



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130115

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 Snoddon, Michael				Employee ID s.17		Phone Number (250) 356-0179					
Client Organization Advanced Education, Skills and Training				Job Title Ministerial Assistant		Travel Group Code 3					
5. Date Completed 2018/11/20		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel staffing Minister				Headquarters Victoria					
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2											
16. Travel Dates 2018 11/16 11/17 11/18	17. Places Travelled *PCard			18. Personal Vehicle Use Km Cost 0.00 0.00 0.00		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous Cost Describe 33.25 0.00 0.00	
	Destination	Start	End				Claim	Cost			
	* Vancouver (HA)	0645	2359				F-D	33.25			
	Vancouver	0700	2359					0.00			
	* Victoria (HA)	0700	1430					0.00			
TOTALS OF COLUMNS				36. \$ 0.00	37. \$ 0.00		38. \$ 33.25	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 33.25	
48. Client Code 019 019 019 019	49. Resp. 11001	50. Service Line 18000	51. STOB 5701	52. Project 1100000	45. Supplier Code s.22		Amount \$ 33.25				
Less Travel Advance 019											
				AMOUNT DUE TO EMPLOYEE				54. \$ 33.25			
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) E130115 for Snoddon, Michael

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/20 10:48:50	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Snoddon, Michael Michael.Snoddon@gov.bc.ca	Saved	Snoddon, Michael Michael.Snoddon@gov.bc.ca
2018/11/26 12:28:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Snoddon, Michael Michael.Snoddon@gov.bc.ca	Saved	Snoddon, Michael Michael.Snoddon@gov.bc.ca
2018/11/26 12:28:46	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Snoddon, Michael Michael.Snoddon@gov.bc.ca	Notified	Snoddon, Michael Michael.Snoddon@gov.bc.ca
2018/11/26 13:05:27	Snoddon, Michael (IDIR\MSNODDON) Michael.Snoddon@gov.bc.ca		Initiated	van Baarsen, Amanda Amanda.vanBaarsen@gov.bc.ca
2018/12/11 11:19:29	van Baarsen, Amanda (IDIR\AVANBAAR) Amanda.vanBaarsen@gov.bc.ca		Not Approved	Snoddon, Michael Michael.Snoddon@gov.bc.ca
2018/12/11 11:30:41	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Snoddon, Michael Michael.Snoddon@gov.bc.ca	Notified	Snoddon, Michael Michael.Snoddon@gov.bc.ca
2018/12/11 11:34:48	Snoddon, Michael (IDIR\MSNODDON) Michael.Snoddon@gov.bc.ca		Initiated	Flesh, Cindy Cindy.Flesh@gov.bc.ca
2018/12/11 11:35:38	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130115 for Snoddon, Michael

1 note(s) returned.

Created On	Author	Note
2018/11/26 12:28:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Nov 16, 2018 - walk to Harbour Air Vic/Van (pd by p/c) - walk to event - personal ride to personal residence - o/n (n/c) Nov 17, 2018 - Vancouver - personal Nov 18 , 2018 - personal ride to Harbour Air Van/Vic (pd by p/c) - walk home.

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Flesh, Cindy AEST:EX

From: Hubley, Holly AEST:EX
Sent: November 15, 2018 2:16 PM
To: Flesh, Cindy AEST:EX; Snoddon, Michael AEST:EX
Subject: FW: Flight Itinerary. Thanks for choosing Harbour Air!

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

From: reservation@harbourair.com [mailto:reservation@harbourair.com]
Sent: Thursday, November 15, 2018 2:14 PM
To: Hubley, Holly AEST: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 [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account

HAS #

s.17

Name

Michael Snoddon

Booking s.17

Friday, November 16, 2018

Flight #2020/Twin Otter

07:30 Victoria Harbour / Map ☐

08:05 Vancouver Harbour / Map ! ;

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Michael Snoddon, Male

[Add to Calendar](#)

Invoice s.17

Air Transportation Charges

Sked 200/300 : (St) GO Flex \$186.64

Taxes, Fees and Charges

Sked 200 : Carbon Offset \$0.65

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

Grand Total \$207.00

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

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

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

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

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking s.17

Sunday, November 18, 2018

Flight #2150

13:30 Vancouver Harbour / [Map](#) ☐

14:05 Victoria Harbour / [Map](#) ☐

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Michael Snoddon, Male

[Add to Calendar](#)

Invoice **S.17**

Air Transportation Charges

Sked 200/300 : (St) GO Flex \$186.64

Taxes, Fees and Charges

Sked 200 : Carbon Offset \$0.65

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

Grand Total \$207.00

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

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

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

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

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking Information

Domestic Flights

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

INVOICE #
MISC-SNO181130

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: Michael Snoddon Vendor #: s.22 Loc. Code: _____
 Cheque Mailing Address: PO Box 9080 Stn Prov Govt Victoria BC V8W 9E2

DESCRIPTION OF PURCHASE(S)

Date of Purchase	Description	Amount
Nov 30, 2018	courier service (Harbour Air) Vic/Van	14.44
Cheque Total		14.44


 Signature of Individual Receiving Reimbursement

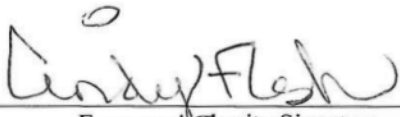
DEC 03 2018

Date

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: 019 Resp: 11001 Service Line: 18000 STOB: 6506 Project: 1100000


 Expense Authority Signature

DEC 03 2018

Date

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

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

11/30/2018 8:54:41 AM

GST: 84295 5858 RT0001

CUSTOMER COPY

Booking s.17

(Bc Government)

Friday, November 30, 2018

1 Freight / 2 lbs.

10:20am

Flight #2060

Departs 09:30 @ Victoria Harbour

Arrives 10:05 @ Vancouver Harbour

Invoice #: s.17

1x All Skeds : Freight Carbon \$0.25 CDN
1x Freight 200 : 0 - 3 lb \$13.50 CDN

Goods and Services Tax \$0.69 GST
Grand Total \$14.44 CDN

Payment Information:

Master Card \$14.44 CDN

Date/Time 11/30/2018 8:54:37 AM
Station HYWHCS06
Terminal ID HYWHCC06
Action Purchase
Card Type M/C
Card Number **** *s.17 ;
Amount \$14.44
Authorization 115437
Trace Number 178001001003
Response 00-001/APPROVED 115437
Chip ID A0000000041010
TVR/TSI 0000008000/E800

CUSTOMER COPY



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130203

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 Maartman, William		Employee ID s.17		Phone Number (250) 953-4290	
Client Organization Education		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/12/04		6. Fiscal Year 2019		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Accompanying Minister			Headquarters Victoria
12. Mailing Address for Cheque Room 124, Parliament Buildings PO Box 9045, STN PROV GOVT Victoria, BC, BC V8W 9E2					
16. Travel Dates 2018 11/14	17. Places Travelled *PCard Destination *Vancouver-H.Air			18. Personal Vehicle Use Km Cost 0.00	19. Other Transport Costs 40.00
	Start 0700	End 1530			
					20. & 21. Meals Claim F-D
					Cost 33.25
					22. Lodging Costs
					20. & 21. Miscellaneous Cost Describe
TOTALS OF COLUMNS				36. \$ 0.00	37. \$ 40.00
				38. \$ 33.25	39. \$ 0.00
				40. \$ 0.00	Claim Total \$ 73.25
48. Client Code 062 062 062 062	49. Resp. 22001	50. Service Line 06000	51. STOB 5701	52. Project 2200000	45. Supplier Code s.17
Less Travel Advance 062					Amount \$ 73.25
					54. \$ 73.25
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) E130203 for Maartman, William

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/04 12:02:32	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Maartman, William William.Maartman@gov.bc.ca	Notified	Maartman, William William.Maartman@gov.bc.ca
2018/12/04 12:10:49	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Maartman, William William.Maartman@gov.bc.ca	Notified	Maartman, William William.Maartman@gov.bc.ca
2018/12/05 14:44:30	Maartman, William (IDIR\WMAARTMA) William.Maartman@gov.bc.ca		Approved	Harrison, Veronica Veronica.Harrison@gov.bc.ca
2018/12/07 09:35:41	Harrison, Veronica (IDIR\ VHARRIS) Veronica.Harrison@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130203 for Maartman, William

1 note(s) returned.

Created On	Author	Note
2018/12/04 12:02:32	Hahn, Andra (IDIR\AHAHN) Andra.Hahn@gov.bc.ca	Travel to Vancouver via Harbour Air and return via Helijet Accompanied Minister to speaking commitment and meeting Transportation in Vancouver via taxi

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Hahn, Andra EDUC:EX

From: reservation@harbourair.com
Sent: November 21, 2018 3:24 PM
To: Hahn, Andra EDUC:EX
Subject: MRF & WM - Nov. 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 Information

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

Booking s.17

Wednesday, November 14, 2018

Flight #2020/Twin Otter
07:30 Victoria Harbour / Map 
08:05 Vancouver Harbour / Map 

35 minutes

Invoice s.17	
Air Transportation Charges	
Sked 200/300 : (Pk) GO Flex	\$396.14
Taxes, Fees and Charges	
Sked 200 : Carbon Offset	\$1.30
Sked 200 : VHFC Terminal Fee	\$19.72

KK- Confirmed**2 Passenger(s) - GoFlex**

- Robert Fleming, Male
- Will Maartman, Male

[Add to Calendar](#)

All Skeds - Baggage : Checked Baggage Fee	\$0.00
+ Goods and Services Tax	\$20.84

Billing	\$417.16
Taxes	\$20.84

Grand Total	\$438.00
--------------------	-----------------

Master Card	\$438.00
-------------	----------

Date / Time	November 14, 2018 @ 7:11:43 AM
-------------	--------------------------------

Summary	#####s.17
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Expiration	09 / 2021
------------	-----------

Authorization	101142
---------------	--------

High Flyer Rewards	\$39.61
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Member	s.17
--------	------

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

WM
NOV. 14

RETURN 0 0.00
NET 0 0.00

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240050

**** PURCHASE ****
11-14-2018 06:59:41
Acct # *****s.17 C
Exp Date **/** Card Type MC
Name: WILLIAM MAARTMAN
A0000000041010 MasterCard

Operator: 050
Trace # 2978
Inv. # 837
Auth # 095941 RRN 001349001

Total \$10.00

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

MACLURE'S CAB 60
1275 75TH AVE W
VANCOUVER BC

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/11/14
TIME 5410 09:22:02
CLERK ID 1
RECEIPT NUMBER
C85043206-001-128-002-0

PURCHASE
TOTAL
\$30.00

MasterCard
A0000000041010
08A3E0F64E7C60C7
0000008000-E800
6FD9B798CC0B8185

APPROVED

AUTH# 122203 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Hahn, Andra EDUC:EX

From: passengerservices@helijet.com
Sent: Wednesday, November 21, 2018 4:07 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 Information

Account	Customer #	s.22
	Name	Robert Fleming
	Company	Ndp

Booking s.22

Wednesday, November 14, 2018

721

15:00 Vancouver Harbour (Downtown)

15:35 Victoria Harbour (Downtown)

35 minutes

Confirmed

2 Passengers - Full-Fare

• Robert Fleming, Male

• Will Maartman, Male

[Add to Calendar](#)

Invoice #347962

FARE-YWH-FULL_Winter18-19 \$619.04

+ GST \$30.96

Billing \$619.04

Taxes \$30.96

Grand Total \$650.00

Mastercard \$650.00

Date / Time November 14, 2018 @ 2:44:14 PM

Summary ***** s.17

Expiration 09 / 2021

CF19EXESLP47



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130235

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 Arora, Jasleen				Employee ID s 17		Phone Number (250) 356-5781	
Client Organization Children and Family Development				Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/12/11		6. Fiscal Year 2019		7. Special Cheque Issue EFT		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Victoria	
12. Mailing Address for Cheque 027-501 Belleville Street Victoria, BC V8W 9E2							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		
2018							
11/09	Vic>Van	1916	2359	31	16.74	95.70	s.22
11/10	Burnaby	0924	0945		0.00		
11/12	Burnaby	0000	2359		0.00		
11/12	Burnaby	1625	1630		0.00		
11/13	Van>Powell River	0000	2359		0.00		
11/14	Comox>Van	0000	2359		0.00		
11/15	Burn>Rich	1730	1800		0.00		
11/15	Rich>Burn	1930	2000		0.00		
11/16	Van>Vic	1315	1419	50	27.00	91.70	
				36.	37.	38.	39.
				\$ 43.74	187.40	\$ 103.00	\$ 231.80
					\$ 6.77		\$ 532.08
TOTALS OF COLUMNS							40. Claim Total
							s.22
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount	
039	18YAB	14001	5701	1800000	s.17	s.22	
039	18YAB	14001	6501	1800000		\$ 61.60	
039	18YAB	14001	5702	1800000		s.22	
Less Travel Advance							
039							
							54.
AMOUNT DUE TO EMPLOYEE							s.22
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name		Date Signed	

1098.02

1036.42

1098.02

FIN 10 (EFI-F0012 v2.6.1)

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Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06Audited 2019Jan11
SLP

Audit Trail for Travel Voucher (Restricted Use) E130235 for Arora, Jasleen

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/11 11:14:48	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Arora, Jasleen Jasleen.Arora@gov.bc.ca	Saved	Arora, Jasleen Jasleen.Arora@gov.bc.ca
2018/12/11 16:15:52	Arora, Jasleen (IDIR\JARORA) Jasleen.Arora@gov.bc.ca		Initiated	Chen, Katrina Katrina.Chen@gov.bc.ca
2018/12/12 10:49:02	Arora, Jasleen (IDIR\JARORA) Jasleen.Arora@gov.bc.ca		Recalled	Arora, Jasleen Jasleen.Arora@gov.bc.ca
2018/12/12 10:51:44	Arora, Jasleen (IDIR\JARORA) Jasleen.Arora@gov.bc.ca		Initiated	Sharma, Niki Niki.Sharma@gov.bc.ca
2018/12/12 11:09:10	Sharma, Niki (IDIR\NISHARMA) Niki.Sharma@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130235 for Arora, Jasleen

1 note(s) returned.

Created On	Author	Note
2018/12/11 11:14:48	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Nov 9- Travelled from Vic>Van (31km) from home in Vic to Ferry Nov 10 - Rented a car for Tour for Nov 13- Nov 14 (had to rent early as rental places where closed due to holiday) Nov 12 -accommodation for Tour on Nov 13th Nov 13 - travelled from Burn>Powell River for tour, stayed over night Nov14- travelled from Comox>Burn from tour Nov 15 -- took taxi from Burn>Rich for meeting and back Nov16 - travelled from Van>Vic (50km) from accommodations to ferry

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Audit Trail for Travel Voucher (Restricted Use) E130235 for Arora, Jasleen

1 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/12/11 11:14:48	Wilson, Cherie (IDIR\CHEWILSO) Cherie.Wilson@gov.bc.ca	Arora, Jasleen Jasleen.Arora@gov.bc.ca	Saved	Arora, Jasleen Jasleen.Arora@gov.bc.ca

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To
Swartz Bay**LANE 44**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/16
RESERVATION-R1500
CONF: B181704388
RES: 1

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

Total	95.70
-------	-------

Prepayment	21.00
------------	-------

Visa	
*****s.17	74.70

AUTH 073271 66277656 0010016420 S

01 APPROVED - THANK YOU 027

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

CARDHOLDER COPY

TSA 16 Nov 2018 14:19:10



1007084 645348

SEE REVERSE SIDE OF TICKET

Swartz Bay ✓
To
Tsawwassen**LANE 02**

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/09
RESERVATION-R2000
CONF: B181654670
RES: 1

1	Reservation Pr	17.00
20'	Undersize Vehi	57.50
s.22		

1 adult	17.20
---------	-------

Total	s.22
-------	------

Prepayment	17.00
------------	-------

Visa	
*****s.17	s.22

AUTH 097097 66277636 0010010700 S

01 APPROVED - THANK YOU 027

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

74.70

CARDHOLDER COPY

SWB 09 Nov 2018 19:16:56



1005070 016745

SEE REVERSE SIDE OF TICKET

INLET TOWN PANTRY
7009 E HASTINGS ST.
BURNABY, BC
V5A 1G3

2018-11-12 16:30:10

STORE #: 43069

TRANS #: 273640

GST #: R101745552

PUMP 6

REGULAR

47.137L AT \$1.379/L

ACCT:

VISA

\$ 65.00

GST INCLUDED \$ 3.10

TOTAL \$ 65.00

TYPE: PURCHASE

VISA

*****s.17

REFERENCE #:

66282559 0015810030C

AUTH 003132

VISA CREDIT

A0000000031010

0080000000

F800

VERIFIED BY PIN

01/027 APPROVED

THANK YOU



Rental Agreement Summary

RA#: S. 22

Renter: JASLEEN ARORA



Dates & Times



Location

Pick up

Saturday, November 10, 2018 9:24 AM 5249 REGENT ST
Start Charges: BURNABY, BC V5C4H4
Saturday, November 10, 2018 9:24 AM (604) 291-8871

ONE WAY RENTAL - Anticipated Return

Wednesday, November 14, 2018 4:00 PM 105-1250 KNIGHT RD
COMOX, BC V9M4H2
(250) 339-3313



Vehicle

2018 FORD TAUR ALT1 RED MED License: BC HD204V
VIN: 1FAHP2J87JG128815 Vehicle: 7R35ML
Pickup: 11/10/2018 @ 9:24 AM ODO: 9763 Fuel: 1/4

Vehicle Condition:

NO DAMAGE DOCUMENTED



Summary of Charges



Estimated Renter Charges

Charges	Price/Unit	Total
TIME & DISTANCE 10/11/18-14/11/18	\$30.01 / Day	\$150.05
DAILY MILEAGE:	200 / Day	
WEEKLY MILEAGE:	1400 / Week	
MONTHLY MILEAGE:	4000 / Month	
EXCESS DISTANCE CHARGE:	\$0.05 / Mile	
REFUELING CHARGE	\$2.75 / Litres	\$0.00

Optional Protections Accepted

CDW INCLUDED	Included
DROP FEE	\$200.00 / Rental \$200.00

Optional Protections Declined

RAP	@ \$6.99 / Day	\$0.00
-----	----------------	--------

Renter Acknowledgement of Accepted and Declined Protections

I acknowledge that I have accepted or declined protections as indicated above.

Taxes and Fees

VEHICLE LICENSE FEE RECOVERY	\$0.99 / Day	\$4.95
PROVINCIAL VEHICLE RENTAL TAX	\$1.50 / Day	\$7.50
GOODS AND SERVICES TAX (5%)	5%	\$18.13
PROVINCIAL SALES TAX (7%)	7%	\$24.85
Total Estimated Charge:		\$405.48

Payments:

VISA *****S.17 Auth (\$605.48)

Renter Acknowledgement of Charges

I acknowledge that I have reviewed and agree to all Estimated Renter Charges and fees listed on Summary of Charges and further agree to pay for final charges in accordance with the Terms and Conditions of this Rental Agreement.

PERMISSION GRANTED TO OPERATE VEHICLE ONLY IN THE STATE OF RENTAL AND THE FOLLOWING STATE(S):

BC ONLY

OPERATION IN ANY OTHER STATE OR COUNTRY WILL AFFECT YOUR LIABILITY AND RIGHTS UNDER THIS AGREEMENT.

Owner: ENTERPRISE RENT A CAR CANADA COMPANY LTD
889365821

Additional Drivers

No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below.

(Additional driver names listed here if applicable)

KATRINA CHEN

Please keep this Rental Agreement Summary with you in the vehicle during the rental.



Local Addenda

***LIABILITY FOR LOSS BY ACCIDENT:**
PRIORITY OF AUTOMOBILE INSURANCE
COVERAGE IS SUBJECT TO PROVINCIAL
LAW. IF APPLICABLE, OWNER'S
COVERAGE IS SUBJECT TO LIMITATIONS
AND RESTRICTIONS.

OPTIONAL PRODUCTS NOTICE:
OUR CONTRACT OFFERS, FOR AN
ADDITIONAL CHARGE, AS OPTIONAL
PRODUCTS: DAMAGE WAIVER,
PERSONAL ACCIDENT INSURANCE,
PERSONAL EFFECTS COVERAGE AND
ROADSIDE ASSISTANCE PROTECTION.
BEFORE DECIDING WHETHER TO

PURCHASE ANY OF THESE PRODUCTS,
YOU MAY WISH TO DETERMINE
WHETHER YOUR PERSONAL INSURANCE
OR CREDIT CARD PROVIDES YOU
COVERAGE DURING THE RENTAL
PERIOD. THE PURCHASE OF ANY OF
THESE OPTIONAL PRODUCTS IS NOT
REQUIRED TO RENT VEHICLE.

RENTER ACKNOWLEDGEMENT OF LOCAL ADDENDUM



TERMS AND CONDITIONS

[Click to view Terms and Conditions](#)

FORM# C49BCHC-JK_UC17

**RENTER ACKNOWLEDGEMENT OF THE ENTIRE
AGREEMENT**

I, THE "RENTER" SIGNING BELOW, HAVE READ AND
AGREE TO THE TERMS AND CONDITIONS IN THE
RENTAL AGREEMENT JACKET. BY SIGNING BELOW, I
AM AUTHORIZING OWNER TO CHARGE TO THE CREDIT
CARD(S) AND/OR DEBIT CARD(S) THAT I HAVE PROVIDED
TO OWNER ALL AMOUNTS OWED BY ME UNDER THIS
AGREEMENT FOR ADVANCE DEPOSITS, INCREMENTAL
AUTHORIZATIONS/DEPOSITS, AND ANY OTHER AMOUNTS
OWED BY ME, AS WELL AS PAYMENTS REFUSED BY
A THIRD PARTY TO WHOM BILLING WAS DIRECTED.
I ALSO AUTHORIZE OWNER TO RE-INITIATE ANY
CHARGE TO MY CARD(S) THAT IS DISHONORED FOR
ANY REASON. I CERTIFY THAT THE DRIVERS LICENSE(S)
PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED,
EXPIRED, REVOKED, CANCELLED OR SURRENDERED.
I FURTHER ACKNOWLEDGE AND CONSENT TO THE
DISPUTE RESOLUTION PROVISIONS CONTAINED IN THIS
AGREEMENT.



414B6N

Terms and Conditions electronically accepted by the Renter

10/11/18 at 9:29 AM

Invoice

Name: Jasleen Arora

Guest Folio: s.22

11/13/18 09:43 AM

Rate: Superior Queen

Arrival Time:

Address: British Columbia Canada

Check-In: 11/13/18

Adult: 1

Check-Out: 11/14/18

Child: 0

Room Type: Superior Queen

Phone:

Email: cherie.wilson@gov.bc.ca

#	Item	Description	Nights / Qty	Rate	Price
1	9 Superior Queen	11/13/18	1	119.00	119.00

Total: 119.00

Sub Total: 119.00

GST: 5.95

PST: 9.52

MRDT: 2.38

Grand Total: 136.85

Paid: 136.85

Balance: 0.00

Payment Type	Amount	Receipt#	Date	Description
Visa	136.85		13 Nov 2018 08:49	s.17
Visa	0.00		13 Nov 2018 09:42	

Signature:

11/13/18 09:43 AM

Page 1 of 1

Made by: admin@50.

Vancity
Make Good Money.™

my Visa account

Active Account

Jasleen Arora S.17

Transactions

Update Profile

Account Services

► [Register Another Account](#)

Transactions

[Logout](#)

Bank Messages

[Welcome to Online Access](#)

Select period to review:

Current

Go

Account Summary

Credit Limit s.22

Current Balance ⓘ

Available Credit ⓘ

Amount Overlimit \$0.00

Statement Summary

Payment Due 28/11/2018

Min. Payment Due \$0.00

Past Due Amount \$0.00

Last Statement 07/11/2018

Last Payment 19/11/2018

My Profile

s.22

To download these transactions, select format:

Quicken 2005 & Earlier (.qif)

Go

Click the Transaction Description to view details.

Trans Date	Post Date	Transaction Description	Debits	Credits
19/11/2018	19/11/2018	s.22		
18/11/2018	19/11/2018			
16/11/2018	19/11/2018	BCF - TSAWWASSEN		
16/11/2018	19/11/2018	BCF-RBI ONLINE BOOKING	\$21.00	
16/11/2018	19/11/2018	BCF - TSAWWASSEN	\$74.70	
15/11/2018	16/11/2018	s.22		
15/11/2018	16/11/2018	BONNY'S TAXI B 61	\$30.60	
15/11/2018	16/11/2018	BONNY'S TAXI #B 167	\$31.00	
14/11/2018	15/11/2018	s.22		
14/11/2018	15/11/2018			
14/11/2018	16/11/2018	s.15	\$100.00	
14/11/2018	16/11/2018	ENTERPRISE (604)291-8871	\$405.48	
13/11/2018	14/11/2018	s.22		
13/11/2018	14/11/2018			
13/11/2018	15/11/2018	s.15	\$36.85	
12/11/2018	12/11/2018	s.22		
12/11/2018	13/11/2018			
12/11/2018	13/11/2018			
12/11/2018	13/11/2018			
12/11/2018	15/11/2018			
12/11/2018	15/11/2018			
10/11/2018	12/11/2018			
09/11/2018	12/11/2018			
09/11/2018	12/11/2018	BCF-SWARTZ BAY	\$91.90	

Info incorrect? [Contact Us](#)

s.22

[To start redeeming click here](#)

[FAQs](#) | [Privacy Policy](#) | [More Info](#) | [Contact Us](#)



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130382

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 Smith, Jessica s.2		Employee ID s.17		Phone Number (250) 387-1023	
Client Organization Agriculture		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2019/01/10		6. Fiscal Year 2019		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministerial Duties			Headquarters Victoria
12. Mailing Address for Cheque PO Box 9043 Stn Prov Govt , BC V8W 9E2					
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use	19. Other Transport Costs
	Destination	Start	End	Km	Cost
2018					
11/09	Vic-Salt Spring (Ferry)	0830	1700		0.00
11/12	Van-Van	0830	2359		0.00
11/12	Van-Van	0830	2359		0.00
11/13	Van-Van	0830	2359		0.00
11/13	Van-Van	0830	2359		0.00
11/18	Van-Van	0830	1700		0.00
11/18	Van-Vic (Ferry)	0830	1700		0.00
11/18	Vic-Vic	0830	1700		0.00
				36.	37.
				\$ 0.00	\$ 75.60
TOTALS OF COLUMNS				38.	39.
				\$ 0.00	\$ 0.00
				40.	Claim Total
				\$ 0.00	\$ 75.60
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
130	29001	30000	5701	2900000	s.22
130	29001	300000	5702	2900000	
130					
130					
Less Travel Advance					
130					
AMOUNT DUE TO EMPLOYEE					54.
					\$ 75.60
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

FIN 10 (EFI-F0012 v2.6.1)

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

Audited by PL Feb 14-19

Audit Trail for Travel Voucher (Restricted Use) E130382 for Smith, Jessica S.

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/01/10 10:56:33	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca
2019/01/10 10:56:47	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Smith, Jessica S.2 Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca
2019/01/10 11:04:08	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca
2019/01/10 11:04:25	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca	Notified	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca
2019/01/14 14:47:47	Smith, Jessica S. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Initiated	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2019/01/15 09:30:50	Godfrey, Sam (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130382 for Smith, Jessica C.

1 note(s) returned.

Created On	Author	Note
2019/01/10 11:04:08	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	November 09, 2018- Taxi Vic- Salt Spring Ferry (Debit) November 12, 2018- Taxi Van - Van (Debit) November 12, 2018- Taxi Van - Home (Debit) November 13, 2018- Taxi Van " Van (Debit) November 13, 2018- Taxi Van " Home (Debit) November 18, 2018- Taxi Van " H/A (Debit) November 18, 2018- H/A flight Van-Vic (PCard) November 18, 2018- Vic " Home (Debit)

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Ferry to Saltspring will not be claiming as per telephone cal on Feb 05.

Travel to Vancouver

BLUEBIRD CABS #22
2612 QUADRA ST
VICTORIA BC

CARD *****s.17 ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/09
TIME 2074 11:34:26
RECEIPT NUMBER
C85041051-001-062-008-0

PURCHASE
AMOUNT (\$7.28) ✓
TIP s.22
TOTAL

interac
A0000002771010
AA436EC01E841894
8080008000 6800
EBB07BFD7164B644
8080008000-7800

APPROVED

AUTH# 416670 00-001
THANK YOU

CARDHOLDER COPY

Every Chef event

YELLOW CAB #21
1441 CLARK DR
VANCOUVER BC

CARD s.17 ***** ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/12 ✓
TIME 7511 19:44:45
CLERK ID 5
RECEIPT NUMBER
C85043565-001-338-095-0

PURCHASE
AMOUNT (\$9.80) ✓
TIP s.22
TOTAL

Interac
A0000002771010
351BA281A986A805
8080008000-6800
BAF1EBB74E5DE707
8080008000-7800

APPROVED

AUTH# 710850 00-001
THANK YOU

CARDHOLDER COPY

Every Chef event

YELLOW CAB #107
1441 CLARK DR
VANCOUVER BC

CARD *****s.17 ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/12 ✓
TIME 7556 22:52-46
CLERK ID 5
RECEIPT NUMBER
C85063725-001-236-024-0

PURCHASE
AMOUNT (\$9.40) ✓
TIP s.22
TOTAL

Interac
A0000002771010
BDDE00202DDFAE5E
8080008000-6800
9F34F9F3481E67D4
8080008000-7800

APPROVED

AUTH# 823670 00-001
THANK YOU

CARDHOLDER COPY

Every Chef event

YELLOW CAB #142
1441 CLARK DR
VANCOUVER BC

CARD s.17 ***** ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/13 ✓
TIME 8421 08:49:06
CLERK ID 1
RECEIPT NUMBER
C85040734-001-005-227-0

PURCHASE
AMOUNT
TIP
TOTAL

s.22

\$12.98 ✓

Interac
A0000002771010
544A1A51DC2DCD9E
8080008000-6800
31BC5DD82F1DB6F9
8080008000-7800

APPROVED

AUTH# 317460
THANK YOU

00-001

CARDHOLDER COPY

GST105762447RT0001

Every day event

YELLOW CAB #329
1441 CLARK DR
VANCOUVER BC

CARD s.17 ***** ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/13 ✓
TIME 7637 19:52:47
CLERK ID 5
RECEIPT NUMBER
C85039036-001-002-474-0

PURCHASE
AMOUNT \$12.50 ✓
TIP s.22
TOTAL

Interac
A0000002771010
248604468FE02DE5
8080008000-6800
481617E6EC2CA761
8080008000-7800

APPROVED

AUTH# 715680 00-001
THANK YOU

CARDHOLDER COPY

#A flight Van > Vic

YELLOW CAB #74
1441 CLARK DR
VANCOUVER BC

CARD s.17 *****

CARD TYPE INTERAC ✓

ACCOUNT TYPE CHEQUING

DATE 2018/11/18 ✓

TIME 2928 14:56:42

CLERK ID 1

RECEIPT NUMBER

C85010949-001-001-558-0

PURCHASE

AMOUNT \$12.40 ✓

TIP s.22

TOTAL

Interac

A0000002771010

BABA81FCA41E85DB

8080008000-6800

B36D0D347BE920CF

8080008000-7800

APPROVED

AUTH# 538020 00-001

THANK YOU

CARDHOLDER COPY

GST105762447RT0001

HA flight Van > Vic

BLUEBIRD CABS #70
2612 QUADRA ST
VICTORIA BC

CARD S.17 ***** ✓
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/11/18 ✓
TIME 7469 16:29:44
RECEIPT NUMBER
C85022234-001-483-001

PURCHASE
AMOUNT \$11.40 \$1 ✓
TIP
TOTAL s.22

Interac
A0000002771010
93AD582F2A6F7BA9
8080008000-6800
95D5755FF7CBB7BD
8080008000-7800

APPROVED

AUTH# 593840
THANK YOU

00-001

CARDHOLDER COPY

PHONE.250.382.2222

Leppard, Brianna AGRI:EX

From: reservation@harbourair.com
Sent: Tuesday, November 13, 2018 12:17 PM
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 [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Jessica Smith

Booking s.17

Sunday, November 18, 2018

Flight #2190/Twin Otter

15:30 Vancouver Harbour / [Map](#)

16:05 Victoria Harbour / [Map](#)

35 minutes

KK- Confirmed

Invoice s.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex	\$198.07
-----------------------------	----------

Taxes, Fees and Charges

Sked 200 : Carbon Offset	\$0.65
--------------------------	--------

All Skeds - Baggage : Checked Baggage Fee	\$0.00
---	--------

Sked 200 : VHFC Terminal Fee	\$9.86
------------------------------	--------

+ Goods and Services Tax	\$10.42
--------------------------	---------

1 Passenger(s) - GoFlex

Jessica Smith, Female

Billing \$208.58

Taxes \$10.42

Add to Calendar**Grand Total** \$219.00**GoFlex Fare Conditions:**

Check in 25 minutes prior to departure time

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure
(subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure**Baggage:****All routes (except routes listed below)**

25 lbs. Guaranteed

25 lbs. (space available)

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

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

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

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:100% cancellation fee if cancelled within 24hrs of
departure**Booking Information****Domestic Flights**

- Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.
- Please be prepared to show government issued photo identification. It's required for all passengers 18 years and older.
- Our records indicate that the passenger(s) reserved on the flight(s) is/are not an Unaccompanied Minor (11 and under).
- Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.
- 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



Control No.

E130595

Name Smith, Jessica	Employee ID s.17	Phone Number (250) 387-1023
Client Organization Agriculture	Job Title Ministerial Assistant	Travel Group Code 3

5. Date Completed 2019/02/14	6. Fiscal Year 2019	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Ministerial Duties		Headquarters Victoria

12. Mailing Address for Cheque
PO Box 9043 Stn Prov Govt . BC V8W 9E2

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	Vic-Van (HJ)	0830	1700		0.00	P/Card		0.00			
11/28	Vic-Van (HJ)	0830	1700		0.00	P/Card		0.00			
11/30	Van	0830	1700		0.00	10.60		0.00			
12/14	Vic-Van (HJ)	0830	1700		0.00	7.50 P/Card		0.00			

TOTALS OF COLUMNS	36. \$ 0.00	37. ✓ \$ 18.10		38. \$ 0.00	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 18.10
-------------------	----------------	-------------------	--	----------------	----------------	----------------	-------------------------

48.	49.	50.	51.	52.	45.	
Client Code	Resp.	Service Line	STOB	Project	Supplier Code	Amount
130	29001	30000	5701	2900000	s.22	\$ 18.10
130						
130						
130						

[illegible]

	AMOUNT DUE TO EMPLOYEE	54.	\$ 18.10
--	------------------------	-----	----------

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) E130595 for Smith, Jessica S.

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/02/14 11:25:33	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca	Saved	Smith, Jessica S. Jessica.C.Smith@gov.bc.ca
2019/02/27 16:20:57	Smith, Jessica S. (IDIR\JCSMITH) Jessica.C.Smith@gov.bc.ca		Initiated	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2019/02/27 16:32:26	Godfrey, Sam ✓ (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130595 for Smith, Jessica^{S.}₂₂

1 note(s) returned.

Created On	Author	Note
2019/02/14 11:25:33	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	November 28, 2018- Helijet flight Vic-Van (PCard) November 30, 2018- Taxi Van - event (M/C) December 14, 2018- Taxi Vic-Helijet (Debit) December 14, 2018- Helijet flight Vic-Van (PCard)

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Leppard, Brianna AGRI:EX

From: passengerservices@helijet.com
Sent: November 23, 2018 12:01 PM
To: Leppard, Brianna AGRI: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.22
	Name	Jessica Smith

Booking s.22

Wednesday, November 28, 2018 ✓

710

09:35 Victoria Harbour (Downtown)

10:10 Vancouver Harbour (Downtown) ✓

35 minutes

Confirmed

1 Passengers - Full-Fare ✓

Jessica Smith, Female

[Add to Calendar](#)

Invoice #354606

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.

FIN 950 FD and mail

YELLOW L
14.11 CLA DR
VANCOUVER BC

CARD ***** s.17
CARD TYPE MASTER
DATE 2018/11/30 2018/11/30
TIME 1911 09:37:44
CLERK ID 1
RECEIPT NUMBER
C8505843 001-004-039-0

PURCHASE
AMOUNT \$10.60 \$10.60
TIP s.22
TOTAL

MasterCard
A0000000041010
6972AE5B29727F
0000008000-EE
F14E71E81649.6DE

APPROVED

AUTH# 12 744 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

taxi
van-van
event.

To HeliJet VicVan
BLU 51RD 33 #31
2612 QUADRA ST
VICTORIA BC

CARD s.17 *****
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/12/14 ✓
TIME 7991 14:33:47
RECEIPT NUMBER
C85068599-001-149-005-0

PURCHASE
AMOUNT (\$7.50) (\$7.50)
TIP s.22
TOTAL

Interac
A0000002771010
908223BC0F9962E0
8080008000-6800
1E7553ECA8F7E5DC
8080008000-7800

APPROVED

AUTH# 524280 00-001
THANK YOU

CARDHOLDER COPY

PHONE . 250 . 382 . 2222

Taxi -
vic - HeliJet.

Leppard, Brianna AGRI:EX

From: passengerservices@helijet.com
Sent: December 13, 2018 4:01 PM
To: Leppard, Brianna AGRI: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.22
	Name	Jessica Smith

Booking s.22

Friday, December 14, 2018

720

15:00 Victoria Harbour (Downtown)

15:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Sale

Jessica Smith, Female

[Add to Calendar](#)

Invoice #363988

SALE - Seat Sale \$189 \$180.00

+ GST \$9.00

Billing \$180.00

Taxes \$9.00

Grand Total \$189.00

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

Does not qualify for combination with Kids Fly Free promotions.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130168

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 Parmar, Ravi		Employee ID s.17		Phone Number (250) 387-9699	
Client Organization Citizens' Services		Job Title Ministerial Assistant		Travel Group Code 3	
5. Date Completed 2018/11/27		6. Fiscal Year 2019		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministerial Duties			Headquarters Victoria
12. Mailing Address for Cheque PO Box 9068 Stn Prov Gov Victoria, BC V8W 9E2					
16. Travel Dates 2018 11/23	17. Places Travelled		18. Personal Vehicle Use	19. Other Transport Costs	20. & 21. Meals
	Destination Vic - Van -Vic (PC & AC)	Start 0700 End 1900	Km 63 Cost 34.02	Costs 117.90 P/Card	Claim F-L Cost 41.00
					22. Lodging Costs
					20. & 21. Miscellaneous
					Cost 15.00 Describe Parking
TOTALS OF COLUMNS			36. 63 kms \$ 34.02	37. \$ 117.90	38. \$ 41.00
					39. \$ 0.00
					40. \$ 15.00
					Claim Total \$ 207.92
48. Client Code 112 112 112 112	49. Resp. 32805 32805	50. Service Line 34610 34610	51. STOB 6501 5701	52. Project 3200000 3200000	45. Supplier Code s.22
					Amount s.22 207.92
Less Travel Advance 112					
AMOUNT DUE TO EMPLOYEE					54. \$ 207.92
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) E130168 for Parmar, Ravi

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/27 09:31:14	Gervais, Dominique (IDIR\DGGERVAIS) Dominique.Gervais@gov.bc.ca	Parmar, Ravi Ravi.Parmar@gov.bc.ca	Saved	Parmar, Ravi Ravi.Parmar@gov.bc.ca
2018/11/27 10:42:39	Gervais, Dominique (IDIR\DGGERVAIS) Dominique.Gervais@gov.bc.ca	Parmar, Ravi Ravi.Parmar@gov.bc.ca	Notified	Parmar, Ravi Ravi.Parmar@gov.bc.ca
2018/11/27 12:26:38	Parmar, Ravi (IDIR\RAPARMAR) Ravi.Parmar@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/11/27 14:28:06	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E130168 for Parmar, Ravi

1 note(s) returned.

Created On	Author	Note
2018/11/27 09:31:14	Gervais, Dominique (IDIR\DGERSVAIS) Dominique.Gervais@gov.bc.ca	Friday, November 23, 2018- Ravi drove to airport, parked- flight to Van Taxi to VCO for meetings Taxi from VCO to event Taxi from CO to YVR airport- flew back to YYJ- drove home.

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stob : 6501
parking@ YYJ airport.

R PARKING - AIRPORT BOOTH
1640 EILCIRA BLVD
DAILY PARKING LOT 151 LOT ON LEFT
SARNICH BC V8T 5V4
2503024411

Merchant ID: 6070863
Term ID: 001

Ref #: 037

Sale

XXXXXXXXXX s.17

VISA

Entry Method: Proximity

11/23/18

20:14:37

Inv #: 000037

Appr Code: 033994

Apprvd

Batch#: 327003

Total:

\$

15.00

Application Label: VISA CREDIT
AID: A0000000031010
IVR: 00 00 00 00 00
ISI: 00 00

Customer Copy

ROBBINS PARKING
VICTORIA AIRPORT

Duplicate
Terminal#: 1 Cashier#: 30
23/11/2018 05:38
23/11/2018 20:14 - 14:37
296622138 / #163736
Rate 3 : \$ 15.00
SUBTOTAL : \$ 14.29
GST : \$ 0.71
TOTAL : \$ 15.00
Payment : \$ 15.00

- PARKING RECEIPT -
GST#104-567-276 RT001



Reservation Confirmation

Your reservation is now confirmed

Reservation Number:

s.22

*All charges and payments appear in: CAD

Passenger

Name	Total Charges	GST	Total Amount	Total Payments	Balance Due
PARMAR, RAVI SINGH ✓	\$141.90	\$7.10	\$149.00	\$149.00	\$0.00

FYI - AC's PCARD

Flight Itinerary

Leg	Flight Number	Date	Departure	Arrival	Aircraft	Status
1	8P100	23 Nov 2018	07:00 - VICTORIA INT ARPT ✓	07:25 - VANCOUVER - SOUTH	SAAB 340A	CONFIRMED

8P flight numbers operated by Pacific Coastal Airlines.

Aircraft type and schedule subject to change without notice.

Purchase Summary

Leg	Passenger	Description	Amount	GST	Total
1	PARMAR, RAVI SINGH	AIF - YYJ	\$15.00	\$0.75	\$15.75
1	PARMAR, RAVI SINGH	BRAVO FARE	\$93.98	\$4.70	\$98.68
1	PARMAR, RAVI SINGH	Security Surcharge	\$7.12	\$0.36	\$7.48
1	PARMAR, RAVI SINGH	Fuel Surcharge	\$8.00	\$0.40	\$8.40
1	PARMAR, RAVI SINGH	Nav Canada Fee	\$13.00	\$0.65	\$13.65
1	PARMAR, RAVI SINGH	Carbon Surcharge	\$4.80	\$0.24	\$5.04
Total			\$141.90	\$7.10	\$149.00

Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
21 November 2018	Kathleen Fluerant	\$149.00	MASTERCARD		2910555	124554

Tax Registration: 121386296 RT0001



Fare Terms and Conditions

Bravo Fare

- 100% non-refundable
- Checked Baggage Fees: 1st piece = \$21.00, 2nd piece = \$26.25, 3rd or more/overweight/sized = \$78.75
- Changes: \$78.75 fee, per direction, per passenger, plus any applicable fare difference
- Cancellations: \$78.75 fee, per direction, per passenger (remaining balance held as a travel credit)
- Changes and/or cancellations must be made at least 2 hours prior to departure
- Same-Day Earlier Flight Change: \$52.50 per passenger, per direction (must be done at check-in counter)

RICHMOND TAXI #26
2440 SHELL RD V6X2P1
RICHMOND BC
20121699
QB2012169901

Stop : 5701

taxi → YVR airport - VCO

SALE

11-23-2018 ✓ 08:27:59
Acct # *****s.17 C
Exp Date **/** Card Type VI
Name: PARMAR/RAVI
A0000000031010
VISA CREDIT

Trace # 670002 Operator 126
Inv. # 126
Auth # 027876 RRN 001268002

Sale

Tip

s.22

\$37.00

→ \$37.00

TOTAL

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

Retain this copy for your
records
Customer copy

YELLOW CAB #110
1441 CLARK DR
VANCOUVER BC

CARD 4510*****s.17
CARD TYPE VISA
DATE 2018/11/23 ✓
TIME 1542 09:37:09
CLERK ID 1
RECEIPT NUMBER
H85055420-001-024-144-0

PURCHASE
AMOUNT
TIP s.22
TOTAL

\$9.10

→ \$9.10

Stop: 5701

taxi → VCO - Event

VISA CREDIT
A0000000031010
C8AE5A60312D8B5F
0000000000-

APPROVED

FF/DT 20
AUTH# 013035 01-027
THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

SURREY METRO TAXI 29
8299 129 ST
SURREY BC

CARD *****s.17
CARD TYPE VISA
DATE 2018/11/23 ✓
TIME 5804 17:27:25
CLERK ID 332
RECEIPT NUMBER
C85046880-001-001-028-0

PURCHASE
AMOUNT
TIP s.22
TOTAL

\$71.80 → \$71.80

VISA CREDIT
A0000000031010
8763EB57EAA4DE4C
0080008000-E800
6AFC670347040AA7
0080008000-F800

APPROVED

AUTH# 017556 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Stop: 5701
taxi → CO → YVR airport

Booking Confirmation

Booking Reference: s.22

Date of issue: 21 Nov, 2018

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

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 the IATA Travel Centre website 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. We also invite you to view Air Canada's Privacy Policy directly.



FVI - AC'S PCARD

Economy - Standard

Friday
23 Nov, 2018

18:55
Vancouver
Vancouver Int. (YVR), BC
Terminal M

19:25
Victoria
Victoria Int. (YYJ), BC


AC8079

0hr30
Economy H
Operated by: Air Canada Express -
Jazz | Q400

Passengers

 **Ravi Singh Parmar**
Ticket Number
0142103797360

Seats
AC8079 s.