



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130255

**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> McLaren, Kenn				<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 953-4120				
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3				
<b>5. Date Completed</b> 2018/12/12		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>				
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Victoria				
<b>12. Mailing Address for Cheque</b> PO BOX 9043 Stn Prov Govt Victoria, BC V8W 9E2										
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>	<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>	
	<b>*PCard</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										
11/28		* Victoria to Van(HJ)	0930	2359		0.00	F-BL	30.50	233.82	
11/29		Vancouver	0730	2359		0.00	F-L	41.00	233.82	
11/30		* Van to Victoria(HJ)	0730	1830		0.00	F-BL	30.50		
<b>TOTALS OF COLUMNS</b>					<b>36.</b>	<b>37.</b>		<b>38.</b>	<b>39.</b>	<b>40.</b>
					\$ 0.00	\$ 0.00		\$ 102.00	\$ 467.64	\$ 0.00
										<b>Claim Total</b>
										\$ 569.64
<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>		
128	71000	40001		5701	7100000	s.22		\$ 569.64		
128										
128										
128										
<b>Less Travel Advance</b>										
128										
					<b>AMOUNT DUE TO EMPLOYEE</b>					<b>54.</b>
										\$ 569.64
<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) E130255 for McLaren, Kenn**

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/12 10:25:59	Purdy, Sandra (IDIR\SAPURDY) Sandra.Purdy@gov.bc.ca	McLaren, Kenn Kenn.McLaren@gov.bc.ca	Saved	McLaren, Kenn Kenn.McLaren@gov.bc.ca
2018/12/12 10:47:46	Purdy, Sandra (IDIR\SAPURDY) Sandra.Purdy@gov.bc.ca	McLaren, Kenn Kenn.McLaren@gov.bc.ca	Saved	McLaren, Kenn Kenn.McLaren@gov.bc.ca
2018/12/12 10:48:32	Purdy, Sandra (IDIR\SAPURDY) Sandra.Purdy@gov.bc.ca	McLaren, Kenn Kenn.McLaren@gov.bc.ca	Notified	McLaren, Kenn Kenn.McLaren@gov.bc.ca
2018/12/12 11:17:23	McLaren, Kenn (IDIR\KENMCLAR) Kenn.McLaren@gov.bc.ca		Approved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2018/12/12 13:40:17	Renneberg, Tim (IDIR\TRENNEB) Tim.Renneberg@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E130255 for McLaren, Kenn**

1 note(s) returned.

Created On	Author	Note
2018/12/12 10:47:46	Purdy, Sandra (IDIR\SAPURDY) Sandra.Purdy@gov.bc.ca	Nov. 28 - Helijet #712, Vic to Van \$325.00 on AC PCard for FLNG mtgs. Overnight hotel \$233.82 on MA PCard. Claimed dinner. Nov. 29 - Overnight hotel \$233.82 on MA PCard. Claimed breakfast and dinner. Nov. 30 - Helijet #729, Van to Vic \$315.00 on AC PCard. Claimed dinner.

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Above CSA Rate  
Minister's Approval Required

Room : s.15  
Folio # :  
Invoice # :  
Cashier # : 555  
Page # : 1 of 1

\*

Mr Kenn McLaren  
PO Box 9049 Stn Prov Govt  
Victoria BC V8W 9E2  
Canada

Arrival : 11-28-18  
Departure : 11-30-18

Date	Description	Additional Information	Charges	Credits
11-28-18	Room Charge		199.00	
11-28-18	Destination Marketing Fee		2.57	
11-28-18	Room PST		22.17	
11-28-18	Room GST		10.08	
11-29-18	Room Charge		199.00	
11-29-18	Destination Marketing Fee		2.57	
11-29-18	Room PST		22.17	
11-29-18	Room GST		10.08	
11-30-18	Mastercard	XXXXXXXXXXXX <sup>s.17</sup> XX/XX		467.64
<b>Total</b>			<b>467.64</b>	<b>467.64</b>
<b>Balance Due</b>			<b>0.00</b>	

GST Summary

Room : 20.16  
F&B : 0.00  
Other : 0.00  
Total : 20.16  
s.15

HST Summary

Room : 0.00  
F&B : 0.00  
Other : 0.00  
Total : 0.00



## Purdy, Sandra FLNR:EX

**From:** Silverio, Lisa FLNR:EX  
**Sent:** December 12, 2018 10:26 AM  
**To:** Purdy, Sandra FLNR:EX  
**Subject:** FW: Thank you for choosing to take off with Helijet!

**From:** passengerservices@helijet.com <passengerservices@helijet.com>  
**Sent:** December 11, 2018 2:15 PM  
**To:** Silverio, Lisa FLNR:EX <Lisa.Silverio@gov.bc.ca>  
**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

Kenn McLaren

Company

Bc Gov

### Booking s.22

Wednesday, November 28, 2018

712

10:35 Victoria Harbour (Downtown)

11:10 Vancouver Harbour (Downtown)

35 minutes

Invoice #327369

FARE-YWH-FULL\_Winter18-19

\$309.52

+ GST

\$15.48

Billing

\$309.52

Taxes

\$15.48

Grand Total

\$325.00

**Confirmed****1 Passengers - Full-Fare****Kenn McLaren, Male****Add to Calendar**

Mastercard

\$325.00

Date / Time November 28, 2018 @ 9:36:47 AM

Summary s.17

Expiration

Authorization 123646

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

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

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

**THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY**

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

GST#:

R102320165

**Passenger Travel Information:**

For detailed Travel Information visit [helijet.com](http://helijet.com) or call Helijet Reservations 1.800.665.4354

**Payment:**

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

**Passenger Check-in:**

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

**Changes/Cancellations & No Show Penalty:**

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

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure

## Purdy, Sandra FLNR:EX

**From:** Silverio, Lisa FLNR:EX  
**Sent:** December 12, 2018 10:26 AM  
**To:** Purdy, Sandra FLNR:EX  
**Subject:** FW: Thank you for choosing to take off with Helijet!

**From:** passengerservices@helijet.com <passengerservices@helijet.com>  
**Sent:** December 11, 2018 2:15 PM  
**To:** Silverio, Lisa FLNR:EX <Lisa.Silverio@gov.bc.ca>  
**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 Kenn McLaren  
Company Bc Gov

### Booking s.22

Friday, November 30, 2018

729

17:45 Vancouver Harbour (Downtown)

18:20 Victoria Harbour (Downtown)

35 minutes

Invoice #327447

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

+ GST \$15.00

Billing \$300.00

Taxes \$15.00

**Grand Total \$315.00**

**Confirmed****1 Passengers - Standard-Fare****Kenn McLaren, Male****Add to Calendar**

Mastercard

\$315.00

Date / Time November 30, 2018 @ 5:04:29 PM

s.17

Summary

Expiration

Authorization 200428

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

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

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

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GST#:

R102320165

**Passenger Travel Information:**

For detailed Travel Information visit [helijet.com](http://helijet.com) or call Helijet Reservations 1.800.665.4354

**Payment:**

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

**Passenger Check-in:**

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

**Changes/Cancellations & No Show Penalty:**

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

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure





# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130084

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<b>Name</b> Andrews, Scott S. ✓				<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 387-4471																																			
<b>Client Organization</b> Energy, Mines and Petroleum Resources				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 1 3																																			
<b>5. Date Completed</b> 2018/11/15		<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> Assisting Minister				<b>Headquarters</b> Victoria																																			
<b>12. Mailing Address for Cheque</b> PO Box 9060 Stn Prov't Gov't																																									
<b>16. Travel Dates</b> 2018 11/01 11/02 11/04	<b>17. Places Travelled</b> <table border="1"> <tr> <th>Destination</th> <th>Start</th> <th>End</th> </tr> <tr> <td>Vic-Van (ferry)</td> <td>1600</td> <td>2200</td> </tr> <tr> <td>Vancouver</td> <td>0800</td> <td>2000</td> </tr> <tr> <td>Van-Vic (ferry)</td> <td>0800</td> <td>1600</td> </tr> </table>			Destination	Start	End	Vic-Van (ferry)	1600	2200	Vancouver	0800	2000	Van-Vic (ferry)	0800	1600	<b>18. 0.54 Personal Vehicle Use</b> <table border="1"> <tr> <th>Km</th> <th>Cost</th> </tr> <tr> <td>80</td> <td>43.20</td> </tr> <tr> <td></td> <td>0.00</td> </tr> <tr> <td>80</td> <td>43.20</td> </tr> </table>		Km	Cost	80	43.20		0.00	80	43.20	<b>19. Other Transport Costs</b> 74.70		<b>20. &amp; 21. Meals</b> <table border="1"> <tr> <th>Claim</th> <th>Cost</th> </tr> <tr> <td>LD</td> <td>41.00 s.22</td> </tr> </table>		Claim	Cost	LD	41.00 s.22	<b>22. Lodging Costs</b> 222.07 s.22		<b>20. &amp; 21. Miscellaneous</b> <table border="1"> <tr> <th>Cost</th> <th>Describe</th> </tr> <tr> <td>51.00</td> <td>Parking</td> </tr> </table>		Cost	Describe	51.00	Parking
				Destination	Start	End																																			
				Vic-Van (ferry)	1600	2200																																			
				Vancouver	0800	2000																																			
Van-Vic (ferry)	0800	1600																																							
Km	Cost																																								
80	43.20																																								
	0.00																																								
80	43.20																																								
Claim	Cost																																								
LD	41.00 s.22																																								
Cost	Describe																																								
51.00	Parking																																								
<b>TOTALS OF COLUMNS</b> 160 kms				<b>36. ✓</b> \$ 86.40	<b>37. ✓</b> \$ 149.40	<b>38. 41.00</b> \$ s.22	<b>39. ✓</b> \$ 222.07	<b>40. ✓</b> \$ 51.00	<b>Claim Total</b> \$ s.22	549.87																															
<b>48. Client Code</b> 057 057 057 057		<b>49. Resp.</b> 27011		<b>50. Service Line</b> 26700		<b>51. STOB</b> 5744 <sup>01</sup>		<b>52. Project</b> 2700000		<b>45. Supplier Code</b> s.22		<b>Amount</b> 549.87 \$ s.17																													
<b>Less Travel Advance</b> 057																																									
										<b>54. 549.87</b> \$ 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) E130084 for Andrews, Scott S.**

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/15 12:46:37	Pommelet, Lisa (IDIR\LPOMMELE) Lisa.Pommelet@gov.bc.ca	Andrews, Scott S. Scott.Andrews@gov.bc.ca	Saved	Andrews, Scott S. Scott.Andrews@gov.bc.ca
2018/11/15 12:56:44	Pommelet, Lisa (IDIR\LPOMMELE) Lisa.Pommelet@gov.bc.ca	Andrews, Scott S. Scott.Andrews@gov.bc.ca	Saved	Andrews, Scott S. Scott.Andrews@gov.bc.ca
2018/11/15 12:57:00	Pommelet, Lisa (IDIR\LPOMMELE) Lisa.Pommelet@gov.bc.ca	Andrews, Scott S. Scott.Andrews@gov.bc.ca	Notified	Andrews, Scott S. Scott.Andrews@gov.bc.ca
2018/11/15 12:58:49	Andrews, Scott S.2 (IDIR\SCOANDRE) Scott.Andrews@gov.bc.ca		Initiated	Pommelet, Lisa Lisa.Pommelet@gov.bc.ca
2018/11/15 13:08:54	Pommelet, Lisa (IDIR\LPOMMELE) Lisa.Pommelet@gov.bc.ca		Approved	Sanderson, Melissa Melissa.Sanderson@gov.bc.ca
2018/11/20 14:40:54	Sanderson, Melissa ✓ (IDIR\MELSANDE) Melissa.Sanderson@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E130084 for Andrews, Scott S.

1 note(s) returned.

Created On	Author	Note
2018/11/15 12:56:44	Pommelet, Lisa (IDIR\LPOMMELE) Lisa.Pommelet@gov.bc.ca	Nov. 1 Vic-Van ferry \$74.70 + 80kms in vehicle \$43.20 Nov. 2 Van parking \$\$3.50+\$3.50+\$44= \$51, + lunch and dinner per diem Nov. 4 Van hotel \$222.07 + ferry \$74.70 + 80kms in vehicle \$43.20 All charges were on a personal Visa credit card.

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**From:** Janke, Debra FIN:EX  
**To:** Pommelet, Lisa EMPR:EX  
**Subject:** FW: E130084 Scott Andrews  
**Date:** November 26, 2018 8:58:00 AM  
**Attachments:** [image001.png](#)  
[E130084 ANDREEWS, SCOTT.pdf](#)

---

Hi Lisa,

For your records, the travel claim for Scott has been adjusted s.22 to \$549.87 (copy attached). This change reflects the meal per diem rate. Please note, Scott is travel group code #3. Please have Scott change from group 1 to 3 on his profile.

Thanks.

Debra

---

**From:** Janke, Debra FIN:EX  
**Sent:** November 26, 2018 8:41 AM  
**To:** Pommelet, Lisa EMPR:EX  
**Subject:** RE: E130084 Scott Andrews

Thanks, Lisa.

Debra

---

**From:** Pommelet, Lisa EMPR:EX  
**Sent:** November 26, 2018 8:28 AM  
**To:** Janke, Debra FIN:EX  
**Subject:** RE: E130084 Scott Andrews

Good morning Debra,

They were paid for on the office PCard so Scott will not be claiming the reservation on BC Ferries.

Thank you for checking!

**Lisa Pommelet**

Administrative Assistant for the Honourable Minister Michelle Mungall  
Ministry of Energy, Mines, and Petroleum Resources  
Ph. (250)953-0900

---

**From:** Janke, Debra FIN:EX  
**Sent:** Monday, November 26, 2018 8:08 AM  
**To:** Pommelet, Lisa EMPR:EX  
**Subject:** E130084 Scott Andrews

Hi Lisa,

st th

For Nov 1 and the 4 the BC Ferries reservation fees have not been claimed. Does Scott not wish to claim the fees or were they paid on the office purchase card? Please advise and if Scott wants to claim I can add \$34.00 (\$17.00 x 2) to his claim.

I have attached the excerpt from Core Policy regarding BC Ferries reservations:

### **BC Ferries Reserved Boarding**

Information on reservations may be located on BC Ferries' website.

Employees are responsible for the costs associated with cancellations, except in exceptional circumstances (i.e., they are involved in a traffic accident en-route). In such an exceptional circumstance, expense authority approval is required.

Please note that as the reservation service costs more than a regular fare, a reservation is only to be made during peak travel periods. Employees must have a valid business reason for requiring a reservation.

Thanks.

Debra

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

E130084

Swartz Bay  
To  
Tsawwassen



**LANE 02**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/01 ✓  
RESERVATION-R2100  
CONF: B181608586  
RES: 1

1	Reservation Pr	17.00	-pd by office p/card
20	Undersize Vehi	57.50	
1 ✓	Adult	17.20	

Total	91.70
Prepayment	17.00 -pd by office p/card
Visa	
*****S.22	(74.70)
AUTH 053301 66277641 0010019620 S	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 01 Nov 2018 20:18:44



1005025 671500  
102349

SEE REVERSE SIDE OF TICKET

**RECEIPT**  
\*\*NON TRANSFERABLE\*\*

Valid ONLY this location  
Michael Smith Lot  
HONKMOBILE Zone # 5621

License Plate Number  
s.22

Expiration Date/Time

**03:04 PM**  
**NOV 02, 2018**

Purchase Date/Time: 02:04pm Nov 02, 2018 ✓  
Total Due: \$3.50 Rate: \$3.50 for 1 hour  
Total Paid: \$3.50 Payment Type: Card  
Ticket #: 00039370  
S/N #: 520116281375  
Setting: Michael Smith Lot  
Mach Name: 0001

#\*\*\*\*s.22 Visa

Auth #: 033881

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

**RECEIPT**  
\*\*NON TRANSFERABLE\*\*

Valid ONLY this location  
Health Parkade  
HONKMOBILE Zone # 5669

License Plate Number  
s.22

Expiration Date/Time

**04:14 PM**  
**NOV 02, 2018**

Purchase Date/Time: 03:14pm Nov 02, 2018 ✓  
Total Due: \$3.50 Rate: \$3.50 for 1 hour  
Total Paid: \$3.50 Payment Type: Card  
Ticket #: 00021044  
S/N #: 520116281375  
Setting: Health Parkade  
Mach Name: 0105

#\*\*\*\*s.22 isa

Auth #: 054401

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

3.50 + 3.50  
+ 44 = 51

\*NO NEED TO DISPLAY ON VEHICLE/DASH\*

EXPIRATION DATE

**03/11/18** s.22

EXPIRATION TIME

**05:50 PM** ✓

\*NO NEED TO DISPLAY ON VEHICLE/DASH\*

DATE  
ISSUED

**02/11/18**

TIME  
ISSUED

**05:50 PM**

AMOUNT PAID

**\$44.00** SC ✓

AMOUNT PAID

**15100001 777 Hornby St.- Daily**

LIC.PLATE ENTERED

CREDIT CARD  
AUTHORIZED  
s.22

PAYSTATION #

FACILITY/ZONE

**GOPARK-Quadreal Prop Grp**

GST # 881490627RT001  
231044 NON-TRANSFERABLE

**GOPARK**  
POWERED BY PULSE PARK  
UNPAID PARKING

231044

RECEIPT

**GOPARK**  
POWERED BY PULSE PARK  
UNPAID PARKING

To  
Swartz Bay



**LANE 45**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/04 ✓  
RESERVATION-R1700  
CONF: B181618927  
RES: 1

1	Reservation Pr	17.00	-pd by office p/card
20	Undersize Vehi	57.50	
1 ✓	Adult	17.20	

Total	91.70
Prepayment	17.00 -pd by office p/card
Visa	
*****s.22	74.70
AUTH 071351 66277656 0010011360-6	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 04 Nov 2018 16:09:04



1007084 565837

SEE REVERSE SIDE OF TICKET



Room : s.15  
Folio # :  
Invoice # :  
Cashier # : 609  
Page # : 1 of 1

Mr Scott Andrews ✓  
United Kingdom

Arrival : 11-02-18  
Departure : 11-04-18

Date	Description	Additional Information	Charges	Credits
✓ 11-02-18	Room Charge - Provincial Govt	CSA approved single rate, ok ✓	189.00	
11-02-18	Destination Marketing Fee		2.44	
11-02-18	Hotel Room Tax		21.06	
11-02-18	Room GST		9.57	
11-04-18	Visa	XXXXXXXXXXXXs.17 XX/XX		222.07
Total			222.07	222.07
Balance Due			0.00 ✓	

GST Summary		HST Summary	
Room :	9.57	Room :	0.00
F&B :	0.00	F&B :	0.00
Other :	0.00	Other :	0.00
Total :	9.57	Total :	0.00

s.15

EA: 



## Control No.

E130283

<b>Name</b>	<b>Employee ID</b>	<b>Phone Number</b>
Cheevers, Michael	s.22	s.22
<b>Client Organization</b>	<b>Job Title</b>	<b>Travel Group Code</b>
Labour	Ministerial Assistant	3

<b>5. Date Completed</b> 2018/12/14	<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> Victoria	

**12. Mailing Address for Cheque**  
PO Box 9064 Stn Prov Govt Victoria, BC V8W 9E2

16.	17.			18.		19.	20. & 21.		22.	20. & 21.	
Travel Dates	Places Travelled			Personal Vehicle Use		Other Transport	Meals		Lodging Costs	Miscellaneous	
2018	Destination	Start	End	Km	Cost	Costs	Claim	Cost		Cost	Describe
11/01	Vic-Van(FER)	1800	2100	77	41.58	91.70	F-BLD	12.25			
11/02	Van	0800	1400	71	38.34		F-BLDI	0.00		12.00	Parking
11/04	Van-Vic(FER)	1900	2200	77	41.58	95.70		0.00			
11/08	Vic-Van(FER)	1800	2200	77	41.58	95.70	F-BLD	12.25			
11/09	Van	0800	1230	10	5.40		F-BLD	12.25			
11/13	Van-Surrey	0800	1700	70	37.80		F-BLD	12.25			
11/15	Van	0800	1500	10	5.40		F-BLD	12.25		23.00	Parking
11/18	Van-Vic(FER)	1800	2200		0.00	17.20	F-BLDI	0.00			
TOTALS OF COLUMNS					36.	37.		38.	39.	40.	Claim Total
					\$ 211.68	\$ 300.30		\$ 61.25	\$ 0.00	\$ 35.00	\$ 608.23

[illegible][illegible]

AMOUNT DUE TO EMPLOYEE

54.	\$ 608.23
-----	-----------

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

**Audit Trail for Travel Voucher (Restricted Use) E130283 for Cheevers, Michael**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/14 14:31:35	Garnier, Jack (IDIR\JGARNIER) Jack.Garnier@gov.bc.ca	Cheevers, Michael Michael.Cheevers@gov.bc.ca	Saved	Cheevers, Michael Michael.Cheevers@gov.bc.ca
2018/12/14 14:32:16	Garnier, Jack (IDIR\JGARNIER) Jack.Garnier@gov.bc.ca	Cheevers, Michael Michael.Cheevers@gov.bc.ca	Notified	Cheevers, Michael Michael.Cheevers@gov.bc.ca
2018/12/14 14:55:59	Cheevers, Michael (IDIR\MCHEEVER) Michael.Cheevers@gov.bc.ca		Approved	Cooling, Karen Karen.Cooling@gov.bc.ca
2018/12/17 15:51:26	Cooling, Karen (IDIR\KCOOLIN) Karen.Cooling@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E130283 for Cheevers, Michael**

0 note(s) returned.

Created On	Author	Note

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# Canada Place Parkade

999 Canada Place  
Vancouver BC, V6C 3C1

Pay Station Number: 1  
Entered: 11/15/2018 09:23  
Exited: 11/15/2018 14:56  
Ticket Number: 38010  
Transaction Number: 60514  
Rate: A  
Parking Fee: \$23.00

Total Fee: \$23.00  
Fee Paid: \$23.00  
Master  
XXXXXXXXXXXXs.17  
Approval Number: 175640

Thank you for visiting  
Canada Place  
Above amount includes 5% GST  
GST# 120996095RT0005

INSERT  
THIS END UP

ROYAL CENTRE  
VANCOUVER BC  
RECEIPT A2  
IN: 02/11/18 10:41  
OUT: 02/11/18 11:52  
PARK-DUR: 0:01:11  
PAID: \$ 12.00  
VISA  
XXXXXXXXXXs.17  
XXXXX  
REF. 29  
GST No. R100230770

 Imperial Parking Canada Corporation  
impark

Swartz Bay  
To  
Tsawwassen

  
Suite 500 - 1521 Grantham Street  
Victoria BC Canada V8W 0B7

**LANE 02**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/01  
RESERVATION-R0700  
CONF: B181617359  
RES: 1

1	Reservation Pr	17.00
20'	Undersize Vehi	57.50
1	Adult	17.20

Total	91.70
Prepayment	17.00
Visa	
*****s.17	74.70
AUTH 050327 66277641 0010014520 S	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 01 Nov 2018 06:08:34



Swartz Bay  
To  
Tsawwassen

  
Suite 500 - 1521 Grantham Street  
Victoria BC Canada V8W 0B7

**LANE 04**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/08  
RESERVATION-R1900  
CONF: B181660208  
RES: 1

1	Reservation Pr	21.00
20'	Undersize Vehi	57.50
1	Adult	17.20

Total	95.70
Prepayment	21.00
Master Card	
*****s.17	74.70
AUTH 212902 66277637 0010010100 S	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 08 Nov 2018 18:29:02



1005034 957060  
SEE REVERSE SIDE OF TICKET

Tsawwassen  
To  
Swartz Bay

  
Suite 500 - 1521 Grantham Street  
Victoria BC Canada V8W 0B7

**LANE 43**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/04  
RESERVATION-R2100  
CONF: B181637202  
RES: 1

1	Reservation Pr	21.00
20'	Undersize Vehi	57.50
1	Adult	17.20

Total	95.70
Prepayment	21.00
Master Card	
*****s.17	74.70
AUTH 231022 66277655 0010012650 S	
01 APPROVED - THANK YOU 027	
CHANGE DUE	0.00

\*\*\*CARDHOLDER COPY\*\*\*  
TSA 04 Nov 2018 20:10:22



1007074 740244  
SEE REVERSE SIDE OF TICKET

Tsawwassen  
To  
Swartz Bay

  
Suite 500 - 1521 Grantham Street  
Victoria BC Canada V8W 0B7

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/18  
1 Adult 17.20  
Total 17.20

MasterCard	
*****s.17	17.20
AUTH 214125 66251537 0010017670 C	
MasterCard	
A0000000041010 / 0000000000 / E000	

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CARDHOLDER COPY

TSA 18 Nov 2018 18:41:25



7007433 592877  
KIOSK00743  
SEE REVERSE SIDE OF TICKET



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130286

**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> Cheevers, Michael			<b>Employee ID</b> s.22			<b>Phone Number</b> s.22					
<b>Client Organization</b> Labour			<b>Job Title</b> Ministerial Assistant			<b>Travel Group Code</b> 3					
<b>5. Date Completed</b> 2018/12/14		<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> Victoria					
<b>12. Mailing Address for Cheque</b> PO Box 9064 Stn Prov Govt Victoria, BC V8W 9E2											
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>	
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>	<b>Cost</b>		<b>Cost</b>	<b>Describe</b>
2018											
11/27	Vic-Van	1700	2100		0.00	95.70	F-BLD	12.25			
11/28	Van	1200	1900	10	5.40		F-BD	22.75		23.00	parking
11/29	Van	0800	2100		0.00		F-BD	22.75			
11/30	Van	0800	1630	10	5.40		F-BD	22.75		23.00	Parking
<b>TOTALS OF COLUMNS</b>					<b>36.</b> \$ 10.80	<b>37.</b> \$ 95.70		<b>38.</b> \$ 80.50	<b>39.</b> \$ 0.00	<b>40.</b> \$ 46.00	<b>Claim Total</b> \$ 233.00
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>		<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>			
127	51608	52080		5701	5155555	s.22		\$ 233.00			
127											
127											
127											
<b>Less Travel Advance</b>											
127											
<b>AMOUNT DUE TO EMPLOYEE</b>										<b>54.</b> \$ 233.00	
<b>45. Employee Signature (See Audit Trail)</b> - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						<b>Print Name</b>		<b>Date Signed</b>			
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						<b>Print Name</b>		<b>Date Signed</b>			
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.						<b>Print Name</b>		<b>Date Signed</b>			

FIN 10 (EFI-F0012 v2.6.1)

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

Audited by PL Dec 18-18

**Audit Trail for Travel Voucher (Restricted Use) E130286 for Cheevers, Michael**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/14 14:40:21	Garnier, Jack (IDIR\JGARNIER) Jack.Garnier@gov.bc.ca	Cheevers, Michael Michael.Cheevers@gov.bc.ca	Saved	Cheevers, Michael Michael.Cheevers@gov.bc.ca
2018/12/14 14:40:45	Garnier, Jack (IDIR\JGARNIER) Jack.Garnier@gov.bc.ca	Cheevers, Michael Michael.Cheevers@gov.bc.ca	Notified	Cheevers, Michael Michael.Cheevers@gov.bc.ca
2018/12/14 14:53:05	Cheevers, Michael (IDIR\MCHEEVER) Michael.Cheevers@gov.bc.ca		Approved	Cooling, Karen Karen.Cooling@gov.bc.ca
2018/12/17 15:51:39	Cooling, Karen (IDIR\KCOOLIN) Karen.Cooling@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E130286 for Cheevers, Michael**

0 note(s) returned.

Created On	Author	Note

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



## Transaction: Details

Purchase: 2018/11/28

Amount: \$23.00 CAD ✓

Vinci Park - Canada PI, Vancouver ✓

### Merchant Detail

n/a

n/a

Vinci Park - Canada PI, Vancouver BC ✓

Transaction Date 2018/11/28 ✓

Posting Date 2018/11/30

Internal Reference H49720181203xppazgbli

### Supplier Category Details

Merchant Type Business Services

Merchant Category Automobile Parking Lots And Garages  
(7523)

[View Supplier Details...](#)

[View Audit History](#)

### Card Transaction - Extended Transaction Details

Total Tax Amount	2.460000	Item Number	1	Cash Back Ac
Goods and Services Tax Rate	0.05	Interchange Rate Designator	40	Cash Back Ar
Goods and Services Tax Exempt Code	N	Healthcare Elig account type	00	Surcharge Ac
Provincial Sales Tax Rate	0.07	Healthcare Elig Amount Type	00	Surcharge An
Net Discount	0.00	Prescription Elig Account Type	00	POI Account
Exchange Rate Date	20181130	Prescription Elig Amount Type	00	POI Amount 1
Acquiring ICA	00000007260	Prepaid Online Fee AcctType	00	Card Accepto
Sequence Number	0	Prepaid Online Fee Amount Type	00	Purchase Idei

Close

Swartz Bay  
To  
Tsawwassen



LANE 02

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/27  
RESERVATION-R1900  
CONF: B181764398  
RES: 1

1	Reservation Pr	21.00
20'	Undersize Vehi	57.50
1	Adult	17.20

Total	95.70
Prepayment	21.00

Master Card  
\*\*\*\*\*s 17 74.70  
AUTH 210013 66277637 0010011388 S  
01 APPROVED - THANK YOU 027

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

\*\*\*CARDHOLDER COPY\*\*\*  
SWB 27 Nov 2018 18:08:13



1005035 085625  
95188

SEE REVERSE SIDE OF TICKET

## Canada Place Parkade

999 Canada Place  
Vancouver BC, V6C 3C1

Pay Station Number:	3
Entered:	11/30/2018 09:44
Exited:	11/30/2018 16:03
Ticket Number:	5309
Transaction Number:	16187
Rate:	A
Parking Fee:	\$23.00

Total Fee:	\$23.00
Fee Paid:	\$23.00
Master	XXXXXXXXXXXXs.17
Approval Number:	190427

Thank you for visting  
Canada Place  
Above amount includes 5% GST  
GST# 120996095RT0005