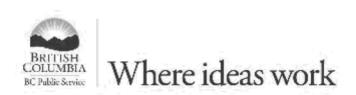
AE19EXESLP27



Travel Voucher (Restricted Use)

Control No.

E129776

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

Name Iliffe, Lia	am rganization				S.	nplovee ID 22 b Title			Phone N (250) 3: Travel 0	56-017	79	
	ed Education, Skills	and Training			S	r Ministerial			3			
2018/09		6. Fiscal Y 2019	ear	7. S _I	pecial Ch	neque Issue)	8. Che	que Stub In	forma	tion	
Type of In Provi		14. Reasor staffing Mi		el				Headq Victor	uarters ia			
	ng Address for C 9080 Stn Prov Go		V8W 9E2	2								
16. 17. Travel Places Trav Dates *PCard		avelled	18. Perso Vehicle	onal e Use	19. Other Transpo	ort		22. Lodging		20. & 21. Miscellaneous		
2018 09/19		tart End 810 1735	Km C	0.00	27.8		30.50	Costs	Cost 100 s.22		cribe slink compass	
TOTALO	OF COLUMNS		3	6.	37. \$ 27.8	20	38.	39.	40. 100.00		Claim Total	1
48.	OF COLUMNS 49.	50.		\$ 0.00 51 .		50 52.	\$ 30.50	\$ 0.00 45 .	\$'s.22		158.30	1
Clien (t Code Res		vice Line 18000		5701	Proj	ect 0000	Su	ipplier Code s.22	•	Amount \$ s.22	158.30
	vel Advance											1
	019					AN	OUNT DU	E TO EM	PLOYEE		54.	158.30
- Certifie disburse a result	loyee Signature (ed this travel exper ements made and/ of travel on govern th I have not been a	se claim is a tr or allowances t ment business	rue statem o which I as detaile	am enti ed abov	ve and	Print Nam			Date Sig	ned	, ,	
56. Sper	nding Authority S ed correct pursuan stration Act and rela	to section 32			ncial	Print Nam	ne		Date Sig	gned		1
- Requis	ment Authority Significant payment partition Act.		tion 32 of	the Fin		Print Nam			Date Sig			

FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Oct05

Audit Trail for Travel Voucher (Restricted Use) E129776 for Iliffe, Liam

9 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/27 11:08:17	Flesh, Cindy	lliffe, Liam	Saved	lliffe, Liam
	(IDIR\CFLESH)	Liam.lliffe@gov.bc.ca		Liam.lliffe@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
2018/09/27 12:33:23	Flesh, Cindy	lliffe, Liam	Saved	lliffe, Liam
	(IDIR\CFLESH)	Liam.lliffe@gov.bc.ca		Liam.lliffe@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
2018/09/27 12:33:43	Flesh, Cindy	lliffe, Liam	Saved	lliffe, Liam
	(IDIR\CFLESH)	Liam.lliffe@gov.bc.ca		Liam.lliffe@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
2018/09/27 16:19:58	Flesh, Cindy	lliffe, Liam	Saved	lliffe, Liam
	(IDIR\CFLESH)	Liam.lliffe@gov.bc.ca		Liam.lliffe@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
2018/09/28 11:03:21	Flesh, Cindy	lliffe, Liam	Notified	lliffe, Liam
	(IDIR\CFLESH)	Liam.lliffe@gov.bc.ca		Liam.lliffe@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
2018/09/28 13:17:31	lliffe, Liam		Initiated	Mark, Melanie
	(IDIR\LILIFFE)			Melanie.Mark@gov.bc.ca
	Liam.lliffe@gov.bc.ca			
2018/10/01 08:22:01	lliffe, Liam		Recalled	lliffe, Liam
	(IDIR\LILIFFE)			Liam.lliffe@gov.bc.ca
	Liam.Iliffe@gov.bc.ca			
2018/10/01 12:31:51	lliffe, Liam		Initiated	Flesh, Cindy
	(IDIR\LILIFFE)			Cindy.Flesh@gov.bc.ca
	Liam.lliffe@gov.bc.ca			
2018/10/01 12:33:54	Flesh, Cindy		Approved	FSA MIN OFF, FIN
	(IDIR\CFLESH)			FINFSAMINOFF@gov.bc.ca
	Cindy.Flesh@gov.bc.ca			
	, 3			

Notes for Travel Voucher (Restricted Use) E129776 for Iliffe, Liam

1 note(s) returned.

Created On		Author	Note
2018/09/27 12:33:23	Flesh, Cindy (IDIR\CFLESH)	Cindy.Flesh@gov.bc.ca	Sept 19, 2018 - Yellow cab to Helijet Vic/Van (pd by p/c) - skytrain (used prepaid compass card) to meetings - skytrain (used prepaid compass card) Helijet Van/Vic (pd by p/c) - Yellow cab to home.

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400 GH2185240004

09-19-2018

08:18:30

Acct # ******* s.17

Exp Date **/**

Card Type VI

Name:

A0000000031010

VISA

Operator: 004 Trace # 4507 Inv. # 004

Auth # 049076

RRN 001293003

Purchase Tip

\$9.80

s.22

Total

(001) APPROVED-THANK YOU

Retain this copy for your records Customer copy

www.yellowcabvictoria.com 250-381-2222

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400

Compass Card #: **** \$.22 ***

VISA

\$100.90

\$ 6.00 \$106.00

Chip

Credit Card #: Auth #:

IransLink

TVM01114

Purchase:

Waterfront Stn

Payment Type:

Product Price:

Card Deposit: Total price:

014105

\$100 Stored Value

**************** * NOT VALID FOR TRAVEL

Wed 19 Sep 18 09:17AM

Ref #: Receipt #:

TUU45A37TN3N 161098

Card Entry: AID:A00000000031010 TVR:0080008000 IS1:F800

Retain for your records. View IransLink Policies at www.translink.ca

Thank You!

GH2185240071

PURCHASE

09-19-2018 17:31:24 Acct # ****** ** * s.17

Exp Date **/** Card Type VI

Name:

A0000000031010

VISA

Operator: 171 Trace # 16826

Inv. # 171 Auth # 037072

RRN 001465012

Purchase Tip

\$18.00 s.22

Total

(001) APPROVED THANK YOU

Retain this copy for your records Customer copy

www.yellowcabvictoria.com 250-381-2222

Flesh, Cindy AEST:EX

From: passengerservices@helijet.com Sent: September 27, 2018 12:24 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		
Account	Customer #	s.17
	Name	Liam Iliffe
	Company	Provincial Government

Wednesday, September 19, 2018	Invoice #324382		
708	FARE-YWH-Offp	eak_Summer	\$180.00
08:40 Victoria Harbour (Downtown)	+ GST		\$9.00
09:15 Vancouver Harbour (Downtown)	Billing		\$180.00
35 minutes	Taxes		\$9.00
Confirmed	Grand Total		\$189.00
1 Passengers - Off-Peak	Mastercard		\$189.00
Liam Iliffe, Male	Date / Time	September 19, 2018 @ 8:19:32 AM	
	Summary	s.22	
Add to Calendar	Expiration		

Authorization

180414

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 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 checkin, 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

Flesh, Cindy AEST:EX

From:

passengerservices@helijet.com September 27, 2018 12:24 PM

Sent: 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 #	s.17
Name	Liam Iliffe
Company	Provincial Government
	Name

Wednesday, September 19, 2018	Invoice #324383	
725	FARE-YWH-Full_Summer - 2018	\$219.05
16:40 Vancouver Harbour (Downtown) 17:15 Victoria Harbour (Downtown)	+ GST	\$10.95
- victoria riarboar (bowntown)	Billing	\$219.05
Dropoff:	Taxes	\$10.95
Taxi Requested	Grand Total	\$230.00
35 minutes	Mastercard	\$230.00
Confirmed	Date / Time September 19, 2018 @ 3:59:40 PM s.17	
1 Passengers - Off-Peak	Summary 5.17 Expiration	

Liam Iliffe, Male

Authorization

180448

Add to Calendar

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

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

Failure to change 1 hour prior or check-in 20 minutes prior to departure

will also result in the cancellation of any onward and/or return

reservations

(additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

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

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com 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 checkin, 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.

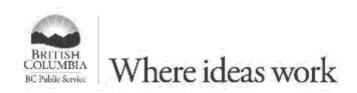
Terminals:

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

CF19EXESLP26



Travel Voucher (Restricted Use)

Control No.

E129688

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.

collection	n, please c	contact ye	our Mini	istry's Dire	ector/Ma	-	formation a		у.						
Name Gunn, P	Paula e						:mployee IE s.22)			Phone N (250) 35				
Client O	rganizatio					J	ob Title				Travel G	roup Co	de		
	and Fam	•	.				Ministerial A			۱۵. ۵	3		4:		-
2018/09	Completed 9/18	a	20	iscal Yea 19	r	7. Speci	al Cheque I	ssue		8. 0	heque Stul	o intorma	ation		
Type of	Travel			Reason fo							dquarters				1
In Provi		f C		nisterial Bu	uisness					Vic	toria				-
	ng Addre Belleville			9057 Victo	oria. B0	C V8W 9E2									
16.	17.				18.		19.	20. & 2	1.		22.	20. & 2	1.		1
Travel	*PCard	Places T	ravelle	d		rsonal	Other	"	Meals		l	Mi	scell	aneous	
Dates 2018	Destinat	ion l	Start	End	Km	icle Use Cost	Transport Costs	Claim	Cost		Lodging Costs	Cost	1	Describe	
08/29	* Vic-Van		0900	1159	20	10.80	00313	F-		.50	421.82	6.50 S.	.22	TAXI	
08/30	* Van-Vic		0900	1159	20	10.80				0.00				TA)//	
09/05 09/06	* Vic-Van		0900 0900	1159 1159	20	10.80	29.30	F-B F-LD		.00 2.75	421.82 s.22		1.70 1.60	TAXI TAXI	
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						36.	37.		38.		39.	40. 89.8	0	Claim Total	\perp
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18.		49.	50			51.	52.		45.						
	Code 39	Res _i 18Y		Service 140		5701		r oject 800000		Su	pplier Code s.22	е	P	Amount \$ s.22	1110.3
-	39	1017	AA	140	UI	3701		500000			5.22			φ 5.22	11110.3
_	39														
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	loyee Sig ed this trav				statem	ent of	Print	Name			Date	Signed			
						am entitled	as								
						ed above a									
for whic party.	h I have n	ot been a	and will	not be rei	mburse	ed by any ot	her								
	nding Aut	hority Si	ignatur	e (See Au	ıdit Tra	il)	Print	Name			Date	Signed			1
- Certifie	ed correct	pursuan	t to sect	tion 32 & 3		e Financial					- 2445				
Adminis	stration Ac	t and rela	ated pol	icies.											
57. Pavr	nent Auth	ority Sid	anature	(See Au	dit Trai	1)	Print	Name			Date	Signed			\dashv
- Requis	sition for p	ayment p				the Financi					2010	3.3.104			
Adminis	tration Ac	t													

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

> Audited 2018Oct02 SLP

Audit Trail for Travel Voucher (Restricted Use) E129688 for Gunn, Paula S. 11 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/18 11:02:59	Morton, Kaitlin	Gunn, Paula s.	Saved	Gunn, Paula s.
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
l	Kaitlin.Morton@gov.bc.ca			
2018/09/18 11:08:41	Morton, Kaitlin	Gunn, Paula S.	Saved	Gunn, Paula s .
l	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
	Kaitlin.Morton@gov.bc.ca			
2018/09/18 11:17:11	Morton, Kaitlin	Gunn, Paula S.	Saved	Gunn, Paula S.
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
	Kaitlin.Morton@gov.bc.ca			
2018/09/18 11:42:44	Morton, Kaitlin	Gunn, Paulas.	Saved	Gunn, Paula s.
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
	Kaitlin.Morton@gov.bc.ca			
2018/09/18 11:56:57	Morton, Kaitlin	Gunn, Paulas.	Saved	Gunn, Paula S.
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
L	Kaitlin.Morton@gov.bc.ca			
2018/09/18 12:00:59	Morton, Kaitlin	Gunn, Paula s.	Saved	Gunn, Paula s.2
l	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
L	Kaitlin.Morton@gov.bc.ca			
2018/09/18 13:38:01	Morton, Kaitlin	Gunn, Paula S.	Saved	Gunn, Paula s.2
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
	Kaitlin.Morton@gov.bc.ca			
2018/09/18 13:50:09	Morton, Kaitlin	Gunn, Paula S.	Saved	Gunn, Paula s.
	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
0040/00/40 40 50 00	Kaitlin.Morton@gov.bc.ca	0 - 5 - 1 - 0	N - 115 - 1	0 - 5 - 1 - 2 - 2
2018/09/18 13:50:39	Morton, Kaitlin	Gunn, Paula \$.2	Notified	Gunn, Paula S.2
l	(IDIR\KAMORTON)	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
0040/00/40 40 55 40	Kaitlin.Morton@gov.bc.ca		1-10-1-1	0
2018/09/18 13:55:16	Gunn, Paula S.		Initiated	Conroy, Katrine
	(IDIR\PGUNN)			Katrine.Conroy@gov.bc.ca
2018/09/19 16:20:46	Paula.Gunn@gov.bc.ca		A	AESA MINI OEE EINI
2016/09/19 16:20:46	Conroy, Katrine		Approve	dFSA MIN OFF, FIN
l	(IDIR\KCONROY)			FINFSAMINOFF@gov.bc.ca
I	Katrine.Conroy@gov.bc.ca			
l				

Notes for Travel Voucher (Restricted Use) E129688 for Gunn, Paula S.

0 note(s) returned.

Created On	Author	Note

TO CLAIM SEPTEMBER 7th

NEW						1
Aug 29-30 Vancouver meetings	Mileage from home to Helijet	n/a				
	helijet	Helijet	Emily's Pcard			
	Taxi	My Pcard		7.756.50		
	L, D, B	N/A				
	s.15	My Pcard				
	Helijet home	Emily's Pcard				
	Mileage from Helijet home	n/A				
Sept 5-6 Vancouver childcare						
events						
	Mileage home to work					
	helijet	Emily's Pcard				
	Taxi to Langara	My pcard		22.70		
	L,D	N/A				
Sept 6	s.15			421.82		
Breakfast	Taxi to MCFD Burnaby office	My pcard		41.00	:	
	Taxi to BCIT	My pcard		19.60	, .	
	for event				4	'
	(got ride with					
	Karen to					
	helijet)			_		
	helijet	Emily's Pcard		N/A		
	Taxi home	My pcard		29.30		

feed?

s.22

DUPLICATE

BLACKTOP & CHECKER CABS#114 777 PACIFIC ST VANCOUVER

DUPLICATE

CARD **** s.17 CARD TYPE MASTERCARD DATE 2018/08/29 TIME 0795 09:25.23 CLERK ID RECEIPT NUMBER F85045707-001-845-008-0

PURCHASE AMOUN I

TIP

TOTAL

CHIP CARD SWIPED

APPROVED

AUTH# 122523

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

Wednesday, August 29, 2018	In also #245276		
wednesday, August 25, 2018	Invoice #315276		
704	FEE-YWH_Full_Su	mmer17	\$219.0
07:50 Victoria Harbour	+ GST		\$10.9
08:25 Vancouver Harbour			
	Billing		\$219.05
35 minutes	Taxes		\$10.95
Cancelled	Grand Total	and the special personal	\$230.00
1 Passengers - Off-Peak	Mastercard		\$230.00
. Paula Gunn, Female	Date / Time	August 29, 2018 @ 7:44:08 AM	
Add to Calendar	Summary	s.17	
	Expiration	190000000000000000000000000000000000000	***************************************
	Authorization	104408	dien eine kan en en nette kant und begreun.
	departure. After 5pm all nechangeable for s	e / Refundable up to 5pm the day p ext-day travel is non-refundable and ame-day travel. Any cancellations e cancellation fee equal to the valu	l only will result in
	Failure to change departure	1 hour prior or check-in 20 minut	es prior to

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:

Thursday, August 30, 2018	Invoice #315277				
	FARE-YWH-OffPeak_2018	\$219.0			
725 16:40 Vancouver Harbour 17:15 Victoria Harbour	+ GST	\$10.9			
17.13 Victoria Harbour	Billing	\$219.0			
35 minutes	Taxes	\$10.9			
Confirmed	Grand Total	\$230.00			
1 Passengers - Off-Peak	Mastercard	\$230.00			
. Paula Gunn, Female	Date / Time August 30, 2018 (@ 4:04:28 PM			
Add to Calendar	Summary s.17				
	Expiration				
	Authorization 190426				
	Fully Changeable / Refundable up to departure.	5pm the day prior to			
	After 5pm all next-day travel is non-rehangeable for same-day travel. Any a non-refundable cancellation fee equone-way travel.	cancellations will result in			
	Failure to change 1 hour prior or che departure	ck-in 20 minutes prior to			
	will also result in the cancellation of any onward and/or return				

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:

Above CSA Rate Minister's Approval Required Aug 29

Room

Folio#

Invoice #

Cashier# : 654

Page #

1 of 1

s.15

Ms Paula Gunn Parliment Buildings Victoria BC V Canada

Arrival

08-29-18

Departure

08-30-18

Date	Description	Additional Information		Charges	Credits
08-29-18	Room charge	the second secon		359.00	
08-29-18	Destination Marketing Fee			4.64	
08-29-18	Room PST			40.00	
08-29-18	Room GST			18.18	
08-30-18	Mastercard	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XX/XX		421.82
		Total		421.82	421.82

			Balance Due	0.00
GST Summary	!	HST Summary		
Room:	18.18	Room:	0.00	
F&B:	0.00	F&B:	0.00	

Other: 0.00 Total: 18.18 Room: 0.00 F&B: 0.00 Other: 0.00 Total: 0.00

s.15



Jept 5 th / 6 th

DUPLICATE

VANCOUVER TAXI
79 CLARK DR
VANCOUVER BO

DUPLICATE

CARD TYPE MASTERCARD
DATE 2018/09/05
TIME 0711 13:45:23
CLERK ID 4759
INVOICE # 1
RECEIPT NUMBER
C85009750-001-480-007-0

PURCHASE
AMOUNT \$22.70
TIP \$.22
TOTAL

\$

MasterCard A00000000041010 62A7C5580D32058A 0000008000-E800 4D31559A086B6DA9

APPROVED

AUTH# 164523 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BO

CARD TYPE MASTERCARD
DATE 2018/09/06
TIME 0087 11:48:19
CLERK ID 10459
INVOICE # 10459
RECEIPT NUMBER
C85000985-001-724-004-0

TOTAL

AMOUNT

TIP

MasterCard A00000000041010 124A4EED1C027B25 0000008000-E800 B4E02B55A4C669E9

APPROVED

AUTH# 144819 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

BONNY'S TAXI BM 44 5759 SIDLEY STREET BURNABY BC

PURCHASE
AMOUNT \$19.60
TIP \$.22
TOTAL

\$

MasterCard A00000000041010 7F84F3D108C92031 0000008000-E800 BDCC4E1A4AD92E05

APPROVED

AUTH# 161638 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

BLUEBIRD CABS #100
2612 QUADRA ST
VICTORIA BC
CARD
TYPE MASTERCARD
DATE 2018/09/06
TIME 7244 17:07:14
RECEIPT NUMBER
C85022017-001-087-006-0
PURCHASE \$29.30
TIP
TOTAL SET \$20.30

MasterCard A0000000041010 0D2B14E9D9298758 0000008000-E800 59A377E4650027C5 APPROVED
AUTH# 200714 0
THANK YOU

s.15 Room

Folio#

Invoice #

887

Cashier #

Page #

1 of 1

Ms Paula Gunn **Parliment Buildings** Victoria BC V Canada

Arrival

09-05-18

Departure

09-06-18

Date	Description	Additional Information		Charges	Credits
09-05-18	Room Charge	Military of the second		359.00	
09-05-18	Destination Marketing Fee			4.64	
09-05-18	Room PST			40.00	
09-05-18	Room GST			18.18	
09-06-18 Mas	Mastercard	XXXXXXXXXXXX s.17	XX/XX		421.82
		Total		421.82	421.82

Balance Due 0.00

GST Summary HST Summary

Room: 18.18 Room: 0.00 F&B: 0.00 F&B: 0.00 Other: 0.00 Other: 0.00 Total: 18.18 Total: 0.00

s.15

Wednesday, September 5, 2018	Invoice #315106					
716	FARE-YWH-Full_Summer - 2018	\$219.05				
12:25 Victoria Harbour	+ GST	\$10.95				
13:00 Vancouver Harbour	Billing	\$219.05				
35 minutes	Taxes	\$10.95				
Confirmed	Grand Total	\$230.00				
1 Passengers - Off-Peak . Paula Gunn, Female	Fully Changeable / Refundable up to 5pm the day prior to departure. After 5pm all next-day travel is non-refundable and only					
Add to Calendar	changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.					
		20 minutes prior to				
	one-way travel. Failure to change 1 hour prior or check-in 2					

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 checkin, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time unless otherwise stated in fare rules.

Terminals:

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

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via

 From:
 Morton, Kaitlin MCF:EX

 To:
 Poldrugovac, Saija FIN:EX

Subject: FW: Thank you for choosing to take off with Helijet!

Date: October 2, 2018 1:31:51 PM

Proof of flight Sept 6th Helijet return flight ---booked on Emily's pcard

Thanks Saija!

Kaitlin

From: passengerservices@helijet.com [mailto:passengerservices@helijet.com]

Sent: Tuesday, October 2, 2018 1:31 PM

To: Morton, Kaitlin MCF:EX

Subject: Thank you for choosing to take off with Helijet!

Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

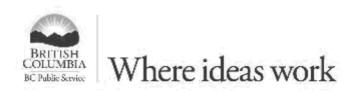
Customer #

Name
Paula Gunn
Company
Ministry Of Children & Family Development

Booking \$.22

Thursday, September 6, 2018	Invoice #315990	
723	FARE-YWH-Full_Summer - 2018	\$219.05
16:00 Vancouver Harbour (Downtown) 16:35 Victoria Harbour (Downtown)	+ GST	\$10.95
35 minutes	Billing	\$219.05 \$10.95
Confirmed	Grand Total	\$230.00
1 Passengers - Off-Peak . Paula Gunn, Female	Mastercard	\$230.00
Add to Calendar	Date / Time September 6, 2018 @ 3:49:59 PM	
Add to Calendar	Summary s.17	

CF19EXESLP26



Travel Voucher (Restricted Use)

Control No.

E129750

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

Name Gunn, F Client O	Paula S. Prganization	on illy Develop		y S Direct	torriviar	E s J	mplovee II .22 ob Title Ministerial A	D	.y.	(250)	Number 356-0163 Group Cod	le
5. Date 0	Complete	d	6. Fisc 2019	al Year		7. Specia	I Cheque	Issue		8. Cheque St	tub Informa	tion
Type of In Provi	Travel nce		14. Rea	ason for erial Buis		İ				Headquarter Victoria	s	
		ss for Che Street PO		7 Victor	ia, BC	V8W 9E2						
16. Travel Dates	17.	Places Tra			18. Pe	rsonal	19. Other Transport		1. leals	22. Lodging	20. & 21. Misc	cellaneous
2018 09/10 09/11 09/12 09/13 09/14	Whistler Whistler Whistler	-Whistler	Start 0900 0900 0900 0900 0900	End 1159 1159 1159 1159 1159	Km	0.00 0.00 0.00 0.00 0.00 10.80	Costs 25.70	Claim F-B F- F- F-	41.00 51.50 51.50 51.50 0.00	Costs 251.85 251.85 251.85 251.85 251.85	17.20	Malk on Ferry walk on Ferry
48.	S OF COL	49.	50.			36. \$ 10.80	37. \$ 25.70 52.		38. \$ 195.5 45.			Claim Total \$ 1273.80
(t Code 039 039 039 039	Resp. 18YAA		ervice L 1400 ⁻		57 01 0		roject 800000		Supplier Co 8.22	odę	Amount \$ 1273.80
Less Tra	avel Adva	nce					1					
								AMOUN	T DUE TO	EMPLOYEE	54	4. \$ 1273.80
 Certifi disburs a result 	ed this tra ements ma of travel of	nature (Se vel expense ade and/or on governm ot been and	e claim is allowand ent busii	s a trúe s ces to wh ness as c	nich I a detaile	m entitled a d above an	as d	Name		Dat	e Signed	
56. Sper	ed correct	hority Sigr pursuant to t and relate	section	32 & 33			Print	t Name		Da	te Signed	
- Requi Adminis			rsuant to	section	32 of th	ne Financia		t Name			te Signed	ADCC 4240.2

FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Oct03

Audit Trail for Travel Voucher (Restricted Use) E129750 for Gunn, Paula \$.2 7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/25 11:31:33	Morton, Kaitlin	Gunn, Paula s.	Saved	Gunn, Paula s.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/09/25 12:16:03	Morton, Kaitlin	Gunn, Paulas.	Saved	Gunn, Paula S.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/09/25 12:16:43	Morton, Kaitlin	Gunn, Paula ^{S.}	Saved	Gunn, Paula S.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/09/25 12:18:22	Morton, Kaitlin	Gunn, Paula S.2	Notified	Gunn, Paula S.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/09/25 12:20:03	Morton, Kaitlin	Gunn, Paula S.	Notified	Gunn, Paula S.
	(IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Paula.Gunn@gov.bc.ca		Paula.Gunn@gov.bc.ca
2018/09/25 12:23:58	Gunn, Paula S.		Initiated	Conroy, Katrine
	(IDIR\PGUNN) Paula.Gunn@gov.bc.ca			Katrine.Conroy@gov.bc.ca
2018/09/25 14:40:26	Conroy, Katrine		Approved	dFSA MIN OFF, FIN
	(IDIR\KCONROY) Katrine.Conroy@gov.bc.ca			FINFSAMINOFF@gov.bc.ca

Notes for Travel Voucher (Restricted Use) E129750 for Gunn, Paula S.2

0 note(s) returned.

Created On	Author	Note



To claim Sept 17

Sept 9	Computer charge cord	Debit card	34.99	
Sept 10	Taxi to Harbour Air	My pcard	25.70	
	BC Ferries passenger charge (Harbour Air flight cancelled due to weather, carpooled with Mitzi Dean via BC Ferries— need to get receipt from Mitzi's IA		17.20 (need copy of receipt from MLA Dean's LA) Paula paid vehicle driver cash for passenger fare	, ,
:	L, D	N/A	53.2041 2.4	
Sept 11	B, L,D	N/A		
Sept 12	B,L,D	N/A		
	s.15 hotel	My pcard	1007.40	
	B, L, D			
Sept 13	B,L, D			
	Got ride with MKC to Vancouver Helijet booked for wrong day so took Skytrain to BC Ferries and then s.2 s.22 picked	Skytrain BC Ferries foot passenger Mileage Swartz Bay to S.22 s.22	receipt 17:20	incidentals
	me up at Swartz Bay		Mileage\$	

BLUEBIRD CARS #19 2612 QUADRA ST VICTORIA

CARD CARD TYPE

WASTERCARD

DATE

2018/09/10

TIME

8861 09:07:10

RECEIPT NUMBER

C85068911-001-355-003-0

PURCHASE

AMOUNT

\$25.70

TIP

s.22

TOTAL

MasterCard A0000000041010 C5DC291A95BD59AD 0000008000-E800 A975A2DD6629952C

APPROVED

AUTH# 120710

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

PHONE 250 382 2222

Tsawwassen Τо Swartz Bay



RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/14

Adult

17.20

Total 17.20 Master Card *************** 5.17 17.20 AUTH 203831 66277652 8010012380 S 81 APPROVED - THANK YOU 827 CHANGE DUE 0,00

CARDHOLDER COPY TSA 14 Sep 2018 17:38:31

1007041 376872 SEE REVERSE SIDE OF TICKET

s.15

Paula Gunn	Page Number	:	2	Invoice Nor	; S.ZZ
HER MAJESTY THE QUEEN IN RIGHT	Guest Number	:	s.22		
MI08AA - Ministry of Community, Spo Att	Folio ID	:	A		
William Control of Control of Control			10-SEP-18	12:55	
			13-SEP-18	14:15	
			1		
			s.15		
** Total			1007.40	-1007.	40
*** Balance			0.00		

s.15

Paula Gunn	Page Number	:	1	Invoice Nbr	: s.22
HER MAJESTY THE QUEEN IN RIGHT	Guest Number	:	s.22		
MI08AA - Ministry of Community, Spo Att	Folio ID	:	A		
			10-SEP-18	12:55	
			13-SEP-18	14:15	
			1		
			s.1		

Information Invoice

Tax ID: s.15

5.10			
Date Reference	Description	Charges (CAD)	Credits (CAD)
10-SEP-18 DEPOSIT	Deposit-MC. s.17		-251.85
10-SEP-18 DEPOSIT	Deposit-MC-		-755.55
10-SEP-18 S.15	Room Charge	219.00\	
10-SEP-18	Room PST 8%	17.52	
10-SEP-18	Room GST 5%	10.95	
10-SEP-18	MRDT 2%	4.38	
11-SEP-18	Room Charge	219.00	
11-SEP-18	Room PST 8%	17.52	
11-SEP-18	Room GST 5%	10.95	
11-SEP-18	MRDT 2%	4.38	
12-SEP-18	Room Charge	219.00	
12-SEP-18	Room PST 8%	17.52	
12-SEP-18	Room GST 5%	10.95	
12-SEP-18	MRDT 2%	4.38	
13-SEP-18	Room PST 8%	17.52	
13-SEP-18	Room GST 5%	10.95	
13-SEP-18	Early Departure	219.00	
13-SEP-18	MRDT 2%	4.38	

Continued on the next page

 From:
 Morton, Kaitlin MCF:EX

 To:
 Poldrugovac, Saija FIN:EX

 Cc:
 Gunn, Paula MCF:EX

 Subject:
 FW: Hotel Approval ASAP PLS

 Date:
 October 2, 2018 1:27:35 PM

 Attachments:
 Scan 20181002.pdf

Hotel Approval Re s.15

From: Conroy, Katrine MCF:EX

Sent: Tuesday, October 2, 2018 1:21 PM

To: Morton, Kaitlin MCF:EX

Subject: Re: Hotel Approval ASAP PLS

Approved.

Sent from my iPhone

On Oct 2, 2018, at 1:13 PM, Morton, Kaitlin MCF:EX < Kaitlin.Morton@gov.bc.ca > wrote:

Please review/ Forward back w/ approval re Paula's stay at \$.15 Sept 10th-13th

Thank you!

Kaitlin Morton Administrative Assistant Minister's Office- Children and Family Development Parliament Buildings, Victoria BC 250 387-1977

<Scan_20181002.pdf>

Swartz Bay To Tsawwassen



Victoria BC Canada VBW 087

LANE 11

RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/10

4 Adult 68.80 20' Undersize Vehi 57.50

Total

126.30

Visa s.17

126.30

AUTH 002993 66277637 0010019720 S

81 APPROVED - THANK YOU 827

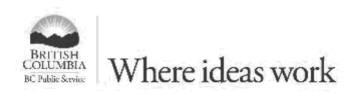
CHANGE DUE

0.00

CARDHOLDER COPY
SWB 10 Sep 2018 11:43:13

1005034 488113 1005034 488113 SEE REVERSE 800E OF TICKET

CF19EXESLP28



Travel Voucher (Restricted Use)

Control No.

E129820

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.

	7.1	,	,				,					
Name					E	Employee I	D			Phone N		
					s.22	(===)						
					lob Title	Travel Group Code						
						Ministerial A	Assistant			3		
5. Date Completed 6. Fiscal Year 7. Special C						al Cheque	Issue		8. CI	heque Stut	Information	on
2018/10/04 2019												
Type of		1	Reason for		el					dquarters		
In Provi			nisterial Bu	uisness					Vict	oria		
	ng Address for											
	Belleville Street	PO Box	9057 Victo		V8W 9E2							
16.	17.			18.		19.	20. & 21.			22.	20. & 21.	
Travel	Places	Travelle	d		rsonal	Other	Other Meal				Misc	ellaneous
Dates					cle Use	Transport				Lodging		
2018	Destination	Start	End	Km	Cost	Costs	Claim	Cost		Costs	Cost	Describe
09/22	Vic-Van	0900	1159	57	30.78		F-BLD		2.25		74.70	
09/23	Van-Vic	0900	1159	28	15.12		F-LD	22	2.75	336.37	74.70) ferry
					36.	37.		38.		39.	40.	Claim Tota
	OF COLUMNS				\$ 45.90	\$ 0.00			5.00	\$ 336.37	\$ 149.40	566.67
8.	49.	1	50.		51.	52.		4	5.			
		esp.		e Line	STO	_	Project		;	Supplier Co	ode	Amount
		8YAA	14	001	570	01	1800000			s.22		\$ 566.67
	039											
	039											
	039											
	avel Advance											
(039											
											!	54.
45.5		(0 - 1	-114 TE -111					DUE	IOE	MPLOYEE		\$ 566.67
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of				Print	Name			Date	Signed			
	ements made an											
	of travel on gove											
	h I have not bee	n and will	not be rei	mburse	by any of	ner						
party.		<u> </u>	·		• >							
 56. Spending Authority Signature (See Audit Trail) Certified correct pursuant to section 32 & 33 of the Financial 					Prin	t Name			Date	Signed		
				3 of the	rinancial							
Adminis	stration Act and re	elated po	licies.									
57 D-		21 4.	. 10 1	HA Torre			4 N			Dete	01	
	57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial						t Name			Date	Signed	
		t pursuar	it to sectio	n 32 of 1	ne Financi	ai						
	stration Act.											
N 10 (EF	I-F0012 v2.6.1)	Prod	uction ***	Copyrig	ht © Govern	nment of Bri	tish Columbi	a	IV	linistry Sper	nding Author	rity ARCS 1240-

FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Oct18

Audit Trail for Travel Voucher (Restricted Use) E129820 for Gunn, Paula S. 6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/04 10:10:07	Morton, Kaitlin (IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Gunn, Paula s . Paula.Gunn@gov.bc.ca	Saved	Gunn, Paula s . Paula.Gunn@gov.bc.ca
2018/10/04 10:16:09	Morton, Kaitlin (IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Gunn, Paula s. Paula.Gunn@gov.bc.ca	Saved	Gunn, Paula ^{S.} Paula.Gunn@gov.bc.ca
2018/10/04 10:26:36	Morton, Kaitlin (IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Gunn, Paula s . Paula.Gunn@gov.bc.ca	Saved	Gunn, Paula ^{S.} Paula.Gunn@gov.bc.ca
2018/10/04 10:33:37	Morton, Kaitlin (IDIR\KAMORTON) Kaitlin.Morton@gov.bc.ca	Gunn, Paula s. Paula.Gunn@gov.bc.ca	Notified	Gunn, Paula S. Paula.Gunn@gov.bc.ca
2018/10/04 10:42:17	Gunn, Paula s . (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Initiated	Conroy, Katrine Katrine.Conroy@gov.bc.ca
2018/10/05 09:42:07	Conroy, Katrine (IDIR\KCONROY) Katrine.Conroy@gov.bc.ca		Approved	dFSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Notes for Travel Voucher (Restricted Use) E129820 for Gunn, Paula S.

0 note(s) returned.

Created On	Author	Note

To claim Sept 17	Home address s.22
TO Claim Sept 17	nome address

2					_ /
Sept 9	Computer	Debit card		34.99	
	charge cord				
Sept 10	Taxi to Harbour Air	My pcard		25.70	
	BC Ferries			17.20 (need	
	passenger			copy of	
	charge		11	receipt	
	(Harbour Air		17	from MLA	
	flight cancelled		12	Dean's LA)	
	due to weather,			Deall's LA)	
	carpooled with		/		
	Mitzi Dean via	/			
	BC Ferries-	/			
	need to get	/			
	_	/:			
	receipt from Mitizi's IA	/-			
	L, D	N/A		22.70	
Sept 11	B, L,D	N/A		22.70	
Sept 12	B,L,D	N/A			
	s.15 hotel	My pcard		1007.40	
	B, L, D	my pour a		1007.40	
Sept 13	B,L, D		-		
0000	Got ride with	Skytrain		4.20 no	
	MKC to	BC Ferries foot			
	Vancouver	passenger		receipt	
	Helijet booked	passenger		17.20	0.
	for wrong day			17.20	
	so took Skytrain				1
	to BC Ferries	Mileage Swartz			
	and then S.2	Bay to S.22			:
	s.22 picked	s.22			
	me up at	3.22			
	Swartz Bay			Mileage\$	
NOT CLAIMED	Swartz bay				
Sept 22	Mileage to			TOTAL	
	Swartz Bay			29.3 KM	
	Ferry			74.70	
	Mileage to			74.70	
	hotel			27.5KU	4
Sept 23	Hotel			336.37	
	В			330.37	
	Mileage to ferry			17 0 11	4
	ferry			27.5 KY	1
	Mileage from				
	ferry				
	icity				

To Tsawwassen



RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/22

20' Undersize Vehi 57.50 1 Adult 17.20

Total 74.70

Master Card

*************** 5.17

AUTH 142589 6627/03/ 8818816840 S

81 APPROVED - THANK YOU 827

CHANGE DUE 0.00

Tsawwassen To Swartz Bay

Suite 508 - 1321 Blanshard Street

LANE 40

RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/23

20' Undersize Vehi 1 Adult

57.50 17.20

CARDHOLDER COPY
SWB 22 Sep 2018 11:25:09

1005034 585652 SEE REVERSE SIDE OF TICKET ***CARDHOLDER COPY***
TSA 23 Sep 2018 08:22:47

1007102 410545 SEE REVERSEISPE OF TICKET Above CSA Rate Approval Required

s.15 Room No. Paula Gunn Arrival 09-22-18 Rm 134-501 Belleville St Victori Departure : 09-23-18 Victoria BC V8V1X4 Page No. : 1 of 1 Folio No. : s.22 INVOICE Conf. No. Membership No. Cashier No. : 7283

A/R Number : Group Code : Company Name :

09-23-18 08:42:55 AM EST

Date	Text	Charges Cred	lits
09-22-18	Room	287.10	
09-22-18	Room Tax 11%	31.58	
09-22-18	GST Tax 5%	14.36	
09-22-18	Destination Marketing Fee	3.33	
09-23-18	Mastercard XXXXXXXXXXXXX s.17 XX/XX	336	6.37

Total 336.37 336.37

Balance 0.00

s.15

Thank You For Staying With Us

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these charges.

Guest Signature____

MINISTRY OF FINANCE AND SUPPORTED ENTITIES REIMBURSEMENT CLAIM FOR NON-PAYROLL RELATED EXPENSES

INVOICE #

MISC-GUN180909

FORM USAGE

This form is to be used by individuals to claim reimbursement for government expenditures that have been paid for personally and cannot be claimed using another reimbursement method (e.g., items that cannot be claimed through petty cash or on a travel voucher). After completion, the individual should forward the original claim (with receipts attached) to the expense authority. The expense authority will complete and sign the Coding section and forward the claim to MFIN, Accounts for processing. A cheque will be forwarded to the *Cheque Mailing Address* below.

CHEQUE INFORMATION	<u>ON</u>					
Payee Name: Paula Gunr		Vendor #:	Loc. Code:			
Cheque Mailing Address:	RM 134 -501	Bellville St. PO 9057 St	n. Prov. Gov't Victoria B			
DESCRIPTION OF PUR	CHASE(S)	V8W 9E2				
Date of Purchase		Description	Amount			
09/09/18	charger	- Flat Flex	\$34.99			
, , ,			++a X G-\$1.75 P-\$2.45			
			s.22			
			7			
			s.22			
		Cheq	ue Total			
Hair		0+12/18				
Signature of Individual	Receiving Reimbursement	Date				
Certified this is a true statement o	f disbursements made to which I ar	n entitled and for which I have not been and will not be reim	bursed by any other party.			
CODING	= =====================================					
Client: 039 Resp:	18YAA Service Line:	14001 STOB: 6508 P	roject:1800000			
L. N. Expense Autho	rity Signature	Sct 11, 2018				
la company of the second		propriate statue or other authority for payment.				

FIN FSA 007 REV. 06/07

Audited 2018Oct18 SLP s.22

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OGIIX F IT FLEX 34 99 B

*** 10% 25 BAL $.22

VI Det it Card

XXXXXXXXXXXXXXS.22

AUTH: 645278

CHANGE

(P)ST 3.57

(G)ST 2.68

9/09/18 17:55 0029 91 0480 59729

(B)OTH = G.S.T. + P.S.T.

s.15
```

DIRECT PAYMENT TRANSACTION RECORD

CASH REG.: 091 EMPLOYEE: 59729

AMOUNT S.22

INTERAC PURCHASE CHEQUING

....

09/09/18 17:55:26 AUTH: 645278 REFERENCE: 66273037 0010016130

APL: Interac

APN

AID: A0000002771010

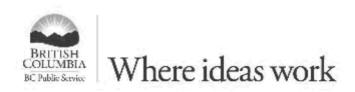
TVR 8000008000

TSI 6800

00 APPROVED - THANK YOU 001

0029 091 729 0480

CF19EXESLP35



Travel Voucher (Restricted Use)

Control No.

E129904

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

Name	i, piedeo coritaet year	iviii iioti y c	Director	manag	Emn	lovee ID	iivaoy.		Phone N	lumbor			
Sharma.	Niki				s.2								
	rganization					Z Title							
	and Family Develop	ment				isterial Assis	tant		3	Toup couc			
	Completed	6. Fiscal	Year	7		heque Issu		8. C	heaue Stul	Informatio	n		
2018/10		2019			EFT			0.0	ioquo otui		•••		
Type of		14. Reas	on for Tr	avel				Hea	dquarters				
In Provir		Minister	ial Busine	SS					oria				
12. Maili	ng Address for Che	que											
Rm 027-	-501 Belleville Street	Victoria,	BC V8V 1	X4									
16.	17.			18.		19.	20. & 21.		22.	20. & 21.			
Travel	Places T	ravelled			d Per		ersonal	Other				Misce	llaneous
Dates	*PCard				icle Use	Transport			Lodging				
2018	Destination	Start	End	Km	Cost	Costs	Claim	Cost	Costs	Cost	Describe		
08/01	*Vancouver (HJ)	0600	0625		0.00			0.00		13.10			
08/01	*Victoria (HJ)	1258	1307		0.00			0.00		7.60			
08/14	Vancouver	1300	1332		0.00			0.00		14.00			
08/27	Van>NewWest	0800	0851		0.00			0.00		36.80			
08/29	Vancouver	1500	1521		0.00			0.00		17.00			
08/30	Vancouver	1203	1233		0.00			0.00		16.00			
09/05	Vancouver	1605	1620		0.00			0.00		13.30			
09/22	Van>Rich	1820	1906		0.00			0.00		29.20			
09/27			0940 1020		0.00			0.00					
09/27	Rich>Van	1300	1337		0.00	~=		0.00		28.00			
TOTALS	OF COLUMNS				36. \$ 0.00	37. \$ 0.00		38. \$ 0.00	39. \$ 0.00	40. \$ 205.00	\$ 205.00		
18.	49.	50.			51.	52.		45.					
Clien	t Code Resp.	S	ervice Lir	ne	STOB	Pro	ject		Supplier C	ode	Amount		
	039 18YA	В	14001		5701 6501	180	0000		s.22		\$ 205.00		
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						AI	MOUNT D	UE TO E	MPLOYEE	-	4. \$ 205.00		
45. Emp	loyee Signature (Se	e Audit T	rail)			Print Nan				Signed	Ψ 200.00		
	ed this travel expense			ement	of					3			
	ements made and/or												
a result	of travel on governm	ent busine	ss as deta	ailed a	bove and								
for which	h I have not been and	d will not b	e reimbur	rsed by	any other								
party.													
	nding Authority Sigr					Print Nar	ne		Date	Signed			
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	to all a series and and all all and all and all all and all all and all all and all all all all all all all all all al	d policies.											
	stration Act and relate												
Adminis			Audit Tı	rail)		Print Nar	ne		Date	Signed			
Adminis 57. Payn	nent Authority Signation for payment pur	ature (See			Financial	Print Nar	ne		Date	Signed			

FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Nov05

Audit Trail for Travel Voucher (Restricted Use) E129904 for Sharma, Niki 6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/18 11:49:36	Wilson, Cherie	Sharma, Niki	Saved	Sharma, Niki
	(IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Niki.Sharma@gov.bc.ca		Niki.Sharma@gov.bc.ca
2018/10/18 11:49:52	Wilson, Cherie	Sharma, Niki	Saved	Sharma, Niki
	(IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Niki.Sharma@gov.bc.ca		Niki.Sharma@gov.bc.ca
2018/10/26 10:32:21	Sharma, Niki		Approved	Chen, Katrina
	(IDIR\NISHARMA) Niki.Sharma@gov.bc.ca			Katrina.Chen@gov.bc.ca
2018/10/29 15:33:21	Chen, Katrina		Approved	Poldrugovac, Saija
	(IDIR\KATCHEN) Katrina.Chen@gov.bc.ca			Saija.Poldrugovac@gov.bc.ca
2018/10/30 14:50:23	Poldrugovac, Saija		Forwarded	dLaird, Patricia s
	(IDIR\SPOLDRUG) Saija.Poldrugovac@gov.bc.ca			Patricia.Laird@gov.bc.ca
2018/10/30 15:13:22	Laird, Patricia s . (IDIR\PLAIRD) Patricia.Laird@gov.bc.ca		Forwarded	dFSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Notes for Travel Voucher (Restricted Use) E129904 for Sharma, Niki

1 note(s) returned

Created On	Author	Note
2018/10/18 11:49:36	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	08/01/18 Took taxi from home to Helijet in Vancouver 08/01/18 Took taxi from Leg to Helijet in Victoria 08/14/18 Took taxi from home to VCO 08/27/18 Took taxi from Van>NewWest for meeting 08/29/18 Took taxi from VCO to home 08/30/18 Took taxi to meeting in Van 09/05/18 Took taxi to from home to Announcement in Vancouver 09/22/18 Took Taxi from Van>Rich for Child Care awards 09/27/18 Took taxi from Van>Rich to meeting 09/27/18 Took taxi from Rich>Van from meeting

Audit Trail for Travel Voucher (Restricted Use) E129904 for Sharma, Niki

Date/Time	Who	On Behalf Of	Action Next To Act
2018/10/18 11:49:36	Wilson, Cherie (IDIR\CHEWILSO)	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved Sharma, Niki Niki.Sharma@gov.bc.
2018/10/18 11:49:52	Cherie.Wilson@gov.bc.ca Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Sharma, Niki Niki.Sharma@gov.bc.ca	Saved Sharma, Niki Niki.Sharma@gov.bc.

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RICHMOND TAXI #34
40 SHELL RD V6X2P1

2440 SHELL RD V RICHMOND BC

20123752 QB2012375201

SALE

09-22-2018 19:06:55
Acct # ************ S.17 C
Exp Date ***/** Card Type MC
Name: SHARMA/NIKI.
A0000000041010
MasterCard

Trace # 530004 Operator 234

Inv. # 234 Auth # 220655 RRN 001169004

 Sale
 \$29.20

 Tip
 \$.22

TOTAL

Retain this copy for your records

Customer copy

YELLOW CAB #23

1441 CLARK DR

VANCOUVER BC

CARD S.22

CARD TYPE INTERAC

ACCOUNT TYPE CHEQUING

DATE 2018/09/05

TIME 3958 16:20:30

CLERK ID 1

RECEIPT NUMBER C85058393-001-001-138-0

PURCHASE
AMOUNT \$
TIP \$.22

\$

Interac A0000002771010 9614D9F273DD76D6 6320008000-6800 A8DAC8192902BDAB 8080008000-7800

APPROVED

AUTH# 508340 00-001 THANK YOU

CARDHOLDER COPY

YELLOW CAB #46

1441 CLARK DR V
VANCOUVER BC

CARD TYPE MASTERCARD
DATE 2018/08/30
TIME 0158 12:33:33
CLERK ID 1
RECEIPT NUMBER
C85016715-001-003-601-0

PURCHASE
AMOUNT \$16.00
TIP \$.22
TOTAL

\$

MasterCard A00000000041010 E718B01E6862E464 0000008000-E800 4098940C7BC7B4A1

APPROVED

AUTH# 153333 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST105762447RT0001

DUPLICATE

BLACKTOP & CHECKER
CABS#12
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD TYPE MASTERCARD
DATE 2018/08/01
TIME 2116 06:25:46
CLERK ID 1
RECEIPT NUMBER
C85002031-001-1

PURCHASE
AMOUNT \$13.10
TIP \$.22
TOTAL

MasterCard A00000000041010 1694233D0137566B 0000008000-E800 9EE9FE 5E5827A38

APPROVED

AUTH# 092546 01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

YELLOW CAB #188 QUAD 1441 CLARK DR VANCOUVER BC

******* s.17 CARD CARD TYPE MASTERCARD DATE 2018/09/22 TIME 4579 17:05:39 CLERK ID RECEIPT NUMBER C85054555-001-001-745-0 PURCHASE AMOUNT \$33.10 TIP s.22 TOTAL

MasterCard A00000000041010 9F15E1C7EA6766B3 0000008000-E800 A8493B85C946A156

APPROVED

AUTH# 200539 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST105762447RT0001

BLUEBIRD CABS #48 2612 QUADRA ST VICTORIA BC

CARD
DATE 2018/08/01
TIME 7083 13:07:54
RECEIPT NUMBER
C85002570-001-383-009-0

PURCHASE
AMOUNT \$7.60
TIP \$.22
TOTAL

MasterCard A00000000041010 1F4A7F90B46D3677 0000008000-E800 D044485CE80E7EF0

APPROVED

AUTH# 160754 THANK YOU 01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PHONE . 250 . 382 . 2222

VANCOLVER TAXI
VANCOLVER DR

* * * * * * * * * * * * * * **S**.17

TYPE MASTERCARD
2018/08/29
1ME 1205 15:21:49
CLERK ID 999
INVOICE # 4444
RECEIPT NUMBER
C85069142-001-021-001-0

PURCHASE AMOUNT

\$17.00

TIP s.22

TOTAL

\$

MasterCard A0000000041010 0EAA752B1547D754 0000008000-E800 814AB2FBA5C36D4C

APPROVED

AUTH# 182149 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS YELLOW CAB #30 FOUNDER
1441 CLARK DR
VANCOUVER BC

CARD TYPE MASTERCARD
DATE 2018/09/27
TIME 0039 10:20:21
CLERK ID 1
RECEIPT NUMBER
C85060055-001-008-086-0

PURCHASE AMOUNT \$30.00 TIP \$.22

TOTAL

\$

MasterCard A0000000041010 656463041CC0A6AB 0000008000-E800 26097B9D42FF4DCB

APPROVED

AUTH# 132021 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST105762447RT0001

DELTA SUNSHINE TAXI # 18

13425 71A AVE SURREY BC

CARD TYPE MASTERCARD & DATE 2018/09/27 % TIME 0939 13:37:20 & CLERK ID 119 % RECEIPT NUMBER

C85029931-001-814-002-0

PURCHASE
AMOUNT \$28.00
TIP \$.22
TOTAL

MasterCard A0000000041010 8280D8F307717FCA

0000008000-E800 907B7BDCA1921190

APPROVED

AUTH# 163720 THANK YOU 01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS SAR TO WW City V

YELLOW CAB #7

1441 CLARK DR Hall

VANCOUVER BC

CARD TYPE MASTERCARD 2018/08/27 TIME 2397 08:51:45 CLERK ID 1 RECEIPT NUMBER C85038173-001-006-439-0

PURCHASE
AMOUNT \$36.80
TIP \$.22
TOTAL

MasterCard A00000000041010 2D02B74AF2787D84 0000008000-E300 2CD1DCB2B745CDE3

APPROVED

AUTH# 115145 01-027 THANK YOU

CARDHOLDER COPY

COPY FOR YOUR RECORDS

GST 105762447RT0001

YELLOW CAB #231 1441 CLARK DR VANCOUVER BC

s.17 CARD CARD TYPE VISA DATE 2018/08/14 TIME 1323 13:32:10 CLERK ID RECEIPT NUMBER C85063025-001-017-533-0 PURCHASE AMOUNT \$14.00 TIP s.22 TOTAL

VISA A00000000031010 D40AD0E1E27B27BC 0080008000-E800 672429D30E6AD452 0080008000-F800

APPROVED

AUTH# 062852 THANK YOU

01-027

CARDHOLDER COPY

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COPY FOR YOUR RECORDS

GST105762447RT0001

Page 44 of

Wilson, Cherie MCF:EX

From: Sent: passengerservices@helijet.com Friday, July 27, 2018 3:07 PM

Sent: To:

Wilson, Cherie MCF:EX

Subject:

Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

| Customer Information | | |
|----------------------|------------|-----------------------------|
| | | 17. Y |
| Account | Customer # | s.17 |
| | | SS N K K skin communication |
| | Name | Niki Sharma |
| | | |
| | Company | Bc Government |

| Wednesday, August 1, 2018 | Invoice #310122 | | | | |
|---------------------------|--|---|--|--|--|
| | FARE-YWH-Full_Summer - 2018 | \$219.05 | | | |
| 851 | + GST | \$10.95 | | | |
| 07:00 Vancouver Harbour | 23 20 10 10 100 10 | , | | | |
| 07:35 Victoria Harbour | | | | | |
| | Billing | \$219.05 | | | |
| 35 minutes | Taxes | \$10.95 | | | |
| | Grand Total | \$230.00 | | | |
| Confirmed | | | | | |
| | Fully Changeable / Refundable up to 5pm | the day prior to | | | |
| 1 Passengers - Off-Peak | departure. | **** | | | |
| Niki Sharma, Female | | | | | |
| | After 5pm all next-day travel is non-refun | idable and only | | | |
| Add to Calendar | changeable for same-day travel. Any cancellations will result in | | | | |

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)

| Wednesday, August 1, 2018 | Invoice #310123 | |
|---|---|---|
| 718 | FARE-YWH-Full_Summer - 2018 | \$219.05 |
| 13:45 Victoria Harbour | + GST | \$10.95 |
| 14:20 Vancouver Harbour | Billing | \$219.05 |
| 35 minutes | Taxes | \$10.95 |
| | | |
| Confirmed | Grand Total | \$230.00 |
| | Fully Changeable / Refundable up to 5pm | |
| Confirmed 1 Passengers - Off-Peak Niki Sharma, Female | | |
| 1 Passengers - Off-Peak | Fully Changeable / Refundable up to 5pm | the day prior to
dable and only
cellations will result in |

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:

Wilson, Cherie MCF:EX

| Fr | 10 | n: |
|----|----|----|
| | | |

passengerservices@helijet.com

Sent:

Wednesday, August 1, 2018 1:10 PM

To:

Wilson, Cherie MCF:EX

Subject:

Thank you for choosing to take off with Helijet!

| × |
 | | |
|---|------|--|--|
| | | | |
| | | | |

Please review your reservation below.

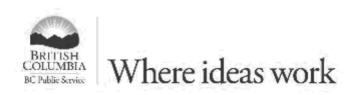
If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

| Customer Information | | |
|----------------------|-----------|---------------|
| Account | Customer# | s.17 |
| | Name | Niki Sharma |
| | Company | Bc Government |

| Wednesday, August 1, 2018 | Invoice #310123 | |
|--|--|---------------------|
| 718
13:45 Victoria Harbour | FARE-YWH-Full_Summer - 2018
+ GST | \$219.05
\$10.95 |
| 14:20 Vancouver Harbour | Billing | \$219.05 |
| 35 minutes | Taxes | \$10.95 |
| Confirmed | Grand Total | \$230.00 |
| 1 Passengers - Off-Peak
Niki Sharma, Female | Mastercard Date / Time August 1, 2018 @ 1:09: | \$230.00
:40 PM |
| Add to Calendar | Summary | |

CF19EXESLP36



Travel Voucher (Restricted Use)

Control No.

E129909

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

| Name | Niiki | | | | | | ployee ID | oyee ID Phone Number
(250) 356-5767 | | | | | |
|----------------------|--------------------------------|-----------|-------------|--------------|----------|--------------|----------------|--|------|-------|-------------|-------------|------------------|
| Sharma,
Client Or | , INIKI
rganization | | | | | s.2
Jo | b Title | | | | | iroup Code | • |
| | and Family | Develop | ment | | | | inisterial Ass | istant | | | 3 | Toup oou | • |
| 5. Date C | Completed | | 6. Fisc | al Year | - 1 | | Cheque Iss | heque Issue 8. Cheque Stub Information | | | | on | |
| 2018/10/ | | | 2019 | | | EFT | | | | | | | |
| Type of | | | | son for 1 | | | | | | | lquarters | | |
| In Provir | nce
ng Address | for Cha | | erial Busin | ess | | | | | Victo | oria | | |
| | -501 Bellevill | | | BC V8V | 1X4 | | | | | | | | |
| 16. | 17. | | | , | 18. | | 19. | 9. 20. & 21. 22 | | | 22. | . 20. & 21. | |
| Travel | P | laces Ti | ravelled | velled Perso | | rsonal | Other | | eals | | | | ellaneous |
| Dates | *PCard | | | | Veh | icle Use | Transport | | | | Lodging | | |
| 2018 | Destinatio | n | Start | End | Km | Cost | Costs | Claim | Cost | t | Costs | Cost | Describe |
| 09/10 | Whistler | | 0000 | 2359 | | 0.00 | | F-D | | 3.25 | | | |
| 09/11 | Whistler | | 0000 | 2359 | | 0.00 | | F-D | | 3.25 | | | |
| 09/12 | * Whistler>\ | /an(PCL | 0000 | 1100 | | 0.00 | | H-D | 1 | 7.50 | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | 36. | 37. | | 38. | | 39. | 40. | Claim Total |
| TOTALS | OF COLUM | INS | | | | \$ 0.00 | \$ 0.00 | | \$ 7 | 4.00 | \$ 0.00 | \$ 0.00 | \$ 74.00 |
| 8. | 4 | 9. | 50. | | | 51. | 52. | | 4 | 45. | | | |
| | t Code | Resp | | Service I | | STOB | | Project | | | Supplier (| Code | Amount |
| | 039 | 18YA | AB | 1400 | 1 | 5702 | 2 1 | 1800000 | | | s.22 | | \$ 74.00 |
| | 039 | | | | | | | | | | | | |
| | 039 | | | | | | | | | | | | |
| | 039
vel Advanc | | | | | | | | | | | | |
| | 039 | C | | | | | | | | | | | |
| | | | | | | | | | | | | _ | 54. |
| | | | | | | | 15 | | DUE | TOE | MPLOYE | | \$ 74.00 |
| | loyee Signa | | | | | | Print Na | ame | | | Date | Signed | |
| | ed this travel
ements made | | | | | | . | | | | | | |
| | of travel on g | | | | | | | | | | | | |
| | h I have not | | | | | | | | | | | | |
| party. | II I llave flot | Deen an | u wiii iioi | De TellTib | urseu i | by ally ould | " | | | | | | |
| | nding Autho | ritv Siar | nature (S | ee Audit | Trail) | | Print N | ame | | | Date | Signed | |
| | ed correct pu | | | | | inancial | | | | | | g | |
| | tration Act a | | | | | | | | | | | | |
| | nent Author | | | | | | Print N | ame | | | Date | Signed | |
| | sition for pay
tration Act. | ment pui | rsuant to | section 3 | 2 of the | e Financial | | | | | | | |
| | -F0012 v2 6 1 | 1 | Production | n *** Cor | vright | © Governm | ent of British | Columbia | | B/I | inistry Sne | nding Autho | rity ARCS 1240-2 |

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

> Audited 2018Nov06 SLP

Audit Trail for Travel Voucher (Restricted Use) E129909 for Sharma, Niki 5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|-----------------------|-----------|-----------------------------|
| 2018/10/18 15:32:18 | Wilson, Cherie | Sharma, Niki | Saved | Sharma, Niki |
| | (IDIR\CHEWILSO) | Niki.Sharma@gov.bc.ca | | Niki.Sharma@gov.bc.ca |
| | Cherie.Wilson@gov.bc.ca | | | |
| 2018/10/26 10:32:09 | Sharma, Niki | | Approved | Chen, Katrina |
| | (IDIR\NISHARMA) | | | Katrina.Chen@gov.bc.ca |
| | Niki.Sharma@gov.bc.ca | | | |
| 2018/10/29 15:33:13 | Chen, Katrina | | Approved | Poldrugovac, Saija |
| | (IDIR\KATCHEN) | | | Saija.Poldrugovac@gov.bc.ca |
| | Katrina.Chen@gov.bc.ca | | | |
| 2018/10/30 14:50:09 | Poldrugovac, Saija | | Forwarded | lLaird, Patricia S |
| | (IDIR\SPOLDRUG) | | | Patricia.Laird@gov.bc.ca |
| | Saija.Poldrugovac@gov.bc.ca | | | |
| 2018/10/30 15:13:12 | Laird, Patricias. | | Forwarded | IFSA MIN OFF, FIN |
| | (IDIR\PLAIRD) | | | FINFSAMINOFF@gov.bc.ca |
| | Patricia.Laird@gov.bc.ca | | | |

Notes for Travel Voucher (Restricted Use) E129909 for Sharma, Niki

1 note(s) returned.

| T Hoto(o) Total Hou. | | |
|----------------------|--|--|
| Created On | Author | Note |
| 2018/10/18 15:32:18 | Wilson, Cherie
(IDIR\CHEWILSO)
Cherie.Wilson@gov.bc.ca | 09/10/18 to 09/12/18 was in Whistler for
UBCM |
| | Cherie.vviison@gov.bc.ca | Personal arrangements made to Whistler |

Wilson, Cherie MCF:EX

From:

s.15

Sent:

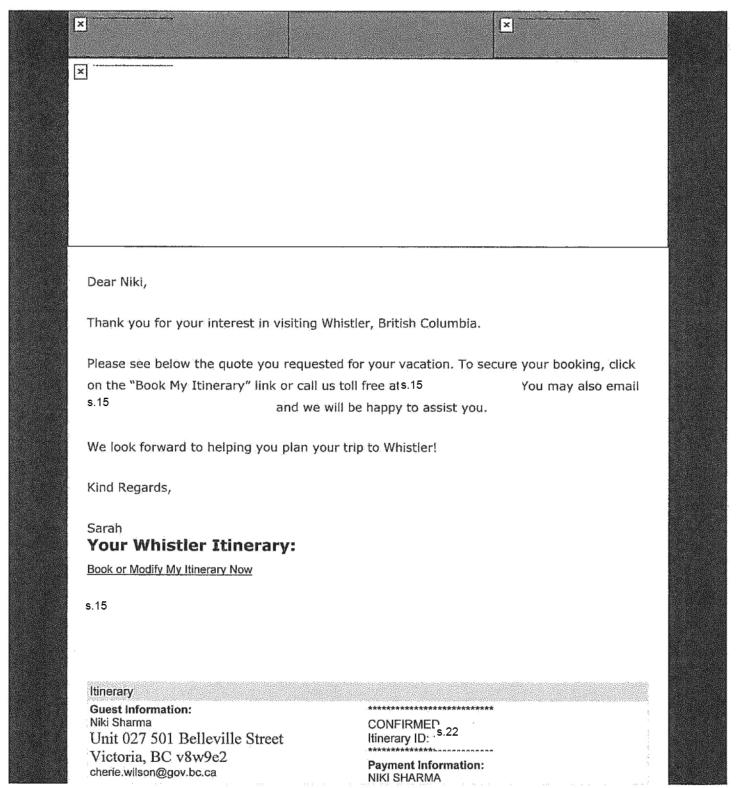
Friday, October 19, 2018 9:27 AM

To:

Wilson, Cherie MCF:EX

Subject:

s.15



| _ | $\overline{}$ | _ |
|---|---------------|---|
| S | 7 | 1 |

MC XXXXs.17
Expiration

| Lapitation | | | |
|---|---------|------------|---------|
| ltem | Price | Taxes/Fees | Total |
| *****CONFIRMED***** | \$27.50 | GST \$1.38 | \$28,88 |
| Pacific Coach LinesConfirmation: 549108 | , | 7,1,1,1 | |
| (1) Express Whistler Village to Downtown - One Way - Adult - 9:00am | | | |
| (Summer Schedule) | | | |
| Pacific Coach Lines | | | |
| Date: 09/12/2018 | | | |
| Special Instructions: Please be outside at your pick up location 30 minutes | | | |
| prior to your departure time. | | | |
| <u> </u> | į | | 1 1 |
| Pacific Coach Lines emergency number: 1800 6611725 | | | 1 |
| Whistler Accommodation – Pick Up Location: s.15 | | | i j |
| Southbound Vancouver Hotel Drop-off Location:: Burrard Skytrain | | | 1 1 |
| Station (Melville and Burrard St) | | | 1 |
| Emergency Phone Number: s.22 | | | |
| Guest 1 Are you traveling with a bike or ski bag? : No | | | |
| Total | \$27,50 | \$1.38 | \$28.88 |
| lota | Ψ21.00 | Φ1.30 | φ20.00 |

Upcoming Payments Due for Confirmed Items(See deposit and cancellation policies below)

Collected By Date Due Total Due
Pacific Coach Lines 09/07/2018 \$28.88

s.15

Policies:

Pacific Coach Lines

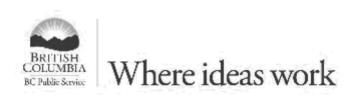
Written Cancellation Policy: PACIFIC COACH POLICIES

BAGGAGE POLICY: Is limited to 2 pieces, not to exceed 50lbs (22.5kg) per piece and 1 carry on. Should the weight of your baggage exceed 50lbs (per piece), it is a mandatory requirement to decrease weight to under 50lbs. We are not responsible for lost or stolen baggage; baggage is the responsibility of the traveler. Weight restrictions are strictly enforced.

NO SHOW: are 100% non-refundable and cannot be used for future travel. Schedules, fares and taxes are subject to change without notice. Travelling times are approximate and subject to traffic, weather & road conditions. Delayed or missed flights are not the responsibility of Pacific Coach.

CF19EXESLP40

Phone Number



Travel Voucher (Restricted Use)

Control No.

E129983

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.

Employee ID

| | Niki
ganization
and Family | | oment | | | j. | s.22
ob Title
Vinisterial A | ssistant | | Т | 250) 3
ravel (| | | e | |
|--|--|--|---|--|---------------------------------|--|-----------------------------------|---------------------------|----------------------|---------------------------|-----------------------|-------|--------------|---|-------------|
| | ompleted | 2270.0 | | scal Year | | | al Cheque Is | | | 8. Cheq | | b Inf | format | tion | |
| Type of T | ce | | Mini | eason fo
strial Busi | | | | | | Headqu
Victoria | | | | | |
| | ng Address
501 Bellevil | | | ria. BC V8 | V 1X4 | | | | | | | | | | |
| 16.
Travel
Dates | 17. | laces Tr | | | 18.
Pei | rsonal
cle Use | 19.
Other
Transport | | l.
eals | 22. | lging | 20. | & 21.
Mis | cellaneous | |
| 2018
09/14 10
09/11
09/12 | Destination Whistler Whistler Vancouver | | 6tart
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2359 | Km | Cost
0.00 | Costs | Claim | 0.0 | 0 S | osts
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.51.85 | Cos | 503.70 | Describe Supplemental to di Hotel Booking | aim E129909 |
| | OF COLUN | | | | | 36.
\$ 0.00 | 37.
\$ 0.00 | | 38.
\$ 0.0 | 00 \$s | 251.85 | 40. | 503.70 | Claim Total
\$ 755.55 | |
| 0: | Code 39 39 39 39 | 19.
Resp
18Y | | Service
140 | | 51.
STOI
570 | | Project
1800000 | 4 | | plier C
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\$ 755.55 | |
| | vel Advanc | e | 1 | | | 1 | ı | | 1 | | | | | | |
| | | | | | | | | AMOUN | T DUE | ГО ЕМР | | | | 54. \$ 755.55 | |
| Certified
disbursed
a result of
for which
party. | oyee Signa
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of travel on
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bursed | n entitled
I above an
by any otl | ner | | | | Date | | | | |
| - Certifie | ding Authord correct pure ration Act a | ırsuant t | o sectio | on 32 & 33 | | | Print | Name | | | Date | Sig | ned | | |
| - Requisi
Administ | ition for pay | ment pu | rsuant | | 32 of th | | | Name | | | Date | | | ovite: ADCS 4240 20 | |

FIN 10 (EFI-F0012 v2.6.1)

Name

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

Audited 2018Nov26

Audit Trail for Travel Voucher (Restricted Use) E129983 for Sharma, Niki 4 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|-----------------------|-----------|-----------------------------|
| 2018/10/26 16:17:31 | Wilson, Cherie | Sharma, Niki | Saved | Sharma, Niki |
| | (IDIR\CHEWILSO) | Niki.Sharma@gov.bc.ca | | Niki.Sharma@gov.bc.ca |
| | Cherie.Wilson@gov.bc.ca | | | |
| 2018/10/29 15:23:22 | Sharma, Niki | | Approved | Chen, Katrina |
| l | (IDIR\NISHARMA) | | | Katrina.Chen@gov.bc.ca |
| | Niki.Sharma@gov.bc.ca | | | |
| 2018/10/29 15:32:56 | Chen, Katrina | | Approved | Poldrugovac, Saija |
| | (IDIR\KATCHEN) | | | Saija.Poldrugovac@gov.bc.ca |
| | Katrina.Chen@gov.bc.ca | | | |
| 2018/10/30 15:01:23 | Poldrugovac, Saija | | Forwarded | dFSA MIN OFF, FIN |
| l | (IDIR\SPOLDRUG) | | | FINFSAMINOFF@gov.bc.ca |
| I | Saija.Poldrugovac@gov.bc.ca | | | |
| l | | | | |

Notes for Travel Voucher (Restricted Use) E129983 for Sharma, Niki

1 note(s) returned.

| Created On | Author | Note |
|---------------------|-----------------|---|
| 2018/10/26 16:17:31 | (IDIR\CHEWILSO) | Whistler stay from September 10 -
September 14 2018 Accommodation booked in
advanced and unable to change dates. Travel was Sept 10
First night deposit was reimbursed at the time of booking. |

Above CSA Rate Minister's Approval Required

s.15

| Niki Sharma | Page Number | : | 1 | Invoice Nbr | : | s.22 |
|---|--------------|---|-----------|-------------|---|------|
| HER MAJESTY THE QUEEN IN RIGHT | Guest Number | : | s.22 | | | |
| MI08AA - Ministry of Community, Spo Att | Folio ID | : | Α | | | |
| | | | 10-SEP-18 | 15:46 | | |
| | | | 14-SEP-18 | 10:42 | | |
| | | | 1 | | | |
| | | | s.15 | | | |

Сору

Tax ID : s.15

| Date | Reference | Description | Charges (CAD) | Credits (CAD) |
|-----------|-----------|----------------|---------------|---------------|
| 10-SEP-18 | DEPOSIT | Deposit-MC-s.1 | | -251.85 |
| 10-SEP-18 | DEPOSIT | Deposit-MC-7 | | -755.55 |
| 10-SEP-18 | s.15 | Room Charge | 219.00 | |
| 10-SEP-18 | | Room PST 8% | 17.52 | |
| 10-SEP-18 | | Room GST 5% | 10.95 | |
| 10-SEP-18 | | MRDT 2% | 4.38 | |
| 11-SEP-18 | | Room Charge | 219.00 | |
| 11-SEP-18 | | Room PST 8% | 17.52 | |
| 11-SEP-18 | | Room GST 5% | 10.95 | |
| 11-SEP-18 | | MRDT 2% | 4.38 | |
| 12-SEP-18 | | Room Charge | 219.00 | |
| 12-SEP-18 | | Room PST 8% | 17,52 | |
| 12-SEP-18 | | Room GST 5% | 10.95 | |
| 12-SEP-18 | | MRDT 2% | 4.38 | |
| 13-SEP-18 | | Room Charge | 219.00 | |
| 13-SEP-18 | | Room PST 8% | 17.52 | |
| 13-SEP-18 | | Room GST 5% | 10.95 | |
| 13-SEP-18 | | MRDT 2% | 4.38 | |
| | | | | |

Continued on the next page

s.15

Niki Sharma HER MAJESTY THE QUEEN IN RIGHT MI08AA - Ministry of Community, Spo Att Page Number Guest Number

2

Invoice Nbr

: s.22

Folio ID

s.22

10-SEP-18

15:46

14-SEP-18

10:42

1 s.1

** Total

*** Balance

1007.40

-1007.40

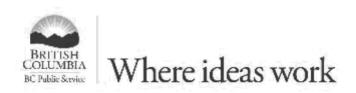
0.00

s.15

X ot

s.15

ED19EXESLP26



Travel Voucher (Restricted Use)

Control No.

E129591

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.

| | n, Veronica
rganization
on | | S
Jo | nploye
.22
bb Title
r. Minis | | stant | , | T | hone Numk
(250) 387-88
ravel Group
3 | 338 | |
|--|---|-------------------------|--|---------------------------------------|---------------------------------------|---------------------------|-----------------------|-----------------------|---|-----------------------|-------------------------|
| | ompleted | | cal Year | | 7. Specia | l Cheque Iss | sue | 8. | Cheque Stu | ıb Informa | tion |
| Type of The Proving 12. Mailin | Travel | Acco | eason for
mpanying | | | | | | adquarters
ictoria | ; | |
| 16.
Travel
Dates | 17. | Travelle | d | | ersonal
nicle Use | 19.
Other
Transport | 20. & 21
M | l.
eals | 22. | 20. & 21.
Mis | cellaneous |
| 2018
08/23 | Destination
Victoria | Start 0900 | End 1200 | Km | 0.00 | Costs 20.40 | Claim | 0.00 | Costs | Cost | Describe |
| TOTALS | OF COLUMNS | | | | 36. \$ 0.00 | 37.
\$ 20.40 | | 38.
\$ 0.00 | 39. \$ 0.00 | 40.
\$ 0.00 | Claim Total
\$ 20.40 |
| 8.
Client | 49. Res
062 2200106
062 062 | | Service L
6000 2200 1 | | 51.
 STOB
 6501 | 52.
Pro | oject
00000 | 45. | Supplier C
s.22 | | Amount
\$ 20.40 |
| | vel Advance | <u> </u> | | | I | 1 | | i | | | |
| | | | | | | A | MOUNT | DUE TO I | EMPLOYEE | | 54. \$ 20.40 |
| - Certifie
disburse
a result | loyee Signature (
ed this travel expe
ements made and/
of travel on gover
h I have not been | nse claim
or allowar | is a true s
nces to wh
siness as | nich I a
detaile | m entitled a
d above and | Ŀ | ame | | 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 N | lame | | Date | e Signed | | |
| 57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act. | | | | | Print N | lame | | Date | e Signed | | |

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

> Audited 2018Sep10 SLP

Audit Trail for Travel Voucher (Restricted Use) E129591 for Harrison, Veronica 2 audit trail record(s) returned.

| Who | On Behalf Of | Action | Next To Act |
|--|---|---|---|
| Harrison, Veronica | | Initiated | Harrison, Veronica S. |
| (IDIR\AHAHN)
Andra.Hahn@gov.bc.ca | | | Veronica.Harrison@gov.bc.ca |
| Harrison, Veronica s .
(IDIR\VHARRIS)
Veronica.Harrison@gov.bc.ca | | | IFSA MIN OFF, FIN
FINFSAMINOFF@gov.bc.ca |
| | Harrison, Veronica
(IDIR\AHAHN)
Andra.Hahn@gov.bc.ca
Harrison, Veronica S .
(IDIR\VHARRIS) | Harrison, Veronica
(IDIR\AHAHN)
Andra.Hahn@gov.bc.ca
Harrison, Veronica s .
(IDIR\VHARRIS) | Harrison, Veronica Initiated (IDIR\AHAHN) Andra.Hahn@gov.bc.ca Harrison, Veronica \$. Approved (IDIR\VHARRIS) |

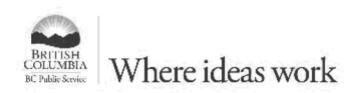
Notes for Travel Voucher (Restricted Use) E129591 for Harrison, Veronica

1 note(s) returned.

| Created On | | Author | Note |
|---------------------|-----------------|----------------------|--|
| 2018/08/30 14:28:47 | Harrison, Veron | ica | Accompanied Minister to meeting at |
| | (IDIR\AHAHN) | Andra.Hahn@gov.bc.ca | Government house. Taxi receipt for house to Gov't house. |

Home to La YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA BC 21852400 GH218524000M *** **** 09:36:05 08-23-2018 Acct # ***** \$.17 RF Exp Date **/** Card Type MC Name: MASTERCARD A0000000041010 Operator: 275 Trace # 7003 Inv. # 2993 RRN 001820003 Auth # 08150S \$20.40 Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

ED19EXESLP31



Travel Voucher (Restricted Use)

Control No.

E129794

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

| Name
Harrison | n, Veronica
rganizatior | - | | Employ
s.22
Job Titl | ee ID | Assistan | t | .ruoy. | (250 | e Numbe
) 387-883
el Group (| 8 | |
|---|---|---------------------------------------|---|---|--------------------|-------------------|---------------------------|-----------------|--------------------------------------|------------------------------------|-----------------------|------------------------|
| 5. Date (| Completed | | 6. Fiscal Y
2019 | ear | 7. S | pecial C | heque Issue | | 8. Che | que Stub | Informati | ion |
| Type of
In Provi | Travel | | 14. Reason | | | | | | Heado
Victor | uarters
ia | | |
| 12. Maili | ing Addres | s for Che | que | | | | | | | | | |
| 16.
Travel
Dates | 17. *PCard | Places 1 | Γravelled | | | rsonal
cle Use | 19.
Other
Transport | 20. & 21.
Me | eals | 22.
Lodging | 20. & 21
Mis | cellaneous |
| 2018
09/19 | Destination* Vancouve | | Start 1030 | End 1700 | Km | 0.00 | Costs
12.00 | Claim
F-BD | Cost 22.75 | Costs | Cost | Describe |
| TOTALS | OF COLU | MNS
49. | 50. | | 51. | 36.
\$ 0.00 | | | 38.
\$ 22.75
45. | 39.
\$ 0.00 | 40.
\$ 0.00 | Claim Total 0 \$ 34.75 |
| Clien | t Code | Resp.
22001 06 2 | | ce Line
2001 | ST | OB
701 | Projec
22000 | et | | pplier Cod
s.22 | le | Amount \$ 34.75 |
| | avel Advan
062 | ce | ı | | ı | ı | | | | | | |
| | 002 | | | | | | AMO | DUNT DU | E TO EMP | LOYEE | | 54. \$ 34.75 |
| Certification disburse a result | ed this trave
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governme | e Audit Train
claim is a trail
allowances the
ent business
di will not be | rue statem
o which I a
as detaile | am enti
ed abov | ve and | Print Nam | e | | Date S | igned | |
| 56. Sper | | ursuant to | ature (See
section 32
d policies. | | | ncial | Print Nam | ne | | Date | Signed | |
| - Requi | | | ature (See A
suant to sec | | | ancial | Print Nam | ne . | | Date | Signed | |

FIN 10 (EFI-F0012 v2.6.1)

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

> Audited 2018Oct09 SLP

Audit Trail for Travel Voucher (Restricted Use) E129794 for Harrison, Veronica 3 audit trail record(s) returned.

| ca s |
|-------------|
| n@gov.bc.ca |
| |
| |
| ov.bc.ca |
| |
| IN |
| @gov.bc.ca |
| |
| |

Notes for Travel Voucher (Restricted Use) E129794 for Harrison, Veronica

1 note(s) returned.

| Created On | Author | Note |
|------------|---|--|
| | Harrison, Veronica
(IDIR\AHAHN) Andra.Hahn@gov.bc.ca | Sept. 19: - \$12.00 taxi from Legislature to Helijet terminal - travel by Helijet to Vancouver - accompanied Minister to meetings - travel by Harbour Air return to Victoria |

SEPT. 19 VH 5701 Leg. to Heli in Vic

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400 GH2185240079 **** *** PURCHASE 09-19-2018 Acct # ********** s.17 RF Exp Date **/** Card Type MC Name: A0000000041010 MASTERCARD Operator: 079 Trace # 13901 Inv. # 0252 RRN 001494004 uth # 09320S \$12.00 Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

Page 65 of 163 FIN-2019-94671

Hahn, Andra EDUC:EX



From:

passengerservices@helijet.com

Sent: Wednesday, September 19, 2018 10:39 AM

Hahn, Andra EDUC:EX To:

Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

| Customer Information | | |
|----------------------|------------|----------------|
| Account | Customer # | s.17 |
| | Name | Robert Fleming |
| | Company | Ndp |
| | | |

| Wednesday, September 19, 2018 | Invoice #323231 | | | | |
|-------------------------------------|---------------------|----------------------------------|----------|--|--|
| vicanesady, september 15, 2010 | | | | | |
| 714 | SALE - Seat Sale \$ | 189 | \$360.00 | | |
| 11:00 Victoria Harbour (Downtown) | + GST | | \$18.00 | | |
| 11:35 Vancouver Harbour (Downtown) | | | | | |
| 11.33 Valicouver Harbour (Downtown) | Billing | | \$360.00 | | |
| 35 minutes | Taxes | | \$18.00 | | |
| 35 illinates | Grand Total | | \$378.00 | | |
| Confirmed | | | | | |
| | Mastercard | | \$378.00 | | |
| 2 Passengers - Sale | Date / Time | September 19, 2018 @ 10:38:02 AM | | | |
| Robert Fleming, Male | Summary | s.17 | | | |
| Veronica Harrison, Female | Expiration | | | | |
| Add to Calendar | Authorization | 133801 | | | |

Hahn, Andra EDUC:EX

From:

Sent: To:

Harbour Air Reservation < reservation@harbourair.com>

Friday, September 21, 2018 2:21 PM

Hahn, Andra EDUC:EX

Subject: Flight Itinerary. Thanks for choosing Harbour Air!



Check Flight Status | Manage Flight Deals & Specials High Flyer Rewards My Account

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat or a double seat together? Ask one of our customer service agents about Select Seating at check in. Starting at only \$10.00 per seat.

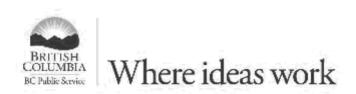
Harbour Air Team

| Account | **** | |
|---------|---------|-----------------------------------|
| | HAS # | s.17 |
| | Name | Robert Fleming |
| | | |
| | Company | Provincial Government-minister Of |

| Wednesday, September 19, | Invoice s.17 | | | | |
|---|--|----------|--|--|--|
| 2018 | Air Transportation Charges | | | | |
| Flight #221/Twin Otter
16:00 Vancouver Harbour / | Sked 200/300 : (St) GO Flex | \$373.28 | | | |
| | Taxes, Fees and Charges | \$373.28 | | | |
| Map 📓
16:35 Victoria Harbour / | All Skeds - Baggage : Checked Baggage
Fee | \$0.00 | | | |
| Мар 🗐 | Sked 200 : Carbon Offset | \$1.30 | | | |

| 35 minutes | Sked 200 : VHFC Terminal Fee + Goods and Services Tax | \$19.72
\$19.70 |
|------------------------------|---|---------------------------------|
| W/ 0 - 0 - 10 1 - 10 1 | | |
| KK- Confirmed Select Seat #4 | Billing | \$394.30 |
| 2 Passenger(s) - GoFlex | Taxes | \$19.70 |
| Robert Fleming, Male | Grand Total | \$414.00 |
| Veronica Harrison, | Master Card | |
| Female (over 12) | | \$414.00 |
| Add to Calendar | Date / Time September 19, 2018 @ 9 Summary s.17 | 5:51:31 AIVI |
| | Expiration | |
| | Authorization 125130 | |
| | 125150 | |
| | s.22 | |
| | | |
| | Check in 25 minutes prior to depart Refundable up to 15 minutes prior to Departure Changeable up to 15 minutes prior to Departure (subject to difference in to value) Select Seating \$10 (space permitting 50% cancellation fee for groups of 4 cancelled within 24 hrs of departure | to
to
fare
g)
++ if |
| | Baggage: All routes (except routes listed below 25 lbs. Guaranteed 25 lbs. (space available) \$1/lb. over 50 lbs.(space available) | ow) |
| | Between South Vancouver (YVR), G
Maple Bay
35 lbs. Guaranteed
15 lbs. (space available)
\$1/lb. over 50 lbs.(space available) | anges & |
| | Between South Vancouver (YVR), Vi
Nanaimo
50 lbs. Guaranteed
\$1/lb. over 50 lbs. | ictoria & |
| | Scenic & Packaged Tours Cancellation
100% cancellation fee if cancelled with 24hrs of departure | on:
thin |

ED19EXESLP31



Travel Voucher (Restricted Use)

Control No.

E129795

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.

| | n, Veronica
rganization
on | · | Employ
e 22
Job Titl
Sr. Min | le | al Assista | ınt | , | (| hone Numbe
250) 387-883
ravel Group (| 8 | |
|---|--|---------------------------|---------------------------------------|-----------------|-----------------------------------|---|--------------------------------|-----------------------|---|----------------------------|---|
| 5. Date 0
2018/10 | Completed | 6. Fiscal 2019 | Year | 7. 8 | Special (| Cheque Issu | е | 8. (| Cheque Stub | Informatio | n |
| Type of
In Provi | Travel
nce | 14. Reaso | on for Trav
anying Minis | | | | | | adquarters
ctoria | | |
| 16.
Travel
Dates
2018
09/25 | 17. Places To Pl | ravelled Start 0830 | . | | rsonal
cle Use
Cost
0.00 | 19.
Other
Transport
Costs
42.90 | 20. & 21
Mo
Claim
F-B | Cost 41.0 | Lodging
Costs | 20. & 21.
Misce
Cost | ellaneous
Describe |
| 48.
Clien | OF COLUMNS 49. Resp. 22001062 | | ice Line
22001 | | 36.
\$ 0.00
TOB
5701 | 37.
\$ 42.90
2.
Proje
2200 | | 38.
\$ 41.
 45. | 39.
00 \$ 0.00
Supplier Cod
s.22 | 40. \$ 0.00 | Claim Total
\$ 83.90
Amount
\$ 83.90 |
| Less Tra | vel Advance | | | | | | | | | | |
| 45. Emp | loyee Signature (Se | | | nent of | f | AN
Print Nan | | JE TO E | MPLOYEE Date S | 54
Bigned | 4.
\$ 83.90 |
| disburse
a result | ements made and/or
of travel on governm
h I have not been and | allowances
ent busines | to which I
s as detaile | am en
ed abo | ntitled as
ove and | | | | | | |
| 56. Sper | nding Authority Sigred correct pursuant to tration Act and relate | section 32 | | | ıncial | Print Na | me | | Date | Signed | |
| - Requis | nent Authority Signa
sition for payment pur
tration Act. | | | | inancial | Print Na | me | | Date | Signed | |

FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Oct19

Audit Trail for Travel Voucher (Restricted Use) E129795 for Harrison, Veronica 6 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|--------------|-----------|-----------------------------|
| 2018/10/02 07:34:57 | Harrison, Veronica | | Initiated | Harrison, Veronica s. |
| 1 | (IDIR\AHAHN) | | | Veronica.Harrison@gov.bc.ca |
| 1 | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 08:42:19 | Harrison, Veronica S. | | Approved | dFleming, Rob |
| 1 | (IDIR\VHARRIS) | | | Rob.Fleming@gov.bc.ca |
| 1 | Veronica.Harrison@gov.bc.ca | | | |
| 2018/10/02 08:47:15 | Harrison, Veronica | | Recalled | Harrison, Veronica |
| 1 | (IDIR\AHAHN) | | | Andra.Hahn@gov.bc.ca |
| 1 | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 08:53:20 | Harrison, Veronica | | Initiated | Harrison, Veronica S. |
| 1 | (IDIR\AHAHN) | | | Veronica.Harrison@gov.bc.ca |
| 1 | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 09:56:17 | Harrison, Veronica s. | | Approved | dFleming, Rob |
| 1 | (IDIR\VHARRIS) | | | Rob.Fleming@gov.bc.ca |
| 1 | Veronica.Harrison@gov.bc.ca | | | |
| 2018/10/04 16:49:56 | Fleming, Rob | | Approved | dFSA MIN OFF, FIN |
| 1 | (IDIR\RFLEMIN) | | | FINFSAMINOFF@gov.bc.ca |
| 1 | Rob.Fleming@gov.bc.ca | | | |
| 1 | | | | |

Notes for Travel Voucher (Restricted Use) E129795 for Harrison, Veronica

2 note(s) returned

| Created On | Author | Note |
|---------------------|---|---|
| 2018/10/02 07:34:57 | Harrison, Veronica
(IDIR\AHAHN) Andra.Hahn@gov.bc.ca | Sept. 25 - accompanied Minister to Vancouver for |
| | (ISHIVIII) / Hala.Halil@gov.So.oa | meetings - travel by Helijet return |
| 2018/10/02 08:53:20 | Harrison, Veronica
(IDIR\AHAHN) Andra.Hahn@gov.bc.ca | Taxi from home Vic Heli,
Taxi to Van Heli Terminal
Taxi from Vic Heli to home |

Hahn, Andra EDUC:EX

VH Sept 25 5701

From:

passengerservices@helijet.com

Sent:

Tuesday, September 25, 2018 8:16 AM

To:

Hahn, Andra EDUC:EX

Subject:

Thank you for choosing to take off with Helijet!

40



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

| Customer Information | | |
|----------------------|------------|----------------|
| Account | Customer # | s.17 |
| | Name | Robert Fleming |
| | Company | Ndp |
| | Company | |

| Tuesday, September 25, 2018 | Invoice #321075 | | |
|--|------------------------|---|----------|
| | SALE - Seat Sale \$189 | | \$360.00 |
| 708
08:50 Victoria Harbour (Downtown) | + GST | | \$18.00 |
| 09:25 Vancouver Harbour (Downtown) | Billing | | \$360.00 |
| 35 minutes | Taxes | | \$18.00 |
| | Grand Total | | \$378.00 |
| Confirmed | | | |
| | Mastercard | | \$378.00 |
| 2 Passengers - Sale | Date / Time | September 25, 2018 @ 8:15:37 AM
s.17 | |
| Robert Fleming, Male | Summary | | |
| . Veronica Harrison, Female | Expiration | | |
| Add to Calendar | Authorization | 111537 | |

Hahn, Andra EDUC:EX

From:

passengerservices@helijet.com

Sent:

Tuesday, September 25, 2018 5:25 PM

To:

Hahn, Andra EDUC:EX

Subject:

Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

| Customer # | s.17 |
|------------|----------------|
| Name | Robert Fleming |
| Company | Ndp |
| | Name |

| Tuesday, September 25, 2018 | Invoice #323318 | | |
|--|---------------------|---------------------------------|----------|
| | SALE - Seat Sale \$ | 5189 | \$180.00 |
| 729
17:45 Vancouver Harbour (Downtown) | + GST | | \$9.00 |
| 18:20 Victoria Harbour (Downtown) | Billing | | \$180.00 |
| Dropoff: | Taxes | | \$9.00 |
| Taxi Requested | Grand Total | Manager The Report of the Lates | \$189.00 |
| 35 minutes | Mastercard | | \$189.00 |
| | Date / Time | September 25, 2018 @ 5:24:26 PM | |
| Confirmed | Summary | s.17 | |
| 1 Passangers Sala | Expiration | | |
| 1 Passengers - Sale
Veronica Harrison, Female | Authorization | 202425 | |

Home to heli

to Iteli terminal in Van Hidi to home

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA BC 21852400 GH2185240071

PURCHASE

09-25-2018 Acct # ******** s.17 RF

08:14:37

Exp Date **/**

Card Type MC

Name:

A0000000041010

MASTERCARD

Operator: 171 Trace # 16894 Inv. # 171

Auth # 03116S

RRN 001472002

Total

\$19.00

(001) APPROVED-THANK YOU

Retain this copy for your records Customer copy

www.yellowcabvictoria.com 250-381-2222

YELLOW CAB #36 1441 CLARK DR VANCOUVER

CARD s.17

CARD TYPE

MASTERCARD

DATE TIME

2018/09/25

5290 17:23:29

CLERK ID

RECEIPT NUMBER

H85009299-001-242-059-0

PURCHASE TOTAL

\$9.00

CAPITAL ONE A0000000041010 79C35B198882A092 -0000000000-

APPROVED

FF/DT 00 AUTH# 09894S

01-027

THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

VICTORIA TAXI # 10 #101, 3045 DOUGLAS ST. VICTORIA

********* s.17 CARD CARD TYPE MASTERCARD 2018/09/25 DATE

1758 18:27:57 TIME RECEIPT NUMBER

H85041377-001-001-271-0

PURCHASE TOTAL

\$14.90

CAPITAL ONE A0000000041010 F3C372D2630B4E5D -00080000-

APPROVED

AUTH# 02736S THANK YOU

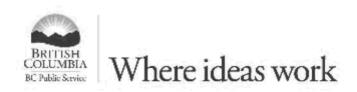
01-027

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

ED19EXESLP32



Travel Voucher (Restricted Use)

Control No.

E129796

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

| Name
Harriso | n, piease co
n, Veronica
rganizatio
on | | | En
S.
Jo | nploye
.22
b Title | ee ID | | | | (250) 3 | Number
87-8838
Group Code | e |
|--|--|--|----------------------------------|--------------------------------------|--------------------------|-------------------------|--------------------------|----------------------------|-------------------------------------|----------------------------|---------------------------------|-------------------------------------|
| 5. Date (| Completed
0/02 | | 6. Fisc
2019 | al Year | | 7. Spec | ial Chequ | ie Issue | | 8. Chequ | ie Stub Info | ormation |
| Type of
In Provi | Travel
nce | | 14. Rea | ason for
npanying | | | | | | Headqua
Victoria | arters | |
| , | ing Addres | s for Che | que | | | | | 1 | | 1 | | |
| 16.
Travel
Dates | 17.
PCard | Places Tra | velled | | | rsonal
cle Use | 19.
Other
Transpor | | 1.
⁄leals | 22.
Lodging | | iscellaneous |
| 2018
09/10
09/11 | Destination Whistler - | UBCM
UBCM | Start 0800 0730 | End
2100
2200 | Km | 0.00
0.00 | Costs 14.70 | Claim
F-B
F- | 41.00
51.50 | Costs | Cost 94.50 | Describe Lunch registration -Recei |
| 09/12
09/13
09/14 | Whistler -
Whistler -
* Whistler-l | UBCM | 0900
0900
0900 | 2200
2200
1745 | | 0.00
0.00
0.00 | 8.00
15.00 | | 41.00 s.22
51.50
33.25 | | | |
| | OF COLU | | | | | 36. \$ 0.00 | |) | 38. 218.25
\$ s.22 | 39.
\$ 0.00 | 40.
\$ 94.50 | Claim Total
\$ s.22 350.45 |
| 8. Client Code 062 062 062 062 062 062 | | 51.
STOB
5702
6501 | | Project
2200000
2200000 | 45. | | er Code
2 | Amount
\$ s.22
94.50 | | | | |
| | avel Advar
062 | ice | i | | | | | | | | | |
| | | | | | | | | | INT DUE T | O EMPLO | | 54.
\$s.22 |
| - Certific
disburs
a result | oloyee Sigred this traversements made of travel or the large not be a few and the large not be a few a | el expense
de and/or a
n governm | claim is
allowand
ent busi | s a true s
ces to wh
ness as c | ich I a
detaile | m entitled
d above a | d as
and | int Name | | | Date Signo | ed |
| 56. Sper
- Certifi | nding Auth
ed correct p
stration Act | oursuant to | section | 32 & 33 | | | | rint Name |) | | Date Sign | ned |
| - Requi | ment Authorsition for pastration Act | yment pur | | | | | | rint Name |) | | Date Sign | ned |

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

Audited 2018Oct10

Audit Trail for Travel Voucher (Restricted Use) E129796 for Harrison, Veronica 5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|--------------|-----------|-----------------------------|
| 2018/10/02 07:46:29 | Harrison, Veronica | | Initiated | Harrison, Veronica s |
| | (IDIR\AHAHN) | | | Veronica.Harrison@gov.bc.ca |
| | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 07:58:30 | Harrison, Veronica | | Recalled | Harrison, Veronica |
| | (IDIR\AHAHN) | | | Andra.Hahn@gov.bc.ca |
| | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 08:04:12 | Harrison, Veronica | | Initiated | Harrison, Veronica S. |
| | (IDIR\AHAHN) | | | Veronica.Harrison@gov.bc.ca |
| | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/02 08:42:06 | Harrison, Veronica s. | | Approved | dFleming, Rob |
| | (IDIR\VHARRIS) | | | Rob.Fleming@gov.bc.ca |
| | Veronica.Harrison@gov.bc.ca | | | |
| 2018/10/04 16:49:44 | Fleming, Rob | | Approved | FSA MIN OFF, FIN |
| | (IDIR\RFLEMIN) | | | FINFSAMINOFF@gov.bc.ca |
| | Rob.Fleming@gov.bc.ca | | | |

Notes for Travel Voucher (Restricted Use) E129796 for Harrison, Veronica

2 note(s) returned

| Created On | Author | Note |
|---------------------|-----------------------------------|--|
| 2018/10/02 07:46:29 | Harrison, Veronica | Accompanied Minister to UBCM in Whistler. |
| | (IDIR\AHAHN) Andra.Hahn@gov.bc.ca | Carpooled from Victoria to Whistler, no charge |
| | | Carpooled from Whistler to Vancouver |
| | | Travel by Harbour Air return to Victoria |
| | | Luncheon registration charge to accompany
Minister |
| | | Taxi charge between UBCM receptions |
| | | Taxi charge from Harbour Air to home |
| 2018/10/02 08:04:12 | Harrison, Veronica | Lodging costs were ppre-aid in full on E129516 & E128110 |
| | (IDIR\AHAHN) Andra.Hahn@gov.bc.ca | E129310 & E120110 |

Sept. 10 VH Home to HAIV UBCM

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400 GH2185240079 *** *** 09-10-2018 08:58:09 Acct # ******* s.17 Exp Date **/** Card Type MC Name: VERONICA HARRISON MASTERCARD A0000000041010 Operator: 079 Trace # 13739 Inv. # 079 RRN 001476002 Auth # 04289S \$14.70 Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

ADVANCE DEPOSIT RECEIPT

Harrison, Veronica

Reservation:

s.22

Arrival Date:

09-09-2018

Departure Date:

09-14-2018

Receipt No:

21150

| Date | Description | Card # | Card Holder | Amount |
|------------|-------------|--------|-------------------|---------|
| 02-14-2018 | MasterCard | 6046 | Veronica Harrison | 251.85 |
| 08-15-2018 | MasterCard | 8812 | Veronica Harrison | 1007.40 |
| Total: | | | | 1259.25 |

User ID: s.22



BUSINESS EXPENSE APPROVAL for Business Meetings/Protocol Events

BUSINESS EXPENSE APPROVAL NO.

| Attach original invoices/receipts that have been coded and approved by an expense authority. Please see page 2 for further instructions. | | | | |
|--|--------------------------|-------------------|------------|--|
| SECTION 1 - ORIGINATOR INFORMATION
NAME OF ORIGINATOR OF EXPENSE | TELEPHONE NO. | | YYYY/MM/DD | |
| Veronica Harrison | (250) 387-8838 | DATE
SUBMITTED | 2018/10/10 | |
| MINISTRY/DIVISION/BRANCH | LOCATION (CITY) OF EVENT | | YYYY/MM/DD | |
| Office of the Minister of Education | UBCM - Whistler, B.C. | OF EVENT | 2018/09/10 | |
| | | | YYYY/MM/DD | |
| | | OF EVENT | 2018/09/14 | |

SECTION 2 - NAME / NATURE OF EVENT

In general terms, describe the event, the number of people attending and their affiliation. For example: Annual Regional Meeting – 20 government employees, 2 service contractors.

Registration for UBCM Welcome Reception at UBCM which included on Sept. 12. Veronica accompanied Minister Fleming to this reception. No meal was served.

SECTION 3 - INDIVIDUALS INCLUDED IN MEAL CLAIMS

Complete this section only if the Business Expense Approval includes a meal. Identify the individual's name and either the ministry or company they are affiliated with. Attach a separate list if necessary.

Veronica Harrison, Ministry of Education

| SECTION 4 - BUSINESS EXPENSE REQU | ESTED | | SECTION 5 - | EXPENSE AUTHO | ORITY PRE-APPR | OVAL |
|---|-------|------------|------------------------------------|--|---|--------------|
| CATEGORY | STOB | AMOUNT | RESP. CENTRE | SERVICE LINE | PROJECT NO. (IF APP | PLICABLE) OR |
| Meeting Room Rental | 6531 | | 00004 | 22222 | ACT 12 1 100 100 100 100 100 | ! . |
| T. Moding Room Roma | | | 22001 | 06000 | 2200000 | |
| 2. Equipment/Furniture Rental | 6531 | | | | ertified correct pursual
Act and related policie | |
| 3. Photocopying, Faxing, Telephone, etc. | 6531 | | V.K | | | |
| Food/Beverages for Meetings | 6531 | | PRINT NAME OF EX | PENSE AUTHORITY | DATE SIGNE | |
| BREAKFAST LUNCH DINNER | | | Veronica Har | ricon | 1 447 | YYY/MM/DD |
| SNACKS COFFEE/TEA/JUICE, ETC. | | | veronica nai | risori | 2018 | מן נסן נט |
| 5. Business Meals in Restaurant | 6531 | | SECTION 6 - | SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATI | | |
| BREAKFAST LUNCH DINNER | 6531 | | have paid perso | nally. Enter payee r | rsing an employee fo
name, cheque mailing | |
| 6. Event Planners, Speakers, etc. | | | reimbursement | total. | | |
| Travel Costs for Non-BC Government Participants | | | | | | |
| 8. Other: UBCM Registration | | \$ 94.50 | | | | |
| 4. | | | QUALIFIED RECE
pursuant to CPPN | | ertified goods/services | received |
| | | | × | | | |
| ESTIMATED TO | TAL | \$ \$94.50 | | REIMBURSE | MENT TOTAL | \$ 94.50 |



UNION OF BC MUNICIPALITIES

Suite 60-10551 Shellbridge Way Municipalities Richmond, BC V6X 2W9

REGISTRATION INVOICE

Tel: (604) 270-8226 | Email: ubcm@ubcm.ca

CV9584 **INVOICE #**

DATE

TO VERONICA HARRISON Senior Ministerial Assistant Min. of Education Room 124 Parliament Buildings Victoria, British Columbia V8W 9E2

| ITEM | AMOUNT |
|----------------------------------|---------------------|
| Welcome Reception (Delegate Fee) | \$90.00 |
| SUBTOTAL | \$ 90.00 |
| PST | \$ 0.00 |
| (10815 0541) GST
TOTAL | \$ 4.50
\$ 94.50 |

UNION OF 3C MUNICIPALITY #60-10551 SHELLBRIDGE WA RICHMOND, BC 6042708226

SALE

MID: 5643971 HST: 1234567890
TID: 005 REF#: 00000019
Batch #: 254001 RRN: 00000019
09/11/18 12:13:25
APPR CODE: 151330
MASTERCARD Chip

AMOUNT

\$94.50

APPROVED

MasterCard AID: A0000000041010 TVR: 00 00 00 80 00 TSI: E8 00

BY ENTERING A VERIFIED PIN CARDHOLDER AGREES
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH
ISSUERS AGREEMENT WITH CARDHOLDER
ACCORDANCE WITH ISSUER'S
AGREEMENT
WITH CARDHOLDER

THANK YOU / MERCI!

CUSTOMER COPY



UNION OF BC MUNICIPALITIES

Suite 60-10551 Shellbridge Way Municipalities Richmond, BC V6X 2W9

REGISTRATION INVOICE

Tel: (604) 270-8226 | Email: ubcm@ubcm.ca

CV9584 **INVOICE #**

DATE

TO VERONICA HARRISON Senior Ministerial Assistant Min. of Education Room 124 Parliament Buildings Victoria, British Columbia V8W 9E2

| ITEM | AMOUNT |
|----------------------------------|---------------------|
| Welcome Reception (Delegate Fee) | \$90.00 |
| SUBTOTAL | \$ 90.00 |
| PST | \$ 0.00 |
| (10815 0541) GST
TOTAL | \$ 4.50
\$ 94.50 |

39805 NONAME RD SQUAMISH BC

CARD TYPE MASTERCARD
DATE 2018/09/13
TIME 9839 17:30:46
RECEIPT NUMBER

C85018538-001-147-002-0

PURCHASE TOTAL

\$8.00

CAPITAL ONE A00000000041010 846F4CABD5CA5690 0000008000-E800 E6D600C1D88C3961

APPROVED

AUTH# 01404S THANK YOU

01-027

CARDHOLDER COPY

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Sept. 14 VH 5702

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400 GH2185240004 **** 19:51:26 09-14-2018 Acct # ******* \$.17 RF Exp Date **/** Card Type MC Name: MASTERCARD A0000000041010 Operator: 104 Trace # 4472 Inv. # 104 RRN 001288003 Auth # 03803S \$15.00 Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

Hahn, Andra EDUC:EX

From:

Harbour Air Reservation < reservation@harbourair.com>

Sent:

Friday, September 21, 2018 12:35 PM

To:

Hahn, Andra EDUC:EX

Subject:

VH-RECEIPT - Sept. 14 - Flight Itinerary. Thanks for choosing Harbour Air!



Check Flight Status | Manage Flight

Deals & Specials High Flyer Rewards My Account

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat or a double seat together? Ask one of our customer service agents about Select Seating at check in. Starting at only \$10.00 per seat.

Harbour Air Team

| Customer Informa | ntion | |
|------------------|---------|--|
| Account | HAS# | s.17 |
| | Name | Robert Fleming |
| | Company | Provincial Government-minister Of
Education / Ndp-mla |

| Friday, September 14, 2018 | Invoice 18.17 | |
|-------------------------------|--|----------|
| | Air Transportation Charges | |
| Flight #223A | Sked 200/300 : (St) GO Flex | \$186.64 |
| 17:10 Vancouver Harbour / Map | Taxes, Fees and Charges | |
| 17:45 Victoria Harbour / | All Skeds - Baggage : Checked Baggage
Fee | \$0.00 |
| Iviap iiii | Sked 200 : Carbon Offset | \$0.65 |

| 35 minutes | Sked 200 : VF | HFC Terminal Fee | \$9.86 | | | |
|------------------------------|--|--|------------------------------|--|--|--|
| KK- Confirmed | + Goods and | Services Tax | \$9.85 | | | |
| | Billing | | \$197.15 | | | |
| 1 Passenger(s) - GoFlex | Taxes | | \$9.85 | | | |
| Veronica Harrison,
Female | Grand Total | | \$207.00 | | | |
| Add to Calendar | Master Card | | \$207.00 | | | |
| | Date / Time | September 14, 2018 (
PM | @ 12:17:12 | | | |
| | Summary | s.17 | | | | |
| | Expiration | | | | | |
| | Authorization | 151711 | | | | |
| | s.22 | | | | | |
| | GoFlex Fare Conditions: Check in 25 minutes prior to departure time Refundable up to 15 minutes prior to Departure | | | | | |
| | Departure (s
value)
Select Seatin
50% cancella | up to 15 minutes pri
subject to difference
ng \$10 (space permit
ation fee for groups of
thin 24 hrs of depart | in fare
ting)
of 4+ if | | | |
| | 25 lbs. Guara
25 lbs. (space | | | | | |
| | Maple Bay
35 lbs. Guara
15 lbs. (space | | | | | |
| | Between Sou
Nanaimo
50 lbs. Guara
\$1/lb. over 5 | |), Victoria & | | | |
| | | kaged Tours Cancell
lation fee if cancelled
arture | | | | |

Booking #s.17 Friday, September 14, 2018 Invoice #S.17 Air Transportation Charges Flight #223A Sked 200/300: (St) GO Flex \$186.64 17:10 Vancouver Harbour / Taxes, Fees and Charges Мар All Skeds - Baggage : Checked Baggage 17:45 Victoria Harbour / \$0.00 Fee Мар Sked 200: Carbon Offset \$0.65 Sked 200: VHFC Terminal Fee \$9.86 35 minutes + Goods and Services Tax \$9.85 **KK-Confirmed** Billing \$197.15 1 Passenger(s) - GoFlex Taxes \$9.85 Robert Fleming, Male **Grand Total** \$207.00 Add to Calendar Master Card \$207.00 September 14, 2018 @ 12:15:41 Date / Time PM s.17 Summary Expiration Authorization 154850

s.22

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time Refundable up to 15 minutes prior to Departure
Changeable up to 15 minutes prior to Departure (subject to difference in fare value)
Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

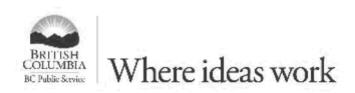
Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed 25 lbs. (space available) \$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

ED19EXESLP37



Travel Voucher (Restricted Use)

Control No.

E129974

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.

| Client Or | ı, Veronica s .
r ganization | Employee ID
s.22
Job Title | | | | | Phone Number
(250) 952-7622
Travel Group Code | | | | | |
|------------------------------------|---|--|---|------------------|----------------------|------------------------------------|---|-----------------------|----------------------------|--------------------|---------------------|--|
| | completed | | Sr. Ministerial Assistant 6. Fiscal Year 2019 7. Special Cheque Issue | | | | | | 8. Cheque Stub Information | | | |
| Type of In Proving 12. Mailin | Travel | 14. Reason for Travel Accompanying Minister | | | | | Headquar
Victoria | | | ırters | | |
| 16.
Travel
Dates
2018 | 17. | Travelled Start | End | | rsonal
cle Use | 19.
Other
Transport
Costs | 20. & 21
Me | | 22.
Lodging
Costs | 20. & 21.
Mis | cellaneous | |
| 09/10 | Whistler-BCFerry | 0800 | 2100 | | 0.0 | 0 17.20 | | 0.00 | | | | |
| TOTALS | OF COLUMNS | | | | 36.
\$ 0.0 | 37. | | 38.
\$ 0.00 | 39.
\$ 0.00 | 40. \$ 0.00 | Claim Total | |
| Client | 49.
Resp.
062 22001062
062 062 | 50.
Servi
06000 -2 | ce Line
2001 | | 4 | Projec 22000 | t | 45. | ipplier Co
s.22 | | Amount
\$ 17.20 | |
| Less Tra | vel Advance
062 | | | | | | | | _ | | | |
| | | | | | | | DUNT DU | E TO EM | | | 54. \$ 17.20 | |
| - Certifie
disburse
a result | loyee Signature (Seed this travel expense
ements made and/or
of travel on governm
h I have not been an | e claim is a t
allowances
ent busines: | rue statem
to which I
s as detaile | am ent
ed abo | titled as
ve and | | е | | Date | Signed | | |
| 56. Spen | iding Authority Sign
ed correct pursuant to
tration Act and relate | section 32 | | | ncial | Print Nam | ie | | Date | Signed | | |
| - Requis | nent Authority Sign
sition for payment pu
tration Act. | | | | nancial | Print Nam | ie | | Date | Signed | | |

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

Audited 2018Nov08

Audit Trail for Travel Voucher (Restricted Use) E129974 for Harrison, Veronica S. 3 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|--------------|-----------|------------------------------|
| 2018/10/25 13:31:19 | Harrison, Veronica S. | | Initiated | Harrison, Veronica |
| | (IDIR\AHAHN) | | | Veronica. Harrison@gov.bc.ca |
| | Andra.Hahn@gov.bc.ca | | | |
| 2018/10/25 14:12:26 | Harrison, Veronica | | Approved | lFleming, Rob |
| | (IDIR\VHARRIS) | | | Rob.Fleming@gov.bc.ca |
| | Veronica.Harrison@gov.bc.ca | | | |
| 2018/11/07 13:51:29 | Fleming, Rob | | Approved | IFSA MIN OFF, FIN |
| | (IDIR\RFLEMIN) | | | FINFSAMINOFF@gov.bc.ca |
| l | Rob.Fleming@gov.bc.ca | | | |
| 1 | | | | |

Notes for Travel Voucher (Restricted Use) E129974 for Harrison, Veronica S.

1 note(s) returned.

| Created On | Author | Note |
|---------------------|---|---|
| 2018/10/25 13:31:19 | Harrison, Veronica S. (IDIR\AHAHN) Andra.Hahn@gov.bc.ca | Notes missed on E129796 for shared travel by BC ferry to UBCM in Whistler |
| | (IDITALIALITY) Alidia.Hallil@gov.bc.ca | by Bolletty to obow in Whistier |

Swartz Bay To Tsawwassen



RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/10

Adult Undersize Vehi 5 20'

Total

143.50

CARDHOLDER COPY SWB 10 Sep 2018 11:45:39

1005016 445592 SEE REVERSE SIDE OF TICKET

Hahn, Andra EDUC:EX

From: Poldrugovac, Saija FIN:EX

Sent: Thursday, October 25, 2018 9:56 AM

To: Hahn, Andra EDUC:EX
Subject: FW: Sage travel

Attachments: Scan_20181017.pdf

Hi Andra,

As discussed, the Minister and Veronica paid Sage Aaron back for their passenger fare on the ferry. It's not attached to their claim that was filed. Please use the attachment as backup for this \$17.20 expense.

From: Parkinson, Elizabeth PREM:EX Sent: October 25, 2018 9:39 AM To: Poldrugovac, Saija FIN:EX

Subject: Sage travel



Elizabeth Parkinson

Finance and Administration Officer Office of the Premier

Direct: 250-387-1805 Office: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

Parkinson, Elizabeth PREM:EX

From:

Aaron, Sage PREM:EX

Sent:

Friday, October 12, 2018 5:15 PM

To:

Parkinson, Elizabeth PREM:EX

Cc:

Richards, Erin PREM:EX

Subject:

Drove car to UBCM

Follow Up Flag:

Follow up

Flag Status:

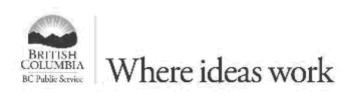
Completed

Hi Elizabeth,

The folks who drove with me in the car to the UBCM (after our flights were cancelled due to fog) paid me back. Thanks,

Sage Aaron, Communications Director Office of the Premier | Government of BC 501 Belleville St, Victoria, BC V8V 2L8 | 778-678-0832

EN19EXEDIJ33



Travel Voucher (Restricted Use)

Control No.

E129830

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.

| ollection, please contact | our Ministry's Direct | or/Mana | ger of Infori | mation and F | rivacy. | | | | |
|--|------------------------------------|-----------------|---------------|--------------------------------|---------------|-------------------|-----------------------|------------------------|--------------------------|
| ame
Godfrey, Sam ✓ | | Employe
s.22 | ee ID | Phone Number
(250) 387-1023 | | | | | |
| lient Organization | | ob Title | • | | | | Group Co | ode | |
| griculture | | | ial Assistan | | | 3 | | | |
| Date Completed
018/10/05 | 6. Fiscal Year
2019 | 7 | 7. Special C | Cheque Issu | е | 8. Ch | eque Stub | Informatio | on |
| pe of Travel | 14. Reason for
Ministerial Busi | | | | | Head
Victo | quarters | | |
| 2. Mailing Address for C | | ness | | | | VICIO | па | | |
| O Box 9044 Stn Prov G | | / 9E2 | | | | | | | |
| 6. 17. | | 18. | 0.54 | 19. | 20. & 21 | | 22. | 20. & 21. | |
| | Travelled | | ersonal | Other | M | eals | | Misc | ellaneous |
| Dates | aubor i le i | | icle Use | Transport | . . | | Lodging | | |
| 018 Destination (HA
9/16 Vic to Van-Vic | | Km | Cost
0.00 | Costs | Claim
F-BD | 22.75 | Costs | Cost | Describe |
| 9/16 Vic to Van-Vic
9/20 Vic to Van- Vic | | 59 | 31.86 | 116.00
108.00 | F-BD | 41.00 | | 15.00 | Parking |
| 5/25 VIO 10 VAIT VIO(| 1230 1330 | | 01.00 | 100.00 | | 41.00 | | 10.00 | , ranking |
| OTALS OF COLUMNS | 50. | 59kms | 36. | 37. | | 38. ✓
\$ 63.75 | 39.
\$ 0.00 | 40.
\$ 15.00 | Claim Total
\$ 334.61 |
| | sp. Service | Line | STOB | | ject | | upplier Co | ode | Amount |
| | 001 3000 | | 5701 | | 00000 | | s.22 | - | \$ 334.61 |
| 130 | | | | | | | | | |
| 130
130 | | | | | | | | | |
| ess Travel Advance | | | | | | | _ | | |
| 130 | | | | | | | _ | | |
| | | | | A | MOUNT I | DUE TO EN | IPLOYEE | 5 | \$ 334.61 |
| 5. Employee Signature | See Audit Trail) | | | Print Nan | | | | Signed | Ţ 00 |
| Certified this travel expe | | | | | | | | | |
| lisbursements made and | | | | | | | | | |
| result of travel on gover
or which I have not been | | | | | | | | | |
| erty. | and will not be reini | Jui Scu D | y arry ourier | | | | | | |
| 6. Spending Authority 8 | ignature (See Audi | t Trail) | | Print Na | me | | Date | Signed | |
| Certified correct pursual
Administration Act and re | t to section 32 & 33 | | inancial | | | | | , | |
| 7. Payment Authority S
Requisition for payment | | | Financial | Print Na | me | | Date | Signed | |
| dministration Act. | | | | | | | | | |

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

HA flights paid by Purchase Card

Audit Trail for Travel Voucher (Restricted Use) E129830 for Godfrey, Sam 9 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|---------------------------|-----------------------|----------|---------------------------|
| 2018/10/05 11:02:56 | Leppard, Brianna | Godfrey, Sam | Saved | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | |
| 2018/10/05 11:04:54 | Leppard, Brianna | Godfrey, Sam | Notified | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | |
| 2018/10/05 11:52:13 | Leppard, Brianna | Godfrey, Sam | Saved | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | |
| 2018/10/05 11:57:43 | Leppard, Brianna | Godfrey, Sam | Saved | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | |
| 2018/10/05 11:58:45 | Leppard, Brianna | Godfrey, Sam | Saved | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | |
| 2018/10/05 12:03:48 | Leppard, Brianna | Godfrey, Sam | Notified | Godfrey, Sam |
| | (IDIR\BLEPPARD) | Sam.Godfrey@gov.bc.ca | | Sam.Godfrey@gov.bc.ca |
| | Brianna.Leppard@gov.bc.ca | | | a |
| 2018/10/15 16:10:25 | Godfrey, Sam | | Saved | Godfrey, Sam |
| | (IDIR\SAGODFRE) | | | Sam.Godfrey@gov.bc.ca |
| 0040440400 40 00 40 | Sam.Godfrey@gov.bc.ca | | | 10 111 1 1 0 |
| 2018/10/22 12:32:42 | Godfrey, Sam | | Approve | dSmith, Jessica C. |
| | (IDIR\SAGODFRE) | | | Jessica.C.Smith@gov.bc.ca |
| 0040/40/00 40:40:44 | Sam.Godfrey@gov.bc.ca | | A | JECA MINI OFF FINI |
| 2018/10/22 13:19:44 | Smith, Jessica C. | | Approve | SEAMIN OFF, FIN |
| | (IDIR\JCSMITH) | | | FINFSAMINOFF@gov.bc.ca |
| | Jessica.C.Smith@gov.bc.ca | | | |

Notes for Travel Voucher (Restricted Use) E129830 for Godfrey, Sam

1 note(s) returned

| Created On | Author | Note |
|---------------------|--|---|
| 2018/10/05 11:58:45 | Leppard, Brianna
(IDIR\BLEPPARD)
Brianna.Leppard@gov.bc.ca | Sept 16 Taxi Home to H/A (Cash), Flew H/A Vic to Van (PCard) Sky Train VCO to YVR (MC) Flew W/J Van-Vic (PCard) Taxi YYJ to home (pers cc) Sept 20 Drove pers vehicle to pick up MLP- drove to event- H/A, parking (MC) flew H/A Vic-YVR (PCard) Taxi with MLP-Delta (MC) Taxi with MLP Delta-YVR (MC) Flew H/A YYJ-Vic (PCard) drove pers vehicle H/A- home |

ttax

09-16-2018 4 22:47:31 Acct # s.22 RF Exp Date **/** Card Type VI Name:

A0000000031010

Visa Credit

Operator: 180 Trace # 1527 Inv. # 180 Auth # 019596

RRN 001832011

Total



Retain this copy for your records Customer copy

www.yellowcabvictoria.com 250-381-2222

OFFICIAL RECEIPT RICHMOND TAXI CO. LTD.

RICHMOND CABS LTD.

" For All You: Transportation Needs"

Please call Richmond Taxi at

866-RMD-TAXI(763-8294)

www.richmondtaxi.ca

RECEIPT * NOT VALID FOR TRAVEL

franst ink 980 CANADA I IN Langara 49th Stn IVM58112 Sun 16 Sep 18 04:38PM

Payment Type: MASTER CARD

Purchase:

\$20 Stored Value

Product Price:

\$ 20.00

Compass Card #:

Gredit Gard #:

Auth 11: Ref #: Receipt #:

016058 TUE3UU37X4FX 101857

**** s.17

Gard Entry Chip AID: A00000000041010 TVR:8000008000 IS1:E800

Retain for your records. View Translink Policies at de ca

> RICHMOND TAXI #132 V6X2P1 2440 SHELL RD RICHMOND BC 23352856 QB2335285601

SALE

15:02:38 09-20-2018 C Card Type MC Exp Date "/" Name: GODFREY/SAMUEL A0000000041010 MasterCard

Trace # 120005 Operator 332 Inv. # 332 RRN 001113005 Auth # 020368

\$56.00

\$56.00

TOTAL

++++++++++++++++++++++++ ON APPROVED-THANK YOU ++++++++++++++++++++++++

Retain this copy for your records Customer copy

s.22

Taxi from:

Taxi to:

Harry Dour AR

Driver: LRISIMW \$10.00 Car #:

✓ Fare total: Date:

A cab at your fingertips GET THE APP TODAY! Android

101-3045 Douglas St., Victoria, BC V8T 4N2 The driver is an independent contractor, any GST input credit may be claimed as "Notional" or applied to the driver's GST registered number, not Victoria Taxi / 1987) Ltd. GST #



DELTA SUNSHINE TAX! #

T41 13425 71A AVE

SURREY

CARD

MASTERCARD CARD TYPE 2018/09/20

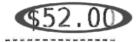
DATE TIME 0430 16:33:37

CLERK ID

RECEIPT NUMBER

C85029840-001-490-001-0

PURCHASE TOTAL



MasterCard A0000000041010 BE279A0DBEB18EBB 0000008000-E8(701C7B5399FD32

APPROVE

AUTH# 020567 THANK YOU

CARDHOLDE

IMPORTANT - RE COPY FOR YOU

ENJOY DOWN LOWIT 'a vment

590 Tariff Zone:Wharf Lot Card balance:

60158 Wharf #3

▼ PARKING TIME EXPIRES AT ▼

12:42pm on 09/21/2018

Ticket # Amount GST paid: Cash 0.00

2961/497 \$15.00 \$0.71Card 15.00

From: 00 /20 /2019 Page 98 of 163 FIN-2019-94671

7/24 HOUR SERVICE

G.S.T. INCLUDED

Johnson, Lisa E AGRI:EX

From:

Johnson, Lisa E AGRI:EX

Sent:

September 13, 2018 4:18 PM

To:

Leppard, Brianna AGRI:EX

Subject:

FW: Flight Itinerary. Thanks for choosing Harbour Air!

From: Harbour Air Reservation [mailto:reservation@harbourair.com]

Sent: September 13, 2018 2:00 PM

To: Johnson, Lisa E AGRI:EX

Subject: Flight Itinerary. Thanks for choosing Harbour Air!



Check Flight Status

Manage Flight

Deals & Specials

High Flyer Rewards

My Account

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat or a double seat together? Ask one of our customer service agents about <u>Select Seating</u> at check in. Starting at only \$10.00 per seat.

Harbour Air Team

| Customer Information | | |
|----------------------|---------|-------------------------|
| Account | HAS# | s.17 |
| | Name | Samuel Godfrey |
| | Company | Ministry Of Agriculture |

Sunday, September 16, 2018
Invoice s.17

Air Transportation Charges

| | P/Card | |
|-----------------------------------|--|---------------|
| 11:20 Victoria Harbour / Map 🖲 🔻 | Sked 500 : (St) GO Flex | \$151.73 |
| 11:50 South Vancouver (YVR) / Map | Taxes, Fees and Charges | |
| 直 | All Skeds - Baggage : Checked Baggage Fee | \$0.00 |
| 30 minutes | Sked 500 : Carbon Offset | \$0.65 |
| | + Goods and Services Tax | \$7.62 |
| KK- Confirmed | | |
| 1 Passenger(s) - GoFlex | Billing | \$152.38 |
| Samuel Godfrey, Male | Taxes | \$7.62 |
| | Grand Total | \$160.00 |
| Add to Calendar | | |
| | Changeable up to 15 minutes prior to Depa to difference in fare value) Select Seating \$10 (space permitting) 50% cancellation fee for groups of 4+ if can 24 hrs of departure Baggage: All routes (except routes listed below) 25 lbs. Guaranteed 25 lbs. (space available) \$1/lb. over 50 lbs.(space available) Between South Vancouver (YVR), Ganges 8 | celled within |
| | 35 lbs. Guaranteed 15 lbs. (space available) \$1/lb. over 50 lbs.(space available) Between South Vancouver (YVR), Victoria 8 | |
| | 50 lbs. Guaranteed
\$1/lb. over 50 lbs. | |
| | Scenic & Packaged Tours Cancellation:
100% cancellation fee if cancelled within 24
departure | hrs of |

Booking Information

Domestic Flights

Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.



eTicket Receipt

Prepared For

GODFREY/SAMUELMR <

RESERVATION CODE \$.22

ISSUE DATE 13Sep18

TICKET NUMBER 8382140153484

ISSUING AIRLINE WESTJET
ISSUING AGENT WestJet/SDX

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|-------------|--|--|---------------------------------|---|
| 16Sep18 | WESTJET WS 3185 Operated by: WESTJET ENCORE | VANCOUVER BC,
CANADA Time 21:55 Terminal MAIN TERMINAL | VICTORIA BC, CANADA Time 22:29 | Seat Number CHECK-IN
REQUIRED
Baggage Allowance NIL
Booking Status OK TO FLY
Fare Basis MA03LG
Not Valid Before 16 SEP18
Not Valid After 16 SEP18 |

Allowances

Baggage Allowance

YVR to YYJ - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS

/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YVR to YYJ - 1 Piece (WS - WESTJET)

Carry On Charges

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

Payment/Fare Details

| Form of Payment | CREDIT CARD - MASTERCARD : XXXXXXXXXXXXXXX s.17 |
|------------------------------------|---|
| Fare Calculation Line | YVR WS YYJ173.00CAD173.00END |
| Fare | CAD 173.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 12.00 YQI (OTHER AIR TRANSPORTATION |

| | CHARGES) |
|------------|---|
| | CAD 9.61 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 5.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 0.25 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 206.98 |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at http://www.iatatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

Important Legal Notices

Johnson, Lisa E AGRI:EX

From: Harbour Air Reservation < reservation@harbourair.com>

Sent: September 20, 2018 9:11 AM
To: Leppard, Brianna AGRI:EX

Subject: Flight Itinerary. Thanks for choosing Harbour Air!



Check Flight Status Manage Flight Deals & Specials High Flyer Rewards My Account

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat or a double seat together? Ask one of our customer service agents about <u>Select Seating</u> at check in. Starting at only \$10.00 per seat.

Harbour Air Team

| Customer Information | | |
|----------------------|-----------------------------|-------------------------|
| The same | TO STAND THE REAL PROPERTY. | |
| Account | HAS # | s.17 |
| | Name | Samuel Godfrey |
| | Company | Ministry Of Agriculture |
| | | |

| Thursday, September 20, 2018 | Invoice s.17 | |
|---|---|----------|
| Eli-la MEGG | Air Transportation Charges | |
| Flight #508
13:20 Victoria Harbour / Map | Sked 500 : (St) GO Flex | \$151.73 |
| 13:50 South Vancouver (YVR) / | Taxes, Fees and Charges | |
| Мар 🛍 | All Skeds - Baggage : Checked Baggage Fee | \$0.00 |
| 30 minutes | Sked 500 : Carbon Offset | \$0.65 |
| 30 minutes | + Goods and Services Tax | \$7.62 |

| | Billing | \$152.38 | | | | |
|-------------------------|--|------------------------|--|--|--|--|
| 1 Passenger(s) - GoFlex | Taxes | \$7.62 | | | | |
| Samuel Godfrey, Male | Grand Total | \$160.00 | | | | |
| Add to Calendar | | | | | | |
| | GoFlex Fare Conditions: Check in 25 minutes prior to departure Refundable up to 15 minutes prior to I Changeable up to 15 minutes prior to I (subject to difference in fare value) Select Seating \$10 (space permitting) 50% cancellation fee for groups of 4+ in | Departure
Departure | | | | |
| | 24 hrs of departure | | | | | |
| | Baggage: | | | | | |
| | All routes (except routes listed below) 25 lbs. Guaranteed | | | | | |
| | 25 lbs. (space available) | | | | | |
| | \$1/lb. over 50 lbs.(space available) | | | | | |
| | Between South Vancouver (YVR), Gan | ges & Maple Bay | | | | |
| | 35 lbs. Guaranteed | | | | | |
| | 15 lbs. (space available) | | | | | |
| | \$1/lb. over 50 lbs.(space available) | | | | | |
| | Between South Vancouver (YVR), Vict | oria & Nanaimo | | | | |
| | 50 lbs. Guaranteed | | | | | |
| | \$1/lb. over 50 lbs. | | | | | |
| | Scenic & Packaged Tours Cancellation | 2
6 | | | | |
| | 100% cancellation fee if cancelled within 24hrs of | | | | | |

| Thursday, September 20, 2018 | Invoice s.17 | | | |
|--------------------------------|---|----------|--|--|
| marsaay, september 20, 2010 | | | | |
| Flight #511 | Air Transportation Charges | | | |
| 17:20 South Vancouver (YVR) / | Sked 500 : (Pk) GO Flex | \$159.35 | | |
| Map 🖺 | Taxes, Fees and Charges | | | |
| 17:50 Victoria Harbour / Map 🛅 | All Skeds - Baggage : Checked Baggage Fee | \$0.00 | | |
| 30 minutes | Sked 500 : Carbon Offset | \$0.65 | | |
| 30 minutes | + Goods and Services Tax | \$8.00 | | |
| KK- Confirmed | | | | |
| | Billing | \$160.00 | | |

1 Passenger(s) - GoFlex

Samuel Godfrey, Male

Taxes

\$8.00

Grand Total

\$168.00

Add to Calendar

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time
Refundable up to 15 minutes prior to Departure
Changeable up to 15 minutes prior to Departure
(subject to difference in fare value)
Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

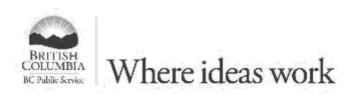
100% cancellation fee if cancelled within 24hrs of departure

Booking Information

Domestic Flights

- Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.
- Please be prepared to show government Issued photo identification. It's required for all passengers 18 years and older.
- Our records indicate that the passenger(s) reserved on the flight(s) is/are not an Unaccompanied Minor (11 and under).
- <u>Luggage</u> restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.
- The maximum weight per single piece of luggage is 50 pounds.
- Wait-listed flights and tours are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.

FI19EXEDIJ 79



Travel Voucher (Restricted Use)

Control No.

E130162

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

| Name | | | | Emplo | yee I | D | | | | hone Num | | | |
|----------------------|-----------------|--------------|------------------|------------------------|----------|---------------|-------------------|----------------------------------|-----------|-----------------------|-------------------|----------------------|--|
| | , Shannon | on ✓ s.22 | | | | | | (250) 387-9699 | | | | | |
| | rganizatio | n | | Job Ti | | | | | | ravel Grou | ap Code | | |
| | ' Services | | | | r Mini | sterial Assis | | | 3 | | | | |
| 5. Date 0
2018/11 | Completed | | 6. Fisca
2019 | l Year | | 7. Special (| Cheque Iss | ue | 8. Cr | eque Stu | b Informat | tion | |
| Type of | | | | on for T | ravol | | | | Hoad | lauartore | | | |
| In Provi | | | | ial Duties | | | | | | Headquarters Victoria | | | |
| | ng Addres | s for Che | | iai Duties | <u> </u> | | | | VICE | Jila | | | |
| | 9068 Stn F | | | C V8W 9 | E2 | | | | | | | | |
| 16. | 17. | | , | | 18. | 0.54 | 19. | 20. & 21. | | 22. | 20. & 21. | | |
| Travel | | Places Tr | avelled | | F | Personal | Other | | Meals | | | cellaneous | |
| Dates | | | | | Ve | hicle Use | Transport | | | Lodging | | | |
| 2018 | Destination | on (HA) | Start | End | Km | Cost | Costs | Claim | Cost | Costs | Cost | Describe | |
| 09/09 | Vic-Van-\ | | 0900 | 2100 | 15 | 8.10 | | H- | 25.75 | * | 31.5 | 0 Parking | |
| 09/10 | Whistler | | 0900 | 2200 | | 0.00 | | F-D | 33.25 | | 31.5 | 0 Parking | |
| 09/11 | Whistler | | 0700 | 2200 | | 0.00 | | F-BLD | 12.25 | | 31.5 | 0 Parking | |
| 09/12 | Whistler | | 0700 | 2300 | | 0.00 | 4.35 | F-BLD | 12.25 | | 31.5 | | |
| 09/13 | Whistler | | 0700 | 2230 | | 0.00 | | F-BDI | 10.50 | | 31.5 | 0 Parking | |
| 09/14 | Whistler- | Vic (HA) | 0830 | 1630 | 15 | 5 8.10 | 264.92 | | 0.00 | | s.22 | Car Rental | |
| TOTALS | 05.00111 | MNC | | | | 36. | 37. 269.27 | | 38. | 39. | 40. 157.50 | | |
| | OF COLU | | le o | | 30 km | <u> </u> | \$s.22 | | \$ 94.00 | \$ 0.00 | \$s.22 | \$ 536.97 | |
| 8. | t Code | 49.
Resp. | 50. | ervice Li | | 51.
STOB | 52. | oject | 45. | upplier Co | ada | Amount | |
| | 112 | 32805 | | 34610 | | 5702 | | 00000 | s.22 | upplier Co | Jue | 536.97 S.22 | |
| | 1 12 | | | | | 6501- | | 00000
0 0000 ===== | | | | | |
| | 112 | | | 0.0.0 | | | | | | | | | |
| | 112 | | | | | | | | | | | | |
| | avel Advan | ce | | | | | | | | | | | |
| | 112 | | | | | | | | | | | | |
| | | | | | | | | AMOUNT D | UE TO E | MPI OYEE | | 54. \$ 536.97 | |
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| | ed this trave | | | | teme | nt of | 1 | | | Juito | 0.900 | | |
| | | | | | | n entitled as | | | | | | | |
| | | | | | | above and | | | | | | | |
| | | | | | | by any other | · | | | | | | |
| party. | | | | | | | | | | | | | |
| | nding Auth | | | | | | Print Na | Print Name Date Signed | | | | | |
| - Certifie | ed correct p | oursuant to | section 3 | 32 & 33 o | | | | | | | | | |
| Adminis | stration Act | and relate | d policies | | | | | | | | | | |
| 57 Paur | ment Autho | rity Sign | stura (Sa | ο Διιdi t Τ | rail\ | | Print Na | amo | | Date | Signed | | |
| | | | | | | e Financial | FIIII N | anne | | Date | Signed | | |
| | stration Act. | | Suaint to 8 | 5000011 32 | OI III | o i mandal | | | | | | | |
| | I_F0012 v2 6 | | Production | 2 *** Con | vriabt | @ Governme | nt of British | Columbia | B.A | iniata, Saa | ndina Auth | ority ARCS 1240-20 | |

FIN 10 (EFI-F0012 v2.6.1)

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

^{*} Hotel accommodation previously paid: X Ref E128467 and E129616

Audit Trail for Travel Voucher (Restricted Use) E130162 for Russell, Shannon 6 audit trail record(s) returned.

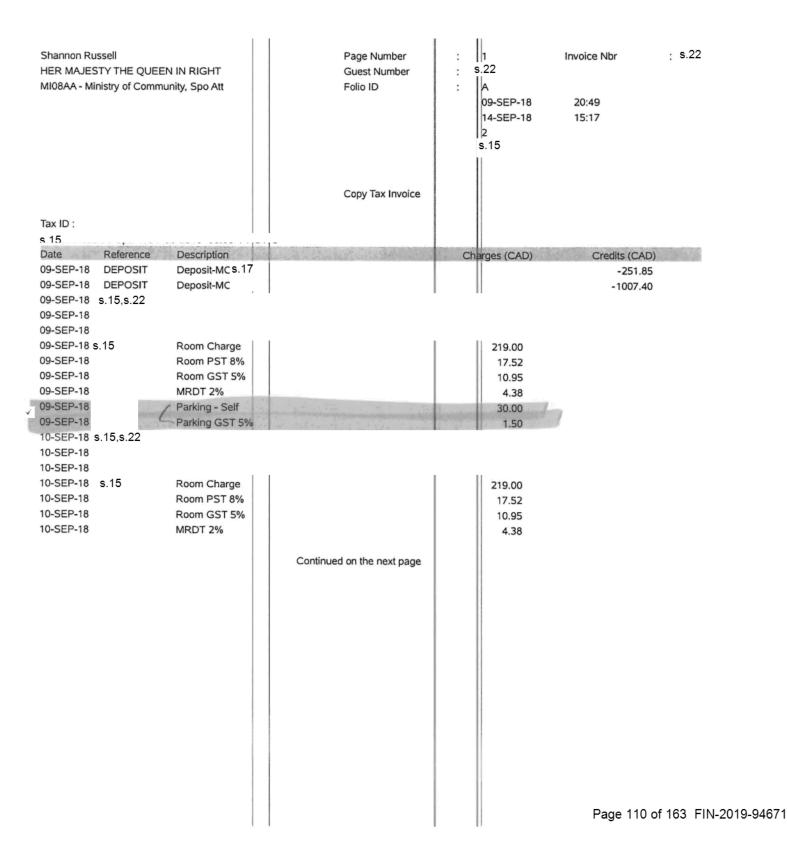
| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-------------------------------|---------------------------|------------|---|
| 2018/11/26 11:59:37 | Gervais, Dominique | Russell, Shannon | Saved | Russell, Shannon |
| | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| | Dominique.Gervais@gov.bc.ca | | | |
| 2018/11/26 12:00:50 | Gervais, Dominique | Russell, Shannon | Notified | Russell, Shannon |
| | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| | Dominique.Gervais@gov.bc.ca | | _ | |
| 2018/11/26 12:02:16 | Gervais, Dominique | Russell, Shannon | Saved | Russell, Shannon |
| | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| | Dominique.Gervais@gov.bc.ca | | | |
| 2018/11/26 12:02:22 | Gervais, Dominique | Russell, Shannon | Notified | Russell, Shannon |
| | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| 0040/44/00 40:00:57 | Dominique.Gervais@gov.bc.ca | | 1-141-4-4 | O' I' |
| 2018/11/26 13:30:57 | Russell, Shannon | | Initiated | |
| | (IDIR\SHANRUSS) | | | Jinny.Sims@gov.bc.ca |
| 2018/12/14 12:54:35 | Shannon.Russell@gov.bc.ca | | A ======== | JECA MINI OFF FINI |
| 2016/12/14 12.54.55 | Sims, Jinny ✓
(IDIR\JSIMS) | | Approved | dFSA MIN OFF, FIN
FINFSAMINOFF@gov.bc.ca |
| | Jinny.Sims@gov.bc.ca | | | FINE SAMINOFF@gov.bc.ca |
| 1 | Jilliy.Sillis@gov.bc.ca | | | |
| | | | | |

Notes for Travel Voucher (Restricted Use) E130162 for Russell, Shannon

1 note(s) returned

| Created On | Author | Note |
|---------------------|--|--|
| 2018/11/26 11:59:37 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | 09/09- Personal Car from home to HA-to Van, picked up rental car drove to Whistler for UBCM over night in whistler for UBCM from the 9th-14th 09/12- Taxi to event (pouring rain) 09/14-Drove Whistler - Van, Dropped off rental car- HA Home, Personal car picked up Shannon to drive home. |

| Russell, Shannon | ADVANCE DEPOSIT RECEIPT Reservation: Arrival Date: Departure Date | |
|--|--|---|
| | Receipt No: | 21000 |
| Date Description 03-01-2018 MasterCard 08-03-2018 MasterCard | Card # Card Holder
0622 Shannon Russell
0622 Shannon Russell | Amount 251.85 * 1007.40 * 2 |
| Total: | | 1259.25 |
| User ID: \$.22 | D pai | J Shipa TV E 128467
d via TV E 129616 |
| | ADVANCE DEPOSIT RECEIPT | Page 1 of 1
Page 109 of 163 FIN-2019-94671 |



| Shannon Russell HER MAJESTY THE QUEEN IN RIGHT MI08AA - Ministry of Community, Spo Att | Page Number : Guest Number : Folio ID : | 2 Invoice Nbr : s.22
s.22
A
09-SEP-18 20:49
14-SEP-18 15:17
2
s.15 |
|---|---|---|
| Date Reference Description 10-SEP-18 s.15 10-SEP-18 Parking - Self 11-SEP-18 Room Charge 11-SEP-18 Room GST 5% 11-SEP-18 Room GST 5% 11-SEP-18 Parking - Self 11-SEP-18 Parking - Self 12-SEP-18 Room Charge 12-SEP-18 Room Charge 12-SEP-18 Room GST 5% 13-SEP-18 Room Charge 13-SEP-18 Room Charge 13-SEP-18 Room GST 5% 13-SEP-18 Room | Continued on the next page | Charges (CAD) 30.00 1.50 219.00 17.52 10.95 4.38 30.00 1.50 219.00 17.52 10.95 4.38 30.00 1.50 219.00 1.50 219.00 1.50 219.00 1.50 219.00 1.50 219.00 1.50 219.00 1.50 -211.20 |
| | | Page 111 of 163 FIN-2019-94671 |

s.15

| Shannon Russell HER MAJESTY THE QUEEN IN RIGHT MI08AA - Ministry of Community, Spo Att | Page Number
Guest Number
Folio ID | : 3
: s.22
: A
: 09-SEP-18
14-SEP-18
2
s.1 | Invoice Nbr : \$.22
20:49
15:17 |
|--|---|--|---------------------------------------|
| XXXXX s.17 Date Code Authorized 09-SEP-18 234850 10-SEP-18 062408 11-SEP-18 053159 13-SEP-18 045130 | 1
100
100
100 | | |
| ** Tota
*** Bal | l l | 1470.45
0.00 | -1470.45 |

s.15

WHISTLER TAXI 40363 DIAMOND HEAD ROAD GARIBALDI HIGBC

CARD TYPE MASTERCARD

DATE 2018/09/12

TIME 1057 20:26:40

RECEIPT NUMBER

C85011920-001-002-187-0

PURCHASE

\$4.35 s.22

AMOUNT TIP

MasterCard A0000000041010 4D160C5DA9133CFD 0000008D00-E800 1D243EA1B9578E39

APPROVED

AUTH# 232640 01-027 THANK YOU

VERIFIED BY PIN

MERCHANT COPY

IMPORTANT RELAIN THIS

stob: 5702 taxi to event



5tob: 5702

Rental Agreement s.22 Invoice #

Renter Information

Renter Name

SHANNON RUSSELL 🗸

Renter Address

VICTORIA, BC \$.22

CAN

Contract

PROVINCIAL GOVERNMENT OF BC <

Rental Credits

1 credit has been awarded for this rental

Vehicle Information

ESCAPE TITANIUM 4DR 4WD

License #: GD315S State/Province: BC

Vehicle Class Driven

Intermediate SUV 4-Door/Automatic/Air

Vehicle Class Charged

Intermediate 2 or 4-Door/Automatic/Air

Odometer Mileage/Kilometers

Starting: 17,278 E

Ending: 17,456

Total: 178

Thank you for renting with National Car Rental

We appreciate your business!

This email was automatically generated from an unattended mailbox, so please do not reply to this e-mail.

If you have any questions about your rental, please view our Frequently Asked Questions or send us a secured message by visiting our Support Center

| | Trip Information |
|----|------------------|
| | Pickup |
| -1 | elledia |

Sun, Sep 09 2018 © 6:05 P.M. VANCOUVER INTL ARPT MAIN (YVR)

3866 MCDONALD RD S RICHMOND, BC V7B1L8 CAN . ✓ | 🖰 F

Fri, Sep 14 2018 S 3:05 P.M.
VANCOUVER INTL ARPT MAIN (YVR)
3866 MCDONALD RD S

RICHMOND, BC V7B1L8

Return

Rental Charges

| Rental Rate | Free Distance | Included |
|----------------|---|------------|
| | Time & Distance 5 Day at 45.90 CAD / Day CSA, OK | 229.50 CAD |
| Taxes and Fees | Goods And Services Tax (5.00%) | 11.85 CAD |
| | Provincial Sales Tax (7.00%) | 16.07 CAD |
| | Customer Facility Charge \$5/day | Included |
| | Premium Location Charge 17.21 Pct | Included |
| | Prov Vehicle Rental Tax \$1.50/day (1.50 CAD / Day) | 7.50 CAD |
| | VIf Rec .99/day | Included |

Total 264.92 CAD

(Subject to audit)

Amount Due

Amount charged on Sep 24 2018 to MASTERCARD s.17 ✓

(264.92 CAD) 0.00 CAD

Page 114 of 163 FIN-2019-94671

FI19EXEDIJ 85

Travel Voucher (Restricted Use)

Control No.

E130161

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.

| | n, piease co | ontac | t your iv | | | | er of Inform | nation and | Privacy. | | | | | |
|---------------|---------------------------------|-------|-----------|-------------|----------------|-----------------|-------------------|------------|------------|------------------|------------------------------|--|-------------------------|--------|
| Name | Channer | 4 | | | | yee ID | | | | | one Numbe | | | |
| | , Shannon
Irganizatio | n | | | s.22
Job Ti | itlo | | | | | 50) 387-9699
avel Group (| | | |
| | rganizatio
s' Services | " | | | | | erial Assista | ant | | 3 | ivei Group (| Joue | | |
| | Completed | 1 | 6 | . Fiscal Y | | | Special C | | III A | | que Stub Ir | formation | | |
| 2018/11 | | | - | 2019 | cai | '' | opeciai c | neque iss | ue | 0. 0116 | sque Otub II | iioiiiatioii | | |
| Type of | Travel | | 1 | 4. Reaso | n for T | ravel | | | | Heado | quarters | | | |
| In Provi | nce | | | Ministerial | l duties | 6 | | | | Victor | | | | |
| | ing Addres | | | | | | | | | | | | | |
| | 9068 Stn F | Prov | Gov Vid | ctoria, BC | V8W 9 | 9E2 | | | | | | | | |
| 16. | 17. | | | | 18. | | 19. | 20. & 2 | | 22. | 20. & 21. | | | |
| Travel | Pla | ces | Travelle | ∌d | | sonal | Other | 1 | leals | | " | /liscellaneous | \$ | |
| Dates
2018 | Destination | | Start | End | | cle Use
Cost | Transpoi
Costs | Claim | Cost | Lodging
Costs | Cost | Describe | | |
| 09/19 | Vic-Van | (HJ) | 0830 | 2130 | Km | 0.00 | 39.00 | | 33.25 | 296.32 | Cost | Describe | | |
| 09/20 | Van-Vic | (HA) | 0800 | 1700 | | 0.00 | | | 51.50 | 0 s.22 | 10.00 | Parking 🗸 | | |
| 09/24 | Vic-Van | | 0800 | 2200 | | 0.00 | 24.00 | | 51.50 | 210.18 | 32.00 s 2 | Parking 23:0 | 0 Hotel | |
| 09/25 | Van | (, | 0730 | 1700 | | 0.00 | | F- | 51.50 | 210.18 | 23.00 | Parking/Val | | |
| 09/26 | Van-Vic | (AC) | 0800 | 2200 | | 0.00 | | F- | 51.50 | 0s.22 | 422.48 | | ntal/Gas /Ad | bago |
| | | | | | | | | | | | | 23.00/312.4 | 44/60.79/26.25 | |
| | | | | | | | | | | | | * Hotel valet part
security concern | rking: evening pa
ns | arking |
| | | | | | | | | | | | | | | |
| | | | | | | 36. | 37. | | 38. ✓ | 39. ✓ | 40. 487.48 | Claim ' | Total | |
| TOTALS | OF COLU | MNS | i | | | \$ 0.00 | \$ 142.0 | 0 | \$ 239.25 | \$ 716.68 | (s.22 | | | 158 |
| 8. | | 49. | | 50. | | 5 | 1. 5 | 2. | | 45. | | | | |
| | t Code | | esp. | | ice Lir | | STOB | | ject | | nlier Code | | nount | |
| | | | | | | | | | 00000===== | s.22 | == | 1585.41 | S.22 | |
| | 112
112 | 3 | 32805 | , | 34610 | | 5701 | 320 | 00000 | | | 1505.41 | | |
| | 112 | | | | | | | | | | | | | |
| | avel Advar | ice | | | | | | | | 1 | _ | | - | |
| | 112 | | | | | | | | | | | | | |
| | | | | | | | | | | 4 | _ | 54. | | |
| | | | | | | | | Α | MOUNT DU | JE TO EMP | LOYEE | | | 158 |
| | loyee Sigr | | | | | | | Print Na | ame | | Date Sig | ned | | |
| | ed this trav | | | | | | | | | | | | | |
| | ements ma | | | | | | | | | | | | | |
| | of travel or
th I have no | | | | | | | | | | | | | |
| party. | an i nave no | n bee | and v | viii not be | reimbl | irseu by | any other | | | | | | | |
| | nding Auth | orit | Signat | ura (Saa | Audit | Trail\ | | Print N | ama | | Date Si | nned | | |
| - Certifi | ed correct p | oursu | ant to s | ection 32 | | | nancial | Fillicia | ante | | Date Si | gileu | | |
| Adminis | stration Act | and | related p | policies. | | | | | | | | | | |
| | | | | | | | | + | | | | | | |

Print Name

Administration Act. FIN 10 (EFI-F0012 v2.6.1)

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

Date Signed

57. Payment Authority Signature (See Audit Trail)

- Requisition for payment pursuant to section 32 of the Financial

^{*} Flights paid by MO purchase card

Audit Trail for Travel Voucher (Restricted Use) E130161 for Russell, Shannon 4 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|-----------------------------|---------------------------|-----------|---------------------------|
| 2018/11/26 11:29:04 | Gervais, Dominique | Russell, Shannon | Saved | Russell, Shannon |
| | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| | Dominique.Gervais@gov.bc.ca | | | |
| 2018/11/26 11:33:50 | Gervais, Dominique | Russell, Shannon | Notified | Russell, Shannon |
| l | (IDIR\DGERVAIS) | Shannon.Russell@gov.bc.ca | | Shannon.Russell@gov.bc.ca |
| | Dominique.Gervais@gov.bc.ca | | | |
| 2018/11/26 12:06:07 | Russell, Shannon | | Initiated | Sims, Jinny |
| | (IDIR\SHANRUSS) | | | Jinny.Sims@gov.bc.ca |
| | Shannon.Russell@gov.bc.ca | | | |
| 2019/01/18 10:18:45 | Sims, Jinny ✓ | | Approved | dFSA MIN OFF, FIN |
| l | (IDIR\JSIMS) | | | FINFSAMINOFF@gov.bc.ca |
| l | Jinny.Sims@gov.bc.ca | | | |
| l | | | | |

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Notes for Travel Voucher (Restricted Use) E130161 for Russell, Shannon

1 note(s) returned

| Created On | Author | Note |
|---------------------|--|---|
| 2018/11/26 11:29:04 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Sept 19- Vic-Van- Helijet over- Went to Award Event Sept 20- Van- Vic - Meetings with Minister in Van, taxi to HA flight home Sept 24- Vic-Van HA over- for two nights, picked up rental car Sept 25- Overnight in Van- Meetings Sept 26- Van-Vic, meetings in day-got gas for rental car, dropped rental car off, Air Canada flight home |

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| From:
To:
Subject:
Date: | Janke, Debra FIN:EX Fleurant, Kathleen CITZ:EX RE: Russell, Shannon TV- E130161 January 18, 2019 10:25:00 AM |
|---|--|
| Hi Kathleen, | |
| I will process pa | yment for Shannon, today. |
| Thanks. | |
| Debra | |
| Sent: January 1 To: Janke, Debr Cc: Russell, Sha | |
| Hi Debra, | |
| - | the approval electronically. Can you please put a rush on this, as I was never notified this through and Shannon needs to get paid asap so she can apply it to her card. |
| Thank you, | |
| Kathleen | |
| To: Fleurant, Ka | ebra FIN:EX
nuary 18, 2019 10:06 AM
thleen CITZ:EX <kathleen.fleurant@gov.bc.ca>
, Shannon TV- E130161</kathleen.fleurant@gov.bc.ca> |
| Hi Kathleen, | |
| To-date, the ab | ove noted travel claim has not been approved on the ETV site. |
| Thanks. | |
| Debra | |
| Sent: Novembe To: FIN FSA MIN | Dominique CITZ:EX
- 26, 2018 3:29 PM
N OFF, FIN FSA MIN OFF FIN:EX
I, Shannon TV- E130161 |

Hello,

Page 118 of 163 FIN-2019-94671

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA 21852400 GH2185240033 09-19-2018 09:03:45 Acct # *************s.1 C Exp Date **/** Card Type MC Name: SHANNON RUSSELL A0000000041010 MasterCard Operator: 033 Trace # 15484 Inv. # 033 Auth # 120345 RRN 001467004 Total (001) APPROVED-THANK YOU Retain this copy for your records Customer copy www.yellowcabvictoria.com 250-381-2222

Stob: 6501 taxi from Leg to Helijet

DUPLICATE

BLACKTOP & CHECKER
CABS#49
777 PACIFIC ST
VANCOUVER BC

Stob: 5701 taxi to note!

DUPLICATE

PURCHASE TOTAL

\$9.00

MasterCard A0000000041010 C74816F724903768 0000008000-E800 DD801E20CDC156DC

APPROVED

AUTH# 193044 THANK YOU 01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

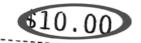
DUPLICATE

YELLOW CAB #308 1441 CLARK DR VANCOUVER BC

Stob: 5701 taxi to event.

CARD TYPE MASTERCARD
DATE 2018/09/19
TIME 7987 21:03:13
CLERK ID 5
RECEIPT NUMBER
C85029706-001-006-380-0

PURCHASE TOTAL



MasterCard A0000000041010 2D1195A1EEFD4F61 0000008000-E800 3AC574707DB3B931

APPROVED

AUTH# 000313 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS YELLOW CAB #211 1441 CLARK DR VANCOUVER BC

CARD **********.17

CARD TYPE

MASTERCARD

DATE

2018/09/19 V 8628 17:34:09

CLERK ID

5

RECEIPT NUMBER

C85062938-001-006-916-0

PURCHASE TOTAL



MasterCard A00000000041010 9736B9853E85C0E6 0000008000-E800 144BF136E2D55D43

APPROVED

AUTH# 203409 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST105762447RT0001

Stob: 5701 taxi to hotel Name:

Shannon Russell

Box 9068 , V8W9E2 Stob8 5701

s.15

Guest Name:

Shannon Russell

Company:

Arrival

Room

September 19, 2018

Departure

September 20, 2018

Voucher

s.15

0000176255

Balance:

Group:

Bill To:

Russell, Shannon

Attn:

Property Code: s.15

Invoice s.22

Res. # s.22

Date 19/9/18

Description DAILY

19/9/18

Destination Marketing Fee

19/9/18

Provincial Room Tax

19/9/18

GST

20/9/18

Master Card

193802948

Amount 252.19

3.26

28.10

12.77 -296.32

0.00

GST/HST s.15

Total Tax

Destination Marketing Fee

\$3.26 \$12.77

GST Provincial Room Tax

\$28.10

Total

\$44.13

LEMINS

Not listed on the CSA approved accommodation listing e-mail sent Jan 18/19 requesting the Ministers approval

Name:

Shannon Russell

s.22

Stob8 5701

Balance:

| Guest Name:
Company: | Shannon Russel ✓ | 7 25.7 | ival
otember 19, 2018 | Departure
September 20, 2018 | |
|-------------------------|----------------------------------|--|---------------------------------|---------------------------------|---------|
| Group: | | Roc | om | s.15 | |
| Bill To: | Russell, Shannon | - | | | |
| Attn: | | | | | |
| Property Co | de s.15 Invoice #s.22 | | | | |
| Res. #s.22 | | | | | |
| Date | Description | | | Voucher | Amount |
| 19/9/18 | DAILY | | | s.15 | 252.19 |
| 19/9/18 | Destination Marketing Fee | | | | 3.26 |
| 19/9/18 | Provincial Room Tax | | | | 28.10 |
| 19/9/18 | GST | | | | 12.77 |
| 20/9/18 | Master Card | ###################################### | 193802948 | 0000176255 | -296.32 |

GST/HST #S.15

Total Tax

Destination Marketing Fee \$3.26

GST \$12.77

Provincial Room Tax \$28.10

Total

\$44.13

ROYAL CITY TAXI # 80 436 ROUSSEAU ST NEW WESTMINSTBC

Stob: 5701

tax? to usc event

CARD ********* s.17

CARD TYPE MASTERCARD

DATE

2018/09/20

TIME

1548 08:00:42

CLERK ID

RECEIPT NUMBER

C85054365-001-001-050-0

PURCHASE TOTAL



90000041010 - 0860B41585BB -300008000-E200 80B57D37F7AEF43B

APPROVED

AUTH# 110042 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST#104643655 604*525*5616

YELLOW CAB #7 1441 CLARK DR VANCOUVER

CARD CARD TYPE

MASTERCARD

DATE

2018/09/20

TIME

4793 10:09:36

CLERK ID

RECEIPT NUMBER

C85038173-001-006-022-0

PURCHASE TOTAL



MasterCard A0000000041010 C3C60A792572E3F0 0000008000-E800 BF570FD179EDD1E4

APPROVED

AUTH# 130937

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST1057624474T0001

stob: 5701 taxi to hotel

parking in New west. (EA'S car)

\$10.00 total

RECEIPT

City of New Westminster

License Plate Number s.22

Expiration Date/Time

01:35 PM SEP 20, 2018

#*** s.17 MasterCard

Auth #: 140557

Thank you! RECEIPT NOT REQUIRED TO BE DISPLAYED

RECEIPT

City of New Westminster

License Plate Number s.22

Expiration Date/Time

03:23 PM SEP 20, 2018

Purchase Date/Time: 12:53pm Sep 20, 2018

Total Due: \$5.00
Total Paid \$5.00
Ticket #: 00014321
S/N #: 520014391492
Setting: NW Anvil Ctr Parkade
Mach Name: AC-3

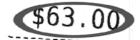
#*** s.17 MasterCard

Auth #: 155347

Thank you! RECEIPT NOT REQUIRED TO BE DISPLAYED ROYAL CITY TAXI # 73 436 ROUSSEAU ST NEW WESTMINSTBC

CARD TYPE MASTERCARD
DATE 2018/09/20
TIME 5136 15:21:04
CLERK ID 214
RECEIPT NUMBER
C85018733-001-001-032-0

PURCHASE TOTAL



MasterCard A0000000041010 5E30E90C328E0125 0000008000-E800 F7E552898ED58D19

APPROVED

AUTH# 182104 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

604*525*5616 GST*104643655 taxi from New Westminister to Harbour air. BLUEBIRD CABS #68 2612 QUADRA ST VICTORIA

* * * * * * * * * * * S.17 CARD

CARD TYPE MASTERCARD

DATE 2018/09/24 TIME 0033 07:51:33

RECEIPT NUMBER

C85003002-001-219-006-0

PURCHASE TOTAL

MasterCard A0000000041010 00564AD4428F24CD 0000008000-E800 14CAB091B2106534

APPROVED

AUTH# 105133 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

taxi from Leg to Harbour air.

YELLOW CAB #43 1441 CLARK DR VANCOUVER

CARD * * * * * * * * * * * * * * * * \$.17

CARD TYPE

MASTERCARD

DATE

2018/09/24

TIME

4322 09:27:37

CLERK ID

RECEIPT NUMBER

C85061334-001-005-046-0

PURCHASE TOTAL

MasterCard A0000000041010 035B085500097D23 0000008000-E800 4C05FDD4C76ED29A

APPROVED

AUTH# 122737 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST105762447RT0001

9tob: 5701

taxi From YVR > pick up car rental.

RECEIPT

Lot - 1646 Granville & Robson www.impark.com

License Plate Number s.22

Expiration Date/Time

05:55 PM SEP 24, 2018

Purchase Date/Time: 04:25pm Sep 24, 2018

Total Due: \$9.00 Rate: \$9.00 - 1.5 Hours

Total Paid \$9.00 Pmt Type: CC (Swipe)

Ticket #: 00004778

S/N #: 500012120022

Setting: Lot 1646

Mach Name: METER 1

#**** S.1 MasterCard

Auth #: 192541

Thank you! Please come again parking @ Robson Equare

Stob : 5701

Ms Shannon Russell 🗸

s.22

Canada

Not listed on the CSA approved accommodation listing

e-mail sent Jan 18/19 requesting the Ministers approval

Room:

s.15

Folio:

Cashier:

7

Arrival: Departure:

09-24-18 09-26-18

Reference:

| | Date | Description | Additional Information | | Charges | Credits | |
|----------|----------|---|--|-------|---------|---------|---------------|
| 4 | 09-24-18 | Room Charge | | | 186.00 | | |
| | 09-24-18 | GST - Rooms | | | 9.30 | 210.18 | |
| | 09-24-18 | PST - Rooms | | | 14.88 | mel | king |
| | 09-24-18 | Valet Parking evening-security concerns | | | 18.11\ | - Con | POT |
| | 09-24-18 | PST - Parking | | | 3.80 | 13.00 | 25 |
| | 09-24-18 | GST - Other | | | 1.09 | | |
| 4 | 09-25-18 | Room Charge | | | 186.00 | | |
| | 09-25-18 | GST - Rooms | | | 9.30 / | 210.18 | |
| | 09-25-18 | PST - Rooms | | | 14.88 | 00 | rking
sept |
| | 09-25-18 | Valet Parking evening-security concerns | | | 18.11 | 23,00 | 100+ |
| | 09-25-18 | PST - Parking | | | 3.80 | | 26 |
| | 09-25-18 | GST - Other | | | 1.09 | | _ |
| | 09-26-18 | Master Card | XXXXXXXXXXXXXxxXxxxxxxxxxxxxxxxxxxxxxx | XX/XX | | 466.36 | |
| | GST Sum | nmary PST Summa | Total | | 466.36 | 466.36 | |
| | | on No: s.15 | Pelanes | D | 0.00 CD | | |

Registration No: 18.60 Room F&B 0.00 Other 2.18 20.78 **Total**

Room 29.76 F&B 0.00 Other 7.60 Total 37.36

| 466.36 | 466.36 |
|----------|--------|
| 0.00 CDN | ∢ |
| | |

Guest Signature:

Stob: 5701

Parking + valet

b Night safety

Canada Place Parkade 999 Canada Place

Vancouver BC, V6C 3C1

Pay Station Number:

Entered:

09/26/2018

09:55

Exited:

09/26/2018

12:49

Ticket Number:

28627

Transaction Number:

57909

Rate:

\$23.00

Parking Fee:

Total Fee:

\$23.00

Fee Paid:

Master

xxxxxxxxxxxx s.17

Approval Number:

154932

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



Stob: 5701 Gept 24-26th

GST/HST 889365821 PST ¹n21523719

RA 174115889 Bil 0 Rental 24-SEP-2018 09:42 AM SOUTH TERMINAL AT YVR Return 26-SEP-21 18: 06:01 PM VANCOUVER INTL ARP, MAIN

SHANNON RUSSELL Vehicle # KG48430 Lodel SORENTO Class Griven SFAR License# GL949F M/Kms Driven 281 M/Kms Out 11646 Class Charged FCAR State/Province BC M/Kms In 11927

PROVINCIAL GOVERNMENT OF BC PHOVINCIAL GOVERNMENT OF BC
Charges No Unit Price
FSO 1 Rental 101.88
I & M 3 Days 53.90
FREE M/KM 600 M/Kms
PREMIUM LOCATION CHARGE
CUSTOMER FACILITY CHARGE
VLF REC
PURT
PREMIUM LOCATION CHARGE
GST \$5.000 %
PST \$7.000 % Arrount 101.88* 161.70* 0.00* 0.00* 0.00* 0.00* 4.50* 17.53* 14.28 12.55 Total Charges CAD 312.44

Deposit

MC s.17

Arroup Due D 312.44

* Taxable Items Subject to Audit

Customer Service Number 1-800-468-3334







| Renter Information | R | len | ter | Int | forn | nat | ion |
|--------------------|---|-----|-----|-----|------|-----|-----|
|--------------------|---|-----|-----|-----|------|-----|-----|

Renter Name

SHANNON RUSSELL <

Renter Address

VICTORIA, BCs.22

CAN

Contract

PROVINCIAL GOVERNMENT OF BC

Rental Credits

1 credit has been awarded for this rental

Vehicle Information

3.3L EX 4DR ALL-WHEEL DRIVE

License #: GL949F State/Province: BC

Vehicle Class Driven

Standard SUV 4-Door/Automatic/Air

Vehicle Class Charged

Full Size 4-Door/Automatic/Air

Odometer Mileage/Kilometers

Starting: 11,646

Ending: 11,927

Total: 281

Thank you for renting with National Car Rental

We appreciate your business!

This email was automatically generated from an unattended mailbox, so please do not reply to this e-mail.

If you have any questions about your rental, please view our Frequently Asked Questions or send us a secured message by visiting our Support Center

Trip Information

Pickup

Mon, Sep 24 2018 9:42 A.M.

SOUTH TERMINAL AT YVR (YVR)

4440 COWLEY CRESENT RICHMOND, BC V7B1B8 CAN

Return

Wed, Sep 26 2018 6:01 P.M.

VANCOUVER INTL ARPT MAIN (YVR)

3866 MCDONALD RD S RICHMOND, BC V7B1L8

CAN

Rental Charges

| Rental Rate | Free Distance | Included |
|----------------|---|------------|
| | Time & Distance 3 Day at 53.90 CAD / Day | 161.70 CAD |
| Add-Ons | Fuel Service Option (101.88 CAD / Rental) | 101.88 CAD |
| Taxes and Fees | Goods And Services Tax (5.00%) | 14.28 CAD |
| | Provincial Sales Tax (7.00%) | 12.55 CAD |
| | Customer Facility Charge \$5/day | Included |
| | Premium Location Charge 17.21 Pct (17.21%) | 17.53 CAD |
| | VIf Rec .99/day | Included |
| | Prov Vehicle Rental Tax \$1.50/day (1.50 CAD / Day) | 4.50 CAD |
| | Premium Location Charge 17.21 Pct | Included |
| | | |

Total

(Subject to audit)

Amount charged on Sep 26 2018 to MASTERCARD s.17

Amount Due

312.44 CA

(312.44 CAD) 0.00 CAD PETRO-CANADA 5111 GRT MCCHONGCX RICHMOND BC U7B 1K3 (604) 231-8748

GST 0897092912 PST 1007-5133 PC0823458:6812601 TERMINAL: 016812652 PAYPOINT: 016812601

2018-09-26 17:54

PUMP 82
REGULAR
LITRES L 41.383
PRICE/L \$ 1.469
FUEL SALES \$ 68.79*

TOTAL OWED \$ 60.79

TOTAL PAID \$ 60.79

* GST INCL. \$ 2.89

MASTERCARD A0000000041010 0000008000 E800 ILWD1CE 191385

BERLETED BY PIN

gas for rental

Stob: 5701 van-vic flight baggage Fee.

| AIR CANADA | BAGGAGE FEE RECEIPT/RECU POUR FRAIS DE BAGAGES F
VANCOUVER YVR TO/A VICTORIA YYJ 2018-0 | AGE 1
9-26 |
|---|--|------------------------|
| SHANNON RUSSELL
EXCESS BAGGAGE
GST/TPS
TOTAL CAD | L FEE/FRAIS D'EXCEDENT DE BAGAGE (1 piec :/bagage) | 25.00
1.25
26.25 |
| TOTAL CAD | | 26.25 |

XG-GOODS AND SERVICES TAX -CANADA NO. 100092287 RT000 1

FI19EXEDIJ 76



Where ideas work

Business Expense Approval

Control No.

B023884

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

| Name | | ranch | | | Phone Number | |
|---|--|-------------------|-----------------|---------------------|--------------------|----------------|
| Russell, Shannon | N | finister's Office | е | | (250) 387-9699 | |
| Client Organization | Di | ivision | | | Job Title | and the second |
| Citizens' Services | N | finister's Office | е | | Senior Ministerial | Assistant |
| EVENT | | | | | | |
| Location (City) | Description | | 5 | Start Date | End Date | |
| Whistler | Citz Meeting Dinn | er 🗸 | | 2018/09/11 | 2018/09/11 | 4 |
| PARTICIPANTS | | | | | | |
| | | Number of | 1 | | | Number of |
| Organization | | People | Organizatio | n | | People |
| Ministry of Citizens' Services | | 5 | ¥ | | | |
| INDIVIDUALS INCLUDED IN ME | AL CLAIMS | | | | | |
| Name | Organization | | Name | | Organization | |
| Sims, Jinny . | Citizens' Services | | Stanford, S | usan . | Citizens' Services | |
| Randell, Howard . | Citizens' Services | | Russell, Sh | annon . | Citizens' Services | |
| McCormick, Colleen . | Citizens' Services | | | | • | |
| BUSINESS EXPENSE REQUES | TED | STOB | Amount | Responsibility Se | rvice Line Project | Supplier |
| Meeting Room Rental | | 6531 | | 32805 34 | 4610 320000 | 00 |
| 2. Equipment/Furniture Rental | | 6531 | | | | |
| 3. Photocopying, Faxing, Telephi | one, etc. | 6531 | | | | |
| 4. Food/Beverages for Meetings | | | | | | |
| Breakfast Lunch | Dinner | | | Mail to: | | |
| Snacks Coffee | /Tea/Juice, etc. | | | 7.71700 | non . Russell | |
| | 0504 | 05.00 | | ox 9068 Stn Prov Go | V | |
| 5. Business Meals in Restaurant | The second secon | 6531 | 65.20 | Victor | ria BC V8W 9E2 | |
| Breakfast Lun | ch 🗸 Dinner | | | | | |
| Event Planners, Speakers, etc | | 6531 | | | | |
| 7. Travel Costs for Non-BC Gove | ernment Participants | 6531 | | | | |
| Estimated Total | | | \$65.20 | Reimbursement To | otal | \$65.20 |
| SIGNATURES Refer to Treasu | ry Board directives for | or approval au | thorities. (Seg | Audit Trail) | | |
| Employee | | | Print | Name // / | Date Signed | . 27 |
| | | | V | rung | | . 04 /. |
| Supervisor/Designated Authority | | | Print | Hame Juno | Date Signed | 27 |
| Signing Authority | | | Print | Name | Date Signed | |
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DJ Dec 13/18

Audit Trail for Business Expense Approval B023884 for Russell, Shannon 1 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | |
|---------------------|--|---|--------|---|
| 2018/11/26 12:12:08 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Russell, Shannon
Shannon.Russell@gov.bc.ca | | Russell, Shannon
Shannon.Russell@gov.bc.ca |

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Notes for Business Expense Approval B023884 for Russell, Shannon

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--|--|
| 2018/11/26 12:12:08 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Sept 11- UBCM- Post Workshop meeting
with staff- dinner |

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From: Janke, Debra FIN:EX

To: Gervais, Dominique CITZ:EX

Subject: RE: Russell, Shannon- BEA B023884

Date: November 27, 2018 11:46:00 AM

Hi Dominique,

The BEA is a pre-approval, only. On the invoice, please affix your office coding and have signed by the Expense Authority and Qualified Receiver.

The BEA and any invoices relating to a BEA expense need to be both signed by the EA and QR.

Thanks.

Debra

From: Gervais, Dominique CITZ:EX **Sent:** November 26, 2018 3:27 PM

To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX **Subject:** Russell, Shannon- BEA B023884

Hello,

Please see Shannon's attached BEA.

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

s.15

otob: 6531 - POST WORKSHOP

dinner with CItz Staff

Attendees: Minister

shannon

susan

Howard

colleen

CHK 40236 TBL 130/1 GST 7
9/11/2018 5:27 PM

s.22 5.00 T1
7.00 T1
8.00 T1
12.00 T1
22.00 T1
s.22

Server #: 000001 1

REF#: 00000016
Batch #: 079 SEQ: 079001001016
09/11/18 18:08:10
APPR CODE: 210810
MASTERCARD

s.22

MASTERCARD

j

Subtotal GS1 5% Alcohol 10% Total Due

AMOUNT TIP TOTAL

00 - APPROVED - 001

MasterCard AID: A0000000041010 TVR: 00 00 00 80 00 TSI: E8 00 Qualified Receiver

Expense Authority

FOR ROOM CHARGES ONLY

GRATUITY: 54.00 FOOG

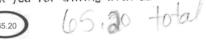
HOLEN #. 2.70 6ST

s.22

PRINT NAME 0 6 10 15% tip. ok

s.22

SIGNATURE 8,50 TIP 15% tip, ok
Thank you for dining with us



FOOD= 54.00 GST = 2.70 56.20 15% Hip 8.50 65.20

s.22

Russell, Shannon CITZ:EX

Subject: Location: Post Workshop Meeting with Staff

s.15

Start: End:

Tue 2018-09-11 4:45 PM Tue 2018-09-11 5:30 PM

Recurrence:

(none)

Organizer:

Russell, Shannon CITZ:EX

Minister Sims Susan Stanford **Howard Randell** Shannon Russell Colleen McCormick

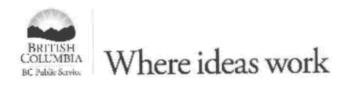
CITZ STAFF

s.22

TOTAL BEA. \$65,20

Food 54.00 GST 2.70 56.70 15% Tip 8.50 65.20

s.22



Business Expense Approval

Control No.

B023886

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| Director/Manager of Information a | nd Privacy. | | | | | |
|-----------------------------------|-------------------------|-------------------|-----------------|--|--|-------------------|
| Name | Br | anch | | | Phone Number | |
| Russell, Shannon | | linister's Office | • | | (250) 387-969 | 99 |
| Client Organization | Di | | | Job Title
Senior Ministerial Assistant | | |
| Citizens' Services | N | linister's Office | • | | Senior Ministe | eriai Assistant |
| EVENT | | | | | Fud Da | |
| Location (City) | Description | | | Start Date | End Da
2018/0 | |
| Whistler | UBCM- Coffee Mee | ting 🗸 | | 2018/09/10 | 2018/0 | J9/10 |
| PARTICIPANTS | | | r. | | | Number of |
| | | Number of | | | | People |
| Organization | | People | Organizatio | n | | reopie |
| Ministry of Citizens' Services | | 3 | | | | |
| INDIVIDUALS INCLUDED IN ME | | | | | l Oiti | |
| Name | Organization | | Name | | Organization | 1 |
| Russell, Shannon . | Citizens' Services | | Stanford, S | usan . | Citizens' Serv | ices |
| Young, Alexa . | Telus | | | | | |
| BUSINESS EXPENSE REQUES | ΓED | STOB | Amount | Responsibility | | oject Supplier |
| Meeting Room Rental | | 6531 | | 32805 | 34610 32 | 200000 |
| 2. Equipment/Furniture Rental | 6531 | | | | | |
| 3. Photocopying, Faxing, Telepho | one, etc. | 6531
6531 | | | | |
| 4. Food/Beverages for Meetings | 13.90 | | | | | |
| Breakfast Lunch | | | Mail to: | | ✓ I | |
| Snacks Coffee | /Tea/Juice, etc. | | | | hannon . Russell
O Box 9068 Stn Pro | w Cov |
| 5. Business Meals in Restaurant | | | | 1 | ictoria BC V8W 9E2 | |
| Breakfast Lun | | | | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | ICIONA DO VOVV 3L2 | |
| | | 0504 | | 1 | | |
| 6. Event Planners, Speakers, etc. |).
 | 6531
6531 | | | | |
| 7. Travel Costs for Non-BC Gove | ernment Participants | 6531 | 410.00 | Reimbursemen | t Total | \$13.90 |
| Estimated Total | | | \$13.90 | - Charles and a second second second second second | it Total | \$13.90 |
| SIGNATURES Refer to Treasu | ry Board directives for | or approval au | thorities. (See | Audit Trail) | | |
| Employee | | | Print | Wame | Date Signe | 11.21 |
| Supervisor/Designated Authority | | | | Name / | Date Signer | .11.21 |
| Signing Authority | | | Print | Name (| ✓ Date Signe | d |
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Audit Trail for Business Expense Approval B023886 for Russell, Shannon audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|---|--------|---|
| 2018/11/26 13:39:33 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Russell, Shannon
Shannon.Russell@gov.bc.ca | | ssell, Shannon
annon.Russell@gov.bc.ca |

Notes for Business Expense Approval B023886 for Russell, Shannon

| Created On | Author | Note |
|---------------------|--|------------------------------|
| 2018/11/26 13:39:33 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Sept 10-UBCM- Coffee Meeting |

Production *** Copyright © Government of British Columbia

Stob: 6531

ubem- coffee meeting Attendees:

Alexa young Susan Stanford Shannon Russell

s.15

************ DATE 9/10/18 CHECK # 190554 TIME 12:31PM NAME 5 BAR : AZZA AMOUNT TTEMS ORDERFD 4.00 s.22 4.00 3.50 *********** 11.50 SUBTOTAL 0.58 GST 08TOTAL DHE 0 01 12.10 # OF GUESTS s.15

16.19

Room:

** TRANSACTION RECORD ** Tran. #: 3989 RVC: BAR Table #: 5 Check #: 190554 Group #: 1 Employee #: 36 Employee Name: AZZA Merch. ID: 27028324 Purchase MasterCard (MC) Card #:

\$12.08 Amount

Tip

\$1.82 15% tip, ok ✓

001 Terminal No EI2702832405 Auth. #: 153245 Reference #: 001538001 2018/09/10 12:32:45

App Label: MasterCard AID: A0000000041010 TSI: 6800

00 APPROVED - THANK YOU

Customer Copy

Retain this copy for your records

THANK YOU Come Again

FI19EXEDIJ 79

Where ideas work BC Public Service **Business Expense Approval**

Control No.

B023888

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| Name | Br | ranch | | | Phone Number | • |
|--|------------------------|--|----------------|------------------|---------------------|------------------|
| Russell, Shannon 🗸 | N | linister's Office | е | | (250) 387-9699 | 9 |
| Client Organization | Di | vision | | | Job Title | |
| Citizens' Services | N | linister's Office | е | | Senior Minister | rial Assistant |
| EVENT | | | | | | |
| Location (City) | Description | | Star | rt Date | End Date | |
| Whistler | UBCM-Lunches | | 20 | 18/09/11 | 2018/09/12 | 2 🗸 |
| PARTICIPANTS | | | | | | |
| | | Number of | 1 | | | Number of |
| Organization | | People | Organizatio | on | | People |
| Ministry of Citizens' Services | | 2 | ¥ | | | |
| INDIVIDUALS INCLUDED IN ME | AL CLAIMS | | | | | |
| Name | Organization | | Name | | Organization | |
| Russell, Shannon . | Citizens' Services | | Sims, Jinny | 1. | Citizens' Service | es |
| BUSINESS EXPENSE REQUES | TED | STOB | Amount | Responsibility | Service Line Proj | ect Supplier |
| Meeting Room Rental | | 6531 | 112/ | 32805 | 34610 6531/ 320 | 0000 |
| Equipment/Furniture Rental | | 6531 | | | | |
| Photocopying, Faxing, Teleph | one, etc. | 6531 | | İ | | |
| Food/Beverages for Meetings | | 6531 | 241.50 | 1 | | |
| Breakfast Lunch | Dinner | | | Mail to: S | upplier#2714756 | |
| Snacks Coffee | e/Tea/Juice, etc. | | | | Shannon . Russell 🗸 | |
| | | | | F | O Box 9068 Stn Prov | Gov |
| 5. Business Meals in Restaurant | | | | ١ ١ | /ictoria BC V8W 9E2 | |
| Breakfast Lun | ch Dinner | | | | | |
| 6. Event Planners, Speakers, etc. | 2. | 6531 | | 1 | | |
| 7. Travel Costs for Non-BC Gove | ernment Participants | 6531 | | | | |
| Estimated Total | | | \$241.50 | Reimburseme | nt Total | \$241.50 |
| SIGNATURES Refer to Treasu | ry Board directives fo | r approval aut | horities. (See | Audit Trail) | | |
| Employee | | | | Name / // | Date Signed | |
| | | | XX | Usalle | 2018.1 | 1.27 |
| Supervisor/Designated Authority | | 4, 1 <u> </u> | | Name (| Date Signed | .11.27 |
| Signing Authority | | | / | Name | Date Signed | |
| | | | V | 7 | Date digited | |
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DJ Dec 18/18

Audit Trail for Business Expense Approval B023888 for Russell, Shannon audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|---|--------|---|
| 2018/11/26 13:58:08 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Russell, Shannon
Shannon.Russell@gov.bc.ca | | ssell, Shannon
annon.Russell@gov.bc.ca |

Notes for Business Expense Approval B023888 for Russell, Shannon

| 1 | note | (8) | ret | urr | ed |
|---|------|-----|-----|-----|----|
| | | | | | |

| Created On | Author | Note |
|---------------------|--|---|
| 2018/11/26 13:58:08 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Sept 11+12 UBCM Registration fee for Sept
11/12 lunches for Minister Sims and
Shannon Russell |

From: Fleurant, Kathleen CITZ:EX
To: Janke, Debra FIN:EX
Cc: Russell, Shannon CITZ:EX

Subject: RE: BEA# B02388 for Shannon Russell: Date: December 17, 2018 4:16:59 PM

Attachments: Russell, Shanonn BEA- B023888 Sep. 11, 2018.pdf

Hi Debra,

Please find attached BEA 023888 now with itemized receipt.

Thank you, Kathleen

From: Janke, Debra FIN:EX

Sent: Friday, December 14, 2018 10:27 AM

To: Fleurant, Kathleen CITZ:EX <Kathleen.Fleurant@gov.bc.ca>

Subject: BEA# B02388 for Shannon Russell:

Hi Kathleen,

The interact receipt only was provided with this BEA (copy attached). Please provide a copy of the itemized order purchased.

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

UNION OF BC MUNICIPALITY #60-10551 SHELLBRIDGE WA RICHMOND, BC 6042708226

SALE

MID: 5643971
TID: 006
Batch # 249001
09/10/18
APPR CODE: 104830
MASTERCARD

MASTERCARD

Chip

AMOUNT

\$241.50

APPROVED

MasterCard AID: A00000000041010 TVR: 00 00 00 80 00 TSI: E8 00

BY ENTERING A VERIFIED PIN CARDHOLDER AGREES TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH ISSUERS AGREEMENT WITH CARDHOLDER ACCORDANCE WITH ISSUER'S AGREEMENT WITH CARDHOLDER

THANK YOU / MERC!!

CUSTOMER COPY

6tob: 6531

Sept 11 + 12 (unches For Jinny Sims + Shannon Russell

Amula Receiver

Fleurant, Kathleen CITZ:EX

From: Raelene Adamson <radamson@ubcm.ca>
Sent: Monday, December 17, 2018 2:49 PM

To: Fleurant, Kathleen CITZ:EX **Subject:** 2018 UBCM Convention Receipt

Attachments: 20181217145950606[1].pdf; ShannonRussellDetailedReport.pdf;

JinnySimsDetailedReport.pdf

Hello Kathleen,

Kelsey Mackay-Smith of our office has given me your name and contact information so that I can send you a receipt for a payment made by Shannon Russell.

Please find attached a receipt for \$241.50 for invoices CV9502 and CV9503. Both of which are for the addition of the Large Urban Communities Lunch for Shannon Russell as well as Jinny Sims.

Should you required further assistance, please don't hesitate to contact me.

Cheers,

Raelene

==========

Raelene Adamson Administrative Assistant, Office Services Union of British Columbia Municipalities Suite 60-10551 Shellbridge Way Richmond, BC V6X 2W9 PH: 604.270.8226 ext. 101 FX: 604.270.9116 **RECORD #:** R7350

DELEGATE FIRST NAME: JINNY

PARTNER FIRST NAME:

DELEGATE LAST NAME: SIMS

PARTNER LAST NAME:

ORGANIZATION: Minister of Cinitzens' Services **DELEGATE TITLE:** MLA, Surrey - Panorama

INVOICE #: CV9503

2018-09-10

| PROGRAM | GST | PRICE |
|-------------------------------|--------|----------|
| Large Urban Communities Forum | \$5.75 | \$115.00 |
| | \$5.75 | \$115.00 |
| | TOTAL | \$120.75 |
| | PAID | \$120.75 |
| | DUE | \$0.00 |

RECORD #: R7351

DELEGATE FIRST NAME: SHANNON

PARTNER FIRST NAME:

DELEGATE LAST NAME: RUSSELL

PARTNER LAST NAME:

ORGANIZATION: Min. of Citizens Services

DELEGATE TITLE: Senior Ministerial Assistant

INVOICE #: CV9502 2018-09-10

PROGRAM

GST PRICE

Large Urban Communities Forum \$5.75 \$115.00

\$5.75 \$115.00

TOTAL \$120.75

PAID \$120.75

s.22

FI19EXEDIJ⁷⁶



Where ideas work

Business Expense Approval

Control No.

B023885

Freedom of Information and Protection of Privacy Act: The personal information you are providing is collected for the purposes of business expense administration and under the authority of the Financial Administration Act, and 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.

| Minister's Office Division | Name | В | ranch | | | Phone Number | |
|--|--|---------------------------|--|----------------|---------------------|--------------------|--------------|
| Interpolarization Division Services Minister's Office Senior Ministerial Assistant Interpolarization Description Start Date 2018/09/12 2018/09/12 Interpolarization Description Start Date 2018/09/12 2018/09/12 Interpolarization Description Descri | Russell, Shannon | | Minister's Offic | е | | | |
| Tation (City) Description Inisiter | Client Organization | D | ivision | | | | |
| anization (City) Description UBCM- Breakfast Meeting Number of People Organization Start Date 2018/09/12 Organization Number of People Organization Sixty Of Citizens' Services Number of People Organization rganization Number of People Organization Number of People Organization Organization Number of People Organization Organization Number of People Organization Or | Citizens' Services | N | Minister's Offic | е | | Senior Ministerial | Assistant |
| Number of People | EVENT | | | | | | |
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| anization People Organization People Organization People Organization People Organization Org | PARTICIPANTS | | | | | | |
| inistry of Citizens' Services 4 Services A Se | | | The second secon | 1 | | | Number of |
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| Name Organization Name Organization Name Organization | | | 4 | 1 | | | |
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| Inford, Susan . Citizens' Services McKay, Joel . Northern Development Initiative Trust SINESS EXPENSE REQUESTED STOB Amount 6531 Gequipment/Furniture Rental 6531 Photocopying, Faxing, Telephone, etc. 6531 Good/Beverages for Meetings 6531 Breakfast Lunch Dinner Shanks Coffee/Tea/Juice, etc. Shannon . Russell PO Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Breakfast Lunch Dinner Stavent Planners, Speakers, etc. 6531 Fixed Costs for Non-BC Government Participants 6531 Fixed Total Stavent Planners Refer to Treasury Board directives for approval authorities. (See Audit Trail) Fixed Total Stavent Planners Plant Name Date Signed Print Name Development Initiative Trust Northern Development Initiative Trust Northern Development Initiative Trust Supplier 32805 Supplier 32805 Shannon . Russell PO Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Shannon . Russell PO Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planners, Speakers, etc. 6531 Fixed Total Stavent Planners Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planners, Speakers, etc. 6531 Fixed Total Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planners, Speakers, etc. 6531 Fixed Total Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planners, Speakers, etc. 6531 Fixed Total Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Po Box 9068 Stn Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov Victoria BC V8W 9E2 Stavent Planters Prov Gov V8W 9E2 Stavent | Name | | | | | Organization | |
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| Equipment/Furniture Rental Photocopying, Faxing, Telephone, etc. Photocopying faxing, Telephone, etc. Photocopying, Faxing, Telephone, etc. Photocopying, Faxing, Telephone, etc. Photocopying faxing | 1 Meeting Room Rental | IED | | Amount | | | |
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| ravel Costs for Non-BC Government Participants mated Total NATURES Refer to Treasury Board directives for approval authorities. (See Audit Trail) Plint Name Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed | | | | | | TOTAL DO TOTAL DEL | |
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| Print Name Date Signed 20/8 · 1/ · 27 Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed Date Signed | | | | | ulle | 2018.11 | 27 |
| ning Authority Print Name Date Signed | Supervisor/Designated Authority | | | Print | Name / | D (0) | |
| Print Name O Date Signed | | | | | | my 20/8 | 1.11.21 |
| | Signing Authority | | | (Print I | Name () | Date Signed | |
| 5 (EFI-F0013 v1.3.1) Production *** Copyright © Government of British Columbia APCS/ODCS 4455 03 | | | | | - | • | |
| | N 215 (EFI-F0013 v1.3.1) | Production * | *** Copyright @ | Government | of British Columbia | ARCS | ORCS 1155-02 |

DJ Dec 14/18

Audit Trail for Business Expense Approval B023885 for Russell, Shannon 2 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|---|-----------|---|
| 2018/11/26 12:21:30 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Russell, Shannon
Shannon.Russell@gov.bc.ca | Saved | Russell, Shannon
Shannon.Russell@gov.bc.ca |
| 2018/11/26 12:52:44 | Russell, Shannon
(IDIR\SHANRUSS)
Shannon.Russell@gov.bc.ca | | Initiated | dSims, Jinny
Jinny.Sims@gov.bc.ca |

Notes for Business Expense Approval B023885 for Russell, Shannon

0 note(s) returned.

| reated On | Author | Note |
|-----------|--------|------|
|-----------|--------|------|

Stob: 6531

Breakfast meeting

Attendee's:

Jinny Sims Shannon Russell Susan Stanford Joel McKay

s.15

s.15

| CHK 40316 | TBL 110/1 | GST 5 |
|-----------|---------------------|---------|
| | 9/12/2018 9:06 AM - | |
| s.22 | | |
| | 4.0 | 0 T1 |
| | 21.0 | 0 T1 |
| | i i | |
| | 21.0 | 0 11 |
| | 15.0 | 0 T1 |
| | 6.0 | 0 T1 |
| Subtotal | \$6 | 7.00 |
| GST 5% | | 3.35 |
| Tota1 | Due \$ | 70 35 4 |

FOR ROOM CHARGES ONLY

GRATUITY:

TOTAL:

ROOM #

PRINT NAME

SIGNATURE

Thank you for dining with us

SALE

Server #: 000001 1

REF#: 0000005

Batch #: 080 SEQ: 080001001005

09/12/18 | 10:32:22

APPR CODE: 133222

MASTERCARD

ACCEPTANCE | 10:32:22

AMOUNT TIP 15% tip ok 🔨 TOTAL \$70.35 \$10.55 \$80.90

00 - APPROVED - 001

MasterCard AID: A0000000041010 TVR: 00 00 00 80 00 TSI: E8 00



Name

Where ideas work

Business Expense Approval

Branch

Control No.

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| Russell, Shannon | N | linister's Office | 9 | (250) 387-9699 | | | |
|--|-------------------------|-------------------|----------------|------------------|---------------|---------------------------|----------------|
| Client Organization | Di | vision | | | Job 7 | Title | |
| Citizens' Services | N | linister's Office | Э | | Seni | or Ministerial | Assistant |
| EVENT | | | | | | | |
| Location (City) | Description | | | Start Date | | End Date | |
| Whistler | UBCM- Coffee Mee | ting | | 2018/09/13 | | 2018/09/13 | ✓ |
| PARTICIPANTS | | | | | | | |
| | | Number of | | | | | Number of |
| Organization | | People | Organizatio | n | | | People |
| Ministry of Citizens' Services | | 4 | 4 | | | | |
| INDIVIDUALS INCLUDED IN ME | | | | | | | |
| Name | Organization | | Name | | | nization | |
| Sims, Jinny . | Citizens' Services | | Russell, Sh | | | ens' Services | |
| Bobbi, Sadler . | Citizens' Services | | Susan, Sta | | | ens' Services | |
| BUSINESS EXPENSE REQUEST | ΓED | STOB | Amount | Responsibility | | ine Project | |
| Meeting Room Rental | | 6531 | | 32805 | 34610 | 320000 | 00 |
| Equipment/Furniture Rental | | 6531 | | | | | |
| 3. Photocopying, Faxing, Telepho | one, etc. | 6531 | 04.45 | | | | |
| 4. Food/Beverages for Meetings Breakfast Lunch | Dinner | 6531 | 24.15 | | | | |
| | | | | Mail to: | | | |
| Snacks Coffee | /Tea/Juice, etc. | | | , | Shannon . R | ussell *
3 Stn Prov Go | |
| 5. Business Meals in Restaurant | | | | | /ictoria BC \ | | v |
| Breakfast Lun | ch Dinner | | | , | VICIONA DC V | OVV 9EZ | |
| 6. Event Planners, Speakers, etc. | | 6531 | | | | | |
| 7. Travel Costs for Non-BC Gove | | 6531 | | | | | |
| Estimated Total | | | \$24.15 | Reimburseme | nt Total | | \$24.15 |
| SIGNATURES Refer to Treasur | ry Board directives fo | r approval aut | horities. (See | Audit Trail) | | | |
| Employee | | | Print | ane sul | | te Signed | 27 |
| Supervisor/Designated Authority | | | Point | Name | Own Da | te Signed | 11.27 |
| Signing Authority | | | Print | Name 0 | √ Da | te Signed | • |
| FIN 215 (EFI-F0013 v1.3.1) | Production | *** Copyright (| © Government | of British Colum | bia | ARCS | 6/ORCS 1155-02 |

Audit Trail for Business Expense Approval B023887 for Russell, Shannon 1 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|---|--------|---|
| 2018/11/26 13:47:05 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Russell, Shannon
Shannon.Russell@gov.bc.ca | | Russell, Shannon
Shannon.Russell@gov.bc.ca |

Notes for Business Expense Approval B023887 for Russell, Shannon

| Created On | Author | Note |
|---------------------|--|-------------------------------|
| 2018/11/26 13:47:05 | Gervais, Dominique
(IDIR\DGERVAIS)
Dominique.Gervais@gov.bc.ca | Sept 13- UBCM- Coffee Meeting |

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Stob: 6531 UBCM- coffee meeting Attendes: JINNY SIMS Shannon Russell Bobbi Sadler susan Stanford.

s.15

CHK 40399 TBL 115/1 GST 4 9/13/2018 10:59 AM s.22 20.00 T1

\$20.00 Subtota1 GST 5% \$1.00 Total Due \$21.00

FOR ROOM CHARGES ONLY

GRATUITY:____ TOTAL: ROOM #_____ PRINT NAME _____ SIGNATURE thank you for dining with us

s.15

SALE

Server #: 000001 1

REF#: 00000040

SEQ: 176001001040 Batch #: 176 09/13/18

APPR CODE: 141908

MASTERCARD ******* S.17

AMOUNT TIP TOTAL

\$21.00

00 - APPROVED - 001

MasterCard AID: A0000000041010 TVR: 00 00 00 80 00 TSI E8 00

Adultified Receiver