) (\$25-\$118 per bag; additional \$75-\$88.50 per bag for overweight or oversize)
- [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
- [Children, infants and expectant mothers](#)
- [Fare options](#) (Econo, Flex, Plus, and Member Exclusive)
- [Guests with special needs](#)
- [ID requirements](#)
- [Inflight services](#) (Inflight entertainment and buy-on-board menu)
- [Seat selection](#) (Seat maps, seats in Plus)

At WestJet, getting you to your destination safely and on time are top priorities for us. To help ensure an on-time departure, we adhere to our [check-in and baggage cut-off times](#). Please make sure you're familiar with these rules, and give yourself enough time to get through security and arrive at your departure gate on time or we will deny boarding.

If you fail to show for the first flight segment of a round trip or multi-segment reservation, all remaining flights segments, including return flights, will automatically be cancelled and the total fare paid will be forfeited without compensation. To change or cancel your reservation, you can [manage your booking online](#) or call 1-888-937-8538 (1-888-WESTJET).

WestJet and the Canadian Transportation Agency want to make you aware of your rights as a traveller. Visit [Flight and service disruptions](#) for an in-depth explanation.

Travelling with one of our airline partners? Be sure to familiarize yourself with the fees for your journey by visiting our [airline partners](#) page. Fees are collected on a one-way basis by the airline operating the first flight for each direction of your journey.

If you have used WestJet dollars as a form of payment for this itinerary you can see the amount redeemed by signing into your [WestJet Rewards account](#).

Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon](#)



s.22

## Booking Confirmation

Booking Reference: s.22

Date of issue: 28 Mar, 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

Economy Tango

Wednesday  
04 Apr, 201817:30  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M18:00  
**Victoria**  
Victoria Intl. (YYJ), BC

AC8075

0hr30  
Economy M  
Operated by: Air Canada Express -  
Jazz | Q400

## Passengers

Jessica C Smith

Seats  
AC8075 -Ticket Number  
0142192476777Air Canada - Aeroplan  
s.22

## Purchase summary

MasterCard

\*\*\*\*\* c 1

Amount paid: \$272.08

Tax Information

GST/HST no. 10009-2287 RT0001

\$12.96

1 adult

Base Fare

235.00

Surcharges

12.00

Goods and Services Tax - Canada no. 100092287 RT0001

12.96

Air Travellers Security Charge

7.12

Airport Improvement Fee - Canada

5.00

Total airfare and taxes before options

\$272.08

GRAND TOTAL (Canadian dollars)

\$272.08

.1



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128680

**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.

<b>Name</b> Smith, Jessica C. ✓		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 387-1023	
<b>Client Organization</b> Agriculture		<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/04/30		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>	
<b>8. Cheque Stub Information</b>					
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Meetings with Minister			<b>Headquarters</b> Victoria
<b>12. Mailing Address for Cheque</b> PO Box 9043 Stn Prov Govt , BC V8W 9E2					
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>	<b>19. Other Transport Costs</b>
2018	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>
04/19	Vic to Van (HA)	1800	2000		0.00
04/20	vancouver	0700	2359		0.00
04/23	van-vic (HA)	0700	0900		0.00
				<b>20. &amp; 21. Meals</b>	<b>22. Lodging Costs</b>
				<b>Claim</b>	<b>Cost</b>
				F-L	0.00
					41.00
					0.00
				<b>20. &amp; 21. Miscellaneous</b>	<b>23. Cost</b>
					s.22
					31.65
					N/C
					s.22
					Describe
					taxi
					taxi
					taxi and flight
					12.20/207.00
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>
				\$ 0.00	260.20
					\$ s.22
				<b>38.</b>	<b>39.</b>
				\$ 41.00	31.65
					\$ s.22
				<b>40.</b>	<b>41.</b>
				\$ 0.00	0.00
					\$ s.22
				<b>Claim Total</b>	<b>332.85</b>
					\$ s.22
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>
130	29001	30000	5701	2900000	s.22
130					
130					
130					
<b>Less Travel Advance</b>					<b>54.</b>
130					332.85
					\$ s.22
<b>AMOUNT DUE TO EMPLOYEE</b>					
<b>45. Employee Signature (See Audit Trail)</b>			<b>Print Name</b>		<b>Date Signed</b>
- 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.					
<b>56. Spending Authority Signature (See Audit Trail)</b>			<b>Print Name</b>		<b>Date Signed</b>
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					
<b>57. Payment Authority Signature (See Audit Trail)</b>			<b>Print Name</b>		<b>Date Signed</b>
- Requisition for payment pursuant to section 32 of the Financial Administration Act.					

**Audit Trail for Travel Voucher (Restricted Use) E128680 for Smith, Jessica C.**

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/30 15:52:35	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
2018/04/30 16:07:58	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
2018/04/30 16:08:22	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
2018/04/30 16:15:56	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 09:05:51	Smith, Jessica C. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Approved	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/05/11 14:27:45	Godfrey, Sam ✓ (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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April 19-23

April 19 Taxi from Legislature to Harbour Air (pers. Debit), fly Vic-Van (p-card), taxi from Harbour Air to pers. Res. (pers. Debit), and overnight in pers. Res.

April 20 taxi from pers. Res. To Vancouver (pers. Debit), taxi Van to pers. Res. (pers. Debit), overnight at pers. Res. no claim for lodging-confirmed w/MO May 14th

April 23 taxi from pers. Res. To harbour air (pers. debit), fly Van-Vic (M/C)



**From:** [Janke, Debra FIN:EX](#)  
**To:** [Wendland, Justine AGRI:EX](#)  
**Subject:** RE: E128680-Smith, Jessica Notes  
**Date:** Monday, May 14, 2018 3:22:40 PM

---

Thanks, Justine.

Please confirm whether or not Jessica is claiming for private lodging on April 20<sup>th</sup>. If so, I will add \$31.65 to her claim.

Debra

---

**From:** Wendland, Justine AGRI:EX  
**Sent:** Monday, May 14, 2018 11:17 AM  
**To:** Janke, Debra FIN:EX  
**Subject:** E128680-Smith, Jessica Notes

Hi Debra,

Please see the notes for E128680 Jessica Smith.

Cheers,  
Justine

**Justine Wendland, Administrative Assistant**  
Office of the Honourable Lana Popham  
Minister of Agriculture  
250-387-1023 | [Justine.Wendland@gov.bc.ca](mailto:Justine.Wendland@gov.bc.ca)

Taxi to HA flight

YELLOW CAB #115  
1441 CLARK DR  
VANCOUVER BC

CARD s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/23 ✓  
TIME 2197 07:31:55  
CLERK ID 1  
RECEIPT NUMBER  
C85050541-001-003-889-0

PURCHASE  
AMOUNT \$12.20  
TIP s.22  
TOTAL

\$

Interac  
A0000002771010  
F80BBD093BE4D447  
8080008000-6800  
2CE21718290F50FB  
8080008000-7800

APPROVED

AUTH# 271160 00-001  
THANK YOU

CARDHOLDER COPY

Harbor Air → Home

VANCOUVER TAXI  
790 CLARK DR  
VANCOUVER BC

CARD s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/19 ✓  
TIME 1054 19:31:08  
CLERK ID 4444  
INVOICE # 963002  
RECEIPT NUMBER  
C85009340-001-031-004-0

PURCHASE  
AMOUNT \$13.20  
TIP s.22  
TOTAL

\$

Interac  
A0000002771010  
D3DAC55ECEFE6D60  
8080008000-6800  
A9D8B4FDB4588D3F  
8080008000-7800

APPROVED

AUTH# 702690 00-001  
THANK YOU

CARDHOLDER COPY

April 19 2018

April 20 ~~23~~

Taxi Fare → Home  
MACLURE'S CAB 82  
1275 75TH AVE W  
VANCOUVER BC

CARD \*\*\*\*\* s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/20 ✓  
TIME 5014 17:19:17  
CLERK ID 2  
RECEIPT NUMBER  
C85040740-001-394-002-0

PURCHASE  
AMOUNT \$13.40  
TIP s.22  
TOTAL

Interac  
A0000002771010  
248D85A5B5DF18C6  
8080008000-6300  
8832AE7CE2B584F6  
8030008000-7300

APPROVED  
AUTH# 623580 00-001  
THANK YOU

CARDHOLDER COPY

Taxi to Port of Vancouver  
YELLOW CAB #130  
1441 CLARK DR  
VANCOUVER BC

CARD s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/20 ✓  
TIME 5128 09:07:01  
CLERK ID 1  
RECEIPT NUMBER  
C85019112-001-005-670-0

PURCHASE  
AMOUNT \$14.40  
TIP s.22  
TOTAL

Interac  
A0000002771010  
B1F96D69CB2CDDFE  
8080008000-6800  
0717D0BCA1B74164  
8080008000-7800

APPROVED  
AUTH# 328221 00-001  
THANK YOU

CARDHOLDER COPY

GST105762447RT0001

April 23

Van to Vic return flight  
Touring w/ M/L Friday  
in Vancouver

## Harbour Air Seaplanes

Vancouver (604) 274-1277  
Victoria (250) 384-2215  
Nanaimo (250) 714-0064  
Ganges 1-877-537-9880

Toll-free 1-800-665-0212  
Website: [www.harbourair.com](http://www.harbourair.com)  
4/23/2018 7:43:45 AM  
GST: 84295 5858 RT0001

CUSTOMER COPY

Booking s.17

Jessica Smith  
Monday, April 23, 2018 ✓  
1 Passenger(s)

Flight #205A  
Departs 08:00 AM @ Vancouver Harbour ✓  
Arrives 08:30 AM @ Victoria Harbour

Invoice #: s.17

1x All Skeds - Baggage : Chec \$0.00 CDN  
1x Sked 200 : Carbon Offset \$0.65 CDN  
1x Sked 200 : VHFC Terminal \$9.86 CDN  
1x Sked 200/300 : (St) GO F \$186.64 CDN

Goods and Services Tax \$9.85 GST

Grand Total \$207.00 CDN

Payment Information:

Master Card \$207.00 CDN

Date/Time	4/23/2018 7:43:39 AM
Station	HCXHCS06
Terminal ID	HCXHCC06
Action	Purchase
Card Type	M/C
Card Number	**** *s.17 ✓
Amount	\$207.00
Authorization	104339
Trace Number	112001001040
Response	00-001/APPROVED 104339
Chip ID	A0000000041010
TVR/ISI	0000008000/E800

## Wendland, Justine AGRI:EX

**From:** reservation@harbourair.com  
**Sent:** Monday, April 16, 2018 2:29 PM  
**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](http://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

<b>Account</b>	HAS #	s.17
	Name	Jessica Smith

### Booking s.17

**Thursday, April 19, 2018**

**Flight #2240**

**18:30 Victoria Harbour / Map**

**19:05 Vancouver Harbour / Map**

**35 minutes**

**KK- Confirmed**

Invoice	s.17
Air Transportation Charges	
Sked 200/300 : (Pk) GO Flex	\$198.07
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	\$10.42

**1 Passenger(s) - GoFlex**. **Jessica Smith, Female**

Billing \$208.58

Taxes \$10.42

**Add to Calendar****Grand Total** **\$219.00****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****Domestic Flights**

- . **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

## Wendland, Justine AGRI:EX

**From:** reservation@harbourair.com  
**Sent:** Monday, April 16, 2018 2:33 PM  
**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](http://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

<b>Account</b>	HAS #	s.17
	Name	Jessica Smith

### Booking s.17

**Monday, April 23, 2018**

**Flight #205/Twin Otter**

**08:00 Vancouver Harbour / Map**

**08:30 Victoria Harbour / Map**

**30 minutes**

**KK- Confirmed**

Invoice s.17

**Air Transportation Charges**

Sked 200/300 : (St) 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

**1 Passenger(s) - GoFlex**

. Jessica Smith, Female

Billing \$197.15

Taxes \$9.85

[Add to Calendar](#)**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 Information****Domestic Flights**

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



# Booking Statement for Harbour Air Seaplanes

Booking #  
s.17

Invoice s.17

Date  
Thursday, Apr 19, 2018

Departure  
18:30  
Victoria Harbour

Arrival  
19:05  
Vancouver Harbour

Duration  
35 minutes

1 Passenger(s) »  
GoFlex  
Smith, Jessica

Status:  
KK- Confirmed

Air Transportation Charges			
Sked 200/300 : (Pk) GO Flex	1 @		\$198.07
Taxes, Fees and Charges			
All Skeds - Baggage : Checked Baggage Fee	1 @		\$0.00
Sked 200 : Carbon Offset	1 @		\$0.65
Sked 200 : VHFC Terminal Fee	1 @		\$9.86
+ Goods and Services Tax			\$10.42

**Canadian Dollars \$219.00**

Master Card \$219.00

#####s.17

## 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.



# 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.

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

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

<b>Type of Travel</b> In Province	<b>14. Reason for Travel</b> Travel with Minister	<b>Headquarters</b> 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	Km	Cost	Claim	Cost	Cost
2018	Van to Vic	0800	0.00		0.00	12.40
04/01	Vic to Van	1800	0.00		0.00	8.00
04/19						

<b>TOTALS OF COLUMNS</b>	<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00	<b>38.</b> \$ 0.00	<b>39.</b> \$ 0.00	<b>40.</b> \$ 20.40 ✓	<b>Claim Total</b> \$ 20.40 ✓
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<b>48. Client Code</b> 130 130 130 130	<b>49. Resp.</b> 29001	<b>50. Service Line</b> 30000	<b>51. STOB</b> 5701	<b>52. Project</b> 2900000	<b>45. Supplier Code</b> s.22	<b>Amount</b> \$ 20.40
--	---------------------------	----------------------------------	-------------------------	-------------------------------	----------------------------------	---------------------------

<b>Less Travel Advance</b> 130						
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<b>AMOUNT DUE TO EMPLOYEE</b>					<b>54.</b> \$ 20.40 ✓
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<b>45. Employee Signature (See Audit Trail)</b> - 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.	<b>Print Name</b>	<b>Date Signed</b>
---	-------------------	--------------------

<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	<b>Print Name</b>	<b>Date Signed</b>
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<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.	<b>Print Name</b>	<b>Date Signed</b>
---	-------------------	--------------------

**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	March 22 Taxi to Harbour Air (Master Card)  (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)

Production \*\*\* Copyright © Government of British Columbia

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  
C85069022-001-248-003-0

PURCHASE  
AMOUNT s.22 (\$12.40)  
TIP  
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.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/04/19  
TIME 5944 09:04:17  
RECEIPT NUMBER  
C85069022-001-248-003-0

PURCHASE  
AMOUNT s.22 (\$8.00)  
TIP  
TOTAL

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

APPROVED

AUTH# 326571 00-001  
THANK YOU

CARDHOLDER COPY

PHONE 250.382.2222



## Control No.

E128743

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

<b>5. Date Completed</b> 2018/05/11	<b>6. Fiscal Year</b> 2019	<b>7. Special Cheque Issue</b>	<b>8. Cheque Stub Information</b>
<b>Type of Travel</b> In Province	<b>14. Reason for Travel</b> Meetings with Minister		<b>Headquarters</b> 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											
04/30	Vic-Van (ferry)	0900	2359	75	40.50	72.50		0.00			
05/04	Van	0700	2359		0.00			0.00	31.65		
05/05	Van	0700	2359		0.00	10.20		0.00	31.65		
05/06	Van	0700	2359		0.00	9.90	F-BD	22.75			
05/07	Van-Vic (HA)	0700	0900		0.00	20.40		0.00			

TOTALS OF COLUMNS		36. ✓ \$ 40.50	37. 113.00 \$ s.22	38. ✓ \$ 22.75	39. ✓ \$ 63.30	40. \$ 0.00	Claim Total \$ s.22	239.55
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48.	49.	50.	51.	52.	45.	
Client Code	Resp.	Service Line	STOB	Project	Supplier Code	Amount
130	29001	30000	5701	2900000	2725831	239.55 \$ s.22
130					2725831	
130					2725831	
130					2725831	

130					2725831
<b>Less Travel Advance</b>					
130					2725831

		AMOUNT DUE TO EMPLOYEE	54.	239.55 \$ s.22
--	--	------------------------	-----	-------------------

<b>45. Employee Signature (See Audit Trail)</b> - 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.	<b>Print Name</b>	<b>Date Signed</b>
---	-------------------	--------------------

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

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

**Audit Trail for Travel Voucher (Restricted Use) E128743 for Smith, Jessica C.**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/11 14:16:49	Johnson, Lisa (IDIR\LEJOHN) Lisa.Johnson@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/11 14:16:55	Johnson, Lisa (IDIR\LEJOHN) Lisa.Johnson@gov.bc.ca	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica C. Jessica.C.Smith@gov.bc.ca
2018/05/11 14:21:51	Smith, Jessica C. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Approved	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/05/11 14:29:27	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) E128743 for Smith, Jessica C.**

1 note(s) returned.

Created On	Author	Note
2018/05/11 14:16:49	Johnson, Lisa (IDIR\LEJOHN) Lisa.Johnson@gov.bc.ca	see attached

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April 30 drove pers vehicle Vic-Swartz Bay, ferry from Swartz Bay-Tsawwassen, (Pers CC), drove Tsawwassen to Van

May 4 overnight pers residence

May 5 Taxi Van-Van (pers debit card), overnight pers residence

May 6 Taxi Van-Van (pers debit card)

May 7 Taxi Van-Van (pers debit card), flew H/A Van-Vic Pcard, taxi Vic-Vic (pers debit card)

**From:** [Janke, Debra FIN:EX](#)  
**To:** [Johnson, Lisa E AGRI:EX](#)  
**Subject:** RE: E128743 Jessica Smith  
**Date:** Tuesday, June 19, 2018 11:41:53 AM

---

Thanks, Lisa.

Debra

---

**From:** Johnson, Lisa E AGRI:EX  
**Sent:** Tuesday, June 19, 2018 11:35 AM  
**To:** Janke, Debra FIN:EX  
**Subject:** RE: E128743 Jessica Smith

Sorry Debra

Meant to put that in the email. Please add the ferry in the amount of \$72.50 thank you

Lisa

---

**From:** Janke, Debra FIN:EX  
**Sent:** June 19, 2018 11:34 AM  
**To:** Johnson, Lisa E AGRI:EX <[Lisa.Johnson@gov.bc.ca](mailto:Lisa.Johnson@gov.bc.ca)>  
**Subject:** E128743 Jessica Smith

Hi Lisa,

Per the BC Ferries receipt, the fare on April 30<sup>th</sup> has not been claimed. Please confirm the addition of \$72.50.

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](mailto:Debra.Janke@gov.bc.ca)  
**Website:** <http://www.min.fin.gov.bc.ca>  
Serving all Ministers' Offices and the Office of the Premier

Swartz Bay  
To  
Tsawwassen



LANE 07

RECEIPT - PLEASE RETAIN

PURCHASE 2018/04/30 ✓

20' Undersize Vehi 57.50  
1 ✓ Adult 17.20  
Fuel Rebate 2.20-

Total 72.50

Visa \*\*\*\*\*s.17 72.50

AUTH 006674 6627/073 0010012278 5  
01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

Victoria > Vancouver

- farmers market event

- BC Goldenfest AGM

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 30 Apr 2018 10:33:56



SEE REVERSE SIDE OF TICKET

Taxi to Farmers Mkt event

YELLOW CAB #55  
1441 CLARK DR  
VANCOUVER BC

CARD s.22

CARD TYPE (INTERAC)

ACCOUNT TYPE CHEQUING

DATE 2018/05/05 ✓

TIME 2320 10:32:34

CLERK ID 1

RECEIPT NUMBER

C85023834-001-003-614-0

PURCHASE

AMOUNT

TIP s.22

TOTAL

Interac

A0000002771010

CC08ECD155B2838F

8080008000-6800

F6916BB75B68F043

8080008000-7800

APPROVED

AUTH# 379551

00-001

THANK YOU

CARDHOLDER COPY

GST105762447RT0001

Taxi Seabus > home (Yvr)

YELLOW CAB #153  
1441 CLARK DR  
VANCOUVER BC

CARD s.22

CARD TYPE (INTERAC)

ACCOUNT TYPE CHEQUING

DATE 2018/05/06 ✓

TIME 2105 18:01:37

CLERK ID 5

RECEIPT NUMBER

C85003711-001-021-208-0

PURCHASE

AMOUNT

TIP s.22

TOTAL

Interac

A0000002771010

6ADCB6F172C414E1

8080008000-6800

ECB51E910E2F396F

8080008000-7800

APPROVED

AUTH# 648971

00-001

THANK YOU

CARDHOLDER COPY

GST105762447RT0001

Harbor Air > Home (Vic)

BLUEBIRD CABS #10  
2612 QUADRA ST  
VICTORIA BC

CARD s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/05/07 ✓  
TIME 5622 19:38:00  
RECEIPT NUMBER  
C85068911-001-221-002-0

PURCHASE  
AMOUNT (\$7.90)  
TIP s.22  
TOTAL

\$

Interac  
A0000002771010  
F099010E4CE035E2  
8080008000-6800  
4EEE355CB302680D  
8080008000-7800

APPROVED

AUTH# 706801 00-001  
THANK YOU

CARDHOLDER COPY

PHONE 250 382 7777

Home (YVR) > Harbor Air

1441 CLARK DR  
VANCOUVER BC

CARD s.22  
CARD TYPE INTERAC  
ACCOUNT TYPE CHEQUING  
DATE 2018/05/07 ✓  
TIME 3201 06:57:56  
CLERK ID 1  
RECEIPT NUMBER  
C85040292-001-005-241-0

PURCHASE  
AMOUNT (\$12.50)  
TIP s.22  
TOTAL

Interac  
A0000002771010  
876B656B3FD2617C  
8080008000-6800  
46C890BEEAFC6696  
8080008000-7800

APPROVED

AUTH# 250770 00-001  
THANK YOU

CARDHOLDER COPY

**Johnson, Lisa E AGRI:EX**

**From:** Wendland, Justine AGRI:EX  
**Sent:** Thursday, April 26, 2018 9:42 AM  
**To:** Johnson, Lisa E AGRI:EX  
**Subject:** FW: Harbour Air Flight Itinerary. Thanks for booking!

Hi Lisa,

For your purchase card.

Cheers,  
Justine

**From:** reservation@harbourair.com [mailto:reservation@harbourair.com]  
**Sent:** Thursday, April 26, 2018 9:36 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](http://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


Jessica Smith

**Booking**

s.17

Monday, May 7, 2018

Flight #2030

07:30 Vancouver Harbour / Map 08:05 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 : (St) 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 Information****Domestic Flights**

Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure.