



### Travel Voucher (Restricted Use)

Control No.

E133995

**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.

<b>Name</b> Brown, Edena ✓				<b>Employee ID</b> NR				<b>Phone Number</b> (250) 480-8627					
<b>Client Organization</b> Children and Family Development				<b>Job Title</b> Ministerial Executive Assistant				<b>Travel Group Code</b> 3					
<b>5. Date Completed</b> 2021/09/24				<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>				<b>8. Cheque Stub Information</b>			
<b>Type of Travel</b> In Province				<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Kootney-West					
<b>12. Mailing Address for Cheque</b> s.22													
<b>16. Travel Dates</b>		<b>17. Places Travelled</b>			<b>18. \$0.55 Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>		
		<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>	<b>Cost</b>		<b>Cost</b>	<b>Describe</b>	
2021		09/19	Castle to Surrey	0900	2359	597	328.35	F-B	41.00	203.50	10.45	Internet wifi Hotel	
		09/20	Surrey to Van	0000	2359	260	143.00	F-L	41.00	233.82			
		09/21	Van to Chil	0000	2359	103	56.65	F-	51.50	125.35	45.25	Parking at VCO	
		09/22	Chill to Castle	0000	2000	520	286.00	F-	51.50				
<b>TOTALS OF COLUMNS</b>						<b>36.</b> ✓ \$ 814.00	<b>37.</b> \$ 0.00		<b>38.</b> ✓ \$ 185.00	<b>39.</b> 562.17 \$ 562.17	<b>40.</b> 55.70 \$ 55.70	<b>Claim Total</b> \$ 1616.87 ✓	
<b>48. Client Code</b> 039 128 039 039 039		<b>49. Resp.</b> 18 YAA 71000		<b>50. Service Line</b> 40001 44001		<b>51. STOB</b> 5702		<b>52. Project</b> 714800000		<b>45. Supplier Code</b> NR		<b>Amount</b> \$ 1616.87	
<b>Less Travel Advance</b> 039													
								<b>AMOUNT DUE TO EMPLOYEE</b>				<b>54.</b> \$ 1616.87 ✓	
<b>45. Employee Signature (See Audit Trail)</b> - 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.								<b>Print Name</b>		<b>Date Signed</b>			
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.								<b>Print Name</b>		<b>Date Signed</b>			
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.								<b>Print Name</b>		<b>Date Signed</b>			

## Audit Trail for Travel Voucher (Restricted Use) E133995 for Brown, Edena

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/09/24 16:01:10	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/09/24 16:01:27	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/09/27 12:39:47	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/09/27 12:41:50	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/09/27 12:41:57	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Notified	Brown, Edena Edena.Brown@gov.bc.ca
2021/09/27 13:37:59	Brown, Edena (IDIR\NR ) Edena.Brown@gov.bc.ca		Approved	Monroe, Danielle Danielle.Monroe@gov.bc.ca
2021/09/27 16:47:13	Monroe, Danielle ✓ (IDIR\NR ) Danielle.Monroe@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia

## Notes for Travel Voucher (Restricted Use) E133995 for Brown, Edena

2 note(s) returned.

Created On	Author	Note
2021/09/27 12:39:47	Newcombe, Samantha (IDIR\NRS) ) Samantha.Newcombe@gov.bc.ca	9/19- Drove to Surrey in Personal Vehicle. Claimed 597km. Stayed at hotel, paid \$213.45. Claimed Lunch and Dinner. 9/20 - Toured Surrey with Minister in personal vehicle. Drove downtown. Stayed in hotel, paid \$233.82. Claimed 260km and Breakfast and dinner.
2021/09/27 12:41:50	Newcombe, Samantha (IDIR\NRS) ) Samantha.Newcombe@gov.bc.ca	9/21- Supported Minister in meetings at VCO. Drove personal vehicle and paid parking \$45.25. Drove to Chilliwack, overnighed in hotel, paid \$125.35. Claimed 103km and Breakfast, lunch and dinner. 9/22 - Supported Minister in meetings. Drove personal vehicle back to Castlegar. Claimed 520km.Claimed breakfast, lunch and dinner.

✓|

Production \*\*\* Copyright © Government of British Columbia

**From:** [Janke, Debra FIN:EX](#)  
**To:** [Newcombe, Samantha FLNR:EX](#)  
**Subject:** RE: Travel Vouchers - Edena Brown  
**Date:** October 13, 2021 1:24:06 PM  
**Attachments:** [image001.png](#)

---

Hi Samantha,

Payments are by EFT deposit.

Please have Edena update her profile:

Client Organization from Children and Families to Forests, Lands, Natural Resource Operations  
Job Title: from Executive Assistant to Ministerial Assistant  
Mailing Address

Thanks.

Debra

---

**From:** Newcombe, Samantha FLNR:EX <Samantha.Newcombe@gov.bc.ca>  
**Sent:** October 13, 2021 12:52 PM  
**To:** Janke, Debra FIN:EX <Debra.Janke@gov.bc.ca>  
**Cc:** Brown, Edena FLNR:EX <Edena.Brown@gov.bc.ca>  
**Subject:** Travel Vouchers - Edena Brown

Hi Debra,

I was just chatting with Edena and she just wants to make sure reimbursements are sent to her new address!

s.22

Thank you!

Sam



***Samantha Newcombe (she/her)***

Administrative Assistant to the

**Honourable Katrine Conroy**

Minister of Forests, Lands, Natural Resource Operations and Rural Development

t 250.387-6240 f 250.387.1040

*\*I acknowledge and respect that I live, learn, and work on the traditional territories of the Lkwungen Peoples on whose traditional territories the Lkwungen (Songhees), Wyomilth (Esquimalt), and W̱SÁNEĆ (Saanich) peoples have a continuous*



relationship with.

*\*\*Please note: This email message, including attachments, is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, distribution, disclosure or reproduction is strictly prohibited. If you have received this email in error, please notify sender by return email and delete all copies*

NR

NR

EDINA BROWN ✓  
PO Box 9049 Stn Prov Govt  
Victoria, BC, V8W9E2

Page Number : 1  
Guest Number : NR  
Folio ID : A  
Arrive Date : 19-SEP-21 16:57  
Depart Date : 20-SEP-21 08:20  
No. Of Guest : 1  
Room Number : NR  
NR Number :

Copy Tax Invoice

Tax ID : NR

NR SEP-24-2021 11:26 JOYARRAN

Date	Reference	Description	Charges (CAD)	Credits (CAD)
✓ 19-SEP-21	1	Internet Service In Room additional charge is correct: \$9.95 plus taxes	9.95	
19-SEP-21	1	GST For Internet	0.50	
19-SEP-21	NR	Room Chrg - Govt./Military CSA approved single rate for August	175.00	
19-SEP-21		Room Tax \$175.00 plusd taxes, per night	14.00	
19-SEP-21		Room GST	8.75	
19-SEP-21		MRDT 3%	5.25	
20-SEP-21	MC	Mastercard-NR		-213.45
***For Authorization Purpose Only***				
xxxxxxNR				
Date	Time	Code	Authorized	
19-SEP-21	16:56	098259	236.25	
** Total			213.45	-213.45 ✓
*** Balance			0.00	

Continued on the next page


NR

NR

EDINA BROWN  
PO Box 9049 Stn Prov Govt  
Victoria, BC, V8W9E2

Page Number : 2  
Guest Number : NR  
Folio ID : NI  
Arrive Date : 19-SEP-21 16:57  
Depart Date : 20-SEP-21 08:20  
No. Of Guest : 1  
Room Number : NR

I agreed to pay all room & incidental charges.



GST Summary

Amount (CAD)

GST Room Revenue	8.75
GST Food and Beverage	0.00
GST Telephone	0.50
GST Other Revenue	0.00
GST Total	9.25

NR

Tell us about your stay.NR

NR

Room : NR  
Folio # :  
Invoice # :  
Cashier # : 200  
Page # : 1 of 1

Provincial Government  
Ms Edena Brown ✓  
Unknown

Arrival : 09-20-21  
Departure : 09-21-21

Date	Description	Additional Information	Charges	Credits
09-20-21	In Room Dining	Room# NR : CHECK# NR	84.36	
✓ 09-20-21	Room Charge	\$233.82 including taxes	199.00	
09-20-21	Destination Marketing Fee		2.57	
09-20-21	Room PST		22.17	
09-20-21	Room GST		10.08	
09-21-21	Mastercard	XXXXXXXXXXXXNR XX/XX		318.18
Total			318.18	318.18
Balance Due			0.00	
<u>GST Summary</u>		<u>HST Summary</u>		
Room :	10.08	Room :	0.00	
F&B :	4.02	F&B :	0.00	
Other :	0.00	Other :	0.00	
Total :	14.10	Total :	0.00	

  
Minister Conroy: Hotel Approval

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.)

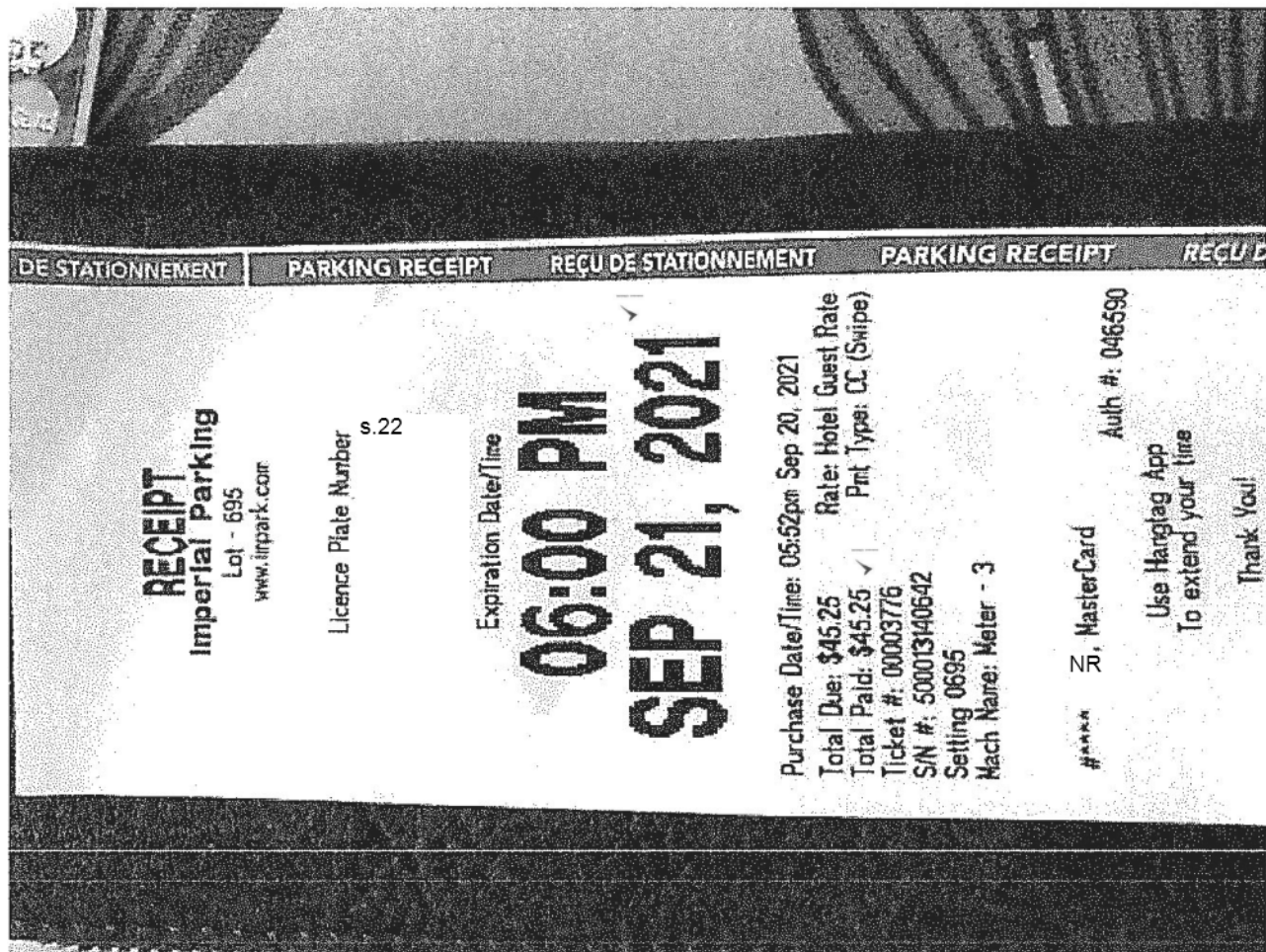
## Newcombe, Samantha FLNR:EX

**From:** Brown, Edena FLNR:EX  
**Sent:** September 23, 2021 4:44 PM  
**To:** Newcombe, Samantha FLNR:EX  
**Subject:** 1 last addition to expenses

My parking receipt for the night downtown and into the next day for VCO.

\$45.25

Thanks,  
Edena



Sent from my iPhone

NR

Account: NR

Date: 9/24/21

Room: NR NGBC

Arrival Date: 9/21/21

Departure Date: 9/22/21

Check In Time: 9/21/21 9:17 PM

Check Out Time: 9/22/21 9:24 AM

Rewards Program ID:

You were checked out by: Kmaron0

You were checked in by: arogno

**Total Balance Due: 0.00**

Government of B.C.

BROWN, EDENA ✓

UNKNOWN

VICTORIA, BC V8W 9E2

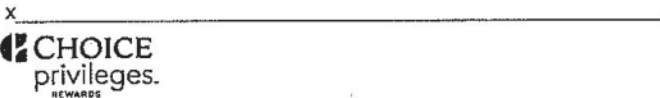
Post Date	Description	Comment	Amount
9/21/21	Room Charge	#206 BROWN, EDENA	109.00
9/21/21	GST	CSA approved single rate for August = \$105.00 plus taxes, per night	5.45
9/21/21	Provincial Sales Tax	Ministers approved not requested due to small amount overage	7.63
9/21/21	MRDT		3.27
9/22/21	Master Card		(125.35)
		XXXXXXXXXXXXNR	

**Folio Summary 9/21/21 - 9/22/21**

Room Charge	109.00
GST	5.45
Provincial Sales Tax	7.63
MRDT	3.27
Master Card	(125.35) ✓
Balance Due:	<u>0.00</u> ✓

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

GST #NR



You could be earning free nights and other great rewards. Join Choice Privileges today, at [www.choiceprivileges.com](http://www.choiceprivileges.com).



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E134106

**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.

<b>Name</b> Brown, Edena				<b>Employee ID</b> NR				<b>Phone Number</b> (250) 480-8627																																																																																																															
<b>Client Organization</b> Children and Family Development				<b>Job Title</b> Ministerial Executive Assistant				<b>Travel Group Code</b> 3																																																																																																															
<b>5. Date Completed</b> 2021/10/20				<b>6. Fiscal Year</b> 2022				<b>7. Special Cheque Issue</b>																																																																																																															
<b>8. Cheque Stub Information</b>				<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Kootney-West																																																																																																															
<b>12. Mailing Address for Cheque</b> s.22																																																																																																																							
<table border="1"> <thead> <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</th> <th colspan="2">20. &amp; 21. Meals</th> <th>22. Lodging</th> <th colspan="2">20. &amp; 21. Miscellaneous</th> </tr> <tr> <th></th> <th>Destination (AC)</th> <th>Start</th> <th>End</th> <th>Km</th> <th>Cost</th> <th>Costs</th> <th>Claim</th> <th>Cost</th> <th>Costs</th> <th>Cost</th> <th>Describe</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>Castlegar to Vic</td> <td>1400</td> <td>2359</td> <td></td> <td>0.00</td> <td>P/Card</td> <td>F-BL</td> <td>30.50</td> <td>187.60</td> <td>31.50</td> <td>Baggage Check In</td> </tr> <tr> <td>08/03</td> <td>Within Vic</td> <td>0000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-</td> <td>51.50</td> <td>187.60</td> <td></td> <td></td> </tr> <tr> <td>08/04</td> <td>Within Vic</td> <td>0000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-</td> <td>51.50</td> <td>187.60</td> <td></td> <td></td> </tr> <tr> <td>08/05</td> <td>Within Vic</td> <td>0000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-D</td> <td>33.25</td> <td>187.60</td> <td></td> <td></td> </tr> <tr> <td>08/06</td> <td>Within Vic</td> <td>0000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-D</td> <td>33.25</td> <td>187.60</td> <td></td> <td></td> </tr> <tr> <td>08/07</td> <td>Within Vic</td> <td>0000</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-D</td> <td>33.25</td> <td>187.60</td> <td></td> <td></td> </tr> <tr> <td>08/08</td> <td>Vic to Castlegar (AC)</td> <td>0000</td> <td>1600</td> <td></td> <td>0.00</td> <td>P/Card</td> <td>F-D</td> <td>33.25</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>												16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport	20. & 21. Meals		22. Lodging	20. & 21. Miscellaneous			Destination (AC)	Start	End	Km	Cost	Costs	Claim	Cost	Costs	Cost	Describe	2021	Castlegar to Vic	1400	2359		0.00	P/Card	F-BL	30.50	187.60	31.50	Baggage Check In	08/03	Within Vic	0000	2359		0.00		F-	51.50	187.60			08/04	Within Vic	0000	2359		0.00		F-	51.50	187.60			08/05	Within Vic	0000	2359		0.00		F-D	33.25	187.60			08/06	Within Vic	0000	2359		0.00		F-D	33.25	187.60			08/07	Within Vic	0000	2359		0.00		F-D	33.25	187.60			08/08	Vic to Castlegar (AC)	0000	1600		0.00	P/Card	F-D	33.25			
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport	20. & 21. Meals		22. Lodging	20. & 21. Miscellaneous																																																																																																													
	Destination (AC)	Start	End	Km	Cost	Costs	Claim	Cost	Costs	Cost	Describe																																																																																																												
2021	Castlegar to Vic	1400	2359		0.00	P/Card	F-BL	30.50	187.60	31.50	Baggage Check In																																																																																																												
08/03	Within Vic	0000	2359		0.00		F-	51.50	187.60																																																																																																														
08/04	Within Vic	0000	2359		0.00		F-	51.50	187.60																																																																																																														
08/05	Within Vic	0000	2359		0.00		F-D	33.25	187.60																																																																																																														
08/06	Within Vic	0000	2359		0.00		F-D	33.25	187.60																																																																																																														
08/07	Within Vic	0000	2359		0.00		F-D	33.25	187.60																																																																																																														
08/08	Vic to Castlegar (AC)	0000	1600		0.00	P/Card	F-D	33.25																																																																																																															
<b>TOTALS OF COLUMNS</b>					36. \$ 0.00	37. \$ 0.00		38. \$ 233.25	39. \$ 938.00	40. \$ 31.50	<b>Claim Total</b> \$ 1202.75																																																																																																												
48. <b>Client Code</b> 039 128 039 039 039	49. <b>Resp.</b> 18YAA 71000	50. <b>Service Line</b> 40001 14001	51. <b>STOB</b> 5702	52. <b>Project</b> 71 1800000	45. <b>Supplier Code</b> NR		<b>Amount</b> \$ 1202.75																																																																																																																
<b>Less Travel Advance</b> 039:																																																																																																																							
<b>AMOUNT DUE TO EMPLOYEE</b>										54. \$ 1202.75																																																																																																													
<b>45. Employee Signature (See Audit Trail)</b> - 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.						<b>Print Name</b>			<b>Date Signed</b>																																																																																																														
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						<b>Print Name</b>			<b>Date Signed</b>																																																																																																														
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.						<b>Print Name</b>			<b>Date Signed</b>																																																																																																														

## Audit Trail for Travel Voucher (Restricted Use) E134106 for Brown, Edena

8 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/10/20 13:58:14	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 14:05:17	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 14:05:31	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 14:18:07	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Notified	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 14:43:35	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Saved	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 14:43:44	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Brown, Edena Edena.Brown@gov.bc.ca	Notified	Brown, Edena Edena.Brown@gov.bc.ca
2021/10/20 15:12:18	Brown, Edena (IDIR\NR ) Edena.Brown@gov.bc.ca		Initiated	Monroe, Danielle Danielle.Monroe@gov.bc.ca
2021/10/20 16:18:33	Monroe, Danielle ✓ (IDIR\NR ) Danielle.Monroe@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia



## Notes for Travel Voucher (Restricted Use) E134106 for Brown, Edena

3 note(s) returned.

Created On	Author	Note
2021/10/20 14:05:17	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	08/03 - s. 22 drove her to airport. Flew Castlegar to Van, Van to Vic. Overnighted in hotel, paid \$187.60. Claimed dinner. 08/04 - Supported Minister in meetings/for session. Overnighted in hotel, paid \$187.60. Claimed breakfast, lunch and dinner. 08/05 - Supported Minister in meetings/for session. Overnighted in hotel, paid \$187.60. Claimed breakfast, lunch and dinner. 08/06- Supported Minister in meetings/for session. Overnighted in hotel, paid \$187.60. Claimed breakfast, and lunch. 08/07 - Supported Minister in meetings/for session. Overnighted in hotel, paid \$187.60. Claimed breakfast, and lunch. 08/08 - Supported Minister in meetings. Flew Vic to Van, Van to Castlegar. s. 22 drove her home. Claimed Breakfast and lunch. Note: 08/03 - flew on Air Canada flight - 8293 Castlegar to Van, paid \$364.48 on AA's Pcard.
2021/10/20 14:05:31	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	08/03 - flew Air Canada flight -8067 Van to Vic, paid \$329.305 on AA's Pcard. 08/08 - flew Air Canada flight - 8058 Vic to Van. paid \$329.305 on AA's Pcard. 08/08 - flew Air Canada flight - 8292 Van to Castlegar, paid \$364.48 on AA's Pcard.
2021/10/20 14:43:35	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	

Production \*\*\* Copyright © Government of British Columbia



# AIR CANADA

Passenger: Brown Edena (ADT) ✓

Booking Reference: NR

Ticket number: NR

Air Canada Reservations, 1-888-247-2262

Issuing date: Oct-03, 2021 ✓

## TRAVEL OPTIONS

Document Number: 014 4211362375

Booking Reference: NR

In connection with: 014 2140022995

Issuing date: Oct-03, 2021

Coupon Service

1 Baggage Up To 50Lb/23Kg/Up To 62Li/158Lcm

From: CASTLEGAR WEST KOOTENAY REGIONAL To: VICTORIA VICTORIA INTL

Quantity

Rate Per Unit

1 Pc

31.50 CAD

Non-refundable

Non-exchangeable

Consumed at issuance

Non-interlineable

Form of payment: DEBIT ✓

Fee:

CAD 31.50

Total Amount:

CAD 31.50 ✓

## GENERAL CONDITIONS OF CARRIAGE

1. You must obtain your boarding pass and check in any baggage by the check-in deadline. Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

### Within Canada

Recommended check-in time: 90 minutes

Check-in and baggage drop-off deadline: 45 minutes

Boarding Gate Deadline: 30 minutes

### To/From the US

Recommended check-in time: 120 minutes

Check-in and baggage drop-off deadline: 60 minutes

Boarding Gate Deadline: 30 minutes

### International (including Mexico and the Caribbean)

Recommended check-in time: 120 minutes

Check-in and baggage drop-off deadline: 60 minutes

Boarding Gate Deadline: 30 minutes

### From Algiers (Algeria), Casablanca (Morocco) and Tel Aviv (Israel)

Recommended check-in time: 180 minutes

Check-in and baggage drop-off deadline: 60 minutes

Boarding Gate Deadline: 30 minutes

### From Cairo (Egypt)

**Edena Brown** ✓

s.22

Room No. : NR  
 Arrival : 10-03-21  
 Departure Date : 10-08-21  
 Folio No. : NR

Company Name:

Conf. No. : NR  
 Custom :  
 Reference

Group Name:

**INFORMATION INVOICE**

Date	Description	Charges	Credits
✓ 10-03-21	Room Charge	159.00	
10-03-21	GST Room Tax	8.03	
10-03-21	PST Room Tax	12.85	
10-03-21	MRDT Tax	4.82	
10-03-21	DMF Fee	1.59	
10-03-21	Climate Contribution	1.25	
10-03-21	GST Tax	0.06	
✓ 10-04-21	Room Charge	159.00	
10-04-21	GST Room Tax	8.03	
10-04-21	PST Room Tax	12.85	
10-04-21	MRDT Tax	4.82	
10-04-21	DMF Fee	1.59	
10-04-21	Climate Contribution	1.25	
10-04-21	GST Tax	0.06	
✓ 10-05-21	Room Charge	159.00	
10-05-21	GST Room Tax	8.03	
10-05-21	PST Room Tax	12.85	
10-05-21	MRDT Tax	4.82	
10-05-21	DMF Fee	1.59	
10-05-21	Climate Contribution	1.25	
10-05-21	GST Tax	0.06	
✓ 10-06-21	Room Charge	159.00	
10-06-21	GST Room Tax	8.03	
10-06-21	PST Room Tax	12.85	
10-06-21	MRDT Tax	4.82	
10-06-21	DMF Fee	1.59	
10-06-21	Climate Contribution	1.25	
10-06-21	GST Tax	0.06	
✓ 10-07-21	Room Charge	159.00	
10-07-21	GST Room Tax	8.03	
10-07-21	PST Room Tax	12.85	
10-07-21	MRDT Tax	4.82	
10-07-21	DMF Fee	1.59	
10-07-21	Climate Contribution	1.25	
10-07-21	GST Tax	0.06	
10-08-21	Mastercard		938.00 ✓
	XXXXXXXXXXXXNR		

**Edena Brown** ✓

s.22

Room No. : NR  
Arrival : 10-03-21  
Departure Date : 10-08-21  
Folio No. : NR

Conf. No. : NR  
Custom Reference : Not listed on the CSA  
Approval: Minister Conroy

Company Name:

Group Name:

**INFORMATION INVOICE**

Total Charges	938.00	
Total Credits		938.00 ✓
Balance		0.00 ✓

Merchant ID  
Transaction ID 19408457  
Approval Code 083672  
Approval Amount 938.00

Credit Card # XXXXXXXXXXXXXNR  
Capture Method Swiped  
Transaction Amount 938.00

DMF Destination Marketing Fee 1% of the Room Rate  
MRDT Municipal Regional District Tax 3%  
GST 5%, PST 8%  
MRDT, GST and PST calculated on the Room Rate plus DMF  
Climate Contribution when applicable of \$1.25 + GST 5%  
PST 7% when applicable on Incidental Charges



YOUR BOOKING IS CONFIRMED

NR



Booking reference: NR

## Passengers

Edena Brown

Ticket Number

NR

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?

### Seats

AC8067 -

AC8058 -

Cancel

Continue

Departing flight Sunday, October 03, 2021 Vancouver, CA (YVR) - Victoria, CA (YYJ) ✓

17:15

Non-stop - 29m

17:44

Economy - Standard

Vancouver

Victoria

Sit back and relax in our comfortable Economy Class cabin;  
earn Aeroplan points and Status Qualifying Miles

AC 8067

Includes travel operated by Air Canada Express - Jazz

Return flight Friday, October 08, 2021 Victoria, CA (YYJ) - Vancouver, CA (YVR)

11:30

Non-stop - 31m

12:01

Economy - Standard

Victoria

Vancouver

Includes travel operated by Air Canada Express - Jazz

## Purchase summary



NR

\$658.61

### Tax information

GST no. 10009-2287 \$31.36  
RT0001Full details can be found in your attached  
Itinerary/Receipt.

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?



### Air transportation charges

Base fare - Departing flight - Economy - Standard

Base fare - Return flight - Economy - Standard

### Surcharges.

[Cancel](#)[Continue](#)

### Taxes, fees and charges

Air Travellers Security Charge - Canada	14.25
Goods and Services Tax - Canada - 100092287 RT0001	31.36
Airport Improvement Fee - Canada	20.00
<b>GRAND TOTAL - Canadian dollars</b>	<b>\$ 658.61</b>

## Baggage allowance

### Carry-on baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.



YOUR BOOKING IS CONFIRMED

12

NR

Booking reference: NR

## Passengers

Edena Brown ✓

Ticket Number  
NR

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?

### Seats

AC8293 -

AC8292 -

[Cancel](#)

[Continue](#)

Departing flight Sunday, October 03, 2021 Castlegar, CA (YCG) - Vancouver, CA (YVR) ✓

15:05

Non-stop - 1hr16m

16:21

Economy - Standard

Castlegar

Vancouver

Sit back and relax in our comfortable Economy Class cabin;  
earn Aeroplan points and Status Qualifying Miles

AC 8293

Includes travel operated by Air Canada Express - Jazz

Return flight Friday, October 08, 2021 Vancouver, CA (YVR) - Castlegar, CA (YCG)

13:10

Non-stop - 1hr14m

14:24

Economy - Standard

Vancouver

Castlegar

Includes travel operated by Air Canada Express - Jazz

## Purchase summary



NR

\$728.96

### Tax information

GST no. 10009-2287 \$34.71  
RT0001Full details can be found in your attached  
Itinerary/Receipt.

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?



### Air transportation charges

Base fare - Departing flight - Economy - Standard

Base fare - Return flight - Economy - Standard

Surcharges.

[Cancel](#)[Continue](#)

### Taxes, fees and charges

Air Travellers Security Charge - Canada 14.25

Goods and Services Tax - Canada - 100092287 RT0001 34.71

Airport Improvement Fee - Canada 12.00

GRAND TOTAL - Canadian dollars **\$ 728.96**

## Baggage allowance

### Carry-on baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.



NR

12



YOUR BOOKING IS CONFIRMED

Booking reference: NR

## Passengers

×

Edena Brown ✓

Ticket Number  
NR

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?

### Seats

AC8293 -

AC8292 -

Cancel

Continue

Departing flight Sunday, October 03, 2021 Castlegar, CA (YCG) - Vancouver, CA (YVR)

15:05 Non-stop - 1hr16m 16:21 Economy - Standard

Castlegar Vancouver

AC 8293

Sit back and relax in our comfortable Economy Class cabin;  
earn Aeroplan points and Status Qualifying Miles

Includes travel operated by Air Canada Express - Jazz

Return flight Friday, October 08, 2021 Vancouver, CA (YVR) - Castlegar, CA (YCG) ✓

13:10 Non-stop - 1hr14m 14:24 Economy - Standard

Vancouver Castlegar

Includes travel operated by Air Canada Express - Jazz

## Purchase summary



NR

\$728.96

### Tax information

GST no. 10009-2287 \$34.71  
RT0001

Full details can be found in your attached  
Itinerary/Receipt.

Do you have a  
moment to help us  
improve?

How was your experience  
booking on aircanada.com  
today?



### Air transportation charges

Base fare - Departing flight - Economy - Standard

Base fare - Return flight - Economy - Standard

Surcharges.

[Cancel](#)

[Continue](#)



### Taxes, fees and charges

Air Travellers Security Charge - Canada

14.25

Goods and Services Tax - Canada - 100092287 RT0001

34.71

Airport Improvement Fee - Canada

12.00

GRAND TOTAL - Canadian dollars

**\$ 728.96**

## Baggage allowance

### Carry-on baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy. Page 22 of 53 FIN-2021-14832



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E133850

**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.

<b>Name</b> Renneberg, Tim				<b>Employee ID</b> NR		<b>Phone Number</b> (250) 387-6240				
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3				
<b>5. Date Completed</b> 2021/07/29		<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>				
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Minister's Office				
<b>12. Mailing Address for Cheque</b> Rm 248, Parliament Buildings PO Box 9049 Victoria, BC V8W 9E2										
<b>16. Travel Dates</b> 2021 07/26 07/27	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>	<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>	
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>	<b>Cost</b>	<b>Cost</b>	<b>Describe</b>
	*Vic to Kamloops *Kamloops to Vic	0800 0800	2359 1600	32 33	17.60 18.15		F-BL F-LD	30.50 22.75	145.00	
* Flights provided by BC Wildfire Aircraft										
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 35.75		<b>37.</b> \$ 0.00	<b>38.</b> \$ 53.25	<b>39.</b> \$ 145.00	<b>40.</b> \$ 0.00	<b>Claim Total</b> \$ 234.00
<b>48. Client Code</b> 128 128 128 128	<b>49. Resp.</b> 71000	<b>50. Service Line</b> 40001	<b>51. STOB</b> 5702	<b>52. Project</b> 7100000		<b>45. Supplier Code</b> NR		<b>Amount</b> \$ 234.00		
<b>Less Travel Advance</b> 128										
						<b>AMOUNT DUE TO EMPLOYEE</b>			<b>54.</b> \$ 234.00	
<b>45. Employee Signature (See Audit Trail)</b> - 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.						<b>Print Name</b>		<b>Date Signed</b>		
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						<b>Print Name</b>		<b>Date Signed</b>		
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.						<b>Print Name</b>		<b>Date Signed</b>		

## Audit Trail for Travel Voucher (Restricted Use) E133850 for Renneberg, Tim

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/07/29 14:42:41	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/07/29 14:48:38	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/07/29 14:54:58	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Notified	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/07/29 15:40:51	Renneberg, Tim (IDIR\NR ) Tim.Renneberg@gov.bc.ca		Initiated	Silverio, Lisa M. Lisa.Silverio@gov.bc.ca
2021/07/29 15:41:56	Silverio, Lisa M. (IDIR\NR ) Lisa.Silverio@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia

## Notes for Travel Voucher (Restricted Use) E133850 for Renneberg, Tim

1 note(s) returned.

Created On	Author	Note
2021/07/29 14:48:38	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	07/26 drove personal vehicle to airport claimed 32 km. Flight to Kamloops on BC Wildfire aircraft Meetings w/ staff and fire tour. Overnighted in hotel. Paid 145\$ on Visa. Claimed dinner.  07/27 Meetings, tours in Kamloops, ground transportation provided by staff. Flight Kamloops to Victoria in a BC Wildfire aircraft. Drove personal vehicle back to Victoria. Claimed 33km. Claimed breakfast.

Production \*\*\* Copyright © Government of British Columbia

Bc Legislature Buildings  
Mr Tim Renneberg

Room: NR  
Folio: NR  
Cashier: 35  
Arrival: 07-26-21  
Departure: 07-27-21  
Reference:

Date	Description	Additional Information	Charges	Credits
07-26-21	Room Charge		125.00	
07-26-21	MRDT		3.75	
07-26-21	Rooms - Provincial Tax - PST		10.00	
07-26-21	Rooms - Federal Tax - GST		6.25	
07-27-21	Visa	XXXXXXXXXXXXNR XX/XX		145.00

<u>GST Summary</u>	
Registration No: NR	
Room	6.25
F&B	0.00
Other	0.00
<b>Total</b>	<b>6.25</b>

Total	145.00	145.00
Balance Due	0.00	CDN

Guest Signature: \_\_\_\_\_

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.

NR



# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E133881

**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.

<b>Name</b> Renneberg, Tim				<b>Employee ID</b> NR		<b>Phone Number</b> (250) 387-6240	
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2021/08/16		<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Minister's Office	
<b>12. Mailing Address for Cheque</b> Rm 248, Parliament Buildings PO Box 9049 Victoria, BC V8W 9E2							
<b>16. Travel Dates</b> 2021 08/12 08/13	<b>17. Places Travelled</b>  <b>Destination</b> * Vic to Kamloops * Kamloops to Vic  <b>Start</b> 0700 0700  <b>End</b> 2359 1730			<b>18. Personal Vehicle Use</b>  <b>Km</b> 30  <b>Cost</b> 16.50 0.00		<b>19. Other Transport Costs</b>  18.90	
						<b>20. &amp; 21. Meals</b>  <b>Claim</b> F-LD  <b>Cost</b> 0.00 22.75	
						<b>22. Lodging Costs</b> 145.00	
						<b>20. &amp; 21. Miscellaneous</b>  <b>Cost</b> 14.70  <b>Describe</b> Parking	
				<b>36.</b> \$ 16.50		<b>37.</b> \$ 18.90	
				<b>38.</b> \$ 22.75		<b>39.</b> \$ 145.00	
				<b>40.</b> \$ 14.70		<b>Claim Total</b> \$ 217.85	
<b>TOTALS OF COLUMNS</b>							
<b>48. Client Code</b> 128 128 128 128		<b>49. Resp.</b> 71000		<b>50. Service Line</b> 40001		<b>51. STOB</b> 5702	
						<b>52. Project</b> 7100000	
						<b>45. Supplier Code</b> NR	
						<b>Amount</b> \$ 217.85	
<b>Less Travel Advance</b> 128							
						<b>54.</b> \$ 217.85	
<b>45. Employee Signature (See Audit Trail)</b> - 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.						<b>Print Name</b>	
						<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						<b>Print Name</b>	
						<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.						<b>Print Name</b>	
						<b>Date Signed</b>	

FIN 10 (EFI-F0012 v2.6.1)

Production \*\*\* Copyright © Government of British Columbia

Ministry Spending Authority ARCS 1240-20  
Ministry Payment Authority ARCS 1050-06Audited 2021Aug30  
SLP

**Audit Trail for Travel Voucher (Restricted Use) E133881 for Renneberg, Tim**

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/08/16 15:02:38	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/08/16 15:16:26	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/08/16 15:16:59	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Notified	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/08/17 11:13:11	Renneberg, Tim (IDIR\NR ) Tim.Renneberg@gov.bc.ca		Initiated	Silverio, Lisa M. Lisa.Silverio@gov.bc.ca
2021/08/23 11:59:13	Silverio, Lisa M. (IDIR\NR ) Lisa.Silverio@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia



## Notes for Travel Voucher (Restricted Use) E133881 for Renneberg, Tim

1 note(s) returned.

Created On	Author	Note
2021/08/16 15:16:26	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	08/12 drove personal vehicle to airport claimed 30km. Flight to Kamloops on BC Wildfire aircraft at no cost. Meetings w/ staff and fire tour. Ground transportation supplied by staff. Paid 14.70 for parking. Overnighted in hotel. Paid 145\$ on Visa.  08/13 Meetings, tours in Kamloops, ground transportation supplied by staff. Flight to Victoria in BC Wildfire aircraft at no cost. Took taxi back home. Paid \$18.90. Claimed breakfast.

Production \*\*\* Copyright © Government of British Columbia

Mr Tim Renneberg  
 None Entered  
 None Entered  
 Toronto ON M5H2N1  
 Canada

Room: NR  
 Folio: NR  
 Cashier: 39  
 Arrival: 08-12-21  
 Departure: 08-13-21  
 Reference:

Date	Description	Additional Information	Charges	Credits
08-12-21	Room Charge		125.00	
08-12-21	MRDT		3.75	
08-12-21	Rooms - Provincial Tax - PST		10.00	
08-12-21	Rooms - Federal Tax - GST		6.25	
08-12-21	Parkade Parking		14.00	
08-12-21	Rooms - Federal Tax - GST		0.70	
08-13-21	Master Card	XXXXXXXXXXXXNR	XX/XX	159.70

<u>GST Summary</u>	
Registration No: NR	
Room	6.95
F&B	0.00
Other	0.00
<b>Total</b>	<b>6.95</b>

Total	159.70	159.70
Balance Due	0.00	CDN

Guest Signature: \_\_\_\_\_

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.

BLUEBIRD CABS #11  
2612 QUADRA ST  
VICTORIA BC

CARD \*\*\*\*\*NR  
CARD TYPE VISA  
DATE 2021/08/13  
TIME 7558 17:26:22  
RECEIPT NUMBER  
C85009560-001-110-032-0

-----  
PURCHASE  
AMOUNT \$18.90  
TIP s.22  
TOTAL  
s.22  
-----

VISA CREDIT  
A0000000031010  
93744292C236DE8D  
0080008000-E800  
68DB516247B496F6  
0080008000-F800

**APPROVED**

AUTH# 08677P 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

NR22EXEDIJ1



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E133910

**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.

<b>Name</b> Renneberg, Tim ✓				<b>Employee ID</b> NR		<b>Phone Number</b> (250) 387-6240	
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2021/08/30		<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Minister's Office	
<b>12. Mailing Address for Cheque</b> Rm 248, Parliament Buildings PO Box 9049 Victoria, BC V8W 9E2							
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>		<b>18. \$0.55 Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>	
2021	<b>Destination (PC)</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>	<b>Claim</b>	<b>Cost</b>
08/26	Vic to Kamloops	0600	2359	32	17.60	F-B	41.00
08/27	Kamloops to Vic : (BC Wildfire aircraft)	0600	1700	33	18.15	F-LD	22.75
						<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>
						184.44	<b>Cost</b> <b>Describe</b>
<b>TOTALS OF COLUMNS</b>				<b>36. ✓</b>	<b>37. ✓</b>	<b>38. ✓</b>	<b>39. ✓</b>
65 kms				\$ 35.75	\$ 0.00	\$ 63.75	\$ 184.44
				<b>40. ✓</b>	<b>41. ✓</b>	<b>42. ✓</b>	<b>Claim Total</b>
				\$ 0.00	\$ 0.00	\$ 0.00	\$ 283.94 ✓
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>
128	71000	40001	5702	7100000	NR		\$ 283.94
128							
128							
128							
<b>Less Travel Advance</b>							
128							
<b>AMOUNT DUE TO EMPLOYEE</b>							<b>54. ✓</b>
							\$ 283.94
<b>45. Employee Signature (See Audit Trail)</b> - 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.				<b>Print Name</b>		<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				<b>Print Name</b>		<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.				<b>Print Name</b>		<b>Date Signed</b>	

FIN 10 (EFI-F0012 v2.6.1)

Production \*\*\* Copyright © Government of British Columbia

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

DJ Sept 7/21

**Audit Trail for Travel Voucher (Restricted Use) E133910 for Renneberg, Tim**

4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/08/30 09:24:52	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/08/30 09:36:35	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Notified	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/08/30 10:30:50	Renneberg, Tim (IDIR\NR ) Tim.Renneberg@gov.bc.ca		Initiated	Silverio, Lisa M. Lisa.Silverio@gov.bc.ca
2021/08/30 10:44:53	Silverio, Lisa M. ✓ (IDIR\NR ) Lisa.Silverio@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia

## Notes for Travel Voucher (Restricted Use) E133910 for Renneberg, Tim

1 note(s) returned.

Created On	Author	Note
2021/08/30 09:36:35	Newcombe, Samantha (IDIR\NR Samantha.Newcombe@gov.bc.ca	08/26 - Drove personal vehicle to airport, claimed 32km. Flight to Kamloops on Pacific Coastal Airlines. Meetings w/ staff and fire tours. Overnighted in hotel. Paid \$184.44. Claimed lunch and dinner. 08/27 - Meetings, tours in Kamloops. Ground transportation provided by staff. Flight to Victoria in BC Wildfire aircraft at no cost. Drove personal vehicle back home. Claimed 33km. Claimed breakfast. ✓

Production \*\*\* Copyright © Government of British Columbia

**From:** Janke, Debra FIN:EX  
**To:** Newcombe, Samantha FLNR:EX  
**Subject:** E133910 Tim Renneberg  
**Date:** September 7, 2021 2:22:03 PM

---

Hi Samantha,

I am helping with some of Saija's clients while she is on vacation this week.

NR exceeds the CSA approved single rate of \$125.00 plus taxes, per night. Please have the Minister sign off a copy of the Hotel folio with "Hotel Approved" and return the signed copy to Saija.

I have processed payment for this travel claim for Tim, today.

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](mailto:Debra.Janke@gov.bc.ca)  
Website: <http://www.min.fin.gov.bc.ca>  
Serving all Ministers' Offices and the Office of the Premier



## Reservation Confirmation

Your reservation is now confirmed

**Reservation Number:** NR

\*All charges and payments appear in: CAD

## Main Passenger

Name	Total Charges	GST	Total Amount	Total Payments	Balance Due
RENNEBERG, TIMOTHY	\$272.82	\$13.65	\$286.47	\$286.47	\$0.00

✓ Passenger(s)	Seat(s)
RENNEBERG, TIMOTHY	NR

## Flight Itinerary

Leg	Flight Number	Date	Departure	Arrival	Aircraft	Status
✓ 1	8P1531	26 Aug 2021	08:00 - VICTORIA INT ARPT	09:05 - KELOWNA	BEECH 1900	CONFIRMED

8P flight numbers operated by Pacific Coastal Airlines.  
Aircraft type and schedule subject to change without notice.

## Purchase Summary

Leg	Passenger	Description	Amount	GST	Total
1	RENNEBERG, TIMOTHY	AIF - YYJ	\$15.00	\$0.75	\$15.75
1	RENNEBERG, TIMOTHY	ENCORE FARE	\$210.00	\$10.50	\$220.50
1	RENNEBERG, TIMOTHY	Security Surcharge	\$7.12	\$0.36	\$7.48
1	RENNEBERG, TIMOTHY	Fuel Surcharge	\$14.00	\$0.70	\$14.70
1	RENNEBERG, TIMOTHY	Nav Canada Fee	\$17.00	\$0.85	\$17.85
1	RENNEBERG, TIMOTHY	Carbon Surcharge	\$9.70	\$0.49	\$10.19
<b>Total</b>			<b>\$272.82</b>	<b>\$13.65</b>	<b>\$286.47</b>

## Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
	Lisa Silverio ✓	\$286.47	MASTERCARD		3389097	072163

Tax Registration: 121386296 RT0001





NR

NR

Name: Tim Renneberg  
Ministry Of Forests, Lands, Na  
s.22

Guest Name: Tim Renneberg Arrival  
Company: Province Of Bc Travel 8/26/21 Departure  
8/27/21

Group: Room NR

Bill To: Renneberg, Tim

Attn:

Property Code: NR Invoice # NR PO # Central Res. # NR

Res. # 260010

Date	Description	Voucher	Amount
8/26/21	DAILY FEDERAL GOVT RATES	ksg-205	159.00
8/26/21	MRDT - 3%	ksg-205	4.77
8/26/21	Provincial Room Tax	ksg-205	12.72
8/26/21	GST	ksg-205	7.95
8/27/21	Mastercard	205 0100	-184.44

Balance: 0.00

GST/HST #: NR

	Total Tax
GST	\$7.95
MRDT - 3%	\$4.77
Provincial Room Tax	\$12.72
Total	\$25.44

  
Ministers Approval

NR

NR

NR

Name: Tim Renneberg  
Ministry Of Forests, Lands, Na  
s.22

Guest Name: Tim Renneberg ✓  
Company: Province Of Bc Travel  
Arrival 8/26/21  
Departure 8/27/21

Group: Room NR  
Bill To: Renneberg, Tim  
Attn:

Property Code: NR Invoice # NR PO # Central Res. # NR  
Res. # NR

Date	Description	CSA approved single rate \$125.00 plus taxes, per night Ministers approval requested Sept 7/21 (email, attached)	Voucher	Amount
✓ 8/26/21	DAILY FEDERAL GOVT RATES		ksg-205	159.00
8/26/21	MRDT - 3%		ksg-205	4.77
8/26/21	Provincial Room Tax		ksg-205	12.72
8/26/21	GST		ksg-205	7.95
8/27/21	Mastercard	205	0100	-184.44 ✓
			Balance:	0.00 ✓

GST/HST #: NR

	Total Tax
GST	\$7.95
MRDT - 3%	\$4.77
Provincial Room Tax	\$12.72
Total	\$25.44

NR

NR22EXEDIJ2



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E133948

**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.

<b>Name</b> Renneberg, Tim ✓				<b>Employee ID</b> NR		<b>Phone Number</b> (250) 387-6240	
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Ministerial Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2021/09/13		<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Business				<b>Headquarters</b> Minister's Office	
<b>12. Mailing Address for Cheque</b> Rm 248, Parliament Buildings PO Box 9049 Victoria, BC V8W 9E2							
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>	<b>Claim</b>	<b>Cost</b>
2021							
09/06	Vic to Van (HA)	1600	2359		0.00	F-BL	30.50
09/07	Van for Meetings	0000	2359		0.00	F-	51.50
09/08	Van to Vic (HJ)	0000	1520		0.00	F-D	33.25
							<b>22. Lodging Costs</b>
							175.08
							<b>20. &amp; 21. Miscellaneous</b>
							<b>Cost</b>
							<b>Describe</b>
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 0.00	<b>37.</b> \$ 0.00	<b>38.</b> ✓ \$ 115.25	<b>39.</b> ✓ \$ 350.16
				<b>40.</b> \$ 0.00	<b>Claim Total</b> ✓ \$ 465.41		
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>
128	71000	40001	5701	7100000	NR		\$ 465.41
128							
128							
128							
<b>Less Travel Advance</b>							
128							
<b>AMOUNT DUE TO EMPLOYEE</b>							<b>54.</b> ✓ \$ 465.41
<b>45. Employee Signature (See Audit Trail)</b> - 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.				<b>Print Name</b>		<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				<b>Print Name</b>		<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.				<b>Print Name</b>		<b>Date Signed</b>	

FIN 10 (EFI-F0012 v2.6.1)

Production \*\*\* Copyright © Government of British Columbia

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

DJ Sept 20/21

## Audit Trail for Travel Voucher (Restricted Use) E133948 for Renneberg, Tim

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/09/13 11:55:33	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/09/13 12:01:57	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/09/13 13:26:19	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Saved	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/09/13 13:27:08	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	Renneberg, Tim Tim.Renneberg@gov.bc.ca	Notified	Renneberg, Tim Tim.Renneberg@gov.bc.ca
2021/09/13 13:38:04	Renneberg, Tim (IDIR\NR ) Tim.Renneberg@gov.bc.ca		Initiated	Silverio, Lisa M. Lisa.Silverio@gov.bc.ca
2021/09/13 13:41:29	Silverio, Lisa M. ✓ (IDIR\NR ) Lisa.Silverio@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia

## Notes for Travel Voucher (Restricted Use) E133948 for Renneberg, Tim

2 note(s) returned.

Created On	Author	Note
2021/09/13 12:01:57	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	09/06 Took Harbour Air flight to Van. Overnighted in hotel. Paid \$175.08. Claimed dinner. 09/07 Supported Minister in UBMC meetings starting at 8:00am to 5:30pm. Overnighed at hotel. Paid \$175.08. Claimed breakfast, lunch and dinner. 09/08 Supported Minister in UBCM Meetings until 1:30pm. Flight to Vic on Helijet. Claimed Breakfast and Lunch.
2021/09/13 13:26:19	Newcombe, Samantha (IDIR\NR ) Samantha.Newcombe@gov.bc.ca	✓

Production \*\*\* Copyright © Government of British Columbia



### Customer Information

Account	HAS #	NR
	Name	Tim Renneberg

### Booking #NR

Monday, September 6, 2021 ✓

Flight #238/Twin Otter

16:00 Victoria Harbour / Map 

16:35 Vancouver Harbour / Map 

35 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Tim Renneberg, Male ✓

[Add to Calendar](#)

NR

Invoice #NR

Air Transportation Charges

Sked 200 : (St) GO Flex \$219.93

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$10.85

+ Goods and Services Tax \$11.57

Billing \$231.43

Taxes \$11.57

**Grand Total \$243.00**

#### GoFlex Fare Conditions:

- Check in 25 minutes prior to departure time.
- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will be charged.
- Refundable up to 4 hrs\* prior to departure.
- Changeable up to 4 hrs\* prior to departure (subject to difference in fare value).
- Changes or cancellations within 4 hrs are subject to a \$20 fee\*

*\*For flights departing on or before 11am, changes and*

Tim Renneberg ✓  
 PO Box 9049 Stn Prov Govt  
 Victoria, BC  
 Canada

Room Number: NR  
 Arrival Date: 09-06-21  
 Departure Date: 09-08-21  
 Page No: 1 of 1  
 Folio No: NR  
 Conf. No: NR  
 AR No:  
 Invoice No.:

### INFORMATION INVOICE

Company Name: Provincial Government  
 Group Name:

09-20-21

Date	Description	Charges	Credits
✓   09-06-21	Room Charge	149.00	
09-06-21	DMF	1.93	
09-06-21	PST	12.07	
09-06-21	GST	7.55	
09-06-21	AHRT	4.53	
✓   09-07-21	Room Charge	149.00	
09-07-21	DMF	1.93	
09-07-21	PST	12.07	
09-07-21	GST	7.55	
09-07-21	AHRT	4.53	
09-08-21	Mastercard	XXXXXXXXXXXXNR XX/XX	350.16
<b>Total</b>		<b>350.16</b>	<b>350.16</b> ✓
<b>Balance</b>		<b>0.00</b> ✓	



Approval: Minister Conroy

**Newcombe, Samantha FLNR:EX**

**From:** Silverio, Lisa FLNR:EX  
**Sent:** September 8, 2021 2:13 PM  
**To:** Newcombe, Samantha FLNR:EX  
**Subject:** FW: Thank you for choosing to take off with Helijet!



Receipt for Tim!

**From:** passengerservices@helijet.com <passengerservices@helijet.com>  
**Sent:** September 8, 2021 2:12 PM  
**To:** Silverio, Lisa FLNR:EX <Lisa.Silverio@gov.bc.ca>  
**Subject:** Thank you for choosing to take off with Helijet!

**EXTERNAL: This email came from an external source. Only open attachments or links that you are expecting from a known sender.**



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

Tim Renneberg

#### Booking #NR

Wednesday, September 8, 2021

719

14:45 Vancouver Harbour (Downtown)

15:20 Victoria Harbour (Downtown)

Invoice #NR

FARE-SummerSale2021\_25% off \$239

\$170.48

+ GST

\$8.52

Billing

\$170.48



35 minutes

Taxes

\$8.52

Confirmed

Grand Total

\$179.00

1 Passengers - Sale

Tim Renneberg, Male

Mastercard

\$179.00

Add to Calendar

Date / Time

September 8, 2021 @ 2:11:40 PM

Summary

\*\*\*\* \* NR

Expiration

NR

Authorization

NR

NR

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)

**ACCESSIBILITY:**

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

**COVID-19:**

All Flights Are Operated by Sikorsky S76 Helicopters with a 12 passenger capacity.

COVID-19 Safety Protocols including mandatory masks, temperature and health checks are in place.

Please read your confirmation for more COVID-19 information.

**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

NR22EXEDIJ12



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E134059

**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.

<b>Name</b> Jones, Tristan ✓				<b>Employee ID</b> NR		<b>Phone Number</b> (250) 387-9275				
<b>Client Organization</b> Forests, Lands, Natural Resource Operations and Rural Dev				<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3				
<b>5. Date Completed</b> 2021/10/12		<b>6. Fiscal Year</b> 2022		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>				
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Session in Victoria				<b>Headquarters</b> Minister's Office Smithers				
<b>12. Mailing Address for Cheque</b> PO Box 9049 Stn Prov Govt Victoria, BC V8W 9E2										
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>	<b>22. Lodging Costs</b>	<b>20. &amp; 21. Miscellaneous</b>	
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>	<b>Cost</b>	<b>Cost</b>	<b>Describe</b>
2021	Smithers to Vic(AC)	1600	2359		0.00	61.40		0.00	0	
10/02	NR	Vic	0700	2359	0.00			0.00	139.42	
10/03		Vic	0700	2359	0.00		F-	51.50	139.42	
10/04		Vic	0700	2359	0.00		F-	51.50	139.42	
10/05		Vic	0700	2359	0.00		F-D	33.25	139.42	
10/06		Vic	0700	2359	0.00		F-D	33.25	139.42	
10/07		Vic	0700	2359	0.00		F-D	33.25	0	
10/08		Vic	0700	2359	0.00		F-D	33.25	0	
10/09		Vic	0900	2359	0.00			0.00	0	
10/10	Vic to Smithers(AC)	0900	1130		0.00	62.70		0.00		
<b>TOTALS OF COLUMNS</b>					<b>36.</b> \$ 0.00	<b>37.</b> ✓ \$ 124.10	<b>38.</b> ✓ \$ 202.75	<b>39.</b> ✓ \$ 697.10	<b>40.</b> \$ 0.00	<b>Claim Total</b> ✓ \$ 1023.95
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>		<b>52. Project</b>		<b>45. Supplier Code</b>		<b>Amount</b>	
128	71000	40001	5702		7100000		NR		\$ 124.10	
128	<del>71000</del>	<del>40001</del>	<del>5751</del>		<del>7100000</del>				<del>\$ 697.10</del>	
128	<del>71000</del>	<del>40001</del>	<del>5750</del>		<del>7100000</del>				<del>\$ 202.75</del>	
128										
<b>Less Travel Advance</b>										
128										
									<b>54.</b>	\$ 1023.95 ✓
<b>AMOUNT DUE TO EMPLOYEE</b>										
<b>45. Employee Signature (See Audit Trail)</b> - 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.						<b>Print Name</b>		<b>Date Signed</b>		
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						<b>Print Name</b>		<b>Date Signed</b>		
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.						<b>Print Name</b>		<b>Date Signed</b>		

FIN 10 (EFI-F0012 v2.6.1)

Production \*\*\* Copyright © Government of British Columbia

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

Air Canada flights: paid on the office P/Card

DJ Nov 6/21

## Audit Trail for Travel Voucher (Restricted Use) E134059 for Jones, Tristan

11 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2021/10/12 15:28:42	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:30:44	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:34:21	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:43:25	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:45:48	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:51:57	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 15:59:19	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/12 16:08:06	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Saved	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/13 10:22:31	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	Jones, Tristan Tristan.Jones@gov.bc.ca	Notified	Jones, Tristan Tristan.Jones@gov.bc.ca
2021/10/14 17:05:07	Jones, Tristan (IDIR\NR ) Tristan.Jones@gov.bc.ca		Approved	Monroe, Danielle Danielle.Monroe@gov.bc.ca
2021/10/20 16:27:54	Monroe, Danielle ✓ (IDIR\NR ) Danielle.Monroe@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

Production \*\*\* Copyright © Government of British Columbia

## Notes for Travel Voucher (Restricted Use) E134059 for Jones, Tristan

1 note(s) returned.

Created On	Author	Note
2021/10/12 15:51:57	Hogg, Caroline (IDIR\NR ) Caroline.Hogg@gov.bc.ca	10/02 Travel Smithers to Vic. Taxi into town \$61.40. No hotel claim. 10/03 Overnight hotel \$139.42 10/04 Overnight hotel \$139.42. Claim full day. 10/05 Overnight hotel \$139.42. Claim full day. 10/06 Overnight hotel \$139.42. Claim full day no dinner. 10/07 Overnight hotel \$139.42. Claim full day no dinner. 10/08 Claim full day no dinner. No hotel claim. 10/09 no claims. 10/10 Travel Vic to Smithers. Taxi to airport \$62.70.

Production \*\*\* Copyright © Government of British Columbia

BLUEBIRD CAB #75  
2612 QUADRA STREET V8T4E4  
VICTORIA BC  
23811331  
TM2381133101

**SALE**

Batch # 526  
10/10/21 ✓

RRN: 0016260040  
09:55:03  
REF#: 00000004

APPR CODE: 05109J

MASTERCARD

\*\*\*\*\*NR

Chip  
\*\*/\*\*

Mastercard

AID: A0000000041010

**AMOUNT**  
**TIP**

**\$62.70** ✓  
\$ s.22

**TOTAL**

\$ s.22

**00 APPROVED**

Retain this copy for your  
records

CUSTOMER COPY

**YELLOW CAB OF  
VICTORIA**

43 HAAGENSEN CRT  
VICTORIA, BC V9B 0B6  
2505160477

Cashier: K.C

Transaction 000695

**Total**  
**Tip**

**CA\$61.40** ✓  
**CA\$ s.22**

CREDIT CARD SALE  
MASTERCARD NR

CA\$ s.22

02-Oct-2021 21:48:50 ✓

CA\$ s.22 | Method:

CONTACTLESS

Mastercard XXXXXXXXXXXX NR

Reference ID: 127600500918

Auth ID: 05520J

MID: \*\*\*\*\*6578

AID: A0000000041010

AthNtwkNm: MASTERCARD

NO CARDHOLDER VERIFICATION

NR

NR

Ms Tristan Jones ✓  
s.22

Room : NR  
Arrival Date : 10/02/21  
Invoice No. : NR  
Folio No. : NR  
Conf. No. : NR  
Cashier No. : 11  
Billing Date : 10/10/21  
A/R Number

Min of Forests, Lands and Nat

Date	Description	Debit	Credit
✓   10/02/21	Room Charge not claiming for Hotel on Sept 2, 8 and 9, 2021	119.00	
10/02/21	Destination Marketing Fee	1.19	
10/02/21	Provincial Room Tax	13.22	
10/02/21	Room GST	6.01	
✓   10/03/21	Room Charge CSA single rate, ok	119.00	
10/03/21	Destination Marketing Fee	1.19	
10/03/21	Provincial Room Tax	13.22	
10/03/21	Room GST	6.01	
✓   10/04/21	Room Charge	119.00	
10/04/21	Destination Marketing Fee	1.19	
10/04/21	Provincial Room Tax	13.22	
10/04/21	Room GST	6.01	
✓   10/05/21	Room Charge	119.00	
10/05/21	Destination Marketing Fee	1.19	
10/05/21	Provincial Room Tax	13.22	
10/05/21	Room GST	6.01	
✓   10/06/21	Room Charge	119.00	
10/06/21	Destination Marketing Fee	1.19	
10/06/21	Provincial Room Tax	13.22	
10/06/21	Room GST	6.01	
✓   10/07/21	Room Charge	119.00	
10/07/21	Destination Marketing Fee	1.19	
10/07/21	Provincial Room Tax	13.22	
10/07/21	Room GST	6.01	
✓   10/08/21	Room Charge	119.00	
10/08/21	Destination Marketing Fee	1.19	
10/08/21	Provincial Room Tax	13.22	
10/08/21	Room GST	6.01	
✓   10/09/21	Room Charge	119.00	
10/09/21	Destination Marketing Fee	1.19	
10/09/21	Provincial Room Tax	13.22	

NR

NR

Ms Tristan Jones  
s.22

Room : NR  
Arrival Date : 10/02/21  
Invoice No. : NR  
Folio No. : NR  
Conf. No. : NR  
Cashier No. : 11  
Billing Date : 10/10/21  
A/R Number

Min of Forests, Lands and Nat

Date	Description			Debit	Credit
10/09/21	Room GST			6.01	
10/10/21	Mastercard	XXXXXXXXXXXXNR	XX/XX		1,115.36
Room H/GST Total - 48.08		<b>Total</b>		<b>1,115.36</b>	<b>1,115.36</b>
Other H/GST Total - 0.00					
H/GST # NR	PST# NR	<b>Balance</b>		<b>0.00</b> ✓	

Total Hotel claim 5 nights = \$697.10 ✓

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



## Booking Confirmation

Booking Reference: NR

Date of issue: 22 Sep, 2021

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 Opens in a new window 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.

For the well-being of all customers and employees, we are temporarily adjusting our on-board service as a health and safety measure in response to COVID-19. Unfortunately, we will not be able to accommodate any special meal requests. Learn more Opens in a new window.

**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 Opens in a new window 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 Opens in a new window directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on COVID-19 testing, entry requirements, flexible change and cancellation policies, and biosafety measures please visit our COVID-19 information hub Opens in a new window.

### IMPORTANT: Entry requirements

- **Travelling (or returning) to Canada from another country:** travellers **must** register with ArriveCAN Opens in a new window, get a pre-departure COVID-19 test, and participate in the mandatory testing and quarantine requirements upon arrival. Fully vaccinated travellers will not be required to stay at a government-authorized hotel while awaiting their on-arrival test result if they meet all of the required criteria. For more information visit the entry requirements page.
- **Travelling (or returning) to U.S. or international destinations:** Make sure to review the government entry requirements Opens in a new window prior to travel.



### Depart

Economy - Standard

✓ Saturday 02 Oct, 2021	16:55 <b>Smithers</b> (YYD), British Columbia		18:26 <b>Vancouver</b> Vancouver Int. (YVR), Terminal M	AC8563	<b>1hr31</b> Economy V Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400
Saturday 02 Oct, 2021	20:35 <b>Vancouver</b> Vancouver Int. (YVR), Terminal M		21:04 <b>Victoria</b> Victoria Int. (YYJ), British Columbia	AC8069	<b>0hr29</b> Economy V Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400




### Return

Economy - Standard

✓ Sunday 10 Oct, 2021	11:30 <b>Victoria</b> Victoria Int. (YYJ), British Columbia		12:01 <b>Vancouver</b> Vancouver Int. (YVR), Terminal M	AC8058	<b>0hr31</b> Economy T Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400
Sunday 10 Oct, 2021	13:45 <b>Vancouver</b> Vancouver Int. (YVR), Terminal M		15:22 <b>Smithers</b> (YYD), British Columbia	AC8562	<b>1hr37</b> Economy T Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400




## Passengers



	<b>Tristan Jones</b>	<b>Seats</b>	
	<b>Ticket number</b>	<b>AC8563 NR</b>	
	0142139972406	<b>AC8069</b>	
		<b>AC8058</b>	
		<b>AC8562</b>	

## Purchase summary

**MasterCard**  
 \*\*\*\*\*NID  
 Amount paid: \$589.16  
**Tax information**  
 GST no. 10009-2287 RT0001 \$28.06

	1 adult
 Air transportation charges	
Base fare - Depart Economy - Standard	265.22
Base fare - Return Economy - Standard	202.78
 Taxes, fees and charges	
Goods and Services Tax - Canada - 100092287 RT0001	25.16
Airport Improvement Fee - Canada	35.10
Total before options (per passenger)	<b>\$528<sup>26</sup></b>
 Seat selection	
Tristan Jones	
AC8069: <b>N</b> - Standard seat (Window) - 0144213299240	11.00
AC8563: <b>R</b> - Standard seat (Window) - 0144213299239	18.00
AC8562: - Standard seat (Window) - 0144213299242	18.00
AC8058: - Standard seat (Window) - 0144213299241	11.00
Goods and Services Tax - Canada - 100092287 RT0001	2.90
Total with options and seat selection fee:	<b>\$589<sup>16</sup></b>
<b>GRAND TOTAL (US dollars)</b>	<b>\$589<sup>16</sup></b>

## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

### When to arrive at the airport

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

**45**  
minutes<sup>1</sup>

### 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.

**30**  
minutes

### Boarding gate deadline

This is the latest you should be at the departure gate, ready for boarding.

**15**  
minutes

### Boarding gate closes

Arriving after this time will result in reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

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