



AGENT NR/NR BOOKING REF s.22

MIHLAR/FAZIL MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 15 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
KOREAN AIR - KE 2709	27JAN	SEOUL	TOKYO	1620	1835
	SATURDAY	GIMPO INTERNAT	TOKYO INTL HAN		
C BUSINESS		TERMINAL INTL	TERMINAL INTL		
NON SMOKING		MEAL		NON STOP	
		RESERVATION CONFIRMED		2:15 DURATION	
COCKPIT CREW:	KE	KOREAN AIR			
CABIN CREW:	KE	KOREAN AIR			
AIRCRAFT:	BOEING	777-300			
		NO SMOKING SEAT			

AIR FARE:CAD	639.00
TAXES AND AIRLINE IMPOSED FEES:	40.12
PAID BY MASTER CARD/THANKS CAD	-679.12
INVOICE TOTAL CAD	0.00

PAYMENT: CA XXXXXXXXXXXX s.17,s.2

RESERVATION NUMBER(S) s.22

ETKT:KE 180 5743741318

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867  
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242  
\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.  
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

INVOICE NUMBER 0000291732

1/ 2



ctms - Corporate Travel Management Solutions  
1600 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 736 0567  
info.ca@ctmstravel.com www.ctmstravel.com





AGENT NR/NR BOOKING REF s.22  
s.22

MIHLAR/FAZIL MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 15 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
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BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://BAGS.AMADEUS.COM?R=s.22) =MIHLAR

INVOICE NUMBER 0000291732

2/ 2



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VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 15 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 330					
	20JAN	VANCOUVER BC	GUANGZHOU	1140	1710
	SATURDAY	INTERNATIONAL	BAIYUN INTL		21JAN
C BUSINESS		TERMINAL M			
NON SMOKING		LUNCH		NON STOP	
		RESERVATION CONFIRMED		13:30 DURATION	
	AIRCRAFT:	787 ALL SERIES PASSENGER			
	SEAT s.15	NO SMOKING CONFIRMED			
CHINA SOUTHERN AIRLINES - CZ 3121					
	23JAN	GUANGZHOU	BEIJING	1000	1310
	TUESDAY	BAIYUN INTL	CAPITAL INTL		
J BUSINESS		TERMINAL 2			
NON SMOKING				NON STOP	
		RESERVATION CONFIRMED		3:10 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A330			
		NO SMOKING SEAT			
CHINA SOUTHERN AIRLINES - CZ 317					
	25JAN	BEIJING	SEOUL	0820	1130
	THURSDAY	CAPITAL INTL	GIMPO INTERNAT		
C BUSINESS		TERMINAL 2	TERMINAL INTL		
NON SMOKING		LUNCH		NON STOP	
		RESERVATION CONFIRMED		2:10 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A321			
	SEAT s.15,	NO SMOKING CONFIRMED			

	AIR FARE: CAD	3499.00
TAXES AND AIRLINE IMPOSED FEES:		186.21
	GST/HST:	1.00
SERVICE FEE: 58.00	TOTAL CAD	60.90
TAX DETAILS:	GST/HST: 2.90	
SERVICE FEE DETAILS:		
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD		-60.90
PAID BY MASTER CARD/THANKS CAD		3686.21

INVOICE NUMBER 0000291730

1/ 2



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info.ca@ctms-travel.com www.ctms-travel.com





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s.22

MIHLAR/FAZIL MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 15 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
INVOICE TOTAL CAD				0.00	

TICKET PAYMENT: CA XXXXXXXXXXXXXs.17,s  
SVCFEE PAYMENT: CA XXXXXXXXXXXXXs.17,s.22 135212

-----  
RESERVATION NUMBER(S) s.22

ETKT:CZ 784 5743741317  
SVC: 954 0095222287

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

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INVOICE NUMBER 0000291730

2/ 2



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VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
JAPAN AIRLINES - JL 18					
	30JAN	TOKYO	VANCOUVER BC	1840	1035
	TUESDAY	NARITA INTL	INTERNATIONAL		
X BUSINESS		TERMINAL 2	TERMINAL M		
NON SMOKING		MEAL/MEAL		NON STOP	
		RESERVATION CONFIRMED		8:55 DURATION	
AIRCRAFT OWNER: JL JAPAN AIRLINES					
AIRCRAFT OWNER: JL JAPAN AIRLINES					
COCKPIT CREW: JL JAPAN AIRLINES					
CABIN CREW: JL JAPAN AIRLINES					
AIRCRAFT: 787 ALL SERIES PASSENGER					
SEAT s.15 NO SMOKING CONFIRMED					

AIR FARE: CAD	2404.00
TAXES AND AIRLINE IMPOSED FEES:	109.91
PAID BY MASTER CARD/THANKS CAD	-2513.91
INVOICE TOTAL CAD	0.00

PAYMENT: CA XXXXXXXXXXXX s.17,s.2

RESERVATION NUMBER(S) s.22

ETKT:JL 131 5743741351

PLEASE NOTE YOUR TICKET IS REFUNDABLE PRIOR TO DEPARTURE  
REFUND FEES WILL APPLY PER AIRLINE. NONREFUNDABLE AFTER  
THE DEPARTURE DATE. CHANGE FEES VARY PER AIRLINE  
REFUND FEES WILL APPLY PER AIRLINE. NONREFUNDABLE AFTER  
THE DEPARTURE DATE. CHANGE FEES VARY PER AIRLINE  
FROM CAD200 PER DIRECTION PLUS ANY ADDITIONAL FARE.  
- CHANGES SUBJECT TO AVAILABILITY -  
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DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
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INVOICE NUMBER 0000291768

1/ 2



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SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
---------	------	------	----	--------	--------

NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867

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INVOICE NUMBER 0000291768

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Hotels  
Per Diem

2 687.65  
569.15  

---

3 256.80

**Confirmation**

Expense report number ER22430168 for 3,256.80 has been submitted to CAMPBELL, TRACY A for approval.

**Expense Report ER22430168**

**TIP** Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

**Submission Instructions**

The following are instructions on what to do with expense report envelopes and receipts:



- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.
- \* at your option, print this page from your browser and insert into the expense report envelope.


















**General Information**

Name	<b>MIHLAR, FAZIL</b> s.22	Report Submit Date	<b>06-MAR-2018</b>
Expense Dates	<b>20-JAN-2018 - 30-JAN-2018</b>	Attachments	<b>None</b> <a href="#">Add...</a>
Cost Center	<b>51909</b>	Is this claim for expenses while on Travel Status?	<b>Yes</b> Yes
Purpose	<b>Asia Mission</b>	Report Total	<b>3,256.80</b> <b>CAD</b>
Approver	<b>CAMPBELL, TRACY A</b>	Reimbursement Amount	<b>3,256.80</b> <b>CAD</b>
Original Receipts Status	<b>Required</b>		

**Expense Lines** **Expense Allocations** **Weekly Summary** **Approval Notes [3]**

**Cash Expenses**

Date	Receipt Expense Amount Type	Justification	Original Receipt Required	Receipt Missing	Reimbursable Amount (CAD)	Details
21-Jan-2018	240.13 CAD Foreign Travel	s.15 Guangzhou exchange rate from CC 0.200108	✓		240.13	
22-Jan-2018	240.13 CAD Foreign Travel	s.15 Guangzhou exchange rate from CC 0.200108	✓		240.13	

23-Jan-2018	245.16 CAD	Foreign Travel	s.15	✓	245.16	
24-Jan-2018	245.16 CAD	Foreign Travel	s.15	✓	245.16	
25-Jan-2018	366.79 CAD	Foreign Travel	s.15	✓	366.79	
26-Jan-2018	366.79 CAD	Foreign Travel	s.15	✓	366.79	
27-Jan-2018	327.83 CAD	Foreign Travel	s.15	✓	327.83	
28-Jan-2018	327.83 CAD	Foreign Travel	s.15	✓	327.83	
29-Jan-2018	327.83 CAD	Foreign Travel	s.15	✓	327.83	
23-Jan-2018	64.12 CAD	Foreign Travel	Dinner only. \$329.50 Fed converted to CAD = \$64.12 int rate at 0.1946	✓	64.12	
24-Jan-2018	64.12 CAD	Foreign Travel	Dinner only. \$329.50 Fed converted to CAD = \$64.12 int rate at 0.1946	✓	64.12	
27-Jan-2018	83.95 CAD	Foreign Travel	\$7410.00 converted to CAD= \$83.96 exchange rate 0.01133	✓	83.95	
28-Jan-2018	53.18 CAD	Foreign Travel	\$4695 converted to CAD \$53.19 exchange rate 0.01133	✓	53.18	
21-Jan-2018	50.01 CAD	Foreign Travel	Incidentals - Fed Amount \$257.76 converted to Canadian int rate 0.1946	✓	50.01	
22-Jan-2018	43.57 CAD	Foreign Travel	Incidentals - Fed Amount \$257.76 converted to Canadian int rate 0.1945	✓	43.57	
25-Jan-2018	62.25 CAD	Foreign Travel	Incidentals - Fed Amount \$53,568 converted to Canadian int rate 0.001162	✓	62.25	
26-Jan-2018	55.45 CAD	Foreign Travel	Incidentals - Fed Amount \$53,568 converted to Canadian int rate 0.001133	✓	55.45	
20-Jan-2018	41.00 CAD	Meal/Per Diem	Left on 11:40am Flight from Vancouver to Guangzhou. Claiming Lunch and Dinner CAD for international dateline		41.00	
30-Jan-2018	51.50 CAD	Meal/Per Diem	Return from Tokyo to Vancouver on 1am flight. Claiming full day meals for international dateline.		51.50	
<b>Total</b>					<b>3,256.80</b>	

name | 姓名 : Mr. Fazil Mihlar

email address | 电子邮件 :

address | 地址 :  
Canada

membership | 会员信息 :

company | 公司 : British Columbia Delegation 2018

travel agent | 旅行社 :

room | 房号 s.15

arrival | 入住日期 : 23-Jan-2018

departure | 离店日期 : 25-Jan-2018

conf No. | 确认号码 s.22

cashier | 收银员 : FOCOCOB

printed date | 打印日期 : 24-Jan-2018

page number | 页数 : 1 of 2

INFORMATION INVOICE

date   日期	description   项目	reference   描述	charges/credit   费用/可用余额
01/23/18	Room Charge		1,132.08
01/23/18	Room VAT 6%		67.92
01/24/18	Room Charge		1,132.08
01/24/18	Room VAT 6%		67.92
01/24/18	PGS - Visa Card		2,400.00

TOTAL 总计 : 2,400.00 2,400.00

BALANCE 余额: 0.00 RMB

NET AMOUNT 净额:	2,264.16	RMB
Room房费 - VAT Rate 6%	135.84	RMB
F&B餐饮费 - VAT Rate 6%	0.00	RMB
F&B餐饮费 - VAT Rate 11%	0.00	RMB
F&B餐饮费 - VAT Rate 17%	0.00	RMB
OTHER其他 - VAT Rate 6%	0.00	RMB
OTHER其他 - VAT Rate 11%	0.00	RMB
OTHER其他 - VAT Rate 17%	0.00	RMB

if your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher. I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part of all those charges.

如阁下采用认可的信用卡结账，以下的签署应与信用卡单据上的相同。本人同意当有关人士，公司或社团未能支付部分或全部款项时，此账目的责任并将未免除并由本人承担。

signature | 客人签署

Mr Fazil Mihar

CA

Membership Number :  
 Email :  
 Group Code : BCGOV1801  
 Company Name : Foreign Affairs Office GD  
 A/R Number :  
 Date : 01-23-18

## INVOICE

Conf No. : s.22  
 Room No. : s.15  
 Arrival : 01-21-18  
 Departure : 01-23-18  
 Page No. : 1 of 1  
 Folio No. : s.15  
 User ID :

Date	Text	Reference	Reference2	Charges CNY	Payment CNY
01-21-18	Room Charge	s.15	Fazil Mihar	1,200.00	
01-22-18	Room Charge		Fazil Mihar	1,200.00	
01-23-18	s.22 Visa		Fazil Mihar		2,400.00
Total				2,400.00	2,400.00
Balance				0.00 CNY	

I, the undersigned, hereby acknowledge the acceptance of all the goods and services as listed herein and agree to the amounts billed. In the event of any failure of or delay in the payment of this bill is NOT waived and therefore shall be held personally liable. If this bill is charged to any applicable credit cards, my signature below is deemed to have been made on the applicable credit card voucher.

Thank you for choosing s.15

Guangzhou.

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



## STATEMENT

200N35

カタ・フ・リティッシュコロンビア州首相一行

NAME MR. MIHLAR FAZIL

ROOM No. s.15 PSN 1

ARR 2018/01/27 DEP 2018/01/30

1

DATE	DESCRIPTION	ROOM No.	CHARGES	CREDIT	EXPLANATION
01/27	ROOM PACKAGE	s.15	25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
01/28	ROOM PACKAGE		25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
01/29	ROOM PACKAGE		25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*

GRAND TOTAL

84,354

LT: 600

Please retain your individual receipts for meals, bar charges, facsimile, etc.,  
as chits are issued only at the establishment where the charges are made.  
Thank you for staying with us. We look forward to the pleasure of serving you again.

ISSUED NO. 096225375 J 1 00 \* DATE 18/01/30 HOUR 07:07 BY COE 1 096

会社名

COMPANY NAME

ご署名

GUESTS SIGNATURE

Invoice/statement

Mr. Fazil Mihar  
Canada

room s.15  
arrival 01/25/18  
departure 01/27/18  
page 1 of 1

company

Embassy of Canada

date	reference	description	amount
01/25/18	Room Charge		255,000
01/25/18	Svc Chg - Room		25,500
01/25/18	Tax - Room		28,050
01/26/18	Room Charge		255,000
01/26/18	Svc Chg - Room		25,500
01/26/18	Tax - Room		28,050

**balance** 617,100

# INVOICE

Date: 11-Dec-17  
Invoice #: 016

Ms. Kelly Gossen  
Mission and Events Officer  
Ministry of Jobs, Trade and Technology  
Government of British Columbia  
Vancouver, British Columbia  
Canada V6C 3E1  
Tel: 604 660 6815

Asia Mission  
2018  
51998138E442

Kelly  
Gossen

RECEIVED

JAN 22 2018

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS

016  
5998-72441  
B31 5143054

CONFIRMATION PAGE #  
PAYMENT YES NO  
RECEIVED  
XLBenson  
PAUL IRWIN TO BE PAID  
I have received your payment of \$100.00.  
Paul Irwin

DESCRIPTION	UNIT	RATE	AMOUNT
Vehicle arrangement for the advance team for PJH mission 2018	1	¥ 145,825	¥ 145,825
Bullet train fee for the advance team for PJH mission 2018	2	¥ 27,820	¥ 55,640
Bank fee			¥ 4,000

## BANK INFORMATION:

Bank Name: Sumitomo Mitsui Banking Corporation  
Branch Name: Head Office (200)  
Account Type: Futsu  
Account #: s.21  
Account Name: Vanguard AP, LLC  
SWIFT code: s.21

Subtotal	
Tax Rate	
Other	

<b>Total</b>	<b>¥ 205,465</b>
--------------	------------------

COMMENTS:

~~Appt X \$2301.20 CAD~~

~~2376.00~~  
CAN

# INVOICE

Ministry of Jobs, Trade and Technology  
Government of British Columbia 御中

Date : 2017/11/30

<b>GRAND TOTAL</b>		<b>¥145,825</b>
<b>TOTAL</b>	<b>TAX</b>	<b>EXPENSES</b>
¥121,800	¥9,744	¥14,281

エスエスセンター株式会社

〒150-0044 東京都渋谷区円山町26-8

SS Center Co., Ltd

26-8 Maruyamacho Shibuya-ku Tokyo 150-0044, Japan

TEL +81-(0)3-5459-0030

FAX+81-(0)3-5459-0044

info@sscenter.co.jp

みずほ銀行 渋谷中央支店 普通口座 4919102 口座名義 エスエスセンター株式会社

《ORDINARY DEPOSIT ACCOUNT》 THE MIZUHO BANK SHIBUYA CHUO BRANCH 4919102

三井住友銀行 渋谷駅前支店 普通口座 3278931 口座名義 エスエスセンター株式会社

《ORDINARY DEPOSIT ACCOUNT》 SUMITOMO MITSUI BANK SHIBUYA EKIMAE BRANCH 3278931

	ITEM	COUNT	UNIT	@	EXPENSES	
25 / Nov / 17	(Sat)					
・TIME	17 : 30 ~ 20 : 30					
・HND	MINI VAN	1.0	SET	23,000		23,000
・EXPENSES	TOLLWAY CHARGE				1,330	
27 / Nov / 17	(Mon)					
・TIME	12 : 30 ~ 18 : 30					
・DRIVER FEE	12 : 30 ~ 18 : 00	1.0	SET	22,000		22,000
	18 : 00 ~ 18 : 30	0.5	H	3,200		1,600
・CAR FEE	MINI VAN	1.0	SET	25,000		25,000
28 / Nov / 17	(Tue)					
・TIME	09 : 00 ~ 19 : 00					
・DRIVER FEE	09 : 00 ~ 18 : 00	1.0	SET	22,000		22,000
	18 : 00 ~ 19 : 00	1.0	H	3,200		3,200
・CAR FEE	MINI VAN	1.0	SET	25,000		25,000
・EXPENSES	TOLLWAY CHARGE				6,000	
	FUEL FEE				5,751	
	PARKING				1,200	
					¥14,281	¥121,800

Attach original invoices/receipts that have been coded and approved by an expense authority. Please see page 2 for further instructions.

Version 5

BUSINESS EXPENSE APPROVAL NO.

5199818BEA442

#### SECTION 1 - ORIGINATOR INFORMATION

NAME OF ORIGINATOR OF EXPENSE Kelly Gossen		TELEPHONE NO. (604) 660-6815	DATE SUBMITTED 2017/12/19
MINISTRY/DIVISION/BRANCH MIT Vancouver/Victoria	LOCATION (CITY) OF EVENT Guangzhou, Beijing, Seoul, Tokyo		START DATE OF EVENT 2018/01/20
International Business Development International Missions and Events			END DATE OF EVENT 2018/01/30

#### SECTION 2 - NAME / NATURE OF EVENT

In general terms, describe the event, the number of people attending and their affiliation. For example: Annual Regional Meeting - 20 government employees, 2 service contractors.

The purpose of the visit will be to establish working relationships with the Premier and Minister's counterparts and promote trade and investment opportunities for British Columbia. The priority sectors for the mission will be tourism, energy, high tech, manufacturing, and agriculture.

Campaign Name / Type: Trade and Investment Mission Outbound Mission from BC

#### SECTION 3 - INDIVIDUALS INCLUDED IN MEAL CLAIMS

Complete this section only if the Business Expense Approval includes a meal. Identify the individual's name and either the ministry or company they are affiliated with. Attach a separate list if necessary.

Official delegation

Key stakeholders

BC business and community representatives in market

BT

SECTION 4 - BUSINESS EXPENSE REQUESTED			SECTION 5 - EXPENSE AUTHORITY PRE-APPROVAL		
CATEGORY	STOB	AMOUNT	RESP. CENTRE	SERVICE LINE	PROJECT NO. (IF APPLICABLE) OR ADDITIONAL CODING
1. Meeting Room Rental	6531	\$50,000	51998	22441	5143054
2. Equipment/Furniture Rental	6531	\$50,000	EXPENSE AUTHORITY SIGNATURE - Certified correct pursuant to sections 32 & 33 of the Financial Administration Act and related policies.		
3. Photocopying, Faxing, Telephone, etc.	6531	\$20,000			
4. Food/Beverages for Meetings BREAKFAST <input checked="" type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/> SNACKS <input checked="" type="checkbox"/> COFFEE/TEA/JUICE, ETC. <input checked="" type="checkbox"/>	6531	\$52,702	PRINT NAME OF EXPENSE AUTHORITY		DATE SIGNED YYYY/MM/DD
5. Business Meals in Restaurant BREAKFAST <input type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/>	6531		SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATION Complete this section only if reimbursing an employee for expenses they have paid personally. Enter payee name, cheque mailing address, and reimbursement total:		
6. Event, Planners, Speakers, Etc.	6531		QUALIFIED RECEIVER SIGNATURE - Certified goods/services received pursuant to CPPM 4.3.2 X <i>[Signature]</i>		
7. Travel Costs for Non-BC Government Participants	6604	\$5,000			
8. Other: Professional Fees	6531	\$25,000			
ESTIMATED TOTAL		\$202,702.00	REIMBURSEMENT TOTAL		

Fin. M

## Waight, Evan T MAH:EX

**From:** Hoover, Cora D FIN:EX  
**Sent:** Tuesday, February 6, 2018 2:07 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Vanguard AP, LLC  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by CIBC:

Beneficiary Name:	Vanguard AP, LLC		
Value Date:	February 7, 2018		
Amount:	¥ 205,465	Currency:	JPY
Rate:	0.011564		
Invoice Reference:	016		
CIBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$2,376.00		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## REQUESTING MINISTRY

DATE: JANUARY 30, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: Vanguard AP, LLC

Beneficiary Address:

Tokyo Banker's Club Bldg, 15F 1-3-1, Marunouchi,  
Chiyoda-ku, Tokyo 100-0005, JapanBeneficiary Acct #: <sup>s.21</sup>

Destination Country: Japan

Value date of Wire Transfer:

Amount: 205,465.00 JPY

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: Sumitomo Mitsui Banking Corporation, Head Office

Bank Address: 1-1-2 Marunouchi, Chiyoda-ku, Tokyo 100-0005, Japan

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA):

Reference: INVOICE: 016

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: DIRECTOR



## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (Including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

# INVOICE

January 30, 2018

Company Name: Ministry of Jobs, Trade and Technology, Province of British Columbia,  
Canada.

公司名称: 加拿大不列颠哥伦比亚省就业、贸易及科技厅

## Vehicle Quotation for BC Mission in GuangZhou

Date	Tour	BC1-Viano	BC3-GL8	BC4-GL8	BC5-GL8
2018-1-18	Airport, s.15 s.15 Er Sha Island	0	1400 (RMB)	0	0
2018-1-19	Chen Clan Ancestral Hall, Guangdong Museum	0	1400 (RMB)	0	0
2018-1-20	s.15 s.15 Airport	0	1400 (RMB)	0	0
2018-1-21	Airport s.15 s.15 Er Sha Island	2800 (RMB)	1400 (RMB)	1400 (RMB)	0
2018-1-22	s.15 Chen Clan Ancestral Hall, Guangdong Museum	2800 (RMB)	1400 (RMB)	1400 (RMB)	950 (RMB)
2018-1-23	s.15 s.15 Airport	2000 (RMB)	1000 (RMB)	0	0
Total		19350 (RMB)			

51998188EA442

ASIA MISSION 2018

51998 25441  
SIC 6531 PROJECT 2  
514130541

COMMITMENT  
FINAL PAYMENT NO  
DATE INVOICE  
DATE CASH  
CERTIFY CASH

CERTIFIED THAT THE AMOUNT TO BE PAID:  
- is correct  
- is in accordance with the applicable statute  
or other provisions of the contract  
- where applicable, that the work has been performed  
the goods supplied, the services rendered or other  
conditions met.

Spending Authority Signature

Paul Irwin

Kelly  
Gossen

\$19350 RMB

Approx \$ 3851.81 CAD

\$ 3868.07 CAD

RECEIVED

FEB - 8 2018

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS



The lessee shall pay the payment within 30 working days after receipt of the invoice, otherwise lessor shall have the right to charge a late payment fee of 1‰ .

BENEFICIARY'S BANK NAME :

INDUSTRIAL AND COMMERCIAL BANK OF CHINA, GUANGDONG PROVINCIAL BRANCH  
BANKING DEPT.

BENEFICIARY'S BANK ADDRESS :

ICBC TOWER. 29 DA SHA TOU ROAD GUANGZHOU, 510100, GUANGDONG CHINA.

s.21

SWIFT CODE :

s.21

BENEFICIARY'S ACCOUNT :

BENEFICIARY'S NAME: GUANGDONG CHINA TRAVEL SERVICE CO., LTD

Contact person: Alan Lou

Tel:13711633890

## Waight, Evan T MAH:EX

**From:** Pasquotti, Joanne FIN:EX  
**Sent:** Monday, February 26, 2018 1:13 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Guangdong China Travel Service Co., Ltd.  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by HSBC:

Beneficiary Name:	Guangdong China Travel Service Co., Ltd.		
Value Date:	February 23, 2018		
Amount:	¥19,350.00	Currency:	CNY
BOC Indicative Rate:	0.1999		
Invoice Reference:	Business/Service Trade / 30JAN2018 Car Service – BC		
HSBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$3,868.07		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



*Jo Pasquotti*

Treasury Payments Analyst | Banking & Cash Management | Provincial Treasury | Ministry of Finance  
Phone: Tel:7786985879 | Fax: 250 953-0485  
Joanne.Pasquotti@gov.bc.ca

Intranet Web Site: <http://gww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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<b>REQUESTING MINISTRY</b>		<b>DATE: February 8, 2018</b>	
<b>Ministry Name / Branch:</b>	International Trade/Jobs, Tourism & Skills Training/Community Sport & Cultural Dev.		
<b>Address:</b>	3 <sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC		
<b>Telephone # :</b>	778-698-3354	<b>Fax Number #:</b>	250 387-2815

**Ministry Contact Name: EVAN WAIGHT**

<b>PLEASE WIRE THE FOLLOWING:</b>			
<b>Beneficiary Name:</b> GUANGDONG CHINA TRAVEL SERVICE CO., LTD		<b>Beneficiary Address:</b> 195-197 YAN JIANG ZHONG ROAD YUEXIU DISTRICT, GUANGZHOU, GUANGDONG	
<b>Beneficiary Acct #:</b> (Account) s.21		<b>Destination Country:</b> CHINA	
<b>Value date of Wire Transfer:</b>			
<b>Amount:</b> 19,350.00 RMB		<b>Other Currency:</b>	<b>CAD Equiv:</b>

<b>BENEFICIARY'S BANK INFORMATION:</b>	
<b>Bank Name:</b> INDUSTRIAL & COMMERCIAL BANK OF CHINA, GUANGDONG PROVINCIAL BRANCH	
<b>Bank Address:</b> ICBC TOWER, 29 DA SHA TOU ROAD GUANGZHOU, 510100, GUANGDONG CHINA	
<b>Bank Identifier Number (SWIFT Code)</b> s.21	
<b>Other Financial Institution Routing Information (CLABE/Sort Code/ABA)</b>	
<b>Reference:</b> INVOICE: 30JAN2018PREMIERSASIAMISSION	

<b>INTERMEDIARY INSTITUTION INFORMATION:</b>	
<b>Intermediary Bank Name:</b>	<b>SWIFT Code:</b>
<b>Intermediary Bank Address/Account:</b>	
<b>Bank Instructions:</b>	

<b>MINISTRY EXPENSE AUTHORITY</b>		
<b>Name:</b>	AMY MCALEESE	<b>Signature</b> 
<b>Title:</b>	Director	

<b>FOR INTERNAL TREASURY USE ONLY:</b>		
<b>Payment #</b>		<b>Initiate/Release Authorized Signatory</b>
<b>Confirmation Ref #</b>		

- |   |  |
|---|--|
| <input type="checkbox"/> Copy of invoice received | <input type="checkbox"/> Wire transfer initiated |
| <input type="checkbox"/> Confirmation Received    | <input type="checkbox"/> Template on file        |

**Comments:****Authorized Signatory:****Date:****Mandatory information required for Wire Transfer Payments:**

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130



# VIP DIVISION Reception/Event/Tourism

Event name: PJH Advance Mission

Event date: January 23-25, 2018

Event venue: Beijing

Date	Vehicle Type	Itinerary	Time	Duration	Mile	Highway	Parking	Overtime	Overtime Cost	Extra mile	Extra Cost	Base	Subtotal
23-01-18	Viano	KerryCentre s.2 Airport-Program s.2	11:30-20:00	9	220	40	70	1	200	120	2400	2800	5510
23-01-18	Sprinter	KerryCentre s.2 Airport-Program s.2	10:30-20:00	10	210	150	120	2	400	110	2200	2600	5470
23-01-18	Kinlong	Airport s.2	13:00-14:30	1.5	23	0	0	0	0	0	0	1000	1000
23-01-18	Sprinter	s.2 Airport s.2 KerryCentre s.2 KerryCentre s.2	11:50-20:00	8	75	60	60	0	0	0	0	2600	2720
23-01-18	Van	s.2 Airport-Program s.2	11:50-20:00	8	210	40	70	0	0	110	550	900	1560
24-01-18	Viano	s.21 Xiyuan Hotel-NEA-CNPC-CPAFFC-Program s.2 Embassy s.2	7:50-21:30	14	75	0	80	6	1200	0	0	2800	4080
24-01-18	Sprinter	s.2 Xiyuan Hotel-NEA-CNPC-CPAFFC-Program s.2 Embassy s.2	7:50-21:40	14	75	0	80	6	1200	0	0	2600	3880
24-01-18	Sprinter	s.2 Xiyuan Hotel-Xiyuan Hotel- s.2 Dinner s.2	7:50-21:30	14	55	0	130	6	1200	0	0	2600	3930
24-01-18	Sprinter	s.21 Capital Museum s.2	7:50-13:50	6	52	0	40	0	0	0	0	2600	2640
24-01-18	Van	s.2 Xiyuan Hotel-NEA-CNPC s.2 CPAFFC-Program s.2	7:50-18:00	10	67	0	80	2	100	0	0	900	1080
25-01-18	Viano	s.2 Airport- Embassy-KerryCentre	6:00-11:30	6	60	5	50	0	0	0	0	2800	2855
25-01-18	Sprinter	s.2 Program-Airport	9:30-15:30	6	43	60	80	0	0	0	0	2600	2740
25-01-18	Kinlong	s.2 Airport	6:00-6:40	1	23	0	0	0	0	0	0	1000	1000
25-01-18	Van	s.2 Airport	6:00-6:40	1	23	0	0	0	0	0	0	400	400
23-01-18		Great Wall Package										4270	4270
24-01-18		Forbidden City Package										2800	2800
Total													45935
Service Charge (15%)													6890.25
Tax(5%)													1584.7575
Grand Total													54321.17

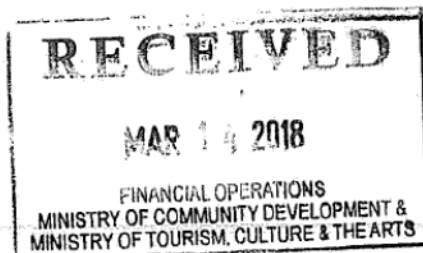
BEA  
5199818BEA442

中文账户名称: 北京恒瑞行商务汽车租赁有限公司  
英文账户名称: Beijing HHRH Limousine Service Co., Ltd.  
银行账号: 01091275100120109000554  
账号: 9111010566259887R  
报关密码: s.21  
SWIFT CODE: S.21

账号银行名称: 北京银行燕莎支行  
英文银行名称: Bank of Beijing YanSha Branch

账号银行地址: 北京市朝阳区亮马桥路光明大厦1层  
英文银行地址: Guang Ming Hotel, Liang Ma Qiao Road, Chaoyang District, Beijing, China 100016

公司地址: 北京市朝阳区亮马桥路光明大厦14层  
14th Floor, Guangming Building, Liangmaqiao Road, Chaoyang District, Beijing, China 100016



51998182741  
6531 5143054  
NO  
KJ Gans  
Spending Allowance

## Waight, Evan T MAH:EX

---

**From:** Hoover, Cora D FIN:EX  
**Sent:** Wednesday, March 21, 2018 12:03 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Beijing HRH Limousine  
**Attachments:** How to enter invoices for payment by wire transfer.docx

**Importance:** High

The following wire transfers have been processed and confirmed by HSBC:

Beneficiary Name:	Beijing HRH Limousine		
Value Date:	March 21, 2018		
Amount:	¥54,321.17	Currency:	CNY
BOC Indicative Rate:	0.2065		
Invoice Reference:	Business/Service Trade //INV		
HSBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$11,217.32		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance  
Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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<b>REQUESTING MINISTRY</b>		<b>DATE: March 15, 2018</b>	
<b>Ministry Name / Branch:</b>	International Trade/Jobs, Tourism & Skills Training/Community Sport & Cultural Dev.		
<b>Address:</b>	3 <sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC		
<b>Telephone #:</b>	778-698-3354	<b>Fax Number #:</b>	250 387-2815

Ministry Contact Name: EVAN WAIGHT

**PLEASE WIRE THE FOLLOWING:**Beneficiary Name: BEIJING HRH LIMOUSINE  
SERVICE CO., LTDBeneficiary Address: 14<sup>TH</sup> FLOOR, GUANGMING BUILDING  
LIANGMAQIAO ROAD, CHAOYANG DISTRICT, BEIJING  
100016Beneficiary Acct #: (Account)  
s.21

Destination Country: CHINA

Value date of Wire Transfer:

Amount: 54,321.17 CNY

Other Currency:

CAD Equiv:

**BENEFICIARY'S BANK INFORMATION:**

Bank Name: BANK OF BEIJING YANSHA BRANCH

Bank Address: GUANG MING HOTEL, LIANG MA QIAO ROAD, CHAOYANG DISTRICT, BEIJING, CHINA 1000

Bank Identifier Number (SWIFT Code) s.21

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE: PJHADVANCEMISSION

**INTERMEDIARY INSTITUTION INFORMATION:**

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

**MINISTRY EXPENSE AUTHORITY**

Name: AMY MCALEESE

Title: Director

Signature

**FOR INTERNAL TREASURY USE ONLY:**

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

**Mandatory information required for Wire Transfer Payments:**

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

# INVOICE

**아지 렌터카**

322ho, Namsantown APT. arcade #532, Dasan-ro, Jung-gu, Seoul, Korea  
Tel : 02-793-8200 / Fax : 02-790-7752

REF. No : LM18-01-30-14  
DATE: 2018-01-31  
ATTN : Canada BC state government  
CC : Kim, Da-sun(dakim@britishcolumbia.ca)  
SUBJECT : Quotation for chauffeur drive Service

1. We appreciate for using our rental cars and hope your business to be prosperous.
2. Please see below the car rental with driver costs as requested.  
If you may have any questions, please do not hesitate to contact us any time.  
Thank you.

## 1. Rental with a driver

<Currency: KRW>

No.	Date	Vehicle Type	Time duration	Basic Rate	Extra Charge					TOTAL (KRW)
					O/T	O/km	Toll	Parking	Meal	
1	23-Jan	Grandeur	15:00 ~ 16:11 (01:11 / 45km)	115,000						115,000
2	24-Jan	Starex Limo	CANCEL 100%	330,000						330,000
3	24-Jan	Grandeur	17:20 ~ 23:31 (06:11 / 94km)	280,000			13,200	5,400	7,000	305,600
4	25-Jan	Starex Limo	11:30 ~ 17:00 (05:30 / 90km)	330,000					7,000	337,000
5	25-Jan	Starex Limo	09:00 ~ 18:00 (09:00 / 131km)	330,000		2,400	2,300		7,000	341,700
6	25-Jan	Starex Limo	11:30 ~ 18:00 (06:30 / 98km)	330,000			2,300		7,000	339,300
7	25-Jan	Starex	11:30 ~ 18:00 (07:30 / 95km)	243,000			3,500		7,000	253,500
8	25-Jan	Truck(1 ton)	12:30 ~ 13:30 (01:00 / 25km)	165,000						165,000
9	26-Jan	Starex Limo	07:45 ~ 18:20 (08:35 / 188km)	330,000		25,200	6,000		7,000	368,200
10	26-Jan	Starex Limo	13:30 ~ 18:20 (04:50 / 42km)	330,000						330,000
11	26-Jan	Starex Limo	13:30 ~ 18:00 (04:30 / 45km)	330,000						330,000
12	27-Jan	County Limo	07:10 ~ 17:25 (10:15 / 180km)	350,000		27,500		3,000	14,000	394,500
13	27-Jan	Grandeur	09:00 ~ 15:20 (06:20 / 126Km)	280,000			13,200		7,000	300,200
14	27-Jan	Truck(1 ton)	12:00 ~ 13:00 (01:00 / 25km)	165,000						165,000
TOTAL				3,908,000		55,100	40,500	8,400	63,000	4,075,000

## Bank Detail

- A) Bank : KOOKMIN BANK
- B) Account Holder : AJ-Rent a Car
- C) Account No. : S.21

**\$4868.14**  
CDP

Chauffeur Drive Station / Kim, Jang-seop  
Mobile: 010-2994-5107 / Tel: 02-523-2922 / Fax: 02-790-7752  
Email: Cho@limokorea.co.kr

**AJ-Rent a Car Co., Ltd**  
**AVIS KOREA**

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS

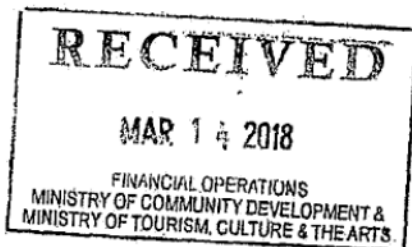
BEA5199818 BEA442

FRESH 519481 22441  
 STOP 6531 NO. 5143854  
 DATE \_\_\_\_\_ NO \_\_\_\_\_  
 BY \_\_\_\_\_  
 FOR \_\_\_\_\_  
 TO BE PAID:  
 • is for \_\_\_\_\_  
 • is for \_\_\_\_\_  
 • where \_\_\_\_\_  
 the goods \_\_\_\_\_  
 conditions \_\_\_\_\_  
 \_\_\_\_\_  
 Spending Authority Signature.

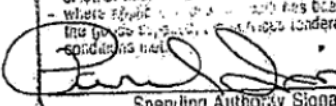


30/Jan/18 (Tue)					
•BC 4					
•TIME	09:00~19:30				
•DRIVER FEE	09:00~18:00	1.0	SET	22,000	22,000
	18:00~19:30	1.5	H	3,200	4,800
•CAR FEE	HIACE	1.0	SET	28,000	28,000
•EXPENSES	TOLLWAY CHARGE			7,950	
	FUEL FEE			8,181	
•BC 5					
•TIME	10:30~18:00				
•NRT	LUGGAGE	1.0	SET	26,000	26,000
•EXPENSES	TOLLWAY CHARGE			5,420	
	FUEL FEE			3,640	
31/Jan/18 (Wed)					
•TIME	13:30~17:30				
•NRT	HIACE	1.0	SET	38,000	38,000
•EXPENSES	TOLLWAY CHARGE			5,140	
	PARKING			3,635	
				80,049	711,200

\$10818.70  
CDN



BEA5199818BEA442

REG. NO.	31998	72441
STOB	6531	5143854
COMMITTEE		
FINAL PAY	NO	
DATE LAY		
DATE GO		
CERT.	K. J. Gorse	
CERTIFICATE TO BE PAID: - is correct - is in full - or other - where required - has been performed - has been rendered or other - conditions met		
Spending Authority Signature 		

28/Jan/18 (Sun)					
•BC 3					
•TIME	09 : 00~19 : 45				
•DRIVER FEE	09 : 00~18 : 00	1.0	SET	22,000	22,000
	18 : 00~20 : 00	2.0	H	3,200	6,400
•CAR FEE	HIACE	1.0	SET	28,000	28,000
•EXPENSES	FUEL FEE			4,116	
29/Jan/18 (Mon)					
•BC 1					
•TIME	07 : 30~21 : 00				
•DRIVER FEE	09 : 00~18 : 00	1.0	SET	22,000	22,000
	07 : 30~09 : 00	1.5	H	3,200	4,800
	18 : 00~21 : 00	3.0	H	3,200	9,600
•CAR FEE	ALPHARD	1.0	SET	25,000	25,000
•BC 2					
•TIME	07 : 30~21 : 00				
•DRIVER FEE	09 : 00~18 : 00	1.0	SET	22,000	22,000
	07 : 30~09 : 00	1.5	H	3,200	4,800
	18 : 00~21 : 00	3.0	H	3,200	9,600
•CAR FEE	ALPHARD	1.0	SET	25,000	25,000
•EXPENSES	TOLLWAY CHARGE			1,200	
	FUEL FEE			2,395	
•BC 3					
•TIME	07 : 30~19 : 00				
•DRIVER FEE	09 : 00~18 : 00	1.0	SET	22,000	22,000
	07 : 30~09 : 00	1.5	H	3,200	4,800
	18 : 00~19 : 00	1.0	H	3,200	3,200
•CAR FEE	HIACE	1.0	SET	28,000	28,000
•BC 4					
•TIME	07 : 30~16 : 40				
•DRIVER FEE	09 : 00~16 : 30	1.0	SET	22,000	22,000
	07 : 30~09 : 00	1.5	H	3,200	4,800
•CAR FEE	HIACE	1.0	SET	28,000	28,000
•EXPENSES	TOLLWAY CHARGE			1,200	
30/Jan/18 (Tue)					
•BC 1					
•TIME	09 : 30~19 : 45				
•DRIVER FEE	09 : 30~18 : 00	1.0	SET	22,000	22,000
	18 : 00~20 : 00	2.0	H	3,200	6,400
•CAR FEE	ALPHARD	1.0	SET	25,000	25,000
•EXPENSES	TOLLWAY CHARGE			5,100	
	FUEL FEE			5,470	
•BC 3					
•TIME	09 : 30~18 : 00				
•DRIVER FEE	09 : 30~18 : 00	1.0	SET	22,000	22,000
•CAR FEE	HIACE	1.0	SET	28,000	28,000
•EXPENSES	TOLLWAY CHARGE			5,280	
	FUEL FEE			4,451	

# INVOICE

31-Jan-18

Messrs. Ministry of Jobs, Trade and  
Technology, Government of British Columbia

御請求金額	
GRAND TOTAL	¥890,552

TOTAL	TAX (8%)	EXPENSES
¥711,200	¥56,896	¥80,049
SUM TOTAL/総計	¥848,145	
Handling Fee 5%		¥42,407

エスエスセンター株式会社

〒150-0044

東京都渋谷区円山町26-8



SS Center Co., Ltd

26-8 Maruyamacho Shibuya-ku Tokyo 150-0044, Japan

TEL +81-(0)3-5459-0030

FAX+81-(0)3-5459-0044

info@sscenter.co.jp

項 目 ITEM	数量 COUNT	単位 UNIT	単価 @	立替金 EXPENSES	合計 SUBTOTAL
21/Jan/18 (Sun)					
TIME 14:30~19:15					
NRT ALPHARD	1.0	SET	33,000		33,000
EXPENSES TOLLWAY CHARGE				5,420	
PARKING				260	
22/Jan/18 (Mon)					
TIME 08:30~14:45					
DRIVER FEE 09:00~15:00	1.0	SET	19,000		19,000
08:30~09:00	0.5	H	3,200		1,600
CAR FEE ALPHARD	1.0	SET	25,000		25,000
EXPENSES FUEL FEE				3,656	
27/Jan/18 (Sat)					
BC 1					
TIME 15:30~20:00					
DRIVER FEE 15:30~18:00	1.0	SET	16,000		16,000
18:00~20:00	2.0	H	3,200		6,400
CAR FEE ALPHARD	1.0	SET	25,000		25,000
EXPENSES TOLLWAY CHARGE				1,200	
BC 2					
TIME 17:30~20:00					
HND ALPHARD	1.0	SET	23,000		23,000
EXPENSES TOLLWAY CHARGE				1,200	
FUEL FEE				2,045	
BC 3					
TIME 17:30~20:00					
HND HIACE	1.0	SET	28,000		28,000
EXPENSES TOLLWAY CHARGE				1,250	
BC 5					
TIME 17:30~20:00					
HND LUGGAGE	1.0	SET	20,000		20,000
EXPENSES TOLLWAY CHARGE				600	
FUEL FEE				1,240	



YVR1R171110088896

中国签证申请服务中心  
Chinese Visa Application Service Center

温哥华 VANCOUVER

-DAJ LTD  
1 250

Term ID: M2290159

## 发票/Invoice

2017-11-10 9:12:26 NO:201711100000007

收款人/Cashier	YVR10046
取证单/Pickup Form	17YVR1G0235689
数量/Quantity	1 2
签证费/Visa Fee*	CAD \$200.00
签证急件费/Visa Rush Fee*	2 = 280.00 CAD \$0.00
服务费/Service Fee	CAD \$80.00
服务加急费/Service Rush Fee	CAD \$0.00
邮递服务费/Post Service Fee	CAD \$0.00
邮资费/Postage Fee	CAD \$0.00
销售税/GST 5.00%	CAD \$4.00
应收款/Amount Due	CAD \$284.00
实收/Amount Received	CAD \$284.00
找零/Change	CAD \$0.00
付款方式/Tender	CCARD: CAD \$284.00

注: \*为代总领馆收费项目/Items marked with a star \* are visa fee collected on behalf of Chinese Consulate-General.

CITS V Service(CANADA) LTD.

Address: 250-999 West Broadway, Vancouver, BC, Canada  
GST#: 809830110RT0001

## Purchase

s.22

CAC

Entry Me

al: \$ 284.00

11/10

09:12:24

H: 001-080005-0

r Code: 121224

ode: 00/001

K 02771010

F7 FA BE 9F C2 1A

00 00 00 00 00

78 00

9E 52 05 E4 A6 1E 17 15

APPROVED

Thank You

Customer Copy

\$140.00

\$142.00 + 0.15A.

P. Frwin

RECEIPT  
VALID FOR TRAVELislink  
CANADA LINK  
Friday City Hall Stn  
10:54113  
Fri 10 Nov 17 09:29AM

Payment Type: Cash

Purchase: 1 Zone Ticket

Product Price: \$ 2.89

SS Ticket #: 05  
711n for your receipt  
Translink Public  
www.translink.ca

Thank you!

Return from  
Visa off to  
Canada Place.



YVR1R171205090270

中国签证申请服务中心  
Chinese Visa Application Service Center

温哥华 VANCOUVER

## 发票/Invoice

2017-12-5 14:20:00 NO:20171205000049

收款人/Cashier

YVR10046

取证单/Pickup Form

Listed in attachment

数量/Quantity

2

签证费/Visa Fee\*

CAD \$200.00

签证急件费/Visa Rush Fee\*

CAD \$0.00

服务费/Service Fee

CAD \$80.00

服务加急费/Service Rush Fee

Σ = \$280.00

CAD \$0.00

邮递服务费/Post Service Fee

CAD \$0.00

邮资费/Postage Fee

CAD \$0.00

销售税/GST 5.00%

CAD \$4.00

应收款/Amount Due

CAD \$284.00

实收/Amount Received

CAD \$284.00

找零/Change

CAD \$0.00

付款方式/Tender

CCARD: CAD \$284.00

注: \*为代总领馆收费项目/Items marked with a star \* are visa fee collected on behalf of Chinese Consulate-General.

CITS V Service(CANADA) LTD.

Address: 250-999 West Broadway, Vancouver, BC, Canada

GST#: 809830110RT0001

SERVICE (CANADA) LTD  
333 BROADWAY # UNIT 250  
VANCOUVER, BC

Term ID: M2290158

## Purchase

s.22

CI  
Entry Met.

, tal: \$ 284

17/12/05

1

eq #: 001-096021

Appr Code: 171100

Resp Code: 00/001

Interac  
A00000002771018  
9C 4F FC 38 82 53 E1 23  
80 81 00 00 00  
75 00  
05 3B 1A 0C 6B F4 33 30APPROVED  
Thank You

Customer Copy



YVR1R180115092364



中国签证申请服务中心

Chinese Visa Application Service Center

温哥华 VANCOUVER

## 发票/Invoice

2018-1-15 10:25:13 NO:20180115000024

收款人/Cashier	YVR10046
取证单/Pickup Form	18YVR1G0241105
数量/Quantity	2
签证费/Visa Fee*	CAD \$200.00
签证急件费/Visa Rush Fee*	CAD \$0.00
服务费/Service Fee	CAD \$80.00
服务加急费/Service Rush Fee	CAD \$0.00
邮递服务费/Post Service Fee	<del>280.00</del> CAD \$0.00
邮资费/Postage Fee	CAD \$0.00
销售税/GST 5.00%	CAD \$4.00
应收款/Amount Due	CAD \$284.00
实收/Amount Received	CAD \$284.00
找零/Change	CAD \$0.00
付款方式/Tender	CCARD: CAD \$284.00

注: \*为代总领馆收费项目/Items marked with a star \* are visa fee collected on behalf of Chinese Consulate-General.

CITS V Service(CANADA) LTD.

Address: 250-999 West Broadway, Vancouver, BC, Canada

GST#: 809830110RT0001

## Purchase

s.22

VTERAC

Total: \$ 284.00

18/01/15

req #: 001-121018-0

ppr Code: 132646

SP Code: 00/001

Ler/ac

000002771010

AF E1 59 6C 93 85 19

80 00 80 00

00

71 0F 22 AB 05 06 F0

APPROVED  
Thank You

FARESAVER

ADULT ONE ZONE

72030723 -9

TRANS LINK

VALIDATE - insert this direction

\$2<sup>85</sup>

FARESAVER

ADULT ONE ZONE

72030723 -2

TRANS LINK

VALIDATE - insert this direction

\$2<sup>85</sup>FIND OUR  
APP ON:Available on the  
App StoreGET IT ON  
Google playDownload from  
Windows Store

VANCOUVER-TAXI

AIRPORT • TOUR • DELIVERY

CAB No. 2

DATE:

AMOUNT \$ 10

GST # 105485080

DRIVER'S

NAME (Print)

**Vanguard AP, LLC.**

Otemachi Financial City Grand Cube, 18F,  
1-9-2, Otemachi, Chiyoda-ku, Tokyo  
100-0004, Japan  
+81-3-3516-1501

**BILL TO:**

Ms. Kelly Gossen  
Mission and Events Officer  
Ministry of Jobs, Trade and Technology  
Government of British Columbia  
Suite 730 – 999 Canada Place,  
Vancouver, British Columbia, CANADA  
V6C 3E1  
Tel: 604-660-6815

BEA

5199818BEA442

**INVOICE**

Date: 19-Feb-18

Invoice #: 018

51998

6531

72441  
5193054

K. Gossen

Paulson

DESCRIPTION	UNIT	RATE	AMOUNT
BC Beer (Jerkfaces9000 & Central City Red Racer)	GIFTS	¥ 42,595	597.82
BC Beer(Scandal)		¥ 16,485	
BC Wines	EVENT COSTS	¥ 300,041	4154.20
BC Ice wines		¥ 14,772	
Backdrop		¥ 95,472	
Podium Panel	PHOTOGRAPHY	¥ 5,508	
Photographer for the Premier		¥ 101,210	3598.18
Photographer for the ministers		¥ 81,000	
Bank fee		¥ 6,000	

**BANK INFORMATION:**

Bank Name: Sumitomo Mitsui Banking Corporation  
Branch Name: Head Office (200)  
Account Type: Futsu  
Account #: s.21  
Account Name: Vanguard AP, LLC  
SWIFT code: s.21

Subtotal

Tax Rate

Other

8350.20

CDN

**Total****¥ 663,083****COMMENTS:****RECEIVED**

MAR 1 2018

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS

合同会社Vanguard AP部中 11分請求書

請求元:

【名稱】

【会社名】 合同会社Vanguard AP

【生所】

**【電話番号】**

配運先:

【名称】

【俗名】

[图 1]

**【附註】**

2018年12月15日 星期一 12:15:00

[FAX: 03-6550-3166] [TEL: 03-6550-2169] [E-MAIL: [info@8ccbeertrading.com](mailto:info@8ccbeertrading.com)]



## Waight, Evan T MAH:EX

---

**From:** Hoover, Cora D FIN:EX  
**Sent:** Tuesday, March 20, 2018 3:06 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Vanguard AP, LLC  
**Attachments:** How to enter invoices for payment by wire transfer.docx  
  
**Importance:** High

The following wire transfers have been processed and confirmed by CIBC:

Beneficiary Name:	Vanguard AP, LLC		
Value Date:	March 20, 2018		
Amount:	¥ 663,083	Currency:	JPY
Rate:	0.01259		
Invoice Reference:	018		
CIBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$8,350.20		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance  
Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

*Warning: This email is intended only for the use of the individual(s) or organization to whom it is addressed. It may contain information that is privileged, confidential or exempt from disclosure under applicable law. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this message in error, or are not the named recipient(s), please notify the sender immediately and delete the message from any computer. Thank you*

## REQUESTING MINISTRY

DATE: March 14, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WRIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: Vanguard AP, LLC

Beneficiary Address:

Tokyo Banker's Club Bldg, 15F 1-3-1, Marunouchi,  
Chiyoda-ku, Tokyo 100-0005, JapanBeneficiary Acct #: <sup>s.21</sup>

Destination Country: Japan

Value date of Wire Transfer:

Amount: 663,083.00 JPY

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: Sumitomo Mitsui Banking Corporation, Head Office

Bank Address: 1-1-2 Marunouchi, Chiyoda-ku, Tokyo 100-0005, Japan

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA) :

Reference: INVOICE: 018

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: DIRECTOR

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

- ☐ Copy of invoice received ☐ Wire transfer initiated  
☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130



www.nordenwine.com

6115 - 4000 No. 3 Rd, Richmond, BC, Canada

T: 604-357-6009 F: 604-357-6010

Invoice#2018117

Date: January, 20, 2018

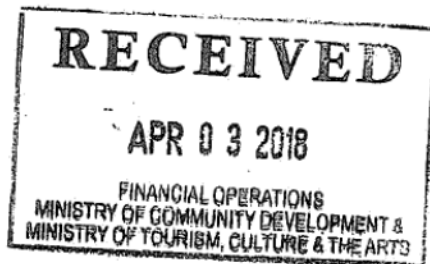
**International Missions and  
Corporate Events**

Ship to: Suite 2323, South  
Tower, Kerry Centre, 1 Guanghua  
Road, Chaoyang District,  
Beijing, China 100020

Wine	Size	Btls	Price/Btl	Amount
Gehring Cabernet Franc Icewine	375ml	12	\$60	\$720
Total		12		\$720

Please make the cheque payable to NORDEN WINE LTD. The mail address is: #6115 -  
4000 No. 3 Road, Richmond, BC V6X 0J8

THANK YOU FOR YOUR BUSINESS!



51998 22441  
6531 5143054  
DATE RECEIVED  
DATE COMPLETED  
CERTIFY  
TO BE PAID  
Spending Authority Signature

BEA 5199818 BEA 442

PREMIER'S MISSION TO ASIA		BC WINE AND BEER - EVENT PURCHASES AND GIFTING			
Event	Paid To	Company	Brand	Quantity	Gifting
Tokyo BC Partnerships Luncheon and NR Roundtable Dinner	Vanguard	Heavenly Vines	Burrowing Owl, Church & State, Blue Mountain Wine		
Tokyo BC Partnerships Luncheon and NR Roundtable Dinner	Vanguard	Heavenly Vines	Burrowing Owl, Church & State, Blue Mountain Wine	10	408.66
			<b>Total Heavenly Vines</b>	<b>10</b>	<b>408.66</b>
Tokyo BC Partnerships Luncheon and NR Roundtable Dinner	Vanguard	Costco	Whistler Reisling Ice Wine	7	189.16
			<b>TOTAL Tokyo BC Wine and Beer</b>		<b>597.82</b>
			Norden Gehringer Ice Wine - Purchased in China for Gifting - 5 left in TIR office for future use	12	720.00
3 bottles of Gehringer ice wine were also used from Vancouver to Guangzhou from inventory per Maureen Yelovatz - 3 X \$50				3	150.00
3 bottles of Gehringer ice wine were also carried from Vancouver to Seoul from Inventory - 3x\$50				3	150.00
			<b>TOTAL ESTIMATED GIFTING</b>		<b>1,467.82</b>
			Difference due to rounding		82.18
<b>Total of Gifted ice wine (approximately) per list provided by Rebecca MacLeod</b>					<b>1,700.00</b>
			<b>TOTAL BC BEER AND WINE PURCHASES</b>		<b>1,317.82</b>
					Gifting

**Cockburn, Derek P JTT:EX**

**Subject:** FW: Estimates - Gifts, Beer and Wine  
**Attachments:** 2018 Asia Mission Alcohol Purchases 2018-04-17.xlsx

**From:** MacLeod, Rebecca JTT:EX  
**Sent:** Thursday, April 5, 2018 3:18 PM  
**To:** Michon, Steven JTT:EX; Hale, Lynn JTT:EX  
**Cc:** Yelovatz, Maureen JTT:EX  
**Subject:** Estimates - Gifts, Beer and Wine

Hi Steve & Lynn,

I have tabulated the wine and beer spending in Seoul and Tokyo, as well as the overall estimated gift expenditure for the 2018 Asia Mission Estimates notes. I'd just like to cross-check these numbers with you.

Korea:

City	Event	Wine/Beer	Quantity
Seoul	BC Partnerships luncheon	\$1522.32 (wine, Okanagan Estate Wine Shop) + \$376 (Fuggles & Warlock beer) + \$825.00 (Flying Fresh shipping)  \$2723.32 (total)	Wine (48 bottles)  Beer (84 bottles)

City	Event	Wine/Beer	Quantity
Tokyo	BC Partnerships Luncheon, Natural Resources Roundtable Dinner	\$3211.06 (wine, Vanguard AP, LLC); \$701.87 (beer, Vanguard AP, LLC)  \$3912 (total)	Wine (82 bottles)  Beer (192 bottles)

- Note that Whistler Riesling Ice wine (14,772 yen) from Costco, and Church and State Pinot Noir (29,750 yen) from Heavenly Vines are not included in this total as these were used as gift stock.
- Total approximate value of gifts presented during the mission \$2765.00

City	Event/Meeting	Gift Description	Cost
Guangzhou	Bilateral with Guangdong Tourism Administration	Ice wine	\$50.00

	Meeting with Guangdong Committee of China Council for the Promotion of International Trade	Ice wine	\$50.00	
	Bilateral with Guangdong Province Department of Culture	Ice wine	\$50.00	
	Bilateral with Guangdong Governor	Copper Salmon on Cedar	\$275.00	①
Beijing	Meeting with Beijing Capital Museum	Ice wine	\$100.00	
	Meeting with China National Tourism Administration (CNTA)	Ice wine	\$100.00	
	Bilateral with National Energy Administration	Ice wine	\$100.00	
	Meeting with China National Petroleum Corporation	Ice wine	\$100.00	
	Meeting with Union Mobile Financial	Ice wine	\$50.00	
	Meeting with Tsinghua Holdings	Ice wine	\$50.00	
	Bilateral with Chinese People's Association for Friendship with Foreign Countries (CPAFFC)	Ice wine	\$50.00	
Seoul	Bilateral with Gyeonggi Governor	Thunder Cedar Vase, 11 business card holders	\$390.00	①
	Corporate call with KOGAS	Ice wine	\$100.00	
	Corporate call with POSCO	Ice wine	\$100.00	
	Canada Village Site Visit	Thunder Cedar Vase, 2 business card holders	\$300.00	①
	Netmarble Tour and Meeting	Ice wine	\$100.00	
	Visit to Kukkiwon World Taekwondo Headquarters	Photo with plaque	\$100.00	①
Tokyo	Meeting with JOGMEC	Ice wine	\$100.00	
	Sega Meeting and Tour	Ice wine (3)	\$300.00	
	Fujitsu Meeting and Tour	Ice wine	\$100.00	
	Astomos Energy Corp Meeting and Tour	Ice wine	\$100.00	
	Chiyoda Meeting and Tour	Ice wine	\$100.00	

Rebecca MacLeod  
 Missions & Events Officer  
 International Missions and Corporate Events  
 International Business Development Division  
 Ministry of Jobs, Trade and Technology  
 Suite 730 – 999 Canada Place | Vancouver, British Columbia | CANADA V6C 3E1  
 Tel: 604.775.2237 | Mobile: 604.603.9637 | Fax: 604.775.2237 | Website: www.gov.bc.ca

✕  
 ① = \$1065  
 1700  


---

 \$2765

**From:** Sawchuk, Richard JTT:EX  
**Sent:** Tuesday, January 16, 2018 3:36 PM  
**To:** Rivero Hernandez, Silvana JTT:EX  
**Subject:** Richard Sawchuk - Travel Insurance Certificate – Blue Cross

Silvana,  
FYI

Please read your travel insurance certificate below. We will mail you a copy within one business day.

## **Travel Insurance Certificate – Blue Cross**

Policy Holder:  
Richard Sawchuk  
Vancouver, BC, V6B 8R2  
Canada  
Plan Purchased:  
Annual Package

Effective Date:  
1/17/2018  
Expiry Date:  
1/16/2019  
Number of days:  
15  
Coverage type:  
Single  
Trip cost per person:  
\$1,500.00  
Certificate Number:  
s.22

Distributor:  
PUBL  
Status:  
Paid

Amount Paid:  
\$146.00

Form of payment:  
Credit Card - Mastercard  
Purchase date:  
1/16/2018

Richard<sup>s.2</sup> Sawchuk, LL.B  
Director, Japan, Korea & Hong Kong

 **Canadian  
Safety Supplies**  
INDUSTRIAL SAFETY EQUIPMENT AND SUPPLIES LTD.  
3504 Francis Hughes, Laval, QC, H7L 5A9

**Date:** 11/29/2017  
**Order#:** 8728

**Bill To:** (Customer ID#7213)

BC Provincial Gov  
Oana Georgescu  
730-999 Canada Place  
Vancouver, BC V6C3E1  
Canada  
604-398-4699  
oana.georgescu@gov.bc.ca

**Ship To:**

BC Provincial Gov  
Oana Georgescu  
730-999 Canada Place  
Vancouver, BC V6C3E1  
Canada  
604-398-4699

**Payment Method:**

**Credit Card:** MasterCard  
Oana Georgescu  
\*\*\*\*\*S.17

**Shipping Method:**

Free Shipping Ground

Code	Description	Qty	Price	Total
BC001-0008	BC Level 1 First Aid Kit - Do Not Include Blankets - Nylon Bag	2	\$69.95	\$139.90

Subtotal: \$139.90

GST (5%): \$7.00

Shipping & Handling: \$0.00

**Grand Total: \$146.90**

GST:833876568  
QST:1212729929

Thank you from [www.canadiansafetysupplies.com/](http://www.canadiansafetysupplies.com/)



**Andrew Dawrant**  
Conference Interpreter  
Active member of AIIC

Sinophone Interpretation  
58 Taicang Road, 2/F  
Shanghai 200041, China  
Tel: +86 21 6253 3755  
Fax: +86 21 5102 8098  
[a.dawrant@aiic.net](mailto:a.dawrant@aiic.net)

## Invoice

Our reference no.: 17-223  
Date: February 1, 2018  
To: Ministry of Jobs, Trade and Technology  
Province of British Columbia  
Suite 730-999 Canada Place  
Vancouver, British Columbia  
Canada V6C 3E1  
Attention: Ms. Kelly Gossen  
Mission and Events Officer  
International Missions and Corporate Events  
<Kelly.Gossen@gov.bc.ca>  
Mobile: +1 604 374 3941  
Re: BC Premier's Visit to China (Guangzhou and Beijing)  
January 21-24, 2018

Grand total due: RMB 141,775.00 (per attached final accounting)  
Equivalent in USD: USD 22,571.32 (at 6.2812 RMB/USD<sup>1</sup>)

Due date: Thirty (30) days upon receipt of this invoice.

Please pay **USD 22,571.32** to the account provided in Appendix A below. Thank you very much for the opportunity to be of service.

Yours truly,



Andrew Dawrant  
[a.dawrant@aiic.net](mailto:a.dawrant@aiic.net)



<sup>1</sup> This is the official buy rate published by the Bank of China for February 1, 2018:  
<http://www.boc.cn/sourcedb/whpj/>

BEA ASIA mission 2018  
5199818BEA 442  
51998 22441  
STOS 6531 3743054  
CONFIDENTIAL  
YES NO  
INTERVIEWED  
YES RECEIVED  
YES RECEIVED  
CERTIFIED THE AMOUNT TO BE PAID:  
- is correct  
- is in accordance with appropriate statute or other authority and/or contract  
- where applicable, that the work has been performed  
- the fee is applied, the services rendered or other conditions met  
Spending Authority Signature  
PAUL IRWIN

\$29,168.92  
CAN

## Appendix A: Bank details for USD payment

Bank name:	HSBC
Address:	One Queen's Road Central, Hong Kong
Account number:	s.21
Account name:	DAWRANT ANDREW CHARLES
SWIFT code:	s.21

# Sinophone 昇诺同传 Interpretation

Sinophone Interpretation  
58 Taicang Lu, 2nd floor  
Shanghai 200021, China

Tel: +8621 6253 3755  
Fax: +8621 5102 8098

www.sinophone.org

Final accounting for conference interpretation services (Chinese<>English SI)  
BC Premier's Visit to China, 21-25 January 2018

OTCC	PROJECT #
CONFIRMATION CONTRACT	
APPROVED	YES NO
TERMS AND CONDITIONS	
NOT TO BE USED FOR RECEIVED	
CERTIFICATE OF SERVICES RECEIVED	
CERTIFIED THAT THE AMOUNT TO BE PAID:	
<ul style="list-style-type: none"> <li>- is correct</li> <li>- is in accordance with appropriate statute or other authority and/or contract.</li> <li>- where applicable, that the work has been performed to the goods supplied, the services rendered or other conditions met.</li> </ul>	
Spending Authority Signature	

## I. Interpreter fees and allowances 口译员专业费用及差旅补贴

Date 日期	Item 项目	Unit price 单价 (RMB)	Quantity 数量	Days 天数	Subtotal 小计
Jan 21-24	Interpreter for the premier (Andrew Dawrant) - working days	13500	1	4	54000
Jan 25	Interpreter for the premier (Andrew Dawrant) - travel day	6750	1	1	6750
Jan 21-24	Interpreter for Minister Lisa Beare - working days	10000	1	4	40000
Jan 25	Interpreter for Minister Lisa Beare - travel days	5000	1	1	5000
Jan 21 & 25	Allowance for ground transfers (flat sum)	200	4	2	1600
Jan 21-25	Per diem allowance for meals and incidentals (flat sum)	550	2	4	4400
Subtotal 1					111750

## II. Conference equipment for SI in Guangzhou, January 22, 2018 同传及会议设备

Date 日期	Item 项目	Unit price 单价 (RMB)	Quantity 数量	Days 天数	Subtotal 小计
2017-01-22	Bosch digital SI system with booth	3500	1	1	3500
	SI receivers with headphones	30	60	1	1800
	Bosch push-to-talk discussion system CPU	1500	1	1	1500
	Bosch push-to-talk discussion microphones	100	20	1	2000
	PA system (sound mixer, loudspeakers)	2000	1	1	2000
	Shipping and load-in	800			800

Cordless handheld microphones (Shure-SLX4)	200	2	1	400
Technician	500	1	1	500
			<b>Subtotal 2</b>	<b>12500</b>

III. Hotel and air tickets 酒店住宿和机票预算

Date 日期	Item 项目	Unit price 单价 (RMB)	Quantity 数量	Nights 天数	Subtotal 小计
Jan 21-25	Accommodation with breakfast, in delegation hotel, to be booked and paid for by client				
21-Jan	Airfare, Shanghai-Guangzhou, Jan 21, 2 pax, actual cost				2540
25-Jan	Airfare, Beijing-Shanghai, Jan 25, 2 pax, actual cost				2560
IV. GRAND TOTAL 总计					
	Subtotal 1				111750
	Subtotal 2				12500
	Subtotal 3				5100
	<b>Net total</b>				<b>¥129,350.00</b>
	<b>Tax and admin (10% of subtotal 1+2)</b>				<b>¥12,425.00</b>
	<b>Grand total</b>				<b>¥141,775.00</b>
	<b>Grand total in USD (@ 6.2812)</b>				<b>US\$22,571.32</b>

## V. NOTES 备注

- 1. Accommodation:** Single-occupancy accommodation for the interpreters in the conference hotel, including breakfast, is to be booked and paid for by the client.
- 2. Airfare:** Interpreter airfare will be billed at actual cost. The above airfare amount is an estimate and will be adjusted based on actual fare.
- 3. Lunch:** The organizer is to provide conference lunch on-site for the interpreters.
- 4. Lost receivers:** The replacement cost of any lost SI receiver sets is RMB 1200 per unit.
- 5. Program:** Any change to the program or working hours may result in changes to this budget.
- 6. Preparation:** Our interpreters will prepare the subject matter based on the conference materials and reference materials you provide in advance. We recommend that conference materials, including PPT, be prepared in bilingual versions, for optimal communication. To allow enough time for full preparation, we recommend making materials available to us at least 3-5 days before the event.
- 7. Number of SI receivers:** The number of SI receivers required can be adjusted any time up to one week before the event. We normally add one headset attendant per increase of 100 receivers.
- 8. Distribution of SI receivers:** Per the conference organizer's preference, we can (a) distribute receivers from a station at the entrance to the plenary hall and for security take a business card from each person who borrows one, to facilitate tracking of unreturned receivers; or (b) place the receivers on seats in the conference hall, which does not allow for tracking of lost receivers.
- 9. Recording:** The conference organizer will not make or authorize any recording, transcription or broadcast of the interpretation without the written consent of Sinophone Interpretation, in which case a separate copyright fee will apply.
- 10. Deposit:** A deposit of \$500 is required to confirm the booking.

旅客姓名 NAME OF PASSENGER		有效身份证件号码 ID.NO.		SERIAL NUMBER: 4868289262 4	
DAWRANT/ANDREWCHHG115026				补差登转/BIANG SH4/CA	
承运人 CARRIER	航班号 FLIGHT	座位等级 CLASS	日期 DATE	时间 TIME	客票级别/客票类别 FARE BASIS
MZWK31	南航 CZ3534	Y	2018-01-21	10:50	YDSAO
自 FROM 上海虹桥	至 TO 广州	VOID			
至 TO VOID					
至 TO					
至 TO					
票价 FARE	民航发展基金 CHINA AIRPORT DEVELOPMENT	燃油附加费 FUEL SURCHARGE	其他税费 OTHER TAXES	合计 TOTAL	
CNY 1310.00	CNY 150.00	EXEMPT	EXEMPT	CNY 1360.00	
电子客票号码 E-TICKET NO. 7842330876163	验证码 CK 7362	航信信息 INFORMATION	虹桥机场提前四十分钟登机	保险 INSURANCE	XXX
销售单位代号 AGENT CODE CAN011	填开单位 ISSUED BY	填开日期 DATE OF ISSUE	2018-01-22		
验真网址: WWW.TRAVELSKY.COM 服务热线: 400-815-8888 短信验真: 发送JP至10669018					

旅客姓名 NAME OF PASSENGER		有效身份证件号码 ID.NO.		SERIAL NUMBER: 4868289263 5	
黄重芳		220204197807011845		O/不付登转, 变更退票收票	
承运人 CARRIER	航班号 FLIGHT	座位等级 CLASS	日期 DATE	时间 TIME	客票级别/客票类别 FARE BASIS
JDXTMM	东航 MU5303	E	2018-01-21	10:30	E
自 FROM 上海虹桥	至 TO 广州	VOID			
至 TO VOID					
至 TO					
至 TO					
票价 FARE	民航发展基金 CHINA AIRPORT DEVELOPMENT	燃油附加费 FUEL SURCHARGE	其他税费 OTHER TAXES	合计 TOTAL	
CNY 1130.00	CNY 150.00	EXEMPT	EXEMPT	CNY 1180.00	
电子客票号码 E-TICKET NO. 7815163792736	验证码 CK 7363	航信信息 INFORMATION	虹桥	保险 INSURANCE	XXX
销售单位代号 AGENT CODE SHA717	填开单位 ISSUED BY	填开日期 DATE OF ISSUE	2018-01-22		
验真网址: WWW.TRAVELSKY.COM 服务热线: 400-815-8888 短信验真: 发送JP至10669018					



PDCE80	承运人 CARRIER	航班号 FLIGHT	座位等级 CLASS	日期 DATE	时间 TIME	客票级别/客票类别 FARE BASIS	客票生效日期 NOT VALID BEFORE	有效截止日期 NOT VALID AFTER	免费行李 ALLOW
T2 北京 上海虹桥 VOID	T2 东航	MU5126	B	2018-01-24	20:00	B			20K
票价 FARE		民航发展基金 CHINA DEVELOPMENT FUND		燃油附加费 FUEL SURCHARGE		其他税费 OTHER TAXES		合计 TOTAL	
CNY 1230.00		CN 50.00		YQ EXEMPT				CNY 1280.00	
电子客票号码 E-TICKET NO.	验证码 CK	乘机信息 INFORMATION				保险费 INSURANCE		XXX	
7818236345884	368	MU5126T2 乘机							
销售单位代号 AGENT CODE	填开单位 ISSUED BY	填开日期 DATE OF ISSUE				2018-01-25			
SHA166	西南国际旅行社有限公司								
08677392									

验真网址: [WWW.TRAVELSKY.COM](http://WWW.TRAVELSKY.COM) 服务热线: 400-815-8888 短信验真: 发送JP至10669018

请旅客乘机前认真阅读《旅客须知》及承运人的运输条件内容  
The Important Notice and the general conditions of carriage must be read before travelling.

### 航空运输电子客票行程单

ITINERARY/RECEIPT OF E-TICKET  
FOR AIR TRANSPORT

印刷序号:

SERIAL NUMBER:

4868487370 5

旅客姓名 NAME OF PASSENGER		有效身份证件号码 ID NO.		备注 ENDORSEMENTS, RESTRICTIONS, CARBON					
樊里万		220204197807011843		Q/个符登转退改收费					
PDCE80	承运人 CARRIER	航班号 FLIGHT	座位等级 CLASS	日期 DATE	时间 TIME	客票级别/客票类别 FARE BASIS	客票生效日期 NOT VALID BEFORE	有效截止日期 NOT VALID AFTER	免费行李 ALLOW
T2 北京 上海虹桥 VOID	T2 东航	MU5126	B	2018-01-24	20:00	B			20K
票价 FARE		民航发展基金 CHINA DEVELOPMENT FUND		燃油附加费 FUEL SURCHARGE		其他税费 OTHER TAXES		合计 TOTAL	
CNY 1230.00		CN 50.00		YQ EXEMPT				CNY 1280.00	
电子客票号码 E-TICKET NO.	验证码 CK	乘机信息 INFORMATION				保险费 INSURANCE		XXX	
7818236345885	368	MU5126T2 乘机							
销售单位代号 AGENT CODE	填开单位 ISSUED BY	填开日期 DATE OF ISSUE				2018-01-25			
SHA166	西南国际旅行社有限公司								
08677392									

验真网址: [WWW.TRAVELSKY.COM](http://WWW.TRAVELSKY.COM) 服务热线: 400-815-8888 短信验真: 发送JP至10669018

请旅客乘机前认真阅读《旅客须知》及承运人的运输条件内容  
The Important Notice and the general conditions of carriage must be read before travelling.

## Waight, Evan T MAH:EX

**From:** Pasquotti, Joanne FIN:EX  
**Sent:** Tuesday, February 20, 2018 11:13 AM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Andrew Charles Dawrant  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by CIBC:

Beneficiary Name:	Andrew Charles Dawrant		
Value Date:	February 20, 2018		
Amount:	\$22,571.32	Currency:	USD
Rate:	1.2923		
Invoice Reference:	Business / Service / Trade – Interpretation Services Invoice : 17-223		
CIBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$29,168.92		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



*Jo Pasquotti*

Treasury Payments Analyst | Banking & Cash Management | Provincial Treasury | Ministry of Finance  
Phone: [Tel:7786985879](tel:7786985879) | Fax: 250 953-0485  
[Joanne.Pasquotti@gov.bc.ca](mailto:Joanne.Pasquotti@gov.bc.ca)

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## REQUESTING MINISTRY

DATE: February 8, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: DAWRANT, ANDREW CHARLES

Beneficiary Address: 58 TAICANG ROAD, 2/F SHANGHA  
200041

Beneficiary Acct #: (Account) s.21

Destination Country: CHINA

Value date of Wire Transfer:

Amount: 22,571.32 USD

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: HSBC

Bank Address: ONE QUEEN'S ROAD CENTRAL, HONG KONG

Bank Identifier Number (SWIFT Code) s.21

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE: 17-223

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: Director

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

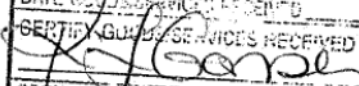
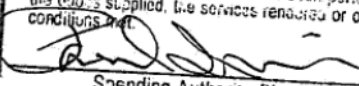
BIC (Swift) Code required for all wire transfer payments

FIN130



51998183EA442

ASIA Mission 2018

RESP	51998	SERVICE #	22441
STOB	6531	PROJECT #	5143854
COMMITMENT/CONTRACT #			
FINAL PAYMENT		<input checked="" type="radio"/> YES <input type="radio"/> NO	
DATE INVOICE RECEIVED			
DATE GOODS/SERVICES RECEIVED			
CERTIFY GOODS/SERVICES RECEIVED			
			
CERTIFIED THAT THE AMOUNT TO BE PAID:			
<ul style="list-style-type: none"><li>- is correct</li><li>- is in accordance with appropriate statute or other authority under contract</li><li>- where applicable, that the work has been performed the goods supplied, the services rendered or other conditions met</li></ul>			
			

Spending Authority Signature

PAUL IRWIN

KELLY GOSSEN

## REQUESTING MINISTRY

DATE: FEBRUARY 14, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: HANKUK UNIVERSITY OF  
FOREIGN STUDIES CENTER FOR INTERPRETING  
AND TRANSLATIONBeneficiary Address: 107 IMUN-RO, DONGDAEMUN-GU,  
SOUL, 130-791Beneficiary Acct #: (Account)<sup>s.21</sup>

Destination Country: SOUTH KOREA

Value date of Wire Transfer:

Amount: 990,000.00 KRW

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: WOORI BANK OF KOREA (IMUN-DONG BRANCH)

Bank Address: 207-1, IMUN-DONG, DONGDAEMUN-GU, SEOUL, KOREA

Bank Identifier Number (SWIFT Code)<sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE: 26JAN2018INTERPRETINGTRANSLATION

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: Director

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received☐ Wire transfer initiated☐ Confirmation Received☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

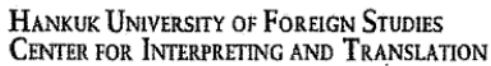
Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130



Tel : 82-2-2173-2440 Fax : 82-2-2173-2570

## Invoice for Interpretation Service

Date of Issue	2018-01-26			Project	171211.개나더브리티시컬럼비아주.01(E)
Client	International Missions and Corporate Events Ministry of Jobs, Trade and Technology/Kelly Gossen			Phone/Fax #	1 (604) 660-6815
Contact				E-mail	Kelly.Gossen@gov.bc.ca
Provider	Center for Interpreting and Translation	P.I.C	Jaemin Kim	E-mail	cit@hufscit.com
Subject	Intepreting service for International Missions and Corporate Events Ministry of Jobs, Trade and Technology			Quoted Amount	₩ 2,530,000

### === Details ===

Service Type	Language	Number of Interpreters	Service Period		Days	Interpretation Time			Venue
CI	English	1	2018.01.25 - 2018.01.25		1	13:00	-	18:00	Out of Seoul
CI	English	1	2018.01.26 - 2018.01.26		1	9:00	-	18:00	Seoul
CI	English	1	2018.01.08 - 2018.01.08		1	11:00	-	11:45	Seoul
Language	Basic Charge	O/T	Pre-meeting	Per diem	Travel	Transfer fee	Transportation	Recording(Broadcasting)	KRW
English	₩900,000			₩100,000					₩ 1,000,000
English	₩900,000	₩300,000							₩ 1,200,000
English			₩100,000						₩ 100,000

Director of Center for Translation and Interpretation

Approx

\$ 2902.21 CAD

5199818BEA442

Asia Mission 2018

RESP	51998	SERVICES	442
STG	6531	PROJECT #	5143054
COMMITMENT/CONTRACT #			
FINAL PAYMENT		<input checked="" type="radio"/> YES <input type="radio"/> NO	
DATE INVOICE RECEIVED			
DATE OF SERVICE RECEIVED			
CERTIFY GOODS OR SERVICES RECEIVED			
CERTIFIED THAT THE AMOUNT TO BE PAID:			
<ul style="list-style-type: none"><li>- is correct</li><li>- is in accordance with appropriate statute or other authority and/or contract,</li><li>- where applicable, that the work has been performed the goods supplied, the services rendered or other conditions met.</li></ul>			
Spending Authority Signature			
PAUL IRWIN			

KELLY  
GOSSEN

(To a non-Canadian Financial Institution Destination)

Fax to Treasury Payment Services (250) 953-0485

## REQUESTING MINISTRY

DATE: FEBRUARY 14, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism & Skills Training/Community Sport & Cultural Dev.  
Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC  
Telephone #: 778-698-3354 Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WRIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: HANKUK UNIVERSITY OF  
FOREIGN STUDIES CENTER FOR INTERPRETING  
AND TRANSLATIONBeneficiary Address: 107 IMUN-RO, DONGDAEMUN-GU,  
SOUL, 130-791Beneficiary Acct #: (Account) <sup>s.21</sup>

Destination Country: SOUTH KOREA

Value date of Wire Transfer:

Amount: 2,530,000.00 KRW

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: WOORI BANK OF KOREA (IMUN-DONG BRANCH)

Bank Address: 207-1, IMUN-DONG, DONGDAEMUN-GU, SEOUL, KOREA

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE: 26JAN2018INTERPRETINGTRANSLATION

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: Director

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received☐ Wire transfer initiated☐ Confirmation Received☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

## Waight, Evan T MAH:EX

**From:** Hoover, Cora D FIN:EX  
**Sent:** Friday, February 23, 2018 3:13 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Hankuk University of Foreign Studies  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by BMO:

Beneficiary Name:	Hankuk University of Foreign Studies
Value Date:	February 23, 2018
Amount:	₩ 3,520,000
Currency:	KRW
Rate:	0.001223
Invoice Reference:	26Jan2018
BMO Ref #:	s.21
CAD Equivalent for WIR GLP:	\$4,304.96

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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26 Jan 2018 A = 1,210.77  
26 Jan 2018 B = 3,094.19 } 4,304.96



# MOSAIC

## TRANSLATION SERVICES

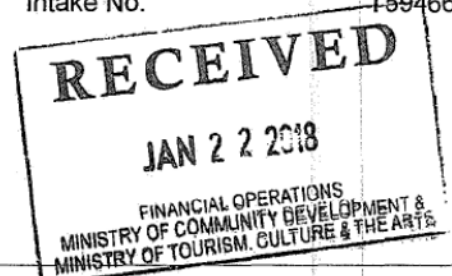
5575 Boundary Road, Vancouver, B.C. Canada V5R 2P9

Tel: 604-254-0469 • Toll Free: 1-877-475-6777 • Fax: 604-254-2321 • www.mosaicbc.org

Ministry of Jobs, Trade and Technology  
International Business Development Division  
730 - 999 Canada Place  
Vancouver, BC, Canada  
V6E 3G1

Invoice No: **T21883**  
Invoice Date: Dec 19 2017  
Intake No: T59466A

Attn: Rebecca MacLeod, Missions & Events Officer



### INVOICE

Re: Seven Biographies: John Horgan, Fazil Mihar, Dave Nikolejsin, Sandra Carroll, Bruce Ralston, Lisa Beare and George Chow

Output: Word files (Punjabi in Unicode) and PDFs for web

#### Document

Language: Chinese Simplified

Translation from English Rush

Proofreading Rush

Typesetting

ASIA MISSION 2018  
5144818BEA442

RESP. 51498	SERVICE LINE 22441
STORE 6037	PROJECT # 5143054
COMMITMENT/CONTRACT #	
FINAL PAYMENT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
DATE INVOICE RECEIVED DEC 19 2017	
DATE GOODS/SERVICES RECEIVED	
CERTIFY GOODS/SERVICES RECEIVED	
<p>CERTIFIED THAT THE AMOUNT TO BE PAID is correct in accordance with appropriate statute or prior authority and/or contract where applicable, that the work has been performed, the amount requested, the services rendered or other particulars.</p> <p>REBECCA MACLEOD</p> <p>PAUL IRWIN</p>	

Qty:	Units:	Rate:	Amount:
1636	Word(s)	\$0.380	\$621.68
1636	Word(s)	\$0.190	\$310.84
4	Fixed Price	\$40.000	\$160.00
Chinese Simplified SubTotal:			\$1,092.52

Language: Japanese

Translation from English Rush

Proofreading Rush

Typesetting

Qty:	Units:	Rate:	Amount:
1636	Word(s)	\$0.380	\$621.68
1636	Word(s)	\$0.190	\$310.84
4	Fixed Price	\$40.000	\$160.00
Japanese SubTotal:			\$1,092.52

Language: Korean

Translation from English Rush

Proofreading Rush

Typesetting

Qty:	Units:	Rate:	Amount:
1636	Word(s)	\$0.380	\$621.68
1636	Word(s)	\$0.190	\$310.84
4	Fixed Price	\$40.000	\$160.00

Korean SubTotal: \$1,092.52

Document SubTotal: \$3,277.56

**Grand Total: \$3,277.56**

Please make cheque payable to MOSAIC and quote invoice number on cheque.

THIS INVOICE IS EXEMPT FROM GST

Jing LAN (Lacy)

蓝静

# Invoice

22 January 2010

No.: 20180122

Government of British Columbia

Description	Details	Amount
Interpretation	PJH Delegation, 21-24 Jan	25,000.00
Fixed Allowance	Airfare	2,000.00
	Car service	400.00
	Meals and Incidentals	600.00
<b>Total</b>		<b>CNY 28,000.00</b>
<b>Please Pay</b>		<b>CAD 5,479.44</b>

*Jing Lan*

## Domestic Bank Transfer 国内转账

China Merchants Bank 招商银行

The Oriental Plaza Sub-branch of Beijing 北京东方广场支行

Bank Code 银行代码: s.21

Account Number 账号: s.21

Account Name 账户名: Jing LAN 蓝静

## International Bank Transfer (CAD)

Intermediary Bank: Bank of Montreal, Toronto

SWIFT Code: s.21

Beneficiary's Bank: China Merchants Bank, H.O., CMB TOWER, 7088 SHENNAN

BOULEVARD, Shenzhen, China

SWIFT Code: s.21

Beneficiary's name: s.21

Beneficiary's A/C No.: s.21

KELLY  
GOSSEN

51998	22441
STOB	PROJECT
6531	5143054
CONFIRMATION	CT#
FINAL	YES NO
DATE	RECEIVED
CERTIFIED THAT THE AMOUNT TO BE PAID:	
- is correct	
- is in accordance with appropriate statute or of a contract or of a contract	
- where applicable, that the work has been performed	
the goods supplied, the services rendered or other conditions	
Spending Authority Signature	

BEA PANC IRWIN  
5199818BEA442

ASIA MISSION  
2010

Jing LAN (Lacy)

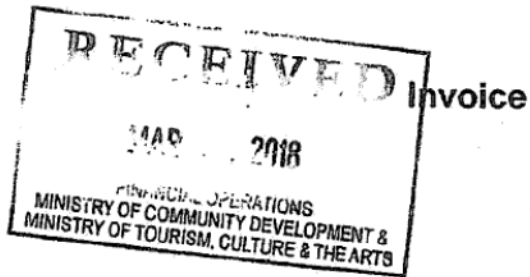
s.22

s.22

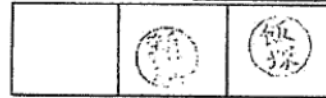
RECEIVED

FEB - 8 2010

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS



2018/1/31  
COB17112338



To: Ministry of Jobs, Trade and Technology, Government of British Columbia

51448 1-77941  
6531 5143054

Interpreting fee

**¥501,120**

2018/1/29	Mon	9:00-20:15 Class A×1	¥164,000 × 1	¥164,000
2018/1/29	Mon	10:00-14:00 Class A×1	¥100,000 × 1	¥100,000
2018/1/29	Mon	14:30-20:00 Class A×1	¥100,000 × 1	¥100,000
2018/1/30	Tue	9:20-15:30 Class A×1	¥100,000 × 1	¥100,000
Subtotal				¥464,000
Consumption Tax				¥37,120
Total				¥501,120 @ 0.0125

*K. J. Garza*  
Signature  
I have performed  
understand or other  
Signature

=> 6283.92  
CDV

株式会社 サイマル・インターナショナル

代表取締役社長 林 純

Junichi Hayashi, President

SIMUL INTERNATIONAL, INC.



Head Office

〒104-0045 東京都中央区築地1-12-6 築地えとビル5階  
Tsukiji Eto Bldg., 5F, 1-12-6 Tsukiji, Chuo-ku, Tokyo 104-0045 Japan  
通訳/通訳材料 Tel: (03) 3524-3101 翻訳 Tel: (03) 3524-3110

URL: <http://www.simul.co.jp/>



AGENT TS/TS BOOKING REF s.22

FAN/CHONGFANG MS

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1

DATE: JAN 04 2018

20490

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 3121	23JAN	GUANGZHOU	BEIJING	1000	1310
Y ECONOMY	TUESDAY	BAIYUN INTL	CAPITAL INTL		
			TERMINAL 2		
NON SMOKING				NON STOP	
				3:10 DURATION	
			RESERVATION CONFIRMED		
			AIRCRAFT: AIRBUS INDUSTRIE A330		
			SEAT s.15 NO SMOKING CONFIRMED		

	AIR FARE:CAD	368.00
SERVICE FEE: 30.00	TAXES AND AIRLINE IMPOSED FEES:	9.64
TAX DETAILS:	TOTAL CAD	31.50
SERVICE FEE DETAILS:	GST/HST: 1.50	
	F PAID BY MASTERCARD/THANKS	-31.50
	PAID BY MASTERCARD /THANKS CAD	-377.64
	INVOICE TOTAL CAD	0.00

TICKET PAYMENT: CA XXXXXXXXXXXXX s.17  
SVC FEE PAYMENT: CA XXXXXXXXXXXXX 17 154504

RESERVATION NUMBER(S) s.22

ETKT:CZ 784 5743741390  
SVC: 954 0095222332

...  
PLEASE NOTE YOUR TICKET IS \$57 NON-REFUNDABLE  
CHANGE PENALTY IS \$57 PLUS ANY DIFFERENCE IN FARE  
...

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 1 HOUR PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT

INVOICE NUMBER 0000291814

1/ 2



ctms - Corporate Travel Management Solutions  
1600 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0867  
info.ca@ctms-travel.com www.ctms-travel.com





AGENT TS/TS BOOKING REF<sup>s.22</sup>  
s.22

FAN/CHONGFANG MS

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1

DATE: JAN 04 2018

20490

NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867

CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242

\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

....

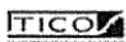
GLAD WE COULD HELP....TOM

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.  
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://bags.amadeus.com?R=s.22) =FAN

INVOICE NUMBER 0000291814

2/ 2



ctms - Corporate Travel Management Solutions  
1500 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0967  
[info.ca@ctms-travel.com](mailto:info.ca@ctms-travel.com) [www.ctms-travel.com](http://www.ctms-travel.com)





AGENT NR/NR BOOKING REF<sup>s.22</sup>

DAWRANT/ANDREW CHARLES MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

6049842024

SERVICE	DATE FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 3121	23JAN GUANGZHOU	BEIJING	1000	1310
	TUESDAY BAIYUN INTL	CAPITAL INTL		
W PREMIUM ECONOMY		TERMINAL 2		
NON SMOKING			NON STOP	
	RESERVATION CONFIRMED		3:10 DURATION	
	AIRCRAFT: AIRBUS INDUSTRIE A330			
	SEAT <sup>s.15</sup> NO SMOKING CONFIRMED			

	AIR FARE: CAD	409.00
SERVICE FEE: 30.00	TAXES AND AIRLINE IMPOSED FEES:	9.74
TAX DETAILS:	TOTAL CAD	31.50
SERVICE FEE DETAILS:	GST/HST: 1.50	
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD		-31.50
PAID BY MASTER CARD/THANKS CAD		-418.74
INVOICE TOTAL CAD		0.00

TICKET PAYMENT: CA XXXXXXXXXXXXX<sup>s.17</sup>  
SVC FEE PAYMENT: CA XXXXXXXXXXXXX 164019

RESERVATION NUMBER(S) <sup>s.22</sup>

ETKT: CZ 784 5743741356  
SVC: 954 0095222303

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET  
\*\*\*\*\*  
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867  
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242

INVOICE NUMBER 0000291776

1/ 2



ctms - Corporate Travel Management Solutions  
1500 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0867  
info.ca@ctmstravel.com www.ctmstravel.com





AGENT NR/NR BOOKING REF s.22  
s.22

DAWRANT/ANDREW CHARLES MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

6049842024

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
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\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.  
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://bags.amadeus.com?R=s.22) =DAWRANT

INVOICE NUMBER 0000291776

2/ 2



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1600 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0867  
info.ca@ctmstravel.com www.ctmstravel.com





AGENT NR/NR BOOKING REF<sup>s.22</sup>

LAN/JING MS

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

6049842024

SERVICE	DATE FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 3121	23JAN GUANGZHOU	BEIJING	1000	1310
W PREMIUM ECONOMY	TUESDAY BAIYUN INTL	CAPITAL INTL		
NON SMOKING		TERMINAL 2		
	RESERVATION CONFIRMED		NON STOP	
	AIRCRAFT: AIRBUS INDUSTRIE A330		3:10 DURATION	
	SEAT s.15 NO SMOKING CONFIRMED			

	AIR FARE: CAD	409.00
SERVICE FEE: 30.00	TAXES AND AIRLINE IMPOSED FEES:	9.74
TAX DETAILS:	TOTAL CAD	31.50
SERVICE FEE DETAILS:	GST/HST: 1.50	
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD		-31.50
PAID BY MASTER CARD/THANKS CAD		-418.74
INVOICE TOTAL CAD		0.00

TICKET PAYMENT: CA XXXXXXXXXXXXX<sup>s.17</sup>  
SVC FEE PAYMENT: CA XXXXXXXXXXXXX

164134

RESERVATION NUMBER(S) <sup>s.22</sup>

ETKT: CZ 784 5743741355  
SVC: 954 0095222304

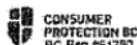
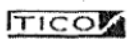
THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867  
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242

INVOICE NUMBER 0000291777

1/ 2



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info.ca@ctmstravel.com www.ctmstravel.com







AGENT NR/NR BOOKING REI<sup>s.22</sup>

LAN/JING MS

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

6049842024

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
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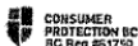
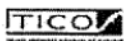
\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
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INVOICE NUMBER 0000291777

2/ 2



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Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0067  
[info.ca@ctmstravel.com](mailto:info.ca@ctmstravel.com) [www.ctmstravel.com](http://www.ctmstravel.com)





- ☐ Ministry of Community, Sport & Cultural Development  
☒ Ministry of International Trade  
☐ Ministry of Jobs, Tourism & Skills Training and  
Responsible for Labour  
☐ Ministry of Small Business & Red Tape Reduction

Financial Services Branch  
3rd Floor, 800 Johnson Street

Mailing Address:  
P.O. Box 9843, Stn. Prov. Govt.  
Victoria, British Columbia, V8W 9T2

### SUNDRY INVOICE

Note: This form is used to support payment of sundry charges/costs and is collected under the authority of the *Financial Administration Act*. If you have any questions about the collection and use of this information contact the Director, Financial Operations at 356-9616.

#### A. Applicant

Surname: Acquarone		First Name and Middle Initial: Francis	Date: February 14, 2018
Address: Home		Employee Number/Supplier #: s.22	
City:		Postal Code: Note: all RMB items amounted to 14,530 RMB – purchase cost \$3,200.15	
Date	Vendor	Description of Goods/Services	Amount
Jan 19	Huitengtuwen	Low carbon roundtable brochure (1,470 RMB)	\$ 3200.15
Jan 18	Gathering receipt 1670681	Office equipment (4,500 RMB)	\$
Jan 15	Calvin Chan	Photographer (3,000 RMB)	\$
Jan 25	No 33861409	Office equipment (2,235 RMB)	\$
Jan 22	No 33073417	Photographer (2,000 RMB)	\$
Feb 2	E-Trans Finance (Total 14,530)	Recovery (1,325 RMB) convert to CDN\$	\$ -250.06
	s.22	Flight recovery (CDN\$) (\$2178.98-\$2,145.76)	\$ -33.22
			\$
			\$ 2,916.87 Subtotal
			\$ PST
			\$ GST
			\$ 2,916.87 Total

#### B. Good and/or Services Received and Paid

Claimant Signature:	Title: FRANCIS ACQUARONE
	Date: FEB 14/18
T4 Reporting Course or tuition reimbursements may be reportable for income tax purposes. The appropriate tax deduction may be made on your pay cheque and will be shown as a taxable benefit on your T4.	Taxable Benefit (indicate with X): <input type="checkbox"/> Yes <input type="checkbox"/> No

#### C. Financial Coding

	Ministry	RESP	Service Line	Stob	Project #
Date invoice received:	125	51998	22441	6531	5143054
Certified amount to be paid: \$ 2,916.87					
Certified that the amount to be paid is correct, has not been previously passed for payment, is in accordance with appropriate statute or other authority for payment and/or contract and where applicable that the work has been performed, the goods supplied, the service rendered and/or other conditions met.					
Spending Authority Signature:					Date: FEB 14/18
Print Name of Expense Authority: STEVEN MICHON					

## McAleese, Amy MAH:EX

---

**From:** Michon, Steven JTT:EX  
**Sent:** Wednesday, February 14, 2018 4:26 PM  
**To:** McAleese, Amy MAH:EX  
**Subject:** FW: Scan From MPS1050  
**Attachments:** Scan\_20180214.pdf; Invoice - Jan 23 MBR Roundtable Photographer Service Fee - 2,000rmb.pdf; Invoice - PJH Mission Beijing Secretariat Equipment Rental Fee - 2,235rm....pdf

Hi Amy,

Attached is the scanned sundry invoice for Francis' payment. Can you please forward for processing. Two of the invoices are emailed copies which I included for reference because they look like copies when they are printed.

A few notes: The conversion receipt of \$251 is 1330 RMB when 1325 reconciled to the amount of 14,530 so there is a slight adjustment.

Should I forward the original and just write "For filing only on it"?

Thank you,

*Steven Michon*  
A/Manager Finance  
Ministry of Jobs, Trade and Technology  
Suite 730 – 999 Canada Place, Vancouver, British Columbia  
Canada V6C 3E1  
T. 604-306-7682

[www.britishcolumbia.ca](http://www.britishcolumbia.ca)

## Acquarone, Francis JTT:EX

**To:** Georgescu, Oana JTT:EX; Gossen, Kelly L JTT:EX  
**Subject:** RE: Cash advance - Details

CAD: \$3200  
RMB: 14,530 (exchange rate 0.219834, and \$5.95 commission)

**Guangzhou:**  
Printing of Low Carbon Roundtable brochure: RMB 1470  
Office equipment: RMB: 4500  
Photographer: RMB 3000  
**Subtotal: RMB 8,970**

**Beijing (invoices attached):**  
Office Equipment: RMB 2,235  
Photographer: RMB 2,000  
**Subtotal: RMB 4,235**

**Total: 13,205**  
**Leftover: RMB 1325 – exchanged to CAD at 5.2988 = \$251**

**Francis Acquarone**  
Director, China Market  
International Business Development  
Ministry of Jobs, Trade and Technology  
730-999 Canada Place, Vancouver, British Columbia Canada V6C 3E1  
T: 604 398 3493  
M: 604 562 9132

[www.britishcolumbia.ca](http://www.britishcolumbia.ca) | [@BCTradeInvest](#) | [LinkedIn](#) | [YouTube](#)

<image001.jpg>

ICE CURRENCY SERVICES CANADA  
INTERNATIONAL DEPARTURES 24/7  
3880 GRANT MCCONACHIE WAY  
RICHMOND, BC V7B 1W2  
604 656 1704  
GST# 14343 6194

Position No. 7  
No: 59807007638010

01/17/2018 09:54  
CNY/CHINA 14530.00  
Sell Rate/Taux Vente 0.219834  
Commission..... 5.95  
CAD RECVD/RECUS 3200.15  
Payment/Paiement: CASH/ARGENT  
Total Cash/Argent: 3200.15

*Vafra*  
All Transactions are Final  
Please Verify Your Currencies  
Before leaving the Counter  
Visit us at [www.ice-canada.ca](http://www.ice-canada.ca)  
Need Travel Insurance, Please Visit  
[www.travelunderwriters.com/ice-canada/](http://www.travelunderwriters.com/ice-canada/)  
Or Call 1-855-505-0868

*Francis*



# 汇腾图文林和西店收款收据

地址: 天河区林和西路89号景星酒店首层  
电话: 020-38465493/13580546918 QQ: 2355568597  
客户名称: *Province of British Columbia* 年 月 日

1700426

名称及规格	数量	单价	金额	备注							
Province of British Columbia											
10/10			10/10								
合计:	佰	拾	万	仟	佰	拾	元	角	分	¥:	元

一存根联(白) 二客户联(红)

核准: 记账: 收款人: *7/5*

2015/5/5  
 Receipt to be  
 provided Jan 19 afternoon

报价单  
 Invoice

For: Ministry of Jobs, Trade and Technology  
 Province of British Columbia



Guangzhou Yi Jia Wei Digital Office Equipment  
 Co., Ltd.  
 广州市伊嘉威数码办公设备有限公司

1) 报价概要 Quotations

机型 Items	租赁 Lease	单位 Qty	价格 Price
电脑工作站 2 台 (imac 苹果一体机 i5/8g/1t/gtx650) win7、OX 双系统 iMac Workstation x 2 (Intel i5/8GB Ram/1T HD/Nvidia GTX650) with Win 7 OS X Dual System	租赁 Lease	4 Days	RMB 2500
DocuCentre- C4300 CPS 彩色数码多功能复印机 DucuCentre- C4300 CPS color laser printer/photocopier/scanner	租赁 Lease	4 Days	RMB 2000

2) 备注 Remarks

- 1、报价金额以人民币为单位结算。  
Above charges shall be settled in RMB
- 2、此报价包含设备送货，安装调试，酒店方如需缴纳入场押金由我司负责。  
Above charges inclusive of delivery, setting up and dismounting charges for the equipment. Any  
upfront deposits required by the Hotel will be borne by us.
- 3、此报价包含税。  
This quotation is VAT included.

1891-1892

2.  $\frac{1}{2} \log \frac{1}{2} = -0.5$  or  $-0.5 \times 100 = -50$  bits.

Y&L

1. *Introduction*  
 2. *Methodology*  
 3. *Results*  
 4. *Discussion*  
 5. *Conclusion*  
 6. *References*  
 7. *Appendix*  
 8. *Index*  
 9. *Table of Contents*  
 10. *Table of Figures*  
 11. *Table of Tables*  
 12. *Table of Equations*  
 13. *Table of Symbols*  
 14. *Table of Abbreviations*  
 15. *Table of Acronyms*  
 16. *Table of Units*  
 17. *Table of Constants*  
 18. *Table of Variables*  
 19. *Table of Parameters*  
 20. *Table of Functions*  
 21. *Table of Operators*  
 22. *Table of Symbols*  
 23. *Table of Abbreviations*  
 24. *Table of Acronyms*  
 25. *Table of Units*  
 26. *Table of Constants*  
 27. *Table of Variables*  
 28. *Table of Parameters*  
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0277

主力紙品系列

蘇 聯 經 濟 學

陳 雲

收票人  
FMS 0000

$\mathcal{H}$	$\mathcal{H}^*$	$\mathcal{H}^{\dagger}$	$\mathcal{H}^{\dagger}$
$\mathcal{H}^{\dagger}$	$\mathcal{H}^{\dagger}$	$\mathcal{H}^{\dagger}$	$\mathcal{H}^{\dagger}$

號 NO	名稱及規格 Description	單位 Unit	數量 Quantity	單價 Unit Price	總價 Amount
合計金額 TOTAL	拾 五 元				

*Calvin Received  
RMB 3000 on Jan 19  
to pay for photographer  
after mission. Calvin*

# INVOICE

Client: Canada British Columbia Government

Calvin  
s.22

Job Description  
2 full day photo shooting for BC Premier Mission  
(21st - 22nd Jan 2018)

Description	Days	Unit Price	Cost
Full day photo shooting	2	CN¥ 1,500	CN¥3,000
		CN¥1,500	
		Subtotal	CN¥3,000
		Total	CN¥3,000

## Image Licensing & Post Production

Image licensing is based on free usage of the images provided for an indefinite period of time. This includes, but is not limited to web use, print, social media, and other uses by the client.

Photographer

Calvin Chan

Date: Jan 15, 2018





100173320

北京增值税普通发票



No 33861409

1100173320  
33861409

开票日期: 2018年01月25日

校验码 60924 47484 40314 76946

购买方	名称:	英属维尔京群岛可兴咨询有限公司北京代表处	密码区	>42-582<1<*5240392024495*49
	纳税人识别号:	91110000686904070K		7// *910*/961/69/9*9*00<096*
	地址、电话:			6+11<08569/3>8*82044130+849
	开户行及账号:			4<4/7>>*916+>-21/68*5*9+91-

货物或应税劳务、服务名称	规格型号	单位	数量	单价	金额	税率	税额
*现代服务*技术服务费					2108.49	6%	126.5

合 计

¥2108.49

¥126.5

价税合计(大写)

② 贰仟贰佰叁拾伍圆整

(小写)

¥2235.00

销售方	名称:	北京景运博美电子有限公司	备注
	纳税人识别号:	91110101758207080D	
	地址、电话:	北京市东城区建国门北大街5号1102室 63261541	
	开户行及账号:	建设银行北京金成支行 11001113800052502544	

收款人: 高里

复核: 海涛

开票人: 姜琳

销售方: (章)

第二联: 发票联 购买方记账凭证

Copy of original  
email invoice



1100174320

北京增值税普通发票

No 33073417

1100174320  
33073417

校验码 70148 51062 30975 01908

开票日期: 2018年01月22日

购买方	名称:	英属维尔京群岛可兴咨询有限公司北京代表处					密码区	65* < 08797++0/+ - 002273> 3/823		
	纳税人识别号:	91110000686904070K						/+01863>* - 5<88/4689+><6+860		
	地址、电话:	北京市朝阳区光华路1号(商业写字楼) 23层2323-2324 58111900						<6*4716069849*+/*<7632277<2		
	开户行及账号:	招商银行光华路支行 110911429610101						/867<8218659<91<88*5+69*643		
货物或应税劳务、服务名称 *会展服务*拍摄费		规格型号	单位	数量	单价	金额	税率	税额		
						1941.75	3%	58.25		
合计						¥1941.75		¥58.25		
价税合计(大写)		⊗ 贰仟圆整			(小写) ¥2000.00					
销售方	名称:	北京亮点服务有限责任公司					备注			
	纳税人识别号:	91110105633011113P								
	地址、电话:	北京市朝阳区静安西街10号 亮点摄影图片社 010-64606272								
	开户行及账号:	建设银行三元支行 11001045100056049204								
收款人: 周晓伍		复核: 周红		开票人: 周晓伍						

第二联: 发票联 购买方记账凭证

Copy of original  
email invoice

**Acquarone, Francis JTT:EX**

---

**From:** Jiao Joyce -BEIJING <jjiao@britishcolumbia.ca>  
**Sent:** Monday, January 29, 2018 12:53 AM  
**To:** Acquarone, Francis JTT:EX  
**Cc:** XT:Tsui, Kevin JTT:IN  
**Subject:** RE: Cash Payment Request - RMB4,235 | PJH Beijing Jan 23 MBR Roundtable + Earth Room Equipment Rental Fee  
**Attachments:** Invoice - Jan 23 MBR Roundtable Photographer Service Fee - 2,000rmb.pdf; Invoice - PJH Mission Beijing Secretariat Equipment Rental Fee - 2,235rmb....pdf  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Francis, See invoices attached for your cash payment in Beijing.

Regards,  
Joyce

**From:** Acquarone, Francis JTT:EX [mailto:Francis.Aquarone@gov.bc.ca]  
**Sent:** Thursday, January 25, 2018 3:26 PM  
**To:** Jiao Joyce -BEIJING <jjiao@britishcolumbia.ca>  
**Cc:** Tsui Kevin -BEIJING -MD <ktsui@britishcolumbia.ca>  
**Subject:** Re: Cash Payment Request - RMB4,235 | PJH Beijing Jan 23 MBR Roundtable + Earth Room Equipment Rental Fee

Perfect left at concierge with \$22                      Thanks

Sent from my iPhone

On Jan 25, 2018, at 2:58 PM, Jiao Joyce -BEIJING <jjiao@britishcolumbia.ca> wrote:

Francis,

Cash payment request as below. I have attached invoice for photographer service. For equipment rental, I will send to you next week.

PJH Beijing Jan 23 MBR Roundtable Photographer Service Fee RMB 2,000  
Earth Room Equipment Rental Fee RMB 2,235

**Total: RMB 4,235**

Thanks.  
Joyce

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. Any unauthorized copying, disclosure or distribution of the e-mail or the information it contains, is strictly forbidden.

<Invoice - Jan 23 MBR Roundtable Photographer Service Fee - 2,000rmb.pdf>

## E-Trans Finance Ltd. 易通

[Print the receipt](#)

DEAL NO. 83100

DATE 02 Feb 18

<u>FROM</u>		<u>TO</u>	
		RATE 5.2988	
CURRENCY	CNY	CURRENCY	CAD
AMOUNT	1,330.00	AMOUNT	251.00

Branch: Vancouver  
Phone: 604-685-8266  
Fax: 604-685-6566  
[vancouver@etrans.co.nz](mailto:vancouver@etrans.co.nz)

60-200 Granville ST.  
Vancouver, BC  
V6C 1S4

NOTES

THANK YOU FOR YOUR BUSINESS

**Michon, Steven JTT:EX**

**From:** Acquarone, Francis JTT:EX  
**Sent:** Wednesday, February 14, 2018 3:48 PM  
**To:** Michon, Steven JTT:EX  
**Subject:** FW: Inquiry for Francis Acquarone

*Change in destination  
to Toronto from Vancouver*

Steve,

See below. Will bring original ticket as well.

*\$ 2178.98*

*- 2145.76*

*DIFFERENCE 33.22*

**From:** Gossen, Kelly L JTT:EX [mailto:Kelly.Gossen@gov.bc.ca]  
**Sent:** Monday, February 05, 2018 10:35 AM  
**To:** Noel Ramirez <noel.ramirez@ctmstravel.com>  
**Subject:** FW: Inquiry for Francis Acquarone

So \$30 difference?

Date	City	Service From/To	Class
Wed 17 January	Vancouver - Guangzhou	CZ 330 11:40 - 17:10	Business
Tue 23 January	Guangzhou - Beijing	CZ 3121 10:00 - 13:10	Business - \$3001.78
Thu 25 January	Beijing - Toronto	AC 032 18:45 - 18:40	Premium economy - \$2145.76 (RESTRICTED)

Total Airfare = \$5147.54 including taxes

**From:** Noel Ramirez [mailto:noel.ramirez@ctmstravel.com]  
**Sent:** Monday, February 5, 2018 10:29 AM  
**To:** Gossen, Kelly L JTT:EX  
**Subject:** RE: Inquiry for Francis Acquarone

Hello Kelly,

Prices on Premium economy

AL	FLGT	BK	DATE	TIME	FARE BASIS	NVB	NVA	BG
BJS								
YVR	AC	30 E	25JAN	1740	EKXNCO			2P
CNY	10060		22FEB18	BJS AC YVR	Q11.78	1507.94	NUC1519.72	
CAD	1966.00		END ROE6.618275					
CAD	195.39	YQ						
CAD	17.59	CN						
CAD	2178.98							
RATE USED	1CNY=0.195391	CAD						

If you need further information, please let us know...

Thanks

- NOEL

**From:** Gossen, Kelly L JTT:EX [<mailto:Kelly.Gossen@gov.bc.ca>]  
**Sent:** Monday, February 05, 2018 10:15 AM  
**To:** Noel Ramirez <[noel.ramirez@ctmstravel.com](mailto:noel.ramirez@ctmstravel.com)>  
**Subject:** Inquiry for Francis Acquarone

On the 25<sup>th</sup> of January he flew Beijing – Toronto premium economy – can you tell me if there would have been a difference in the price if he flew same but to Vancouver instead of Toronto? Would his ticket price change?

Kelly Gossen  
Mission and Events Officer  
International Missions and Corporate Events  
Ministry of Jobs, Trade and Technology  
Suite 730 – 999 Canada Place | Vancouver, British Columbia | CANADA V6C 3E1  
Tel: 604.660.6815 | Mobile: 604.374.3941 | Fax: 604.775.2197 | Website: [www.gov.bc.ca](http://www.gov.bc.ca)

[www.britishcolumbia.ca](http://www.britishcolumbia.ca) | [@BCTradeInvest](#) | [LinkedIn](#) | [YouTube](#)





100173320

## 北京增值税普通发票



No 33861409

1100173320  
33861409

开票日期: 2018年01月25日

校验码 60924 47484 40314 76946

购买方	名称: 英属维尔京群岛可兴咨询有限公司北京代表处				密码区	>42-582<1<*5240392024495*49 7//*910*/961/69/9*9*00<096* 6+11<08569/3>8*82044130+849 4<4/7>>*916+>-21/68*5*9+91-			
	纳税人识别号: 91110000686904070K 地址、电话: 开户行及账号:								
货物或应税劳务、服务名称		规格型号	单位	数量	单价	金额	税率	税额	
*现代服务*技术服务费						2108.49	6%	126.51	
合 计						¥2108.49		¥126.51	
价税合计(大写)		贰仟贰佰叁拾伍圆整				(小写) ¥2235.00			
销售方	名称: 北京景运博美电子有限公司				备注				
	纳税人识别号: 91110101758207080D 地址、电话: 北京市东城区建国门北大街5号1102室 63261541 开户行及账号: 建设银行北京金成支行 11001113800052502544								

收款人: 高里

复核: 海涛

开票人: 姜琳

销售方: (章)

第二联: 发票联 购买方记账凭证

税总函(2017)212号北京东港安全印刷有限公司



1100174320

## 北京增值税普通发票



No 33073417

1100174320  
33073417

开票日期: 2018年01月22日

校验码 79148 51962 30975 01908

税总函[2017]212号北京东港安全印刷有限公司

购买方	名称:	英属维尔京群岛可兴咨询有限公司北京代表处				密 码 区	65* < 08797++0/+ - 002273 > 3/823		
	纳税人识别号:	91110000686904070K					/+01863>* - 5<88/4689+><6+860		
	地址、电话:	北京市朝阳区光华路1号(商业写字楼)23层2323-2324 58111900					<6*4716069849*+/* < 7632277<2		
	开户行及账号:	招商银行光华路支行 110911429610101					/867<8218659<91<88*5+89*643		
货物或应税劳务、服务名称 *会展服务*拍摄费		规格型号	单位	数量	单价	金额	税率	税额	
						1941.75	3%	58.25	
合 计						¥1941.75		¥58.25	
价税合计(大写)		⊗ 贰仟圆整			(小写) ¥2000.00				
销售方	名称:	北京亮点服务有限责任公司				备 注			
	纳税人识别号:	91110105633011113P							
	地址、电话:	北京市朝阳区静安西街10号 亮点摄影图片社 010-64604272							
	开户行及账号:	建行三元支行 11001045100056049204							

收款人: 周晓伍

复核: 周红

开票人: 周晓伍

第二联: 发票联 购买方记账凭证



**BUSINESS EXPENSE APPROVAL**  
for Business Meetings/Protocol Events  
**KEY EVENT NOTE**

Date: 2017/12/18

**EVENT INFORMATION:**

- Event Name: Trade and Investment Mission
- Date: 2018-01-20 to 2018-01-30
- Location: Guangzhou, Beijing, Seoul, Tokyo, China, Korea and Tokyo
- Is event fully sponsored?: No

**SECTOR:**

**BACKGROUND:**

The purpose of the visit will be to establish working relationships with the Premier and Minister's counterparts and promote trade and investment opportunities for British Columbia. The priority sectors for the mission will be tourism, energy, high tech, manufacturing, and agriculture.

Trade missions are a key part of BC's strategy to strengthen and diversify its international trading partners & secure new investment, propelling economic activity & job creation throughout the province. Accompanying the Premier will be Minister of Tourism, Arts and Culture Hon. Lisa Beare, Minister of Jobs, Trade & Technology Hon. Bruce Ralston, Minister of State for Trade Hon. George Chow.

**EXPECTED OUTCOMES:**

**PREVIOUS OUTCOMES:**

**NEXT STEPS:**

**SUPPORT REQUIRED:**

**ATTACHMENTS:**

Attachment 1 – Business Expense Approval  
Attachment 2 – Program Overview

**PREPARED BY:** Kelly Gossen, Missions and Events Officer, International Missions and Events

**TELEPHONE NUMBERS:** Office: (604) 660-6815 Mobile: +1 6043743941

Attach original invoices/receipts that have been coded and approved by an expense authority. Please see page 2 for further instructions.

Version 5

BUSINESS EXPENSE APPROVAL NO.

5199818BEA442

**SECTION 1 - ORIGINATOR INFORMATION**

NAME OF ORIGINATOR OF EXPENSE

Kelly Gossen

TELEPHONE NO.

(604) 660-6815

YYYY/MM/DD

DATE SUBMITTED 2017/12/19

MINISTRY/DIVISION/BRANCH

MIT Vancouver/Victoria

LOCATION (CITY) OF EVENT

Guangzhou, Beijing, Seoul, Tokyo

International Business Development  
International Missions and Events

START DATE  
OF EVENT

YYYY/MM/DD

2018/01/20

END DATE  
OF EVENT

YYYY/MM/DD

2018/01/30

**SECTION 2 - NAME / NATURE OF EVENT**

In general terms, describe the event, the number of people attending and their affiliation. For example: Annual Regional Meeting - 20 government employees, 2 service contractors.

The purpose of the visit will be to establish working relationships with the Premier and Minister's counterparts and promote trade and investment opportunities for British Columbia. The priority sectors for this mission will be tourism, energy, high tech, manufacturing, and agriculture.

Campaign Name / Type: Trade and Investment Mission Outbound Mission from BC

**SECTION 3 - INDIVIDUALS INCLUDED IN MEAL CLAIMS**

Complete this section only if the Business Expense Approval includes a meal. Identify the individual's name and either the ministry or company they are affiliated with. Attach a separate list of necessary.

Official delegation

Key stakeholders

BC business and community representatives in market

*BTIC*

**SECTION 4 - BUSINESS EXPENSE REQUESTED**

CATEGORY	STOB	AMOUNT
1. Meeting Room Rental	6531	\$50,000
2. Equipment/Furniture Rental	6531	\$50,000
3. Photocopying, Faxing, Telephone, etc.	6531	\$20,000
4. Food/Beverages for Meetings BREAKFAST <input checked="" type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/> SNACKS <input checked="" type="checkbox"/> COFFEE/TEA/JUICE, ETC. <input checked="" type="checkbox"/>	6531	\$52,702
5. Business Meals in Restaurant BREAKFAST <input type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/>	6531	
6. Event, Planners, Speakers, Etc.	6531	
7. Travel Costs for Non-BC Government Participants	6504	\$5,000
8. Other: Professional Fees	6531	\$25,000

ESTIMATED TOTAL \$202,702.00

**SECTION 5 - EXPENSE AUTHORITY PRE-APPROVAL**

RESP. CENTRE	SERVICE LINE	PROJECT NO. (IF APPLICABLE) OR ADDITIONAL CODING
51998	22441	5143054

EXPENSE AUTHORITY SIGNATURE - Certified correct pursuant to sections 32 & 33 of the Financial Administration Act and related policies.

PRINT NAME OF EXPENSE AUTHORITY

Tracy Campbell

DATE SIGNED

YYYY/MM/DD  
2018/01/05

**SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATION**

Complete this section only if reimbursing an employee for expenses they have paid personally. Enter payee name, cheque mailing address, and reimbursement total:

QUALIFIED RECEIVER SIGNATURE - Certified goods/services received pursuant to CPPM 4.3.2

*[Signature]*

REIMBURSEMENT TOTAL

*Fin. M*

## ATTACHMENT 2

### PROGRAM OVERVIEW

Jan 21 - 23 - Guangzhou

Jan 23 - 35 - Beijing

Jan 25 - 27 - Seoul

Jan 27 - 30 - Tokyo

## CHINA, KOREA, AND JAPAN DRAFT TRADE AND INVESTMENT MISSION BUDGET - 2018

Mission Expenses	Project code	Notes	Potential Cost Sharing	Est Total Cost Sharing
<b>Guangzhou</b>				
Transportation	\$5,000.00			
Interpreter	\$9,000.00	Class A Level X 2	TAC to cover their costs	
Event Production/Support	\$2,500.00	extra staffing/event support		
AV and Simultaneous Translation Equipment	\$5,000.00	lunch + 2 roundtables		
Printing	\$2,000.00	includes backdrops and banners		
Meeting Room Space	\$5,000.00	BC Govt Official Office and equipment		
Signing Ceremony / Reception	\$5,000.00	100 ppl X \$150 CDN	Possible partnership with Guangdong Govt	\$5,000.00
Carbon Roundtable	\$2,000.00	Meeting room rental, AV, refreshments		
Tech Roundtable	\$2,000.00	Meeting room rental, AV, refreshments		
Cultural Component	\$1,000.00	Possible coverage by TIRs		\$1,000.00
<b>Total Guangzhou</b>	<b>\$38,500.00</b>		<b>Total</b>	<b>\$6,000.00</b>
<b>Beijing</b>				
Transportation	\$5,000.00			
Interpreter	\$9,000.00	Class A Level X 2	TAC to cover their costs	
Event Production/Support	\$2,500.00	extra staffing/event support		
AV and Simultaneous Translation Equipment	\$5,000.00			
Printing	\$2,000.00	includes backdrops and banners		
Meeting Room Space	\$5,000.00	BC Govt Official Office and equipment		
Corporate Dinner	\$3,000.00	20 ppl X \$150 CDN		
Cultural Component	\$1,000.00	Possible coverage by TIRs		\$1,000.00
<b>Total Beijing</b>	<b>\$32,500.00</b>		<b>Total</b>	<b>\$1,000.00</b>

**Seoul**

Transportation	\$5,000.00	Includes Suwon	May cost less if Gyeonggi Govt pays for Suwon - tbc	
Interpreter	\$6,000.00	Class A Level X 2		
Event Production/Support	\$1,500.00	extra staffing/event support		
Photographer / Videographer	\$5,000.00		May not be required	\$5,000.00
AV and Simultaneous Translation Equipment	\$2,000.00	Seminar and Lunch	May not be required	\$2,000.00
Printing	\$2,000.00	includes backdrops and banners		
Breakfast briefing with Canadian Ambassador	\$750.00	15 guests	could be held in executive lounge	\$600.00
Meeting Room Space	\$1,000.00			
BC Partnership Luncheon	\$20,000.00	100 - 150 guests		
Corporate Dinner	\$4,500.00	30 guests	Could be less people - informal	\$3,000.00
<b>Total Seoul</b>	<b>\$47,750.00</b>		<b>Total</b>	<b>\$10,600.00</b>

**Tokyo**

Transportation	\$7,500.00		May cost less if meetings are at hotel	\$5,000.00
Interpreter	\$3,000.00	Class A Level X 2		
Event Production/Support	\$5,000.00	extra staffing/event support		
AV and Simultaneous Translation Equipment	\$10,000.00	seminar and lunch		
Printing	\$5,000.00	includes backdrops and banners		
Photographer / Videographer	\$6,100.00	2 people	May not be required	\$6,100.00
BC Wine In Market	\$5,000.00			
BC Tech Investment Seminar	\$5,000.00	50 ppl X \$100 CDN		
BC Partnership Luncheon	\$10,000.00	100 X \$100 CDN at Embassy		
Meeting Room Space	\$1,000.00	BC Govt Official Office and equipment		
Natural Resources Roundtable Dinner	\$3,000.00	Held at official residence		
<b>Total Tokyo:</b>	<b>\$60,600.00</b>		<b>Total</b>	<b>\$11,100.00</b>

IT Support (24 hr)	\$4,000.00			
Protocol Gifts	\$2,000.00	A level includes 3 ministers + Premier	Not all bilaterals require gifts	\$500.00
Protocol Gifts - Governors Gyeonggi / Guangdong	\$600.00	Must be AA++		
BC Wine Seoul	\$5,000.00	purchased in Vancouver		
Currency Exchange /Contingency	\$9,652.50	Contingency 5% of total	Eliminate Contingency	\$9,652.50
Shipping / Excess Baggage	\$1,500.00			
Visas	\$600.00			
<b>Total Misc.</b>	<b>\$23,352.50</b>		<b>Total</b>	<b>\$10,152.50</b>
<b>TOTAL ESTIMATED MISSION COSTS:</b>	<b>\$202,702.50</b>	<b>TOTAL POTENTIAL COST SHARING:</b>		<b>\$38,852.50</b>
<b>ESTIMATED TRAVEL COSTS PER PERSON</b>	<b>\$12,000.00</b>	<b>DM and 3 staff</b>		<b>\$36,000.00</b>

**McAleese, Amy MAH:EX**

**From:** Michon, Steven JTT:EX  
**Sent:** Thursday, February 15, 2018 8:57 AM  
**To:** McAleese, Amy MAH:EX  
**Subject:** RE: Scan From MPS1050  
**Attachments:** 5199818BEA442 - IMCE - Outbound Mission to Asia - \$202702 - DM Approved.pdf

Hi Amy,

The initial purchase of the 14,530 RMB cost \$3200.15 CDN at a rate of .219834 with a 5.95 fee also included (see snip below, but receipt is in batch). All the purchases listed in RMB (1470+4500+3000+2235+2000+1325 equates to the amount purchased in RMB - 14,530...as a result I used 1325 / 5.2988 or \$250.06 CDN instead of the \$251 and 1,330 on the receipt). So essentially I adjusted the RMB recovery amount to reconcile to the amount that was actually received in RMB, 14,530, and if they get back the 1,330 RMB the amount equates to 14,535. Hopefully that makes sense. I'm thinking it was likely the result of having a few extra personal RMB in his wallet when he came back and those were converted as well.

ICE CURRENCY SERVICES CANADA  
INTERNATIONAL DEPARTURES 24/7  
3880 GRANT MCCONACHIE WAY  
RICHMOND, BC V7B 1W2  
604 656 1704  
GST# 14343 8194

Position No. 7  
No:59807007638010

01/17/2018 09:54

CNY/CHINA 14530.00  
Sell Rate/Taux Vente 0.219834  
Commission..... 5.95  
CAD RECVD/RECUS 3200.15  
Payment/Paiement: CASH/ARGENT  
Total Cash/Argent: 3200.15

All Transactions are Final  
Please Verify Your Currencies  
Before leaving the Counter  
Visit us at [www.ice-canada.ca](http://www.ice-canada.ca)  
Need Travel Insurance, Please Visit  
[www.travelunderwriters.com/ice-canada/](http://www.travelunderwriters.com/ice-canada/)

**E-Trans Finance Ltd. 易通**

DATE

TO

FROM

RATE 5.2988

CAD 251.00

CURRENCY AMOUNT

CNY 1,330.00

Thanks,

Steve

---

**From:** McAleese, Amy MAH:EX  
**Sent:** Thursday, February 15, 2018 8:31 AM  
**To:** Michon, Steven JTT:EX  
**Subject:** RE: Scan From MPS1050

Hi Steve,

Can you send me something to add to this about what exchange rate was used to calculate the CDN equivalent. I also don't quite understand the -250.06 ... so some detail on that would be good. I have Alana entering first thing today.

Thanks,  
Amy

Amy McAleese  
Ph: (778) 698-3352

---

**From:** Michon, Steven JTT:EX  
**Sent:** Wednesday, February 14, 2018 4:26 PM  
**To:** McAleese, Amy MAH:EX  
**Subject:** FW: Scan From MPS1050

Hi Amy,

Attached is the scanned sundry invoice for Francis' payment. Can you please forward for processing. Two of the invoices are emailed copies which I included for reference because they look like copies when they are printed.

A few notes: The conversion receipt of \$251 is 1330 RMB when 1325 reconciled to the amount of 14,530 so there is a slight adjustment.

Should I forward the original and just write "For filing only on it"?


Thank you,

*Steven Michon*  
A/Manager Finance  
Ministry of Jobs, Trade and Technology  
Suite 730 – 999 Canada Place, Vancouver, British Columbia  
Canada V6C 3E1  
T. 604-306-7682

[www.britishcolumbia.ca](http://www.britishcolumbia.ca)



# INVOICE

Date	2018. 01. 30	Company	DNIC Inc. 
Custom	International Trade and Investment Office, Korea GOVERNMENT OF BRITISH COLUMBIA, CANADA	Address	1406, 21, Yangpyeong-ro 22-gil, Yeongdeungpo-gu, Seoul
ATTN	Dasun Kim	Contact Information	TEL: +82. 2-325-9123 FAX: +82. 2-325-9124 Email: ha1123@dnic.kr
		Contact Person	Hyeonah Kim, Assistant Manager of Convention Division

Total	\ 1,063,700	Including TAX
-------	-------------	---------------

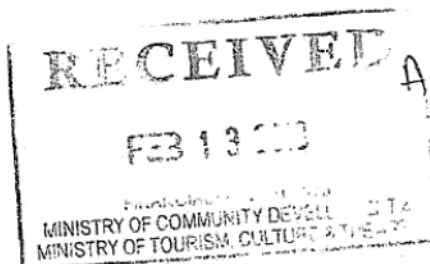
Description	Date	Time	Quantity	Unit Price	Total (KRW)	
Professional Staff	1/26 (1day)	11:00-15:00	6	₩ 130,000	₩ 780,000	
Staff	1/25, 27 (2days)	9:30-15:00	2	₩ 90,000	₩ 180,000	
Lunch Fee	1/25	-	1	₩ 7,000	₩ 7,000	
TOTAL					₩ 967,000	
TAX 10%					₩ 96,700	
TOTAL AMOUNT					₩ 1,063,700	

## ■ Notice

- For an interview, on-board training, or rehearsal is to be given on off-days or off-hours, follow the instructions below.  
Time: 4 hours or less a day  
Payment for Orientation Participant: Half of the 8-hour-service-based daily payment.
- Lunch: Employee on-duty between 11AM and 14PM / Meal Time: 1 hour between 11AM and 14PM
- The hourly payment for the overtime service that exceeds the regular service hours specified in the service schedule is 1.5 times more than the regular hourly payment. The payments for the overtime service hours should be added to the payments for the regular service hours.  
For the determination of the overtime service payments, employees' time cards and statement of accounts should be submitted to the event manager by 5 days after the end of the event.

## ■ Payment Information


Bank: SHINHAN BANK  
SWIFT Code: s.21  
Account No.:



~~\$~~ 1300.90  
CAN

Aperx 5122064 CAD

51998 18 BBA 4142  
 ASIA mission 2018

RESP.	51998	PROJECT	22441
STCS	6531	PROJECT	5143054
COMMITMENT/CONTRACT			
FINAL PAYMENT		<input checked="" type="radio"/> YES <input type="radio"/> NO	
DATE INVOICE RECEIVED			
DATE GOODS/SAVINGS RECEIVED			
CERTIFY GOODS/SAVINGS RECEIVED			
CERTIFY THAT THE AMOUNT TO BE PAID: - is correct - is in accordance with appropriate statute or other authority and contract. - where applicable, that the work has been performed the goods supplied, the services rendered or other conditions met.			
 Spending Authority Signature			

KELLY GOSSEN

PAUL IRWIN

## Waight, Evan T MAH:EX

---

**From:** Hoover, Cora D FIN:EX  
**Sent:** Friday, February 23, 2018 3:10 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** RE: Wire Transfer Confirmation and Request for WIR GLP - DNIC Inc  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by BMO:

Beneficiary Name:	DNIC Inc
Value Date:	February 23, 2018
Amount:	₩ 1,063,700
Currency:	KRW
Rate:	0.001223
Invoice Reference:	30Jan2018
BMO Ref #:	s.21
CAD Equivalent for WIR GLP:	\$1,300.90

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## REQUESTING MINISTRY

DATE: FEB RUARY 14 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: DNIC INC.

Beneficiary Address: 1406, 21, YANGPYEONG-RO 22 -G  
YEONGDEUNGPO-GU, SEOULBeneficiary Acct #: (Account) <sup>s.21</sup>

Destination Country: SOUTH KOREA

Value date of Wire Transfer:

Amount: 1,063,700.00 KRW

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: SHINHAN BANK

Bank Address: 20, SEJONG-DAERO 9-GIL, JUNG-GU, SEOUL

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE: 30JAN2018

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature:

Title: Director

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary - Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

WelkinLight Photography  
 #302 Hojong Building  
 63 Janghanro-2-gil  
 Dongdaemun-gu  
 Seoul, South Korea  
 130-846



WELKINLIGHT PHOTOGRAPHY

+82-10-4453-0524  
 s.22  
<http://www.welkinlight.com/>

Invoice Number: 00448

Date: 23<sup>rd</sup> January, 2018

Event Photography Invoice

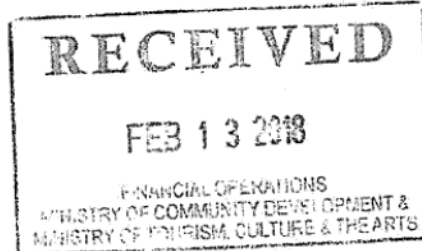
<b>Bill To</b>	<b>Contact Person</b>
International Missions and Corporate Events	Kelly Gossen
Ministry of Jobs, Trade and Technology	Mission and Events Officer
	Kelly.Gossen@gov.bc.ca

Item	Item Price	Quantity	Item Total
Event coverage	100,000KRW	16.5	1650000
			<b>Deposit</b> 0KRW
			<b>Remainder</b> 1650000KRW
			<b>Total</b> 1650000KRW

Payment Details

PayPal  
 s.22

**International Bank Transfer**  
 Bank: Industrial Bank of Korea  
 Account: s.21  
 Name: 딜런 (Dylan Goldby)  
 Swift: s.21  
 Bank Address: 50 Uljiro 2-ga, Chung-gu, Seoul, Korea (100-758)



~~Apply \$1892.75 CAD~~  
 \$2017.95  
 CAN

51498183EA442  
 Asia mission 2018

SP 51498	SERVICE NO. 88441
STCB 6531	PROJECT # 5143054
COMMITMENT/CONTRACT #	
FINAL PAYMENT <input checked="" type="radio"/> YES <input type="radio"/> NO	
DATE AMOUNT RECEIVED	
DATE COPIES RECEIVED	
CERTIFICATE COPIES RECEIVED	
 KELLY GOSSEN	
CERTIFIED THAT THE AMOUNT TO BE PAID: - is correct - is in accordance with appropriate statute or other authority and/or contract - where applicable, that the work has been performed the goods supplied, the services rendered or other conditions met  Paul Irwin	

## Waight, Evan T MAH:EX

---

**From:** Hoover, Cora D FIN:EX  
**Sent:** Friday, February 23, 2018 3:15 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Dylan Golby (Welkinlight Photography)  
**Attachments:** How to enter invoices for payment by wire transfer.docx

The following wire transfers have been processed and confirmed by BMO:

Beneficiary Name:	Dylan Golby
Value Date:	February 23, 2018
Amount:	₩ 1,650,000
Currency:	KRW
Rate:	0.001223
Invoice Reference:	588056
BMO Ref #:	s.21
CAD Equivalent for WIR GLP:	\$2,017.95

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## REQUESTING MINISTRY

DATE: FEBRUARY 14 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: GOLDBY, DYLAN DBA  
WELKINLIGHT PHOTOGRAPHYBeneficiary Address: #302 HOJONG BUILDING, 63  
JANGHANRO 2-GIL DONGDAEMUN-GU, SEOUL, 130-8.Beneficiary Acct #: (Account) <sup>s.21</sup>

Destination Country: SOUTH KOREA

Value date of Wire Transfer:

Amount: 1,650,000.00 KRW

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: INDUSTRIAL BANK OF KOREA

Bank Address: 50 ULJIRO 2-GA, CHUNG-GU, SEOUL, SOUTH KOREA 100-758

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA)

Reference: INVOICE:

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: Director

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received☐ Wire transfer initiated☐ Confirmation Received☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary - Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

# Flying Fresh Air Freight

(FFAF CARGO)  
#113/114 - 5200 Miller Road  
Richmond, British Columbia V7B 1K5  
Canada  
Tel: (604) 233-1377  
Fax: (604) 233-1399

## INVOICE

Invoice No.: 205407  
Date: 01/30/2018  
Ship Date: 01/02/2018  
Page: 1  
Re: File No. AM01002083

Sold to:

Government of BC

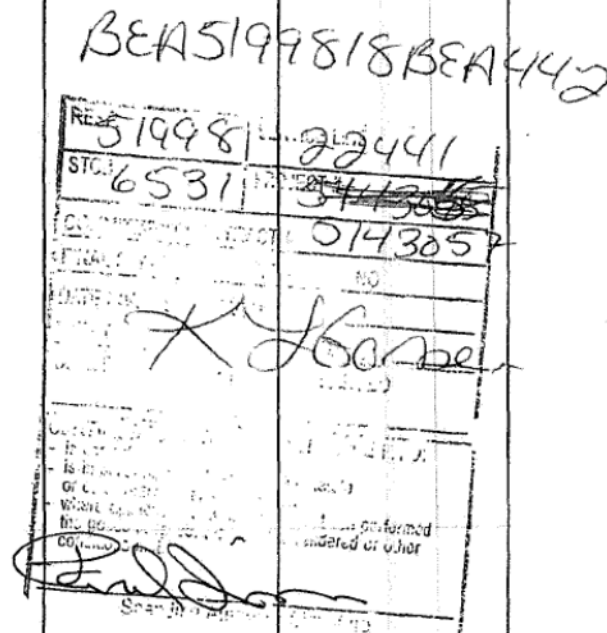
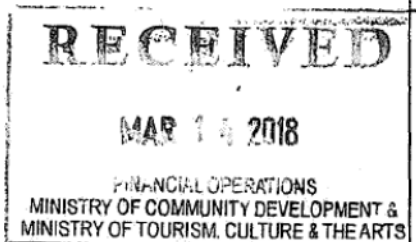
BC  
Canada

Consignee:

EMBASSY OF CANADA  
KOREA

Business No.: 890104821RT0001

Quantity	Unit	Description	Tax	Unit Price	Amount
1	Each	YVR-ICN 1 PC; 100 KG Including airfreight, documentation, handling, local pickup		825.00	825.00



Carrier: AC

AWB #: 014 0717 3854

Comment: Due upon receipt

Total Amount

825.00



# **Vanguard AP, LLC.**

Otemachi Finacial City Grand Cube, 18F,  
1-9-2, Otemachi, Chiyoda-ku, Tokyo  
100-0004, Japan  
+81-3-3516-1501

## **BILL TO:**

Ms. Kelly Gossen  
Mission and Events Officer  
Ministry of Jobs, Trade and Technology  
Government of British Columbia  
Suite 730 – 999 Canada Place,  
Vancouver, British Columbia, CANADA  
V6C 3E1  
Tel: 604-660-6815

13E4

5199818BEA442

## **INVOICE**

Date: 19-Feb-18

Invoice #: 018

51998

6531

79441  
5193054

10

KY Gossen

Paul Jones

DESCRIPTION	UNIT	RATE	AMOUNT
BC Beer (Jerkfaces9000 & Central City Red Racer)	GIFTS		¥ 42,595
BC Beer(Scandal)			¥ 16,485
BC Wines	EVENT COSTS		¥ 300,041
BC Ice wines			¥ 14,772
Backdrop			¥ 95,472
Podium Panel	PHOTOGRAPHY		¥ 5,508
Photographer for the Premier			¥ 101,210
Photographer for the ministers			¥ 81,000
Bank fee			¥ 6,000

597.82

4154.20

3598.18

## **BANK INFORMATION:**

Bank Name: Sumitomo Mitsui Banking Corporation  
Branch Name: Head Office (200)  
Account Type: Futsu  
Account #: s.21  
Account Name: Vanguard AP, LLC  
SWIFT code: s.21

Subtotal  
Tax Rate  
Other

\$ 8350.20

CDN

**Total**

**¥ 663,083**

## **COMMENTS:**

**RECEIVED**

14AP 2018

MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS

20 =  
\$ 7752.38

# 御請求書

合同会社 Vanguard AP 御中

株式会社池光エンタープライズ

東京都港区虎ノ門3-18-19 虎ノ門ビル5F

Tel 03-6459-0480 Fax 03-5776-4843

振込先：三菱東京UFJ銀行 四谷三丁目支店

・ 普通預金 253855

請求日付	伝票番号	お得意先コード
平成30年1月26日	00022555	0990

コード	商品名	数量	入数	単価	金額	摘要
1308	スキヤンダル341ml	2ケース 48本	24	318	15,264	
1308	スキヤンダル341ml	2ケース 48本	24	0	0	無償
	消費税 8%				1,221	
合計金額(消費税込み)					¥16,485	

納入先 港区赤坂7-3-38 カナダ大使館



2-29-5 1F Ebisu-minami,  
Shibuya-Ku, Tokyo 150-0022 JAPAN

Tel: 03-5773-5033 (international: +81-3-5773-5033)  
Fax: 03-6740-6055 (international: +81-3-6740-6055)



# INVOICE

Invoice#: 1801008  
Issued date: 2018/01/25  
For: Purchase of Wine

Bill To:
British Columbia Trade & Investment Office - Japan c/o Vanguard AP LLC Otemachi Financial City Grand Cube 18F, 1-9-2 Otemachi, Chiyoda-ku, Tokyo 100-0004 Tel: 03-3216-7180

Deliver To:
No 1-3: to Canadian Embassy, Tokyo No 4: to British Columbia Trade & Investment Office - Japan

**Total (incl.tax)**

**¥300,041**

Order Date: 2018/01/24  
Delivery Date: 2018/01/26  
# of bottles: 92

Unit: Yen

	Wine Name	Winery Name	VT	Retail Price	Unit Price	QTY (bottles)	Amount
1	Cabernet Sauvignon カベルネソーヴィニヨン	Burrowing Owl Estate Winery バロウイングアウル	2013	5,500	3,850	24	92,400
2	Pinot Gris (Vancouver Island) ピノグリス(バンクーバーアイランド産)	Church and State Wines チャーチ&ステイトワインズ	2014	3,890	2,723	22	59,906
3	Brut 'Gold Label' ブリュット ゴールドラベル	Blue Mountain Vineyard ブルーマウンテン	NV	3,800	2,660	36	95,760
4	Pinot Noir (Vancouver Island) ピノワール(バンクーバーアイランド産)	Church and State Wines チャーチ&ステイトワインズ	2014	4,250	2,975	10	29,750
5							
6							
7							
8							
9							
10							
Delivery Fee (Domestic)					400	0	0
Reefer Cargo Fee					300	0	0
Cash-On-Delivery (Daibiki) Fee					300	0	0

\* Payment deadline: 2018/02/28

Subtotal	277,816
Consumption Tax (8%)	22,225
Gland Total	300,041

## Note

If you have any question concerning this invoice, please contact us at [info@heavenlyvines.com](mailto:info@heavenlyvines.com).

< Bank info (from domestic banks) > Account Name: HEAVENLY VINES INC.  
• Mizuho Bank Ebisu Branch (Branch #: 188) Account #: 1443453 (Ordinary Account)  
• Rakuten Bank Daiichi Eigyo Branch (Branch #: 251) Account #: 7062254 (Ordinary Account)



請 求 書

〒100-0004 千代田区大手町1-9-2 大手町フィナンシャルシティグランキューブ18F  
ご請求先 在民カナダ・ブリティッシュ・コロンビア州政府事務所

御中

請求書番号 FY18-126

請求書日付 平成30年1月25日

ケルバー絵美

様

敬啓

下記の通り御請求いたしますので、ご査収のうえお振込お願い申し上げます。

敬具

明 細	単 価	数 量	金 額	摘 要
#578566 WHISTLER RIESLING ICEWINE Delivery			12,696 981	
消費税			1,095	
合 計			¥14,772	

誠に恐れ入りますが手数料は貴社にてご負担くださいますようお願い申し上げます。

お支払期限

平成30年1月31日

〒210-0637 神奈川県川崎市川崎区池上町3-1-4  
コストコホールセールジャパン株式会社  
Tel 044-281-2600/Fax 044-270-6920

お振込先

三菱東京UFJ銀行 池町中央店  
普通口座 81235  
口座名義：コストコホールセールジャパン株式会社  
代表取締役 ケン テリオ

弊社担当者： 関 淑子

BILL TO: Ministry of jobs, Trade and Technology,  
Government of British Colombia

## INVOICE

Yoshikazu Tsuno

ADDRESS: Otemachi Financial City Grand Cube  
Otemachi 1-9-2, Chiyoda-ku, Tokyo

Yurakucho Denki bldg 20F, Yurakucho 1-7-1,  
Chuo-ku, Tokyo, Japan

TEL: +81-80-9357-4000 FAX: +81-3-6740-6059

PHONE: +81-3-3516-1501

FAX: +81-3-3516-1509

INVOICE #	DATE
	2018/2/8

SERVICE DESCRIPTION		AMOUNT
1	Photo shooting of British Colombia Premier John Horgan in Tokyo (29-30/January)	¥100,000.00
2	Transport expense between Fujitsu and MOFA by cab	¥1,210.00
3		
4		
5		
6		
7		
8		
9		
10		
NOTE		SUB TOTAL ¥101,210.00
		TAX ¥0.00
		TOTAL AMOUNT ¥101,210.00

AUTHORIZED  
SIGNATURE



Yoshikazu Tsuno

### REMITTANCE INFORMATION

BANK NAME: Mitsui Sumitomo Bank, Shimbashi branch  
SWIFT CODE:  
ACCOUNT NO. s.21

PAYMENT TERM

請求書

2018年02月12日 / No. 20180205-002

Ministry of Jobs, Trade and Technology,

Government of British Columbia 御中

件名: Photo assignment for Schedule 2.

下記のとおりご請求申し上げます。

ご請求金額 ￥81,000 -

お支払い期限: 2018年03月30日

株式会社協立

Photographer・代表取締役

工藤 裕文

〒247-0052

神奈川県鎌倉市今泉2丁目1番17号

フロresta201

TEL:080-4200-1623

FAX:0467-48-5646

s.22

品番・品名	数量	単価	金額
Photo assignment for Schedule 2 on 29th Jan,2018	1	30,000	30,000
Photo assignment for Schedule 2 on 30th Jan,2018	1	25,000	25,000
Quick Delivery Service / News Press Service	2	12,000	24,000
Adjustment	2	-2,000	-4,000

備考欄

小計 75,000

お世話になっております。このたびは以上の通り請求させていただきます。ご査収のほどよろしくお願いいたします。

消費税(8%) 6,000

大変恐れ入りますが、振り込み手数料はご負担下さいますようお願い申し上げます。

合計 81,000

このたびはありがとうございました。

お振込先

みずほ銀行 大船支店(普通) 1432845 株式会社協立 カ) キョウリツ

▼

大手町フィナンシャルシティグランキューブ18階

合同会社Vanguard AP  
748810-1220  
(74881000)

御中

締日	発行日付	頁数
18年01月31日	18年02月01日	1/1



毎度お引立にあずかり、ありがとうございます。下記の通りご請求申し上げますので宜しくご査収下さい。

前回ご請求残	前回ご入金額	繰越額	今回お買上額	消費税	お買上合計額	今回ご請求額
0	0	0	93,500	7,480	100,980	100,980

[illegible]

振込先 みずほ銀行 大阪支店 当座預金 0095621 東洋紙業株式会社

## Waight, Evan T MAH:EX

**From:** Hoover, Cora D FIN:EX  
**Sent:** Tuesday, March 20, 2018 3:06 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Vanguard AP, LLC  
**Attachments:** How to enter invoices for payment by wire transfer.docx

**Importance:** High

The following wire transfers have been processed and confirmed by CIBC:

Beneficiary Name:	Vanguard AP, LLC		
Value Date:	March 20, 2018		
Amount:	¥ 663,083	Currency:	JPY
Rate:	0.01259		
Invoice Reference:	018		
CIBC Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$8,350.20		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## Ministry of Finance

## Request for Wire Transfer

(To a non-Canadian Financial Institution Destination)

Fax to Treasury Payment Services (250) 953-0485

## REQUESTING MINISTRY

DATE: March 14, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: Vanguard AP, LLC

## Beneficiary Address:

Tokyo Banker's Club Bldg, 15F 1-3-1, Marunouchi,  
Chiyoda-ku, Tokyo 100-0005, Japan

Beneficiary Acct #: s.21

Destination Country: Japan

Value date of Wire Transfer:

Amount: 663,083.00 JPY

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: Sumitomo Mitsui Banking Corporation, Head Office

Bank Address: 1-1-2 Marunouchi, Chiyoda-ku, Tokyo 100-0005, Japan

Bank Identifier Number (SWIFT Code) s.21

Other Financial Institution Routing Information (CLABE/Sort Code/ABA) :

Reference: INVOICE: 018

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: DIRECTOR

## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

Suite 2323, South Tower, Kerry Centre, 1 Guanghua Road, Chaoyang District,  
Beijing, China 100020

March 8, 2018

HH180301

**BC Trade and Investment Representative Services, North CHINA (BEIJING)**

Ministry Contract No :

RC:

SL:

**Project: (Beijing&Shanghai Office)**

EXPENSE TYPE		Fees/Expenses CAD	Previous outstanding Balance	Repayment Amount	Fees/Expenses Payable YTD
Photoshooting Service fee	AR	2,155.00			2,155.00
	Total	2,155.00	0.00	0.00	2,155.00

TOTAL FOR British Columbia Premier John Horgan Mission

CAD 2,155,00

**Please Remit:**

**CAD 2,155.00**

**Account Name:** Ho Hing Consultancy Inc.  
**Address:** c/o Suite 2323, South Tower,  
Kerry Centre, 1 Guang Hua Road  
Chao Yang District  
Beijing, 100020, P.R. China

Account No: S.21

**Bank:** HSBC Hong Kong

**Address:** No.1 Queen's Road Central,  
Hong Kong

SWIFT:s.21

**As Qualified Receiver I have verified that:**

PLEASE INITIAL BOXES

☐ Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A

☐ the amounts invoiced correspond with the terms of the contract in Schedule B.

5199818BEA442.

51998 22441  
6531 5143054

[illegible]

RECEIVED  
MAR 22 2018  
FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS

## PROGRAM - ACCOUNTABLE

Seed FundingProject Name: British Columbia Premier John Horgan Mission to Beijing

Invoice No.	Category I	Category II	Project Name	Invoice Date	Description	Currency	Amount	Bank charge	China Tax liability	Total amount	FX Rate	CAD amount
HH180301	Program	Seed_funding	British Columbia Premier John Horgan Mission to Beijing	2018-3-8	Photoshooting Service fee	CNY	9,600.00	0.00	10%	10,560.00	4.8993	2,155.00

Total 总额: 2,155.00

# **GRAEME NICOL photo & video**

		invoice
date: 30.01.2018		<b>Graeme Nicol</b> 2108-Building 217 Chengguang Jiayuan A  Chaoyang Beijing China  Telephone: 184 0153 2504 (mainland China) Passport: <sup>s.22</sup> Passport Number: <sup>s.22</sup>
invoice no: 1801b		

## **billed to:**

Kelly Gossen,  
 Mission and Events Officer,  
 Ministry of Jobs,  
 Trade and Technology,  
 Suite 730-999 Canada Place Vancouver, British Columbia Canada  
 V6C3E1

description:	amount
Photographer for the event: Visit of British Columbia Premier John Horgan Mission to Beijing	X2 = 6000 Chinese Yuan
Day Rate (for shoots of 4 to 8 hours)	X4 = 1600 Chinese Yuan
Overtime rate at 400 RMB per hour	X1 = 2000 Chinese Yuan
Editing and delivery, day rate 2000 RMB (4 to 8 hours)	
<b>Total Due</b>	<b>9600 Chinese Yuan (or equivalent in USD/Euro)</b>

付款回单



招商銀行

CHINA MERCHANTS BANK

日期：2018年02月23日

业务类型：网上企业银行支付

流水号：G32001S223AQJ9J

付款账号：110911429610101

户名：英属维尔京群岛可兴咨询有限公司北京代表处

开户行：招商银行北京分行光华路支行

金额（大写）：人民币玖仟陆佰元整

（小写）：CNY9,600.00

收款人户名：NICOL GRAEME

收款人账号：<sup>s.21</sup>

收款人开户行：中国银行高马河支行

凭证种类：

凭证号码：

业务编号：20180223175016

摘要：Photoshooting Service Fee

经办：G32001

第1次打印

20180223

回单编号：1010042691814

回单验证码：7D00E6B41BCB8111

招商银行股份有限公司

电子回单专用章

提示：1. 电子回单验证码相同表示同一笔业务回单，请勿重复记账使用。

2. 已在银行柜台领用业务回单的单位，请注意核对，请勿重复记账使用。

打印时间：2018-02-23 18:00:03

## Waight, Evan T MAH:EX

---

**From:** Hoover, Cora D FIN:EX  
**Sent:** Monday, March 26, 2018 12:34 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation - Ho Hing Consultancy Inc

The following wire transfers have been processed and confirmed by CIBC:

Beneficiary Name:	Ho Hing Consultancy		
Value Date:	March 26, 2018		
CAD Amount:	\$2,155.00		
Invoice Reference:	HH180301		
CIBC Ref #:	s.21		
WIR GLP:	30250001215	Date:	23Mar2018

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gwww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

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## REQUESTING MINISTRY

DATE: March 22, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, Victoria, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: EVAN WAIGHT

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name:  
HO HING CONSULTANCY INC.Beneficiary Address:  
SUITE 2323 SOUTH OFFICE TOWER, KERRY CENTER,  
GUANGHUA ROAD CHAOYANG DISTRICT, BEIJING,  
100020, P.R. CHINABeneficiary Acct #: <sup>s.21</sup>

Destination Country: CHINA

Value date of Wire Transfer:

Amount: 2,155.00 CAD

☐ CAD ☐ USD

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: HSBC, CENTRAL HONG KONG

Bank Address: NO 1 QUEEN'S ROAD CENTRAL, HONG KONG

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA) :

Reference: INVOICE: HH180301

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Signature

Title: DIRECTOR



## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received☐ Wire transfer initiated☐ Confirmation Received☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

Room : s.15  
 Folio # :  
 Invoice # :  
 Cashier # : 225632  
 Page # : 1 of 1

Govt BC  
 Mrs Joleen Badger  
 Unknown

Arrival : 01-18-18  
 Departure : 01-19-18

Date	Description	Additional Information	Charges	Credits
01-22-18	No Show Revenue		229.00	
01-22-18	Municipal Room tax		6.87	
01-22-18	Room GST		11.45	
01-22-18	Provincial Room tax		18.32	
01-22-18	Mastercard	XXXXXXXXXXXX <sup>s.17,s.2</sup> XX/XX		265.64
<b>Total</b>			<b>265.64</b>	<b>265.64</b>
<b>Balance Due</b>			<b>0.00</b>	

**GST Summary**

Room : 11.45  
 F&B : 0.00  
 Other : 0.00  
 Total : 11.45

s.15



# Invoice

To: British Columbia Canada

From: Young sun Cho, Kinko's Korea Ltd.

1st Fl, Hosan Bldg., 130 Teheran-ro

Gangnam-gu, Seoul, Korea 06234

**Description:** Pull up Banners

Date: 2017-12-22

Kinko's Korea Ltd.

President: Jungsoo Park

1st Fl, Hosan Bldg., 130 Teheran-ro  
Gangnam-Gu Seoul Korea 0623

Tel. 558-8801 Fax. 558-8802

Description	Volume	Unit Price	Amount (KRW)
Pull up Banners	3	150,000	450,000
			450,000

Category	Bank Information
Bank Name	KEB HANABANK
Branch Name	COEX BRANCH (+82-2-551-7979)
SWIFT/BIC Code	s.21
Bank Address	159 SAMSUNG-DONG GANGNAM-GU SEOUL
Account Number	s.21
Account & Beneficiary's Name	Kinkos Korea Ltd.
Contact Info.	Young sun Cho (+82-2-558-8801) 1st Fl. Hosan Bldg., 130 Teheran-ro Gangnam-gu, Seoul, Korea 06234

2017. kinko's Korea Ltd. Confidential Information for Internal Use Only.

[illegible]

## STATEMENT

カナダ・フ・リティッシュコロンビ・ア州首相一行

NAME カナダ・フ・リティッシュコロンビ・ア州首相一行

ROOM No. s.15 PSN 3  
 ARR 2018/01/27 DEP 2018/01/31

DATE	DESCRIPTION	ROOM No.	CHARGES	CREDIT	EXPLANATION
01/29	THE MAIN ROOM SERVICE	s.15	9,979	*	238673
	BUSINESS CENTER (ROOM)		24,710		024236
01/30	THE MAIN ROOM SERVICE		6,652	*	238707
	BUSINESS CENTER (ROOM)		40,866		024247
	BUSINESS CENTER (RENTAL)		2,160		024247

\$974.95 CAN

GRAND TOTAL 84,367 LT: 0

Please retain your individual receipts for meals, bar charges, facsimile, etc.,  
 as chits are issued only at the establishment where the charges are made.  
 Thank you for staying with us. We look forward to the pleasure of serving you again.



ISSUED NO. 420293843 J 1 00 DATE 18/01/31 HOUR 17:40 BY CSO 3 420

会社名

COMPANY NAME

ご署名

GUESTS SIGNATURE



[クレジット売上票] 6

加盟店名 MERCHANT

株式会社

03-3265-1111

端末番号 TERM No 49336-560-32535

ご利用日 DATE 18/01/31 17:41:36

伝票番号 SLIP No 76023

会員番号 XXXXXXXXXX000000 s.17,s.22

ACCT No

承認番号 AUTH CODE 034137

取引内容 支払区分 取扱区分

売上 一括 110

カード会社 有効期限

GARD Co EXPI DATE

17/17/17 XX/XX

金額 AMOUNT ¥84,367

合計金額 ¥84,367

ご利用ありがとうございました

またのご来店お待ちしております

S808000

売場: 係員:

SALES COUNTER CLERK

お客様控え

CUSTOMERS COPY

name | 姓名 : British Columbia Delegation 2018

email address | 电子邮件 :

address | 地址 :  
China

membership | 会员信息 :

company | 公司 : British Columbia Delegation 2018

travel agent | 旅行社 :

room | 房号 : s.15

arrival | 入住日期 : 22-Jan-2018

departure | 离店日期 : 25-Jan-2018

conf No. | 确认号码 :

cashier | 收银员 :

printed date | 打印日期 : 25-Jan-2018

page number | 页数 : 1 of 1

INFORMATION INVOICE

date   日期	description   项目	reference   描述	charges/credit   费用/可用余额
01/23/18	room charge	INA Pka. Trxl Routed From Dawrant Andrew Of s.15	2,599.98
01/23/18	Treats Charge	s.15 : CHECK# 0099184 [535]	3,240.00
01/23/18	Banquet - Room Rental	s.15 : CHECK# 0055460 [539]	7,000.00
01/24/18	Banquet - Lunch	s.15 : CHECK# 0055469 [539]	17,600.00
01/24/18	In Room Dining - Lunch	s.15 : CHECK# 0033408 [162]	168.00

TOTAL 总计 : 30,607.98 0.00

NET AMOUNT 净额:	28,875.47	RMB	BALANCE 余额:	30,607.98	RMB
Room房费 - VAT Rate 6%	147.16	RMB			
F&B餐饮费 - VAT Rate 6%	1,585.35	RMB			
F&B餐饮费 - VAT Rate 11%	0.00	RMB			
F&B餐饮费 - VAT Rate 17%	0.00	RMB			
OTHER其他 - VAT Rate 6%	0.00	RMB			
OTHER其他 - VAT Rate 11%	0.00	RMB			
OTHER其他 - VAT Rate 17%	0.00	RMB			

5246.70  
CAN

If your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher. I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part of all those charges.

如阁下采用认可的信用卡结账，以下的签署应与信用卡单据上的相同。本人同意当有关人士，公司或社团未能支付部分或全部款项时，此账目的责任并将未免除并由本人承担。

signature | 客人签署

FAO BC GOV

CN

Membership Number :  
 Email :  
 Group Code : BCGOV1801  
 Company Name : Foreign Affairs Office GD  
 A/R Number :  
 Date : 01-26-18

INFORMATION INVOICE

Conf No. : s.22  
 Room No. : s.15  
 Arrival : 01-18-18  
 Departure : 01-26-18  
 Page No. : 1 of 2  
 Folio No. :  
 User ID : s.15

Date	Text	Reference	Reference2	Charges CNY	Payment CNY
01-21-18	Room Charge		[NA Pkg. Trx]3996209 Lan Jing #2018=>FAO BC GOV s.15	1,200.00	
01-21-18	Room Charge		[NA Pkg. Trx]3996213 Fan Chong Fang #2022=>FAO BC GOV s.15	1,200.00	
01-22-18	Room Charge (N)	One adult breakfast for 21.Jan	Fan Chong Fang #2022=>FAO BC GOV s.15	150.00	
01-22-18	Banquet Amount Lunch		s.15 : CHECK# 100347 [97003]	18,780.00	
01-22-18	Banquet Amount Lunch -Rent		s.15 : CHECK# 100348 [97003]	22,900.00	
01-22-18	Room Charge		[NA Pkg. Trx]3996212 Lan Jing #2018=>FAO BC GOV s.15	1,200.00	
01-22-18	Room Charge		[NA Pkg. Trx]3996216 Fan Chong Fang #2022=>FAO BC GOV s.15	1,350.00	
Total				46,780.00	0.00
Balance				46,780.00 CNY	

~~\$~~ 9373.44  
 CDN

I, the undersigned, hereby acknowledge the acceptance of all the goods and services as listed herein and agree to the amounts billed. In the event of any failure of or delay in the payment of this bill is NOT waived and therefore shall be held personally liable. If this bill is charged to any applicable credit cards, my signature below is deemed to have been made on the applicable credit card voucher.

Thank you for choosing s.15

s.15

FAO BC GOV

CN

Membership Number :  
Email :  
Group Code : BCGOV1801  
Company Name : Foreign Affairs Office GD  
A/R Number :  
Date : 01-26-18

## INFORMATION INVOICE

Conf No. : s.22  
Room No. : s.15  
Arrival : 01-18-18  
Departure : 01-26-18  
Page No. : 2 of 2  
Folio No. :  
User ID : s.15

Date	Text	Reference	Reference2	Charges CNY	Payment CNY
------	------	-----------	------------	----------------	----------------

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

Page 109 of 127 JTT-2018-82916

## (주)신세계조선호텔

상호: (주)신세계조선호텔      대표자: 정영득  
사업자번호: 104-81-27386      TEL: 02-771-0500  
주소: 서울특별시 중구 소공로 106

해오MASTER카 매출표 신용승인  
CATID: 6048326001      일련번호: 1089  
NNNNNNNNNN

거래일시: 18/01/26 18:56:29

거래금액:      19,890,815 원  
총 합 계:      19,890,815 원  
승인번호: 00045630  
가맹점번호: 00012201034      J10005/K/PSTN  
매입사명: 하나카드      합부: [일시불]

감사합니다!



# Vanguard AP, LLC.

Otemachi Financial City Grand Cube, 18F,  
1-9-2, Otemachi, Chiyoda-ku, Tokyo  
100-0004, Japan  
+81-3-3516-1501

## BILL TO:

Ms. Kelly Gossen  
Mission and Events Officer  
Ministry of Jobs, Trade and Technology  
Government of British Columbia  
Suite 730 – 999 Canada Place,  
Vancouver, British Columbia, CANADA  
V6C 3E1  
Tel: 604-660-6815

## INVOICE

Date: 06-Mar-18  
Invoice #: 019

51998188EA442  
51998 82447  
6531 5143854  
CC: 11/11/18  
FINAL PAYMENT 10  
DATE INVOICE RECEIVED  
DATE CONTRACT RECEIVED  
CERTIFIED COPY RECEIVED  
KELLY GOSSEN  
PAUL IRWIN  
Spending Authority Signature

DESCRIPTION	UNIT	RATE	AMOUNT
Catering service for PJH Lunch Reception on January 29, 2018			¥ 1,190,160
Bank fee			¥ 6,000
<b>BANK INFORMATION:</b> Bank Name: Sumitomo Mitsui Banking Corporation Branch Name: Head Office (200) Account Type: Futsu Account #: s.21 Account Name: Vanguard AP, LLC SWIFT code: s.21	Subtotal Tax Rate Other		
<b>COMMENTS:</b>			
	<b>Total</b>		<b>¥1,196,160</b>

RECEIVED

APR 06 2018

FINANCIAL OPERATIONS  
MINISTRY OF COMMUNITY DEVELOPMENT &  
MINISTRY OF TOURISM, CULTURE & THE ARTS



Quotation

KCC 218 Holdings / Okanagan  
 Estate Wine Shop  
 3669 W 4th Ave  
 Vancouver BC V6R 1P2

P: (604) 730-1341  
 F: (604)  
 C:  
 E: info@estatewineshop.com

Sold To:

Kelly Gossen  
 Mission and Events Officer  
 International Missions and Corporate Events  
 Ministry of Jobs, Trade and Technology

Ship To:

Reg #	Order #	Invoice #	Invoice Date	GST Number	Customer #
895	0	90000070	12/21/2017	442	

Page # 1

QTY	CSPC	Description	Units	Price	Discounted Price	Amount
24	765941	GRAY MONK - O WHITE ME	750ml	22.99	22.99	479.79
24	428490	GRAY MONK - ODYSSE MER	750ml	40.24	40.24	839.79
					Subtotal	1,319.58
					+ Deposit	4.80
					+ GST 5%	65.98
					+ LIQ 10%	131.96
					Total	1,522.32
Invoice prepared by Michael Romand _____						

Σ(1) = \$ 1456.34

5199818BEA442

Version 5

Attach original invoices/receipts that have been coded and approved by an expense authority. Please see page 2 for further instructions.

**SECTION 1 - ORIGINATOR INFORMATION**

NAME OF ORIGINATOR OF EXPENSE Kelly Gossen	TELEPHONE NO. (604) 660-6815	DATE SUBMITTED 2017/12/19
MINISTRY/DIVISION/BRANCH MIT Vancouver/Victoria	LOCATION (CITY) OF EVENT Guangzhou, Beijing, Seoul, Tokyo	START DATE OF EVENT 2018/01/20
International Business Development International Missions and Events		END DATE OF EVENT 2018/01/30

**SECTION 2 - NAME / NATURE OF EVENT**

In general terms, describe the event, the number of people attending and their affiliation. For example: Annual Regional Meeting - 20 government employees, 2 service contractors.

The purpose of the visit will be to establish working relationships with the Premier and Minister's counterparts and promote trade and investment opportunities for British Columbia. The priority sectors for the mission will be tourism, energy, high tech, manufacturing, and agriculture.

COPY

Campaign Name / Type: Trade and Investment Mission Outbound Mission from BC

**SECTION 3 - INDIVIDUALS INCLUDED IN MEAL CLAIMS**

Complete this section only if the Business Expense Approval includes a meal. Identify the individual's name and either the ministry or company they are affiliated with. Attach a separate list of necessary.

Official delegation

Key stakeholders

BC business and community representatives in market

BTL

SECTION 4 - BUSINESS EXPENSE REQUESTED			SECTION 5 - EXPENSE AUTHORITY PRE-APPROVAL		
CATEGORY	STOB	AMOUNT	RESP. CENTRE	SERVICE LINE	PROJECT NO. (IF APPLICABLE) OR ADDITIONAL CODING
1. Meeting Room Rental	6531	\$50,000	51998	22441	5143054
2. Equipment/Furniture Rental	6531	\$50,000	EXPENSE AUTHORITY SIGNATURE - Certified correct pursuant to sections 32 & 33 of the Financial Administration Act and related policies.		
3. Photocopying, Faxing, Telephone, etc.	6531	\$20,000			
4. Food/Beverages for Meetings BREAKFAST <input checked="" type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/> SNACKS <input checked="" type="checkbox"/> COFFEE/TEA/JUICE, ETC. <input checked="" type="checkbox"/>	6531	\$52,702	PRINT NAME OF EXPENSE AUTHORITY		DATE SIGNED YYYY/MM/DD
5. Business Meals in Restaurant BREAKFAST <input type="checkbox"/> LUNCH <input checked="" type="checkbox"/> DINNER <input checked="" type="checkbox"/>	6531		SECTION 6 - EMPLOYEE REIMBURSEMENT INFORMATION Complete this section only if reimbursing an employee for expenses they have paid personally. Enter payee name, cheque mailing address, and reimbursement total:		
6. Event, Planners, Speakers, Etc.	6531		QUALIFIED RECEIVER SIGNATURE - Certified goods/services received pursuant to CPPM 4.3.2 X- [Signature]		
7. Travel Costs for Non-BC Government Participants	6604	\$5,000			
8. Other: Professional Fees	6531	\$25,000			
ESTIMATED TOTAL		\$202,702.00	REIMBURSEMENT TOTAL		

Fm - M

# Business Mission Agreement:

Between the **Embassy of Canada, Tokyo, JAPAN** ("Post") and **Government of British Columbia** ("Organizer").

This document is for the purpose of defining the financial responsibility of the Organizer and the Post in relation to the visit of Premier Horgan to Japan to take place on January 27 to 30, 2018.

The agreement must be signed by the Organizer and sent to the Post before January 10, 2018. A copy of the signed agreement along with the payment must be received by the Financial Service Division in DFAIT prior to the delegation's arrival at the Post.

Accounts Receivable unit (SMFR)  
Financial Services Division  
Department of Foreign Affairs and International Trade  
125 Sussex Drive  
Ottawa, Ontario  
K1A 0G2  
Tel: 613-944-2438  
Fax: 613-995-0725

## 1. Responsibilities of the Mission Organizer

- (a) The Organizer agrees to pay the costs itemized in Schedule "A," totaling \$4,411.45.
- (b) Payment of the agreed cost will be made to the above address by January 10, 2018.
- (c) The Organizer understands that the Post is procuring materials and/or hiring service providers to provide the identified services covered by this agreement.
- (d) The Organizer is uniquely responsible for any financial arrangements between the Organizer and delegation members.

## 2. Responsibilities of the Post

- (a) The Post will provide a draft budget detailing the nature and cost of services to the Organizer. When agreed by the Organizer, this budget shall become Schedule "A" of this agreement.
- (b) The Post will use the payment detained in Schedule "A" in order to contract local suppliers to provide the services agreed upon and described in Schedule "A" of this agreement.
- (c) The Post will inform the Organizer as soon as is reasonably possible of any changes to the services and costs outlined in Schedule "A".
- (d) The Post will keep proper accounts and records of expenditures and make these available to

the Organizer on request.

(e) The Post, through the Department of Foreign Affairs and International Trade, will refund any surplus amount received from the Organizer after payment of local services.

### 3. Cancellation

(a) The Organizer will inform the Post immediately in the event that either or both of the events are cancelled. The Organizer will compensate the Post for any expenses incurred if payment has not yet been made.

(b) If the visit is cancelled after payment for services, the Post shall return the balance of funds to the Organizer after deducting any expenses already incurred.

### 4. Dispute Resolution

(a) Should a dispute arise in relation to this Agreement, representatives of both the Organizer and the Post shall meet in an attempt to resolve the matter.

(b) In the event that they do not reach agreement, they will refer the matter to a mutually agreed third party who will make a final and binding decision.

### 5. Notification of Changes

(a) Where required, notice will normally be in writing, either by mail or by signed facsimile.

### 6. Signatures

#### ORGANIZER

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

Date: \_\_\_\_\_

Name & title Kelly Gossen, Mission and Events Officer  
Organization Ministry of Jobs, Trade and Technology  
Phone 1.604.374.3941  
Fax 1.604.775.2197  
E-mail kelly.gossen@gov.bc.ca

#### POST

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

Date: \_\_\_\_\_

Name & title Arun Alexander, Minister (Commercial)  
Organization Embassy of Canada, Tokyo, Japan  
Phone 81-3-5412-6200  
Fax 81-3-5412-6327  
E-mail [arun.alexander@international.gc.ca](mailto:arun.alexander@international.gc.ca)

## Appendix A

### BC Premier's Mission to Japan, January 2018

	Embassy of Canada	Government of BC	
	Responsibility	Responsibility	Cost to cover
<b>Airport &amp; Customs</b>			
Obtain official visas		✓	
Arrange VIP courtesies with airline (arrival and departure)	✓		
Greet at gate upon arrival	✓		
Courtesy send-off at departure	✓		
<b>Accommodations &amp; Conferencing Facilities</b>			
Official delegation/block bookings, rooming list		BC to work directly with hotel	
Business delegation rooming list		Business delegates, if any, make their own arrangements directly with	
Official delegation briefing and meeting rooms		BC to work directly with hotel and pay directly	
<b>Briefing Notes / Documentation</b>			
Background notes on bilateral relationship	✓		
<b>Hospitality Functions at Embassy</b>			
Partnership Luncheon: Catering	Coordination between Caterer & BC	Direct payment to caterer. BC to review proposed menus and approve	
Partnership Luncheon: Beverages and Facilities Fee	Facilitate payment	Direct coordination with Embassy facilities	¥ 120,000
Partnership Luncheon: Wine		Self-purchase and provide	
Natural Resources Roundtable Dinner: Official Residence	Coordination between OR & BC	Approve menu	¥ 156,200
Guest lists for hospitality events	Provide input	Put together guest list	
Invites and RSVPs for BC Partnership Luncheon		✓	
Invites and RSVPs for Natural Resources Dinner at OR	Send reminder cards	✓	

## Appendix A

### BC Premier's Mission to Japan, January 2018

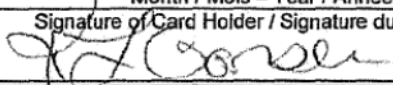
	Embassy of Canada	Government of BC	
	Responsibility	Responsibility	Cost to cover
Additional security staff for Partnership Luncheon	Coordination and payment facilitation	Approve costs	¥ 60,000
IT / AV Equipment / IT support staff	Coordination		
<b>Program/Meetings/Site Visits</b>			
Premier's official meetings with Government of Japan, including MOFA and METI	✓	✓	
Other meetings and site visits	support where necessary	✓	
<b>Interpretation</b>			
Official delegation		BC to arrange and make payment to interpretation	
Business delegation if applicable		BC to arrange and make payment to interpretation	
<b>Transportation</b>			
Vehicles		BC to arrange and make payment	
<b>Media &amp; Communications</b>			
Liaison with local media if applicable	tbd	tbd	
Call-backs to Canadian media if applicable	Support	Lead	
Total Expenses to be covered by BC in JPY		¥	336,200
Total Expenses to be covered by BC in CAD		\$	3,836.04
15% Buffer to be covered by BC in CAD		\$	575.41
<b>Grand Total in CAD</b>		<b>\$</b>	<b>4,411.45</b>
JPY/CAD exchange rate used			0.0114100

**CREDIT CARD PAYMENT AUTHORISATION /  
AUTORISATION DE PAIEMENT PAR CARTE DE CRÉDIT**

<b>Company name / Nom de la société</b> <b>Government of British Columbia</b>	<b>Address / Adresse</b> <b>Suite 730 999 Canada Place, Vancouver, BC V6C 3E1</b>
<b>Telephone No. / No. téléphone</b> <b>604.660.6815</b>	<b>Fax No. / No. télécopieur</b> <b>604.775.2197</b>
<b>E-mail address / Adresse courriel</b> <b>Kelly.gossen@gov.bc.ca</b>	
<b>Purpose and Destination of Funds / Raison de l'envoi et destinataire des fonds</b> <b>BMA between the Province of BC and Embassy in Tokyo (see attached)</b>	

I authorize the Department of Global Affairs Canada to use the credit card mentioned below.  
J'autorise le ministère des Affaires mondiales Canada à utiliser la carte de crédit ci-bas.

CAD Amount / Montant CAN: \$4411.45

<input type="checkbox"/> Visa <input checked="" type="checkbox"/> Master Card <input type="checkbox"/> American Express	
<b>Credit Card Number / Numéro de carte de crédit</b> s.17,s.22	<b>Expiration Date/ Date d'expiration</b> s.17,s.22
<b>Name of Card Holder / Nom du détenteur de la carte</b> <b>Kelly Gossen</b>	<b>Month / Mois – Year / Année</b> <b>Signature of Card Holder / Signature du détenteur</b> 

Credit card information will be destroyed once the transaction is completed. / L'information sur la carte de crédit sera détruite une fois que la transaction sera effectuée.

Please fax this form to / Veuillez envoyer ce formulaire par télécopieur au **(613) 944-7031**

Affaires mondiales Canada /Global Affairs Canada  
Finance Operations Division / Direction des opérations financières  
200, boul Sacré-Coeur  
Gatineau (Québec)  
K1A 0H3

For questions / Pour toutes questions : [SPAaccount-SMFR@international.gc.ca](mailto:SPAaccount-SMFR@international.gc.ca)



# kinko's

On Demand Solutions

매출일자: 2018/02/08 10:07 NO : 0001-0036  
 \*\* 오타 \*\* 2회 재출력

상품명	단가	수량	금액
몰업배너	150000	-3	-450,000
합 계			-450,000
면세물품가액			0
과세물품가액			-409,091
부가세			-40,909

청 구 액 -450,000  
 s.17,s.22  
 승인번호 00004417 일사불  
 계산담당자 : 김지훈B TEL:02-558-8801

함상 역삼센터를 이용해 주셔서 감사합니다  
 당월세금계산서 발행은 익월10일까지입니다  
 역삼센터를 이용해 주셔서 감사합니다.



< ₩ 518.65 >  
 CAN

# kinko's

On Demand Solutions

매출일자: 2018/01/30 18:51 NO : 0001-0154  
 2회 재출력

상품명	단가	수량	금액
몰업배너	150000	3	450,000
합 계			₩450,000
면세물품가액			0
과세물품가액			409,091
부가세			40,909

청 구 액 450,000  
 s.17,s.22  
 승인번호 00004417 일사불  
 계산담당자 : 김윤호B TEL:02-558-8801

함상 역삼센터를 이용해 주셔서 감사합니다  
 당월세금계산서 발행은 익월10일까지입니다  
 역삼센터를 이용해 주셔서 감사합니다.



name | 姓名 : British Columbia Delegation 2018

room | 房号 : s.15

email address | 电子邮件 :

arrival | 入住日期 : 22-Jan-2018

address | 地址 :

departure | 离店日期 : 28-Jan-2018

China

conf No. | 确认号码 : s.22

membership | 会员信息 :

cashier | 收银员 : FOLEOH

company | 公司 : British Columbia Delegation 2018

printed date | 打印日期 : 1-Feb-2018

travel agent | 旅行社 :

page number | 页数 : 1 of 1

COPY OF INVOICE

date   日期	description   项目	reference   描述	charges/credit   费用/可用余额
01/23/18	房费	[NA Pka. Trxl Routed From Dawrant Andrew Of Room s.15	2,599.98
01/23/18	思悦滋 - 早餐	s.15 CHECK# 0099184 [535]	3,240.00
01/23/18	宴会 - 场租	CHECK# 0055460 [539]	7,000.00
01/24/18	宴会 - 午餐	CHECK# 0055469 [539]	17,600.00
01/24/18	客房送餐 - 午餐	CHECK# 0033408 [162]	168.00

TOTAL 总计 : 30,607.98 0.00

NET AMOUNT 净额:	28,875.47	RMB
Room房费 - VAT Rate 6%	147.16	RMB
F&B餐饮费 - VAT Rate 6%	1,585.35	RMB
F&B餐饮费 - VAT Rate 11%	0.00	RMB
F&B餐饮费 - VAT Rate 17%	0.00	RMB
OTHER其他 - VAT Rate 6%	0.00	RMB
OTHER其他 - VAT Rate 11%	0.00	RMB
OTHER其他 - VAT Rate 17%	0.00	RMB

BALANCE 余额: 30,607.98 RMB

989.98  
CDP

If your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher. I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part of all those charges.

如阁下采用认可的信用卡结账, 以下的签署应与信用卡单据上的相同。本人同意当有关人士, 公司或社团未能支付部分或全部款项时, 此账目的责任并将未免除并由本人承担。

signature | 客人签署

# kinko's

On Demand Solutions

킨코스코리아 (주)  
 서울시 강남구 역삼동 823-23 호산빌딩 2층  
 사업자 등록번호: 129-81-17308  
 전화: 558-8801 팩스: 558-8802  
 대표: 박정수  
 매출일자: 2018/02/12 15:40 NO : 0001-0105

상품명	단가	수량	금액
출입배너	150000	3	450,000
A4 컬러 단면 특수지/중량지	3300	40	132,000
폼보드 A1	11000	2	22,000
Sign&Banner	850000	1	850,000
합	계		₩1,454,000

면세물품가액 0  
 과세물품가액 1,321,818  
 부가세 132,182

청구액 1,454,000  
 s.17,s.22  
 승인번호 00025929 일시불

계산담당자 : 김지훈B TEL:02-558-8801

항상 역삼센터를 이용해 주셔서 감사합니다  
 당월세금계산서 발행은 익월10일까지입니다  
 역삼센터를 이용해 주셔서 감사합니다.



082020082018021200010105

# 1737.01  
 CN

## Gossen, Kelly L JTT:EX

**From:** SPAaccount-SMFR@international.gc.ca  
**Sent:** Tuesday, March 13, 2018 1:19 PM  
**To:** Gossen, Kelly L JTT:EX  
**Subject:** RE: BMA Question for you: 3000169848  
**Attachments:** SPA - CREDIT CARD FORM.docx; Proof of refund.pdf

Bonjour Kelly

We made a refund of \$538.07 (Proof of refund) on your credit card as originally planned, however, we noticed that there was a transaction of \$111.91 that went into the funds planned for the event at the Mission. Is it possible to rectify the situation by debiting \$111.91 on this same card?

*#7 MEETINGS*  
*#3*  
\*To charge the credit card, I would need your signature on the form attached\*

We apologize for the inconvenience this could cause.

Merci

Doc. No.	Item	Transaction	Consumptn	Crcy	Consumptn	LCurr	Doc. Date	Ref.Doc.No	Item	Text for reserva
3000169848	1	Receipt amt	4,411.45	CAD	4,411.45	CAD				
		Total Invoices/credi..	3,985.29	CAD	3,985.29	CAD				
		Consumpt.	3,985.29	CAD	3,985.29	CAD				
		Open amount	426.16	CAD	426.16	CAD				
		Invoice/Credit Memo	1,994.67	CAD	1,994.67	CAD	15.01.2018	30012506	1	OR RECEPTION-
		Invoice/Credit Memo	1,021.60	CAD	1,021.60	CAD	02.02.2018	30040677	4	BC PARTNERSH.
		Invoice/Credit Memo	611.30	CAD	611.30	CAD		30040677	3	BC PARTNERSH.
		Invoice/Credit Memo	406.41	CAD	406.41	CAD	16.02.2018	1905229317	2	EXTRA SECURIT
		Invoice/Credit Memo	160.60-	CAD	160.60-	CAD		30052573	2	REFUND BC NA1
		Invoice/Credit Memo	111.91	CAD	111.91	CAD	22.02.2018	30073767	2	NARITA AIRPOF
		Invoice/Credit Memo	111.91-	CAD	111.91-	CAD		30073766	2	NARITA AIRPOF
		Invoice/Credit Memo	111.91	CAD	111.91	CAD		30068308	2	NARITA AIRPOF

Marilene  
(343)203-7547  
Affaires mondiales Canada/Global Affairs Canada

**From:** Gossen, Kelly L JTT:EX [mailto:Kelly.Gossen@gov.bc.ca]  
**Sent:** 2 mars 2018 11:36  
**To:** SPA Account/Compte CFD (SMFR)  
**Subject:** RE: BMA Question for you: 3000169848

Bonjour Marilene  
Yes please use the same credit card for the reimbursement.

Best regards  
Kelly

**From:** SPAaccount-SMFR@international.gc.ca [mailto:SPAaccount-SMFR@international.gc.ca]  
**Sent:** Friday, March 2, 2018 7:25 AM  
**To:** Gossen, Kelly L JTT:EX  
**Subject:** RE: BMA Question for you

Bonjour Kelly,

Concerning the event held in TOKYO, it is completed and unused funds of \$538.07 are to be returned to *Gov. of BC*

Initially, a credit card was used to provide the funds, may we used the same credit card to do the reimbursement ?

Merci

Marilene Normand  
(343)203-7547  
Affaires mondiales Canada/Global Affairs Canada

**From:** Gossen, Kelly L JTT:EX [mailto:Kelly.Gossen@gov.bc.ca]  
**Sent:** 20 décembre 2017 17:21  
**To:** SPA Account/Compte CFD (SMFR)  
**Subject:** RE: BMA Question for you

Sorry forgot the attachment.  
Kelly

**From:** Gossen, Kelly L JTT:EX  
**Sent:** Wednesday, December 20, 2017 2:20 PM  
**To:** 'SPAaccount-SMFR@international.gc.ca'  
**Subject:** RE: BMA Question for you

Bonjour Marilene

Many thanks for your response.

I have attached the completed form and for your reference a copy of the BMA from the Embassy in Tokyo. I have sent back to them directly for their signature and advised them I have submitted funds to you.

Best regards  
Kelly

Kelly Gossen  
Mission and Events Officer  
International Missions and Corporate Events  
Ministry of Jobs, Trade and Technology  
Suite 730 ~ 999 Canada Place | Vancouver, British Columbia | CANADA V6C 3E1  
Tel: 604.660.6815 | Mobile: 604.374.3941 | Fax: 604.775.2197 | Website: [www.gov.bc.ca](http://www.gov.bc.ca)

[www.britishcolumbia.ca](http://www.britishcolumbia.ca) | [@BCTradeInvest](#) | [LinkedIn](#) | [YouTube](#)

## Account Information

Name GOSSEN, KELLY Corporation  
ID S.22 Default Code PROVINCE OF BC - PURCHASE

## Statement Highlights

Statement Date 04/03/2018 Statement ID S.17  
Account # S.17 Currency CANADIAN DOLLAR  
Account Limit S.17 Payment Due Date 04/06/2018  
Account Balance S.17 Minimum Payment S.17

Your payment was received

## Transaction Details

Tran ID	Tran Date	Proc Date	Description	Auth #	Addendum	GL/Customer Code	Total Tax	Amount
Account Number S.17								
503391871	03/01	03/05	JPY501120.00@0.0125 SIMUL CHUO, JPN	195044	No Addendum	-	0.00	6283.92
503543460	-	03/06	AUTOMATIC PAYMENT RECEIVED - THANK YOU	-	-	-	-	35653.64 CR
504065766	03/09	03/09	S 17 AIRPORT O RICHMOND BC, CAN	838233	No Addendum	-	-38.09*	355.49 CR
504065767	03/09	03/09	S 17 AIRPORT O RICHMOND BC, CAN	962445	No Addendum	-	-30.74*	286.89 CR
504065768	03/08	03/09	S 17 & CONFER ABBOTSFORD, BC, CAN	181032	No Addendum	-	124.06*	1157.89
504281824	03/09	03/12	c 17 LAKE WILLIAMS LAKE, BC, CAN	225605	No Addendum	-	158.36*	1478.04
504281825	03/10	03/12	c 17 COURTENAY, BC, CAN	094300	No Addendum	-	111.20*	1037.83
504281826	03/10	03/12	S 17 LAKE WILLIAMS LAKE, BC, CAN	154944	No Addendum	-	122.61*	1144.38
504281827	03/10	03/12	c 17 LAKE WILLIAMS LAKE, BC, CAN	155242	No Addendum	-	29.50*	275.37
504281828	03/10	03/12	c 17 LAKE WILLIAMS LAKE BC CAN	155527	No Addendum	-	123.52*	1152.86
504281829	03/10	03/12	S 17 VANCOUVER, BC, CAN	080619	Lodging	-	0.00	186.82
504281830	03/10	03/12	c 17 VANCOUVER, BC, CAN	184434	Lodging	-	0.00	184.44
504414237	03/11	03/13	c 17 VANCOUVER, BC, CAN	091357	Lodging	-	0.00	373.64
504414238	03/11	03/13	c 17 VANCOUVER, BC, CAN	092047	Lodging	-	0.00	303.14
504414239	03/11	03/13	c 17 VANCOUVER, BC, CAN	094024	Lodging	-	0.00	373.64
504414240	03/11	03/13	c 17 VANCOUVER, BC, CAN	170908	Lodging	-	0.00	186.82
504553802	03/13	03/14	DFATD-MAECD PAYMENT SE OTTAWA ON, CAN	533035	No Addendum	-	-57.65*	538.07 CR
504553803	03/12	03/14	c 17 VANCOUVER VANCOUVER, BC, CAN	143115	Lodging	-	0.00	18248.83
504693937	03/13	03/15	c 17 VICTORIA, BC, CAN	174014	No Addendum	-	541.62*	5055.10
504906695	03/15	03/16	DFATD-MAECD PAYMENT SE OTTAWA, ON, CAN	093824	No Addendum	-	11.99*	111.91
504906696	03/16	03/16	c 17 SURREY, BC, CAN	191026	Lodging	540135	378.91	2528.04
504906697	03/15	03/16	PARKSVILLE COMMUNITY C PARKSVILLE, BC, CAN	194449	No Addendum	-	12.07*	112.63
505749776	03/21	03/23	c 17 VANCOUVER, BC, CAN	-	Lodging	-	0.00	186.82 CR
505749777	03/21	03/23	c 17 VANCOUVER, BC, CAN	-	Lodging	-	0.00	186.82 CR

Report any items which do not agree with your records within 30 days of statement date.

\* - Tax is estimated using information provided from the transaction and is for informational purposes only.

## Statement Summary

Previous Balance  
- Payments - thank you  
- Other Credits

S.17

## Interest Information

Interest charges on this statement  
Annual interest rates next period (%)

Purchases/Other

Cash advance/Cheques

0.00  
5.45000%  
0.00  
0.00000%

**Pacific Coast Co. Ltd.**

26F, Gangnam Finance Center, 737, Yeoksam-dong, Gangnam-gu, Seoul, 135-984, Korea

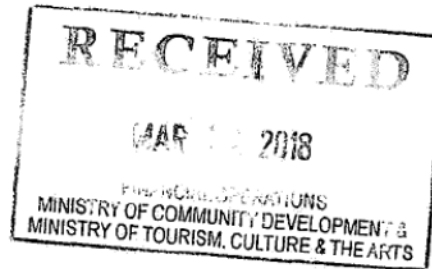
Mr. Luke Shim, Managing Director

Phone +82 (2) 3451-4951

FAX +82 (2) 3451-4955

INVOICE: PJHMISSION

DATE: February 7, 2018



**BILL TO:**

Ministry of International Trade

#730 - 999 Canada Place Vancouver, BC V6C 3E1

**PJH Mission Item Reimbursement**

BC Trade and Investment Representative Services, KOREA (SEOUL)

RC:51561

SL: 22441

FC16561298

(Seoul Office)

EXPENSE TYPE	Amount (KRW)	Balance After (KRW)
PJH Mission Item Reimbursement	₩312,400	₩0

**TOTAL** KRW **₩312,400**

This advance is to support the delivery of the contract objectives.  
It is fully accountable and a reconciliation must be provided when requested.

\$ 392.06  
CAN

<b>Bank Account Information:</b> Bank Name: Woori Bank Bank Address: 6 Fl, GS Tower, 679, Yoksamdong, Gangnam-gu Seoul, 135-729 SWIFT: S.21 Account Number: S.21	<b>As Qualified Receiver I have verified that:</b>  PLEASE INITIAL BOXES  <input type="checkbox"/> Salesforce report has been reviewed and is in accordance with the approved business plan, and is satisfactory to demonstrate the achievement of targets and deliverables as detailed in Schedule A  <input type="checkbox"/> the amounts invoiced correspond with the terms of the contract in Schedule B.
--	---

BEA5199815  
BEA442

RES	51998	22441
STOB	6531	5143054

*[Signature]*

*[Signature]*

## Waight, Evan T MAH:EX

**From:** Hoover, Cora D FIN:EX  
**Sent:** Wednesday, March 21, 2018 12:20 PM  
**To:** Waight, Evan T MAH:EX  
**Subject:** Wire Transfer Confirmation and Request for WIR GLP - Pacific Coast Co. Ltd  
**Attachments:** How to enter invoices for payment by wire transfer.docx

**Importance:** High

The following wire transfers have been processed and confirmed by BMO

Beneficiary Name:	Pacific Coast		
Value Date:	March 21, 2018		
Amount:	₩312,400	Currency:	KRW
Rate:	0.001255		
Invoice Reference:	PJHMission 07Feb18		
BMO Contract Ref #:	s.21		
CAD Equivalent for WIR GLP:	\$392.06		

Please see attached for instructions on entering WIR GLP. Please ensure immediate is used in the payment terms.

Note: Wire amount is < \$1,000 minimum requirement. Requests for wire transfers <1,000 equivalent CAD may be rejected by Treasury. Please use BOC indicative rate to determine approx. CAD value of wire prior to submitting to Treasury.

Thank you,



**Cora Hoover**

Manager, Treasury Payments | Banking & Cash Management | Provincial Treasury | Ministry of Finance

Office: 778-698-5871 | Fax: 250 953-0485

Intranet Web Site: <http://gww.fin.gov.bc.ca/gws/pt/bcm/pay.stm>

*Warning: This email is intended only for the use of the individual(s) or organization to whom it is addressed. It may contain information that is privileged, confidential or exempt from disclosure under applicable law. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this message in error, or are not the named recipient(s), please notify the sender immediately and delete the message from any computer. Thank you*



## REQUESTING MINISTRY

DATE: March 14, 2018

Ministry Name / Branch: International Trade/Jobs, Tourism &amp; Skills Training/Community Sport &amp; Cultural Dev.

Address: 3<sup>rd</sup> Floor, 800 Johnson Street, VICTORIA, BC

Telephone #: 778-698-3354

Fax Number #: 250 387-2815

Ministry Contact Name: Evan Waight

## PLEASE WIRE THE FOLLOWING:

Beneficiary Name: Pacific Coast Co. Ltd.

Beneficiary Address:

26F, Gangnam Finance Centre, 152, Tehera-Ro,  
Gangnam-gu, Seoul, 06236Beneficiary Acct #: <sup>s.21</sup>

Destination Country: Korea

Value date of Wire Transfer:

Amount: 312,400.00 KRW

☐ CAD ☐ USD

Other Currency:

CAD Equiv:

## BENEFICIARY'S BANK INFORMATION:

Bank Name: WOORI BANK, GS TOWER BANKING CE

Bank Address: 6 FI, GS TOWER, 679, YOKSAMDONG, GANGNAM-GU, SEOUL, 135-729, KOREA

Bank Identifier Number (SWIFT Code) <sup>s.21</sup>

Other Financial Institution Routing Information (CLABE/Sort Code/ABA) :

INVOICE: PJHMISSION

## INTERMEDIARY INSTITUTION INFORMATION:

Intermediary Bank Name:

SWIFT Code:

Intermediary Bank Address/Account:

Bank Instructions:

## MINISTRY EXPENSE AUTHORITY

Name: AMY MCALEESE

Title: DIRECTOR

Signature



## FOR INTERNAL TREASURY USE ONLY:

Payment #

Initiate/Release Authorized Signatory

Confirmation Ref #

☐ Copy of invoice received ☐ Wire transfer initiated☐ Confirmation Received ☐ Template on file

Comments:

Authorized Signatory:

Date:

## Mandatory information required for Wire Transfer Payments:

Beneficiary – Legal Name, Address (Number, Street, City, State/other, Country Zip Code/other)

Beneficiary Name and Account holder name must match

CLABE required for all wires transfers to Mexico, ABA required for all wire transfers to USA

IBAN Number required for all wire transfers to European Union (including GB)

BIC (Swift) Code required for all wire transfer payments

FIN130

**Yap, Joyce JTT:EX**

---

**From:** Hay, Lorna MAH:EX  
**Sent:** Thursday, December 14, 2017 4:09 PM  
**To:** Yap, Joyce JTT:EX  
**Subject:** FW: Premier's Mission Travel Authorizations For Approval  
**Attachments:** Acquarone, Francis 20180111-20180111 - ADM Approved.pdf; Acquarone, Francis 20180117-20180125 - ADM Approved.pdf; Irwin, Paul 20180120-20180131 - ADM Approved.pdf  
  
**Importance:** High

Yep, Here's the email I sent to Tracy. She approved all of them

---

**From:** Hay, Lorna MAH:EX  
**Sent:** Thursday, December 14, 2017 2:10 PM  
**To:** Campbell, Tracy MAH:EX  
**Subject:** FW: Premier's Mission Travel Authorizations For Approval  
**Importance:** High

David has approved. over to you for approval.

---

**From:** Yap, Joyce JTT:EX  
**Sent:** Thursday, December 14, 2017 10:37 AM  
**To:** Hay, Lorna MAH:EX  
**Subject:** Premier's Mission Travel Authorizations For Approval  
**Importance:** High

Hi Lorna,

Please find attached TAs for approval.

Thank you.



Joyce Yap, CITP FIBP CPM  
Executive Administrative Assistant  
Office of the Assistant Deputy Minister  
Ministry of Jobs, Trade & Technology  
International Business Development Division

Suite 730 – 999 Canada Place, Vancouver, British Columbia, Canada V6C 3E1  
Tel: 604-660-5913 | Fax: 604-660-1320 | Email: [Joyce.Yap@gov.bc.ca](mailto:Joyce.Yap@gov.bc.ca)  
[www.britishcolumbia.ca](http://www.britishcolumbia.ca) | [@BCTradeInvest](#) | [LinkedIn](#) | [YouTube](#)



## TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.  
It may, at the discretion of ministries, be used for in-province travel requests.

☒ Out-of-Province ☐ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)

Ministry of Jobs, Trade and Technology

VOTE

EMPLOYEE NAME

Paul Irwin

EMPLOYEE ID.

s.22

POSITION

Executive Director

BARGAINING UNIT / GROUP NO.

BRANCH / LOCATION / REGION

East Asia Branch - Vancouver/BC

DATE DEPARTING

YYYY / MM / DD

2018/01/20

DATE RETURNING

YYYY / MM / DD

2018/01/31

NO. OF WORKDAYS AWAY

8

ESTIMATED OVERTIME CLAIM

0

HOURS

IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS.

☐ N/A, or:

DESTINATIONS

China, Korea and Japan (see attached program).

### ESTIMATED COSTS (IN CAN. \$)

Transportation 6,800

Meals 2,000

Lodging 3,000

Overtime

Fees

Other

SUB TOTAL 11,800

Less Costs paid by others

TOTAL COSTS 11,800

METHOD OF TRAVEL

Air (Economy and Business - see below), train, taxi

PURPOSE OF TRAVEL

Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.

Support January 2018 Premier's and Ministers' trip to China, Korea and Japan (please see attached itinerary).

### SIGNATURES

Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.  
PLEASE SIGN ONE BOX ONLY

DIRECTOR

APPROVED

NOT APPROVED

DATE SIGNED  
YYYY / MM / DD

ASSISTANT DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED  
YYYY / MM / DD

2017/12/13

DEPUTY MINISTER

APPROVED

NOT APPROVED

DATE SIGNED  
YYYY / MM / DD

MINISTER

APPROVED

NOT APPROVED

DATE SIGNED  
YYYY / MM / DD

EMPLOYEE'S SIGNATURE

DATE SIGNED

YYYY / MM / DD

2017/12/12

FIN 99/WEB Rev. 2008/10/08

Originator completes and forwards a copy to immediate supervisor for approval(s). If travel is approved, the supervisor retains a copy and returns the original to the originator. The originator attaches the original and a copy to their travel voucher.

Reset Form

FIN. MM



AGENT NR/NR BOOKING REF s.22

IRWIN/PAUL s.22

MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
KOREAN AIR - KE 2709	27JAN	SEOUL	TOKYO	1620	1835
C BUSINESS	SATURDAY	GIMPO INTERNAT	TOKYO INTL HAN		
NON SMOKING		TERMINAL INTL	TERMINAL INTL		
		MEAL		NON STOP	
		RESERVATION CONFIRMED		2:15 DURATION	
		COCKPIT CREW: KE KOREAN AIR			
		CABIN CREW: KE KOREAN AIR			
		AIRCRAFT: BOEING 777-300			
		SEAT s.15 NO SMOKING CONFIRMED			

AIR FARE: CAD	641.00
TAXES AND AIRLINE IMPOSED FEES:	40.22
PAID BY MASTER CARD/THANKS CAD	-681.22
INVOICE TOTAL CAD	0.00

PAYMENT: CA XXXXXXXXXXXX s.17

RESERVATION NUMBER(S) s.22

ETKT:KE 180 5743741346

PLEASE NOTE YOUR TICKET IS REFUNDABLE PRIOR TO DEPARTURE  
REFUND FEES WILL APPLY PER AIRLINE. NONREFUNDABLE AFTER  
THE DEPARTURE DATE. CHANGE FEES VARY PER AIRLINE  
FROM CAD200 PER DIRECTION PLUS ANY ADDITIONAL FARE.  
- CHANGES SUBJECT TO AVAILABILITY.

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*  
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867  
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242  
\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY

INVOICE NUMBER 0000291763

1/ 2



ctms - Corporate Travel Management Solutions  
1600 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0867  
info.ca@ctmstravel.com www.ctmstravel.com





AGENT NR/NR BOOKING REF<sup>s.22</sup>

IRWIN/PAUL s.22

MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
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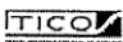
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.  
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://bags.amadeus.com?R=s.22) =IRWIN

INVOICE NUMBER 0000291763

2/ 2



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AGENT NR/NR BOOKING REF s.22  
IRWIN/PAUL s.22 MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 330					
	20JAN	VANCOUVER BC	GUANGZHOU	1140	1710
	SATURDAY	INTERNATIONAL	BAIYUN INTL		21JAN
C BUSINESS		TERMINAL M			
NON SMOKING		LUNCH		NON STOP	
		RESERVATION CONFIRMED		13:30 DURATION	
	AIRCRAFT:	787 ALL SERIES PASSENGER			
	SEAT s.15	NO SMOKING CONFIRMED			
CHINA SOUTHERN AIRLINES - CZ 3121					
	23JAN	GUANGZHOU	BEIJING	1000	1310
	TUESDAY	BAIYUN INTL	CAPITAL INTL		
J BUSINESS		TERMINAL 2			
NON SMOKING		RESERVATION CONFIRMED		NON STOP	
		3:10 DURATION			
	AIRCRAFT:	AIRBUS INDUSTRIE A330			
		NO SMOKING SEAT			
CHINA SOUTHERN AIRLINES - CZ 317					
	25JAN	BEIJING	SEOUL	0820	1130
	THURSDAY	CAPITAL INTL	GIMPO INTERNAT		
C BUSINESS		TERMINAL 2	TERMINAL INTL		
NON SMOKING		LUNCH		NON STOP	
		RESERVATION CONFIRMED		2:10 DURATION	
	AIRCRAFT:	AIRBUS INDUSTRIE A321			
	SEAT s.15	NO SMOKING CONFIRMED			

	AIR FARE: CAD	3499.00
	TAXES AND AIRLINE IMPOSED FEES:	186.50
	GST/HST:	1.00
	TOTAL CAD	60.90
SERVICE FEE: 58.00	+ 2.90 =	
TAX DETAILS:	GST/HST: 2.90	
SERVICE FEE DETAILS:		
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD		-60.90
PAID BY MASTER CARD/THANKS CAD		-3686.50

INVOICE NUMBER 0000291762

1/ 2



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AGENT NR/NR BOOKING REF s.22  
s.22

IRWIN/PAUL s.22 MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
---------	------	------	----	--------	--------

INVOICE TOTAL CAD				0.00	
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TICKET PAYMENT: CA XXXXXXXXXXXXXs.17

SVCFEE PAYMENT: CA XXXXXXXXXXXXXs.17

131739

-----  
RESERVATION NUMBER(S) s.22

ETKT:CZ 784 5743741345

SVC: 954 0095222302

PLEASE NOTE YOUR TICKET IS REFUNDABLE PRIOR TO DEPARTURE  
REFUND FEES WILL APPLY PER AIRLINE. NONREFUNDABLE AFTER  
THE DEPARTURE DATE. CHANGE FEES VARY PER AIRLINE  
FROM CAD200 PER DIRECTION PLUS ANY ADDITIONAL FARE.

- CHANGES SUBJECT TO AVAILABILITY.

THANK YOU FOR BOOKING WITH CTMS

PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.

ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT

NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867

CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242

\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

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BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://bags.amadeus.com?R=s.22) =IRWIN

INVOICE NUMBER 0000291762

2/ 2



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AGENT NR/NR BOOKING REF s.22

IRWIN/PAUL s.22 MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
JAPAN AIRLINES - JL 18	31JAN	TOKYO	VANCOUVER BC	1840	1035
	WEDNESDAY	NARITA INTL	INTERNATIONAL		
X BUSINESS		TERMINAL 2	TERMINAL M		
NON SMOKING		MEAL/MEAL		NON STOP	
		RESERVATION CONFIRMED		8:55 DURATION	
AIRCRAFT OWNER:	JL	JAPAN AIRLINES			
AIRCRAFT OWNER:	JL	JAPAN AIRLINES			
COCKPIT CREW:	JL	JAPAN AIRLINES			
CABIN CREW:	JL	JAPAN AIRLINES			
AIRCRAFT:	787	ALL SERIES PASSENGER			
SEAT s.15		NO SMOKING CONFIRMED			

AIR FARE: CAD 2404.00  
TAXES AND AIRLINE IMPOSED FEES: 109.91  
PAID BY MASTER CARD/THANKS CAD -2513.91  
INVOICE TOTAL CAD 0.00

2514.91

PAYMENT: CA XXXXXXXXXXXX s.17

RESERVATION NUMBER(S) s.22

ETKT: JL 131 5743741348

PLEASE NOTE YOUR TICKET IS REFUNDABLE PRIOR TO DEPARTURE  
REFUND FEES WILL APPLY PER AIRLINE. NONREFUNDABLE AFTER  
THE DEPARTURE DATE. CHANGE FEES VARY PER AIRLINE  
FROM CAD200 PER DIRECTION PLUS ANY ADDITIONAL FARE.  
- CHANGES SUBJECT TO AVAILABILITY.

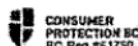
THANK YOU FOR BOOKING WITH CTMS  
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DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867

INVOICE NUMBER 0000291765

1/ 2



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AGENT NR/NR BOOKING RE<sup>s.22</sup>

IRWIN/PAUL<sup>s.22</sup> MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 19 2017

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
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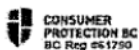
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242  
\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

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INVOICE NUMBER 0000291765

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TAX  
HOTELS  
PER DIEMS

78.24  
2 985.67  
1 627.45  

---

4 691.36

## Confirmation

Expense report number ER22423382 for 4,691.36 has been submitted to KRIEGER, BRIAN T for approval.

## Expense Report ER22423382

**TIP** Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.
- \* at your option, print this page from your browser and insert into the expense report envelope.

## General Information





Name	<b>IRWIN, PAUL s.22</b>	Report Submit Date	<b>08-FEB- 2018</b>
Expense Dates	<b>21-JAN- 2018 - 31- JAN-2018</b>	Attachments	<b>None Add...</b>
Cost Center	<b>51563</b>	Is this claim for expenses while on Travel Status?	<b>Yes</b>
Purpose	<b>Premier's Trade Mission to Korea, Philippines, and Japan</b>	Report Total	<b>4,691.36 CAD</b>
Approver	<b>KRIEGER, BRIAN T</b>	Reimbursement Amount	<b>4,691.36 CAD</b>
Original Receipts Status	<b>Required</b>		

**Expense Lines** **Expense Allocations** **Weekly Summary** **Approval Notes [0]**

## Cash Expenses

Date	Receipt Amount	Expense Type	Justification	Original Receipt Required	Receipt Missing	Reimbursable Amount (CAD)	Details
21-Jan-2018	107.89	CAD Foreign Travel	Guangzhou: Dinner + Incidentals 553.00 RMB 0.1951 Exchange Rate	✓		107.89	

22-Jan-2018	107.67 CAD	Foreign Travel	Guangzhou: Dinner + Incidentals 553.00 RMB 0.1947 Exchange Rate	✓			107.67	
23-Jan-2018	505.55 CAD	Foreign Travel	Guangzhou: Hotel room + tax (2 nights) 2,533 RMB (actual charge to MC)	✓			505.55	
23-Jan-2018	134.11 CAD	Foreign Travel	Beijing: Lunch, Dinner + Incidentals 689.50 RMB 0.1945 exchange rate	✓			134.11	
24-Jan-2018	90.99 CAD	Foreign Travel	Beijing: Dinner + Incidentals 469.50 RMB 0.1938 exchange rate	✓			90.99	
25-Jan-2018	478.30 CAD	Foreign Travel	Beijing: Hotel room + tax (2 nights) 2,400.00 RMB (actual charge to MC)	✓			478.30	
25-Jan-2018	191.02 CAD	Foreign Travel	Seoul: Lunch, Dinner + Incidentals 159,180.00 KRW 0.0012 exchange rate	✓			191.02	
26-Jan-2018	126.82 CAD	Foreign Travel	Seoul: Dinner + Incidentals 105,680.00 KRW 0.0012 exchange rate	✓			126.82	
27-Jan-2018	730.89 CAD	Foreign Travel	Seoul: Hotel room + tax (2 nights) 617,100.00 KRW (actual charge to MC)	✓			730.89	
27-Jan-2018	118.30 CAD	Foreign Travel	Tokyo: Dinner + Incidentals 10,469.00 JPY 0.0113 (exchange rate)	✓			118.30	
28-Jan-2018	171.35 CAD	Foreign Travel	Tokyo: Lunch, Dinner + Incidentals 15,164.00 JPY 0.0113	✓			171.35	
29-Jan-2018	118.30 CAD	Foreign Travel	Tokyo: Dinner + Incidentals 10,469.00 JPY 0.0113 exchange rate	✓			118.30	
30-Jan-2018	118.30 CAD	Foreign Travel	Tokyo: Dinner + Incidentals 10,469.00 JPY 0.0113 exchange rate	✓			118.30	
31-Jan-2018	171.35 CAD	Foreign Travel	Tokyo: Lunch, Dinner + Incidentals 15,164.00 JPY 0.0113	✓			171.35	
31-Jan-2018	171.35 CAD	Foreign Travel	Tokyo: Lunch, Dinner + Incidentals 15,164.00 JPY 0.0113 (Date Line claim)	✓			171.35	

31-Jan-2018	1,270.93 CAD	Foreign Travel	Tokyo: Room + tax (4 nights) 112,472 JPY @ 0.0113 exchange rate	✓		1,270.93	
28-Jan-2018	16.39 CAD	Foreign Travel	Tokyo: Taxi 1450 JPY @ 0.0113 exchange rate	✓		16.39	
29-Jan-2018	9.15 CAD	Foreign Travel	Tokyo: Taxi 810 JPY @ 0.0113 exchange rate	✓		9.15	
31-Jan-2018	52.70 CAD	Miscellaneous	Vancouver: Taxi to office and home	✓		52.70	
<b>Total</b>						<b>4,691.36</b>	

Copyright (c) 2006, Oracle. All rights reserved.

name | 姓名 : Mr, Paul s.22 Irwin room | 房号 : s.15  
 email address | 电子邮件 : arrival | 入住日期 : 23-Jan-2018  
 address | 地址 : departure | 离店日期 : 25-Jan-2018  
 Canada conf No. | 确认号码 :  
 membership | 会员信息 : s.22 cashier | 收银员 :  
 company | 公司 : British Columbia Delegation 2018 printed date | 打印日期 : 24-Jan-2018  
 travel agent | 旅行社 : page number | 页数 : 1 of 1

## INFORMATION INVOICE

date   日期	description   项目	reference   描述	charges/credit   费用/可用余额
01/23/18	Room Charge		1,132.08
01/23/18	Room VAT 6%		67.92
01/24/18	Room Charge		1,132.08
01/24/18	Room VAT 6%		67.92
01/24/18	Manual - Master Card		2,400.00

TOTAL 总计 : 2,400.00 2,400.00

NET AMOUNT 净额:	2,264.16	RMB	BALANCE 余额:	0.00	RMB
Room房费 - VAT Rate 6%	135.84	RMB			
F&B餐饮费 - VAT Rate 6%	0.00	RMB			
F&B餐饮费 - VAT Rate 11%	0.00	RMB			
F&B餐饮费 - VAT Rate 17%	0.00	RMB			
OTHER其他 - VAT Rate 6%	0.00	RMB			
OTHER其他 - VAT Rate 11%	0.00	RMB			
OTHER其他 - VAT Rate 17%	0.00	RMB			

if your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher, I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part of all those charges.

如阁下采用认可的信用卡结账, 以下的签署应与信用卡单据上的相同。本人同意当有关人士, 公司或社团未能支付部分或全部款项时, 此账目的责任并将未免除并由本人承担。

signature | 客人签署

宾客姓名 (Guest Name): Mr. Irwin, Paul s.22

房 间 号 (Room Number): s.15

收单银行 (Acquirer): 中国银行 Bank of China

商户名称 (Merchant): s.15

商户编号 (Merchant ID):

终端编号 (Terminal ID): 11990300

操 作 员 (User ID): CommUser

卡 类 别 (Card Type): MASTERCARD

卡 号 (Card Number): s.17,s.22

有 效 期 (Exp. Date): \*\*/\*\*

批 次 号 (Batch NO.): 120124

流 水 号 (Trace NO.): 004338

查 询 号 (Invoice NO.): 002706

日期时间 (Date Time): 2018-01-24 20:45:35

参 考 号 (Ref. NO.): 802438741053

授 权 码 (Auth. Code): 074513

交易类型 (Tran. Type): 消费 (SALE)

金 额 (Amount/RMB): 2400.00

EMV信息 (EMV Info.):

TC: 5A9C0E7F8F7A9400

TVR: 0080008000

TS1: E800

AID: A0000000041010

APPLAB: MasterCard

ATC: 0010

备注信息 (Note):

DCC: VER6.5.1\_170727

温馨提示: 本次交易以芯片方式完成。

本人确认以上交易 同意将其记入本卡帐户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

持卡人签字 (CARDHOLDER SIGNATURE): \_\_\_\_\_

Invoice/statement

Mr. Paul Irwin  
Canada

room s.15  
arrival 01/25/18  
departure 01/27/18  
page 1 of 1

company

Embassy of Canada

date	reference	amount
01/25/18	Room Charge	255,000
01/25/18	Svc Chg - Room	25,500
01/25/18	Tax - Room	28,050
01/26/18	Room Charge	255,000
01/26/18	Svc Chg - Room	25,500
01/26/18	Tax - Room	28,050

SALES SLIP FOR GUEST

MASTER CARD

s.17,s.22  
Card No :  
Rev. Center : Front Desk  
Merchant No : 12201034  
Guest No : 4189959  
Status : S  
Expire Date : XXXX  
Trans Date : 18/01/27 TIME:07:02  
Approval No : 170203

KRW(W) : 617,100  
USD(\$ ) : 614..24

s.15

balance 617,100

Mr Paul s.22 Irwin

CA

Membership Number :  
 Email :  
 Group Code : BCGOV1801  
 Company Name : Foreign Affairs Office GD  
 A/R Number :  
 Date : 01-23-18

## INFORMATION INVOICE

Conf No. : s.22  
 Room No. : s.15  
 Arrival : 01-21-18  
 Departure : 01-23-18  
 Page No. : 1 of 1  
 Folio No. : s.15  
 User ID

Date	Text	Reference	Reference2	Charges CNY	Payment CNY
01-21-18	Room Charge		[NA Pkg. Trx]3996172	1,200.00	
01-22-18	Lobby Lounge C/Break		Room# s.15 : CHECK# 063405 [47002]	133.00	
01-22-18	Room Charge		[NA Pkg. Trx]3996175	1,200.00	
01-23-18	s.22 - Master Card				2,533.00
Total				2,533.00	2,533.00
Balance				0.00 CNY	

I, the undersigned, hereby acknowledge the acceptance of all the goods and services as listed herein and agree to the amounts billed. In the event of any failure of or delay in the payment of this bill is NOT waived and therefore shall be held personally liable. If this bill is charged to any applicable credit cards, my signature below is deemed to have been made on the applicable credit card voucher.

Thank you for choosing s.15

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

s.15



## STATEMENT

200N35

カナダ・ブリティッシュコロンビア州首相一行

NAME MR. IRWIN, PAUL s.22

ROOM No. s.15 PSN 1

ARR 2018/01/27 DEP 2018/01/31

DATE DESCRIPTION ROOM No. CHARGES CREDIT EXPLANATION

01/27	ROOM PACKAGE	1404	25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
01/28	ROOM PACKAGE		25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
	s.22		324		
01/29	ROOM PACKAGE		25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
01/30	ROOM PACKAGE		25,850		
	CONSUMPTION TAX		2,068		
	ACCOMMODATION TAX		200		*
	MAIL COURIER		630		213441

GRAND TOTAL 113,426 LT: 800

Please retain your individual receipts for meals, bar charges, facsimile, etc., as chits are issued only at the establishment where the charges are made.  
Thank you for staying with us. We look forward to the pleasure of serving you again.

s.15

ISSUED NO. 095153360 J-1 00 \* DATE 18/01/31 HOUR 11:21 BY D8H 1-095

会社名

ご署名

DELTA SUNSHINE TAXI # 96  
13425 71A AVE  
SURREY BC

CARD \*\*\*\*\*9.22  
CARD TYPE AMEX  
DATE 2018/01/31  
TIME 3334 11:34:00  
CLERK ID 1366  
RECEIPT NUMBER  
C85030456-001-966-002-0

PURCHASE  
AMOUNT \$46.70  
TIP \$8.00  
TOTAL

\$52.70

AMERICAN EXPRESS  
A000000025010801  
F6D8A96542D32F5E  
0000008000-E800  
A0C9E684DBEB45AD  
0000008000-F800

APPROVED

AUTH# 025225 00-025  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

領収書  
(現金・クレジット・カード・福祉)

日付 2018年01月28日  
車番 1945  
基本運賃 ¥1450円  
△計 ¥1450円  
口計 (内消費税等 ¥107円)  
内訳  
現金支払 ¥1450円

通行料、他 円

上記正に納領いたしました。  
ご利用ありがとうございました。  
kmグループ  
国際自動車株式会社  
吉祥寺営業所  
東京都武蔵野市吉祥寺南町1-20-2

お忘れもの、領収書に  
関するお問い合わせは  
TEL 0422-47-0208

お気付きの点、ご要望は

kmグループお客様相談室  
TEL 0120-717-039  
または03-5520-5583  
<kmタクシーWEBサイト>  
www.km-taxi.tokyo  
<ナビエト>

A44-1374-0409  
(営業回数7304)

領収書  
(現金・クレジット・カード・福祉)

日付 2018年01月29日  
車番 5237  
基本運賃 ¥810円  
△計 ¥810円  
口計 (内消費税等 ¥60円)  
内訳  
現金支払 ¥810円

通行料、他 円

上記正に納領いたしました。  
ご利用ありがとうございました。  
kmグループ  
国際自動車株式会社  
板橋営業所  
東京都板橋区板橋1-20-10


お忘れもの、領収書に  
関するお問い合わせは  
TEL 03-3967-0521

お気付きの点、ご要望は

kmグループお客様相談室  
TEL 0120-717-039  
または03-5520-5583  
<kmタクシーWEBサイト>  
www.km-taxi.tokyo  
<ナビエト>

A43-5374-0148  
(営業回数9313)

**Sawchuk**

 Regular meal

**AC063** s.15

**Ticket Number:**

0142187151964

**AC004**

## Depart

Premium Economy (lowest)

Tuesday  
23 Jan, 2018

12:15

**Vancouver**

Vancouver Intl. (YVR),  
Terminal M

16:20+ 1 day

**Seoul**

Incheon Intl. (ICN),  
Republic of Korea (South Korea)



**AC063**

**11hr05**

Premium Economy N

Operated by: Air Canada | 787-9

Meal

## Return

Premium Economy (lowest)

Wednesday  
31 Jan, 2018

19:00

**Tokyo**

Narita (NRT),  
Terminal 1

10:35

**Vancouver**

Vancouver Intl. (YVR),  
Terminal M



**AC004**

**8hr35**

Premium Economy N

Operated by: Air Canada | 787-9

Meal

## Purchase summary

### MasterCard

XXXX-XXXX-XXXX s.17

Amount paid: \$2045.47

Full details can be found in  
your attached Itinerary/Receipt

### Tax information

GST/HST no. 10009-2287

RT0001 \$1.00



Air Transportation Charges



Taxes, fees and charges

**GRAND TOTAL** (Canadian dollars)

1 adult

1969.00

76.47

**\$2045<sup>47</sup>**

## Rivero Hernandez, Silvana JTT:EX

**From:** Sawchuk, Richard JTT:EX  
**Sent:** Thursday, December 14, 2017 4:14 PM  
**To:** Rivero Hernandez, Silvana JTT:EX  
**Cc:** Gossen, Kelly L JTT:EX  
**Subject:** FW: Air Canada - 23 Jan: Vancouver - Seoul (Booking Reference: s.22) Richard Sawchuk

**From:** Air Canada [mailto:confirmation@aircanada.ca]  
**Sent:** Thursday, December 14, 2017 2:50 PM  
**To:** Sawchuk, Richard JTT:EX  
**Subject:** Air Canada - 23 Jan: Vancouver - Seoul (Booking Reference: s.22)




## Booking Confirmation


Booking Reference: s.22


Date of issue: 14 Dec, 2017


 Select Seats

 eUpgrade

 Check in

 Provide Passport Info

 Manage my booking

 Sign up for flight notifications

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

**IMPORTANT:** Your official Itinerary/Receipt is attached to this email. 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.

## Passengers

 Richard s.22

Travel Options

Seats

## Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.

Veuillez imprimer ce reçu pour vos dossiers.

### Refund Information / Détails du remboursement

**Passenger Name:** Richard Sawchuk  
**Nom du passager:**  
**Ticket(s) Refunded:** 0142187151964  
**Billet(s) remboursé(s):**

**Payment card refunded:** CC-CAXXXXXXXXXXX s.17  
**Carte de paiement remboursée:**  
**Date of refund:** 27 January 2018  
**Date du remboursement:** 27 Janvier 2018

#### Customer Care Service au client

On the web/Site Web  
[www.aircanada.com](http://www.aircanada.com)

**Air Canada Reservations**  
**Réservations d'Air Canada**  
 1 888 247-2262

**Aeroplan Centre**  
**Centre Aéroplan**  
 1 800 361-5373

### Amount refunded / Montant du remboursement

Amount eligible for refund:	0.00
Montant à rembourser:	

Taxes and Airport Fees eligible for refund:  
 Taxes et frais aéroportuaires à rembourser:

Passenger Security Service Charge - Japan / Droit de sûreté des passagers - Japon (OI)	5.89
---	------

Passenger Facilities Charge - Japan / Redevances d'installations passagers - Japon (SW)	23.67
--	-------

**Total Amount Refunded to your payment card in Canadian dollars:**  
**Montant total remboursé sur la carte de paiement en Dollars canadiens:**

**29.56**

FLIGHT  
TAXI  
HOTELS  
PER DIEMS

1001.01  
84.82  
1096.70  
595.67  
2778.20

**Confirmation**

Expense report number ER22424407 for 2,778.20 has been submitted to IRWIN, PAUL for approval.

**Expense Report ER22424407**

**TIP** Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

**Submission Instructions**

The following are instructions on what to do with expense report envelopes and receipts:


- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.
- \* at your option, print this page from your browser and insert into the expense report envelope.











**General Information**

Name	SAWCHUK, RICHARD MICHAEL s.22	Report Submit Date	12-FEB-2018
		Attachments	None <a href="#">Add...</a>
Expense Dates	23-JAN-2018 - 27-JAN-2018	Is this claim for expenses while on Travel Status?	Yes Yes
Cost Center	51563	Report Total	2,778.20 CAD
Purpose	Premier's Trade Mission to Korea and Japan	Reimbursement Amount	2,778.20 CAD
Approver	IRWIN, PAUL		
Original Receipts Status	Required		

**Expense Lines** **Expense Allocations** **Weekly Summary** **Approval Notes [0]**

**Cash Expenses**

Date	Receipt Amount	Expense Type	Justification	Original Receipt Required	Receipt Missing	Reimbursable Amount (CAD)	Details
24-Jan-2018	1,096.90	CAD Accommodation	Hotel - Seoul - Premier's Mission to Korea and Japan	✓		1,096.90	

23-Jan-2018	34.20 CAD	Public Transp.	Taxi from residence to YVR	✓		34.20	
27-Jan-2018	34.20 CAD	Public Transp.	Taxi from YVR to residence	✓		34.20	
25-Jan-2018	8.27 CAD	Public Transp.	Taxi - Seoul	✓		8.27	
25-Jan-2018	8.15 CAD	Public Transp.	Taxi - Seoul	✓		8.15	
27-Jan-2018	1,001.01 CAD	Air you paid	Air travel - Vancouver to Seoul s.22 s.22	✓		1,001.01	
24-Jan-2018	86.64 CAD	Foreign Travel	Dinner - Seoul KW $72,200 \times 0.0012 =$ CAD\$86.64	✓		86.64	
25-Jan-2018	150.84 CAD	Foreign Travel	Meal - Per Diem Lunch and Dinner - Seoul KW $125,700 \times 0.0012 =$ CAD \$150.94	✓		150.84	
26-Jan-2018	86.64 CAD	Foreign Travel	Meal Per Diem Dinner KW $72,200 \times 0.0012 =$ CAD \$86.64	✓		86.64	
27-Jan-2018	150.84 CAD	Foreign Travel	Meal Per Diem Lunch and Dinner KW $125,700 \times 0.0012 =$ CAD \$150.84	✓		150.84	
24-Jan-2018	120.51 CAD	Foreign Travel	Incidentals Group 2 Daily rate - KW $33480 \times 0.0012 =$ CAD \$ 40.17 Three full days $\times \$40.17 =$ \$120.51 Jan 25 - Jan 27 (Seoul)	✓		120.51	
<b>Total</b>						<b>2,778.20</b>	

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## Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.  
Please bring your itinerary-receipt to the airport.

s.22

### Main Contact Information

### Booking reference:

Name: Mr Richard Sawchuk  
E-mail: RMSBC@ME.COM  
  
Payment: CCCAXXXXXXXXXXXXXXs.17  
CC AXXXXXXXXXXXXXs.22

**Customer Care**  
Air Canada Reservations  
1-888-247-2262

**Air Canada Flight Information**  
1-888-422-7533  
International Reservations

Alert me of flight changes  
Flight notification

### Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC64	Seoul Incheon (ICN)	Vancouver (YVR)	789	Business (P)	Confirmed
	Sat 27-Jan 2018 17:55	Sat 27-Jan 2018 10:30 - TERMINAL M -MAIN			

Seat number(s) requested: s.15

### Passenger Information

Passenger: 1 Mr Richard Sawchuk  
Ticket number: 014 2189 317954

### Purchase Summary

Passenger: 1 Ticket number 014 2189 317954

Date of issue

26-Jan 2018

s.22



**Fare Amount in Canadian dollars:**

2,737.00

(including navigational & other charges)

**Taxes, Fees & Charges**

Passenger Service Charge - Republic of Korea (BP)

33.01

**Total Fare in Canadian dollars:**

1,001.01A

**Ticket particularities:**

CAD300.00 NONREF -  
REFUNDABLE/CXL FEE/CHG FEE  
-BG:AC

**\*Fare calculation:**

27JAN18YVR AC SEL R648.48AC YVR R1577.50NUC2225.98 END  
ROE1.229790 PD25.91CA1.00XG20.00SQ200.00YQ

**Canadian tax registration numbers:**

XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)  
RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)  
XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

## Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional terms and conditions related to seat selection

Please read Important information and notices regarding Air Canada's general conditions of carriage.

## Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

Baggage Information for: <b>Richard Sawchuk</b>	
Air Canada baggage rules apply. For flight(s): AC64	1st bag: Complimentary 2nd bag: Complimentary
Max. weight per bag: 32 KG (70 lb)	Max. linear dimensions: 158 CM (62 in)

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to bags' fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of

s.15

Invoice/Statement

s.15

room

arrival

01/24/18

departure

01/27/18

company

page

1 of 1

Embassy of Canada

SPG

80116654281

date	reference	description	amount
01/24/18		Room Charge	255,000
01/24/18		Svc Chg - Room	25,500
01/24/18		Tax - Room	28,050
01/25/18		Room Charge	255,000
01/25/18		Svc Chg - Room	25,500
01/25/18		Tax - Room	28,050
01/26/18		Room Charge	255,000
01/26/18		Svc Chg - Room	25,500
01/26/18		Tax - Room	28,050

balance

925,650

YELLOW CAB #143  
1441 CLARK DR  
VANCOUVER BC

AEROCAR SERVICES  
8360 BRIDGEPORT ROAD  
RICHMOND, BC. V6X 3C7  
604-298-1000

### SALE

Server #: 000001

REF#: 00000001

Batch #: 795  
01/27/18

11:49:38

APPR CODE: 820136

Trace: 1

AMEX

XXXXXXXXXX s.22

Chip  
\*\*\*

CARD s.22  
CARD TYPE VISA  
DATE 2018/01/23  
TIME 14:59 09:38:00  
CLERK ID 1  
RECEIPT NUMBER  
H85041067-001-001-424-0  
PURCHASE  
AMOUNT \$31.20  
TIP \$3.00  
TOTAL

**\$34.20**

Visa Credit  
A0000000031010  
AAEFC261F53F16F0  
00000000000-

**APPROVED**

AUTH# 040231 01-027  
THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST105762447RT0001

AMOUNT \$55.65  
TIP \$5.67  
TOTAL \$61.22

APPROVED

AMERICAN EXPRESS  
AID: A000000025010801  
TVR: 00 00 00 80 00  
TST: F8 00

THANK YOU / MERCI

CUSTOMER COPY

34.20  
Claimed

Taxi

영수증 (보관용)

결제번호: 180751806 (0000)-(4015/4106)  
승인사자번호: 14-서울 02479  
상호: 개인택시  
사업자번호: 2102142839 (00941731945)  
대표자: 김철호  
자랑번호: 서울33117167  
전화번호: 02-355-1004  
거래일시: 2018-01-25 11:14  
승하차시간: 10:56 - 11:13 / 5.17 Km

결제요금: **6,900원**

카드번호: 4500-03XXXX-XXXX S.22

승인번호: 00019221 / 해외VISA카드

이용해 주셔서 감사합니다.

Taxi

영수증 (보관용)

결제번호: 180751806 (0000)-(4015/4106)  
상호: 개인택시  
사업자번호: 2102142839 (00941731945)  
대표자: 김철호  
자랑번호: 서울32415328  
전화번호: 010-8098-3578  
거래일시: 2018-01-26 09:17  
승하차시간: 08:56 - 09:11 / 5.47 Km

결제요금: **6,800원**

카드번호: 4500-03XXXX-XXXX S.22

승인번호: 00019221 / 해외VISA카드

이용해 주셔서 감사합니다.

## Miel Per Diems - Jan 23-31, 2018,

Date	Claiming	Total	Currency
23-Jan-18	Seoul - Breakfast + Lunch + Dinner + Incidentals (Departure from Vancouver)	0.00	KRW
24-Jan-18	Seoul - Breakfast + Lunch + Dinner + Incidentals	72,200.00	KRW
25-Jan-18	Seoul - Breakfast + Lunch + Dinner + Incidentals	125,700.00	KRW
26-Jan-18	Seoul - Breakfast + Lunch + Dinner + Incidentals	72,000.00	KRW
27-Jan-18	Seoul - Breakfast + Lunch + Dinner + Incidentals	125,700.00	KRW
27-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY
28-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY
29-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY
30-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY
31-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY
31-Jan-18	Tokyo - Breakfast + Lunch + Dinner + Incidentals		JPY

### Korea (Republic of) - Currency: South-Korean Won (KRW)

City	Meal Rate		
	Breakfast	Lunch	Dinner
Seoul	41,700	53,500	72,200
Other	33,360	42,800	57,760

### Japan - Currency: Yen (JPY)

City	Meal Rate		
	Breakfast	Lunch	Dinner

Nagoya	2,665.00	3,645.00	5,395.00
Tokyo	3,190.00	4,695.00	7,410.00
Other	2,552.00	3,756.00	5,928.00

**Richard Sawchuk (Group 2)**  
**Premier Horgan/MBR's Mission to China, South Korea and Japan**

Exchange Rate	Total in CAD	
0.0012	\$ -	
0.0012	\$ 86.64	
0.0012	\$ 150.84	
0.0012	\$ 86.40	
0.0012	\$ 150.84	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	Claimed twice - Crossing the dateline
	\$ -	
	\$ -	

Meal Total
167,400
133,920

Group 2			Group 3		
Incidental Amount	Grand Total (Taxes Included)	Difference btwn Group 2 and 3 Incidentals	Incidental Amount	Grand Total (Taxes Included)	CAD approx @
33,480	200,880	16,740	50,220	217,620	
26,784	160,704	13,392	40,176	174,096	

Meal Total
------------

Group 2		Group 3	
Incidental Amount	Grand Total (Taxes Included)	Incidental Amount	Grand Total (Taxes Included)

BLDI
------

11,705.00
15,295.00
12,236.00

2,341.00	14,046.00	3,511.50	15,216.50
3,059.00	18,354.00	4,588.50	19,883.50
2,447.20	14,683.20	3,670.80	15,906.80

14,046
18,354
14,683

Group 2

B.LDI	LDI	DI	I
159,180	159,180	105,680	33,480
160,704	127,344	84,544	26,784

Group 2

LDI	DI	I
-----	----	---



11,381	7,736	2,341
15,164	10,469	3,059
12,131	8,375	2,447

AGENT NR/NR BOOKING REF

ACQUARONE/FRANCIS MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 14 2017

6049842024

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
CHINA SOUTHERN AIRLINES - CZ 330					
	17JAN	VANCOUVER BC	GUANGZHOU	1140	1710
	WEDNESDAY	INTERNATIONAL	BAIYUN INTL		18JAN
C BUSINESS		TERMINAL M			
NON SMOKING		LUNCH		NON STOP	
		RESERVATION CONFIRMED		13:30 DURATION	
		AIRCRAFT: 787 ALL SERIES PASSENGER			
		SEAT s.15 NO SMOKING CONFIRMED			
CHINA SOUTHERN AIRLINES - CZ 3121					
	23JAN	GUANGZHOU	BEIJING	1000	1310
	TUESDAY	BAIYUN INTL	CAPITAL INTL		
J BUSINESS		TERMINAL 2			
NON SMOKING				NON STOP	
		RESERVATION CONFIRMED		3:10 DURATION	
		AIRCRAFT: AIRBUS INDUSTRIE A330			
		SEAT s.15 NO SMOKING CONFIRMED			

	AIR FARE:CAD	2800.00
	TAXES AND AIRLINE IMPOSED FEES:	200.76
	GST/HST:	1.00
	TOTAL CAD	60.90
SERVICE FEE: 58.00		
TAX DETAILS:	GST/HST: 2.90	
SERVICE FEE DETAILS:		
SERVICE FEE / PAID BY MASTER CARD/THANKS CAD		-60.90
PAID BY MASTER CARD/THANKS CAD		-3001.76
INVOICE TOTAL CAD		0.00

TICKET PAYMENT: CA XXXXXXXXXXXXXS.17  
SVCFEE PAYMENT: CA XXXXXXXXXXXXX

175248

RESERVATION NUMBER(S) s.22

ETKT:CZ 784 5743741314  
SVC: 954 0095222286

INVOICE NUMBER 0000291726

For Approval, please  
refer to TA further behind  
(Francis Acquarone)

1/ 2



ctms - Corporate Travel Management Solutions  
1500 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0567  
info.ca@ctms-travel.com www.ctms-travel.com





AGENT NR/NR BOOKING RE: s.22

ACQUARONE/FRANCIS MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 14 2017

6049842024

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
---------	------	------	----	--------	--------

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

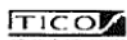
CTMS TRAVEL TOLL FREE NUMBER 1855 359 2867  
CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242  
\*\*\*PLEASE NOTE\*\*\*ADDITIONAL CHARGES WILL APPLY  
TO EMERGENCY SERVICE CALLS

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.  
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:  
[HTTPS://BAGS.AMADEUS.COM?R=s.22](https://bags.amadeus.com?R=s.22) =ACQUARONE

INVOICE NUMBER 0000291726

2/ 2



ctms - Corporate Travel Management Solutions  
1600 Steeles Avenue West, Suite 312  
Toronto (Concord), Ontario L4K 4M2  
P 416 665 CTMS (2867) F 905 738 0867  
[info@ctms-travel.com](mailto:info@ctms-travel.com) [www.ctms-travel.com](http://www.ctms-travel.com)





AGENT NR/NR BOOKING REF s.22

ACQUARONE/FRANCIS MR

MINISTRY OF INTERNATIONAL TRADE  
SUITE 730 - 999 CANADA PLACE  
VANCOUVER BC V6C 3E1  
ATTN: KELLY GOSSEN

DATE: DEC 14 2017

6049842024

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
AIR CANADA - AC 32	25JAN	BEIJING	TORONTO ON	1845	1840
N PREMIUM ECONOMY	THURSDAY	CAPITAL INTL	LESTER B. PEAR		
		TERMINAL 3	TERMINAL 1		
		BREAKFAST/MEAL		NON STOP	
		RESERVATION CONFIRMED		12:55 DURATION	
AIRCRAFT:	BOEING	777-300ER			
	SEAT s.15	NO SMOKING	CONFIRMED		

AIR FARE:CAD	1913.00
TAXES AND AIRLINE IMPOSED FEES:	231.12
PAID BY MASTER CARD/THANKS CAD	-2144.12
INVOICE TOTAL CAD	0.00

PAYMENT: CA XXXXXXXXXXXXX s.17

RESERVATION NUMBER(S) s.22

ETKT:AC 014 5743741315

THANK YOU FOR BOOKING WITH CTMS  
PLEASE CHECK IN AT LEAST 3 HOURS PRIOR TO  
DEPARTURE. PASSPORT VALIDITY MUST BE AT LEAST  
6 MONTHS AFTER YOUR SCHEDULED RETURN DATE.  
ENSURE YOU HAVE PROPER ENTRY VISA REQUIREMENT  
NO SHOW WILL RESULT IN FORFEITURE OF TICKET

\*\*\*\*\*

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CTMS HUME TRAVEL EMERGENCY SERVICE 1800-263-3242  
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INVOICE NUMBER 0000291727

2/ 2



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P 416 665 CTMS (2867) F 905 738 0867  
[info.ca@ctmstravel.com](mailto:info.ca@ctmstravel.com) [www.ctmstravel.com](http://www.ctmstravel.com)





TAXI  
HOTELS  
PER DIEM'S

30.00  
1633.32  
1234.24  
2897.56

## Confirmation

Expense report number ER22421391 for 2,897.56 has been submitted to IRWIN, PAUL for approval.

## Expense Report ER22421391

**TIP** Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:



- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.
- \* at your option, print this page from your browser and insert into the expense report envelope.
















## General Information

Name	ACQUARONE, FRANCIS s.22	Report Submit Date	01-FEB-2018
Expense Dates	18-JAN-2018 - 29-JAN-2018	Attachments	None <a href="#">Add...</a>
Cost Center	51563	Is this claim for expenses while on Travel Status?	Yes
Purpose	Premier's Asia Mission	Report Total	2,897.56 CAD
Approver	IRWIN, PAUL	Reimbursement Amount	2,897.56 CAD
Original Receipts Status	Required		

## Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

### Cash Expenses

Date	Receipt Expense Amount Type	Justification	Original Receipt Required	Receipt Missing	Reimbursable Amount (CAD)	Details
18-Jan-2018	107.06 CAD Foreign Travel	Dinner and incidentals. RMB 553.10. Daily exchange rate of 0.1936.	✓		106.86	
18-Jan-2018	232.32 CAD Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1936	✓		232.32	

19-Jan-2018	160.71 CAD	Foreign Travel	Lunch, dinner and incidentals. RMB 827.10. Daily exchange rate 0.1943,	✓		160.71	
19-Jan-2018	233.16 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1943	✓		233.16	
20-Jan-2018	161.37 CAD	Foreign Travel	Lunch, dinner and incidentals. RMB 827.10. Daily exchange rate 0.1951	✓		161.37	
20-Jan-2018	234.12 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1951	✓		234.12	
21-Jan-2018	161.37 CAD	Foreign Travel	Lunch, dinner and incidentals. RMB 827.10. Daily exchange rate 0.1951	✓		161.37	
21-Jan-2018	234.12 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1951	✓		234.12	
22-Jan-2018	107.69 CAD	Foreign Travel	Dinner and incidentals. RMB 553.10. Daily exchange rate 0.1951	✓		107.69	
22-Jan-2018	233.64 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1947	✓		233.64	
23-Jan-2018	134.11 CAD	Foreign Travel	Lunch, dinner and incidentals. RMB 689.50. Daily exchange rate 0.1945	✓		134.11	
23-Jan-2018	233.40 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1945	✓		233.40	
24-Jan-2018	133.63 CAD	Foreign Travel	Lunch, dinner and incidentals. RMB 689.50. Daily exchange rate 0.1938	✓		133.63	
24-Jan-2018	232.56 CAD	Foreign Travel	Hotel room. RMB 1200. Daily exchange rate at 0.1938	✓		232.56	
25-Jan-2018	134.25 CAD	Foreign Travel	Lunch, dinner and incidentals, RMB 689.50. Daily exchange rate 0.1947	✓		134.25	
25-Jan-2018	134.25 CAD	Foreign Travel	Claimed twice - Crossing the dateline. Lunch, dinner and incidentals. RMB 689.50. Daily exchange rate 0.1947	✓		134.25	
29-Jan-2018	30.00 CAD	Miscellaneous	Taxi: airport to home	✓		30.00	
<b>Total</b>						<b>2,897.56</b>	

DELTA SUNSHINE TAXI # 34  
13425 71A AVE  
SURREY BC

CARTE .....S.22  
TYPE CARTE AMEX  
DATE 2018/01/28  
HEURE 0581 17:15:21  
NO COMMIS 870  
NUMERO DU RECU  
C85015596-001-027-008-0

ACHAT  
MONTANT \$28.00  
POURBOIRE \$2.00  
TOTAL

\$30.00

AMERICAN EXPRESS  
A000000025010801  
0BDD65EBFD5FB7E5  
0000008000-E800  
0B34A2299F34B6C0  
0000008000-F800

APPROUVEE

NO AUTOR 831180 00-025  
MERCI

COPIE DU TITULAIRE

IMPORTANT - CONSERVER  
CETTE COPIE POUR VOS  
DOSSIERS



Mr Francis Acquarone

CA

## INFORMATION INVOICE

Membership Number :  
 Email :  
 Group Code : BCGOV1801  
 Company Name : Foreign Affairs Office GD  
 A/R Number :  
 Date : 01-23-18

Conf No. : s.22  
 Room No. : s.15  
 Arrival : 01-18-18  
 Departure : 01-23-18  
 Page No. : 1 of 1  
 Folio No. :  
 User ID : s.15

Date	Text	Reference	Reference2	Charges CNY	Payment CNY
01-18-18	Room Charge		[NA Pkg. Trx]3981229	1,200.00	
01-19-18	Room Charge		[NA Pkg. Trx]3981232	1,200.00	
01-20-18	Room Charge		[NA Pkg. Trx]3985734	1,200.00	
01-21-18	Room Charge		[NA Pkg. Trx]3991113	1,200.00	
01-22-18	Room Charge		[NA Pkg. Trx]3996179	1,200.00	
Total				6,000.00	0.00
Balance				6,000.00 CNY	

I, the undersigned, hereby acknowledge the acceptance of all the goods and services as listed herein and agree to the amounts billed. In the event of any failure of or delay in the payment of this bill is NOT waived and therefore shall be held personally liable. If this bill is charged to any applicable credit cards, my signature below is deemed to have been made on the applicable credit card voucher.

Thank you for choosing s.15, s.22

Guangzhou,

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

s.15

name | 姓名 : Mr. Francis Acquarone  
email address | 电子邮件 :  
address | 地址 :  
Canada  
membership | 会员信息 :  
company | 公司 : British Columbia Delegation 2018  
travel agent | 旅行社 :

room | 房号  
arrival | 入住日期 : 23-Jan-2018  
departure | 离店日期 : 25-Jan-2018  
conf No. | 确认号码  
cashier | 收银员 : FONATALIES  
printed date | 打印日期 : 25-Jan-2018  
page number | 页数 : 1 of 1

s.22

INFORMATION INVOICE

date   日期	description   项目	reference   描述	charges/credit   费用/可用余额
01/23/18	Room Charge		1,132.08
01/23/18	Room VAT 6%		67.92
01/24/18	Room Charge		1,132.08
01/24/18	Room VAT 6%		67.92
01/25/18	Manual - Master Card		2,400.00

TOTAL 总计 : 2,400.00 2,400.00

NET AMOUNT 净额: 2,264.16 RMB  
Room房费 - VAT Rate 6% 135.84 RMB  
F&B餐饮费 - VAT Rate 6% 0.00 RMB  
F&B餐饮费 - VAT Rate 11% 0.00 RMB  
F&B餐饮费 - VAT Rate 17% 0.00 RMB  
OTHER其他 - VAT Rate 6% 0.00 RMB  
OTHER其他 - VAT Rate 11% 0.00 RMB  
OTHER其他 - VAT Rate 17% 0.00 RMB

BALANCE 余额: 0.00 RMB

if your bill is to be charged to any approved credit card, the signature below is deemed to have been made on the applicable credit card voucher. I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part of all those charges.

如阁下采用认可的信用卡结账，以下的签署应与信用卡单据上的相同。本人同意当有关人士，公司或社团未能支付部分或全部款项时，此账目的责任并将未免除并由本人承担。

signature | 客人签署