



Control No.

E132626

Name	Employee ID	Phone Number
Geary, Vanessa	NR	(604) 775-1662
Client Organization	Job Title	Travel Group Code
Office of the Premier	Executive Director, Operations and	2

5. Date Completed 2020/02/21	6. Fiscal Year 2020	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Meetings in Victoria		Headquarters Vancouver

12. Mailing Address for Cheque

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
2020	Victoria	2000	2359		0.00				139.42		
02/09	Victoria	0000	2359		0.00		BLDI	49.00	139.42		
02/10	Victoria	0000	2359		0.00		BLDI	49.00	139.42		
02/11	Victoria	0000	2359		0.00						
02/12	* Victoria (HJ)	0000	1830		0.00	22.65	BLI	30.00			

TOTALS OF COLUMNS	36. \$ 0.00	37. \$ 22.65	38. \$ 128.00	39. \$ 418.26	40. \$ 0.00	Claim Total \$ 568.91
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48.	Client Code 004 004 004 004	49.	Resp. 36A10	50.	Service Line 36200	51.	STOB 5701	52.	Project 3600000	45.	Supplier Code NR	Amount \$ 568.91
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[illegible]

	AMOUNT DUE TO EMPLOYEE	54. \$ 568.91
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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
---	-------------------	--------------------

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) E132626 for Geary, Vanessa

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/21 11:29:17	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 11:31:43	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 11:34:43	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 11:35:09	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 11:53:33	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/21 13:14:38	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132626 for Geary, Vanessa

1 note(s) returned.

Created On	Author	Note
2020/02/21 11:34:43	Loubert, Danny NR Danny.Loubert@gov.bc.ca	02/09 Travel to Victoria (Via BC Ferries (Fare paid)) Not claiming ferry fare Overnight NR No Per Diems Claimed 02/10 Work in Victoria Overnight NR BLDI - Per Diem 02/11 Work in Victoria Overnight NR BLDI - Per Diem 02/12 Work In Victoria Travel to Helijet Victoria Helijet Vic to Van Travel Home BLI - Per Diem

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YELLOW CAB #70
817 FISGARD ST V8W1R9
VICTORIA BC
23777938
GH2377793801

**** PURCHASE ****
02-12-2020 16:59:44
Acct # *****NR C
Card Type MC
A0000000041010 MasterCard
Operator: 070
Trace # 532
Inv. # 070
Auth # 075054 RRN 001051020
Purchase \$7.40

s.22

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

817 FISGARD STREET
VICTORIA BC V8W 1R9
250-381-2222

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

CARDHOLDER COPY

THANK YOU
AUTH# 045008
01-027

APPROVED

MasterCard
A0000000041010
7FC0930D5CA61F66
00000008000-E800
EE06EFF5A0640725F

s.22

\$15.25

PURCHASE
AMOUNT

CARD *****NR
CARD TYPE MASTERCARD
DATE 2020/02/12
TIME 5647 18:22:04
CLERK ID 1
INVOICE # 541685
RECEIPT NUMBER C85060052-001-117-005-0

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

Ms Vanessa Geary
s.22

Room : NR
Arrival Date : 02/09/20
Invoice No. : NR
Folio No. :
Conf. No. : NR
Cashier No. : 67
Billing Date : 02/12/20
A/R Number

Office of the Premier

Date	Description	Debit	Credit
02/09/20	Room Charge	119.00	
02/09/20	Destination Marketing Fee	1.19	
02/09/20	Provincial Room Tax	13.22	
02/09/20	Room GST	6.01	
02/10/20	Room Charge	119.00	
02/10/20	Destination Marketing Fee	1.19	
02/10/20	Provincial Room Tax	13.22	
02/10/20	Room GST	6.01	
02/11/20	Room Charge	119.00	
02/11/20	Destination Marketing Fee	1.19	
02/11/20	Provincial Room Tax	13.22	
02/11/20	Room GST	6.01	
02/12/20	Mastercard XXXXXXXXXXXXNR XX/XX		418.26
Room H/GST Total - 18.03		Total	418.26
Other H/GST Total - 0.00			418.26
NR		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.

NR

Loubert, Danny PREM:EX

From: Passenger Services <PassengerServices@helijet.com>
Sent: February 21, 2020 11:36 AM
To: Loubert, Danny 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 #	NR
Name	Danny Loubert
Company	Government Of Bc

Booking NR

Wednesday, February 12, 2020

728

17:30 Victoria Harbour (Downtown)

18:05 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

• Vanessa Geary, Female

[Add to Calendar](#)

Invoice #513476

FARE-QT private fare-2018	\$243.00
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Billing	\$243.00
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Taxes	\$0.00
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Grand Total	\$243.00
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Quick Ticket (Prepaid)	\$243.00
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Date / Time	February 12, 2020 @ 5:02:16 PM
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Summary	NR
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Service	
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Ticket	
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Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

FS20EXESLP100



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132628

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.

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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 1050-06Audited 2020Feb27
SLP

Audit Trail for Travel Voucher (Restricted Use) E132628 for Geary, Vanessa

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/21 13:54:13	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 14:12:01	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 14:56:53	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/24 13:02:55	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/24 15:19:45	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132628 for Geary, Vanessa

1 note(s) returned.

Created On	Author	Note
2020/02/21 14:12:01	Loubert, Danny NR Danny.Loubert@gov.bc.ca	01/28 Travel to YVR Flight Vancouver to Prince George (WestJet 3297) Overnight NR DI - Per Diem 01/29 Staffing Premier in Prince George Travel to Prince George Airport Flight Prince George to Vancouver (WestJet 3298) Taxi Home BLDI Per Diem

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KIMBER CABS LTD.
248-2633 VIKING WAY
RICHMOND BC

CARD *****NR
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2020/01/29
TIME 8570 21:22:06
CLERK ID 304
RECEIPT NUMBER
C85051502-001-296-005-0

PURCHASE
TOTAL

\$45.00

Interac
A0000002771010
3408230F1C37400E
8080008000-6800
808762CF97B9000
8080008000-7800

APPROVED

AUTH# 769260 00-001
THANK YOU

CARDHOLDER COPY

NR

Above CSA Rate
Approval Exception on file

NR

Ms Vanessa Geary
s.22

Invoice

Invoice date 1/29/2020
Invoice number NR
Our reference
GST Number

Guest	Ms Vanessa Geary	Arrival	1/28/2020	Departure	1/29/2020	Room	NR
Date	Description	Quantity	Unit Price	Total ()			
1/28/2020	Room Charge	1	244.00	244.00			
1/28/2020	GST Taxes	1	12.20	12.20			
1/28/2020	Hotel Room Tax 8%	1	19.52	19.52			
1/28/2020	Municipal Room Tax 3%	1	7.32	7.32			
				Total invoice	283.04		
					-283.04		
				Total Paid	-283.04		
				Total Due	0.00		

1/29/2020 MC ****NR Auth: 098526

Total GST 12.20

NR

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 _____

Please complete the online TripAdvisor survey at www.tripadvisor.ca and you will be entered to win a \$ 100.00 gift certificate.

NR



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: NR
Date: 27th January 2020

Consultant: TAMRA BARTILUCCI

Traveller Name: GEARY/VANESSA
PNR: NR
Destination: YXS

Order Number:
Customer Reference:
Date of Travel: 28th January 2020

Description

Amount

FLIGHT CREDIT APPLIED :
NAME CHANGED FROM AMBER HOCKIN TO
VANESSA GEARY

JAN 28-29, VANCOUVER TO PRNCE GEORGE
WESTJET CHANGE FEE
DIFFERENCE IN FARE
GST

100.00
377.12
5.00

Invoice Total: \$482.12

28 JAN 2020 ▶ 29 JAN 2020 TRIP TO **PRINCE GEORGE BC, CANADA**PREPARED FOR
GEARY/VANESSA**FLIGHT CENTRE**
Business TravelFlight Centre Business Travel
250-360-2058RESERVATION CODE NR
AIRLINE RESERVATION CODE NR (WS)DEPARTURE: **TUESDAY 28 JAN** Please verify flight times prior to departure

WESTJET WS 3297 Operated by: WESTJET ENCORE Duration: 1hr(s) 21min(s) Cabin: Premium Economy Status: Confirmed	YVR VANCOUVER BC, CANADA	YXS PRINCE GEORGE BC, CANADA	Aircraft: DEHAVILLAND DASH 8- 400 TURBOPROP Distance (in Miles): 325 Stop(s): 0
	Departing At: 5:30pm Terminal: MAIN TERMINAL	Arriving At: 6:51pm Terminal: Not Available	

Passenger Name:

» GEARY/VANESSA

Seats:

Check-In Required

eTicket Receipt(s):

NR

DEPARTURE: **WEDNESDAY 29 JAN** Please verify flight times prior to departure

WESTJET WS 3298 Operated by: WESTJET ENCORE Duration: 1hr(s) 23min(s) Cabin: Economy Status: Confirmed	YXS PRINCE GEORGE BC, CANADA	YVR VANCOUVER BC, CANADA	Aircraft: DEHAVILLAND DASH 8- 400 TURBOPROP Distance (in Miles): 325 Stop(s): 0
	Departing At: 7:25pm Terminal: Not Available	Arriving At: 8:48pm Terminal: MAIN TERMINAL	

Passenger Name:

» GEARY/VANESSA

Seats:

NR

eTicket Receipt(s):

NR

Flight Centre Business Travel
250-360-2058



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132633

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12. Mailing Address for Cheque																																																																																															
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Audit Trail for Travel Voucher (Restricted Use) E132633 for Geary, Vanessa

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/21 15:01:05	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 15:02:00	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/24 13:01:59	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/24 15:18:14	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132633 for Geary, Vanessa

0 note(s) returned.

Created On	Author	Note

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Rexall

DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
1 HALF AN 20315	1	\$3.79	\$3.79

TOTAL	\$3.79
DING	\$0.01
-	<u>\$3.80</u>
	\$5.00
GE DUE	\$1.20

1334 TILL# 4 01/13/2020 08:13:09
Marichu

71740577778503022020
499 GRANVILLE STREET, Vancouver, BC
Phone# 604-801-6991, GST# 77699 0095 RTO

www.tellexall.ca to receive
next \$25 PURCHASE, PLUS receive
10 CHANCES to WIN \$1000 CASH! OR call
1-855-340-7505 for 1 entry to win \$1000
SURVEY ENTRY CODE: 717404949334

Every Thursday get 100 Air Miles
Bonus Miles when you spend \$50*
or more on Cosmetics, Skincare,
Fragrance, Hair care & Hair colour
*some exclusions apply

Rexall

DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
LACTANTIA HALF AN 06820020315	1	\$3.79	\$3.79
LACTANTIA PF MILK 06820046656	1	\$2.79	\$2.79

s.22

s.22 To be reimbursed \$6.71
\$6.57
SLIP# 777785 TILL# 5 02/03/2020 09:46:59
CASHIER: Vaishali



71740577778503022020

499 GRANVILLE STREET, Vancouver, BC
Phone# 604-801-6991, GST# 77699 0095 RTO

VISIT www.tellexall.ca to receive
\$5 OFF next \$25 PURCHASE, PLUS receive
10 CHANCES to WIN \$1000 CASH! OR call
1-855-340-7505 for 1 entry to win \$1000
SURVEY ENTRY CODE: 717405777785

Every Thursday get 100 Air Miles
Bonus Miles when you spend \$50*
or more on Cosmetics, Skincare,
Fragrance, Hair care & Hair colour
*some exclusions apply

Rexall

DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
LACTANTIA MILK 06820046601	1	\$4.27	<u>\$4.27</u>

s.22

SLIP# 696174 TILL# 3 01/16/2020 08:20:45
CASHIER: REJUVI

TRANSACTION RECORD

Rexall Store# 7174
499 Granville Street
Vancouver
604-801-6991

SLIP: 696174 TILL: 3 CLERK: 5909

TYPE: PURCHASE

ACCT: INTERAC FLASH DEFAULT
AMOUNT: s.22
CASHBACK:
TOTAL:

CARD NUMBER: *****NR
DATE/TIME: 16 JAN 2020 08:21 04
REFERENCE #: 662276060010018260 H
AUTH #: 300650
Interac
A0000002771010
8080008000

00 APPROVED - THANK YOU 001

*** CARDHOLDER COPY ***



71740369617416012020

499 GRANVILLE STREET, Vancouver, BC
Phone# 604-801-6991, GST# 77699 0095 RTO

LN Y parade
Cash Receipt

For prompt, safe and courteous service call...

**Black Top
& Checker Cabs**

604-681-3201 or 604-731-1111

777 Pacific Street
Vancouver, BC V6Z 2R7
www.btccab.ca

Date 26-1-20

\$ 20.00

From.....

To.....

Driver..... Cab No.....

Thank You
GST / HST # 100436724



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132649

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 Geary, Vanessa		Employee ID NR		Phone Number (604) 775-1662																																																																																																																																																																																														
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Audit Trail for Travel Voucher (Restricted Use) E132649 for Geary, Vanessa

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/25 13:24:32	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/25 13:34:36	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/25 13:35:19	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/25 13:41:19	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/25 19:09:32	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132649 for Geary, Vanessa

1 note(s) returned.

Created On	Author	Note
2020/02/25 13:34:36	Loubert, Danny NR Danny.Loubert@gov.bc.ca	02/17 Personal Travel to Victoria Overnight NR No Pre-diem 02/18 Working in Victoria Overnight NR BLDI - Per Diem 02/19 Working in Victoria Overnight NR BLDI - Per Diem 02/20 Work in Victoria Travel to Helijet Victoria (Via Taxi) Helijet Victoria to Vancouver Travel Home BLI - Per Diem

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Ms Vanessa Geary
s.22

Office of the Premier

Room : NR
Arrival Date : 02/17/20
Invoice No. : NR
Folio No. :
Conf. No. :
Cashier No. : 20
Billing Date : 02/20/20
A/R Number

Date	Description	Debit	Credit
02/17/20	Room Charge	119.00	
02/17/20	Destination Marketing Fee	1.19	
02/17/20	Provincial Room Tax	13.22	
02/17/20	Room GST	6.01	
02/18/20	Room Charge	119.00	
02/18/20	Destination Marketing Fee	1.19	
02/18/20	Provincial Room Tax	13.22	
02/18/20	Room GST	6.01	
02/19/20	Room Charge	119.00	
02/19/20	Destination Marketing Fee	1.19	
02/19/20	Provincial Room Tax	13.22	
02/19/20	Room GST	6.01	
02/20/20	Mastercard XXXXXXXXXXXXX ^{NR}		418.26
Room H/GST Total - 18.03		Total	418.26
Other H/GST Total - 0.00			418.26
NR		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.

NR

Account Summary



s.22

Activity Details (Showing 4 Transactions)

The following transactions for card number ending NR are still being processed.

Date	Description	Amount
2020/02/20 19:54:02	HELIJET ,VICTORIA ,V8V1A1	s.22
2020/02/20 19:49:04	YELLOW CAB #97 ,VICTORIA ,V8W1R9	
2020/02/20 11:25:49	NR	
2020/02/17 22:14:44		

s.22

\$8.50
total



Loubert, Danny PREM:EX

From: Passenger Services <PassengerServices@helijet.com>
Sent: February 27, 2020 9:00 AM
To: Loubert, Danny 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 #	NR
	Name	Danny Loubert
	Company	Government Of Bc

Booking NR

Thursday, February 20, 2020

728

17:30 Victoria Harbour (Downtown)

18:05 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

• Vanessa Geary, Female

[Add to Calendar](#)

Invoice #504333

FARE-YWH-FULL_2020	\$357.14
--------------------	----------

+ GST	\$17.86
-------	---------

Billing	\$357.14
---------	----------

Taxes	\$17.86
-------	---------

Grand Total	\$375.00
--------------------	-----------------

Mastercard	\$375.00
------------	----------

Date / Time	February 20, 2020 @ 4:59:40 PM
-------------	--------------------------------

Summary	NR
---------	----

Expiration	
------------	--

Authorization	066662
---------------	--------

Mastercard	(\$375.00)
------------	------------

Date / Time	February 25, 2020 @ 11:41:59 AM
Summary	NR
Expiration	
Authorization	314995

Mastercard	\$375.00
Date / Time	February 25, 2020 @ 11:42:10 AM
Summary	NR
Expiration	
Authorization	057192

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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

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

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

GST#:
R102320165

Passenger Travel Information:
For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

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

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



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132632

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12. Mailing Address for Cheque																																																																																
<table border="1"> <tr> <th>16. Travel Dates</th> <th colspan="3">17. Places Travelled</th> <th colspan="2">18. Personal Vehicle Use</th> <th>19. Other Transport Costs</th> <th colspan="2">20. & 21. Meals</th> <th>22. Lodging Costs</th> <th colspan="2">20. & 21. Miscellaneous</th> </tr> <tr> <td></td> <th>Destination</th> <th>Start</th> <th>End</th> <th>Km</th> <th>Cost</th> <td></td> <th>Claim</th> <th>Cost</th> <td></td> <th>Cost</th> <th>Describe</th> </tr> <tr> <td>2020</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>LDI</td> <td>36.50</td> <td></td> <td></td> <td></td> </tr> <tr> <td>01/30</td> <td>Victoria</td> <td>0930</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>BLI</td> <td>30.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>01/31</td> <td>Victoria</td> <td>0000</td> <td>1830</td> <td></td> <td>0.00</td> <td>7.30</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="5">TOTALS OF COLUMNS</td> <td>36. \$ 0.00</td> <td>37. \$ 7.30</td> <td></td> <td>38. \$ 66.50</td> <td>39. \$ 139.42</td> <td>40. \$ 0.00</td> <td>Claim Total \$ 213.22</td> </tr> </table>									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	2020							LDI	36.50				01/30	Victoria	0930	2359		0.00		BLI	30.00				01/31	Victoria	0000	1830		0.00	7.30						TOTALS OF COLUMNS					36. \$ 0.00	37. \$ 7.30		38. \$ 66.50	39. \$ 139.42	40. \$ 0.00	Claim Total \$ 213.22
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48. Client Code		49. Resp.		50. Service Line		51. STOB		52. Project		45. Supplier Code		Amount																																																																				
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Less Travel Advance																																																																																
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AMOUNT DUE TO EMPLOYEE											54. \$ 213.22																																																																					
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																																																																							

FIN 10 (EFI-F0012 v2.6.1)

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

Audit Trail for Travel Voucher (Restricted Use) E132632 for Geary, Vanessa

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/21 14:55:16	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/21 14:56:47	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/24 13:02:34	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/24 15:19:03	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca
2020/02/27 12:05:13	Laird, Patricia NR Patricia.Laird@gov.bc.ca	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca	Processed	

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Notes for Travel Voucher (Restricted Use) E132632 for Geary, Vanessa

2 note(s) returned.

Created On	Author	Note
2020/02/21 14:55:16	Loubert, Danny NR Danny.Loubert@gov.bc.ca	01/30 Travel to Helijet Vancouver Helijet Van to Vic Overnight NR LDI - Per Diem 01/31 Working in Victoria, Travel to Helijet Victoria Helijet Vic to Van Travel Home
2020/02/27 12:05:13	Laird, Patricia s. NR Patricia.Laird@gov.bc.ca	s.22

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Control No.

E132653

Name	Employee ID	Phone Number
Geary, Vanessa	NR	(604) 775-1662
Client Organization	Job Title	Travel Group Code
Office of the Premier	Executive Director, Operations and	2

5. Date Completed 2020/02/26	6. Fiscal Year 2020	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Meeting in White Rock		Headquarters Vancouver

12. Mailing Address for Cheque

16. Travel Dates 2020 02/26	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
	White Rock	1100	1230	98	53.90						

[illegible]

48.	49.	50.	51.	52.	45.	
Client Code	Resp.	Service Line	STOB	Project	Supplier Code	Amount
004	36A10	36200	5702	3600000	NR	\$ 53.90
004						
004						
004						

[illegible]

		AMOUNT DUE TO EMPLOYEE		54.	\$ 53.90
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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) E132653 for Geary, Vanessa

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/26 15:26:37	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/26 15:34:31	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Saved	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/26 15:34:37	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Geary, Vanessa Vanessa.Geary@gov.bc.ca	Notified	Geary, Vanessa Vanessa.Geary@gov.bc.ca
2020/02/26 15:45:24	Geary, Vanessa NR Vanessa.Geary@gov.bc.ca		Approved	Hockin, Amber Amber.Hockin@gov.bc.ca
2020/02/27 12:58:42	Hockin, Amber NR Amber.Hockin@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132653 for Geary, Vanessa

1 note(s) returned.

Created On	Author	Note
2020/02/26 15:34:31	Loubert, Danny NR Danny.Loubert@gov.bc.ca	Milage for Travel to Meeting in White Rock BC 98km Total No Per diem claimed

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