

HE20EXEDIJ65



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E132562

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 Djonlic, Matt ✓				Employee ID NR				Phone Number NR						
Client Organization Mental Health and Addictions				Job Title Executive Assistant				Travel Group Code 3						
5. Date Completed 2020/02/07				6. Fiscal Year 2020				7. Special Cheque Issue						
8. Cheque Stub Information				14. Reason for Travel Ministry Business				Headquarters Coquitlam						
12. Mailing Address for Cheque BC PO Box 9087 Stn Prov Gov't														
16. Travel Dates		17. Places Travelled		18. 0.55 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	Van to PG (AC)	1500	2300	42	23.10		P/Card	F-BL	30.50		134.56	49.50	Parking at YVR	
01/20	PG to Van (AC)	0700	2300	42	23.10		P/Card	F-	51.50	0 s.22		23.00	Parking at VCO	
01/21	Vancouver	0930	1700		0.00				0.00					
01/31	Van - Harrison	1500	2300	129	70.95				0.00		217.04			
02/09	Harrison - Van	0700	1200	129	70.95				0.00		0 s.22			
02/10	Van - Vic (HA)	0700	2300		0.00		Turbobucks	F-	51.50		125.11			
02/12	Vic - Van (HA)	0700	1800		0.00		Turbobucks	F-B	41.00	0 s.22				
02/13	Van - Vic (HA)	0700	2300	28	15.40		168.00	F-	51.50		123.01			
02/18	Vic	0700	2300		0.00			F-	51.50		123.01			
02/19	Vic - Van (HA)	0700	1800		0.00		168.00	F-	51.50	0 s.22				
02/20														
TOTALS OF COLUMNS				370 kms	\$ 203.50	36. ✓	\$ 336.00	37. ✓	\$ 329.00	38. ✓	\$ 722.73	39. ✓	\$ 72.50	40. ✓
													Claim Total \$ 1663.73 ✓	
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount								
027 66M02	51057	44900 54000	5701	66MHA00 510000	NR	969.53 \$ s.22								
027	66M02	44900	5702	66MHA00		694.20								
027														
Less Travel Advance														
027														
							AMOUNT DUE TO EMPLOYEE							
							54. \$ 1663.73 ✓							
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

DJ March 9, 2020

Audit Trail for Travel Voucher (Restricted Use) E132562 for Djonlic, Matt

9 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2020/02/07 13:00:10	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Saved	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/02/13 13:58:35	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Saved	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/02/27 14:28:32	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Saved	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/02/27 14:36:03	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Saved	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/02/27 14:41:30	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Saved	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/02/27 14:50:18	Reid, Nicole NR Nicole.Reid@gov.bc.ca	Djonlic, Matt Matt.Djonlic@gov.bc.ca	Notified	Djonlic, Matt Matt.Djonlic@gov.bc.ca
2020/03/02 15:48:30	Djonlic, Matt NR Matt.Djonlic@gov.bc.ca		Initiated	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2020/03/02 15:48:39	Djonlic, Matt NR Matt.Djonlic@gov.bc.ca		Redirected	Newhook, Kelly Kelly.Newhook@gov.bc.ca
2020/03/03 10:01:45	Newhook, Kelly ✓ NR Kelly.Newhook@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E132562 for Djonlic, Matt

4 note(s) returned.

Created On	Author	Note
2020/02/07 13:00:10	Reid, Nicole NR Nicole.Reid@gov.bc.ca	01/20 - D/I. Drove to YVR. Flew to Prince George via Air Canada to support Minister. Parked car at airport. Stayed 1 night at NR PG. 01/21 - B/L/D/I - Stayed all day in Prince George. Flew Back to Vancouver via Air Canada. Drove home from YVR. 01/31 - Parking at VCO while supporting Minister.
2020/02/27 14:28:32	Reid, Nicole NR Nicole.Reid@gov.bc.ca	01/20-01/21 (Con't) 42 KM's driven to and from airport. 02/09 - Drove Minister to Harrison for CLC 129km. Stayed 1 night. 02/10 - Drove Minister back to Vancouver 129km 02/11 - Harbour Air to Victoria to work in Min Office. One night at hotel. 02/12 -Harbour Air back to Van 02/18-02/20 Harbour Air (paid on own card) to Vic to work in MO Office. 2 nights in hotel. Back to Van on Harbour Air (paid on own card) 28 kms total driving to Harbour Air should say 02/12-02/13 Not 02/11-02/12 (apologies) 02/12-02/13 - Harbour Air Turbobucks used
2020/02/27 14:36:03	Reid, Nicole NR	
2020/02/27 14:41:30	Reid, Nicole NR Nicole.Reid@gov.bc.ca	

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From: [Janke, Debra FIN:EX](#)
To: [Reid, Nicole MMHA:EX](#)
Subject: E132562 Matt Djonlic
Date: March 9, 2020 11:18:00 AM

Hi Nicole,

The ^{NR} is not on the CSA approved accommodation listing. Please have the Minister sign off a copy of the Hotel folio with "Hotel approved" and email signed copy.

Airfare was paid and claimed by Matt for February 18th and 20th. Please let Matt know the policy regarding Airfare:

Excerpts from Core Policy:

10.3.17 Direct Invoicing

1. Airfare, except in an emergency or extenuating circumstances, **must not be paid by the employees** but billed directly to the ministry. For officials see [C.14.8](#).

[Procedure Requirements - D.7](#)

C.7 Air Travel

[Core Policy - 10.3.5](#)

1. Ministry expense authority officers may require the passenger copy of the air ticket to be attached to the travel claim. Indicate on the travel voucher form if QuickTickets or government air is used.
2. Employees/officials/appointees are not authorized to fly private or personally rented aircraft on the employer's business (travel expenses, air travel insurance, Workers' Compensation Board coverage, etc. would not apply during this or any unauthorized travel).
3. **Air travel must be billed directly by vendors to ministries or paid using a Business Transaction Account (BTA) or the Purchasing Card (see the [Purchasing Card Manual on airfare purchases](#)).**
4. Fees assessed by a travel agency will depend on the volume, type of travel and payment method used.

To minimize travel agency fees, it is recommended that ministries/offices book directly with the air carrier for common short haul flights (i.e., harbour to harbour, Victoria airport/Vancouver airport, etc.), if the trip is not part of a larger trip itinerary.

Thanks,

Debra

Debra Janke
Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance
Phone: 778 698-8564 Fax: (250) 356-7326
Email: Debra.Janke@gov.bc.ca

NR

Mr Matt Djonlic ✓

s.22

Invoice

Invoice date 1/21/2020
Invoice number NR
Our reference
GST Number

Guest	Mr Matt Djonlic	Arrival	1/20/2020	Departure	1/21/2020	Room	NR
Date	Description	Quantity	Unit Price			Total ()	
✓ 1/20/2020	Room Charge	1	116.00	CSA single rate, ok		116.00	
1/20/2020	GST Taxes	1	5.80			5.80	
1/20/2020	Hotel Room Tax 8%	1	9.28			9.28	
1/20/2020	Municipal Room Tax 3%	1	3.48	\$134.56 including taxes		3.48	

s.22

				Total invoice	s.22
1/21/2020	VS ***NR	Auth: 006080			
				Total Paid	
				Total Due	0.00

Total GST s.22

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 an 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



Booking Confirmation

Booking Reference: NR

Date of issue: 09 Jan, 2020

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

Monday
20 Jan, 202021:00
Vancouver
Vancouver Int. (YVR),
Terminal M22:16
Prince George
(YXS),
British Columbia

AC8213

1hr16
Economy W
Operated by: Air Canada Express -
Jazz | De Havilland Dash 8-400
Air Canada Bistro

Passengers

Matthew DjonlicTicket Number
NR

Travel Options

On My Way™ Travel Assistance(Depart)

Seats
AC8213 NR



Purchase summary

MasterCard
 *****NR
 Amount paid: \$436.93
 Tax information
 GST no. 10009-2287 RT0001 \$20.81

1 adult

Air Transportation Charges

Base Fare - Economy - Flex	367.00
Surcharges	12.00

Taxes, fees and charges

Air Travellers Security Charge - Canada	7.12
Goods and Services Tax - Canada - 100092287 RT0001	19.56
Airport Improvement Fee - Canada	5.00
Total before options (per passenger)	<u>\$410⁶⁸</u>

Travel Options

Matthew Djonlic	
On My Way TM Travel Assistance (Departure) - 0144202555793	25.00
Goods and Services Tax - Canada - 100092287 RT0001	1.25
Total airfare and taxes after options	<u>\$436⁹³</u>
GRAND TOTAL (Canadian dollars)	<u>\$436⁹³</u>

On My Way Travel Assistance

On My Way toll-free number: 1-888-890-1757*
 On My Way toll-free baggage support: 1-888-890-2711*

*For use from phones in Canada, the continental USA, Hawaii and Alaska

You have purchased On My Way for the following flight(s):

- AC8213 Vancouver to Prince George

Flight delay or cancellation

In the event of a flight delay or cancellation, phone the On My Way dedicated desk toll-free, 24 hours a day, 7 days a week, at 1-888-890-1757* for rebooking on the first available flight of Air Canada or any other airline with e-ticketing capability and/or additional accommodation and/or meals necessitated by an extended delay. Provide your Booking Reference Number for assistance with any flight for which you have purchased this service.

Important: The On My Way service can only be offered through the On My Way desk. If you choose to call Air Canada Reservations or request service from an Airport Customer Service agent, you will be given equal access and the same standard of service as that provided to all Air Canada customers.

Baggage

In the event that your checked baggage is delayed, following the filing of a baggage claim, please phone 1-888-890-2711* for assistance. Provide your Booking Reference Number and baggage claim file number for assistance with any flight for which you have purchased On My Way.

*For use from phones in Canada, the Continental USA, Hawaii and Alaska. When calling from outside Canada and the Continental United States, Hawaii and Alaska, please phone 514-369-1403 for assistance.

For more details on benefits, features, terms and conditions of this program, visit aircanada.com/onmyway

Non transferable: Can only be used by ticket holder. Once your ticket has been purchased, this option cannot be changed and is non-refundable. On My Way is not a replacement for travel insurance.

Booking Confirmation

Booking Reference: NR

Date of issue: 17 Jan, 2020

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

Tuesday
21 Jan, 2020

19:15
Prince George
(YXS),
British Columbia

20:34
Vancouver
Vancouver Int. (YVR),
Terminal M


AC8214

1hr19
Economy H
Operated by: Air Canada Express -
Jazz | De Havilland Dash 8-400
Air Canada Bistro

Passengers

 **Matthew Djonlic**
Ticket Number
NR

Seats
AC8214 NR

Purchase summary

MasterCard
***** NR
Amount paid: \$583.93
Tax information
GST no. 10009-2287 RT0001 \$27.81

1 adult

Air Transportation Charges

Base Fare - Economy - Flex	512.00
Surcharges	12.00

Taxes, fees and charges

Air Travellers Security Charge - Canada	7.12
Goods and Services Tax - Canada - 100092287 RT0001	27.81
Airport Improvement Fee - Canada	25.00
Total before options (per passenger)	\$583⁹³
GRAND TOTAL (Canadian dollars)	\$583⁹³

TRANSACTION RECORD

Debit YVR Parking

1011 New Westminster Road

Richmond, BC, V7B 6A4

City: FURBANK

Acct: VISA

Card Type: VISA Credit

\$ 49.50 ✓

CARD NUMBER

NR

DATE/TIME

2020/01/20 14:27:21

Jan 20/20 ✓

REFERENCE #

00000000000000000000

AUTHORIZATION #

000000

Visa Credit

XXXXXXXXXXXX

NOT APPROVED - THANK YOU

NO SIGNATURE TRANSACTION

• Please retain this copy for your records.

*** DUPLICATE COPY ***

Parking Car at YVR for
Prince George Trip.

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: 01/31/2020 ✓ | 09:49
Exited: 01/31/2020 16:43
Ticket Number: 37975
Transaction Number: 78955
Rate: A
Parking Fee: \$23.00

Total Fee: \$23.00
Fee Paid: \$23.00
Visa
XXXXXXXXXXXXNR
Approval Number: 037317

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 120996003RT0005

Staffing minister Darcy
at VCO.

NR

FOLIO NO.	ROOM NO.	GUEST NO.
NR		

RATE / PKG.	NO. IN PARTY.	DEPOSIT REC'D
195.85	1	217.04

RATE / PACKAGE DESCRIPTION
CLC Delegate Pkg -Single

GUEST
Djontic, Matt ✓ * CLC Week 5-Feb 9, . Week 5 2020 Canadian Labour Congress s.22 CA

ARRIVAL DATE	DEPARTURE DATE
02/09/20	02/10/20

ADDITIONAL INFORMATION
Pay Own CLC Pkg

DATE	DESCRIPTION		CHARGES	PAYMENTS
Not listed on the CSA ; email sent March 9/20 requesting the Ministers Approval				
✓ 02/09/20	PKGCLC 1 CLC Delegate Pkg -Single	--	195.85	
02/09/20	PXGST 1 GST - Federal Tax	--	9.79	
02/09/20	PXPST 1 PST - Provincial Tax	--	8.34	
02/09/20	PXPSTR 1 Municipal & Hotel Rm Tax	--	3.06	
02/10/20	BCD 1 XXXNR	9A		217.04
	GST # : NR			
	G.S.T. Total :	9.79		
	Subtotals		\$ 217.04	217.04
	PAID IN FULL --- THANK YOU!			

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 or the full amount of these charges. I also agree that all charges contained in this account are correct and any disputes or requests for copies of charges must be made within five days after my departure.

SIGNATURE _____

NR

Reservation # NR

Send To Djonlic, Matt
s.22

Phone 250-387-2283

Guest Name Djonlic, Matt ✓

Arrival Date
02/12/2020

Departure Date
02/13/2020

Room Information NR

King

Bill To Djonlic, Matt
s.22
250-387-2283

Folio Number NR

Trans Date	Description	Voucher	Amount
Charges			
✓ 02/12/2020	Provincial Government 2020	CSA single rate, ok NR	105.00
02/12/2020	GST		5.30
02/12/2020	PST - Accommodation		8.48
02/12/2020	Municipal Hotel Tax		3.18
02/12/2020	Destination Marketing Fee		1.05
02/12/2020	Ecostay Fee		2.00
02/12/2020	GST		0.10
Total Charges			125.11
Payments			
02/13/2020	Visa		-125.11
Total Payments			-125.11

Balance Due 0.00 ✓

NR

I agree to remain personally liable for the payment of this account if the corporation or other third party fails to pay part or all of these charges.

Guest Signature _____

Reservation # NR

Send To Djonlic, Matt
s.22

Phone 250-387-2283

Guest Name Djonlic, Matt ✓

Arrival Date
02/18/2020Departure Date
02/20/2020

Room Information NR

King

Bill To Djonlic, Matt
s.22

250-387-2283

Folio Number

NR

Trans Date

Description

Voucher

Amount

Charges

✓ 02/18/2020	Provincial Government 2020	NR	105.00
02/18/2020	GST		5.30
02/18/2020	PST - Accommodation		8.48
02/18/2020	Municipal Hotel Tax		3.18
02/18/2020	Destination Marketing Fee		1.05
02/18/2020	Ecostay Fee		2.00
02/18/2020	GST		0.10
✓ 02/19/2020	Provincial Government 2020		105.00
02/19/2020	GST		5.30
02/19/2020	PST - Accommodation		8.48
02/19/2020	Municipal Hotel Tax		3.18
02/19/2020	Destination Marketing Fee		1.05
02/19/2020	Ecostay Fee		2.00
02/19/2020	GST	NR	0.10
02/20/2020	Ecostay Fee	opt out	-4.00
02/20/2020	GST	opt out	-0.20
Total Charges			246.02
Payments			
02/20/2020	Visa		-246.02
Total Payments			-246.02

Balance Due 0.00 ✓

GST Registration # NR

I agree to remain personally liable for the payment of this account if the corporation or other third party fails to pay part or all of these charges.

Guest Signature _____

Reid, Nicole MMHA:EX

From: reservation@harbourair.com
Sent: February 6, 2020 12:03 PM
To: Reid, Nicole MMHA: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!

Buy Before You Fly! Our new [On The Fly Boutique](#) store is now open. Have your purchase available for you when you check in for your flight! Use Coupon Code **beforeyoufly** to receive 10% off your purchase (Excluding Gift Cards & Sale Items).

Please review your flight details below.

Please Note:

- Check-in time is 25 minutes prior to domestic travel, and 60 minutes for international. For domestic flights and tours, all passengers 18 years and above must present government issued photo identification. For international flights, a valid passport book is required for all passengers, including infants.

- Effective January 1, 2020 our flight change and cancellation terms on all domestic goFlex will change. In order to provide the best possible service to all of our valued guests, our goFLEX fares will still be fully cancellable, changeable and refundable up to four hours* prior to departure time. Any changes or cancellations made within 4 hours of departure time will incur a \$20 fee.

*For flights departing on or before 11am, changes must be made before 5pm the day prior to avoid charges. As always, no fees will be applied in the event of weather disruptions.

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.

Paying with a Prepaid Quick Ticket or On Account Quick Ticket? Quick Tickets must be presented at check-in or another mode of payment will be required.

Harbour Air Team

Customer Information

Account

HAS #

NR

Name

Matthew Djonlic

Booking NR

Wednesday, February 12, 2020 ✓

Invoice NR

Flight #701

08:00 Pitt Meadows / Map 08:35 Victoria Harbour / Map 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Matthew Djonlic, Male

[Add to Calendar](#)

Air Transportation Charges

Sked 700 : (St) GO Flex \$159.35

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 700 : Carbon Offset \$0.65

Billing \$160.00

Taxes \$0.00

Grand Total \$160.00

Turbobucks \$160.00

Date / Time February 6, 2020 @ 12:02:42 PM

Summary NR

Service

Ticket

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable/Changeable up to 4 hours prior to
Departure (subject to difference in fare value).Any changes or cancellations made within 4 hours* of
departure time will incur a \$20 fee.*For flights departing on or before 11am, changes must
be made before 5pm the day prior to departure.As always, no fees will be applied in the event of
weather disruptions.

Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure

Required Travel Documents:

All passengers 18 years and above must present
government issued photo identification.

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

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

Between Richmond (YVR South), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

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

Between Richmond (YVR South), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of
departure

Booking NR

Thursday, February 13, 2020 ✓

Flight #2200/Twin Otter

16:30 Victoria Harbour / Map

17:05 Vancouver Harbour / Map

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Matthew Djonlic, Male

Add to Calendar

Invoice iNR

Air Transportation Charges

Sked 200 : (St) GO Flex \$192.35

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

Billing \$202.86

Taxes \$0.00

Grand Total \$202.86

Turbobucks \$202.86

Date / Time February 6, 2020 @ 12:02:42 PM
Summary NR
Service
Ticket

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable/Changeable up to 4 hours prior to
Departure (subject to difference in fare value).

Any changes or cancellations made within 4 hours* of
departure time will incur a \$20 fee.

*For flights departing on or before 11am, changes must
be made before 5pm the day prior to departure.

As always, no fees will be applied in the event of
weather disruptions.

Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within
24 hrs of departure

Required Travel Documents:

All passengers 18 years and above must present
government issued photo identification.

Baggage:

All routes (except routes listed below)

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

Between Richmond (YVR South), Ganges & Maple Bay

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

Between Richmond (YVR South), 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

Reid, Nicole MMHA:EX

From: reservation@harbourair.com
Sent: February 27, 2020 1:03 PM
To: Reid, Nicole MMHA: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!

Buy Before You Fly! Our new [On The Fly Boutique](#) store is now open. Have your purchase available for you when you check in for your flight! Use Coupon Code **beforeyoufly** to receive 10% off your purchase (Excluding Gift Cards & Sale Items).

Please review your flight details below.

Please Note:

- Check-in time is 25 minutes prior to domestic travel, and 60 minutes for international. For domestic flights and tours, all passengers 18 years and above must present government issued photo identification. For international flights, a valid passport book is required for all passengers, including infants.

- Effective January 1, 2020 our flight change and cancellation terms on all domestic goFlex will change. In order to provide the best possible service to all of our valued guests, our goFLEX fares will still be fully cancellable, changeable and refundable up to four hours* prior to departure time. Any changes or cancellations made within 4 hours of departure time will incur a \$20 fee.

*For flights departing on or before 11am, changes must be made before 5pm the day prior to avoid charges. As always, no fees will be applied in the event of weather disruptions.

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.

Paying with a Prepaid Quick Ticket or On Account Quick Ticket? Quick Tickets must be presented at check-in or another mode of payment will be required.

Harbour Air Team

Customer Information

Account	HAS #	NR
	Name	Matthew Djonlic

Booking NR

Tuesday, February 18, 2020 ✓

Flight #701

07:30 Pitt Meadows / Map

08:05 Victoria Harbour / Map ✓

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Matthew Djonlic, Male ✓

[Add to Calendar](#)

Invoice NR

Air Transportation Charges

Sked 700 : (St) GO Flex \$159.35

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 700 : Carbon Offset \$0.65

+ Goods and Services Tax \$8.00

Billing \$160.00

Taxes \$8.00

Grand Total \$168.00

Visa

\$168.00

Date / Time February 18, 2020 @ 7:12:33 AM

Summary NR ✓

Expiration

Authorization 069540

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable/Changeable up to 4 hours prior to
Departure (subject to difference in fare value).Any changes or cancellations made within 4 hours* of
departure time will incur a \$20 fee.*For flights departing on or before 11am, changes must
be made before 5pm the day prior to departure.

As always, no fees will be applied in the event of weather disruptions.

Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Required Travel Documents:

All passengers 18 years and above must present government issued photo identification.

Baggage:

All routes (except routes listed below)

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

Between Richmond (YVR South), Ganges & Maple Bay

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

Between Richmond (YVR South), Victoria & Nanaimo

50 lbs. Guaranteed
\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure or changed within 24hrs of departure

Booking **NR**

Thursday, February 20, 2020 ✓

Flight #710

16:45 Victoria Harbour / Map 

17:20 Pitt Meadows / Map  ✓

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Matthew Djonlic, Male ✓

[Add to Calendar](#)

Invoice **NR**

Air Transportation Charges

Sked 700 : (St) GO Flex \$159.35

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 700 : Carbon Offset \$0.65

+ Goods and Services Tax \$8.00

Billing \$160.00

Taxes \$8.00

Grand Total \$168.00

Visa

\$168.00

Date / Time February 20, 2020 @ 4:15:26 PM

Summary NR

Expiration

Authorization 057670

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable/Changeable up to 4 hours prior to
Departure (subject to difference in fare value).

Any changes or cancellations made within 4 hours* of
departure time will incur a \$20 fee.

*For flights departing on or before 11am, changes must
be made before 5pm the day prior to departure.

As always, no fees will be applied in the event of
weather disruptions.

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Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of
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