



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130015

**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> Rzepa, Christina		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 356-0179						
<b>Client Organization</b> Advanced Education, Skills and Training		<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3						
<b>5. Date Completed</b> 2018/11/02		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>						
<b>8. Cheque Stub Information</b>		<b>14. Reason for Travel</b> staffing Minister		<b>Headquarters</b> Vancouver						
<b>12. Mailing Address for Cheque</b> 9080 Stn Prov Govt Victoria, BC V8W 9E2										
<b>16. Travel Dates</b> 2018 10/30 10/31 11/01	<b>17. Places Travelled</b> *PCard			<b>18. Personal Vehicle Use</b> Km 5	<b>19. Other Transport Costs</b> 7.50	<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b> 123.02 123.02	<b>20. &amp; 21. Miscellaneous</b>	
	<b>Destination</b>	<b>Start</b>	<b>End</b>			<b>Claim</b>	<b>Cost</b>		<b>Cost</b>	<b>Describe</b>
	* Victoria (HJ)	1230	2359			F-BL	30.50			
	Victoria	0700	2359			F-BL	30.50			
	* Vancouver (HJ)	0700	1230			H-	25.75		9.36	Car to Go
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 2.70	<b>37.</b> \$ 7.50	<b>38.</b> \$ 86.75	<b>39.</b> \$ 246.04	<b>40.</b> \$ 9.36	<b>Claim Total</b> \$ 352.35	
<b>48. Client Code</b> 019 019 019 019	<b>49. Resp.</b> 11001	<b>50. Service Line</b> 18000	<b>51. STOB</b> 5701	<b>52. Project</b> 1100000	<b>45. Supplier Code</b> s.22		<b>Amount</b> \$ 352.35			
<b>Less Travel Advance</b> 019										
								<b>54. AMOUNT DUE TO EMPLOYEE</b> \$ 352.35		
<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) E130015 for Rzepa, Christina

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/02 11:21:37	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/02 14:41:19	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/05 12:37:10	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/05 12:58:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/05 13:00:04	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Flesh, Cindy Cindy.Flesh@gov.bc.ca
2018/11/05 13:02:44	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E130015 for Rzepa, Christina**

0 note(s) returned.

Created On	Author	Note

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Travel Voucher 130015

Christina Rzepa

Oct 30, 2018 – personal ride to Helijet (pd by p/c) Van/Vic – shuttle to buildings – walk to hotel – o/n (pd by m/c)

Oct 31, 2018 – walk to buildings for meetings – walk back to hotel – o/n (pd by m/c)

Nov 1, 2018 – Bluebird Cab (pd by m/c) to Helijet (pd by p/c) Vic/Van – Car to Go (pd by m/c) to home

Ms Christina Rzepa  
s.22

Room : s.15  
 Arrival Date : 10/30/18  
 Invoice No. : s.22  
 Folio No. :  
 Conf. No. :  
 Cashier No. : 67  
 Billing Date : 11/01/18  
 A/R Number

Min of Education

Date	Description	Debit	Credit
10/30/18	Room Charge	105.00	
10/30/18	Destination Marketing Fee	1.05	
10/30/18	Provincial Room Tax	11.67	
10/30/18	Room GST	5.30	
10/31/18	Room Charge	105.00	
10/31/18	Destination Marketing Fee	1.05	
10/31/18	Provincial Room Tax	11.67	
10/31/18	Room GST	5.30	
11/01/18	Mastercard XXXXXXXXXXXXX; s.17 XX/XX		246.04
Room H/GST Total - 10.60		<b>Total</b>	<b>246.04</b>
Other H/GST Total - 0.00			<b>246.04</b>
s.15		<b>Balance</b>	<b>0.00</b>

I agree that my liability for this bill 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 or the full amount of these charges.



car2go NA, LLC • 1717 West 6th Street • Austin, TX 78703

## Service Overview

Christina Rzepa  
s.22

**Customer number:** s.22

**Document No:**

**Date of invoice:** 11/01/2018

**Period from:** 11/01/2018

**to:** 11/01/2018

Dear Rzepa,

Thank you for using our services and those of our partners in the period from **11/01/2018** to **11/01/2018**. Over the following pages, you will find a detailed overview of your journeys, broken down into the mobility services you have used.

The total amount of outstanding invoices is: **\$ 9.36**

car2go N.A. LLC will charge the total amount to your credit card with the number XXXXXXXXXXXX s.17 within the next few days.

If you have any questions about the individual invoices, please always state the invoice number concerned as well as the document number above. If you have any questions about your journeys, please contact the relevant mobility provider.

Kind regards,  
Your car2go N.A. LLC Team



**Service Provider / Fournisseur de service:**  
car2go Canada, Ltd • 321 Water Street Ste. 330 • Vancouver, BC V6B 1B8

## Invoice / Facture

Christina Rzepa  
s.22

**Customer number: s.22**  
**Invoice number/Numéro de facture:**  
**Date/Date: 11/01/2018**  
**Period from/Période du: 11/01/2018**  
**To/Au: 11/01/2018**  
**E-Mail/Courriel: accounting.na@car2go.com**

The total amount reflected in this invoice is due to car2go N.A. LLC and is for the services rendered by the service provider referenced in this invoice. Payment will be collected from the credit card on file on the next payment processing day.

Le montant total reflété dans cette facture est dû à car2go N.A. LLC pour les services rendus par le fournisseur de service auquel cette facture fait référence. Le paiement sera recueilli sur la carte de crédit au dossier lors de la prochaine journée de traitement des paiements.

BLUEBIRD CABS #23  
2612 QUADRA ST  
VICTORIA BC

CARD \*\*\*\*\*s.17  
CARD TYPE MASTERCARD  
DATE 2018/11/01  
TIME 7391 09:43:56  
RECEIPT NUMBER  
C85061383-001-233-005-0

-----  
PURCHASE  
AMOUNT \$7.50  
TIP s.22  
TOTAL

-----  
MasterCard  
A0000000041010  
B4955DAFD792B125  
000008000-E800  
45BE4A3E8AF2BB5A

**APPROVED**

AUTH# 124356 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



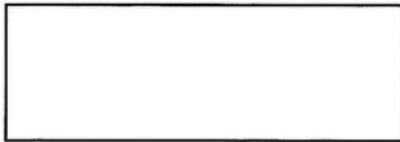
## Flesh, Cindy AEST:EX

---

**From:** Hubley, Holly AEST:EX  
**Sent:** October 30, 2018 8:38 AM  
**To:** Rzepa, Christina AEST:EX  
**Cc:** Flesh, Cindy AEST:EX  
**Subject:** FW: Thank you for choosing to take off with Helijet!

Holly Hubley  
Administrative Assistant to the Honourable Melanie Mark  
Minister of Advanced Education, Skills & Training  
Telephone: 250- 356-0179

**From:** passengerservices@helijet.com [mailto:passengerservices@helijet.com]  
**Sent:** Tuesday, October 30, 2018 8:37 AM  
**To:** Hubley, Holly AEST: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	Christina Rzepa
Company	Ministry Of Advanced Education, Skills And Training

### Booking s.22

Tuesday, October 30, 2018

717

Invoice #342837

SALE - Seat Sale \$189

\$180.00

<b>13:20 Vancouver Harbour (Downtown)</b>	+ GST	\$9.00
<b>13:55 Victoria Harbour (Downtown)</b>		
<b>35 minutes</b>	Billing	\$180.00
<b>Confirmed</b>	Taxes	\$9.00
	<b>Grand Total</b>	<b>\$189.00</b>
<b>1 Passengers - Sale</b> Christina Rzepa, Female	Fully Changeable / Refundable up to 5pm the day prior to departure. Does not qualify for combination with Kids Fly Free promotions.	
<a href="#">Add to Calendar</a>	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)	

<b>Booking #</b> <span style="background-color: black; color: white; padding: 2px;">s.22</span>		
<b>Thursday, November 1, 2018</b>	<b>Invoice #342838</b>	
<b>720</b>	SALE - Seat Sale \$189	\$180.00
<b>15:00 Victoria Harbour (Downtown)</b>	+ GST	\$9.00
<b>15:35 Vancouver Harbour (Downtown)</b>		
<b>35 minutes</b>	Billing	\$180.00
<b>Confirmed</b>	Taxes	\$9.00
	<b>Grand Total</b>	<b>\$189.00</b>
<b>1 Passengers - Sale</b> Christina Rzepa, Female	Fully Changeable / Refundable up to 5pm the day prior to departure. Does not qualify for combination with Kids Fly Free promotions.	
<a href="#">Add to Calendar</a>	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.	

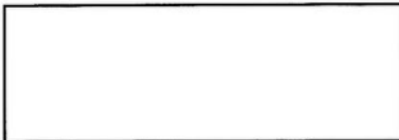
## Flesh, Cindy AEST:EX

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**From:** Hubley, Holly AEST:EX  
**Sent:** November 1, 2018 10:12 AM  
**To:** Flesh, Cindy AEST:EX  
**Subject:** FW: Thank you for choosing to take off with Helijet!

Holly Hubley  
Administrative Assistant to the Honourable Melanie Mark  
Minister of Advanced Education, Skills & Training  
Telephone: 250- 356-0179

**From:** passengerservices@helijet.com [mailto:passengerservices@helijet.com]  
**Sent:** Wednesday, October 31, 2018 5:06 PM  
**To:** Hubley, Holly AEST: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 Christina Rzepa
	Company Ministry Of Advanced Education, Skills And Training

Booking	s.22
<b>Thursday, November 1, 2018</b>	Invoice #342838
<b>712</b>	SALE - Seat Sale \$189 \$180.00
<b>10:20 Victoria Harbour (Downtown)</b>	+ GST \$9.00

<b>10:55 Vancouver Harbour (Downtown)</b>	Billing	\$180.00
<b>35 minutes</b>	Taxes	\$9.00
<b>Confirmed</b>	<b>Grand Total</b>	<b>\$189.00</b>
<b>1 Passengers - Sale</b>	Fully Changeable / Refundable up to 5pm the day prior to departure.	
Christina Rzepa, Female	Does not qualify for combination with Kids Fly Free promotions.	
<a href="#">Add to Calendar</a>	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 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 will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E129858

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<b>Name</b> Rzepa, Christina		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 356-0179								
<b>Client Organization</b> Advanced Education, Skills and Training		<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3								
<b>5. Date Completed</b> 2018/10/12		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>								
<b>8. Cheque Stub Information</b>		<b>14. Reason for Travel</b> staffing Minister		<b>Headquarters</b> Vancouver								
<b>12. Mailing Address for Cheque</b> 9080 Stn Prov Govt Victoria, BC V8W 9E2												
<b>16. Travel Dates</b> 2018 11/03 11/04 11/05 11/06 11/07 11/08	<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>	
	Victoria Ferry	0730	1930		0.00					0.00		
	Victoria	0700	2359		0.00					0.00	123.02	
	Victoria	0700	2359		0.00			F-		51.50	123.02	
	Victoria	0700	2359		0.00			F-D		33.25	123.02	
	Victoria	0700	2359		0.00			F-D		33.25	123.02	
	Vancouver Ferry	0700	1815		0.00		17.20	F-BD		22.75		
	<b>TOTALS OF COLUMNS</b>				<b>36.</b>		<b>37.</b>			<b>38.</b>	<b>39.</b>	<b>40.</b>
				\$ 0.00	\$ 17.20		\$ 140.75	\$ 492.08	\$ 0.00	\$ 650.03		
<b>48. Client Code</b>		<b>49. Resp.</b>		<b>50. Service Line</b>		<b>51. STOB</b>		<b>52. Project</b>		<b>45. Supplier Code</b>		<b>Amount</b>
019 019 019 019		11001		18000		5701		1100000		s.22		\$ 650.03
<b>Less Travel Advance</b>												
019												
										<b>54.</b>		
										\$ 650.03		
<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) E129858 for Rzepa, Christina

13 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/12 11:41:45	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/19 15:30:51	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/05 12:59:15	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/05 13:05:03	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/06 13:17:26	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/09 11:50:43	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/09 11:55:52	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/09 15:45:24	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/09 15:46:49	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/09 15:47:44	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/13 11:15:13	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/11/19 16:03:19	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Flesh, Cindy Cindy.Flesh@gov.bc.ca
2018/11/19 16:16:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E129858 for Rzepa, Christina**

1 note(s) returned.

Created On	Author	Note
2018/11/09 15:46:49	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	see attached for notes

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Travel Voucher 129858

Christina Rzepa

Nov 3, 2018 – Victoria personal - personal ride to BC Ferry Van/Vic – personal ride to hotel o/n

Nov 4, 2018 – Victoria personal day – hotel o/n (pd by m/c)

Nov 5, 2018 – walk to buildings for meeting – walk to hotel o/n (pd by m/c)

Nov 6, 2018 - walk to buildings for meeting – walk to hotel o/n (pd by m/c)

Nov 7, 2018 - walk to buildings for meeting – walk to hotel o/n (pd by m/c)

Nov 8, 2018 - walk to buildings for meeting – share ride to BC Ferry Vic/Van (passenger pd by visa) – share ride to home



s.15

Ms Christina Rzepa  
s.22

Room : s.15  
 Arrival Date : 11/03/18  
 Invoice No. : s.22  
 Folio No. :  
 Conf. No. :  
 Cashier No. : 11  
 Billing Date : 11/08/18  
 A/R Number

Min of Advanced Education, Si

Date	Description	Debit	Credit
11/04/18	Room Charge	105.00	
11/04/18	Destination Marketing Fee	1.05	
11/04/18	Provincial Room Tax	11.67	
11/04/18	Room GST	5.30	
11/05/18	Room Charge	105.00	
11/05/18	Destination Marketing Fee	1.05	
11/05/18	Provincial Room Tax	11.67	
11/05/18	Room GST	5.30	
11/06/18	Room Charge	105.00	
11/06/18	Destination Marketing Fee	1.05	
11/06/18	Provincial Room Tax	11.67	
11/06/18	Room GST	5.30	
11/07/18	Room Charge	105.00	
11/07/18	Destination Marketing Fee	1.05	
11/07/18	Provincial Room Tax	11.67	
11/07/18	Room GST	5.30	
11/08/18	Mastercard XXXXXXXXXXXX)s.17 XX/XX		492.08
Room H/GST Total - 21.20		<b>Total</b>	<b>492.08</b>
Other H/GST Total - 0.00			<b>492.08</b>
H/GST # s.15		<b>Balance</b>	<b>0.00</b>

I agree that my liability for this bill 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 or the full amount of these charges.

s.15

Swartz Bay  
To  
Tsawwassen



**LANE 03**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/08

1 Adult 17.20

Total 17.20

Visa

\*\*\*\*\*s.17 17.20

AUTH 042836 6627643 0010018620 S

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

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

SWB 08 Nov 2018 15:51:42



1005016 986620

86101

SEE REVERSE SIDE OF TICKET



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130214

**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> Rzepa, Christina		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 356-0179	
<b>Client Organization</b> Advanced Education, Skills and Training		<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/12/06		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>	
<b>8. Cheque Stub Information</b>		<b>14. Reason for Travel</b> staffing Minister		<b>Headquarters</b> Vancouver	
<b>12. Mailing Address for Cheque</b> 9080 Stn Prov Govt Victoria, BC V8W 9E2					
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>	
	<b>*PCard</b>				
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>
2018	Vancouver	1200	1240		0.00
11/26	Vancouver				24.60
12/04	* Van/Willslk/Van(PC)	0645	1600	36	19.44
12/09	Victoria Ferry	1545	2359	37	19.98
12/10	Victoria	0700	2359		0.00
12/11	Victoria	0700	2359		0.00
12/12	Victoria	0700	2359		0.00
12/13	* Vancouver (HJ)	0700	1400		0.00
					22.20
				<b>36.</b>	<b>37.</b>
				\$ 39.42	\$ 145.10
				<b>38.</b>	<b>39.</b>
				\$ 200.00	\$ 492.08
				<b>40.</b>	<b>Claim Total</b>
				\$ 0.00	\$ 876.60
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>
019	11001	18000	5702	1100000	s.22
019	11001	18000	5701	1100000	
019	11001	18000	6501	1100000	
019					
<b>Less Travel Advance</b>					
019					
					<b>54.</b>
					\$ 876.60
<b>45. Employee Signature (See Audit Trail)</b>				<b>Print Name</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>	
- 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>	
- Requisition for payment pursuant to section 32 of the Financial Administration Act.					

133.79

## Audit Trail for Travel Voucher (Restricted Use) E130214 for Rzepa, Christina

13 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/06 11:27:56	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/06 15:20:43	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 13:25:55	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 13:27:43	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 13:31:20	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 14:48:22	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 15:26:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 15:30:55	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/14 15:40:08	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/21 10:28:33	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/21 10:28:44	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/12/21 10:30:02	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Flesh, Cindy Cindy.Flesh@gov.bc.ca
2018/12/21 10:34:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E130214 for Rzepa, Christina

2 note(s) returned.

Created On	Author	Note
2018/12/14 13:31:20	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Nov 26, 2018 - MACLURE's taxi to meeting (had to p/u and drop off materials for Minister) (pd by m/c) Dec 4, 2018 - Yellow Cab (pd by m/c) to airport Van/Williams Lake (PC pd by p/c) - share ride to mtgs and event - share ride back to airport Willslk/Van (PC pd by p/c) - Kimber Cab (pd by m/c) to home.
2018/12/21 10:28:33	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Dec 9, 22048 - personal ride to BC Ferry Van/Vic - walk on (pd by m/c) - share ride to hotel (pd by m/c) - o/n Dec 10, 2018 - walk to buildings - walk to hotel (pd by m/c) - o/n Dec 11, 2018 - walk to buildings - walk to hotel (pd by m/c) - o/n Dec 12, 2018 - walk to buildings - walk to hotel (pd by m/c) - o/n Dec 13, 2018 - walk to buildings - Yellow cab (pd by m/c - missing receipt have attached m/c statement) to Helijet Vic/Van (pd by p/c) Vancouver Taxi (pd by m/c) to home.

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MACLURE'S CABS 161  
1275 75TH AVE W  
VANCOUVER BC

CARD \*\*\*\*\* s.17  
CARD TYPE MASTERCARD  
DATE 2018/11/28  
TIME 0279 12:40:18  
CLERK ID 1  
RECEIPT NUMBER  
C85002475-001-996-008-0

-----  
PURCHASE  
AMOUNT \$24.60  
TIP s.22  
TOTAL

-----  
MasterCard  
A0000000041010  
DEE73B735EE08138  
0000008000-E800  
152100442695A8FA

**APPROVED**

AUTH# 154018 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

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

YELLOW CAB #46  
1441 CLARK DR  
VANCOUVER BC

CARD \*\*\*\*\*s.17  
CARD TYPE MASTERCARD  
DATE 2018/12/04  
TIME 0519 07:01:52  
CLERK ID 1  
RECEIPT NUMBER  
C85016715-001-003-948-0

-----  
PURCHASE  
AMOUNT \$42.10  
TIP s.22  
TOTAL  
-----

MasterCard  
A0000000041010  
FDA1C13CE8CB19AC  
0000008000-E800  
1A9509C5C39B5507

**APPROVED**

AUTH# 100152 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST105762447RT0001

KIMBER CABS LTD.  
248-2633 VIKING WAY  
RICHMOND BC

CARD \*\*\*\*\*s.17  
CARD TYPE MASTERCARD  
DATE 2018/12/04  
TIME 0496 16:17:35  
CLERK ID 183  
RECEIPT NUMBER  
C85039241-001-111-003-0

-----  
PURCHASE  
AMOUNT \$39.00  
TIP s.22  
TOTAL

MasterCard  
A0000000041010  
0AE926415F56F5D0  
0000008000-E800  
32A096953E25D01E

**APPROVED**

AUTH# 191735 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



**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
MARK, MELANIE	\$1,077.08	\$53.88	\$1,130.96	\$1,130.96	\$0.00

**Additional Passengers**

RZEPA, CHRISTINA

**Flight Itinerary**

Leg	Flight Number	Date	Departure	Arrival	Aircraft	Status
1	8P551	04 Dec 2018	08:15 - VANCOUVER - SOUTH	09:25 - WILLIAMS LAKE	BEECH 1900	CONFIRMED
2	8P558	04 Dec 2018	14:20 - WILLIAMS LAKE	15:30 - 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	MARK, MELANIE	AIF - YVR	\$5.00	\$0.25	\$5.25
1	MARK, MELANIE	CLASSIC FARE	\$213.00	\$10.65	\$223.65
1	MARK, MELANIE	Security Surcharge	\$7.12	\$0.36	\$7.48
1	MARK, MELANIE	Fuel Surcharge	\$14.00	\$0.70	\$14.70
1	MARK, MELANIE	Nav Canada Fee	\$13.00	\$0.65	\$13.65
1	MARK, MELANIE	Carbon Surcharge	\$7.15	\$0.36	\$7.51
2	MARK, MELANIE	CLASSIC FARE	\$213.00	\$10.65	\$223.65
2	MARK, MELANIE	Security Surcharge	\$7.12	\$0.36	\$7.48
2	MARK, MELANIE	Fuel Surcharge	\$14.00	\$0.70	\$14.70
2	MARK, MELANIE	Nav Canada Fee	\$13.00	\$0.65	\$13.65
2	MARK, MELANIE	Carbon Surcharge	\$7.15	\$0.36	\$7.51
1	RZEPA, CHRISTINA	AIF - YVR	\$5.00	\$0.25	\$5.25
1	RZEPA, CHRISTINA	CLASSIC FARE	\$213.00	\$10.65	\$223.65
1	RZEPA, CHRISTINA	Security Surcharge	\$7.12	\$0.36	\$7.48
1	RZEPA, CHRISTINA	Fuel Surcharge	\$14.00	\$0.70	\$14.70
1	RZEPA, CHRISTINA	Nav Canada Fee	\$13.00	\$0.65	\$13.65
1	RZEPA, CHRISTINA	Carbon Surcharge	\$7.15	\$0.36	\$7.51
1	RZEPA, CHRISTINA	CHANGE FEE - CLASSIC	\$50.00	\$2.50	\$52.50
2	RZEPA, CHRISTINA	CLASSIC FARE	\$213.00	\$10.65	\$223.65
2	RZEPA, CHRISTINA	Security Surcharge	\$7.12	\$0.36	\$7.48
2	RZEPA, CHRISTINA	Fuel Surcharge	\$14.00	\$0.70	\$14.70
2	RZEPA, CHRISTINA	Nav Canada Fee	\$13.00	\$0.65	\$13.65
2	RZEPA, CHRISTINA	Carbon Surcharge	\$7.15	\$0.36	\$7.51
<b>Total</b>			<b>\$1,077.08</b>	<b>\$53.88</b>	<b>\$1,130.96</b>



## Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
27 November 2018	Holly Hubley	\$1078.46	MASTERCARD		2914540	152938
03 December 2018	holly hubley	\$52.50	MASTERCARD		2917934	113610

Tax Registration: 121386296 RT0001



## Fare Terms and Conditions

### Classic Fare

- 100% non-refundable
- Checked Baggage Fees: 1st piece = Free, 2nd piece = \$26.25, 3rd or more/overweight/sized = \$78.75
- Changes: \$52.50 fee, per direction, per passenger, plus any applicable fare difference
- Cancellations: \$52.50 fee, per direction, per passenger (remaining balance held as a travel credit)
- Changes and/or cancellations must be made at least 2 hours prior to departure
- Same-Day Earlier Flight Change: \$26.25 per passenger, per direction (must be done at check-in counter)
- Name Changes: \$52.50 per passenger, per reservation
- Priority Protection Travel Status: 2

### Classic Fare

- 100% non-refundable
- Checked Baggage Fees: 1st piece = Free, 2nd piece = \$26.25, 3rd or more/overweight/sized = \$78.75
- Changes: \$52.50 fee, per direction, per passenger, plus any applicable fare difference
- Cancellations: \$52.50 fee, per direction, per passenger (remaining balance held as a travel credit)
- Changes and/or cancellations must be made at least 2 hours prior to departure
- Same-Day Earlier Flight Change: \$26.25 per passenger, per direction (must be done at check-in counter)
- Name Changes: \$52.50 per passenger, per reservation
- Priority Protection Travel Status: 2

## Checked Baggage Allowance

A checked bag is one (1) item, weighing up to a maximum of 50lbs (23kg) with maximum linear dimension of 62" (158 cm). Linear dimension is calculated by adding together the bags outside height, width and length. All wheels and handles should be included when measuring. Checked baggage fees may apply depending on the fare selecting at the time of booking.

We make every effort to ensure your luggage travels with you. However, there are times where we cannot accommodate all checked baggage due to payload restrictions. We trust our passengers will keep this in mind when packing, keeping important items with them in their carry-on (i.e medication, keys, etc.).

Pacific Coastal Airlines does not accept single checked bags exceeding 70lbs (except for large checked pets). An overweight item is a single piece of checked baggage between the weight of 51lbs and 70lbs. In addition, an oversized item will be any single piece exceeding 62" linear dimensions.

## Carry-on Allowance

Please ensure your carry-on bags are within the maximum size allowance as indicated below. They are required to fit in the sizing devices located at check-in and boarding gates. Items exceeding the free carry-on allowance will be checked at the gate and customers will be charged applicable baggage fees. Bags will be tagged for delivery to

To  
Swartz Bay



**FOOT AREA 5S**

RECEIPT - PLEASE RETAIN

**PURCHASE 2018/12/09**

1 Adult 17.20

Total 17.20

Master Card  
\*\*\*\*\*s.17 17.20  
AUTH 193705 66277651 0010012960 S  
01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

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

TSA 09 Dec 2018 16:37:04



1007039 432085  
97736

SEE REVERSE SIDE OF TICKET

s.15

Ms Christina Rzepa  
s.22

Room : s.15  
 Arrival Date : 12/09/18  
 Invoice No. : s.22  
 Folio No. :  
 Conf. No. :  
 Cashier No. : 67  
 Billing Date : 12/13/18  
 A/R Number

Min of Advanced Education

Date	Description	Debit	Credit
12/09/18	Room Charge	105.00	
12/09/18	Destination Marketing Fee	1.05	
12/09/18	Provincial Room Tax	11.67	
12/09/18	Room GST	5.30	
12/10/18	Room Charge	105.00	
12/10/18	Destination Marketing Fee	1.05	
12/10/18	Provincial Room Tax	11.67	
12/10/18	Room GST	5.30	
12/11/18	Room Charge	105.00	
12/11/18	Destination Marketing Fee	1.05	
12/11/18	Provincial Room Tax	11.67	
12/11/18	Room GST	5.30	
12/12/18	Room Charge	105.00	
12/12/18	Destination Marketing Fee	1.05	
12/12/18	Provincial Room Tax	11.67	
12/12/18	Room GST	5.30	
12/13/18	Mastercard XXXXXXXXXXXXX s.17 XX/XX		492.08
Room H/GST Total - 21.20		<b>Total</b>	<b>492.08</b>
Other H/GST Total - 0.00			<b>492.08</b>
H/GST # s.15		<b>Balance</b>	<b>0.00</b>

I agree that my liability for this bill 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 or the full amount of these charges.

s.15

## Flesh, Cindy AEST:EX

**From:** passengerservices@helijet.com  
**Sent:** December 14, 2018 12:21 PM  
**To:** Flesh, Cindy AEST: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 Christina Rzepa
	Company Ministry Of Advanced Education, Skills And Training

Booking s.22	
<b>Thursday, December 13, 2018</b>	Invoice #353231
<b>716</b>	FARE-YWH-FULL_Winter18-19 \$309.52
<b>12:40 Victoria Harbour (Downtown)</b>	+ GST \$15.48
<b>13:15 Vancouver Harbour (Downtown)</b>	Billing \$309.52
<b>35 minutes</b>	Taxes \$15.48
<b>Confirmed</b>	<b>Grand Total \$325.00</b>
<b>1 Passengers - Full-Fare</b>	Mastercard \$325.00
<b>Christina Rzepa, Female</b>	Date / Time December 13, 2018 @ 11:54:34 AM
<a href="#">Add to Calendar</a>	Summary #**** *s.17
	Expiration s.17

Authorization 145433

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 will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

**Terminals:**

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (\*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

## Card Transactions

2018/12/04 to 2019/01/03

RZEPA CHRISTINA - <sup>s.22</sup> - <sup>s.17</sup>

View Non-Posted Transactions

Tran Date	Supplier	Image(s)	Source Amount	Amount Tax	Amount Incl	
2018/12/04	Kimber Cabs Ltd.	No	.	<sup>s.22</sup>		?
2018/12/04	Yellow Cab #46	No	.			?
2018/12/09	Bcf - Tsawwassen	No	.	1.84	17.20	?
2018/12/13	<sup>s.15</sup>	No	.	52.72	492.08	?
2018/12/13	Vancouver Taxi	No	.	1.92	17.90	?
*2018/12/13	<sup>s.22</sup>					?

VANCOUVER TAXI  
798 CLARK DR  
VANCOUVER BC

CARD TYPE ..... s.17  
MASTERCARD  
2018/12/13  
DATE  
TIME 4674 14:05:38  
CLERK ID 1  
INVOICE # 3238  
RECEIPT NUMBER  
C85053863-001-641-002-0

-----  
PURCHASE AMOUNT \$14.90  
TIP s.22  
TOTAL

-----  
MasterCard  
A0000000041010  
69B42E1B4CD7D3F1  
0000008000-E800  
EB02AD6B5CEFD0B3

**APPROVED**

AUTH# 170538 01-027  
THANK YOU

**VERIFIED BY PIN**

MERCHANT COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

604\*871\*1111  
GST# 105485080  
VAN TAXI APP  
DOWNLOAD AT APPLE STORE



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E130116

**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> Bansal, Mindy ✓	<b>Employee ID</b> s.22	<b>Phone Number</b> (250) 812-7256
<b>Client Organization</b> Citizens' Services	<b>Job Title</b> Executive Assistant	<b>Travel Group Code</b> 3

<b>5. Date Completed</b> 2018/11/20	<b>6. Fiscal Year</b> 2019	<b>7. Special Cheque Issue</b>	<b>8. Cheque Stub Information</b>
--	-------------------------------	--------------------------------	-----------------------------------

<b>Type of Travel</b> In Province	<b>14. Reason for Travel</b> Staffing Minister	<b>Headquarters</b> 501 Belville Street -Vancouver
--------------------------------------	---	---

**12. Mailing Address for Cheque**  
#204 14360 64th Avenue Surrey, BC V3W 1Z1

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs P/Card	20. & 21. Meals		22. Lodging Costs s.22	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe
11/06	Surrey-Victoria (HJ)	0745	2100	37	19.98		F-	51.50		263.61	
11/07	Victoria	0830	1900		0.00		F-D	33.25		263.61	per Hotel folio
11/08	Victoria-Surrey (HJ)	0830	1600	37	19.98	P/Card	H-	25.75			
11/09	Surrey Vancouver	1800	2200	58	31.32			0.00			
11/09	SA Healthy Diabi	2030	2200	16	8.64			0.00			
11/11	Remembrance Day	1000	1200	16	8.64			0.00			
11/14	SABA (IHOP)	1000	1100	16	8.64			0.00			
11/14	Cloverdale Chamb	1700	1830	17	9.18			0.00			
11/14	Leader Awards	1800	2100	19	10.26			0.00			
11/16	Moving Family Fo	1700	2100	48	25.92			0.00			

<b>TOTALS OF COLUMNS</b>				36. ✓ \$ 142.56	37. \$ 0.00	38. ✓ \$ 110.50	39. 527.22 s.22	40. \$ 0.00	<b>Claim Total</b> s.22
--------------------------	--	--	--	--------------------	----------------	--------------------	--------------------	----------------	----------------------------

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
112	32805	34610	6501	3200000	s.22	45.36 s.22
112	32805	34610	5702	3200000		57.24
112	32805	34610	5701	3200000		677.68

<b>Less Travel Advance</b>						
112						

**AMOUNT DUE TO EMPLOYEE**  
54. 780.28  
s.22

**45. Employee Signature (See Audit Trail)**  
- Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.

Print Name: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**56. Spending Authority Signature (See Audit Trail)**  
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.

Print Name: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**57. Payment Authority Signature (See Audit Trail)**  
- Requisition for payment pursuant to section 32 of the Financial Administration Act.

Print Name: \_\_\_\_\_ Date Signed: \_\_\_\_\_



## Audit Trail for Travel Voucher (Restricted Use) E130116 for Bansal, Mindy

11 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/20 11:23:18	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/11/20 11:59:00	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/21 12:22:18	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Recalled	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/11/21 12:24:08	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/11/21 13:17:48	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/11/21 13:17:58	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/21 13:19:13	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Recalled	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/11/21 13:19:33	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/26 11:14:10	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Redirected	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/26 11:14:24	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Redirected	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/29 22:05:13	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E130116 for Bansal, Mindy

2 note(s) returned.

Created On	Author	Note
2018/11/20 11:59:00	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca	Nov 6 Victoria Full Day Nov 7 Victoria Diwali Celebration Nov 8 Victoria Surrey Nov 9 Vancouver India Mahila Association 45th Anniversary Nov 9 Surrey South Asian Healthy Diabetes Event Nov11 Surrey Remembrance Day Event Nov 14 Surrey South Asian Business Association Nov 14 Cloverdale Chamber of Commerce Nov 14 Surrey Community Leaders Awards Nov 16 Surrey Moving Forward Family Services
2018/11/26 11:14:10	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca	Nov 6, did not eat dinner at the BC Agriculture Council Reception Nov 7 did not eat lunch at the Diwali Nov 7 flew out immediately after the EA meeting 12:35 (flight)

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**From:** [Janke, Debra FIN:EX](#)  
**To:** [Hubley, Holly CITZ:EX](#)  
**Subject:** FW: RE: Bansal Mindy receipts  
**Date:** December 14, 2018 1:52:00 PM  
**Attachments:** E130116 BANSAL, MINDY NOV 6-16, 2018.pdf

---

Hi Holly,

The **s.15** exceeds the CSA approved single rate of \$105.00 plus taxes, per night. Please have the Minister sign off a copy of the Hotel folio with "Hotel approved and email the signed copy.

Any questions, please call.

Thanks.

Debra

---

**From:** Janke, Debra FIN:EX  
**Sent:** December 14, 2018 9:05 AM  
**To:** Hubley, Holly CITZ:EX  
**Subject:** RE: RE: Bansal Mindy receipts

Thanks, Holly.

For your records, the travel claim has been adjusted from **s.22** to \$780.28 (copy attached).

Debra

---

**From:** Hubley, Holly CITZ:EX  
**Sent:** December 13, 2018 4:29 PM  
**To:** Janke, Debra FIN:EX  
**Cc:** Fleurant, Kathleen CITZ:EX  
**Subject:** RE: Bansal Mindy receipts

Sorry about my last email, I was missing the attachment, here are the receipts that were needed for Mindy's travel.

**Holly Hubley** | Administrative Assistant  
Honourable Jinny Sims' Office | Minister of Citizens' Services  
Parliament Buildings  
Ph: 250-387-9699  
e: [holly.hubley@gov.bc.ca](mailto:holly.hubley@gov.bc.ca)

*In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.*

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Withheld pursuant to/removed as

DUPLICATE

**From:** [Janke, Debra FIN:EX](#)  
**To:** [Gervais, Dominique CITZ:EX](#)  
**Subject:** RE: Bansal, Mindy-TV E130116  
**Date:** December 13, 2018 8:14:00 AM

---

Hi Dominique,

Please email the accommodation receipts. How did Mindy travel to Victoria? Please email copies of the air invoices if applicable and confirm if they were paid on your purchase card.

Thanks.

Debra

---

**From:** Gervais, Dominique CITZ:EX  
**Sent:** December 3, 2018 8:50 AM  
**To:** FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX  
**Subject:** Bansal, Mindy-TV E130116

Good morning,

Please see Mindy's attached travel voucher.

Thank you!

**Dominique Gervais** | Administrative Assistant  
Honourable Jinny Sims' Office | Minister of Citizens' Services  
Parliament Buildings  
*Ph:* 250-387-9699  
*e:* [Dominique.Gervais@gov.bc.ca](mailto:Dominique.Gervais@gov.bc.ca)

# EXPENSES

DATE	TIME		EVENT	LOCATION		STOB	MILEAGE			TOTAL
06-Nov-18			VICTORIA	FULLDAY PERDIUM	\$ 51.50	5702-3200000	37 km	x	0.54	\$ 19.98
07-Nov-18			VICTORIA	FULLDAY PERDIUM	\$ 33.25	5702-3200000		x	0.54	\$ -
08-Nov-18			VICTORIA	FULLDAY PERDIUM	\$ 25.75	5702-3200000	37 km	x	1.54	\$ 19.98
06-Nov-18		s.15		Victoria	\$ 286.11		km	x	0.54	\$ -
07-Nov-18				Victoria	\$ 286.11		km	x	1.54	\$ -
09-Nov-18	1800	2000	India Mahila Association 45th	Surrey-Vancouver		5701-3200000	58 km	x	0.54	\$ 31.32
09-Nov-18	2030	2200	South Asian Healthy Diabities Event	Surrey Newton		6501-3200000	16 km	x	0.54	\$ 8.64
11-Nov-18	1000	1200	Remembrance Day Ceremony Newton	Surrey Newton		6501-3200000	16 km	x	0.54	\$ 8.64
14-Nov-18	1000	1100	South Asian Business Association	Surrey		6501-3200000	16 km	x	0.54	\$ 8.64
14-Nov-18	1700	1800	Cloverdale Chamber of Commerce	Cloverdale		6501-3200000	17 km	x	1.54	\$ 9.18
14-Nov-18	1800	2100	Community Leader Awards	Surrey		6501-3200000	19 km	x	2.54	\$ 10.26
16-Nov-18	1700	2100	Moving Forward Family Services	Surrey Aria Banquet		6501-3200000	48 km	x	0.54	\$ 25.92
							km	x	0.54	\$ -
							km	x	0.54	\$ -
							km	x	0.54	\$ -
							km	x	0.54	\$ -
							km	x	0.54	\$ -
							km	x	0.54	\$ -
							km	x	0.54	\$ -
					\$682.72		km	x		\$142.56

**\$ 825.28**

**Hubley, Holly CITZ:EX**

**From:** passengerservices@helijet.com  
**Sent:** December 13, 2018 2:08 PM  
**To:** Hubley, Holly CITZ: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	Mindy Bansal

Booking <span>s.22</span>		
<b>Tuesday, November 6, 2018</b> ✓	Invoice #343125	
<b>709</b>	FARE-YWH-FULL_Winter18-19	\$309.52
<b>09:40 Vancouver Harbour (Downtown)</b> ✓	+ GST	\$15.48
<b>10:15 Victoria Harbour (Downtown)</b>	Billing	\$309.52
<b>Dropoff:</b>	Taxes	\$15.48
<b>Taxi Requested</b>	<b>Grand Total</b>	<b>\$325.00</b>
<b>35 minutes</b>	Mastercard	\$325.00
<b>Confirmed</b>	Date / Time	November 6, 2018 @ 9:20:00 AM
<b>1 Passengers - Full-Fare</b>	Summary	#**** *s.17
<b>Mindy Bansal, Female</b> ✓	Expiration	s.17
	Authorization	163740

*FYI on AE's Record*

# Hubley, Holly CITZ:EX

P/Card

**From:** passengerservices@helijet.com  
**Sent:** December 13, 2018 2:07 PM  
**To:** Hubley, Holly CITZ: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	Mindy Bansal

Booking #s.22	
<b>Thursday, November 8, 2018</b> ✓	Invoice #343126
<b>716</b>	FARE-YWH-FULL_Winter18-19 \$309.52
<b>12:25 Victoria Harbour (Downtown)</b>	+ GST \$15.48
<b>13:00 Vancouver Harbour (Downtown)</b> ✓	Billing \$309.52
<b>35 minutes</b>	Taxes \$15.48
<b>Confirmed</b>	<b>Grand Total \$325.00</b>
<b>1 Passengers - Full-Fare</b>	Mastercard \$325.00
<b>Mindy Bansal, Female</b> ✓	Date / Time November 8, 2018 @ 12:14:38 PM
<b>Add to Calendar</b>	Summary *****s.17
	Expiration s.17
	Authorization 163740

FYI



Ms Mindy Bansal ✓  
s.22

Room : s.15  
 Arrival Date : 11/06/18  
 Invoice No. : s.22  
 Folio No. :  
 Conf. No. :  
 Cashier No. : 67  
 Billing Date : 12/13/18  
 A/R Number

Min of Citizen Services

email sent Dec 14 requesting Ministers approval  
 exceeds the CSA approved single rate of \$105.00 plus taxes, per night

Date	Description	Debit	Credit
✓ 11/06/18	Room Charge	225.00	
11/06/18	Destination Marketing Fee	2.25	
11/06/18	Provincial Room Tax	25.00	
11/06/18	Room GST	11.36	
✓ 11/07/18	Room Charge	225.00	
11/07/18	Destination Marketing Fee	2.25	
11/07/18	Provincial Room Tax	25.00	
11/07/18	Room GST	11.36	
11/08/18	Mastercard XXXXXXXXXXXX s.17 ✓ XX/XX		527.22
Room H/GST Total - 22.72		<b>Total</b>	<b>527.22</b>
Other H/GST Total - 0.00			<b>527.22</b>
s.15		<b>Balance</b>	<b>0.00</b> ✓

I agree that my liability for this bill 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 or the full amount of these charges.



Where ideas work

# Travel Voucher (Restricted Use)

Control No.

E130453

**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> Bansal, Mindy		<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 812-7256	
<b>Client Organization</b> Citizens' Services		<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2019/01/25		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Staffing Minister		<b>8. Cheque Stub Information</b>	
<b>12. Mailing Address for Cheque</b> #204 14360 64th Avenue Surrey, BC V3W 1Z1					
<b>16. Travel Dates</b>		<b>17. Places Travelled</b>		<b>18. Personal Vehicle Use</b>	

16. Travel Dates	17. Destination	Start	End	18. Km	18. Cost	19. Other Transport Costs	20. & 21. Claim	20. & 21. Cost	22. Lodging Costs	20. & 21. Cost	20. & 21. Describe
11/08	Cab to Helijit	1200	1230		0.00	** 14.00		0.00			
11/15	Surrey SUCCESS	1600	1700	20	** 10.80			0.00			
11/14-15	Surrey SOFO	1800	2000	17	** 9.18			0.00			
11/18	Surrey Vancouver	0930	1200	84	45.36			0.00			
11/18	Surrey	1400	1630	16	** 8.64			0.00			
11/22	Surrey VISAFF	1800	2100	24	** 12.96			0.00			
11/28	Surrey Vancouver	0930	1300	74	39.96			0.00		23.00	Self Parking
12/01	Surrey Vancouver	0730	0945	40	21.60		F-LDI	10.50		12.00	Self Parking
12/01	Vancouver Richmo	1000	1030	28	15.12			0.00			
12/01	Surrey	1040	1200	34	18.36			0.00			
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>	<b>38.</b>	<b>39.</b>	<b>40.</b>	<b>Claim Total</b>		
				\$ 181.98	\$ 14.00	\$ 10.50	\$ 0.00	\$ 35.00	\$ 241.48		

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
112	32805	34610	6501	3200000	s.22	✓ \$ 41.58
112	32805	34610	5701	3200000		** \$ 14.00 \$ s.22
112	32805	34610	5702	3200000		\$ 185.90 -

<b>Less Travel Advance</b>						
112						

**54. ✓ \$ 241.48**

<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) E130453 for Bansal, Mindy

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/01/25 15:02:34	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2019/02/20 17:01:38	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Redirected	Janke, Debra s Debra.Janke@gov.bc.ca
2019/02/25 09:38:30	Janke, Debra s (IDIR\DIJANKE) Debra.Janke@gov.bc.ca		Forwarded	Russell, Shannon Shannon.Russell@gov.bc.ca
2019/03/20 18:18:20	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E130453 for Bansal, Mindy

1 note(s) returned.

Created On	Author	Note
2019/01/25 15:02:34	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca	Nov 8 - Victoria Cab to Helijet Nov 15 - Surrey SUCCESS Awards Nov 15 - Surrey SOFO Diwali Event Nov 18 - Surrey-Vancouver Ross Gurudwara reopening Nov 18 - Surrey BC Farmers meeting Nov 22 - Surrey VISAFF Nov 28 - Vancouver Shannon VCO Dec 1 - Surrey Vancouver Robson Square Dec 1 -Vancouver Richmond MJS & Shannon Airport Dec 1- Richmond to Vancouver

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# EXPENSES

DATE	TIME		EVENT	LOCATION	Park Cab	STOB	MILEAGE			TOTAL
08-Nov-18	1200		Cab from Leg to Helijet	Victoria - Surrey	\$ 14.00	5702-3200000	km	x	0.54	\$ -
15-Nov-18	1600	1700	Champions Of SUCCESS Event	Surrey-Delta		6501-3200000	20 km	x	0.54	\$ 10.80
15-Nov-18	1800	2000	SOFO Diwali	Surrey Bollywood		6501-3200000	17 km	x	0.54	\$ 9.18
18-Nov-18	930	1200	Ross Gurudwara Reopening	Surrey - Vancouver		<sup>5702</sup> 5701-3200000	84 km	x	0.54	\$ 45.36
			Picked up MJ and dropped home				km	x	0.54	\$ -
18-Nov-18	1400	1630	BC Farmers Meeting	Surrey		6501-3200000	16 km	x	0.54	\$ 8.64
22-Nov-18	1800	2100	VISAFF Opening Gala	Surrey		6501-3200000	24 km	x	0.54	\$ 12.96
28-Nov-18	930	1300	Shannon meeting VCO	Surrey-Vancouver	\$ 23.00	<sup>5702</sup> 5701-3200000	74 km	x	0.54	\$ 39.96
01-Dec-18	700	945	Robson Square Skating Ring Opening	Surrey-Vancouver	\$ 12.00	<sup>5702</sup> 5701-3200000	40 km	x	0.54	\$ 21.60
			Breakfast			5702-3200000				\$ 10.50
01-Dec-18	1000	1030	MJS & Shannon Airport (Ottawa)	Vancouver - Richmond		<sup>5702</sup> 5701-3200000	28 km	x	0.54	\$ 15.12
01-Dec-18	1040	1200	Back Home	Richmond - Surrey		<sup>5702</sup> 5701-3200000	34 km	x	1.54	\$ 18.36
							km	x	0.54	\$ -
			6501-3200000	\$ 41.58			km	x	0.54	\$ -
			5701-3200000	\$ 175.40			km	x	0.54	\$ -
			5702-3200000	\$ 24.50			km	x	0.54	\$ -
				\$ 241.48			km	x	0.54	\$ -
							km	x	0.54	\$ -
					\$ 49.00		337 km	x		\$192.48

**\$ 241.48**

BLUEBIRD CABS #30  
2612 QUADRA ST  
VICTORIA BC

CARD \*\*\*\*\*s.22 ✓  
CARD TYPE INTERAC  
ACCOUNT TYPE SAVINGS  
DATE 2018/11/06  
TIME 0745 12:13:26  
RECEIPT NUMBER  
C85022785-001-152-009-C  
-----  
PURCHASE  
TOTAL  
**\$14.00** ✓  
-----

INTERAC  
A0000002771010  
90427B6A49125F8F  
8080008000-6800  
B49230FE09ADA3C8

**APPROVED**  
AUTH# 548053 00-001  
THANK YOU

CARDHOLDER COPY

*November 8, 2018  
Taxi to Helijet  
(Returning to Vancouver).*

# CANADA PLACE

## RECEIPT

TRAN IN TIME OUT TIME FEE CC#

474 11/28 10:44 11/28 13:41 \$23.00 s.17 ✓

*November 28, 2018  
Meeting with Shannon @  
VCO (Vancouver).*

*Van - 5701-3200000 (74km)  
\$39.96*

777 HORNBY ST VANCOUVER  
GST#814409538RT0001  
Incl. Translink Tax/G.S.T

EXIT 1A 01/12/18 09:47  
Receipt 007521

Short-term parking tkt  
UPLVL - No. 012734  
01/12/18 08:42  
01/12/18 09:47  
Period 0d1h6'  
(TLTGST) \$12.00

Gross total \$12.00 ✓

Payment  
Type: PURCHASE \$12.00 ✓  
MASTERCARD

CARD: \*\*\*\*\*s.17  
REF: 664611220010240070C  
AUTH #: 124806  
A0000000041010  
0000008000 E800  
VERIFIED BY PIN  
01 APPROVED-THANK YOU 027

Net total \$9.52  
TLT 21% \$2.00  
GST 5% \$0.48

*Dec 1, 2018  
Robson Square Ice  
Rink Opening*

*Vancouver - 5701-3200000  
210 km = \$1.60*

**Hubley, Holly CITZ:EX**

P/Card

**From:** passengerservices@helijet.com  
**Sent:** December 13, 2018 2:07 PM  
**To:** Hubley, Holly CITZ: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	Mindy Bansal

Booking s.22	
<b>Thursday, November 8, 2018</b> ✓	Invoice #343126
<b>716</b>	FARE-YWH-FULL_Winter18-19 \$309.52
<b>12:25 Victoria Harbour (Downtown)</b>	+ GST \$15.48
<b>13:00 Vancouver Harbour (Downtown)</b> ✓	Billing \$309.52
<b>35 minutes</b>	Taxes \$15.48
<b>Confirmed</b>	<b>Grand Total \$325.00</b>
<b>1 Passengers - Full-Fare</b>	Mastercard \$325.00
<b>Mindy Bansal, Female</b> ✓	Date / Time November 8, 2018 @ 12:14:38 PM
<b>Add to Calendar</b>	Summary *****s.17
	Expiration s.17
	Authorization 163740

*FYI*