



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132318

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 Hannah, Jeff				Employee ID NR				Phone Number NR																																																																																																												
Client Organization Tourism, Arts and Culture				Job Title Executive Assistant				Travel Group Code 3																																																																																																												
5. Date Completed 2019/12/05				6. Fiscal Year 2020				7. Special Cheque Issue																																																																																																												
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Type of Travel In Province				14. Reason for Travel Meetings				Headquarters Maple Ridge																																																																																																												
12. Mailing Address for Cheque																																																																																																																				
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11/01	Maple Ridge (FERRY)	0700	1000	65	35.75	75.80	F-LD	22.75																																																																																																												
TOTALS OF COLUMNS					36. \$ 71.50	37. \$ 151.60		38. \$ 228.75	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 451.85																																																																																																									
48. Client Code		49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code		Amount																																																																																																												
126		53184	54006	5701	5188888	NR		\$ 451.85																																																																																																												
126		51384		5702																																																																																																																
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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) E132318 for Hannah, Jeff

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/12/05 10:30:22	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Saved	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2019/12/05 10:32:08	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Saved	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2019/12/05 10:36:59	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Notified	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2019/12/05 13:42:51	Hannah, Jeff NR Jeff.Hannah@gov.bc.ca		Approved	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2019/12/05 15:27:33	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132318 for Hannah, Jeff

1 note(s) returned.

Created On	Author	Note
2019/12/05 10:32:08	White, Sydney NR Sydney.White@gov.bc.ca	Oct 27 - Jeff travels to Victoria via ferry Oct 28-Oct 31 - Jeff attends meetings with MLB in Victoria Nov 1 - Jeff returns s.22

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Tsawwassen

To

Swartz Bay



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 36

RECEIPT - PLEASE RETAIN

PURCHASE 2019/10/27

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Surcharg	1.10

Total	75.80
-------	-------

Visa *****NR 75.80

AUTH 075117 66277660 0010016760 S

01 APPROVED - THANK YOU 027

CHANGE DUE	0.00
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Swartz Bay

To

Tsawwassen



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 08

RECEIPT - PLEASE RETAIN

PURCHASE 2019/11/01

1	Adult	17.20
20'	Undersize Vehi	57.50
	Fuel Surcharg	1.10

Total	75.80
-------	-------

Visa *****NR 75.80

AUTH 011486 66277643 0010015760 S

01 APPROVED - THANK YOU 027

CHANGE DUE	0.00
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CARDHOLDER COPY

TSA 27 Oct 2019 17:51:57



1007129 971319
SEE REVERSE SIDE OF TICKET

CARDHOLDER COPY

SWB 01 Nov 2019 08:31:26



1005010 207202
SEE REVERSE SIDE OF TICKET



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132320

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 Hannah, Jeff		Employee ID NR		Phone Number NR	
Client Organization Tourism, Arts and Culture		Job Title Executive Assistant		Travel Group Code 3	
5. Date Completed 2019/12/05	6. Fiscal Year 2020	7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Meetings		Headquarters Maple Ridge	
12. Mailing Address for Cheque					
16. Travel Dates	17. Places Travelled		18. Personal Vehicle Use	19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost
2019					
11/17	MR-Victoria (Ferry)	1300	1600	65	35.75
11/18	Victoria	0700	2100		0.00
11/19	Victoria	0700	2100		0.00
11/20	Victoria	0700	2200		0.00
11/21	Victoria	0700	1900		0.00
11/25	Victoria	0700	2100		0.00
11/26	Victoria	0700	1900		0.00
11/27	Victoria	0700	2100		0.00
11/28	Victoria	0700	1900		0.00
11/29	Maple Ridge	0900	1800	65	35.75
	(Ferry)				
TOTALS OF COLUMNS				36. \$ 71.50	37. \$ 151.60
				38. \$ 383.25	39. \$ 1075.48
				40. \$ 0.00	Claim Total \$ 1681.83
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
126	53184	54006	5701	5188888	NR
126	51384		5702		
126					
126					
Less Travel Advance					
126					
AMOUNT DUE TO EMPLOYEE					54. \$ 1681.83
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 Jan 22-20

Audit Trail for Travel Voucher (Restricted Use) E132320 for Hannah, Jeff

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/12/05 11:30:31	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Saved	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2019/12/05 11:34:30	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Notified	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2019/12/05 13:42:17	Hannah, Jeff NR Jeff.Hannah@gov.bc.ca		Approved	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2020/01/22 14:42:02	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Recalled	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2020/01/22 14:42:15	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Saved	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2020/01/22 14:42:36	White, Sydney NR Sydney.White@gov.bc.ca	Hannah, Jeff Jeff.Hannah@gov.bc.ca	Notified	Hannah, Jeff Jeff.Hannah@gov.bc.ca
2020/01/22 14:52:51	Hannah, Jeff NR Jeff.Hannah@gov.bc.ca		Approved	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2020/01/22 14:57:33	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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*Daniela did approve the travel Sydney recalled it because
Daniela forgot to forward it to FIN FSA before she was off

From: [White, Sydney TAC:EX](#)
To: [Laird, Patricia FIN:EX](#)
Subject: RE: E132320HannahJeff AUDITED READY TO PROCESS ONCE APPROVAL FROM HIGHER EXPENSE AUTHORITY
Date: January 22, 2020 3:54:02 PM

No I haven't made any changes to it

From: Laird, Patricia FIN:EX <Patricia.Laird@gov.bc.ca>
Sent: January 22, 2020 3:53 PM
To: White, Sydney TAC:EX <Sydney.White@gov.bc.ca>
Cc: Dunnett, Jennifer TAC:EX <Jennifer.Dunnett@gov.bc.ca>
Subject: RE: E132320HannahJeff AUDITED READY TO PROCESS ONCE APPROVAL FROM HIGHER EXPENSE AUTHORITY

Hi Sydney,

Did you make any changes to this travel claim after Daniela approved it. If not I can go ahead and process it. Because it's over Jennifer expense authority limit.

Thank you,

Pat

From: White, Sydney TAC:EX
Sent: December 5, 2019 11:40 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E132320HannahJeff AUDITED READY TO PROCESS ONCE APPROVAL FROM HIGHER EXPENSE AUTHORITY

Good morning,

Here are the receipts for travel voucher E132320.

Thanks,

Sydney White

Administrative Assistant to the Honourable Lisa Beare
Minister of Tourism, Arts and Culture
P: (250) 953-0905 | E: Sydney.White@gov.bc.ca

Notes for Travel Voucher (Restricted Use) E132320 for Hannah, Jeff

1 note(s) returned.

Created On	Author	Note
2019/12/05 11:30:31	White, Sydney NR Sydney.White@gov.bc.ca	11/17- Jeff travels s.22 to Victoria to attend meetings with MLB 11/18-11/21 - Jeff attends meetings with MLB 11/25- 11/28 - Jeff attends meetings with MLB 11/29 - Jeff returns s.22

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Swartz Bay
To
Tsawwassen

Tsawwassen
To
Swartz Bay



Victoria BC Canada V8W 0B7

LANE 12

RECEIPT - PLEASE RETAIN

PURCHASE 2019/11/29

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Surcharg	1.10
Total		75.80

Visa
*****NR 75.80
AUTH 047797 66277643 0010019000 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00



Victoria BC Canada V8W 0B7

LANE 39

RECEIPT - PLEASE RETAIN

PURCHASE 2019/11/17

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Surcharg	1.10
Total		75.80

Visa
*****NR 75.80
AUTH 073661 66277658 0010015710 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY

SWB 29 Nov 2019 15:49:57



1005010 439832

SEE REVERSE SIDE OF TICKET

CARDHOLDER COPY

TSA 17 Nov 2019 14:41:01



1007105 031518

SEE REVERSE SIDE OF TICKET

Mr Jeff Hannah
151-201 Bellville Street
Victoria BC V8V 2L8
Canada

Room : NR
Arrival Date : 11/17/19
Invoice No. : NR
Folio No. :
Conf. No. :
Cashier No. : 87
Billing Date : 11/21/19
A/R Number :

Min of Tourism, Sport & the Ar

Date	Description	Debit	Credit
11/17/19	Room Charge	115.00	
11/17/19	Destination Marketing Fee	1.15	
11/17/19	Provincial Room Tax	12.78	
11/17/19	Room GST	5.81	
11/17/19	Parking Charges	18.00	
11/17/19	GST	0.90	
11/18/19	Room Charge	115.00	
11/18/19	Destination Marketing Fee	1.15	
11/18/19	Provincial Room Tax	12.78	
11/18/19	Room GST	5.81	
11/18/19	Parking Charges	18.00	
11/18/19	GST	0.90	
11/19/19	Room Charge	115.00	
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11/19/19	Room GST	5.81	
11/19/19	Parking Charges	18.00	
11/19/19	GST	0.90	
11/20/19	Room Charge	115.00	
11/20/19	Destination Marketing Fee	1.15	
11/20/19	Provincial Room Tax	12.78	
11/20/19	Room GST	5.81	
11/20/19	Parking Charges	18.00	
11/20/19	GST	0.90	
11/21/19	Visa XXXXXXXXXXXX ^{NR}	XX/XX	614.56
Room H/GST Total - 23.24		Total	614.56
Other H/GST Total - 3.60			614.56
H/GST NR		Balance	0.00

NR

Mr Jeff Hannah
151-201 Belleville Street
Victoria BC V8V 2L8
Canada

Room : NR
Arrival Date : 11/25/19
Invoice No. : NR
Folio No. :
Conf. No. :
Cashier No. : 11
Billing Date : 11/28/19
A/R Number

Min of Tourism, Sport & the Ar

Date	Description	Debit	Credit
11/25/19	Room Charge	115.00	
11/25/19	Destination Marketing Fee	1.15	
11/25/19	Provincial Room Tax	12.78	
11/25/19	Room GST	5.81	
11/25/19	Parking Charges	18.00	
11/25/19	GST	0.90	
11/26/19	Room Charge	115.00	
11/26/19	Destination Marketing Fee	1.15	
11/26/19	Provincial Room Tax	12.78	
11/26/19	Room GST	5.81	
11/26/19	Parking Charges	18.00	
11/26/19	GST	0.90	
11/27/19	Room Charge	115.00	
11/27/19	Destination Marketing Fee	1.15	
11/27/19	Provincial Room Tax	12.78	
11/27/19	Room GST	5.81	
11/27/19	Parking Charges	18.00	
11/27/19	GST	0.90	
11/28/19	Visa	XXXXXXXXXXXX ^{NR}	460.92
Room H/GST Total - 17.43		Total	460.92
Other H/GST Total - 2.70			460.92
H/GST # 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

Mr Jeff Hannah
151-201 Belliville Street
Victoria BC V8V 2L8
Canada

Room : NR
Arrival Date : 11/17/19
Invoice No. : NR
Folio No. :
Conf. No. :
Cashier No. : 87
Billing Date : 11/21/19
A/R Number

Min of Tourism, Sport & the Ar

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



Control No.

E132181

Audited by PL Dec 03-19

Audit Trail for Travel Voucher (Restricted Use) E132181 for Ranjan, Ramesh

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/11/12 15:44:01	White, Sydney NR Sydney.White@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/12 16:00:59	White, Sydney NR Sydney.White@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/20 16:23:24	Ranjan, Ramesh NR Ramesh.Ranjan@gov.bc.ca		Approved	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2019/11/22 10:36:04	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Recalled	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/22 10:36:15	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/29 15:17:05	Ranjan, Ramesh NR Ramesh.Ranjan@gov.bc.ca		Approved	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2019/11/29 15:25:44	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132181 for Ranjan, Ramesh

1 note(s) returned.

Created On	Author	Note
2019/11/12 15:44:01	White, Sydney NR Sydney.White@gov.bc.ca	11/04 Ramesh travelled to Vancouver to attend FNLG conference with Minister. 11/05 to 11/06 he attended conference 11/07 Ramesh returns s.22

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NR

T-Card

Room : NR
 Folio # :
 Invoice # :
 Cashier # : 604829
 Page # : 1 of 1

Mr Ramesh Ranjan
 Room 151-501 Belleville St
 Victoria BC V8V 1X4
 Canada

Arrival : 11-04-19
 Departure : 11-06-19

Date	Description	Additional Information	Charges	Credits
11-04-19	Room Charge		189.00	
11-04-19	Destination Marketing Fee		2.44	
11-04-19	Room PST		21.06	
11-04-19	Room GST		9.57	
11-05-19	Room Charge		189.00	
11-05-19	Destination Marketing Fee		2.44	
11-05-19	Room PST		21.06	
11-05-19	Room GST		9.57	
11-06-19	Mastercard	XXXXXXXXXXXXNR XX/XX		444.14
Total			444.14	444.14
Balance Due			0.00	

GST Summary

Room : 19.14
 F&B : 0.00
 Other : 0.00
 Total : 19.14

HST Summary

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

NR

NR

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges.
 Overdue balances are subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)

NR

Room : NR
 Folio # :
 Invoice # :
 Cashier # : 604829
 Page # : 1 of 1

Mr Ramesh Ranjan
 Room 151-501 Belleville St
 Victoria BC V8V 1X4
 Canada

Arrival : 11-04-19
 Departure : 11-06-19

Date	Description	Additional Information	Charges	Credits
11-04-19	Room Charge		189.00	
11-04-19	Destination Marketing Fee		2.44	
11-04-19	Room PST		21.06	
11-04-19	Room GST		9.57	
11-05-19	Room Charge		189.00	
11-05-19	Destination Marketing Fee		2.44	
11-05-19	Room PST		21.06	
11-05-19	Room GST		9.57	
11-06-19	Mastercard	XXXXXXXXXXXX ^{NR} XX/XX		444.14
Total			444.14	444.14
Balance Due			0.00	

GST Summary

Room : 19.14
 F&B : 0.00
 Other : 0.00
 Total : 19.14

HST Summary

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

NR

BLUEBIRD CABS #26
2612 QUADRA ST
VICTORIA BC

CARD *****NR
CARD TYPE VISA
DATE 2019/11/04 ✓
TIME 4252 09:55:37
RECEIPT NUMBER
H85010320-001-136-005-0

PURCHASE
AMOUNT \$16.20 ✓
s.22

VISA CREDIT
A0000000031010
A809BA754F9894BE
0000000000-

APPROVED

FF/DT 20
AUTH# 061203 01-027
THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

MACLURE'S CAB 20
1275 75TH AVE W
VANCOUVER BC

CARD *****NR
CARD TYPE VISA
DATE 2019/11/07 ✓
TIME 4839 08:33:46
CLERK ID 1
RECEIPT NUMBER
H85038198-001-294-005-0

PURCHASE
AMOUNT \$15.75 ✓
s.22

VISA CREDIT
A0000000031010
50FB2F2A02E85EBC
0000000000-

APPROVED

FF/DT 20
AUTH# 004014 01-027
THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

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

**BLACK TOP & CHECKER
CABS**

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201
<https://www.btccabs.ca>

Transaction 10805890

Total ✓ CA\$12.85
Tip s.22

CREDIT CARD SALE
VISA NR
Station: BT98

✓ 06-Nov-2019 6:04:16PM
s.22 | Method:
CONTACTLESS
VISA XXXXXXXXXXXXNR
Ref #: 931100938531
Auth #: 024878
MID: *****3884
AID: A0000000031010
AthNtwkNm: VISA
NO CARDHOLDER VERIFICATION
THANK YOU FOR YOUR BUSINESS

Taxi's

White, Sydney TAC:EX

From: Dunnett, Jennifer TAC:EX
Sent: November 12, 2019 2:14 PM
To: White, Sydney TAC:EX
Subject: FW: Thank you for choosing to take off with Helijet!

From: Passenger Services <PassengerServices@helijet.com>
Sent: November 4, 2019 9:29 AM
To: Dunnett, Jennifer TAC:EX <Jennifer.Dunnett@gov.bc.ca>
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	Ramesh Ranjan
	Company	Minister Of Tourism

Booking NR		
Monday, November 4, 2019	Invoice #476840	
710	FARE-YWH-OffPeak_Winter2019	\$238.09
10:10 Victoria Harbour (Downtown)	+ GST	\$11.90
10:45 Vancouver Harbour (Downtown)	Billing	\$238.09
35 minutes	Taxes	\$11.90

White, Sydney TAC:EX

From: Dunnett, Jennifer TAC:EX
Sent: November 6, 2019 8:42 AM
To: White, Sydney TAC:EX
Subject: FW: Thank you for choosing to take off with Helijet!

FYI – Ramesh asked to be booked on Helijet for tomorrow morning coming from downtown so I cancelled with HA and booked him on Helijet tomorrow. 😊

Jenn

From: Passenger Services <PassengerServices@helijet.com>
Sent: November 6, 2019 8:36 AM
To: Dunnett, Jennifer TAC:EX <Jennifer.Dunnett@gov.bc.ca>
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	Ramesh Ranjan
	Company	Minister Of Tourism

Booking NR	
Thursday, November 7, 2019	Invoice #478376
709	FARE-YWH-FULL_Winter2019 \$333.33
09:30 Vancouver Harbour (Downtown)	+ GST \$16.67
10:05 Victoria Harbour (Downtown)	



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132285

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 Ranjan, Ramesh			Employee ID NR			Phone Number (604) 220-5303					
Client Organization Tourism, Arts and Culture			Job Title Ministerial Assistant			Travel Group Code 3					
5. Date Completed 2019/11/29		6. Fiscal Year 2020		7. Special Cheque Issue		8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Indigenous Tourism Conference				Headquarters Victoria					
12. Mailing Address for Cheque 151-501 Belleville Street Victoria, 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
2019											
11/13	Kelowna	1300	2100		0.00	25.00	F-BL	30.50	s.22	39.10	Taxi
11/13	Vic/Van/Kelowna (AC)	1300	2100		0.00	572.51		0.00	Hotel on PCARD		
11/14	Kel-Victoria (AC)	0700	1800		0.00		F-BL	30.50		40.00	Taxi
TOTALS OF COLUMNS					36. \$ 0.00	37. \$ 597.51		38. \$ 61.00	39. \$ 0.00 s.22	40. \$ 79.10	Claim Total s.22
48. Client Code	49. Resp.	50. Service Line		51. STOB	52. Project	45. Supplier Code		Amount			
126	51384	54006		-5701- 5702	5188888	NR		s.22 \$ 737.61			
126											
126											
126											
Less Travel Advance											
126											
										54. \$ 737.61 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) E132285 for Ranjan, Ramesh

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/11/29 15:54:30	White, Sydney NR Sydney.White@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/29 15:54:48	White, Sydney NR Sydney.White@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2019/11/29 16:01:04	White, Sydney NR Sydney.White@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Saved	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2020/01/02 11:26:55	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca	Notified	Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca
2020/01/03 17:06:34	Ranjan, Ramesh NR Ramesh.Ranjan@gov.bc.ca		Approved	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2020/01/08 08:23:11	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132285 for Ranjan, Ramesh

2 note(s) returned.

Created On	Author	Note
2019/11/29 16:01:04	White, Sydney NR Sydney.White@gov.bc.ca	Nov 13 - Ramesh flies to Kelowna to join MLB at conference Nov 14 - attends conference with MLB and returns s.22
2020/01/02 11:26:55	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	Nov 13th - Added flights (Vic/Van/Kelowna) - they were accidentally added to Ramesh's TCard and couldn't get reimbursed to our PCard. - JD

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E132285

KELOWNA CABS #42
5-3312 APPALOOSA RD
KELOWNA BC

CARD *****NR
CARD TYPE VISA
DATE 2019/11/14 ✓
TIME 2344 13:38:57
RECEIPT NUMBER
H85018743-001-001-349-0

PURCHASE
AMOUNT \$40.00 ✓
s.22

KELOWNA CAB #32
5 3312 APPALOOSA RD
KELOWNA, BC V1V2G9
2507622222

SALE

VISA CREDIT
A0000000031010
C3335F2619A195C4
0000000000-

MID: 5653062
TID: 501 REF#: 00000001
Batch #: 317001 RRN: 00000001
11/13/19 16:44:40
APPR CODE: 032910
VISA Proximity
*****NR

AMOUNT \$39.10 ✓
s.22

APPROVED

FF/DT 20
AUTH# 057246 01-027
THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

APPROVED

VISA CREDIT
AID: A0000000031010
TVR: 00 00 00 00 00

I AGREE TO PAY ABOVE TOTAL AMOUNT
IN ACCORDANCE WITH CARD ISSUER'S
AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)
RETAIN THIS COPY FOR STATEMENT
VERIFICATION

THANK YOU / MERCH

CUSTOMER COPY

VICTORIA
INTERNATIONAL AIRPORT
LANE: Long Term Exit 2-11

✓ Paid On: 2019/11/14 17:47
Ticket #: 1951230004
Paid: \$ 25.00 ✓
GST: \$ 1.19

CC: VISA: 4518-9223
THANK YOU
Transaction: approved
GST# 18456-727681001
*****NR S
VISA
Seq 000052 011
Purchase 19/11/14 17:47:34
Auth 020469
APPROVED /



Booking Confirmation

Booking Reference: NR

Date of issue: 29 Oct. 2019

This is your official 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.

Depart

Economy - Flex


Wednesday 13 Nov, 2019	✓ 14:05 Victoria Victoria Int. (YYJ), BC		14:36 Vancouver Vancouver Int. (YVR), BC Terminal M	AC8068	0hr31 Economy G Operated by: Air Canada Express - Jazz De Havilland Dash 8-400
			Layover in Vancouver		0hr39
Wednesday 13 Nov, 2019	15:15 Vancouver Vancouver Int. (YVR), BC Terminal M		16:11 Kelowna (YLW), BC	AC8416	0hr56 Economy G Operated by: Air Canada Express - Jazz De Havilland Dash 8-400
			Total duration		2hr06

Return

Economy - Flex

Thursday 14 Nov, 2019	✓ 14:50 Kelowna (YLW), BC		15:50 Vancouver Vancouver Int. (YVR), BC Terminal M	AC8417	1hr09 Economy G Operated by: Air Canada Express - Jazz De Havilland Dash 8-400
			Layover in Vancouver		1hr15
Thursday 14 Nov, 2019	17:05 Vancouver Vancouver Int. (YVR), BC Terminal M		17:34 Victoria Victoria Int. (YYJ), BC	AC8075	0hr29 Economy G Operated by: Air Canada Express - Jazz De Havilland Dash 8-400
			Total duration		2hr44

Passengers

 **Ramesh Ranjan**

Ticket Number
NR

Seats

AC8068 NR

AC8416

AC8417

AC8075



Purchase summary



MasterCard

*****NR

Amount paid: \$572.51

Tax information

GST no. 100092287 RT0001

\$27.26

1 adult

Base Fare - Depart - Economy - Flex

236.00

Base Fare - Return - Economy - Flex

236.00

Surcharges

24.00

Goods and Services Tax - Canada - 100092287 RT0001

27.26

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

35.00

Total airfare and taxes before options

\$572.51

GRAND TOTAL (Canadian dollars)

\$572.51



Check-in and boarding gate deadlines

Within Canada

90

minutes

Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15

minutes

Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

White, Sydney TAC:EX

From: HotelsOne <reservations@hotelsone.com>
Sent: October 25, 2019 9:36 AM
To: Dunnett, Jennifer TAC:EX
Subject: Your Reservation Has Been Confirmed - Itinerary Number NR
NR

Follow Up Flag: Follow up
Flag Status: Flagged



Your reservation is confirmed.

The booking you recently made on the HotelsOne website is confirmed. Your reservation details are below.

HotelsOne Itinerary Number:	NR
Check-in:	13 Nov 2019 4:00 PM
Check-out:	14 Nov 2019 11:00 AM
Total rooms:	2
Nights:	1
Guests:	2 adults

Please include the itinerary number in the subject line for all correspondence with HotelsOne.

Manage your booking online

Hotel



NR

Additional benefits

- Free WiFi

Room Details

Room 1

Room Type:	Standard Room, 1 Queen Bed, Non Smoking, Balcony (Pet Friendly)
Bed:	1 Queen Bed
Smoking:	No
Reserved for:	Lisa Beare, 1 adult
Status:	Confirmed, NR
Refundable:	Yes

Room 2

Room Type: Standard Room, 1 Queen Bed, Non Smoking, Balcony
(Pet Friendly)
Bed: 1 Queen Bed
Smoking: No
Reserved for: Ramesh Ranjan, 1 adult
Status: Confirmed, ^{NR}
Refundable: Yes

Charges

Cost per night per room

(excluding tax recovery charges and service fees)

Date	Room 1	Room 2	Total per night
13 Nov 2019	CAD129.95	CAD129.95	CAD259.90
Total per room	CAD129.95	CAD129.95	CAD259.90

Tax Recovery Charges and Service Fees

Tax Recovery Charges and Service Fees	CAD41.58
---------------------------------------	----------

Total cost for entire stay

CAD301.48 PAID

All amounts are displayed in CAD.

Payment Information

We have charged your credit card for the full payment of this reservation.

Card Holder Name:	Lisa Beare Beare
Billing Address:	Victoria V8V 1X4 BC
Telephone Number:	s.22
Email:	jennifer.dunnett@gov.bc.ca

The above charges to your credit card were made by Travelscape, LLC.

Check-in instructions

This property doesn't offer after-hours check-in. Guests arriving late won't be able to check in until the next morning.

Extra-person charges may apply and vary depending on property policy. Government-issued photo identification and a credit card, debit card, or cash deposit are required at check-in for incidental charges.

Special requests are subject to availability upon check-in and may incur additional charges. Special requests cannot be guaranteed.

Please note that cultural norms and guest policies may differ by country and by property. The policies listed are provided by the property.

This property does not allow guests 18 and younger to access the fitness facility. For more details, please contact the property using the information on the reservation confirmation received after booking.



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132339

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 Gardea, Daniela				Employee ID NR		Phone Number (778) 677-4304	
Client Organization Municipal Affairs and Housing				Job Title SR Ministerial Assistant		Travel Group Code 4	
5. Date Completed 2019/12/09		6. Fiscal Year 2020		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Meetings				Headquarters Victoria	
12. Mailing Address for Cheque							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Cost
2019							
11/28	VIC- Vancouver (HJ)	1530	1800		0.00		
11/29	Vancouver	0700	1800		0.00		25.75
12/03	Vancouver	0700	1800		0.00		51.50
12/04	VAN- Victoria (HJ)	0800	1000		0.00		
PCARD							
							22. Lodging Costs
							20. & 21. Miscellaneous
							Cost
							✓ 13.15
							✓ 79.00
							30.00
							Describe
							Taxi
							Taxis
							Taxis
TOTALS OF COLUMNS				36. \$ 0.00		37. \$ 0.00	38. \$ 77.25
						39. \$ 0.00	40. \$ 122.15
							Claim Total \$ 199.40
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code		
060	-51057	-54000	5701	51000008888	NR		
060 126	51384	54006					
060							
060							
Less Travel Advance							
060							
AMOUNT DUE TO EMPLOYEE							54. \$ 199.40
45. Employee Signature (See Audit Trail)				Print Name		Date Signed	
- 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.							
56. Spending Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.							
57. Payment Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Requisition for payment pursuant to section 32 of the Financial Administration Act.							

Audit Trail for Travel Voucher (Restricted Use) E132339 for Gardea, Daniela

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/12/09 14:17:16	White, Sydney NR Sydney.White@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Saved	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2019/12/09 14:19:31	White, Sydney NR Sydney.White@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Saved	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2019/12/09 14:35:47	White, Sydney NR Sydney.White@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Notified	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2019/12/09 19:34:12	Gardea, Daniela NR Daniela.Gardea@gov.bc.ca		Initiated	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2019/12/18 14:59:46	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132339 for Gardea, Daniela

2 note(s) returned.

Created On	Author	Note
2019/12/09 14:19:31	White, Sydney NR Sydney.White@gov.bc.ca	11/28 Daniela flies to Vancouver 11/29 Daniela attends meetings with MLB 12/03 Daniela attends meetings all day with MLB - she takes skytrain as well. Will show on her credit card statement once we receive it. 12/04 Daniela flies s. 22 Flights are on Helijet and on Sydney's PCard
2019/12/18 14:59:46	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	

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E132339

YELLOW CAB #338
1441 CLARK DR
VANCOUVER BC

CARD *****NR
CARD TYPE MASTERCARD
DATE 2019/12/03 ✓
TIME 0551 11:56:24
CLERK ID 1
RECEIPT NUMBER
C85029572-001-001-841-0

PURCHASE
TOTAL

\$9.00 ✓

MasterCard
A0000000041010
2B0AD01BA4D3BF16
0000008000-E800
46147B59AF60AE92

APPROVED

AUTH# 080409 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
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**BLACK TOP & CHECKER
CABS**

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201
<https://www.btccabs.ca>

Transaction 18904073

Total CA\$9.00

CREDIT CARD SALE CA\$9.00
MASTERCARDNR
Station: BT206

✓ 03-Dec-2019 1:23:02PM
✓ CA\$9.00 | Method: EMV
MasterCard XXXXXXXXXXXXNR
DANIELA. GARDEA
Ref #: 933700531210
Auth #: 044629
MID: *****3884
AID: A0000000041010
AthNtwkNm: MASTERCARD
PIN VERIFIED

THANK YOU FOR YOUR BUSINESS



14DJKBFGA85Y6

**BLACK TOP & CHECKER CABS**

FOLLOW

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201

<https://www.btccabs.ca>

Subtotal \$12.00 ✓

Total \$ 12⁰⁰

PAYMENT ID: 4FWE57C6XH DAT

Hide Details

Card: MasterCard^{NR}

✓ 03-December-2019, 18:37

Method: EMV

Authorization Code: 011490

Authorizing Network: MASTERCARD

AID: A0000000041010

CVM: PIN VERIFIED

DATE	MASTERCARD
03-December-2019 18:37	 NR

THANK YOU FOR YOUR BUSINESS

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD *****NR
CARD TYPE MASTERCARD
DATE 2019/11/28 ✓
TIME 1067 16:38:42
CLERK ID 9
INVOICE # 225
RECEIPT NUMBER
C85043120-001-478-002-0

PURCHASE
TOTAL

\$13.15 ✓

MasterCard
A0000000041010
00570BBFFB193DA6
0000008000-E800
3C878F1AB9F1236E

APPROVED

AUTH# 094040 01-027
THANK YOU

CARDHOLDER COPY

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**BLACK TOP & CHECKER
CABS**

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201
<https://www.btccabs.ca>

Transaction 11806621

Total CA\$39.00 ✓

CREDIT CARD SALE CA\$39.00 ✓
MASTERCARD NR
Station: BT111

✓ 29-Nov-2019 9:52:46AM
CA\$39.00 | Method: EMV
MasterCard XXXXXXXXXXXXNR
DANIELA. GARDEA
Ref #: 933300849611
Auth #: 081765
MID: *****3884
AID: A0000000041010
AthNtwkNm: MASTERCARD
PIN VERIFIED

THANK YOU FOR YOUR BUSINESS



5MDQJ7J19SYVG

DELTA SUNSHINE TAXI #
T03
13425 71A AVE
SURREY BC

CARD *****NR
CARD TYPE MASTERCARD
DATE 2019/11/29 ✓
TIME 4140 16:38:58
CLERK ID 234
RECEIPT NUMBER
C85033871-001-438-003-0

PURCHASE
TOTAL

✓ **\$40.00**

MasterCard
A0000000041010
38180AE9201F5449
0000008000-E800
3256721C24F9FCC2

APPROVED

AUTH# 020422 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

White, Sydney TAC:EX

From: Dunnett, Jennifer TAC:EX
Sent: November 28, 2019 11:49 AM
To: White, Sydney TAC:EX
Subject: FW: Thank you for choosing to take off with Helijet!

From: Passenger Services <PassengerServices@helijet.com>
Sent: November 27, 2019 2:58 PM
To: Dunnett, Jennifer TAC:EX <Jennifer.Dunnett@gov.bc.ca>
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	Daniela Bermudez-Gardea

Booking NR

Thursday, November 28, 2019

722

15:50 Victoria Harbour (Downtown)

16:25 Vancouver Harbour (Downtown)

35 minutes

Confirmed

Invoice #488700

FARE-YWH-FULL_Winter2019	\$333.33
--------------------------	----------

+ GST	\$16.67
-------	---------

Billing	\$333.33
---------	----------

Taxes	\$16.67
-------	---------

Grand Total	\$350.00
--------------------	-----------------

White, Sydney TAC:EX

From: Passenger Services <PassengerServices@helijet.com>
Sent: December 3, 2019 2:25 PM
To: Dunnett, Jennifer TAC:EX; White, Sydney TAC: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	Lisa Beare
	Company	Bc Ndp Cacus

Booking NR

Wednesday, December 4, 2019

709

09:30 Vancouver Harbour (Downtown)

10:05 Victoria Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

Daniela Bermudez Gardea, Female

Add to Calendar

Invoice #491322

FARE-YWH-FULL_Winter2019 \$333.33

+ GST \$16.67

Billing \$333.33

Taxes \$16.67

Grand Total \$350.00

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



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132405

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 Gardea, Daniela				Employee ID NR		Phone Number (778) 677-4304	
Client Organization Municipal Affairs and Housing				Job Title SR Ministerial Assistant		Travel Group Code 4	
5. Date Completed 2019/12/17		6. Fiscal Year 2020		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Meetings				Headquarters Victoria	
12. Mailing Address for Cheque							
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
2019	Destination	Start	End	Km	Cost		Cost
12/06	VIC-Vancouver (HJ)	0700	1900		0.00		51.50
12/09	VAN-Victoria (HJ)	0700	1600		0.00		25.75
	PCARD						
							22. Lodging Costs
							Cost
							36.00
							10.00
							Describe
							Taxis
							Taxi
TOTALS OF COLUMNS				36.	37.	38.	39.
				\$ 0.00	\$ 0.00	\$ 77.25	\$ 0.00
							40.
							\$ 46.00
							Claim Total
							\$ 123.25
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code		Amount
060	51057	54000	5701	5100000	NR		\$ 123.25
060 126	51384	54006		5188888			
060							
060							
Less Travel Advance							
060							
AMOUNT DUE TO EMPLOYEE							54.
							\$ 123.25
45. Employee Signature (See Audit Trail)				Print Name		Date Signed	
- 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.							
56. Spending Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.							
57. Payment Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Requisition for payment pursuant to section 32 of the Financial Administration Act.							

Audit Trail for Travel Voucher (Restricted Use) E132405 for Gardea, Daniela

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2019/12/17 15:17:59	White, Sydney NR Sydney.White@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Saved	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2019/12/17 15:22:56	White, Sydney NR Sydney.White@gov.bc.ca	Gardea, Daniela Daniela.Gardea@gov.bc.ca	Notified	Gardea, Daniela Daniela.Gardea@gov.bc.ca
2019/12/17 15:33:17	Gardea, Daniela NR Daniela.Gardea@gov.bc.ca		Initiated	Dunnett, Jennifer Jennifer.Dunnett@gov.bc.ca
2019/12/18 14:58:50	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132405 for Gardea, Daniela

2 note(s) returned.

Created On	Author	Note
2019/12/17 15:17:59	White, Sydney NR Sydney.White@gov.bc.ca	Dec 6 - Daniela travels to Vancouver for meetings with MLB Dec 9 - Daniela attends meetings with MLB and returns to Victoria
2019/12/18 14:58:50	Dunnett, Jennifer NR Jennifer.Dunnett@gov.bc.ca	Dec 6 - Helijet flight to Vancouver (on Sydney's PCard) Dec 9 - Helijet flight to Victoria (on Sydney's PCard)

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E132405

**BLACK TOP & CHECKER
CABS**

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201
<https://www.btccabs.ca>

Transaction 23005393

Total **CA\$9.00** ✓
CREDIT CARD SALE **CA\$9.00**
VISA NR
Station: BT354

✓ 06-Dec-2019 12:20:18P
CA\$9.00 | Method: CONTACTLESS
VISA XXXXXXXXXXXXNR
Ref #: 934000587330
Auth #: 00543F
MID: *****3884
AID: A0000000031010
AthNtwkNm: VISA
DEVICE VERIFIED

THANK YOU FOR YOUR BUSINESS

BLUEBIRD CABS #74
2612 QUADRA ST
VICTORIA BC

CARD *****NR
CARD TYPE VISA
DATE 2019/12/06 ✓
TIME 2808 09:31:44
RECEIPT NUMBER
H85042948-001-280-007-0

PURCHASE
TOTAL

\$12.00 ✓

VISA CREDIT
A0000000031010
5A31FC1E81A30DA5
0000000000-

APPROVED

FF/DT 23
AUTH# 04347F 01-027
THANK YOU

NO SIGNATURE REQUIRED

MERCHANT COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

DUPLICATE

CARD *****NR
CARD TYPE VISA
DATE 2019/12/06 ✓
TIME 4247 11:26:05
CLERK ID 1
INVOICE # 5997
RECEIPT NUMBER
H85023877-001-514-006-0

PURCHASE
TOTAL

\$15.00 ✓

Visa CREDIT
A0000000031010
C4580460E6FCA3DC
0000000000-

APPROVED

AUTH# 08162F 01-027
THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

**BLACK TOP & CHECKER
CABS**

777 PACIFIC STREET
VANCOUVER, BC V6Z 2R7
6046813201
<https://www.btccabs.ca>

Transaction 22903301

Total CA\$10.00 ✓

CREDIT CARD SALE CA\$10.00

VISA NR

Station: BT353

09-Dec-2019 9:55:21A ✓

CA\$10.00 | Method:

CONTACTLESS

VISA XXXXXXXXXXXXNR

Ref #: 934300535971

Auth #: 05640F

MID: *****3884

AID: A0000000031010

AthNtwkNm: VISA

DEVICE VERIFIED

THANK YOU FOR YOUR BUSINESS

White, Sydney TAC:EX

From: Passenger Services <PassengerServices@helijet.com>
Sent: December 3, 2019 2:32 PM
To: Dunnett, Jennifer TAC:EX; White, Sydney TAC: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	Lisa Beare
	Company	Bc Ndp Cacus

Booking NR

Friday, December 6, 2019

Invoice #491328

710

FARE-YWH-OffPeak_Winter2019 \$238.09

09:35 Victoria Harbour (Downtown)

+ GST \$11.90

10:10 Vancouver Harbour (Downtown)

Billing \$238.09

35 minutes

Taxes \$11.90

Confirmed

Grand Total \$249.99

1 Passengers - Off-Peak

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

• Daniela Bermudez Gardea, Female

[Add to Calendar](#)

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

White, Sydney TAC:EX

From: Passenger Services <PassengerServices@helijet.com>
Sent: December 6, 2019 9:11 AM
To: Dunnett, Jennifer TAC:EX; White, Sydney TAC: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	Lisa Beare
	Company	Bc Ndp Cacus

Booking **NR**

Monday, December 9, 2019

Invoice #492457

715

FARE-YWH-OffPeak_Winter2019

\$238.09

12:00 Vancouver Harbour (Downtown)

+ GST

\$11.90

12:35 Victoria Harbour (Downtown)

Billing

\$238.09

35 minutes

Taxes

\$11.90

Grand Total

\$249.99

Confirmed

1 Passengers - Off-Peak

Daniela Bermudez-gardea, Female

[Add to Calendar](#)

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

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