



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E129038

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

Name Rzepa, Christina				Employee ID s.22		Phone Number (250) 356-0179	
Client Organization Advanced Education, Skills and Training				Job Title Executive Assistant		Travel Group Code 3	
5. Date Completed 2018/06/29		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel staffing Minister				Headquarters Vancouver	
12. Mailing Address for Cheque 9080 Stn Prov Govt Victoria, BC V8W 9E2							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Claim
2018							Cost
06/18	Vancouver	0800	1000		0.00		0.00
06/22	Kamloops	0530	1500	704	380.16		22.75
06/27	Rich/Coquitlam	0730	1300	75	40.50	F-BD	0.00
07/04	Vancouver	0730	1109		0.00		0.00
07/05	Vancouver	0700	2154		0.00	14.70	0.00
							22. Lodging Costs
							20. & 21. Miscellaneous
							Cost
							Describe
							13.38 printing
							1.25 prking
							8.00 prking
							10.50 prking
TOTALS OF COLUMNS				36. \$ 420.66		37. \$ 14.70	38. \$ 22.75
							39. \$ 0.00
							40. \$ 33.13
							Claim Total \$ 491.24
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount	
019	11001	18000	5701	1100000	s.22	\$ s.22	
019	11001	18000	6501	1100000		\$	
019	11001	18000	5702	1100000		\$ 404.16	
Less Travel Advance							
019							
AMOUNT DUE TO EMPLOYEE							54. \$ 491.24
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name		Date Signed	

87.08

Audit Trail for Travel Voucher (Restricted Use) E129038 for Rzepa, Christina

13 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/06/29 12:44:18	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/06/29 13:39:56	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/09 09:53:54	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/09 10:03:12	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/09 16:04:20	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/10 13:10:51	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/10 13:13:00	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/10 16:39:51	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/12 16:00:55	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/17 13:57:29	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/17 14:01:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/17 14:33:45	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Talbot, Sarena Sarena.Talbot@gov.bc.ca
2018/07/18 09:04:12	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) E129038 for Rzepa, Christina

1 note(s) returned.

Created On	Author	Note
2018/07/17 13:57:29	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	June18, 2018 - printing for Minister at event (pd by m/c). June 22, 2018 - drive to Kamloops for event (prking pd by m/c) - drive home. (Ministry Announcement) June 27, 2018 - drive to Burnaby to p/u Minister - drive to Richmond for event - drive to Coquitlam - drive home. July 4, 2018 - paid prking (pd by m/c) for Minister at UBC event. July 5, 2018 - MacLure's Cab from DTVan event to home (pd by cash).

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Flesh, Cindy AEST:EX

From: Christina Rzepa s.22
Sent: Wednesday, June 20, 2018 4:25 PM
To: Flesh, Cindy AEST:EX
Subject: Fwd: Session Receipt

Receipt using the hotel biz centre to print out BCCIE speaking notes

----- Forwarded message -----

From: <No-Reply@uniguest.com>
Date: Mon, Jun 18, 2018 at 8:11 AM
Subject: Session Receipt
To: s.22

Hotel Computing Services Receipt

Hello Christina Rzepa,

We would like to thank you for using our computing services and we appreciate your business. Any comments or suggestions to improve your experience are always welcome and will be taken into consideration.

Please note that services are provided by s.15 and the charges outlined below will appear on your credit card statement as **HOTEL COMPUTING SERVICES**. You may also notice an additional pre-authorization of up to \$25 on your statement. This is a **temporary pre-authorization and will not be added to your bill**.

s.15

Order Information

Date: 6/18/2018 10:09:42
AM

s.15

OrderID: 27107579

Location: s.15

Payment Information

Payment Method:

Christina Rzepa

VISA^{As.17}

s.17

Items Ordered

Description	Quantity	Total (USD)
PC Use	15	\$5.95
Color Printer Use	11	\$6.00
Sales Tax	1	\$1.43
Grand Total:		\$13.38

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Christina Rzepa

RECEIPT**Hotel 540**Impark Lot 190
540 Victoria StLicense Plate Number
s.22

Expiration Date/Time

**12:25 PM
JUN 22, 2018**

Purchase Date/Time: 11:25am Jun 22, 2018

Total Due: \$1.25 Rate: 1 Hour=\$1.50
Total Paid: \$1.25 Pmt Type: CC (Swipe)

Ticket #: 00000761

S/N #: 520117150571

Setting: Lot 190 PBP

Mach Name: Hotel 540 Meter 3

#****s.1 Visa

Auth #: 062820

www.impark.com
Local Office 250-372-0203**RECEIPT
Imperial Parking**Lot - 1361
www.impark.comLicense Plate Number
s.22

Expiration Date/Time

**09:32 AM
JUN 27, 2018**

Purchase Date/Time: 08:32am Jun 27, 2018

Total Due: \$4.00 Rate: \$4.00 - 1 Hour
Total Paid: \$4.00 Payment Type: Card

Ticket #: 00017208

S/N #: 500013351323

Setting: Lot 1361

Mach Name: Meter 1

#***s.17 asterCard

Auth #: 113317

Thank You!

**RECEIPT
Imperial Parking**Lot - 1361
www.impark.comLicense Plate Number
s.22

Expiration Date/Time

**10:34 AM
JUN 27, 2018**

Purchase Date/Time: 09:34am Jun 27, 2018

Total Due: \$4.00 Rate: \$4.00 - 1 Hour
Total Paid: \$4.00 Payment Type: Card

Ticket #: 00017214

S/N #: 500013351323

Setting: Lot 1361

Mach Name: Meter 1

#****s.1 MasterCard

Auth #: 123504

Thank You!

MACLURE'S CABS 159
1275 75TH AVE W
VANCOUVER BC

CARD ***** s.17
CARD TYPE INTERAC
ACCOUNT TYPE
FLASH DEFAULT
DATE 2018/07/05
TIME 5726 21:54:36
CLERK ID 2
RECEIPT NUMBER
H85040775-001-027-007-0

PURCHASE
AMOUNT \$14.70
TIP s.22
TOTAL

Interac
A0000002771010
CC0738B78828AA33
8080008000-

APPROVED

AUTH# 788760 00-001
THANK YOU

CARDHOLDER COPY

RECEIPT
****NON TRANSFERABLE****

Valid ONLY this location
North Parkade
HONKMOBILE Zone # 5667

License Plate Number
s.22

Expiration Date/Time

11:09 AM
JUL 04, 2018

Purchase Date/Time: 08:09am Jul 04, 2018
Total Due: \$10.50 Rate: \$10.50 for 3 hours
Total Paid: \$10.50 Payment Type: Card
Ticket #: 00024805
S/N #: 520014471867
Setting: North Parkade
Mach Name: 0075

S.17 MasterCard

Auth #: 110934

GST#: 108161779RT
Total Paid includes GST
Pay from your phone
Download Honkmobile App

CEIPT

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E129360

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

Name Rzepa, Christina	Employee ID s.22	Phone Number (250) 356-0179
Client Organization Advanced Education, Skills and Training	Job Title Executive Assistant	Travel Group Code 3

5. Date Completed 2018/07/27	6. Fiscal Year 2019	7. Special Cheque Issue	8. Cheque Stub Information
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Type of Travel In Province	14. Reason for Travel staffing Minister	Headquarters Vancouver
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12. Mailing Address for Cheque
9080 Stn Prov Govt Victoria, BC V8W 9E2

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe
2018	*PCard										
07/04	Vancouver	0830	1144		0.00	19.40					
07/19	* Van/Kel/Van(AC)	0730	1545		0.00	88.10	F-BD	22.75			
07/25	* Van/Kel/Van(AC)	0500	1530		0.00	97.20	F-LD	22.75			

TOTALS OF COLUMNS					36. \$ 0.00	37. \$ 204.70		38. \$ 45.50	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 250.20
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48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
019	11001	18000	5702	1100000	s.22	\$ 250.20
019						
019						
019						

Less Travel Advance					
019					

AMOUNT DUE TO EMPLOYEE					54. \$ 250.20
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45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
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56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
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57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed
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Audit Trail for Travel Voucher (Restricted Use) E129360 for Rzepa, Christina

9 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/07/27 16:01:15	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/27 16:04:30	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/27 16:14:04	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/27 16:19:50	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/07/27 16:22:14	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/08/02 15:08:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/08/02 15:11:55	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/08/06 13:18:17	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Talbot, Sarena Sarena.Talbot@gov.bc.ca
2018/08/06 14:19:11	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) E129360 for Rzepa, Christina

1 note(s) returned.

Created On	Author	Note
2018/08/02 15:08:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	July 4; 2018 - missing cab receipts for TV E129038 - Yellow cab from event to home. July 19, 2018 - Yellow cab from home to Vancouver airport Van/Kelowna (AC pd by m/c) personal ride to and from event Kelowna airport Kel/Van (AC pd by m/c) Yellow cab home. July 25, 2018 - Yellow cab to Vancouver airport Van/Kel (AC pd by m/c) - Kelowna cab to event - Kelowna cab to Kelowna airport Kel/Van (AC pd by m/c) - Blacktop cab home.

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YELLOW CAB #33
1441 CLARK DR
VANCOUVER BC

CARD s.17
CARD TYPE MASTERCARD
DATE 2018/07/04
TIME 2071 07:11:44
CLERK ID 1
RECEIPT NUMBER
C85034940-001-009-965-0

PURCHASE
AMOUNT \$ 19.40
TIP s.22
TOTAL

\$

MasterCard
A0000000041010
B53B7940DB16FADE
0000008000-E800
38C10D03B004092C

APPROVED

AUTH# 101144 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

YELLOW CAB #10
1441 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/07/19
TIME 2320 07:55:45
CLERK ID 1
RECEIPT NUMBER
C85012153-001-009-227-0

PURCHASE
AMOUNT \$42.60
TIP s.22
TOTAL

\$

MasterCard
A0000000041010
A5C61078C8B47AC3
0000008000-E800
DD560D9A4272F493

APPROVED

AUTH# 105545 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB #42
1441 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/07/19
TIME 0329 15:42:31
CLERK ID 1
RECEIPT NUMBER
C85071133-001-001-851-0

PURCHASE
AMOUNT \$45.50
TIP s.22
TOTAL

!

MasterCard
A0000000041010
9C69E4A5ACAB8396
0000008000-E800
C8FB625886BCF398

APPROVED

AUTH# 184231 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST105762447RT0001

YELLOW CAB #35
1441 CLARK DR
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/07/25
TIME 0444 05:18:16
CLERK ID 1
RECEIPT NUMBER
C85054248-001-001-194-0

PURCHASE
AMOUNT \$38.70
TIP s.22
TOTAL

\$

MasterCard
A0000000041010
B9E11A3266D2F6A7
0000008000-E800
2B04E761ABAEF0B1

APPROVED

AUTH# 081816 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST105762447RT0001

BLACKTOP & CHECKER
CABS#228
777 PACIFIC ST
VANCOUVER BC

CARD s.17
CARD TYPE MASTERCARD
DATE 2018/07/25
TIME 4299 15:27:38
CLERK ID 1
RECEIPT NUMBER
C85029729-001-263-007-0

PURCHASE
AMOUNT \$40.70
TIP s.22
TOTAL

MasterCard
A0000000041010
6CA2C82830C8BB72
0000008000-E800
CE05DEB0E096AB4E

APPROVED

AUTH# 182738 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

KELOWNA CABS #11
5-3312 APPALOOSA H V2A5J6
KELOWNA BC
23045542
GH2304554261

**** PURCHASE ****

07-25-2018 07:58:53
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: CHRISTINA RZEPA
A0000000041010 MasterCard

Trace # 2071
Inv. # 2351
Auth # 105853 RRN 001571018

Purchase \$10.20
Tip s.22

Total

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

KELOWNA CABS
6610 OXBOW CRES UN VOH1T4
OLIVER BC
23367078
GH2336707801

**** PURCHASE ****

07-25-2018 11:41:21
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: CHRISTINA RZEPA
A0000000041010 MasterCard

Trace # 4352
Inv. # 4881
Auth # 144121 RRN 001125004

Purchase \$7.60
Tip s.22

Total

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy



Booking Confirmation

Booking Reference: s.22

Date of issue: 12 Jul, 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.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

- Depart

Economy - Basic

Wednesday
25 Jul, 2018

06:45
Vancouver
Vancouver Intl. (YVR), BC
Terminal M



07:42
Kelowna
(YLW), BC

AC8410

0hr57
Economy L
Operated by: Air Canada Express -
Jazz | Q400

! Economy Basic is a [restricted fare](#)

- Return

Economy - Basic

Wednesday
25 Jul, 2018

13:45
Kelowna
(YLW), BC



14:41
Vancouver
Vancouver Intl. (YVR), BC
Terminal M

AC8417

0hr56
Economy L
Operated by: Air Canada Express -
Jazz | Q400

! Economy Basic is a [restricted fare](#)

Passengers

Melanie Mark	Seats
Ticket Number	AC8410 s.15
0142197507584	AC8417
Air Canada - Aeroplan	
s.22	
Christina Rzepa	Seats
Ticket Number	AC8410
0142197507585	AC8417



Purchase summary

MasterCard

***** S.1
Amount paid: \$529.72

Tax information

GST/HST no. 10009-2287 RT0001
\$25.22

2 adults

Air Transportation Charges

Base Fare - Depart - Economy - Basic	77.00
Base Fare - Return - Economy - Basic	77.00
Surcharges	24.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	10.61
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	20.00

Total airfare and taxes before options (per passenger) **\$222⁸⁶**

Number of passengers **X 2**

Total **\$445⁷²**

Seat selection

Melanie Mark	
AC8410: S.15	20.00
AC8417:	20.00
Christina Rzepa	
AC8410: S.15	20.00
AC8417:	20.00
Goods and Services Tax - Canada no. 100092287 RT0001	4.00

Total with options and seat selection fee: **\$529⁷²**

GRAND TOTAL (Canadian dollars) **\$529⁷²**



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
minutes¹

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.

Baggage allowance


Carry-on Baggage


On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Vancouver (YVR) > Kelowna (YLW)


 **1st bag**
\$ 26.25 CAD
Including taxes


 **2nd bag**
\$ 36.75 CAD
Including taxes

Max. weight per bag:
23.0 kg (50.0 lb)

Max. dimensions per bag:
158.0 cm (62.0 in)

Kelowna (YLW) > Vancouver (YVR)

 **1st bag**
\$ 26.25 CAD
Including taxes

 **2nd bag**
\$ 36.75 CAD
Including taxes

Max. weight per bag:
23.0 kg (50.0 lb)

Max. dimensions per bag:
158.0 cm (62.0 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Baggage Allowance for Air Canada Altitude and Star Alliance Members

The baggage allowance displayed below applies when you check your bags with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada Rouge. Please make sure your Air Canada Altitude status level is valid at check-in.

Star Alliance Silver Members: Your baggage allowance is equivalent to that of the fare option you purchased.

	Economy Class	Premium Economy	Business Class
Altitude Super Elite 100K, Elite 75K, Elite 50K and Elite 35K	3 bags 32 kg (70 lb)	3 bags 32kg (70lb)	3 bags 32kg (70lb)
Altitude Prestige 25k	2 bags 23 kg (50 lb)	2 bags 23 kg (50 lb)	2 bags 32 kg (70 lb)
Star Alliance Gold	1 extra bag 23 kg (50 lb)	1 extra bag 23 kg (50 lb)	1 extra bag 32 kg (70 lb)

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- [View Air Canada's additional checked baggage policy.](#)
- [View the additional checked baggage policy of Air Canada's codeshare and interline partners.](#)

Economy - Basic

Changes Free

- **No changes** are permitted.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

Cancellations Non-refundable

- Tickets are **non-refundable** and are **non-transferable**.
- **Cancellations** are not permitted.
- Customers who **no-show** for their flight will forfeit the fare paid.
- Air Canada will provide a full refund without penalty when you cancel a **new ticket** (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- View [Air Canada's refund policy](#) Opens in a new window.

Seat selection* AC8410: From \$21 CAD

- **Paid Advance Seat Selection** is offered on Air Canada and Air Canada Rouge, as well as on Air Canada Express flights operated by Jazz, subject to availability.
- Taxes are included.

Aeroplan Miles

- This fare does not allow for the accumulation of Aeroplan Miles.

Economy - Basic

Changes Free

- **No changes** are permitted.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

Cancellations Non-refundable

- Tickets are **non-refundable** and are **non-transferable**.
- **Cancellations** are not permitted.
- Customers who **no-show** for their flight will forfeit the fare paid.
- Air Canada will provide a full refund without penalty when you cancel a **new ticket** (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- View [Air Canada's refund policy](#) Opens in a new window.

Seat selection* AC8417: From \$21 CAD

- **Paid Advance Seat Selection** is offered on Air Canada and Air Canada Rouge, as well as on Air Canada Express flights operated by Jazz, subject to availability.
- Taxes are included.

Aeroplan Miles

- This fare does not allow for the accumulation of Aeroplan Miles.

General conditions of carriage

1. You must obtain your boarding pass and check in any baggage by the check-in deadline. Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.
2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable fees.
4. Any travel credit banked for unused tickets is non-transferable: when the credit is redeemed, it must be used by the same person whose name appears on the original ticket.
5. Air Canada will cancel any purchased ticket and provide a full refund without penalty up to 24 hours after purchase. Beyond 24 hours, voluntary changes to your itinerary may require the payment of additional fees and fare upgrades. If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
6. **Dangerous goods**
For safety reasons, dangerous goods must not be packed in checked or carry-on baggage, except as specifically permitted. Dangerous goods include, but are not limited to: compressed gases, corrosives, explosives, flammable liquids and solids, radioactive materials, oxidizing materials, poisons, infectious substances, and briefcases with installed alarm devices. For security reasons, other restrictions may apply. Please refer to the Restricted and Prohibited Items page on our website for more information.
7. Subject to the provisions of the Montreal Convention and the Warsaw Convention, as well as the provisions of its applicable tariffs, Air Canada may refuse carriage of property in checked luggage that is not suitable for transportation, such as fragile or perishable items and may refuse to carry valuable items (a valuable is deemed to be any item whose value is \$ 1,000 CAD or more, per Kilogram or \$1 CAD per gram). Air Canada may refuse claims based on the inherent nature of an item (e.g. its perishable nature), or for loss or delay of unsuitably or inadequately packed items, to the extent that the destruction, loss or damages resulted from the inherent defect, quality or vice of the baggage, or, in the case of delay, that the carrier, its agents, and servants took all measures that could reasonably be required to avoid the damage, or that it was impossible to take such measures.
8. **International travel**
Governments may require your carrier to provide information on or permit access to passenger data. You cannot travel if you do not have all required travel documents, such as a passport and visa (where applicable), to enter in or transit through each country/region on your itinerary. Please refer to the [Travel Documents](#) page on our website for more information.
9. **In-flight health**
Most people are fit to travel by air, but special attention is required for passengers whose health problems may be exacerbated by altitude, travel stress, hypoxia and other travel related difficulties. Our website offers important health tips and information for customers with special needs who may require medical approval before flying.

Please also note that aircraft disinsection is carried out on certain routes, in compliance with the requirements of the World Health Organization (WHO), the International Civil Aviation Organization, Transport Canada and applicable foreign regulatory authorities. More information is available on our website.
10. **Schedules and timetables**
Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.
11. **Overbooking notice**
Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for a payment of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions, persons denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and boarding priorities are available at all airport ticket counters and boarding locations.

NOTICE - SOLD SUBJECT TO APPLICABLE TARIFFS

 CANADA, U.S.: 1 (888) 247-2262

 **AIR CANADA**

A STAR ALLIANCE MEMBER 



Booking Confirmation

s.22

Booking Reference:

Date of issue: 03 Jul, 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.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

- Depart

Economy - Standard

Thursday
19 Jul. 2018

09:25
Vancouver
Vancouver Intl. (YVR), BC
Terminal M



10:22
Kelowna
(YLW), BC

AC8398

0hr57
Economy A
Operated by: Air Canada Express -
Jazz | Q400

- Return

Economy - Standard

Thursday
19 Jul. 2018

13:45
Kelowna
(YLW), BC



14:41
Vancouver
Vancouver Intl. (YVR), BC
Terminal M

AC8417

0hr56
Economy A
Operated by: Air Canada Express -
Jazz | Q400

Passengers

Melanie Mark	Seats
Ticket Number	AC8398 s.15
0142197083810	AC8417
Air Canada - Aeroplan	
s.22	
Christina Rzepa	Seats
Ticket Number	AC8398
0142197083811	AC8417



Purchase summary

MasterCard

***** 1
Amount paid: \$550.72

Tax information

GST/HST no. 10009-2287 RT0001
\$26.22

2 adults

Air Transportation Charges

Base Fare - Depart - Economy - Standard	92.00
Base Fare - Return - Economy - Standard	92.00
Surcharges	24.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	12.11
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	20.00

Total airfare and taxes before options (per passenger) **\$254³⁶**

Number of passengers **X 2**

Total **\$508⁷²**

Seat selection

Melanie Mark	
AC8398: s. 15	10.00
AC8417:	10.00
Christina Rzepa	
AC8398: s. 15	10.00
AC8417:	10.00
Goods and Services Tax - Canada no. 100092287 RT0001	2.00

Total with options and seat selection fee: **\$550⁷²**

GRAND TOTAL (Canadian dollars) **\$550⁷²**



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
minutes¹

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.

Baggage allowance


Carry-on Baggage


On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Vancouver (YVR) > Kelowna (YLW)


 **1st bag**
\$ 26.25 CAD
Including taxes


 **2nd bag**
\$ 36.75 CAD
Including taxes

Max. weight per bag:
23.0 kg (50.0 lb)

Max. dimensions per bag:
158.0 cm (62.0 in)

Kelowna (YLW) > Vancouver (YVR)

 **1st bag**
\$ 26.25 CAD
Including taxes

 **2nd bag**
\$ 36.75 CAD
Including taxes

Max. weight per bag:
23.0 kg (50.0 lb)

Max. dimensions per bag:
158.0 cm (62.0 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Baggage Allowance for Air Canada Altitude and Star Alliance Members

The baggage allowance displayed below applies when you check your bags with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada Rouge. Please make sure your Air Canada Altitude status level is valid at check-in.

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	Economy Class	Premium Economy	Business Class
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Star Alliance Gold	1 extra bag 23 kg (50 lb)	1 extra bag 23 kg (50 lb)	1 extra bag 32 kg (70 lb)

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- [View Air Canada's additional checked baggage policy.](#)
- [View the additional checked baggage policy of Air Canada's codeshare and interline partners.](#)

Economy - Standard

Changes \$100 CAD

- The **change fee** per direction, per passenger is \$25.00 CAD for changes made outside 60 days of departure, and \$100.00 CAD for changes made within 60 days of departure, plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
- **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger. Exception: fee is \$100 CAD/USD for flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded)
- **Same-day standby** at the airport is available: on flights between Toronto and Montréal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- Flights can only be used in sequence from the place of departure specified on the itinerary.

Cancellations Non-refundable

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- If you make a flight change that involves a more restrictive fare, the higher change fee associated with that more restrictive fare applies once per passenger, regardless of the number of flights that are changed.
- Customers who **no-show** their flight will forfeit the fare paid.
- Air Canada will provide a full refund without penalty when you cancel a **new ticket** (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- View [Air Canada's refund policy](#) Opens in a new window.
- Provided the original booking is cancelled prior to the original flight's departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

Seat selection* AC8398: From \$11 CAD

- **Paid Advance Seat Selection** is offered on Air Canada and Air Canada Rouge, as well as on Air Canada Express flights operated by Jazz, subject to availability.
- Taxes are included.

Aeroplan Miles

- 25% Aeroplan Miles for flights within Canada
- 50% Aeroplan Miles for flights between Canada and the U.S.
- The equivalent in Altitude Qualifying Miles
- For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge

Economy - Standard

Changes \$100 CAD

- The **change fee** per direction, per passenger is \$25.00 CAD for changes made outside 60 days of departure, and \$100.00 CAD for changes made within 60 days of departure, plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
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Seat selection*

AC8417: From
\$11 CAD

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- Taxes are included.


Aeroplan Miles

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- 50% Aeroplan Miles for flights between Canada and the U.S.
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2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable fees.
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5. Air Canada will cancel any purchased ticket and provide a full refund without penalty up to 24 hours after purchase. Beyond 24 hours, voluntary changes to your itinerary may require the payment of additional fees and fare upgrades. If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
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7. Subject to the provisions of the Montreal Convention and the Warsaw Convention, as well as the provisions of its applicable tariffs, Air Canada may refuse carriage of property in checked luggage that is not suitable for transportation, such as fragile or perishable items and may refuse to carry valuable items (a valuable is deemed to be any item whose value is \$ 1,000 CAD or more, per Kilogram or \$1 CAD per gram). Air Canada may refuse claims based on the inherent nature of an item (e.g. its perishable nature), or for loss or delay of unsuitably or inadequately packed items, to the extent that the destruction, loss or damages resulted from the inherent defect, quality or vice of the baggage, or, in the case of delay, that the carrier, its agents, and servants took all measures that could reasonably be required to avoid the damage, or that it was impossible to take such measures.
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Most people are fit to travel by air, but special attention is required for passengers whose health problems may be exacerbated by altitude, travel stress, hypoxia and other travel related difficulties. Our website offers important health tips and information for customers with special needs who may require medical approval before flying.

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Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.
11. **Overbooking notice**
Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for a payment of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions, persons denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and boarding priorities are available at all airport ticket counters and boarding locations.

NOTICE - SOLD SUBJECT TO APPLICABLE TARIFFS



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E129530

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

Name Brown, Edena				Employee ID s.22				Phone Number (250) 480-8627			
Client Organization Children and Family Development				Job Title Executive Assistant				Travel Group Code 3			
5. Date Completed 2018/08/16			6. Fiscal Year 2019			7. Special Cheque Issue EFT			8. Cheque Stub Information		
Type of Travel In Province			14. Reason for Travel PNWER						Headquarters Kootney-West		
12. Mailing Address for Cheque 2-1006 3rd St. Castlegar, BC V1N 3X6											
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	Cas > Spokane WA	1000	2359	239	129.06		F-B	41.00	207.09	24.30	Parking
07/22											
07/23	Spokane, WA	0000	2359		0.00		F-BL	30.50	207.09	24.30	Parking
07/24	Spokane, WA	0000	2359		0.00			0.00	207.09	24.30	Parking
07/25	Spokane WA > Cas	0000	1600	239	129.06		F-BD	22.75		94.32	US Exchange
											0.7614
TOTALS OF COLUMNS					36. \$ 258.12	37. \$ 0.00		38. \$ 94.25	39. \$ 621.27	40. \$ 167.22	Claim Total \$ 1140.86
48. Client Code 039 039 039 039	49. Resp. 18YAA	50. Service Line 14001		51. STOB 5706	52. Project 1800000		45. Supplier Code s.22		Amount \$ 1140.86		
Less Travel Advance 039											
										54. \$ 1140.86	
AMOUNT DUE TO EMPLOYEE											
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.							Print Name		Date Signed		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.							Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.							Print Name		Date Signed		

Audit Trail for Travel Voucher (Restricted Use) E129530 for Brown, Edena

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/08/16 10:18:23	White, Emily (IDIR\EMWHITE) Emily.White@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2018/08/16 10:19:24	White, Emily (IDIR\EMWHITE) Emily.White@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Notified	Brown, Edena Edena.Brown@gov.bc.ca
2018/08/16 10:22:08	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Initiated	Gunn, Paula s Paula.Gunn@gov.bc.ca
2018/08/16 10:38:49	Gunn, Paula s. (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129530 for Brown, Edena

1 note(s) returned.

Created On	Author	Note
2018/08/16 10:18:23	White, Emily (IDIR\EMWHITE) Emily.White@gov.bc.ca	Travel Castlegar July 22nd to Spokane, Washington until July 25 Mileage 239 km from Cas > Spokane and from Spokane > Cas (382 km driven in the US) US exchange rate 0.7614 (\$94.32 for mileage and per diem rates while in US)

Production *** Copyright © Government of British Columbia



TRAVEL AUTHORIZATION

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

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

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

Children and Family Development

EMPLOYEE NAME

Edena Brown

POSITION

Executive Assistant

BRANCH / LOCATION / REGION

Ministers Office, Victoria

DATE DEPARTING

YYYY / MM / DD

2018/07/22

DATE RETURNING

YYYY / MM / DD

2018/07/25

NO. OF WORKDAYS AWAY

3

ESTIMATED OVERTIME CLAIM

HOURS

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

☒ N/A OR:

DESTINATIONS

Spokane, Washington

METHOD OF TRAVEL

Driving

PURPOSE OF TRAVEL

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

PNWER Conference. Staffing the Minister.

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

2018/02/01

SIGNATURES

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

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

2018/09/19

FIN 99/WEB Rev. 2008/10/06

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

Reset Form

Ms Edena Brown

Room Number: s.15

Arrival Date: 07-22-18

Departure Date: 07-25-18

CRS Number: s.17

Rewards No:

Company: Pacific Northwest Economic Region

Date	Description	Charges	Credits
07-22-18	s.15,s.22		
07-22-18			
07-22-18	ROOM CHARGE	139.00	
07-22-18	Sales Tax - Rooms	12.09	
07-22-18	Lodging Tax	4.59	
07-22-18	TPA	2.00	
07-22-18	Guest Overnight Self Parking	17.00	
07-22-18	Sales Tax	1.50	
07-23-18	ROOM CHARGE	139.00	
07-23-18	Sales Tax - Rooms	12.09	
07-23-18	Lodging Tax	4.59	
07-23-18	TPA	2.00	
07-23-18	Guest Overnight Self Parking	17.00	
07-23-18	Sales Tax	1.50	
07-24-18	ROOM CHARGE	139.00	
07-24-18	Sales Tax - Rooms	12.09	
07-24-18	Lodging Tax	4.59	
07-24-18	TPA	2.00	
07-24-18	Guest Overnight Self Parking	17.00	
07-24-18	Sales Tax	1.50	s.22
07-25-18	Master Card	XXXXXXXXXXXX s.17	XX/XX

Ms Edena Brown

Room Number: s.15

Arrival Date: 07-22-18

Departure Date: 07-25-18

CRS Number: s.17

Rewards No:

Company: Pacific Northwest Economic Region

Date	Description	Charges	Credits
	Total	s.22	
	Balance	0.00	

s.15



Currency Converter

Terms and Conditions

All Bank of Canada exchange rates are indicative rates only, obtained from averages of aggregated price quotes from financial institutions. Please read our full **Terms and Conditions** for details.

Conversions are based on Bank of Canada exchange rates, which are published each business day by 16:30 ET.

New Conversion

View data for the past:

- 1 Week
- 2 Weeks
- 1 Month
- 3 Months
- 6 Months
- 1 Year

Canadian dollar → US dollar

Exchange rate summary		
Low	2018-07-24	0.7601
Average	2018-07-23 — 2018-07-25	0.7614
High	2018-07-25	0.7641

Results

Date

2018-07-25	0.76 USD	0.7641
2018-07-24	0.76 USD	0.7601
2018-07-23	0.76 USD	0.7601

Daily Exchange Rates Lookup

Search and download exchange rate data for 26 currencies.

Date