



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130300

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 Sather, Kelly ✓			Employee ID s.22			Phone Number (250) 888-5930					
Client Organization Finance			Job Title Executive Assistant			Travel Group Code 3					
5. Date Completed 2018/12/17		6. Fiscal Year 2019		7. Special Cheque Issue EFT		8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Travel w/PS Dean				Headquarters Minister's Office					
12. Mailing Address for Cheque Room 153 Parliament Buildings Victoria, BC V8V 1X4											
16. Travel Dates 2018 12/15	17. Places Travelled			18. 0.54 Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous	
	Destination Vic-Nan-Vic	Start 0700	End 2359	Km 220	Cost 118.80		Claim	Cost 0.00		Cost	Describe
TOTALS OF COLUMNS					36. 220 kms	37. \$ 118.80	38. \$ 0.00	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 118.80 ✓	
48. Client Code 022 022 022 022	49. Resp. 32001	50. Service Line 34000		51. STOB 5702	52. Project 3200000		45. Supplier Code s.22		Amount \$ 118.80		
Less Travel Advance 022											
										54. AMOUNT DUE TO EMPLOYEE \$ 118.80 ✓	
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name		Date Signed			
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name		Date Signed			
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name		Date Signed			

Audit Trail for Travel Voucher (Restricted Use) E130300 for Sather, Kelly

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/17 15:12:44	Reid, Heidi (IDIR\HREID) Heidi.Reid@gov.bc.ca	Sather, Kelly Kelly.Sather@gov.bc.ca	Saved	Sather, Kelly Kelly.Sather@gov.bc.ca
2018/12/17 15:14:49	Reid, Heidi (IDIR\HREID) Heidi.Reid@gov.bc.ca	Sather, Kelly Kelly.Sather@gov.bc.ca	Saved	Sather, Kelly Kelly.Sather@gov.bc.ca
2018/12/17 15:18:09	Sather, Kelly (IDIR\KSATHER) Kelly.Sather@gov.bc.ca		Initiated	Reid, Heidi Heidi.Reid@gov.bc.ca
2018/12/17 15:19:13	Reid, Heidi ✓ (IDIR\HREID) Heidi.Reid@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130300 for Sather, Kelly

1 note(s) returned.

Created On	Author	Note
2018/12/17 15:14:49	Reid, Heidi (IDIR\HREID) Heidi.Reid@gov.bc.ca	Used personal vehicle to attend function in Nanaimo w/PS - Mitzi Dean 110 Kms each way

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

INVOICE #

SAT-181211

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

Payee Name: KELLY SATHER, EA. [✓] EMP# s.22 ~~SUPPLIER#~~ ^{s.22} Vendor #: _____ Loc. Code: _____
 Cheque Mailing Address: RM 153, PARLIAMENT BLDGS VICTORIA BC V8V 1X4

DESCRIPTION OF PURCHASE(S)

Date of Purchase	Description	Amount
DEC 11 / 2018	CUSTOM CARDS FOR MINISTER ✓ (INVOICE ATTACHED)	\$ 165.00

Cheque Total

\$ 165.00


Signature of Individual Receiving Reimbursement


Date

Dec 17/18

Certified this is a true statement of disbursements made to which I am entitled and for which I have not been and will not be reimbursed by any other party.

CODING

Client: 022 Resp: 32001 Service Line: 3400 STOB: 6508 Project: 3200000



Expense Authority Signature

Date

Dec 17/18

Certified that the amount to be paid is correct, in accordance with appropriate statute or other authority for payment.

s.15

Ticket# T1-108024
Station: 01-01 Sales Rep: POLLA
December 11, 2018 03:44 PM

Item #	Description	
Qty	Retail	Total

11	15.00	165.00

Subtotal		165.00

Total	165.00
=====	

Tender:

Debit

165.00

Items purchased:

11

CAROLE JAMES

ROOM 153

VICTORIA, BC V8V 1X4

(250) 952-4211



s.15



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130297

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 Lo, Reamick ✓				Employee ID s.22		Phone Number (250) 812-8642	
Client Organization Environment and Climate Change Strategy				Job Title Executive Assistant		Travel Group Code 3	
5. Date Completed 2018/12/17		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Ministerial business				Headquarters MO -Vancouver	
12. Mailing Address for Cheque Room 112, 501 Belville St Victoria, BC V8V 1X4							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Claim Cost
2018	Van to Vic (ferry)	0900	1500	83	44.82		30.50
12/09	Vic	0700	2359	3	1.62	74.70	51.50
12/10	Vic to Van (ferry)	0700	2300	78	42.12	74.70	51.50
12/11	Vancouver	1300	1550	18	9.72		0.00
12/01							
TOTALS OF COLUMNS				36. ✓ 182 kms	37. ✓ \$ 98.28	38. ✓ \$ 133.50	39. ✓ \$ 335.86
					40. ✓ \$ 0.00	Claim Total ✓ \$ 717.04	
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount	
048	29005	64000	5701	2900000	s.22	707.32 s.22	
048	29005	64000	5702	2900000		9.72	
048							
048							
Less Travel Advance							
048							
						54. ✓ \$ 717.04	
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name	
						Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name	
						Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name	
						Date Signed	

Audit Trail for Travel Voucher (Restricted Use) E130297 for Lo, Reamick

2 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/17 11:29:22	Lo, Reamick (IDIR\REAMLO) Reamick.Lo@gov.bc.ca		Initiated	Frampton, Caelie Caelie.Frampton@gov.bc.ca
2018/12/20 11:49:57	Frampton, Caelie ✓ (IDIR\CFRAMPT) Caelie.Frampton@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130297 for Lo, Reamick

1 note(s) returned.

Created On	Author	Note
2018/12/17 11:29:22	Lo, Reamick (IDIR\REAMLO) Reamick.Lo@gov.bc.ca	12/9 Mileage Vancouver-Tssawwassen Ferry-Swartz Bay-Hotel 83km, ferry cost, accommodation with parking, full day per diem minus lunch and breakfast 12/10 Mileage Hotel-Office 3km, full day per diem, accommodation with parking 12/11 Mileage Hotel-Office-Swartz Bay- Tssawwassen ferry-Vancouver 78 km, ferry cost, full day per diem 12/1 Mileage South Vancouver-Vancouver Fairview 18km round trip

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From: Janke, Debra FIN:EX
To: Drew, Ashley ENV:EX
Subject: E130297 Reamick Lo
Date: January 11, 2019 12:06:00 PM

Hi Ashley,

The s.15 exceeds the CSA approved single rate of \$109.00 plus taxes, per night. Please have the Minister sign off a copy of the Hotel folio with "Hotel approved" and return the signed copy.

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

Swartz Bay
To
Tsawwassen



LANE 11

RECEIPT - PLEASE RETAIN

PURCHASE 2018/12/11 ✓

1 ✓	Adult	17.20
20'	Undersize Vehi	57.50

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

Visa
*****s.17 74.70
AUTH 050681 66277641 0010012010 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
SWB 11 Dec 2018 16:38:35



1005025 981135
SEE REVERSE SIDE OF TICKET

Tsawwassen
To
Swartz Bay



LANE 41

RECEIPT - PLEASE RETAIN

PURCHASE 2018/12/09 ✓

20'	Undersize Vehi	57.50
1 ✓	Adult	17.20

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

Visa
*****s.17 74.70
AUTH 018141 66277657 0010015840 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
TSA 09 Dec 2018 09:47:27



1007093 291758
SEE REVERSE SIDE OF TICKET

Drew, Ashley ENV:EX

Subject: s.15 Reamick
Location: s.22

Start: Sun 2018-12-09 12:00 AM
End: Wed 2018-12-12 12:00 AM
Show Time As: Free

Recurrence: (none)

Organizer: MINCAL, ENV ENV:EX

Categories: FYI

Wednesday, November 28, 2018

Confirmation of reservation
Ref. folio number: s.22

Dear Ms Lo,

Thank you for choosing s.15

We are pleased to confirm the following reservation:

Property : s.15
Guest name : Reamick Lo
Date of arrival : Sunday, December 09, 2018
Date of departure : Wednesday, December 12, 2018
Number of night : 3
Number of rooms : s.22
Number of persons : 1 adult

Rate structure per room per night: (Excluding tax)
PG: Provincial Government (ID Required)

-From Sun, Dec 09, 18 till Wed, Dec 12, 18 CAD 129.00 for 1 adult

Your reservation is guaranteed by creditcard *****s.17

Ministers Approval



Cancellation policy:
Must cancel prior to 4:00 pm on the day of arrival to avoid penalty.

Penalty is equal to one (1) nights room plus tax at the confirmed rate.

Customer Care:

Online Support: Send us an email

Reamick Lo
s.22

Invoice

Invoice date 12/11/2018
Invoice number s.22
Our reference /
GST Number s.15

exceeds the CSA approved single rate \$109.00 plus taxes, per night
email requesting Ministers approval sent to MO on Jan 11/19 -rec'd and attached

Guest Reamick Lo Arrival 12/9/2018 Departure 12/11/2011 Room s.15

Date	Description	Quantity	Unit Price	Total ()
✓ 12/9/2018	Room Charge	1	129.00	129.00
12/9/2018	GST Room Taxes 5%	1	6.51	6.51
12/9/2018	DMF Fee 1%	1	1.29	1.29
12/9/2018	Municipal Room Tax 3%	1	3.91	3.91
12/9/2018	Provincial Room Tax 8%	1	10.42	10.42
12/9/2018	Parking	1	16.00	16.00
12/9/2018	GST Parking	1	0.80	0.80
✓ 12/10/2018	Room Charge	1	129.00	129.00
12/10/2018	GST Room Taxes 5%	1	6.51	6.51
12/10/2018	DMF Fee 1%	1	1.29	1.29
12/10/2018	Municipal Room Tax 3%	1	3.91	3.91
12/10/2018	Provincial Room Tax 8%	1	10.42	10.42
12/10/2018	Parking	1	16.00	16.00
12/10/2018	GST Parking	1	0.80	0.80

12/11/2018 VS **s.17 Auth: 026131

Total invoice 335.86

-335.86

Total Paid -335.86

Total Due 0.00 ✓

Total GST 14.62

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

Signature X



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130554

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 Lo, Reamick				Employee ID s.22		Phone Number (250) 812-8642	
Client Organization Environment and Climate Change Strategy				Job Title Executive Assistant		Travel Group Code 3	
5. Date Completed 2019/02/06		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Ministerial business				Headquarters MO	
12. Mailing Address for Cheque Room 112, 501 Belville St Victoria, BC V8V 1X4							
16. Travel Dates 2018 12/01 12/20	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Cost
	S Van-E Van	1200	1400	18	\$22		0.00
	S Van	0915	1045	10	5.40	2.50	0.00
				36. \$ 5.40	37. \$ 2.50	38. \$ 0.00	39. \$ 0.00
TOTALS OF COLUMNS				36. \$ 5.40	37. \$ 2.50	38. \$ 0.00	39. \$ 0.00
				40. \$ 0.00	41. Claim Total \$ 7.90		
48. Client Code 048 048 048 048	49. Resp. 29005	50. Service Line 64000	51. STOB 5701 5702		52. Project 2900000	45. Supplier Code s.22	
Less Travel Advance 048				54. \$ 7.90 s.22			
				AMOUNT DUE TO EMPLOYEE			
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name		Date Signed	

Audit Trail for Travel Voucher (Restricted Use) E130554 for Lo, Reamick

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/02/06 14:45:05	Lo, Reamick (IDIR\REAMLO) Reamick.Lo@gov.bc.ca		Saved	Lo, Reamick Reamick.Lo@gov.bc.ca
2019/02/06 14:47:51	Lo, Reamick (IDIR\REAMLO) Reamick.Lo@gov.bc.ca		Initiated	Frampton, Caelie Caelie.Frampton@gov.bc.ca
2019/02/06 15:44:13	Frampton, Caelie (IDIR\CFRAMPT) Caelie.Frampton@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130554 for Lo, Reamick

1 note(s) returned.

Created On	Author	Note
2019/02/06 14:47:51	Lo, Reamick (IDIR\REAMLO) Reamick.Lo@gov.bc.ca	12/01 South Vancouver to East Vancouver RT - 18km, free street parking 12/20 South Vancouver to South Vancouver RT - 10km, paid parking \$2.5

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Hi Pat,

Thanks for pointing it out. I just checked the previous form submitted and yes, it was submitted last time. No, I only travelled once that day. That was a duplication. Can you please delete that line for me or do I need to resubmit?

Reamick

From: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Sent: February 7, 2019 11:53 AM
To: Lo, Reamick ENV:EX <Reamick.Lo@gov.bc.ca>
Subject: RE: E130554

Good Afternoon Reamick,

I'm doing Debra's travel claims while s. 22 I noticed you're claiming 9.72 for Dec 01, 2018 which it looks like you already claimed for the same amount and date on travel claim E130297. Did you travel twice that same day?

Pat

E 130 554

RECEIPT
Willingdon Business Park
Managed by WestPark
WestPark

License Plate Number
S.22 S 22

S.22

Expiration Date/Time
10:29 AM
DEC 20, 2018

Purchase Date/Time: 09:29am Dec 20, 2018
Total Due: \$2.50
Total Paid: \$2.50
Ticket #: 68021990
500012441067
651 - 657 TONKO-Still
855-02 TONKO - 4170

#A0001 S.17 Visa

Auth #: 000361



Control No.

E130273

Name	Employee ID	Phone Number
Pham, Thuy ✓	s.22	s.22
Client Organization	Job Title	Travel Group Code
Health	Executive Assistant	1= 3

5. Date Completed 2018/12/14	6. Fiscal Year 2019	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel EA Meetings		Headquarters Constituency Office - Vancouver

12. Mailing Address for Cheque

P.O. Box 9050, Stn Prov Gov't

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous		
	Destination		Start	End	Km	Cost		Claim	Cost		Cost	Describe
2018	Van-Vic	(HA)	0700	1800		0.00	238.90	BLD	51.50	s.22	123.02	
12/11	Vic-Vic		0700	1800		0.00		BLD	51.50		123.02	
12/12	Vic-Van	(HA)	0700	0900		0.00	227.20	B	22.75			

TOTALS OF COLUMNS	36. \$ 0.00	37. ✓ \$ 466.10	38. 125.75 \$ 22	39. ✓ \$ 246.04	40. \$ 0.00	Claim Total \$ 22
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[illegible][illegible]

		AMOUNT DUE TO EMPLOYEE	54. 837.89 s.22
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45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
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56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
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57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed
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Audit Trail for Travel Voucher (Restricted Use) E130273 for Pham, Thuy

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/14 10:03:04	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	Pham, Thuy Thuy.Pham@gov.bc.ca	Saved	Pham, Thuy Thuy.Pham@gov.bc.ca
2018/12/14 10:08:25	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	Pham, Thuy Thuy.Pham@gov.bc.ca	Saved	Pham, Thuy Thuy.Pham@gov.bc.ca
2018/12/14 10:12:25	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	Pham, Thuy Thuy.Pham@gov.bc.ca	Notified	Pham, Thuy Thuy.Pham@gov.bc.ca
2018/12/14 13:20:06	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	Pham, Thuy Thuy.Pham@gov.bc.ca	Saved	Pham, Thuy Thuy.Pham@gov.bc.ca
2018/12/14 13:20:13	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	Pham, Thuy Thuy.Pham@gov.bc.ca	Notified	Pham, Thuy Thuy.Pham@gov.bc.ca
2018/12/14 13:36:22	Pham, Thuy (IDIR\THUYPHAM) Thuy.Pham@gov.bc.ca		Approved	Singh, Jasmyn Jasmyn.Singh@gov.bc.ca
2018/12/17 15:24:06	Singh, Jasmyn ✓ (IDIR\JASMSING) Jasmyn.Singh@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130273 for Pham, Thuy

2 note(s) returned.

Created On	Author	Note
2018/12/14 10:08:25	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	12/10 - HA flight 8:00am (QT), taxi to meetings \$25.90 before tip, Hotel \$123.02. claiming full day per diem. 12/11 - Hotel \$123.02 claiming full day per diem. 12/12 - Taxi to meetings \$14.20 before tip, HA flight 8:00am (QT), claiming breakfast only.
2018/12/14 13:20:06	Fullaway, Elijah (IDIR\EFULLAWA) Elijah.Fullaway@gov.bc.ca	✓ <u>UPDATE</u> : HA charges are on Thuy's card rather than under an account. Total of \$426.00 HA charges added.

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From: Fullaway, Elijah HLTH:EX
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: Update to TV E130273
Date: December 14, 2018 2:17:04 PM
Attachments: Thuy Pham E130273.pdf

Please see updated TV claim for Thuy Pham, E130273.

Elijah Fullaway

Administrative Assistant to the Honourable Minister Adrian Dix | Minister of Health

PO Box 9050 Stn Prov Gov, Victoria, BC, V8W 9E2 | 250-953-3547

Ms Thuy Pham ✓
 5022 Joyce Street
 Vancouver BC V5R 4G6
 Canada

Room : s.15
 Arrival Date : 12/10/18
 Invoice No. : s.22
 Folio No. :
 Conf. No. :
 Cashier No. : 11
 Billing Date : 12/12/18
 A/R Number

MLA

Date	Description		Debit	Credit
✓ 12/10/18	Room Charge	CSA approved single rate, ok ✓	105.00	
12/10/18	Destination Marketing Fee		1.05	
12/10/18	Provincial Room Tax		11.67	
12/10/18	Room GST		5.30	
✓ 12/11/18	Room Charge		105.00	
12/11/18	Destination Marketing Fee		1.05	
12/11/18	Provincial Room Tax		11.67	
12/11/18	Room GST		5.30	
12/12/18	Visa	XXXXXXXXXXXX s.17 ✓ XX/XX		246.04
Room H/GST Total - 10.60			Total	246.04
Other H/GST Total - 0.00				(246.04)
s.15			Balance	0.00 ✓

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

Harbour Air Seaplanes

Vancouver (604) 274-1277
 Victoria (250) 384-2215
 Nanaimo (250) 714-0004
 Ganges 1-877-537-9880

Toll-free 1-800-665-0212
 Website: www.harbourair.com
 2018-12-10 7:35:33 AM
 GST: 84295 5858 RT0001

CUSTOMER COPY

Booking: s.17

Thuy Pham
 Monday, December 10, 2018
 1 Passenger(s)

Flight #205/Twin Otter
 Departs 08:00 @ Vancouver Harbour
 Arrives 08:35 @ Victoria Harbour

Invoice #: s.17

1x All Skeds - Baggage : Chec \$0.00 CDN
 1x Sked 200 : Carbon Offset \$0.65 CDN
 1x Sked 200 : VHFC Terminal \$9.86 CDN
 1x Sked 200/300 : (PK) GO F \$198.07 CDN

Thuy Pham
 Wednesday, December 12, 2018
 1 Passenger(s)

Flight #204/Twin Otter
 Departs 08:00 @ Victoria Harbour
 Arrives 08:35 @ Vancouver Harbour

Invoice #: s.17

1x All Skeds - Baggage : Chec \$0.00 CDN
 1x Sked 200 : Carbon Offset \$0.65 CDN
 1x Sked 200 : VHFC Terminal \$9.86 CDN
 1x Sked 200/300 : (St) GO F \$186.64 CDN

Goods and Services Tax \$20.27 GST

Grand Total \$426.00 CDN

Payment Information:

Visa

\$426.00 CDN

Date/Time 2018 12 10 7:35:33 AM

YELLOW CAB #113
 1441 CLARK DR
 VANCOUVER BC

CARD ***** s.17
 CARD TYPE VISA
 DATE 2018/12/10
 TIME 0508 06:52:31
 CLERK ID
 RECEIPT NUMBER
 H85016652-001-001-422-0

PURCHASE
 AMOUNT
 TIP
 TOTAL

\$26.80

s.22

VISA
 A0000000031010
 FE112CBCC5EA916F
 0000000000-

APPROVED

AUTH# 069331 01-027
 THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORD

GST105762447RT0001

YELLOW CAB #174
 1441 CLARK DR
 VANCOUVER BC

CARD ***** s.17
 CARD TYPE VISA
 DATE 2018/12/12 2018/12/11
 TIME 1219 09:08:1
 CLERK ID
 RECEIPT NUMBER
 H85012396-001-004-554-

PURCHASE
 AMOUNT
 TIP
 TOTAL

\$14.20

s.22

\$14.2

VISA
 A0000000031010
 4C425D3131ABB9E3
 0000000000-

APPROVED

AUTH# 045613 01-02
 THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORDS

GST105762447RT0001



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130250

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

Name Brown, Evan		Employee ID s.22		Phone Number (778) 584-0217																																																													
Client Organization Office of the Premier		Job Title Executive Assistant		Travel Group Code 3																																																													
5. Date Completed 2018/12/11		6. Fiscal Year 2019		7. Special Cheque Issue																																																													
8. Cheque Stub Information																																																																	
Type of Travel In Province		14. Reason for Travel Official Business			Headquarters Victoria																																																												
12. Mailing Address for Cheque																																																																	
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FIN 10 (EFI-F0012 v2.6.1)

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

Audited 2018Dec18
SLP

Audit Trail for Travel Voucher (Restricted Use) E130250 for Brown, Evan

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/11 16:02:33	Parkinson, Elizabeth V. (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	Brown, Evan Evan.Brown@gov.bc.ca	Notified	Brown, Evan Evan.Brown@gov.bc.ca
2018/12/11 17:01:35	Brown, Evan (IDIR\EBROWN) Evan.Brown@gov.bc.ca		Approved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2018/12/12 15:36:19	Geary, Vanessa (IDIR\VGEARY) Vanessa.Geary@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130250 for Brown, Evan

1 note(s) returned.

Created On	Author	Note
2018/12/11 16:02:33	Parkinson, Elizabeth S.2 (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	November 28: Cab Receipt misplaced, from E130220 Dec. 10: Vic-Van-Vic: Helijet return (on Pcard), 2 cabs PD: I

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Misplaced
(should have been
on E130220)

E130250

BLUEBIRD CABS #31
2612 QUADRA ST
VICTORIA BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/11/28
TIME 5692 07:27:02
RECEIPT NUMBER
C85068599-001-142-011-0

PURCHASE
TOTAL

\$12.50

MasterCard
A0000000041010
09FC60C02971ECC4
0000008000-E800
E2D1E414BB0317A9

APPROVED

AUTH# 102702 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PHONE.250.382.2222

Travel Claim Form

Please attach all receipts with this Travel Claim

-USE THE TAB KEY TO ADVANCE TO THE NEXT ENTRY BOX - DATE FIELDS USE DROP-DOWN MENUS-

Name: Evan Brown

Date(s) of Travel: Start December 10, 2018 End December 10, 2018

Travel Destination: From Victoria To Vancouver

Travel Times: Departure 7:45am Arrival

Return trip: Departure Arrival 3:00pm

Mileage (if personal vehicle): Round-trip Kilometres

Daily Expenses

Please record information for each day of travel separately

Date Expenses Incurred: December 10, 2018

Accommodation: Check: ☐ Yes ☒ No or ☐ Private Lodging

Other Transportation Costs (taxi, transit, BC Ferries): \$ 17.90

Meals (Breakfast, Lunch, Dinner, Incidental) Claim (check): B ☐ L ☐ D ☐ I ☒

Daily Expenses

Date Expenses Incurred:

Accommodation: Check: ☐ Yes ☐ No or ☐ Private Lodging

Other Transportation Costs (taxi, transit, BC Ferries): \$

Meals (Breakfast, Lunch, Dinner, Incidental) Claim (check): B ☐ L ☐ D ☐ I ☐

Daily Expenses

Date Expenses Incurred:

Accommodation: Check: ☐ Yes ☐ No or ☐ Private Lodging

Other Transportation Costs (taxi, transit, BC Ferries): \$

Meals (Breakfast, Lunch, Dinner, Incidental) Claim (check): B ☐ L ☐ D ☐ I ☐

Date Submitted:

Signature: _____

E130250

BLUEBIRD CABS #64
2612 QUADRA ST
VICTORIA BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/12/10
TIME 8690 07:47:08
RECEIPT NUMBER
C85068224-001-123-105-0

PURCHASE
TOTAL

\$9.00

MasterCard
A0000000041010
B4672EE16AD93AD7
0000008000-E800
581A061191493E0F

APPROVED

AUTH# 104708 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

BLUEBIRD CABS #102
2612 QUADRA ST
VICTORIA BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/12/10
TIME 8089 08:31:49
RECEIPT NUMBER
C85069020-001-154-005-0

PURCHASE
TOTAL

\$8.90

MasterCard
A0000000041010
5974448218F97D00
0000008000-E800
5DD5B8F71031FC57

APPROVED

AUTH# 113149 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PHONE.250.382.2222

Parkinson, Elizabeth PREM:EX

From: passengerservices@helijet.com
Sent: Thursday, November 22, 2018 4:19 PM
To: Parkinson, Elizabeth PREM: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	Premier John Horgan
	Company	Premier Of British Columbia

Booking s.22

Monday, December 10, 2018

Invoice #348212

710

09:35 Victoria Harbour (Downtown)

10:10 Vancouver Harbour (Downtown)

FARE-YWH-FULL_Winter18-19	\$1,238.08
FARE-YWH-SENIOR_Winter	\$204.76
+ GST	\$72.16

35 minutes

Billing \$1,442.84

Confirmed

Taxes \$72.16

Grand Total \$1,515.00

5 Passengers - Full-Fare

• Amber Hockin, Female

• Evan Brown, Male

• Premier John Horgan, Male

• s.15

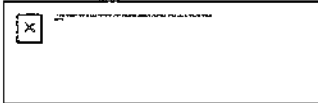
• Sheena Mcconnell, Female

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.

Parkinson, Elizabeth PREM:EX

From: passengerservices@helijet.com
Sent: Friday, December 7, 2018 11:49 AM
To: Parkinson, Elizabeth PREM: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	Premier John Horgan
	Company	Premier Of British Columbia

Booking s.22

Monday, December 10, 2018

Invoice #348214

719

14:10 Vancouver Harbour (Downtown)

14:45 Victoria Harbour (Downtown)

35 minutes

FARE-YWH-FULL Winter18-19 \$1,547.60

+ GST \$77.40

Billing \$1,547.60

Taxes \$77.40

Grand Total \$1,625.00

Confirmed

4 Passengers - Full-Fare

Amber Hockin, Female

Evan Brown, Male

Premier John Horgan, Male

Sheena Mcconnell, Female

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



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130251

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Client Code</td> <td>49. Resp.</td> <td>50. Service Line</td> <td>51. STOB</td> <td>52. Project</td> <td colspan="2">45. Supplier Code</td> <td colspan="3">Amount</td> </tr> <tr> <td colspan="2">004</td> <td>36A10</td> <td>36200</td> <td>5701</td> <td>3600000</td> <td colspan="2">s.22</td> <td colspan="3">620.34</td> </tr> <tr> <td colspan="2">004</td> <td>36A10</td> <td>36200</td> <td>5705</td> <td>3600000</td> <td colspan="2"></td> <td colspan="3">493.69</td> </tr> <tr> <td colspan="2">004</td> <td></td> <td></td> <td></td> <td></td> <td colspan="2"></td> <td colspan="3"></td> </tr> <tr> <td colspan="2">004</td> <td></td> <td></td> <td></td> <td></td> <td colspan="2"></td> <td colspan="3"></td> </tr> <tr> <td colspan="9">Less Travel Advance</td> <td colspan="2"></td> </tr> <tr> <td colspan="9">004</td> <td colspan="2"></td> </tr> <tr> <td colspan="9"></td> <td colspan="2">54. \$ 1114.03</td> </tr> <tr> <td colspan="6">45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.</td> <td colspan="2">Print Name</td> <td colspan="3">Date Signed</td> </tr> <tr> <td colspan="6">56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.</td> <td colspan="2">Print Name</td> <td colspan="3">Date Signed</td> </tr> <tr> <td colspan="6">57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.</td> <td colspan="2">Print Name</td> <td colspan="3">Date Signed</td> </tr> </tbody> </table>									16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. 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Audit Trail for Travel Voucher (Restricted Use) E130251 for Brown, Evan

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/11 16:26:47	Parkinson, Elizabeth S. (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	Brown, Evan Evan.Brown@gov.bc.ca	Saved	Brown, Evan Evan.Brown@gov.bc.ca
2018/12/11 16:56:06	Parkinson, Elizabeth S. (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	Brown, Evan Evan.Brown@gov.bc.ca	Notified	Brown, Evan Evan.Brown@gov.bc.ca
2018/12/11 17:00:37	Parkinson, Elizabeth S. (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	Brown, Evan Evan.Brown@gov.bc.ca	Saved	Brown, Evan Evan.Brown@gov.bc.ca
2018/12/11 17:02:41	Brown, Evan (IDIR\EVBROWN) Evan.Brown@gov.bc.ca		Approved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2018/12/12 15:36:00	Geary, Vanessa (IDIR\VGGEARY) Vanessa.Geary@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130251 for Brown, Evan

1 note(s) returned.

Created On	Author	Note
2018/12/11 16:56:06	Parkinson, Elizabeth S. (IDIR\EPARKIN) Elizabeth.Parkinson@gov.bc.ca	Dec. 4: Vic-Van: Cabs, Helijet (on Pcard), Accommodation PD: LDI Dec. 5: Vancouver: Accommodation PD: F Dec. 6: Van-Montreal: Air Canada (on Pcard), Accommodation PD: F Dec. 7: Montreal: Accommodation PD: BDI Dec. 8: Mtl-Vic: Air Canada, Cab PD: BI

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TRAVEL AUTHORIZATION

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

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

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

Premier's office

VOTE

EMPLOYEE NAME

Evan Brown

EMPLOYEE ID.

POSITION

E.A. to the Premier

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

DATE DEPARTING

YYYY / MM / DD

2018 / 12 / 04

DATE RETURNING

YYYY / MM / DD

2018 / 12 / 08

NO. OF WORKDAYS AWAY

ESTIMATED OVERTIME CLAIM

HOURS

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

☐ N/A OR:

DESTINATIONS

Montreal

METHOD OF TRAVEL

Plane

PURPOSE OF TRAVEL

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

SIGNATURES

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

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

EVAN BROWN

DATE SIGNED
YYYY / MM / DD

Jan 9 / 19

Geoff Meggs

2018/12/19

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

BLUEBIRD CABS #100
2612 QUADRA ST
VICTORIA BC

CARD *****S.17
CARD TYPE MASTERCARD
DATE 2018/12/04
TIME 7286 07:48:12
RECEIPT NUMBER
C85022017-001-238-003-0

PURCHASE
TOTAL

\$10.70

MasterCard
A0000000041010
660F7977B86D3618
0000008000-E800
4F0F9F0BD2AD36B9

APPROVED

AUTH# 104812 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

BLUEBIRD CABS #39
2612 QUADRA ST
VICTORIA BC

CARD *****S.17
CARD TYPE MASTERCARD
DATE 2018/12/04
TIME 0410 08:30:31
RECEIPT NUMBER
C85068941-001-592-002-0

PURCHASE
TOTAL

\$10.60

MasterCard
A0000000041010
9B90B8400ABF9477
0000008000-E800
9EE7FEACCFE88C96

APPROVED

AUTH# 113032 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB
517 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240049

**** PURCHASE ****
12-08-2018 12:11:32
Acct # *****S.17 C
Exp Date **/** Card Type MC
Name: EVAN BROWN
A0000000041010 MasterCard

Operator: 049
Trace # 9885
Inv. # 8016
Auth # 151132 RRN 001469002

Total **\$67.90**

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

Evan Brown

s.22

Room No. : s.15

Arrival : 12-04-18

Departure : 12-05-18

Folio No. :

Conf. No. : s.22

Cashier No. : 127

Custom Ref. :

Canada

Company Name: Provincial Government

Group Name:

Date	Description	Charges	Credits
12-04-18	Room Charge	135.00	
12-04-18	DMF	1.75	
12-04-18	PST	10.94	
12-04-18	GST	6.84	
12-04-18	AHRT	4.10	
12-05-18	Mastercard s.17		158.63
		Total Charges	158.63
		Total Credits	158.63
		Balance	0.00

s.15

Room : s.15
Folio # : s.22
Invoice # :
Cashier # : 225715
Page # : 1 of 1

Govt BC
Mr Evan Brown
s.22

Arrival : 12-05-18
Departure : 12-06-18

Date	Description	Additional Information	Charges	Credits
12-05-18	Room Charge		239.00	
12-05-18	Destination Marketing Fee		2.39	
12-05-18	Municipal Room tax		7.24	
12-05-18	Provincial Room tax		19.31	
12-05-18	Room GST		12.07	
12-06-18	Mastercard	XXXXXXXXXXXX s.17 XX/XX		280.01
Total			280.01	280.01
Balance Due			0.00	

GST Summary

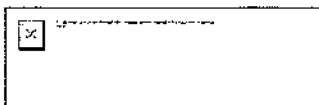
Room : 12.07
F&B : 0.00
Other : 0.00
Total : 12.07

s.15

E130251

Parkinson, Elizabeth PREM:EX

From: passengerservices@helijet.com
Sent: Thursday, November 15, 2018 5:06 PM
To: Parkinson, Elizabeth PREM: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	Evan Brown
	Company	Office Of The Premier

Booking s.22

Tuesday, December 4, 2018

710

09:35 Victoria Harbour (Downtown)

10:10 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

Evan Brown, Male

[Add to Calendar](#)

Invoice #347026

FARE-YWH-FULL_Winter18-19 \$309.52

+ GST \$15.48

Billing \$309.52

Taxes \$15.48

Grand Total \$325.00

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

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

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

FLIGHT CENTRE®

The Airfare Experts

FC BUSINESS TRAVEL TUSCANY VILLAGE

615 Broughton St | Victoria, B.C. | V8W 1C8 Ph: 250.360.2058 Fax: 250.360.0268
GST #899450480 RT0001 QST #1217890167 TQ0001 CPBC #42324

INVOICE

PREMIER'S OFFICE - X
ROOM 156, WEST ANNEX
501 BELLEVILLE ST
V8V 1X4
VICTORIA BC V8V1X4

Invoice Number: s.22
Date: 7th November 2018

Consultant: s.22

Traveller Name: BROWN/EVAN
PNR: s.22
Destination: YUL

Order Number:
Customer Reference:
Date of Travel: 6th December 2018

Description	Amount
-------------	--------

FLIGHT CREDIT USED: 06 DEC- VANCOUVER TO MONTREAL 07 DEC, MONTREAL TO VICTORIA	
--	--

AIR CANADA CHANGE FEE	25.00
DIFFERENCE IN FARE	86.58
GST	1.25

Invoice Total:	\$112.83
-----------------------	-----------------

06 DEC 2018 ▶ 07 DEC 2018 TRIP TO VICTORIA BC, CANADA

PREPARED FOR
HORGAN/JOHN
MCCONNELL/SHEENA
BROWN/EVAN

FLIGHT CENTRE
 Business Travel

Flight Centre Business Travel
 250-360-2058

RESERVATION CODE s.22
 AIRLINE RESERVATION CODE s.22

Travel Arranger Priority Comments
 THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
 YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
 FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330



DEPARTURE: THURSDAY 06 DEC Please verify flight times prior to departure

AIR CANADA
AC 0398

Duration:
 4hr(s) 55min(s)

Class:
 Economy

Status:
 Confirmed

YVR
 VANCOUVER BC,
 CANADA

Departing At:
 7:00am

Terminal:
 MAIN TERMINAL

YUL
 MONTREAL TRUDEAU,
 CANADA

Arriving At:
 2:55pm

Terminal:
 Not Available

Aircraft:
 Air

Distance (in Miles): 2295

Stop(s): 0

Meals:
 Food for Purchase

Notes:
 AIR CANADA
 LOCATOR- K6AQ8V
 SEATS s.15

Passenger Name:

» HORGAN/JOHN
 » MCCONNELL/SHEENA
 » BROWN/EVAN

Seats:

Check-In Required
 Check-In Required
 Check-In Required



DEPARTURE: FRIDAY 07 DEC Please verify flight times prior to departure

AIR CANADA
AC 0305

Duration:
 5hr(s) 49min(s)

Class:
 Economy

Status:
 Confirmed

YUL
 MONTREAL TRUDEAU,
 CANADA

Departing At:
 1:10pm

Terminal:
 Not Available

YVR
 VANCOUVER BC,
 CANADA

Arriving At:
 3:59pm

Terminal:
 MAIN TERMINAL

Aircraft:
 AIRBUS INDUSTRIE
 A320 JET

Distance (in Miles): 2295

Stop(s): 0

Meals:
 Food for Purchase

Notes:
 AIR CANADA
 LOCATOR- K6AQ8V
 SEATS s.15

* Return
 Flts.
 changed
 due to
 meetings.

Passenger Name:

» HORGAN/JOHN
 » MCCONNELL/SHEENA
 » BROWN/EVAN

Seats:

Check-In Required
 Check-In Required
 Check-In Required

DEPARTURE: **FRIDAY 07 DEC** Please verify flight times prior to departure**AIR CANADA**
AC 8075**YVR**
VANCOUVER BC,
CANADA**YYJ**
VICTORIA BC,
CANADAAircraft:
DEHAVILLAND DASH 8-
400 TURBOPROPOperated by:
AIR CANADA EXPRESS - JAZZDuration:
0hr(s) 30min(s)Class:
EconomyStatus:
ConfirmedDeparting At:
5:30pmTerminal:
MAIN TERMINALArriving At:
6:00pmTerminal:
Not Available

Distance (in Miles): 40

Stop(s): 0

Notes:
AIR CANADA
LOCATOR- K6AQ8V
SEATS s.15

Passenger Name:

» HORGAN/JOHN

» MCCONNELL/SHEENA

» BROWN/EVAN

Seats:

Check-In Required

Check-In Required

Check-In Required

Flight Centre Business Travel
250-360-2058

FLIGHT CENTRE®*The Airfare Experts***FC BUSINESS TRAVEL TUSCANY VILLAGE**

615 Broughton St | Victoria, B.C. | V8W 1C8 Ph: 250 360 2058 Fax: 250 360 0268
 GST #899450480 RT0001 QST #1217890167 TQ0001 CPBC #42324

INVOICE

PREMIER'S OFFICE - X
 ROOM 156, WEST ANNEX
 501 BELLEVILLE ST
 V8V 1X4
 VICTORIA BC V8V1X4

Invoice Number: s.22
 Date: 27th November 2018

Consultant: s.22

Traveller Name: HORGAN/JOHN
 PNR: s.22
 Destination: YYJ

Order Number:
 Customer Reference:
 Date of Travel: 8th December 2018

Description	Amount
FLIGHT CHANGE :	
08 DEC, MONTREAL TO VICTORIA	
AIR CANADA CHANGE FEE	25.00
DIFFERENCE IN FARE AND TAXES	189.30
GST	2.50
<u>Invoice Total:</u>	\$216.80

06 DEC 2018 ▶ 08 DEC 2018 TRIP TO VICTORIA BC, CANADA

PREPARED FOR
HORGAN/JOHN
MCCONNELL/SHEENA
BROWN/EVAN

FLIGHT CENTRE
 Business Travel

Flight Centre Business Travel
 250-360-2058

RESERVATION CODE s.22
 AIRLINE RESERVATION CODE s.22

Travel Arranger Priority Comments

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
 YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
 FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330



DEPARTURE: THURSDAY 06 DEC Please verify flight times prior to departure

AIR CANADA
AC 0398

Duration:
 4hr(s) 47min(s)

Class:
 Economy

Status:
 Confirmed

YVR
 VANCOUVER BC,
 CANADA

Departing At:
 7:00am

Terminal:
 MAIN TERMINAL

YUL
 MONTREAL TRUDEAU,
 CANADA

Arriving At:
 2:55pm

Terminal:
 Not Available

Aircraft:
 Air
 Distance (in Miles): 2295
 Stop(s): 0
 Meals:
 Food for Purchase
 Notes:
 AIR CANADA
 LOCATOR- K6AQ8V
 SEATS s.15

Passenger Name:

» HORGAN/JOHN
 » MCCONNELL/SHEENA
 » BROWN/EVAN

Seats:

Check-In Required
 Check-In Required
 Check-In Required



DEPARTURE: SATURDAY 08 DEC Please verify flight times prior to departure

AIR CANADA
AC 0301

Duration:
 5hr(s) 32min(s)

Class:
 Economy

Status:
 Confirmed

YUL
 MONTREAL TRUDEAU,
 CANADA

Departing At:
 7:20am

Terminal:
 Not Available

YVR
 VANCOUVER BC,
 CANADA

Arriving At:
 9:52am

Terminal:
 MAIN TERMINAL

Aircraft:
 AIRBUS INDUSTRIE
 A333 JET
 Distance (in Miles): 2295
 Stop(s): 0
 Meals:
 Food for Purchase
 Notes:
 AIR CANADA
 LOCATOR- K6AQ8V
 SEATS s.15

Passenger Name:

» HORGAN/JOHN
 » MCCONNELL/SHEENA
 » BROWN/EVAN

Seats:

Check-In Required
 Check-In Required
 Check-In Required



DEPARTURE: SATURDAY 08 DEC Please verify flight times prior to departure

**AIR CANADA
AC 8063**

YVR
VANCOUVER BC,
CANADA

YYJ
VICTORIA BC,
CANADA

Aircraft:
DEHAVILLAND DASH 8-
400 TURBOPROP

Operated by:
/AIR CANADA EXPRESS - JAZZ

Duration:
0hr(s) 30min(s)

Class:
Economy

Status:
Confirmed

Departing At:
11:05am

Terminal:
MAIN TERMINAL

Arriving At:
11:35am

Terminal:
Not Available

Distance (in Miles): 40

Stop(s): 0

Notes:
AIR CANADA
LOCATOR- K6AQ8V
SEATS s.15

Passenger Name:

» HORGAN/JOHN
» MCCONNELL/SHEENA
» BROWN/EVAN

Seats:

Check-In Required
Check-In Required
Check-In Required

Flight Centre Business Travel
250-360-2058

FACTURE/INVOICE

s.15 BROWN/EVAN 159.00 08/12/18 05:26 s.17 s.15
 CHAMBRE/ROOM NCMNAME TARIF/RATE DÉPART/DEPART HEURE/TIME ACCT# GROUP
 DBDB XXX 06/12/18 15:33
 TYPE XXX NE 1111 ARRIVÉE/ARRIVE HEURE/IME
 222
 PASSPORT:
 MCXXXXXXXXXXXX s.17
 RECEPTIONNISTE/ ROOM/CLERK ADRESSE/ADDRESS PAIEMENT/PAYMENT RWD#

DATE	RÉFÉRENCE/REFERENCE	FRAIS/CHARGES	CRÉDIT/CREDITS	SOLDE/BALANCE DUE
06/12	CHAM/RM s.15 1	159.00		
06/12	TPS/GST 1	8.23	A	
06/12	TVO/PST 1	16.42	B	
06/12	TX HB/RM 1	5.57	P	
s.22	s.22	s.22		
07/12	CHAM/RM s.15 1	159.00		
07/12	TPS/GST 1	8.23	A	
07/12	TVO/PST 1	16.42	B	
07/12	TX HB/RM 1	5.57	P	
08/12	CCARD-MC		s.22	
08/12	PAIEMENT/PAYMENT: MASTERCARD XXXXXXXXXXXX s.17			
08/12	CCARD-MC		10	
08/12	PAIEMENT/PAYMENT: MASTERCARD XXXXXXXXXXXX			
				.00

SOMMAIRE DES TAXES		TAXABLE	TAXE
DESCRIPTION			
6 % TPS/GST CHAMBRE (AJK)			16.46
9.975% TVQ/PST CHAMB (BL)			32.84
5% TPS/GST AUTRE/OTH (CEGI)			1.32
9.975% TVQ/PST AUTRE (DFH)			2.64
FRAIS NETS			FOLIO
355.62	TAXE	CREDITS	.00
	53.26	408.88	

189.22/night.

398.44


**BRITISH
COLUMBIA**

 Ministry of
Finance

BUSINESS EXPENSE APPROVAL
 for Business Meetings/Protocol Events

BUSINESS EXPENSE APPROVAL NO.

BEA-BRO181212

 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

Evan Brown

TELEPHONE NO.

(250) 387-1715

YYYY/MM/DD

 DATE
SUBMITTED

2018/12/12

MINISTRY/DIVISION/BRANCH

Office of the Premier

LOCATION (CITY) OF EVENT

Executive Branch, Victoria

 START DATE
OF EVENT

YYYY/MM/DD

 END DATE
OF EVENT

YYYY/MM/DD

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.

Lunch with the Premier and guests

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.

SECTION 4 - BUSINESS EXPENSE REQUESTED

CATEGORY	STOB	AMOUNT
1. Meeting Room Rental	6531	
2. Equipment/Furniture Rental	6531	
3. Photocopying, Faxing, Telephone, etc.	6531	
4. Food/Beverages for Meetings: <input type="checkbox"/> BREAKFAST <input type="checkbox"/> LUNCH <input type="checkbox"/> DINNER <input type="checkbox"/> SNACKS <input type="checkbox"/> COFFEE/TEA/JUICE, ETC.	6531	
5. Business Meals in Restaurant <input type="checkbox"/> BREAKFAST <input checked="" type="checkbox"/> LUNCH <input type="checkbox"/> DINNER	6531	\$ 25.35
6. Event Planners, Speakers, etc.		
7. Travel Costs for Non-BC Government Participants		
8. Other:		

ESTIMATED TOTAL

\$ \$ 25.35

SECTION 5 - EXPENSE AUTHORITY PRE-APPROVAL

RESP. CENTRE	SERVICE LINE	PROJECT NO. (IF APPLICABLE) OR ADDITIONAL CODING
36A10	36200	3600000

 EXPENSE AUTHORITY SIGNATURE - Certified correct pursuant to sections
 32 & 33 of the Financial Administration Act and related policies.

PRINT NAME OF EXPENSE AUTHORITY

DATE SIGNED

Vanessa Geary

YYYY/MM/DD

2018/12/13

SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATION

 Complete this section only if reimbursing an employee for expenses they
 have paid personally. Enter payee name, cheque mailing address, and
 reimbursement total.

 Evan Brown
 c/o Room 156, West Annex,
 501 Belleville St
 Victoria, BC V8V 1X4

 QUALIFIED RECEIVER SIGNATURE - Certified goods/services received
 pursuant to CPPM 4.6.2.

REIMBURSEMENT TOTAL

\$ 25.35

Evan Brown, lunch
w/ Premier guests.

s.15

S 22.05 + s.22

93 Rain S.

Tbl 74/1 Chk 3823 Gst 1
Dec 12 '18 12:11PM
*** Memo Check ***

Bar

s.15

s.22

17.50

Subtotal 3.50
GST 21.00
Total Due 1.05
22.05

Rounded if Paying Cash \$22.05

Tell Us How We Did Today

Complete our Guest survey at:
www.milestonessurvey.com

Access Code: 6807-37675-78960

TRANSACTION RECORD
Trans 3023
Card B1
Card Entry: CHIP
Trans: PURCHASE
Chip: \$3.97
Auth ID: 154345
Term ID:
Server: Rain
Date: 18/12/12
Account: MASTERCARD
Amount: \$22.05
Total: \$26.02
Sequence ID: 0000002
003
Table: 74
Time: 12:43:34

APPROVED

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

Application Label: MasterCard
TVR: 0000000000
AID: A000000000000000
TC: 8750BCF8EDCC5BE2

TSI: 6800