



## Control No.

E129678

<b>Name</b>	<b>Employee ID</b>	<b>Phone Number</b>
Gardea, Daniela	s.22	(778) 677-4304
<b>Client Organization</b>	<b>Job Title</b>	<b>Travel Group Code</b>
Municipal Affairs and Housing	Ministerial Assistant	4

<b>5. Date Completed</b> 2018/09/17	<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> Meetings	<b>Headquarters</b> Victoria	

## 12. Mailing Address for Cheque

<b>16. Travel Dates</b> 2018 09/01 09/04	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>	<b>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>Cost</b>		<b>Cost</b>	<b>Describe</b>
	Vic - Van <small>(Ferry)</small>	1200	2359	69	37.26	74.70				
	Van - Vic <small>(Ferry)</small>	0700	2300	69	37.26	49.00	51.50		\$ 30.00	Translink/Taxi
						<b>\$22</b>				

TOTALS OF COLUMNS		36. \$ 74.52	37. \$ 123.70 -\$ s.22	38. \$ 51.50	39. \$ 0.00	40. \$ 30.00 ---s.22	Claim Total \$ 279.72
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48.	Client Code	49.	Resp.	50.	Service Line	51.	STOB	52.	Project	45.	Supplier Code	Amount
	060		51057		54000		5701		5100000		s.22	\$ 279.72
	060		51057		54000		6501		5100000			\$
	060		51057		54000		5702		5100000			\$

[illegible]

	AMOUNT DUE TO EMPLOYEE	54. \$ 279.72
--	------------------------	------------------

<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>
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**Audit Trail for Travel Voucher (Restricted Use) E129678 for Gardea, Daniela**

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/17 14:43:59	Grant, Lisa (IDIR\ISGRANT) Lisa.Grant@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Notified	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2018/09/17 15:16:27	Gardea, Daniela (IDIR\DGARDEA) Daniela.Gardea@gov.bc.ca		Initiated	White, Christine Christine.White@gov.bc.ca
2018/09/17 15:24:16	White, Christine (IDIR\CHRWHITE) Christine.White@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E129678 for Gardea, Daniela

1 note(s) returned.

Created On	Author	Note
2018/09/17 14:43:59	Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca	09/01 - Travelling to Vancouver for meetings on the 4th 09/04 - Van - Vic, Taxi and compass card top up, ferry, BLDI

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● You replied to this message on 2018-09-18 9:10 AM.

From: ☒ Grant, Lisa MAH:EX

To: ☒ FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX

Cc:

Subject: RE: E129678

That is correct, no lodging claim ☺

**Lisa Grant**  
Administrative Assistant to the  
Honourable Selina Robinson  
Minister of Municipal Affairs and Housing  
Room 310, Parliament Buildings  
Office: 250-387-2283

---

**From:** FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX  
**Sent:** Tuesday, September 18, 2018 9:03 AM  
**To:** Grant, Lisa MAH:EX  
**Subject:** RE: E129678

Hi Lisa,

Just want to confirm, Daniela is not claiming any lodging while she was in Vancouver.

Pat

Swartz Bay  
To  
Tsawwassen

**BC Ferries**  
Suite 500 - 1321 Blanshard Street  
Victoria BC Canada V8W 0B7

**LANE 08**

RECEIPT - PLEASE RETAIN

**PURCHASE 2018/09/01**

20' Undersize Vehi	57.50
1 s Adult	s.22

Total s.22

Visa

\*\*\*\*\*s.17

AUTH 083009 6627:073 wd10016530 S

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

$\$17.20 + 57.50 = 74.70$

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

SWB 01 Sep 2018 12:49:43



1005016 348725

SEE REVERSE SIDE OF TICKET



\*\*\*\*\*  
\* RECEIPT \*  
\* NOT VALID FOR TRAVEL \*  
\*\*\*\*\*

Transit Ink  
Waterfront Station  
IVMU1113  
✓ Tue 04 Sep 18 10:28AM

Payment Type: MASTER CARD  
Purchase: \$20 Stored Value  
✓  
Product Price: \$ 20.00

Compass Card #: \*\*\*\* \* s.22  
Credit Card #: \*\*\*\* \* s.17  
Auth #: 102007  
Ref #: 100459000007  
Receipt #: 102472

Card Entry: 6110  
AID:A00000000041010  
IVR:8000000000  
IS1:1800

Retain for your records.  
View Transit Ink Policies  
at [www.transitink.ca](http://www.transitink.ca)

Thank You!

\*DUPLICATE\*

MAJURES TAXI SPARE 1  
1275 75TH AVE W  
VANCOUVER BC

\*DUPLICATE\*

CARD  
CARD TYPE  
DATE  
TIME  
CLERK ID  
RECEIPT NUMBER  
PURCHASE  
TOTAL

\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*\*

MASTER  
2018/09/04  
0014 14:59:19  
C85000849-001-156-002-0  
1

\$17

\$10.00

MasterCard  
A00000000041010  
84D7E244A4451C8C  
0000008000-E800  
D7C2644A25BCD6F9

APPROVED  
AUTH# 175920  
THANK YOU

CARDHOLDER COPY  
01-027

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

\*DUPLICATE\*

\*\*\*\*\*604\*831\*1111\*\*\*\*\*  
KEEP THIS RECEIPT FOR A  
REFUND WITHIN 14 DAYS

Tsawwassen  
To  
Swartz Bay



LANE 39

RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/04

20'	Undersize Vehi	31.80
1	Adult	17.20

Total	49.00
Master Card	
*****s.17	49.00
AUTH 234720 66277655 0010011250 S	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 04 Sep 2018 20:47:20



SEE REVERSE SIDE OF TICKET



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129679

**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> Gardea, Daniela				<b>Employee ID</b> s.22		<b>Phone Number</b> (778) 677-4304	
<b>Client Organization</b> Municipal Affairs and Housing				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 4	
<b>5. Date Completed</b> 2018/09/17		<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> UBCM				<b>Headquarters</b> Victoria	
<b>12. Mailing Address for Cheque</b>							
<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>Lodging Costs</b>
2018							
09/09	Vic - Whistler	0900	2359	195	105.30	91.70	41.00
09/10	Whistler	0700	2359		0.00		232.98
09/11	Whistler	0700	2359		0.00		232.98
09/12	Whistler	0700	2359		0.00		232.98
09/13	Whistler	0700	2359		0.00		232.98
09/14	Whistler	0700	2359		0.00		232.98
09/16	Whistler-Vic	1800	2200	195	105.30	74.70	51.50
							lodging and parking
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>	<b>38.</b>	<b>39.</b>
				\$ 210.60	\$ 166.40	\$ 298.50	\$ 1164.90
							<b>40.</b>
							\$ 0.00
							<b>Claim Total</b>
							\$ 1840.40
<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>	
060	51057	54000	5701-5702	5100000	s.22	\$ 1840.40	
060							
060							
060							
<b>Less Travel Advance</b>							
060							
							<b>54.</b>
							\$ 1840.40
<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) E129679 for Gardea, Daniela**

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/17 15:13:42	Grant, Lisa (IDIR\ISGRANT) Lisa.Grant@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Notified	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2018/09/17 18:17:38	Gardea, Daniela (IDIR\DGARDEA) Daniela.Gardea@gov.bc.ca		Initiated	Ashbourne, Craig Craig.Ashbourne@gov.bc.ca
2018/09/21 22:56:02	Ashbourne, Craig (IDIR\CASHBOUR) Craig.Ashbourne@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E129679 for Gardea, Daniela

1 note(s) returned.

Created On	Author	Note
2018/09/17 15:13:42	Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca	09/09 - Vic - Whistler personal vehicle, ferry & reservation paid for on MA CC, LDI, hotel & parking 09/10 - BLDI, hotel & parking 09/11 - BLDI, hotel & parking 09/12 - BLDI, hotel & parking 09/13 - BLDI, hotel & parking 09/14 - BLDI stayed over s.22 s.22 09/16 - Return to Vic, personal vehicle, ferry paid for on MA CC *251.85 deposit claimed previously so is not factored into hotel price*

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To  
Tsawwassen

**BC Ferries**  
Victoria BC Canada V8W 8B7

**LANE 07**

RECEIPT - PLEASE RETAIN

✓ PURCHASE 2018/09/09

20'	Undersize Vehi	57.50
1	Adult	17.20

Total	74.70
-------	-------

Master Card	
*****s.17	74.70

AUTH 125212 66277637 8018011338 S

01 APPROVED - THANK YOU 027

CHANGE DUE	0.00
------------	------

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 09 Sep 2018 09:52:12

1005034 476899  
104218

SEE REVERSE SIDE OF TICKET

To  
Swartz Bay



**LANE 40**

RECEIPT - PLEASE RETAIN

✓ PURCHASE 2018/09/16

20' Undersize Vehi 57.50  
s.22

Total s.22

✓ Master Card  
\*\*\*\*\*s.1  
AUTH 224710 66277655 0010016750 S  
01 APPROVED - THANK YOU 027

\$74.70

CHANGE DUE 0.00

s.22

s.22

:\$74.70 + 17.00 for reservation = 91.70

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 16 Sep 2018 19:47:10



SEE REVERSE SIDE OF TICKET





500-1321 Blanshard Street  
Victoria, BC V8W 0B7

Toll Free: 1-888-BC FERRY (1-888-223-3779)

Direct: (250) 386-3431

Email: [customerservice@bcferries.com](mailto:customerservice@bcferries.com)

GST Number: 894623206RT0001



Booking Reference: **B181290844**

Date Issued: 08/SEP/2018 21:37:53

Booked by: BC FERRIES WEBSITE

#### Booking Confirmation

**Booking Holder:** Daniela Gardea

**Phone:** s.22

Provide Booking Number to Ticket Agent

Customer Number: 9247951

Page 1 of 2

Departs	Time / Date	Arrives	Time / Date
<b>SWARTZ BAY, Victoria</b>	<b>10:00</b>	<b>TSAWWASSEN</b>	<b>11:35</b>
Vancouver Island	✓ 09/Sep/2018	Metro Vancouver	09/Sep/2018

**Vehicle** UNDER HEIGHT PASSENGER VEHICLE

**Ferry** Queen of New Westminster

**The sailing you have selected is a direct sailing.**

Swartz Bay, Victoria - Tsawwassen

#### Fare Information

		Price
20'	UNDER HEIGHT PASSENGER VEHICLE	\$57.50
1	ADULT/YOUTH	\$17.20
	Reservation Fee	\$17.00

**Products and Fees:** \$91.70

**Amount Paid:** ✓ \$17.00

**Due at Terminal:** \$74.70

The Canada Revenue Agency (CRA) and Province of British Columbia regard the supply of ferry services as GST and PST exempt. BC Ferries charges 5% GST to customers as required under the applicable legislation on ancillary services such as cabin rentals, specialty lounges, food and retail services.



Date Issued: 08/SEP/2018 21:37:53

Booked by: BC FERRIES WEBSITE

Receipt

500-1321 Blanshard Street  
Victoria, BC V8W 0B7  
Toll Free: 1-888-BC FERRY (1-888-223-3779)  
Direct: (250) 386-3431

Email: [customerservice@bcferries.com](mailto:customerservice@bcferries.com)

GST Number: 894623206RT0001

Booking Number: B181290844

Booking Total: \$91.70

Receipt - please retain

Purchase 2018/09/08

VISA \*\*\*\*\*s.17 \$17.00

Auth 013003 66376371 693670-0\_1

//

01 APPROVED - THANK YOU 027

Cardholder Copy

08 Sep 2018 21:37:09

s.15

Daniela Gardea  
MI08AA - Ministry of Community, Spo Att

Page Number : 1  
Guest Number : s.22  
Folio ID : A  
09-SEP-18  
14-SEP-18  
2  
s.15

Invoice Nbr : s.22

14:59

12:25

Copy Tax Invoice

Tax ID :

s.15

Date	Reference	Description	Charges (CAD)	Credits (CAD)
09-SEP-18	DEPOSIT	Deposit-MC s.17	Was reimbursed for this already	-251.85 xref E128373
09-SEP-18	DEPOSIT	Deposit-MC		-1007.40
09-SEP-18	s.15	Room Charge	219.00	
09-SEP-18		Room PST 8%	17.52	
09-SEP-18		Room GST 5%	10.95	
09-SEP-18		MRDT 2%	4.38	
09-SEP-18		Parking - Self	✓ 30.00	
09-SEP-18		Parking GST 5%	1.50	
10-SEP-18		Room Charge	219.00	
10-SEP-18		Room PST 8%	17.52	
10-SEP-18		Room GST 5%	10.95	
10-SEP-18		MRDT 2%	4.38	
10-SEP-18		Parking - Self	✓ 30.00	
10-SEP-18		Parking GST 5%	1.50	
11-SEP-18		Room Charge	219.00	
11-SEP-18		Room PST 8%	17.52	
11-SEP-18		Room GST 5%	10.95	
11-SEP-18		MRDT 2%	4.38	

Continued on the next page

\$ 1164.90

s.15

Daniela Gardea  
MI08AA - Ministry of Community, Spo Att

Page Number : 2  
Guest Number : s.22  
Folio ID : A  
09-SEP-18  
14-SEP-18  
2  
s.1

Invoice Nbr : s.22

14:59  
12:25

Date	Reference	Description	Charges (CAD)	Credits (CAD)
11-SEP-18	s.15	Parking - Self	✓ 30.00	
11-SEP-18		Parking GST 5%	1.50	
12-SEP-18		Room Charge	219.00	
12-SEP-18		Room PST 8%	17.52	
12-SEP-18		Room GST 5%	10.95	
12-SEP-18		MRDT 2%	4.38	
12-SEP-18		Parking - Self	✓ 30.00	
12-SEP-18		Parking GST 5%	1.50	
13-SEP-18		Room Charge	219.00	
13-SEP-18		Room PST 8%	17.52	
13-SEP-18		Room GST 5%	10.95	
13-SEP-18		MRDT 2%	4.38	
13-SEP-18		Parking - Self	✓ 30.00	
13-SEP-18		Parking GST 5%	1.50	
14-SEP-18	MC	MasterCard s.17		-157.50 (parking)
***For Authorization Purpose Only***				
xxxxxx s.17				
Date	Code	Authorized		
09-SEP-18	175940	1		
11-SEP-18	053119	100		
13-SEP-18	045039	100		

Continued on the next page

s.15

Daniela Gardea	Page Number	:	3	Invoice Nbr	:	s.22
MI08AA - Ministry of Community, Spo Att	Guest Number	:	s.22			
	Folio ID	:	A			
			09-SEP-18	14:59		
			14-SEP-18	12:25		
			2			
			s.15			

** Total	1416.75	-1416.75
*** Balance	0.00	

\$1416.75 - 251.85=\$ 1164.90 x ref E128373

s.15

s.15



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129814

**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> Gardea, Daniela			<b>Employee ID</b> s.22			<b>Phone Number</b> (778) 677-4304			
<b>Client Organization</b> Municipal Affairs and Housing			<b>Job Title</b> Ministerial Assistant			<b>Travel Group Code</b> --4--3			
<b>5. Date Completed</b> 2018/10/03		<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> Meetings				<b>Headquarters</b> Victoria			
<b>12. Mailing Address for Cheque</b>									
<b>16. Travel Dates</b> 2018 09/20	<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>Destination</b> Vic - Van -Vic (HJ) Quick Ticket	<b>Start</b> 0830	<b>End</b> 1930	<b>Km</b>	<b>Cost</b> 0.00	✓ 47.33	<b>Cost</b> 25.75 (Half Day)		
								<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> \$ 47.33	<b>38.</b> \$ 25.75	<b>39.</b> \$ 0.00	<b>40.</b> \$ 0.00
									<b>Claim Total</b> \$ 73.08
<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>		
060	51057	54000	5701	5100000	s.22		\$ 73.08 s.22		
060	51057	54000	6501	5100000					
060									
060									
<b>Less Travel Advance</b>									
060									
					<b>AMOUNT DUE TO EMPLOYEE</b>				
					<b>54.</b> \$ 73.08				
<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) E129814 for Gardea, Daniela**

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/03 12:02:29	Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Notified	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2018/10/09 16:15:06	Gardea, Daniela (IDIR\DGARDEA) Daniela.Gardea@gov.bc.ca		Initiated	White, Christine Christine.White@gov.bc.ca
2018/10/09 16:16:03	White, Christine (IDIR\CHRWHITE) Christine.White@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129814 for Gardea, Daniela**

1 note(s) returned.

Created On	Author	Note
2018/10/03 12:02:29	Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca	09/20 - Vic-Van-Vic Harbour Air flights paid for with Quick Tix, taxi charges, evo car share

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daniela s.22  
s.22

gardea



Invoice No: 1115914  
Invoice Date: 30/09/2018  
Email/username s.22

## Billing Statement

	Amount
Trips Charges	
Service Fees	\$7.79
GST (5%)	\$0.00
PST (7%)	\$0.39
PVRT*	\$0.55
<b>Total Amount</b>	\$0.00
	\$8.73



\*Passenger Vehicle Rental Taxes (PVRT) is only charged on a per day rate for trips over 8 hours.  
GST# 10043 0388 RT0001  
PST# 1007 6480

## Billing Detail

### Trips


Plate	Trip Start	Distance km	Duration d:h:mm	Net \$	PVRT 1.50/day	GST 5%	PST 7%	Total
AE2 31K ✓	20/09/2018 4:49 PM	3.00	00:00:19	\$7.79	\$0.00	\$0.39	\$0.55	\$8.73

### Service Fees

Plate	Fee Description	Net \$	PVRT 1.50/day	GST 5%	PST 7%	Total
All total amount		\$7.79	\$0.00	\$0.39	\$0.55	\$8.73

#### Questions?

Call: 1-844-386-2386 (1-844-EVO-2-EVO)  
Email: info@evo.ca  
Web: evo.ca

CREATED BY 

BLACKTOP & CHECKER  
CABS#197  
777 PACIFIC ST  
VANCOUVER BC

CARD s.17 ✓  
CARD TYPE MASTERCARD  
DATE 2018/09/20  
TIME 4847 13:18:56  
CLERK ID 2  
RECEIPT NUMBER  
C85052958-001-346-002-0

PURCHASE  
TOTAL

\$30.60 ✓

MasterCard  
A0000000041010  
F8915240721E47FD  
0000008000-E800  
9B596B96AC8CFAB9

APPROVED

AUTH# 161856 01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

\*DUPLICATE\*

BLACK TOP & CHECKER CABS

#349

777 PACIFIC ST

VANCOUVER BC

\*DUPLICATE\*

CARD .....s.17 ✓  
CARD TYPE MASTERCARD  
DATE 2018/09/20 ✓  
TIME 5392 10:04:04  
CLERK ID 1  
RECEIPT NUMBER  
C85038682-001-933-008-0

PURCHASE  
TOTAL

\$8.00 ✓

MasterCard  
A0000000041010  
B4D9A59D47974ED0  
000008000-E800  
8E1B157A859A47E7

APPROVED

AUTH# 130404 01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

\*DUPLICATE\*

**From:** Harbour Air Reservation  
**To:** Grant, Lisa MAH:EX  
**Subject:** Flight Itinerary. Thanks for choosing Harbour Air!  
**Date:** September 19, 2018 2:56:42 PM

Harbour Air Seaplanes



[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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

### Customer Information

#### Account

HAS #

s.17

Name

Daniela Gardea

### Booking

s.17

**Thursday, September 20, 2018**

**Flight #2250**

**18:30 Vancouver Harbour / Map** ☐

**19:05 Victoria Harbour / Map** ☐

**35 minutes**

**KK- Confirmed**

**1 Passenger(s) - GoFlex**

**. Daniela Gardea, Female**

[Add to Calendar](#)

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

Billing

\$208.58

Taxes	\$10.42
<b>Grand Total</b>	<b>\$219.00</b>

### GoFlex Fare Conditions:

Check in 25 minutes prior to departure time  
 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.**

**From:** Harbour Air Reservation  
**To:** Grant, Lisa MAH:EX  
**Subject:** Flight Itinerary. Thanks for choosing Harbour Air!  
**Date:** September 19, 2018 12:26:01 PM

Harbour Air Seaplanes



[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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

### Customer Information

#### Account

HAS #

s.17

Name

Daniela Gardea

### Booking # s.17

**Thursday, September 20, 2018**

**Flight #206**

**09:00 Victoria Harbour / Map** ☐

**09:35 Vancouver Harbour / Map** ☐

**35 minutes**

**KK- Confirmed**

**1 Passenger(s) - GoFlex**

**. Daniela Gardea, 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**

### GoFlex Fare Conditions:

Check in 25 minutes prior to departure time  
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.**





## Control No.

E129694

<b>Name</b>	<b>Employee ID</b>	<b>Phone Number</b>
Infante, James	s.22	(778) 679-4931
<b>Client Organization</b>	<b>Job Title</b>	<b>Travel Group Code</b>
Social Development and Poverty Reduction	Ministerial Assistant	3

<b>5. Date Completed</b> 2018/09/18		<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> MEETING						<b>Headquarters</b> Minister's Office			
<b>12. Mailing Address for Cheque</b> 1004-1020 View St. Victoria, BC V8V 4Y4											
<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>	
2018	<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>
08/13	Vic-Van (Ferry)	0600	2359		0.00	17.20	F-	51.50	-s.22 - 31.65	25.00	Bus Ticket
08/21	Van-Vic (Ferry)	0700	1600		0.00	17.20		0.00			
08/31	Vic-Van (HJ)	1400	2359		0.00		F-BL	30.50			
08/20	Van	0800	2359		0.00		F-	51.50	-s.22	31.65	
09/03	Van	0800	1400		0.00		F-D	33.25		31.65	
09/04	Van-Vic (HJ)	0600	1000		0.00		F-LDI	10.50			
*pcard											
<b>TOTALS OF COLUMNS</b>					<b>36.</b> \$ 0.00	<b>37.</b> \$ 34.40		<b>38.</b> \$ 177.25	<b>39.</b> \$ 4.95 -s.22	<b>40.</b> \$ 25.00	<b>Claim Total</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>		<b>54.</b>			
031 031 031 031	-51384 46001	-54006 48000		-5712 5701	5188888 4600000	s.22		A \$ 331.60			
<b>Less Travel Advance</b>											
031											
						<b>AMOUNT DUE TO EMPLOYEE</b>				<b>54.</b> \$ 331.60 -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>		
<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) E129694 for Infante, James**

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/18 13:50:51	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca	Infante, James James.Infante@gov.bc.ca	Saved	Infante, James James.Infante@gov.bc.ca
2018/09/18 14:00:24	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/09/18 14:25:37	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/09/18 14:55:17	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/09/18 14:55:53	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Initiated	McKnight, Valerie Valerie.McKnight@gov.bc.ca
2018/09/18 15:22:41	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E129694 for Infante, James

1 note(s) returned.

Created On	Author	Note
2018/09/18 14:55:17	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca	Aug13: Vic-Van, Bus Paid on pers Visa , Ferry Paid on pers Visa, Overnight Private Accommodation.Aug14-19 Personal. Aug20:Van, Priv Accom. Aug21:Van-Vic, Ferry Paid on Pers Visa.Aug31:Vic-Van, Flew Helijet (Paid on AC MC). Sep1-2: Personal. Sep3:Van, Overnight Priv Accom. Sep4:Van-Vic, Flew Helijet Paid on AC MC.

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

NON REFUNDABLE  
PLEASE, NO FOOD ON BUS

No. 028608

VICTORIA ✓

VANCOUVER

YVR AIRPORT

TICKET  
TYPE

✗

Receipt \$

25 ✓

GST # 10570 3094 RT0001

No. 028608

THANK YOU FOR  
TRAVELLING WITH US.

BCFerries CONNECTOR ✓

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

To  
Swartz Bay

BCFerries  
Victoria BC Canada V8W 0B7

FOOT AREA 5S

RECEIPT - PLEASE RETAIN

PURCHASE 2018/08/21 ✓

1 Adult 17.20

Total 17.20 ✓

Visa \*\*\*\*\*S.22 17.20

AUTH 005121 66277652 0010010400 S

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

To  
Swartz Bay

BCFerries  
Victoria BC Canada V8W 0B7

FOOT AREA 5S

RECEIPT - PLEASE RETAIN

PURCHASE 2018/08/13 ✓

1 Adult 17.20

Total 17.20

Visa \*\*\*\*\*S.22 17.20 ✓

AUTH 091561 66277652 0010010170 S

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 21 Aug 2018 14:36:18

1007041 312993  
97736

SEE REVERSE SIDE OF TICKET

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 13 Aug 2018 07:36:38

1007041 289950  
87176

SEE REVERSE SIDE OF TICKET

## McKnight, Valerie SDPR:EX

**From:** passengerservices@helijet.com  
**Sent:** Thursday, August 30, 2018 4:11 PM  
**To:** McKnight, Valerie SDPR: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

James Infante

Company

Ministry Of Social Development

### Booking s.22

Friday, August 31, 2018 ✓

Invoice #319690

722

SALE - Seat Sale \$189

\$180.00

15:50 Victoria Harbour

+ GST

\$9.00

16:25 Vancouver Harbour

Billing

\$180.00

35 minutes

Taxes

\$9.00

Grand Total

\$189.00

Confirmed

1 Passengers - Sale

James Infante, Male

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

Does not qualify for combination with Kids Fly Free promotions.

Add to Calendar

After 5pm all next-day travel is non-refundable and only

## McKnight, Valerie SDPR:EX

**From:** passengerservices@helijet.com  
**Sent:** Thursday, August 30, 2018 3:49 PM  
**To:** McKnight, Valerie SDPR:EX; McKnight, Valerie SDPR: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	James Infante
	Company	Ministry Of Social Development

### Booking s.22

**Tuesday, September 4, 2018** ✓

**705**

**07:50 Vancouver Harbour**

**08:25 Victoria Harbour**

**35 minutes**

**Confirmed**

**1 Passengers - Off-Peak**

James Infante, Male

[Add to Calendar](#)

Invoice #319691

FARE-YWH-Full\_Summer - 2018 \$219.05

+ GST \$10.95

Billing \$219.05

Taxes \$10.95

**Grand Total \$230.00**

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



## Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129715

**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> Infante, James <b>Client Organization</b> Social Development and Poverty Reduction				<b>Employee ID</b> s.22 <b>Job Title</b> Ministerial Assistant				<b>Phone Number</b> (778) 679-4931 <b>Travel Group Code</b> 3																																																																																																																																																																												
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<b>12. Mailing Address for Cheque</b> 52 San Jose Ave. Victoria, BC V8V 2C2																																																																																																																																																																																				
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<b>48. Client Code</b> 031 031 031 031		<b>49. Resp.</b> 51384 46001		<b>50. Service Line</b> 54006 48000		<b>51. STOB</b> 5712 5702		<b>52. Project</b> 5188888 4600000		<b>45. Supplier Code</b> s.22		<b>Amount</b> --\$ s.22 \$ 764.86																																																																																																																																																																								
<b>Less Travel Advance</b> 031												<b>54.</b> \$ 764.86 --\$ s.22																																																																																																																																																																								
<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) E129715 for Infante, James**

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/20 11:41:33	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca	Infante, James James.Infante@gov.bc.ca	Saved	Infante, James James.Infante@gov.bc.ca
2018/09/20 11:42:37	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca	Infante, James James.Infante@gov.bc.ca	Saved	Infante, James James.Infante@gov.bc.ca
2018/09/20 14:51:59	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/09/20 15:15:43	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca	Infante, James James.Infante@gov.bc.ca	Saved	Infante, James James.Infante@gov.bc.ca
2018/09/24 10:34:09	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/09/24 11:42:56	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Initiated	McKnight, Valerie Valerie.McKnight@gov.bc.ca
2018/09/25 15:49:17	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca		Forwarded	Tombs, Brenda Brenda.Tombs@gov.bc.ca
2018/09/26 09:24:22	Tombs, Brenda (IDIR\BTOMBS) Brenda.Tombs@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E129715 for Infante, James

1 note(s) returned.

Created On	Author	Note
2018/09/20 15:15:43	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca	Sep6: Vic-Van, Flew Harbour Air Paid on AA PCARD, Overnight Private Accom. Sep7:Van. Sep8-9, Personal. Sep10:Van, Private Accom, Paid for Hotel for EA Brenda Tombs at Whistler UBCM on Travel MC. Sep11:Van-Whistler, Flew Harbour Air Paid on AC MC, Hotel on Travel MC. Sep12:Whistler, Hotel Paid on Travel MC. Sep13:Whistler, Hotel Paid on Travel MC. Sep14:Whistler-Van, Drove with Staff.Sep15-16: Pers. Sep17:Van, Overnight Pri Accom. Sep18:Van-Vic, Flew Helijet Paid on AC MC.

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Informed Valerie and James not to charge another employees hotel expenses to their travel card

\*This is an email from Brenda Tombs the hotel charged her card the \$775.23 which I removed from James claim.

From: Tombs, Brenda [mailto:Brenda.Tombs@ontario.ca]  
To: James, Patricia [mailto:Patricia.James@ontario.ca]  
Subject: UBCM charge  
Date: October 13, 2018 10:32:40 AM  
Attachments: image001.png

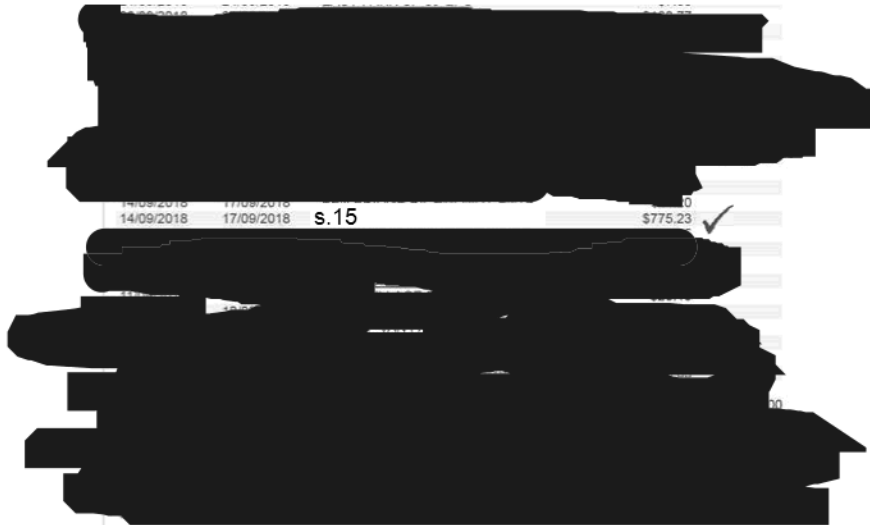
Hi Pat,

Has our AC Val briefed you on what happened with the UBCM hotel charge and how it got put onto my personal card, instead of my colleague's corporate card? Should I go ahead and submit a claim for reimbursement? The charge was for \$775.23. My visa statement with the charge is below. It's called **s.15** Let me know how I should proceed. Thanks!

Brenda

**Brenda Tombs**  
Executive Assistant  
Honourable Shane Simpson  
Minister of Social Development and Poverty Reduction  
C: 250.361.8147

**s.22**



**s.22**

## Transaction: Details

Purchase: 2018/08/30

Amount: \$258.41 CAD

s.15

Merchant Detail	n/a	n/a
-----------------	-----	-----

s.15

Transaction Date 2018/08/30  
 Posting Date 2018/08/30  
 Internal Reference H49720180831cwlivscdh

### Supplier Category Details

Merchant Type Hotels And Motels  
 Merchant Category Lodging Hotels, Motels, Resorts (7011)

[View Supplier Details...](#)

[View Audit History](#)

Hotel Accommodation	Card Transaction
---------------------	------------------

### Extended Transaction Details

Check In Date	2018/08/28	Telephone Charges	0.00	Business Centre Charges	0.00	Transportation	0.00	Tax Exempt Indicator	N	Property Phone Number	s.15
Total Authorized Amount	0.00	Audio Visual	0.00	Health Club Charges	0.00	Conference Room	0.00	Total Tax Amount	0.00	Customer Service Phone Number	
Check Out Date	2018/08/29	Non-room charges	0.00	Movie	0.00	Audio Visual Charges Amount	0.00	Room Tax Amount	0.00	Other Services Charges 2	0.00
Number of Nights	0000	Food and Beverage Charges	0.00	Banquet	0.00	Total Charges Amount	0.00	No Show Indicator	N	Other Services Charges 3	0.00
Room Rate	0.00	Prepaid Expenses	0.00	Billing Adjustment	U	Total Credit Card Charges Amount	0.00	Restaurant	0.00	Other Services Charges 4	0.00
Total Room Tax	0.00	Cash Advances	0.00	Early Departure	0.00	Bill Adjustment Amount	0.00	Room Service	0.00	Other Services Charges 5	0.00
Mini Bar Charges	0.00	Valet Parking Charges	0.00	Gratuity	0.00	Total Sales Tax Amount	0.00	Lounge/Bar	0.00	Other Services Charges 6	0.00
Laundry Charges	0.00	Gift Shop	0.00	Internet Access	0.00	Total Non-Room Tax Amount	0.00	Folio Number	s.22	Other Services Charges 1	0.00

Close

14-Sep-2018

**Infante, James**      Date d'arrivée / Arrival Date    **10-Sep-2018**      Unité / Room No.    **s.15**  
Date de départ / Departure Date    **14-Sep-2018**      Adultes / Adults    **2**  
# nuits / # of Nights    **4**      Always only one person in the room per night. Hotel made an error

Folio Items Item Description	Price	Qty	Escompte / Discount	Ext. Price
10-Sep-2018				
Room Charge				210.00
11-Sep-2018				
Room Charge				210.00
12-Sep-2018				
Room Charge				210.00
13-Sep-2018				
Room Charge				210.00

Subtotal	\$30.00
Reservation Fees - BL	\$6.80
GST Tax	44.96
Municipal Tax - WP	17.96
PST Tax	71.92

Détails des paiements / Payment Details

Payment	Date	Notes	Amount	Total
VISA	01-Aug-18	Leah Squance	258.41	\$ 1,033.64
VISA	14-Sep-18	Brenda Thomas	775.23	Payments \$ 1,033.64
M/C	29-Aug-18	James Infante	✓ 258.41	Balance ✓ \$ 0.00
VISA	29-Aug-18	Leah Squance	-258.41	

YELLOW CAB  
817 FISGARD STREET V8W1R9  
VICTORIA BC  
21852400  
GH2185240066

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

09-18-2018 12:38:11  
Acct # \*\*\*\*\* s.17 ✓ C  
Card Type VI  
Name: JAMES INFANTE  
A0000000031010 VISA CREDIT

Operator: 066  
Trace # 260  
Inv. # 066  
Auth # 04329I RRN 001534005

Total ✓ \$10.00

(001) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

www.yellowcabvictoria.com  
250-381-2222

## McKnight, Valerie SDPR:EX

**From:** Van Wensem, Casey SDPR:EX  
**Sent:** Thursday, September 20, 2018 11:28 AM  
**To:** McKnight, Valerie SDPR:EX  
**Subject:** FW: Flight Itinerary. Thanks for choosing Harbour Air!

**From:** reservation@harbourair.com [mailto:reservation@harbourair.com]  
**Sent:** Thursday, September 6, 2018 12:38 PM  
**To:** Van Wensem, Casey SDPR:EX  
**Subject:** Flight Itinerary. Thanks for choosing Harbour Air!



[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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

### Customer Information

<b>Account</b>	HAS #	s.17
	Name	Casey Van Wensem

### Booking s.17

Thursday, September 6, 2018

**Flight #2240/Twin Otter**  
**18:30 Victoria Harbour / Map**   
**19:05 Vancouver Harbour / Map**

<b>Invoice</b> s.17	
Air Transportation Charges	
Sked 200/300 : (Pk) GO Flex	\$198.07
Taxes, Fees and Charges	

<b>35 minutes</b>	All Skeds - Baggage : Checked Baggage Fee	\$0.00
	Sked 200 : Carbon Offset	\$0.65
<b>KK- Confirmed</b>	Sked 200 : VHFC Terminal Fee	\$9.86
	+ Goods and Services Tax	\$10.42
<b>1 Passenger(s) - GoFlex</b>		
<b>James Infante, Male</b>		
<b><u>Add to Calendar</u></b>	Billing	\$208.58
	Taxes	\$10.42
	<b>Grand Total</b>	<b>\$219.00</b>
<b>GoFlex Fare Conditions:</b>		
Check in 25 minutes prior to departure time		
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		
<b>Baggage:</b>		
<b>All routes (except routes listed below)</b>		
25 lbs. Guaranteed		
25 lbs. (space available)		
\$1/lb. over 50 lbs.(space available)		
<b>Between South Vancouver (YVR), Ganges &amp; Maple Bay</b>		
35 lbs. Guaranteed		
15 lbs. (space available)		
\$1/lb. over 50 lbs.(space available)		
<b>Between South Vancouver (YVR), Victoria &amp; Nanaimo</b>		
50 lbs. Guaranteed		
\$1/lb. over 50 lbs.		
<b>Scenic &amp; Packaged Tours Cancellation:</b>		
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.

## McKnight, Valerie SDPR:EX

**From:** reservation@harbourair.com  
**Sent:** Tuesday, September 04, 2018 11:52 AM  
**To:** McKnight, Valerie SDPR:EX; McKnight, Valerie SDPR:EX  
**Subject:** Flight Itinerary. Thanks for choosing Harbour Air!



[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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

### Customer Information

<b>Account</b>	HAS #	s.17
	Name	James Infante

### Booking s.17

**Tuesday, September 11, 2018**

**Flight #1207**

**11:40 Vancouver Harbour / Map**

**12:25 Whistler / Map**

**45 minutes**

**! KK- Confirmed**

Invoice s.17

Air Transportation Charges

Sked 1200 : (St) GO Flex \$180.92

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 1200 : Carbon Offset \$0.65

Sked 1200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.57



**1 Passenger(s) - GoFlex****James Infante, Male**

Billing	\$191.43
Taxes	\$9.57
<b>Grand Total</b>	<b>\$201.00</b>

**Add to Calendar****GoFlex Fare Conditions:**

Check in 25 minutes prior to departure time  
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% cancella- tion 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

## McKnight, Valerie SDPR:EX

**From:** passengerservices@helijet.com  
**Sent:** Monday, September 17, 2018 2:39 PM  
**To:** McKnight, Valerie SDPR: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	James Infante
	Company	Ministry Of Social Development

### Booking #s.22

**Tuesday, September 18, 2018**

**715**

**12:00 Vancouver Harbour (Downtown)**

**12:35 Victoria Harbour (Downtown)**

**35 minutes**

**Confirmed**

**1 Passengers - Off-Peak**

**James Infante, Male**

[Add to Calendar](#)

Invoice #325597

FARE-YWH-Full\_Summer - 2018 \$219.05

+ GST \$10.95

Billing \$219.05

Taxes \$10.95

**Grand Total \$230.00**

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



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129844

**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> Infante, James				<b>Employee ID</b> s.22				<b>Phone Number</b> (778) 679-4931																																																											
<b>Client Organization</b> Social Development and Poverty Reduction				<b>Job Title</b> Ministerial Assistant				<b>Travel Group Code</b> 3																																																											
<b>5. Date Completed</b> 2018/10/10			<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						<b>Headquarters</b> Minister's Office																																																										
<b>12. Mailing Address for Cheque</b> 52 San Jose Ave. Victoria, BC V8V 2C2																																																																			
<table border="1"> <tr> <td rowspan="2"><b>16. Travel Dates</b></td> <td colspan="3"><b>17. Places Travelled</b></td> <td colspan="2"><b>18. Personal Vehicle Use</b></td> <td rowspan="2"><b>19. Other Transport Costs</b></td> <td colspan="2"><b>20. &amp; 21. Meals</b></td> <td rowspan="2"><b>22. Lodging Costs</b></td> <td colspan="2"><b>20. &amp; 21. Miscellaneous</b></td> </tr> <tr> <td><b>Destination</b></td> <td><b>Start</b></td> <td><b>End</b></td> <td><b>Km</b></td> <td><b>Cost</b></td> <td><b>Claim</b></td> <td><b>Cost</b></td> <td><b>Cost</b></td> <td><b>Describe</b></td> </tr> <tr> <td>2018</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>09/19</td> <td>Victoria-Nanaimo</td> <td>1000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-B</td> <td>41.00</td> <td></td> <td>114.97</td> <td rowspan="2">Modo Rental/ Parking</td> </tr> <tr> <td>09/20</td> <td>Nanaimo-Victoria</td> <td>0700</td> <td>1200</td> <td></td> <td>0.00</td> <td></td> <td>F-BLD</td> <td>12.25</td> <td></td> <td></td> </tr> </table>												<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												09/19	Victoria-Nanaimo	1000	2359		0.00		F-B	41.00		114.97	Modo Rental/ Parking	09/20	Nanaimo-Victoria	0700	1200		0.00		F-BLD	12.25		
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<b>TOTALS OF COLUMNS</b>						<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00		<b>38.</b> \$ 53.25	<b>39.</b> \$ 158.00	<b>40.</b> \$ 114.97	<b>Claim Total</b> \$ 326.22																																																							
<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>		<b>Amount</b>																																																							
031		51384		54006		5712		5188888		s.22		\$ 326.22																																																							
031		48001		48000		5702		4600000																																																											
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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>																																																									
<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) E129844 for Infante, James**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/10 13:57:00	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/10/10 13:59:08	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Saved	Infante, James James.Infante@gov.bc.ca
2018/10/10 13:59:23	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca		Initiated	McKnight, Valerie Valerie.McKnight@gov.bc.ca
2018/10/10 14:06:21	McKnight, Valerie (IDIR\VMCKNIGH) Valerie.McKnight@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129844 for Infante, James**

1 note(s) returned.

Created On	Author	Note
2018/10/10 13:59:08	Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca	September 19th, 2018, traveled to Nanaimo used Modo account paid on personal visa, hotel paid on travel card. September 20th, 2018, return to Victoria.

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**Mr James Infante**  
s.22

CSA APPROVED HOTEL  
AND RATE

CANADA

**Invoice**

Invoice date 9/20/2018  
Invoice number 353246  
Our reference s.15 A  
GST Number

Guest	Mr James Infante	Arrival	9/19/2018	Departure	9/20/2018	Room	s.15
Date	Description	Quantity	Unit Price	Total ()			
9/19/2018	Parking	638706	1	9.00	9.00		
9/19/2018	Parking Federal Tax GST 5%		1	0.45	0.45		
9/19/2018	Room Charge		1	137.00	137.00		
9/19/2018	GST Room Taxes 5%		1	6.85	6.85		
9/19/2018	Provincial Hotel Tax 8%		1	10.96	10.96		
9/19/2018	Municipal Room Tax 2%		1	2.74	2.74		

**Total invoice 167.00**

9/20/2018	Mastercard																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	</
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Total GST 6.85

I agree that my liability for any charges incurred by me is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of the full amount of these charges. Interest will be charged on any overdue balance.

**Signature X** \_\_\_\_\_

s.15

**DISPLAY THIS SIDE UP ON DASH**  
**GUEST PARKING PASS VALID FOR 24**  
**HRS ONLY FROM DATE/TIME ISSUED**

DAY: Wed

DATE: 19 Sep 18

TIME IN: 5pm

s.22

ISSUED BY: NP

**CONDITIONS**

1. Failure to display VALID pass will result in vehicle being ticketed.
2. Pass is INVALID IF ALTERED in any way.
3. Remember to LOCK and remove all VALUABLES from your vehicle.
4. NO RESPONSIBILITY is assumed for damage to vehicle or contents.

**PARKING VIOLATION TICKET disputes**  
**are handled by the issuing authority.**



MOBILE SITE

NEW BOOKING

MY BOOKINGS

MY ACCOUNT

FIND CARS

## BOOKINGS

KING #3054138

deshare &amp; reduce costs

1 empty seats in your Modo

[Find out more](#)[Dismiss](#)

up at: Wed Sep-19-18 10:15am

rn by: Thu Sep-20-18 11:30am

tion: 1 day 1.25 hours

ince: 256 km

#506 - 2013 Red Toyota Prius C (plate: 524 PVM)

cle Notes:

tion: [Collinson](#) at Campbell Lodge, 918 Collinson St near Fairfield and Quadra St. Our stalls are down the ramp and to the left. Please be extremely careful when backing in and out of the parking spaces.

cle Features: audio: MP3 CD player , audio: USB audio , cruise control , hybrid

Budget was \$30.90 plus .05 cents a kms x 256 km=\$12.80 total for budget would have been \$43.70 before tax

Status: CONFIRMED

Price Plan: Monthly Member

## Charges

Time:	\$90.00
Distance:	\$1.80
Subtotal:	\$91.80
GST:	\$4.74
PST:	\$6.43
PVRT:	\$3.00
Total:	\$105.97

Your first 250 km are included.  
Subsequent km cost \$0.30 each.



Modo





**From:** [Laird, Patricia FIN:EX](#)  
**To:** [Infante, James SDPR:EX](#)  
**Cc:** [McKnight, Valerie SDPR:EX](#)  
**Subject:** FW: James Claim using MODO  
**Date:** October 11, 2018 10:00:00 AM  
**Importance:** High

---

Hi James and Valerie,

I forgot to mention on the travel claim MODO ended up being more expensive then renting a car from the CSA approved companies. I will still put it through this one time only. The car rental on average for a mid size car is \$30.90 to 31.95 per day which includes the insurance and 0.05 cents per klms. If you are driving just one way the klms are .10 cents and a drop off fee.

Pat

Pat Laird  
Ministry of Finance  
Corporate Services Division  
Executive Financial Clerk  
Phone: 778 698-8590  
Serving the Ministries of Finance, the Office of the Premier, all Minister's Offices and various other entities

---

**From:** Laird, Patricia FIN:EX  
**Sent:** October 11, 2018 9:40 AM  
**To:** McKnight, Valerie SDPR:EX  
**Cc:** Infante, James SDPR:EX  
**Subject:** James Claim using MODO  
**Importance:** High

Hi James an Valerie,

I'm working on your claim, in regards to the MODO rental here is what my supervisor said,

**They should be using the CSA car rentals as it is policy. On the rare occasion a vehicle is not available an alternative rental agency is acceptable.**

**If you have to use the car sharing company because of above:**

**Car Share - as long as the costs would be cheaper than other modes of transportation available (eg. Taxi or Car Rental) then a traveller could justify using this service.**

**Please ensure travellers are aware if they want to use a Car Share service, that their travel card should be used for payment. The BMO travel card holds the insurance coverage.**

I will put it through on the claim you sent. But going forward please go through the process above.

Thank you,

Pat

Pat Laird  
Ministry of Finance  
Corporate Services Division  
Executive Financial Clerk  
Phone: 778 698-8590  
Serving the Ministries of Finance, the Office of the Premier, all Minister's Offices and various other entities

From: McKnight, Valerie S DPR:EX Sent: Thu 2018-11-01 14:56:00  
To: Laird, Patricia FIN:EX; Infante, James S DPR:EX  
Cc:  
Subject: RE: James Claim using MODO

Hi Pat,

For this, I need to clarify that James is under s.22 of the Access to Information Act. It was necessary for him to use the MODO service because we didn't have any other alternative.

Thank you,  
Val



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129887

**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> Ranjan, Ramesh				<b>Employee ID</b> s.22		<b>Phone Number</b> (604) 220-5303					
<b>Client Organization</b> Jobs, Trade and Technology TOURISM				<b>Job Title</b> Executive Assistant MINISTERIAL ASSIS		<b>Travel Group Code</b> 3					
<b>5. Date Completed</b> 2018/10/16		<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> Work/Ministerial Support				<b>Headquarters</b> Vancouver					
<b>12. Mailing Address for Cheque</b> 151-501 Belleville Street 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											
09/04	Victoria	0800	1600		0.00		F-	51.50	141.52	30.00	Parking
09/05	Victoria	0800	1600		0.00		F-	51.50	141.52	30.00	Parking
09/06	Victoria	0800	1700		0.00		F-	51.50	141.52		
09/07	Victoria	0800	1700		0.00		F-	51.50	150.80	9.00	Parking
09/08	Victoria	1100	1600		0.00		F-	51.50	179.80	9.00	Parking
09/08	Victoria	0800	1100		0.00		F-	51.50		74.70	Ferry
<b>TOTALS OF COLUMNS</b>					<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00		<b>38.</b> \$ 309.00	<b>39.</b> \$ 755.16	<b>40.</b> \$ 152.70	<b>Claim Total</b> \$ 1216.86
<b>48. Client Code</b> 126 125 125 125 125	<b>49. Resp.</b> 51384	<b>50. Service Line</b> 54006		<b>51. STOB</b> 5226 5701		<b>52. Project</b> 5188888		<b>45. Supplier Code</b> s.22		<b>Amount</b> \$ 1216.86	
<b>Less Travel Advance</b> 125											
										<b>54.</b> \$ 1216.86	
<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>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 E129825

Audited by PL Oct 23-18

**Audit Trail for Travel Voucher (Restricted Use) E129887 for Ranjan, Ramesh**

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/16 15:24:17	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/16 15:32:40	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 10:35:54	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 10:37:37	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 10:48:03	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:49:42	Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca		Approved	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2018/10/17 11:56:01	Newhook, Kelly (IDIR\KNEWHOOK) Kelly.Newhook@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129887 for Ranjan, Ramesh**

1 note(s) returned.

Created On	Author	Note
2018/10/16 15:32:40	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	September 4 to September 8 Hotel Stay s.15 Work/Ministerial support September 4, 5 and 7 Parking Work/Ministerial support

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**Guest Folio****Ramesh Ranjan**

s.22

Canada

**Arrival Date:** 04 Sep 2018 ✓  
**Departure Date:** 08 Sep 2018
**Room Type:** s.17**Folio:** s.22**Room:** s.15✓ **CC Number:** \*\*\*\*\* s.17

Date	Folio	Reference	Amount	Tax	Total
4 Sep 2018	1	Room Charge	\$122.00	\$19.52 ✓	\$141.52
5 Sep 2018	1	Room Charge	\$122.00	\$19.52 ✓	\$141.52
6 Sep 2018	1	Room Charge	\$122.00	\$19.52 ✓	\$141.52
7 Sep 2018	1	Room Charge	\$130.00	\$20.80 ✓	\$150.80
8 Sep 2018	1	Check-Out (Payment: VISA )	\$-575.36	\$0.00	\$-575.36
<b>Room Charges</b>			\$496.00	\$79.36	\$575.36
<b>Other Charges</b>			\$0.00	\$0.00 ✓	\$0.00
<b>Credits</b>			\$-575.36	\$0.00	\$-575.36
<b>Balance</b>					\$0.00 ✓

MRDT PST 3	3.00 %	\$496.00	\$14.88
PST 8	8.00 %	\$496.00	\$39.68
GST	5.00 %	\$496.00	\$24.80

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

E129887

**Guest Folio**

Arrival Date: 04 Sep 2018

Departure Date: 08 Sep 2018

**Ramesh Ranjan**

s.22

Room Type: s.1  
5

Canada

Folio: s.22

Room: s.15


CC Number: \*\*\*\*\* s.17

Date	Folio	Reference	Amount	Tax	Total
4 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
5 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
6 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
7 Sep 2018	1	Room Charge	\$130.00	\$20.80	\$150.80
8 Sep 2018	1	Check-Out (Payment: VISA )	\$-575.36	\$0.00	\$-575.36
<b>Room Charges</b>			<b>\$496.00</b>	<b>\$79.36</b>	<b>\$575.36</b>
<b>Other Charges</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Credits</b>			<b>\$-575.36</b>	<b>\$0.00</b>	<b>\$-575.36</b>
<b>Balance</b>					<b>\$0.00</b>

MRDT PST 3	3.00 %	\$496.00	\$14.88
PST 8	8.00 %	\$496.00	\$39.68
GST	5.00 %	\$496.00	\$24.80

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

Approved: 

E129887

**Guest Folio****Ramesh Ranjan**

s.22

Canada

**Arrival Date:** 08 Sep 2018**Departure Date:** 09 Sep 2018**Room Type:** s.1  
5**Folio:** s.22**Room:** s.15**CC Number:** \*\*\*\*\* s.17 ✓

Date	Folio	Reference	Amount	Tax	Total
8 Sep 2018	1	Room Charge	\$155.00	\$24.80	\$179.80
9 Sep 2018	1	Check-Out (Payment: VISA )	\$-179.80	\$0.00	\$-179.80
<b>Room Charges</b>			\$155.00	\$24.80	\$179.80
<b>Other Charges</b>			\$0.00	\$0.00	\$0.00
<b>Credits</b>			\$-179.80	\$0.00	\$-179.80
<b>Balance</b>					✓ <b>\$0.00</b>

MRDT PST 3	3.00 %	\$155.00	\$4.65
PST 8	8.00 %	\$155.00	\$12.40
GST	5.00 %	\$155.00	\$7.75

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

E129887



**Guest Folio**

**Ramesh Ranjan**  
s.22

Arrival Date: 08 Sep 2018  
Departure Date: 09 Sep 2018

Room Type: s.1  
5

Canada

Folio: s.22

Room: s.15

CC Number: \*\*\*\*\* s.17

Date	Folio	Reference	Amount	Tax	Total
8 Sep 2018	1	Room Charge	\$155.00	\$24.80	\$179.80
9 Sep 2018	1	Check-Out (Payment: VISA )	\$-179.80	\$0.00	\$-179.80
Room Charges			\$155.00	\$24.80	\$179.80
Other Charges			\$0.00	\$0.00	\$0.00
Credits			\$-179.80	\$0.00	\$-179.80
Balance					\$0.00

MRDT PST 3	3.00 %	\$155.00	\$4.65
PST 8	8.00 %	\$155.00	\$12.40
GST	5.00 %	\$155.00	\$7.75

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

Approved: \_\_\_\_\_

E129887

WESTPARK - THANK YOU

WESTPARK - THANK YOU

WESTPARK

WestPark Lot 707  
481 KINGSTON

THIS IS YOUR RECEIPT

Meter: Lot 707

Trans: 021130

Paid: \$30.00 ✓

Purchase Time:

8:53AM SEP 04, 2018 ✓

License plate:

s.22

Card: \*\*\*\*\*s.17

Auth: 032778

Expires:

SEP 04  
6:53PM

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

1003

IS YOUR PARKING SPACE

420 Menzies

▼ PARKING TIME EXPIRES AT ▼

✓ 07/09/

07:59am



ENJOY DOWNTOWN

2018 Ticket 0014367

AMOUNT

CAD 009.00 CC ✓

GST Paid:

CAD 000.43

06/09/2018

7:59am

Tsawwassen

To

Swartz Bay

Suite 500 - 1321 Blanshard Street

Victoria BC Canada V8M 0B7

LANE 41

RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/08

20' Undersize Vehi	57.50
s.22 Adult	s.22

17.20

74.70

Total s.22

Visa

\*\*\*\*\*s.17 ✓

AUTH 057775 66277658 0010012430 3

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

K YOU

WESTPARK - THANK YOU

WESTPARK - THANK YOU

WestPark Lot 707  
481 KINGSTON

THIS IS YOUR RECEIPT

Meter: Lot 707

Trans: 021215

Paid: \$30.00 ✓

Purchase Time:

7:55AM SEP 05, 2018 ✓

License plate:

s.22

Card: \*\*\*\*\*s.17

Auth: 083965

Expires:

SEP 05  
5:55PM

IPT

PARKING RECEIPT

PARKING RECEIPT

1005

IS YOUR PARKING SPACE

420 Menzies

▼ PARKING TIME EXPIRES AT ▼

✓ 08/09/

07:52am



ENJOY DOWNTOWN

2018 Ticket 0014377

AMOUNT

CAD 09.00 CC ✓

GST Paid:

CAD 000.43

07/09/2018

7:52am

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

TSA 08 Sep 2018 08:15:26

1007102 307838

SEE REVERSE SIDE OF TICKET

E129887



## Where ideas work

## Control No.

E129888

<b>Name</b>	<b>Employee ID</b>	<b>Phone Number</b>
Ranjan, Ramesh	s.22	(604) 220-5303
<b>Client Organization</b>	<b>Job Title</b>	<b>Travel Group Code</b>
Jobs - Trade and Technology TOURISM	Executive Assistant - MINISTERIAL ASSIS	3

<b>5. Date Completed</b> 2018/10/16	<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 support		<b>Headquarters</b> Vancouver

## 12. Mailing Address for Cheque

151-501 Belleville Street, Victoria, BC V8W 9E2

16.	17.			18.		19.	20. & 21.		22.	20. & 21.	
Travel Dates	Places Travelled			Personal Vehicle Use		Other Transport Costs	Meals		Lodging Costs	Miscellaneous	
2018	Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe
09/09	Victoria	0800	1700		0.00		F-	51.50	150.80	s.22	
09/10	Victoria	0800	1700		0.00		F-	51.50	141.52		
09/11	Victoria	0800	1600		0.00		F-	51.50	141.52	9.00	parking
09/12	Victoria	0800	1600		0.00		F-	51.50	141.52		

TOTALS OF COLUMNS	36. \$ 0.00	37. \$ 0.00		38. \$ 206.00	39. \$ 575.36	40. \$ 9.00 ---\$ 22	Claim Total
-------------------	----------------	----------------	--	------------------	------------------	-------------------------	-------------

48.	126 Client Code	49.	Resp. 51384	50.	Service Line 54006	51.	STOB 5226 5701	52.	Project 5188888	45.	Supplier Code s.22	Amount \$ 790.36 \$ s.22
-----	--------------------	-----	----------------	-----	-----------------------	-----	----------------------	-----	--------------------	-----	-----------------------	-----------------------------

[illegible]

	<b>AMOUNT DUE TO EMPLOYEE</b>	54.	\$ 790.36 -- \$ .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. 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) E129888 for Ranjan, Ramesh

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/16 15:40:20	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 10:32:33	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 10:46:31	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:50:24	Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca		Approved	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2018/10/17 11:55:52	Newhook, Kelly (IDIR\KNEWHOOK) Kelly.Newhook@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E129888 for Ranjan, Ramesh

1 note(s) returned.

Created On	Author	Note
2018/10/17 10:46:31	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Sept 9 to Sept 13 Work/ministerial support s.15 s.15 Sept 8, 11 Ministerial support Parking

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**Guest Folio**

Arrival Date: 09 Sep 2018

Departure Date: 13 Sep 2018

**Ramesh Ranjan**

s.22

Room Type: s.

Canada

Folio: s.22

Room: s.15

CC Number: \*\*\*\*\*s.17

Date	Folio	Reference	Amount	Tax	Total
9 Sep 2018	1	Room Charge	\$130.00	\$20.80	✓ \$150.80
10 Sep 2018	1	Room Charge	\$122.00	\$19.52	✓ \$141.52
11 Sep 2018	1	Room Charge	\$122.00	\$19.52	✓ \$141.52
12 Sep 2018	1	Room Charge	\$122.00	\$19.52	✓ \$141.52
13 Sep 2018	1	Check-Out (Payment: VISA )	\$-575.36	\$0.00	\$-575.36
Room Charges			\$496.00	\$79.36	\$575.36
Other Charges			\$0.00	\$0.00	\$0.00
Credits			\$-575.36	\$0.00	\$-575.36
Balance					✓ \$0.00
MRDT PST 3	3.00 %	\$496.00	\$14.88		
PST 8	8.00 %	\$496.00	\$39.68		
GST	5.00 %	\$496.00	\$24.80		

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

E129888

**Guest Folio**

**Ramesh Ranjan**  
s.22

Canada

**Arrival Date:** 09 Sep 2018  
**Departure Date:** 13 Sep 2018

**Room Type:** s.1

**Folio:** s.22

**Room:** s.15

**CC Number:** \*\*\*\*\* s.17

Date	Folio	Reference	Amount	Tax	Total
9 Sep 2018	1	Room Charge	\$130.00	\$20.80	\$150.80
10 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
11 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
12 Sep 2018	1	Room Charge	\$122.00	\$19.52	\$141.52
13 Sep 2018	1	Check-Out (Payment: VISA )	\$-575.36	\$0.00	\$-575.36
<b>Room Charges</b>			<b>\$496.00</b>	<b>\$79.36</b>	<b>\$575.36</b>
<b>Other Charges</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Credits</b>			<b>\$-575.36</b>	<b>\$0.00</b>	<b>\$-575.36</b>
<b>Balance</b>					<b>\$0.00</b>

MRDT PST 3	3.00 %	\$496.00	\$14.88
PST 8	8.00 %	\$496.00	\$39.68
GST	5.00 %	\$496.00	\$24.80

Signature \_\_\_\_\_

Thank you for staying with us, we hope to welcome you back in Victoria soon.

Approved: 

E129888

1007

IS YOUR PARKING SPACE

420 Menzies

▼ PARKING TIME EXPIRES AT ▼

11/09/ ✓

08:01am



CITY OF  
VICTORIA

ENJOY DOWNTOWN

2018 Ticket 0014400

AMOUNT

CAD 009.00 CC ✓

GST Paid:

CAD 000.43

10/09/2018

8.01am

E129688





# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129826

**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> Ranjan, Ramesh				<b>Employee ID</b> s.22				<b>Phone Number</b> (604) 220-5303						
<b>Client Organization</b> Jobs, Trade and Technology TOURISM				<b>Job Title</b> Executive Assistant MINISTERIAL ASSIS				<b>Travel Group Code</b> 3						
<b>5. Date Completed</b> 2018/10/04			<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> Relocation-- MINISTERIAL						<b>Headquarters</b> Vancouver					
<b>12. Mailing Address for Cheque</b> 151-501 Belleville Street 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>Cost</b>	<b>Describe</b>
2018		Victoria	0800	1600		0.00			F-	51.50		147.88		
09/13		Victoria	0800	1600		0.00			F-	51.50		157.75	9.00	Parking
09/14		Victoria	0800	1800		0.00			F-	51.50		172.54		
09/15		Victoria	0800	1600		0.00			F-	51.50		138.03		
09/16		Victoria	0800	1800		0.00			F-	51.50		157.75		
09/17		Victoria	0800	1800		0.00			F-	51.50		138.03	15.00	Parking
09/18		Victoria	0800	1800		0.00			F-	51.50		157.75		
09/19		Victoria	0800	1800		0.00			F-	51.50		142.96		
09/20		Victoria	0800	1600		0.00			F-	51.50		157.75		
09/21		Victoria	0800	1800		0.00			F-	51.50		182.40		
09/22		Victoria	0800	1800		0.00			F-	51.50				
<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			\$ 515.00	\$ 1552.84	\$ 24.00	\$ 2091.84		
<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>			
126 --125-- --125-- --125-- --125--		51384	54006		5226 5701		5188888		s.22		\$ 2091.84			
<b>Less Travel Advance</b> --125--														
												<b>54.</b> \$ 2091.84		
<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>			

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 E129825  
and  
\*Supplemental to E129888

Audited by PL Oct 23-18

\*Was in between Van and Victoria did not move or relocate to  
Victoria until the end of September

## Audit Trail for Travel Voucher (Restricted Use) E129826 for Ranjan, Ramesh

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/04 14:41:14	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/05 11:23:19	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/05 11:40:17	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/15 15:45:55	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/15 15:49:28	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:25:54	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:50:10	Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca		Approved	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2018/10/17 11:56:36	Newhook, Kelly (IDIR\KNEWHOOK) Kelly.Newhook@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129826 for Ranjan, Ramesh**

0 note(s) returned.

Created On	Author	Note

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

23/09/18

<b>Ramesh Ranian</b> s.22	Folio No. :	Room No. : s.15
<b>CA</b>	A/R Number :	Arrival : <b>13/09/18</b>
	Group Code :	Departure : <b>23/09/18</b>
	Company : <b>BOOKING.COM</b>	Conf. No. : s.22
	s.15	Rate Code : <b>SBK7</b>
	Invoice No. :	Page No. : <b>1 of 2</b>

Date	Description	Charges	Credits
13/09/18	Room Charge	127.49	
13/09/18	Room Tax - 11%	14.02	
13/09/18	GST - 5%	6.37	147.88
14/09/18	Room Charge	135.99	
14/09/18	Room Tax - 11%	14.96	157.75
14/09/18	GST - 5%	6.80	
15/09/18	Room Charge	148.74	172.54
15/09/18	Room Tax - 11%	16.36	
15/09/18	GST - 5%	7.44	
16/09/18	Room Charge	118.99	138.03
16/09/18	Room Tax - 11%	13.09	
16/09/18	GST - 5%	5.95	
17/09/18	Room Charge	135.99	157.75
17/09/18	Room Tax - 11%	14.96	
17/09/18	GST - 5%	6.80	
18/09/18	Room Charge	118.99	138.03
18/09/18	Room Tax - 11%	13.09	
18/09/18	GST - 5%	5.95	
19/09/18	Room Charge	135.99	157.75
19/09/18	Room Tax - 11%	14.96	
19/09/18	GST - 5%	6.80	
20/09/18	Room Charge	123.24	

✓

Approved:

E 129826

23/09/18

<b>Ramesh Ranjan</b> s.22	Folio No. :	Room No. :	s.15
<b>CA</b>	A/R Number :	Arrival :	13/09/18
	Group Code :	Departure :	23/09/18
	Company :	Conf. No. :	s.22
	s.15 :	Rate Code :	<b>SBK7</b>
	Invoice No. :	Page No. :	2 of 2

Date	Description	Charges	Credits
20/09/18	Room Tax - 11%	13.56	142.96
20/09/18	GST - 5%	6.16	
23/09/18	Visa		1,212.69
	XXXXXXXXXXXX s.17 ✓		
<b>Total</b>		<b>1,212.69</b>	<b>1,212.69</b>
<b>Balance</b> ✓		<b>0.00</b>	

**Guest Signature:**  
s.15

**Thank you for staying with us.  
It was our pleasure to serve you.**

Approved: \_\_\_\_\_

E 129826

23/09/18

<b>Ramesh Ranjan</b> s.22	Folio No. :	Room No. : s.15
<b>CA</b>	A/R Number :	Arrival ✓ <b>13/09/18</b>
	Group Code :	Departure ✓ <b>23/09/18</b>
	Company : <b>BOOKING.COM</b>	Conf. No. : s.22
	s.15 :	Rate Code : <b>SBK7</b>
	Invoice No. :	Page No. : <b>1 of 1</b>

Date	Description	Charges	Credits
21/09/18	Room Charge	135.99	
21/09/18	Room Tax - 11%	14.96	157.75
21/09/18	GST - 5%	6.80	
22/09/18	Room Charge	157.24	189.40
22/09/18	Room Tax - 11%	17.30	
22/09/18	GST - 5%	7.86	
23/09/18	Visa		340.15
	XXXXXXXXXXXX s.17 ✓		
<b>Total</b>		<b>340.15</b>	<b>340.15</b>
<b>Balance</b> ✓		<b>0.00</b>	

Guest Signature: \_\_\_\_\_  
s.15

Thank you for staying with us.  
It was our pleasure to serve you.

Approved: *[Signature]* ✓

1022

IS YOUR PARKING SPACE

520 Menzies

▼ PARKING TIME EXPIRES AT ▼

~~14/09/~~ ✓

08:24am



ENJOY DOWNTOWN

2018 Ticket 0019611  
HM 00000000000000000000  
CC 00000000000000000000  
12 4am ✓

\$9.00



ENJOY DOWNTOWN

## Payment

Space #: 539

Tariff Zone: Wharf Lot

Card balance: \$---

60155 Wharf #1

▼ PARKING TIME EXPIRES AT ▼

6:44am on  
~~09/18/2018~~ ✓

Ticket # 9478/199

Amount \$15.00

GST paid: \$0.71

Cash 0.00 Card 15.00 ✓

From: 09/17/2018 6:44am

E129826



## Control No.

E129812

<b>Name</b>	<b>Employee ID</b>	<b>Phone Number</b>
Ranjan, Ramesh	s.22	(604) 220-5303
<b>Client Organization</b>	<b>Job Title</b>	<b>Travel Group Code</b>
Jobs, Trade and Technology - TOURISM	Executive Assistant - MINISTERIAL ASSIS	3

<b>5. Date Completed</b> 2018/10/03		<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 Support					<b>Headquarters</b> Vancouver /Victoria				
<b>12. Mailing Address for Cheque</b> 151-501 Belleville Street Victoria, BC V8W 9E2											
<b>16. Travel Dates</b> 2018 09/23 09/24	<b>17. Places Travelled</b>  <b>Destination</b> vic-William'sLakePC/(&(HA) Vancouver PC ✓  <b>Start</b> 0800 0700  <b>End</b> 2000 2100			<b>18. Personal Vehicle Use</b>  <b>Km</b>  <b>Cost</b> 0.00 0.00		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>  <b>Claim</b> F-D F-BD  <b>Cost</b> 33.25 22.75		<b>22. Lodging Costs</b> 255.05	<b>20. &amp; 21. Miscellaneous</b>  <b>Cost</b> 17.20  <b>Describe</b> Taxi	
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00		<b>38.</b> \$ 56.00	<b>39.</b> \$ 255.05	<b>40.</b> \$ 17.20	<b>Claim Total</b> \$ 328.25	
<b>48.</b> 126 <b>Client Code</b> --125-- --125-- --125-- --125--	<b>49.</b> <b>Resp.</b> 51384	<b>50.</b> <b>Service Line</b> 54006		<b>51.</b> <b>STOB</b> 5702	<b>52.</b> <b>Project</b> 5188888		<b>45.</b> <b>Supplier Code</b> s.22		<b>Amount</b> \$ 328.25		
<b>Less Travel Advance</b> --125--											
						<b>AMOUNT DUE TO EMPLOYEE</b>				<b>54.</b> \$ 328.25	
<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) E129812 for Ranjan, Ramesh

10 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/03 11:00:26	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/03 11:20:13	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/03 11:23:37	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/03 11:26:39	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/09 13:33:47	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/15 15:42:45	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/15 15:48:43	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:09:54	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2018/10/17 11:49:01	Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca		Approved	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2018/10/17 11:57:06	Newhook, Kelly (IDIR\KNEWHOOK) Kelly.Newhook@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129812 for Ranjan, Ramesh**

1 note(s) returned.

Created On	Author	Note
2018/10/09 13:33:47	Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca	September 23, 2018 Flight from Victoria to Vancouver (HA) p card September 23, 2018 Flight from Vancouver to Williams Lake (PC) p card September 23, 2018 Hotel stay <b>s.15</b> <b>s.15</b> Bridge Lake September 24, 2018 Flight to Vancouver from Williams Lake (PC) p card Cab

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129812

**Customer Invoice****Date: 23<sup>rd</sup> September 2018**

<b>Guest Number</b>	<b>Description</b>	<b>Number of Nights</b>	<b>Unit Price \$CDN</b>	<b>Amount \$CDN</b>
1	All-inclusive night	1	\$230.00	\$230.00
<b>Comments / Other Information</b>			<b>Sub Total</b>	\$230.00
			<b>GST</b>	\$11.50
			<b>PST</b>	\$3.45
			<b>Room Tax</b>	\$1.04
			<b>Env. Levy</b>	\$2.30
			<b>Total</b>	\$248.29
			<b>Deductions</b>	\$0.00
			<b>Credit Card fee</b>	\$6.76
			<b>Balance Paid</b>	\$255.05 ✓

Invoice Number: s.22

G.S.T. NO: s.15

P.S.T.NO:

Payment Method: Credit Card

**THANK YOU!**Approved: 

RICHMOND TAXI #38  
2440 SHELL RD V6X2P1  
RICHMOND BC  
20123794  
QB2012379401

**SALE**

✓ 09-26-2018 17:07:14  
t # \*\*\*\*\*s.17 ✓ C  
Date \*\*/\*\* Card Type VI  
Name: RANJAN/RAMESH  
At: 000000031010  
A CREDIT

Trice # 750002 Operator  
# 238  
th # 014010 RRN 0011

le  
p

*expense only — \$17.20 ✓*

**TOTAL \$19.20**

++++++  
00 APPROVED-THANK YOU  
++++++

Retain this copy for your  
records  
Customer copy

**Sent:** September 13, 2018 4:23 PM  
**To:** Ranjan, Ramesh TAC:EX <Ramesh.Ranjan@gov.bc.ca>  
**Subject:** FW: Flight Itinerary. Thanks for choosing Harbour Air!

P Card

**From:** Harbour Air Reservation [mailto:reservation@harbourair.com]  
**Sent:** September 13, 2018 4:20 PM  
**To:** Holding, Marina TAC:EX <Marina.Holding@gov.bc.ca>; Holding, Marina TAC:EX <Marina.Holding@gov.bc.ca>  
**Subject:** Flight Itinerary. Thanks for choosing Harbour Air!



- 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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information		
Account	HAS #	s.17
	Name	Lisa Beare

Booking s.17

Sunday, September 23, 2018

Flight #504

09:20 Victoria Harbour / Map

09:50 South Vancouver (YVR) /

Map

30 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Ramesh Ranjan, Male

Add to Calendar

Invoice s.17

Air Transportation Charges

Sked 500 : (Np) GO Flex \$124.11

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 500 : Carbon Offset \$0.65

+ Goods and Services Tax \$6.24

Billing \$124.76

Taxes \$6.24

**Grand Total \$131.00**

**GoFlex Fare Conditions:**

Check in 25 minutes prior to departure time

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.

P-card



## Reservation Confirmation

Your reservation is now confirmed

## Reservation Number

s.22

\*All charges and payments appear in: CAD

### Passenger

Name	Total Charges	GST	Total Amount	Total Payments	Balance Due
RANJAN, RAMESH ✓	\$553.54	\$27.69	\$581.23	\$581.23	\$0.00

### Flight Itinerary

Leg	Flight Number	Date	Departure	Arrival	Aircraft	Status
1 ✓	8P583	23 Sep 2018	10:45 - VANCOUVER - SOUTH	11:55 - WILLIAMS LAKE	BEECH 1900	CONFIRMED
2 ✓	8P592	24 Sep 2018	19:20 - WILLIAMS LAKE	20:30 - VANCOUVER - SOUTH	BEECH 1900	CONFIRMED

8P flight numbers operated by Pacific Coastal Airlines.  
Aircraft type and schedule subject to change without notice.

### Purchase Summary

Leg	Passenger	Description	Amount	GST	Total
1	RANJAN, RAMESH	AIF - YVR	\$5.00	\$0.25	\$5.25
1	RANJAN, RAMESH	ENCORE FARE	\$233.00	\$11.65	\$244.65
1	RANJAN, RAMESH	Security Surcharge	\$7.12	\$0.36	\$7.48
1	RANJAN, RAMESH	Fuel Surcharge	\$14.00	\$0.70	\$14.70
1	RANJAN, RAMESH	Nav Canada Fee	\$13.00	\$0.65	\$13.65
1	RANJAN, RAMESH	Carbon Surcharge	\$7.15	\$0.36	\$7.51
2	RANJAN, RAMESH	ENCORE FARE	\$233.00	\$11.65	\$244.65
2	RANJAN, RAMESH	Security Surcharge	\$7.12	\$0.36	\$7.48
2	RANJAN, RAMESH	Fuel Surcharge	\$14.00	\$0.70	\$14.70
2	RANJAN, RAMESH	Nav Canada Fee	\$13.00	\$0.65	\$13.65
2	RANJAN, RAMESH	Carbon Surcharge	\$7.15	\$0.36	\$7.51
<b>Total</b>			<b>\$553.54</b>	<b>\$27.69</b>	<b>\$581.23</b>

### Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
13 September 2018	Marina Holding	\$581.23	MASTERCARD		2861047	191111

Tax Registration: 121386296 RT0001



### Fare Terms and Conditions

### Encore Fare