

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

W

3. CLIENT 048 ENV.	4. MIN. ABBRV. 	5. DATE COMPLETED YYYY MM DD 2015 12 18 2016	6. FISCAL YEAR 014	7. SPECIAL CHEQUE SSLE 	8. CHEQUE STUB INFORMATION COP21 - PARIS FRANCE - LAAKSONEN CRAIG	MAXIMUM 12 SINGLE-SPACED LINES. 36 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
------------------------------	--------------------	---	------------------------------	----------------------------	---	--

9. EMPLOYEE I.D. s.22	10. EMPLOYEE SUPPLIER NO. 	11. EMPLOYEE SURNAME LAAKSONEN-CRAIG.	INITIALS S	12. EMPLOYEE GROUP NO. (✓ one only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
---------------------------------	-------------------------------	---	----------------------	--

13. MAILING ADDRESS FOR CHEQUE
MINISTRY OF ENVIRONMENT, PO BOX 9339 STN PROV GOV. VICTORIA V8W 9M1

15. REASON FOR TRAVEL
COP21 CLIMATE CHANGE SUMMIT.

16. EMPLOYEE OCCUPATION
HEAD, CLIMATE ACTION SECRETARIAT

17. DATE OF TRAVEL VIC/VAN/PARIS	18. PLACES TRAVELLED VIC/VAN/PARIS	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY COSTS	21. MEALS B L D ✓ ✓ ✓	22. MEALS A: ALLOWANCE PER DIEM AS APP. ICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, FUEL, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
--	--	---	------------------------------	-----------------------------	--	---	----------	---	-----------------------

M	D	TRAVEL TO / FROM	19. PERSONAL VEHICLE USE	20. BUS/TAXI/AIR/FERRY COSTS	21. MEALS	22. MEALS	23. ACCOMMODATION COSTS	24. COST	25. MISCELLANEOUS	27. TOTAL DAILY COSTS
		25. BROUGHT FORWARD FROM PREVIOUS PAGE								
11	27	TAXI FROM HOME TO 443 AIRPORT.		62.00	✓	✓				278.59
11	28	TAXI & FULL DAY PER DIEM.		73.09	✓	✓			TAXI = 49.20 € x 1.4856	289.68
11	29	LUNCH / DINNER PER DIEMS			✓	✓				178.71
11	30	LUNCH ONLY PER DIEM			✓	✓				105.62
12	01	LUNCH / DINNER PER DIEMS			✓	✓				178.71
12	02	LUNCH / DINNER PER DIEMS			✓	✓				178.71
12	03	LUNCH / DINNER PER DIEM			✓	✓				178.71
12	04	TAXI & LUNCH / DINNER PER DIEM		24.51	✓	✓			TAXI = 16.50 € x 1.4856	203.22
12	05	LUNCH / DINNER PER DIEM			✓	✓				178.71
12	06	TAXI & LUNCH / DINNER PER DIEM		14.11	✓	✓			TAXI = 9.50 € x 1.4856	192.82
TOTALS OF COLUMNS										1963.48

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TODAY
-------------------------------	--	--------------------------

46. EMPLOYEE SIGNATURE <i>[Signature]</i>	HEADQUARTERS (CITY NAME) VICTORIA BC	WORK PHONE NO. 250-356-9443
--	--	---------------------------------------

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STORE	52. PROJECT	AMOUNT
		048	29	906	30	533	5706 2900029

53. LESS TRAVEL ADVANCE	THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL
	LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

55. EXPENSE AUTHORITY SIGNATURE <i>[Signature]</i>	PRINT NAME P. Cumberland	DATE SIGNED YYYY MM DD 2015 12 22
---	------------------------------------	--

56. PROCESSING CLERK INITIAL

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO. _____
2. CONTROL NO. W

3. CLIENT: 048 ENV
4. MIN. ABBREV.:
5. DATE COMPLETED: 12/18/2016
6. FISCAL YEAR: 2016
7. SPECIAL CHARGE ISSUE: 04
8. CHEQUE STUB INFORMATION - MAXIMUM 10 SINGLE SPACED LINES 38 CHARACTERS PER LINE ATTACH EXTRA PAGES IF REQUIRED: COP21-PARIS, FRANCE - LAAKSONEN-CRAG

9. EMPLOYEE I.D. s.22
10. EMPLOYEE SUPPLIER NO.
11. EMPLOYEE SURNAME: LAAKSONEN-CRAG
INITIALS: S
12. EMPLOYEE GROUP NO. (check only): 1 2 3 4

13. MAILING ADDRESS FOR CHEQUE _____
14. POSTAL CODE _____

15. REASON FOR TRAVEL: COP21 CLIMATE CHANGE SUMMIT
16. EMPLOYEE OCCUPATION: HEAD, CLIMATE ACTION SECRETARIAT

17. DATE OF TRAVEL	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE	20. BUS/TAXI/AIR/FERRY COSTS	21. R L D	22. MEALS ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
	26. BROUGHT FORWARD FROM PREVIOUS PAGE								1963.48
12.07	LUNCH / DINNER PER DIEM			✓	178.71				178.71
12.08	LUNCH / DINNER PER DIEM			✓	178.71				178.71
12.09	LUNCH / DINNER PER DIEM			✓	178.71				178.71
12.10	LUNCH / DINNER PER DIEM			✓	178.71				178.71
12.11	LUNCH / DINNER PER DIEM			✓	178.71				178.71
12.12	INCIDENTALS						49.98	INCIDENTALS ONLY	49.98
12.13	BREAKFAST PER DIEM			✓	22.75		149.83		172.58
	HOTEL IN VANC								

NOTE: HOTEL ACCOMMODATIONS WERE PREPAID ON A MASTERCARD PURCHASING CARD AND NOT REFLECTED ON THIS CLAIM.
NOTE: AIR FARE WAS PURCHASED ON A MASTERCARD PURCHASING CARD AND NOT REFLECTED ON THIS CLAIM.

TOTALS OF COLUMNS: 38. 39. 40. 41. 42. 43. THIS TOTAL MUST EQUAL TOTAL IN BOX Y: 3079.59

43. PORTAL TO PORTAL DISTANCE: _____
44. TOTAL DISTANCE FROM PREVIOUS VOUCHER: _____
45. TOTAL DISTANCE TO DATE: _____

46. EMPLOYEE SIGNATURE: *[Signature]* HEADQUARTERS (CITY NAME): VICTORIA, BC
WORK PHONE NO.: 250-356-9443

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
	048	29906	30533	5706	2900039		3079.59

THIS TOTAL MUST EQUAL TOTAL IN BOX X: 3079.59
LESS TRAVEL ADVANCE: _____
LESS ADVANCE AMOUNT: _____

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.
AMOUNT DUE TO EMPLOYEE: 3079.59

55. EXPENSE AUTHORITY SIGNATURE - _____ PRINT NAME: _____ DATE SIGNED: _____

56. PROCESSING CLERK INITIAL: _____

SMARTTEC Travel Confirmation

Traveller: Susanna Laaksonen-Craig
 Prepared By: Laurie Duncan

Purpose of Travel: November 27 - December 13, 2015 - Susanna Laaksonen-Craig to Paris, France for UNFCCC COP 21

SMARTTEC Confirmation Number: TEC1215000617665

If there is an expense claim associated with this travel then attach this PDF to your iExpenses travel claim. The SMARTTEC PDF report must be saved with the default name assigned by the system before attaching it to your iExpenses claim. Any change to the file name will flag your claim as non-compliant when your Ministry reports on it.

Outbound Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/11/27	Car/Taxi - Hybrid	Victoria	Victoria Airport	27.3	4.6	
2015/11/27	Airplane	Victoria Intl	Vancouver Intl	63.0	9.8	
2015/11/27	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	
2015/11/27	Airplane	Montreal Intl	Paris, France	5,530.0	614.7	
2015/11/28	Car/Taxi - Propane	Charles de Gualle Airport	Downtown Paris	32.6	4.1	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/12	Car/Taxi - Propane	Downtown Paris	Charles de Gualle Airport	32.6	4.1	
2015/12/12	Airplane	Paris, France	Montreal Intl	5,530.0	614.7	
2015/12/12	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	
2015/12/13	Airplane	Vancouver Intl	Victoria Intl	63.0	9.8	
2015/12/13	Car/Taxi - Hybrid	Victoria Airport	Victoria	27.3	4.6	

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/11/28	Hotel California Champs Elysees	Paris, France	14	176.5
2015/12/12	Fairmont Vancouver Airport Hotel	Vancouver	1	12.6

Total CO2 Equivalent Emissions: 2,273.8 kg

The emissions (CO2e) reported above are based on emission factors approved by the Ministry of Environment at the time your travel was finalized. Please note that emission factors are updated periodically and may change your emission records retroactively. These changes would be reflected in SMARTTool.

THE Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 248 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : s.22
Folio # :
Invoice # :
Cashier # : 225644
Page # : 1 of 1

Air Cda
Dr Susanna Laaksonen-Craig
Po Box 9486 Strn Prov Govt
Victoria BC v8w9w6
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
s.22

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	s.2	s.22		149.83
Total			149.83	149.83
Balance Due			0.00	

GST Summary

Room : 6.51
F&B : 0.00
Other : 0.00
Total : 6.51

HST Summary

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

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the individual person, company or association fails to pay for any part of or the full amount of these charges. Overdue balances subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.99 (Mon-Fri) and \$2.99 (Sat.) credit to my account. (AC participating hotels.)

Thank you for choosing to stay with Fairmont Hotels & Resorts

Rationale – MOE Representatives to COP 21, Paris:

Event: Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC), 21st Conference of the Parties (COP 21)

Where/When: Event starts November 30, runs to December 11; Paris, France.

Rationale for BC MoE staff to attend COP 21:

- The purpose of COP 21 is to achieve lasting international agreement to avoid dangerous climate change impacts.
- Canada's COP 21 delegation will include the participation of: the Prime Minister of Canada, the Federal environment minister and Environment Canada staff, and political leadership and staff from Provinces/Territories. Almost every PT is planning engagement at COP 21, including Alberta, Quebec, and Ontario (ON's delegation will tentatively include 30 – 50 staff.)
- Rationale for sending BC MoE staff includes the following:
 - **Objectives:**
 - Contribute to Minister of Environment's mandate letter goal to prepare and position BC to make a meaningful contribution at COP 21;
 - Participate with EC in developing Canada's positions during the negotiations to ensure that BC's interests are protected and represented;
 - Demonstrate value of leadership at the subnational level through success of BC's suite of climate policies;
 - Create an international platform to introduce BC's new draft Climate Leadership Plan and other key climate change / land use announcements; and
 - Develop and build relationships with key representatives from global business and trade partners, to further BC's strategic and economic development priorities going forward
 - **Requirements for MoE staff attending COP 21:**
 - Support Premier and Minister of Environment on policy and logistics for speaking engagements and meetings with national and subnational governments and international corporations;
 - Participate in forums featuring senior public officials to discuss climate policy success in British Columbia (including carbon tax, carbon neutral government, climate action charters, etc.); and
 - Provide detailed and substantive input to Canada's negotiating team on the text of the Agreement as it is developed through the COP 21 meeting.
 - **Outcomes:**
 - By sending BC MoE staff to COP 21, the government of British Columbia will be well-positioned to make a meaningful contribution to COP 21, to demonstrate subnational climate leadership by using BC's success as a case study, to create and support a platform to release BC's draft Climate Leadership Plan, and to further BC's trade, investment and strategic priorities with global businesses and trade partners.

NOV. 27

NOV. 28

DEC. 4

BLUEBIRD CABS LTD.

CAB 71
2512 QUADRA ST. 2ND FLOOR
VICTORIA, BC V8T 4E4
250-382 2222

TERM ID: 80342463

BATCH: 14
SITE: 100

Sale

INVI: 000000002

Application Label: VISA CREDIT
AIL: AA06000363:616
TVR:00 00 00 00 00
1ST:FR 00
s.22

Total:CAD\$ 62.00

APPROVED 040344
001/00

27-Nov -15 05:31:34

CUSTOMER COPY
VICTORIA'S FIRST RIDER
11/26/15

RECEIPT

PROFANE, OR SCOFF
Marque: Semer
HORODATEUR: Normal 30-30
Quantième: 302
Stationnement N°:
8356
Début: 28.11.15 06:30
HRAT: 08:10
Fin: 28.11.15 17:30
Hor.N°: 1035
TAXI N°: 835
IMMAT: DD-170-Z
HP: 0:00

CHAFI HASSANE

N° Stat.: 4207
N° Immat.: DM 153 RE.
Commune: PARIS

Date: 04/12/2015
Départ:18:01 Arrivée:18:22
Distance: 5.1 km

Nom client:

Adresse client:.....

Lieu départ:

Lieu arrivée:

Prise en charge 2.60 €
Tarif B 13.90 €
TOTAL TTC 16.50 €
Total TVA 10.00% 1.50 €
Total HT 15.00 €

Péages€
Pourboires€
TOTAL TTC€

Le tarif minimum, suppl.
inclus, susceptible d'être
perçu pour une course est
fixé à 7.00 €

Adresse de réclamation:
BUREAU DES TAXIS
36 RUE DES MORILLONS
75015 PARIS

Client:

Départ:

Arrivée:

Durée: 0:28 t
Kilométrage: 32.6 km
Début: 28.11.15 08:50
Fin: 28.11.15 09:18

Prise en charge 2.60

Montant de la course
tarif B 45.20 EURO

TOTAL EURO 45.20

Bagages 1 1.00
Bagages 1 1.00
Bagages 1 1.00
Bagages 1 1.00

TOT COURSES EURO 49.20
TVA 10.00% EURO 4.40

La somme minimum perçue
ne peut être inférieure
à 7.00 Euros
En cas de réclamation
écrire à:DTPP-SDDEP-BTI
36 rue des Morillons
75732 PARIS Cedex 15

TARIFS APPLICABLE

Prise en charge 2.60 €
tarif B 13.90 € Horaire
10.00% TVA 1.50 €
TOTAL TTC 16.50 €

DEC 6

HORODATEUR ACTIF

Marque: Semer
HORODATEUR: Normal 30-30
Quantième: 302
Stationnement N°:
49
Début: 06.12.15 07:30
HRAT: 09:10
Fin: 06.12.15 18:30
Hor.N°: 1104
TAXI N°: 104
IMMAT: CM-579-Z
HP: 0:00

Client:

Départ:

Arrivée:

Durée: 0:10 t
Kilométrage: 3.5 km
Début: 06.12.15 08:30
Fin: 06.12.15 08:40
Prise en charge 2.60

Montant de la course
tarif B 9.50 EURO
TOTAL EURO 9.50
T COURSES EURO 9.50
TVA 10.00% EURO 0.95

La somme minimum perçue
ne peut être inférieure
à 7.00 Euros
En cas de réclamation
écrire à:DTPP-SDDEP-BTI
36 rue des Morillons
75732 PARIS Cedex 15

TARIFS APPLICABLE

Prise en charge 2.60 €
tarif B 13.90 € Horaire
10.00% TVA 1.50 €
TOTAL TTC 16.50 €

THE Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 248 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : s 22
Folio # :
Invoice # :
Cashier # : 225644
Page # : 1 of 1

Air Cda
Dr Susanna Laaksonen-Craig
Po Box 9486 Stn Prov Govt
Victoria BC v8w9w6
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
s 22

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	s 2	s 22	XX/XX	149.83
Total			149.83	149.83
Balance Due			0.00	

GST Summary

Room : 6.51
F&B : 0.00
Other : 0.00
Total : 6.51

HST Summary

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

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue amounts subject to a surcharge at the rate of 1.5% per month after 90 days (18.00% per annum). I have accepted delivery of The Glenora; Mail had I refused I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Thank you for choosing to stay with Fairmont Hotels & Resorts

Susanna

SUSANNA 1.4856

Per diems	Fed Full day in €	Mark up 30% for miscellaneous expenses	BC Per diem €	Less Breakfast not claimed	Less Lunch not Claimed	Less Dinner Not claimed	Total Claim in €	Foreign exchange 1.4856 C\$
27-Nov	112.15	33.65	145.80				145.80	216.59
28-Nov	112.15	33.65	145.80				145.80	216.59
29-Nov	112.15	33.65	145.80	25.5			120.30	178.71
30-Nov	112.15	33.65	145.80	25.5		49.20	71.10	105.62
01-Dec	112.15	33.65	145.80	25.5			120.30	178.71
02-Dec	112.15	33.65	145.80	25.5			120.30	178.71
03-Dec	112.15	33.65	145.80	25.5			120.30	178.71
04-Dec	112.15	33.65	145.80	25.5			120.30	178.71
05-Dec	112.15	33.65	145.80	25.5			120.30	178.71
06-Dec	112.15	33.65	145.80	25.5			120.30	178.71
07-Dec	112.15	33.65	145.80	25.5			120.30	178.71
08-Dec	112.15	33.65	145.80	25.5			120.30	178.71
09-Dec	112.15	33.65	145.80	25.5			120.30	178.71
10-Dec	112.15	33.65	145.80	25.5			120.30	178.71
11-Dec	112.15	33.65	145.80	25.5			120.30	178.71
12-Dec	112.15	33.65	145.80	25.5	37.45	49.20	33.65	49.98
								2733.31

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

WW

3. CLIENT 0.48 ENV.	4. MIN. ABBREV.	5. DATE COMPLETED YYYY MM DD 2015 12 18	6. FISCAL YEAR 2016	7. SPECIAL CHECK/ISSUE 0.4	8. CHECK/STUB INFORMATION - MAXIMUM 10 SINGLE SPACED LINES. 78 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED COP21-PARIS FRANCE-SHOEMAKER
-------------------------------	-----------------	--	-------------------------------	--------------------------------------	---

9. EMPLOYEE ID s.22	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME SHOEMAKER	INITIALS W. H.	12. EMPLOYEE GROUP NO. (1 only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4
-------------------------------	---------------------------	--	--------------------------	--

13. MAILING ADDRESS FOR CHECK/RECEIPT
MINISTRY OF ENVIRONMENT, PO BOX 9339 STN PROV GOVT VICTORIA BC V8W 9M1

14. POSTAL CODE

15. REASON FOR TRAVEL
COP21 CLIMATE CHANGE SUMMIT

16. EMPLOYEE OCCUPATION
DEPUTY MINISTER

DATE OF TRAVEL	PLACES TRAVELLED TO / FROM	PERSONAL VEHICLE USE DISTANCE X KM RATE	BUS/TAXI/AIR/FERRY/ COSTS	MEALS ALL OWANCF PER DIEM AS APPLICABLE TO GROUP NO.	ACCOMMODATION COSTS (GO POLICY LIMIT)	MISCELLANEOUS (CAR RENTAL, RENTAL FEES, ETC.)		TOTAL DAILY COSTS
						24. COST	25. DESCRIPTION	
26. BROUGHT FORWARD FROM PREVIOUS PAGE								
12 03	FULL DAY PER DIEM			✓ 216.59				216.59
12 04	TAXI TO HOTEL		94.39	✓ 178.71			TAXI = 63.50€ x 1.4856	273.05
12 04	LUNCH/DINNER TAXI TO / FROM MUSEUM		29.12				TAXI = 9.60€ x 1.4856	29.12
12 05	LUNCH / DINNER RATES ONLY			✓ 178.71				178.71
12 06	TAXI : LUNCH ONLY		26.74	✓ 105.62			TAXI = 7.00€ x 1.4856	132.36
12 07	LUNCH / DINNER PER DIEM			✓ 178.71				178.71
12 08	LUNCH / DINNER PER DIEM			✓ 178.71				178.71
12 09	TAXI : LUNCH PER DIEM		99.54	✓ 105.62			TAXI = 67.€ x 1.4856	205.16
12 10	LUNCH / DINNER PER DIEM.			✓ 178.71				178.71
12 11	LUNCH / DINNER PER DIEM.			✓ 178.71				178.71
TOTALS OF COLUMNS						THIS TOTAL MUST EQUAL TOTAL IN BOX Y	CLAIM TOTALS	
							1749.83	

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE	46. EMPLOYEE SIGNATURE W. SHOEMAKER Approved via Email	47. HEADQUARTERS (CITY NAME) VICTORIA BC.	48. WORK PHONE NO. 250-387-5429
-------------------------------	--	----------------------------	---	---	---

49. CLIENT	50. RFP# CENTRE	51. SERVICE LINE	52. STOB	53. PROJECT	AMOUNT
048	29010	64200	5706	2900039	

THIS TOTAL MUST EQUAL TOTAL IN BOX X **Y** TOTAL

LESS TRAVEL ADVANCE **Z** CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

AMOUNT DUE TO EMPLOYEE **34**

55. EXPENSE AUTHORITY SIGNATURE CERTIFIED CORRECT PURSUANT TO SECTION 22 & 35 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES P. Cumberland	PRINT NAME P. Cumberland	DATE SIGNED YYYY MM DD 2015 12 21
---	------------------------------------	--

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

MINISTRY AND BATCH NO. _____
2. CONTROL NO. W

3. CLIENT: 4. MIN. ABBREV. 5. DATE COMPLETED: 6. FISCAL YEAR: 7. SPECIAL CHECK: 8. CHEQUE STUB INFORMATION: 9. EMPLOYEE ID: 10. EMPLOYEE SUPPLIER NO. 11. EMPLOYEE SURNAME: 12. EMPLOYEE GROUP NO. (one of y)

048 ENV 20151218 2016 04 COP21- PARIS FRANCE-SHOEMAKER
s.22 SHOEMAKER W.N. 1 2 3 4

13. MAILING ADDRESS FOR CHECK: 14. POSTAL CODE:

PO BOX 9339, STN PROV GOV'T, VICTORIA, BC. V8W 9M1

15. REASON FOR TRAVEL: 16. EMPLOYEE OCCUPATION:

COP21-CLIMATE CHANGE SUMMIT. DEPUTY MINISTER

DATE OF TRAVEL	PLACES TRAVELLED	PERSONAL VEHICLE USE	BUS/TAXI/AIR/FERRY COSTS	MEALS	ACCOMMODATION COSTS	MISCELLANEOUS	TOTAL DAILY COSTS
	BROUGHT FORWARD FROM PREVIOUS PAGE						<u>1749.83</u>
<u>12/12</u>	<u>INCIDENTALS ONLY</u>					<u>49.98</u>	<u>49.98</u>
<u>12/12</u>	<u>TAXI TO AIRPORT</u>		<u>163.42</u>			<u>TAXI = 110€ x 1.4856</u>	<u>163.42</u>
<u>12/13</u>	<u>BREAKFAST PER DIEM HOTEL</u>			<u>22.75</u>	<u>149.83</u>		<u>172.58</u>
<p>NOTE: HOTEL ACCOMMODATIONS WERE PREPAID ON A MASTERCARD SO DO NOT REFLECT ON THIS EXPENSE CLAIM.</p> <p>NOTE: AIR FARE WAS PURCHASED ON A MASTERCARD PURCHASING CARD SO NOT REFLECTED ON THIS CLAIM.</p>							

TOTALS OF COLUMNS: 38. 39. 40. 41. 42. THIS TOTAL MUST EQUAL TOTAL IN BOX Y 2308.39 X CLAIM TOTALS

43. PORTAL TO PORTAL DISTANCE: 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER: 45. TOTAL DISTANCE TO DATE: 46. EMPLOYEE SIGNATURE: 47. HEADQUARTERS (CITY NAME): 48. WORK PHONE NO.

W. Sheemaker VICTORIA, BC 250-387-5429

NOTES: 47. SUPPLIER CODE: 48. CLIENT: 49. RESP. CLN#E: 50. SERVICE LINE: 51. STOB: 52. P40.P07: AMOUNT

048 29010 64200 5706 2900039 2308.39

THIS TOTAL MUST EQUAL TOTAL IN BOX X 2308.39 Y TOTAL: LESS TRAVEL ADVANCE: LESS ADVANCE AMOUNT: Z: CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

55. EXPENSE AUTHORITY SIGNATURE: 56. PROCESSING CLERK INITIAL: 57. PRINT NAME: 58. DATE SIGNED: 59. AMOUNT DUE TO EMPLOYEE: 2308.39

60. CERTIFIED EXTENSIONS AND L11 ELEMENTS CORRECT: 61. FIN 10 Rev. 2007/2/28 OPC 7530951008 (100/px): 62. ORIGINAL: MINISTRY: 63. COPY: EMPLOYEE:

Crozier, Bev ENV:EX

From: Shoemaker, Wes ENV:EX
Sent: Monday, December 21, 2015 8:47 AM
To: Crozier, Bev ENV:EX
Subject: Re: COP21 Travel Expense Claim

Okay to submit.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note:** This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited. ******

Sent from my iPhone

On Dec 21, 2015, at 8:27 AM, Crozier, Bev ENV:EX <Bev.Crozier@gov.bc.ca> wrote:

Let me know if you cannot open this document. I am only in today so would like to get this processed for payment before I leave.

s.22

B

From: Shoemaker, Wes ENV:EX
Sent: Friday, December 18, 2015 4:53 PM
To: Crozier, Bev ENV:EX
Subject: Re: COP21 Travel Expense Claim

Was not sure what to expect. You mentioned a few pieces that Finance had to clarify. Will they process while you are away?

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

On Dec 18, 2015, at 10:27 AM, Crozier, Bev ENV:EX <Bev.Crozier@gov.bc.ca> wrote:

Wes

I have calculated your expense claim to be \$1924.59 Cdn.

Is that about what you were expecting?

<image001.png>

Beverly Crozier

Sr. Executive Assistant

Deputy Minister's Office, Ministry of Environment

Telephone: 250-387-5429 Facsimile: 250-387-6003

<Wes Shoemaker COP 21 Travel Voucher.pdf>



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Wes Shoemaker
Prepared By: Bev Crozier

Purpose of Travel: December 3 - 12 - Wes Shoemaker to Paris, France for COP 21

SMARTTEC Confirmation Number: TEC1215000617227

If there is an expense claim associated with this travel then attach this PDF to your iExpenses travel claim. The SMARTTEC PDF report must be saved with the default name assigned by the system before attaching it to your iExpenses claim. Any change to the file name will flag your claim as non-compliant when your Ministry reports on it.

Outbound Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/03	Car/Taxi - Hybrid	Home	Victoria Airport	0.0	5.8	
2015/12/03	Airplane	Victoria Intl	Vancouver Intl	63.0	9.8	
2015/12/03	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	
2015/12/03	Airplane	Montreal Intl	Paris, France	5,530.0	614.7	
2015/12/04	Car/Taxi - Propane	Charles de Gualle Airport	Downtown Paris	32.6	4.1	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/12	Car/Taxi - Propane	Downtown Paris	Charles de Gualle Airport	32.6	4.1	
2015/12/12	Airplane	Paris, France	Montreal Intl	5,530.0	614.7	
2015/12/12	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	
2015/12/13	Airplane	Vancouver Intl	Victoria Intl	63.0	9.8	
2015/12/13	Car/Taxi - Hybrid	Victoria Airport	Home	0.0	5.8	

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/12/03	Hotel California Champs Elysees	Paris, France	8	100.9
2015/12/12	Fairmont Vancouver Airport Hotel	Vancouver	1	12.6

Total CO2 Equivalent Emissions: 2,200.5 kg

The emissions (CO2e) reported above are based on emission factors approved by the Ministry of Environment at the time your travel was finalized. Please note that emission factors are updated periodically and may change your emission records retroactively. These changes would be reflected in SMARTTool.

Crozier, Bev ENV:EX

From: Shoemaker, Wes ENV:EX
Sent: Thursday, September 10, 2015 3:32 PM
To: Laaksonen-Craig, Susanna ENV:EX; Crozier, Bev ENV:EX
Subject: Fwd: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015

See other side

FYI.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

Begin forwarded message:

From: "Shoemaker, Wes ENV:EX" <Wes.Shoemaker@gov.bc.ca>
Date: September 10, 2015 at 3:31:14 PM PDT
To: "Dyble, John C PREM:EX" <John.Dyble@gov.bc.ca>
Subject: Re: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015

Yes that is the plan. We are not sure yet about what the Premier's plans are in terms of dates for her travel and any related briefings during the flight she may require.

Thank you John. Will be prepared to provide a very fulsome report out upon our return.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

On Sep 10, 2015, at 3:13 PM, Dyble, John C PREM:EX <John.Dyble@gov.bc.ca> wrote:

Wes,
Travel is fine.
Will you be travelling with the Minister and will she need you for briefings on the flights?
John

From: Shoemaker, Wes ENV:EX

Sent: Thursday, September 10, 2015 7:34 AM

To: Dyble, John C PREM:EX

Cc: Wharf, Sandy PREM:EX

Subject: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015

John,

As you are aware, BC is preparing for and planning to attend the next round of Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC) to be held in Paris, France in December.

Provinces and Territories have only a short time to finalize and submit their delegates to the federal government so they can be formally accredited as part of the Canadian delegation. Hotels have mostly been sold out for months, but BC has reserved a few blocks of rooms to ensure that we have secured accommodations pending the formal approval to attend the event.

At this point, the proposed BC delegation will be relatively small when compared with the delegations of other Provinces such as Quebec and Ontario (whose delegation will be approximately 30 - 50 provincial staff). The delegation at this point will be PCC, plus 2 political staff (and security), Minister Polak and her Chief of Staff, myself and Susanna Laaksonen-Craig. As there will be instances where PCC and MMP will be participating in separate events at the same time, Susanna and I will have to split up to ensure that they each have staff support who are knowledgeable on BC's climate policies and objectives. Additionally, the federal government is prepared to include only Deputies in the confidential daily briefings as to the progress/strategies of the on-going negotiations.

Below is the rationale for our request to attend the COP21 negotiations. As there is currently an Air Canada sale offering business class fare for a significant discount, we'd like to seek your approval to travel and take advantage of these attractive fares.

Preliminary estimates for a business class return fare to Paris during this timeframe will be approximately \$3200 plus tax (which is normally well over \$5000) and is comparable to premium economy fares for the roughly 17 hour flight. Hotels will run approximately \$250 euros per night.

I am therefore requesting your approval for Susanna and myself to be part of the BC delegation and as per policy, requesting your approval to purchase business class tickets.

- **Event:** Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC), 21st Conference of the Parties (COP 21)
- **Where/When:** Event starts November 30, runs to December 11; Paris, France.
- **Rationale for BC MoE staff to attend COP 21:**
 - The purpose of COP 21 is to achieve lasting international agreement to avoid dangerous climate change impacts.
 - Canada's COP 21 delegation will include the participation of: the Prime Minister of Canada, the Federal environment minister and Environment Canada staff, and political leadership and staff from PTs. Almost every

PT is planning engagement at COP 21, including Alberta, Quebec, and Ontario (ON's delegation will tentatively include 30 – 50 staff.)

- Rationale for sending BC MoE staff includes the following:
 - Objectives:
 - Contribute to Minister of Environment's mandate letter goal to prepare and position BC to make a meaningful contribution at COP 21;
 - Participate with EC in developing Canada's positions during the negotiations to ensure that BC's interests are protected and represented;
 - Demonstrate value of leadership at the subnational level through success of BC's suite of climate policies;
 - Create an international platform to introduce BC's new draft Climate Leadership Plan and other key climate change / land use announcements; and
 - Develop and build relationships with key representatives from global business and trade partners, to further BC's strategic and economic development priorities going forward
 - Requirements for MoE staff attending COP 21:
 - Support Premier and Minister of Environment on policy and logistics for speaking engagements and meetings with national and subnational governments and international corporations;
 - Participate in forums featuring senior public officials to discuss climate policy success in British Columbia (including carbon tax, carbon neutral government, climate action charters, etc.); and
 - Provide detailed and substantive input to Canada's negotiating team on the text of the Agreement as it is developed through the COP 21 meeting.
 - Outcomes:
 - By sending BC MoE staff to COP 21, the government of British Columbia will be well-positioned to make a meaningful contribution to COP 21, to demonstrate subnational climate leadership by using BC's success as a case study, to create and support a platform to release BC's draft Climate Leadership Plan, and to further BC's trade, investment and strategic priorities with global businesses and trade partners.

I await your approval.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

DEC 4

airport taxi
PRINCE

N° Immat.: DN-544-SK
Commune: PARIS

Date: 04/12/2015
Départ: 08:38 Arrivée: 09:47

Nom client:

Adresse client:

Lieu départ:

Lieu arrivée:

TOTAL TTC 63.50 €
Total TVA 10.00% 5.77 €
Total HT 57.73 €

Le tarif minimum, suppl. inclus, susceptible d'être perçu pour une course est fixé à 7.00 €

Adresse de réclamation:
BUREAU DES TAXIS
36 RUE DES MORILLONS
75015 PARIS

.....

TAXIS PARISIENS

MONTANT PAYÉ : 9,60 €

Lieu départ : Bercy

Lieu arrivé : P. Wilson

Date : Heure de départ :

Date : Heure d'arrivée :

N° minéralogique obligatoire :

BX - 705 - LW

M.TE

*taxi - hotel
to museum modern art*

TARIFS APPLICABLES						
Prix en charge 2,60 €	Tarif			C		
	Kilométrique	A	B	C		
	Horaire	32,05 €	38,00 €	35,70 €		
ZONE HORAIRE	du lundi au samedi			dimanche et jours fériés		jours fériés
	0h à 7h	7h à 19h	19h à 24h	0h à 24h	0h à 24h	0h à 24h
ZONE URBAINE PARIS BOULEVARD PERRETTIEN COMPRI	B	B	A	B	B	C
ZONE SUBURBAINE FIN DE LA ZONE DES TAXIS PARISIENS ET DESERTS DES AEROPORTS DORLY, DE ROISSY ET DU MARC D'EXPÉDITIONS DE VILLERIE	C	B	B	B	C	C
AU-DELÀ DE LA ZONE SUBURBAINE	C	C	C	C	C	C

Le conducteur applique automatiquement le tarif horaire au lieu du tarif kilométrique lorsque la vitesse du taxi est inférieure à 30,52 km/h en tarif A, 29,46 km/h en tarif B, et 22,68 km/h en tarif C.
Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 7,00 €.
Aucune indemnité de retour n'est due (Suppléments au dos).

TAXIS PARISIENS

MONTANT PAYÉ : 10,00 €

Lieu départ :

Lieu arrivée : Fin de Bercy

Date : 04/12/15 Heure de départ :

Date : 04/12/15 Heure d'arrivée :

N° minéralogique obligatoire :

DT-826-MZ
L.R.R. TAXIS
4 RUE DE MONTHOLON
75009 PARIS

*taxi
from
museum modern art to hotel*

TARIFS APPLICABLES						
Prix en charge 2,60 €	Tarif			C		
	Kilométrique	A	B	C		
	Horaire	32,05 €	38,00 €	35,70 €		
ZONE HORAIRE	du lundi au samedi			dimanche et jours fériés		jours fériés
	0h à 7h	7h à 19h	19h à 24h	0h à 24h	0h à 24h	0h à 24h
ZONE URBAINE PARIS BOULEVARD PERRETTIEN COMPRI	B	B	A	B	B	C
ZONE SUBURBAINE FIN DE LA ZONE DES TAXIS PARISIENS ET DESERTS DES AEROPORTS DORLY, DE ROISSY ET DU MARC D'EXPÉDITIONS DE VILLERIE	C	B	B	B	C	C
AU-DELÀ DE LA ZONE SUBURBAINE	C	C	C	C	C	C

Le conducteur applique automatiquement le tarif horaire au lieu du tarif kilométrique lorsque la vitesse du taxi est inférieure à 30,52 km/h en tarif A, 29,46 km/h en tarif B, et 22,68 km/h en tarif C.
Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 7,00 €.
Aucune indemnité de retour n'est due (Suppléments au dos).



Voiture n°.....

MONTANT PAYE :

110 €

Date 12/12/15

DEC. 12

Nom

Chambre 420

Heure de départ 9h00

Heure d'arrivée

Nombre de passagers 04

Destination : CDG ORLY Autre

TRANSEO - N°RCS : 530 430 032 de Bobigny - N°Licence: 2011/11/000 1012

CARTE AMEX

LE 09:12/15 A 22:45:15
WATNSZTAJN LIONEL
95380
PUISEUX EN FRANCE
9490022290
----- 63980300--
C7129602ECA5C5BF
fin ---/---/---
001 000001 68 C @
NO AUTO: -----
CONTROLE CODE EFFECTUE
MONTANT : 67,00LU

DEC. 9

DEBIT
MERC
TICKET CLIENT
A CONSERVER

taxi - Hyatt Regent
CGA Airport - Hotel
Cab form

THE Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 248 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : s.22
Folio # :
Invoice # :
Cashier # : 588
Page # : 1 of 1

Air Canada

Mr Wesley Shoemaker
Ministry of Environment
2975 Jutland Road
Victoria BC V8T 5J9
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
s.22

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	s.22	s.22		149.83
Total			149.83	149.83
Balance Due			0.00	

GST Summary

Room : 6.51
F&B : 0.00
Other : 0.00
Total : 6.51

HST Summary

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

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 461 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.0% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been obliged for a \$1.00 (Mon-Fri) and \$2.00 (Sat) credit to my account. (At participating hotels.)

Thank you for choosing to stay with Fairmont Hotels & Resorts

Expenses

Thursday Dec 3 - taxi bluebird 68.55

Friday Dec. 4 - airport taxi - 63.50 €
taxi to museum - 9.60 €
taxi from museum - 10.00 €
- b/d/d per diems

Sat. Dec. 5 - per diems - 1/d ✓

Sun. Dec. 6 - per diems - 1
taxi to Canadian Ambassador's residence 57 €
taxi from USD briefing 11 € ✓

Mon. Dec. 7 - per diems - 1/d ✓

Tues. Dec 8 - per diems - 1/d ✓

Wed Dec 9 - per diems - 1
taxi - hyatt regency CGG to hotel 67.00 ✓

Thurs. Dec. 10 - per diems - 1/d ✓

Fri. Dec. 11 - per diems - 1/d ✓

Sat. Dec. 12 - per diems - 1/d ✓
taxi for MMP, SLC, MKdF, WS airport

Sun. Dec. 13 - per diems - 6
hotel - 110 € (cash) ✓

per. days	break fast	lunch	dinner
27	3,4	3,4	3,4
28	3,4	3,4	3,4
29		3,4	3,4
30		3,4	3
1		3,4	3,4
2		3,4	3,4
3	2	3,4, 2	3,4, 2
4		3,4, 2	3,4, 2
5		3,4, 2	3,4, 2
6		3,4, 2	3,4
7		3,4, 2	3,4, 2
8		3,4, 2	3,4, 2
9		3,4, 2	3,4
10		3,4, 2	3,4, 2
11		3,4, 2	3,4, 2
12	3,4	1-4	1-4

lunch - possibly
dinner ?

- 1 - MWP
- 2 - WS
- 3 - MKdF
- 4 - SLC

Per diems	Susanna		Wes		€	\$		
	Br	lunch	dinner	Br			lunch	dinner
27-Nov		48.685	63.96			112.645	167.3454	
28-Nov	33.15	48.685	63.96			145.795	216.5931	
29-Nov		48.685	63.96			112.645	167.3454	
30-Nov		48.685				48.685	72.32644	
01-Dec		48.685	63.96			112.645	167.3454	
02-Dec		48.685	63.96			112.645	167.3454	
03-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
04-Dec		48.685	63.96		48.685	63.96	225.29	334.6908 ✓
05-Dec		48.685	63.96		48.685 ✓	63.96 ✓	225.29	334.6908 ✓
06-Dec		48.685	63.96		48.685		161.33	239.6718
07-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
08-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
09-Dec		48.685	63.96		48.685		161.33	239.6718
10-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
11-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
12-Dec		48.685	63.96		48.685	63.96	225.29	334.6908
13-Dec							0	0
Total							4115.171	
CAN BR							4206.171	
Grand total							43871.45	

*Each route
1.4856*

Taxis	Susanna	€	\$	Wes	€
27-Nov	Home to YYJ			62 All Wes' taxis	278.1
28-Nov	CDG to hotel (Martina & Susanna	49.2	73.09152		
04-Dec	Hotel to Paris City Hall (MMP & Susan	16.5	24.5124		
06-Dec	Hotel to Palais Brogiart (Wes & Susani	9.5	14.1132		
			173.7171		
Taxi total		586.86248			

\$
413.1454

Hotels €
Hotel California
Fairmont
Hotel total

\$
24331.69
449.49
24781.18

Flights
All flights **14297.24**

0

WES

Per diems	Fed Full day in €	Mark up 30% for miscellaneous expenses	BC Per diem €	Less Breakfast not claimed	Less Lunch not Claimed	Less Dinner Not claimed	Total Claim in €	Foreign exchange 1.4856 C\$
03-Dec	112.15	33.65	145.80				145.80	216.59
04-Dec	112.15	33.65	145.80	25.5			120.30	178.71
05-Dec	112.15	33.65	145.80	25.5			120.30	178.71
06-Dec	112.15	33.65	145.80	25.5		49.20	71.10	105.62
07-Dec	112.15	33.65	145.80	25.5			120.30	178.71
08-Dec	112.15	33.65	145.80	25.5			120.30	178.71
09-Dec	112.15	33.65	145.80	25.5		49.20	71.10	105.62
10-Dec	112.15	33.65	145.80	25.5			120.30	178.71
11-Dec	112.15	33.65	145.80	25.5			120.30	178.71
12-Dec	112.15	33.65	145.80	25.5	37.45	49.20	33.65	49.98
								1550.08

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DEC 4 Date of Return: _____

Destination(s): COP21 - PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	<input checked="" type="radio"/> B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: taxi from airport - 63.50 €

PARKING: taxi to museum modern - 9.60 €
art

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: taxi - museum to hotel - 10.00 €

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: _____

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 5 Date of Return: _____

Destination(s): COP 21- PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL:

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

DECEMBER 6

Date of Departure: _____ Date of Return: _____

Destination(s): _____ *COP21- PARIS*

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	<u>L</u>	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): _____ *MUST GET TYPE OF FUEL USED & KMS DRIVEN*

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____ *Taxi from USD briefing 811 €*

CAR RENTAL: _____ *Taxi to Canadian Embassy 7 €*

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: _____

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 7 Date of Return: _____

Destination(s): COP 21 - PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL:

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 8 Date of Return: _____

Destination(s): COP21- PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: _____

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 9 Date of Return: _____

Destination(s): COP21 - PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: taxi - hyatt regency CGG to

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: hotel california \$67.00€

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 10 Date of Return: _____

Destination(s): COP 21- PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

- HOTEL(S):
- TAXI(S): *MUST GET TYPE OF FUEL USED & KMS DRIVEN*
- AIR TICKET / COUPON YOU'VE PAID FOR:
- PARKING:
- CAR RENTAL:
- OTHER MISCELLANEOUS RECEIPTS:

SCHEDULED MEETINGS / PURPOSE OF TRAVEL:

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

Date of Departure: DECEMBER 11 Date of Return: _____

Destination(s): COP 31 - PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D
TUESDAY	B	L	D	SATURDAY	B	L	D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): _____ *MUST GET TYPE OF FUEL USED & KMS DRIVEN*

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: _____

**MINISTRY OF ENVIRONMENT
DEPUTY MINISTER'S TRAVEL AND BUSINESS EXPENSE FORM**

DECEMBER 12

Date of Departure: _____

Date of Return: _____

Destination(s): _____

COP21 - PARIS

Meal Allowance: (Please Circle as Appropriate):

MONDAY	B	L	D	FRIDAY	B	L	D
TUESDAY	B	L	D	SATURDAY	B	<input checked="" type="radio"/> L	<input checked="" type="radio"/> D
WEDNESDAY	B	L	D	SUNDAY	B	L	D
THURSDAY	B	L	D				

Receipts (PLEASE ENCLOSE IN THE ENVELOPE AND CHECK OFF BELOW):

HOTEL(S): _____

TAXI(S): _____

MUST GET TYPE OF FUEL USED & KMS DRIVEN

AIR TICKET / COUPON YOU'VE PAID FOR: _____

PARKING: _____

CAR RENTAL: _____

taxi - MNP / SLCLWS / MKDF \$1100

OTHER MISCELLANEOUS RECEIPTS: _____

SCHEDULED MEETINGS / PURPOSE OF TRAVEL: _____

Travel per diems for COP 21 - Ministry of Environment Staff

Table Legend

C = Commercial Accommodation

P = Non-commercial Accommodation

* = Reasonable and justifiable expenses. Receipts required.

France - Currency: Euro (EUR)

Type of Accommodation	City	Meal Rate				Incidental Amount	Grand Total (Taxes Included)
		Breakfast	Lunch	Dinner	Meal Total		
C	Paris	25.5	37.45	49.2	112.15	35.89	148.04
C-75%	Paris	19.13	28.09	36.9	84.11	26.92	111.03
P	Paris	25.5	37.45	49.2	112.15	22.43	134.58
P-75%	Paris	19.13	28.09	36.9	84.11	16.82	100.94

BC Policy. Take the daily meal total of 112.15 Euros and mark up by 30% to accommodate miscellaneous travel expenses.

Apply a reduction to the total by meals not eligible for reimbursement. (PSA Policy 17 Appendix 1) (Fed rate X 1.3 Less published values of meal in euros)

Foreign exchange rate used: 1.4856

total meals and miscellaneous for	Susanna	2733.31
	Wes	1550.08
		<u>4283.39</u>

This Calculation does not include Canadian portions of travel.



TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.	2. CONTROL NO. W
---------------------------	----------------------------

3. CLIENT 048 ENV.	4. M/N ABBREV.	5. DATE COMPLETED YYYY MM DD 2015 12 18	6. FISCAL YEAR 2016	7. SPECIAL CHECK/ISSUE 0-4	8. CHECK/STUB INFORMATION - MAXIMUM 10 SINGLE SPACED LINES OR CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED COP21 - PARIS FRANCE - SHOEMAKER
9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME SHOEMAKER	INITIALS W. H.	12. EMPLOYEE GROUP NO. (✓ one only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4	

13. MAILING ADDRESS FOR CHEQUE
MINISTRY OF ENVIRONMENT, PO BOX 9339 STN PROV GOVT VICTORIA, BC V8W 9M1

15. REASON FOR TRAVEL
COP21 CLIMATE CHANGE SUMMIT

16. EMPLOYEE OCCUPATION
DEPUTY MINISTER

17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY COSTS	21. B/L/D ✓/✓/✓	22. MEAL & ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
12 03	FULL DAY PER DIEM								216.59
12 04	TAXI TO HOTEL		94.34	✓				TAXI = 63.50 € x 1.4856	273.05
12 04	LUNCH/DINNER							TAXI = 9.60 € x 10.00 € x 1.4856	29.12
12 04	TAXI TO/FROM MUSEUM		29.12						178.71
12 05	LUNCH/DINNER RATES ONLY			✓					178.71
12 06	TAXI: LUNCH ONLY		26.74	✓				TAXI = 7.00 € x 11.00 € x 1.4856	132.36
12 07	LUNCH/DINNER PER DIEM			✓					178.71
12 08	LUNCH/DINNER PER DIEM			✓					178.71
12 09	TAXI: LUNCH PER DIEM		99.54	✓				TAXI = 67.6 € x 1.4856	205.16
12 10	LUNCH/DINNER PER DIEM			✓					178.71
12 11	LUNCH/DINNER PER DIEM			✓					178.71
TOTALS OF COLUMNS									1749.83

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE
46. EMPLOYEE SIGNATURE W. Shoemaker		HEADQUARTERS (CITY NAME) VICTORIA BC.
47. EMPLOYEE SIGNATURE Approved via Email		WORK PHONE NO. 250-387-5429

48. NOTES	47. SUPPLIER CODE	46. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
		048	29010	64200	5706	2900039	
THIS TOTAL MUST EQUAL TOTAL IN BOX X							Y TOTAL
LESS TRAVEL ADVANCE							Z
IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.							54. AMOUNT DUE TO EMPLOYEE

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES. P. Cumberland	DATE SIGNED YYYY MM DD 2015 12 21
56. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT	

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO. 2. CONTROL NO.
W

3. CLIENT 4. MIN. ABBREV. 5. DATE COMPLETED 6. FISCAL YEAR 7. SPECIAL CHEQUE ISSUE 8. CHEQUE STUB INFORMATION
048 ENV 2015/12/18 2016 014 COP21- PARIS FRANCE-SHOEMAKER

9. EMPLOYEE ID. 10. EMPLOYEE SUPPLIER NO. 11. EMPLOYEE SURNAME INITIALS 12. EMPLOYEE GROUP NO.
s.22 SHOEMAKER W.N.

13. MAILING ADDRESS FOR CHEQUE 14. POSTAL CODE
PO BOX 9339, STN PROV GOVT, VICTORIA, BC. V8W 9M1

15. REASON FOR TRAVEL 16. EMPLOYEE OCCUPATION
COP21-CLIMATE CHANGE SUMMIT. DEPUTY MINISTER

17. DATE OF TRAVEL	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE	20. BUS/TAXI/AIR/FERRY COSTS	21. B/L/D	22. MEALS: ALLOWANCE/PER DIEM AS APPL. CARLE TO GROUP NO.	23. ACCOMMODATION COSTS (10 POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
--------------------	----------------------	--------------------------	------------------------------	-----------	---	---	----------	---	-----------------------

26. BROUGHT FORWARD FROM PREVIOUS PAGE →										27. \$	1749.83
M D	INCIDENTALS ONLY						49.98			28.	49.98
12/12	TAXI TO AIRPORT		163.42					TAXI = 110€ x 1.4556		29.	163.42
12/13	BREAKFAST PERIOD HOTEL				22.75	149.83				30.	172.58

NOTE: HOTEL ACCOMMODATIONS WERE PREPAID ON A MASTERCARD SO DO NOT REFLECT ON THIS EXPENSE CLAIM.
NOTE: AIR FARE WAS PURCHASED ON A MASTERCARD PURCHASING CARD SO NOT REFLECTED ON THIS CLAIM.

TOTALS OF COLUMNS 38. 39. 40. 41. 42. THIS TOTAL MUST EQUAL TOTAL IN BOX Y X CLAIM TOTALS 2308.39

43. PORTAL TO PORTAL DISTANCE 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER 45. TOTAL DISTANCE TO DATE
46. EMPLOYEE SIGNATURE: W. Shoemaker
47. HEADQUARTERS (CITY NAME): VICTORIA, BC
48. WORK PHONE NO.: 250. 387-5429

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STGB	52. PROJECT	AMOUNT
		048	29010	64200	5706	2900039	2308.39

THIS TOTAL MUST EQUAL TOTAL IN BOX X Y TOTAL 2308.39
LESS TRAVEL ADVANCE 53. LESS ADVANCE AMOUNT Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY. AMOUNT DUE TO EMPLOYEE 54. 2308.39

55. EXPENSE AUTHORITY SIGNATURE CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICY PRINT NAME: DATE SIGNED: 2015/12/18

56. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT

Crozier, Bev ENV:EX

From: Shoemaker, Wes ENV:EX
Sent: Monday, December 21, 2015 8:47 AM
To: Crozier, Bev ENV:EX
Subject: Re: COP21 Travel Expense Claim

Okay to submit.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note:** This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.**

Sent from my iPhone

On Dec 21, 2015, at 8:27 AM, Crozier, Bev ENV:EX <Bev.Crozier@gov.bc.ca> wrote:

Let me know if you cannot open this document. I am only in today so would like to get this processed for payment before I leave.

s.22

B

From: Shoemaker, Wes ENV:EX
Sent: Friday, December 18, 2015 4:53 PM
To: Crozier, Bev ENV:EX
Subject: Re: COP21 Travel Expense Claim

Was not sure what to expect. You mentioned a few pieces that Finance had to clarify. Will they process while you are away?

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

On Dec 18, 2015, at 10:27 AM, Crozier, Bev ENV:EX <Bev.Crozier@gov.bc.ca> wrote:

Wes

I have calculated your expense claim to be \$1924.59 Cdn.

Is that about what you were expecting?

<image001.png>

Beverley Crozier

Sr. Executive Assistant

Deputy Minister's Office, Ministry of Environment

Telephone: 250-387-5429 Facsimile: 250-387-6003

<Wes Shoemaker COP 21 Travel Voucher.pdf>



Where green ideas work

SMARTTEC Travel Confirmation

Traveller: Wes Shoemaker
Prepared By: Bev Crozier

Purpose of Travel: December 3 - 12 - Wes Shoemaker to Paris, France for COP 21

SMARTTEC Confirmation Number: TEC1215000617227

If there is an expense claim associated with this travel then attach this PDF to your iExpenses travel claim. The SMARTTEC PDF report must be saved with the default name assigned by the system before attaching it to your iExpenses claim. Any change to the file name will flag your claim as non-compliant when your Ministry reports on it.

Outbound Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/03	Car/Taxi - Hybrid	Home	Victoria Airport	0.0	5.8	
2015/12/03	Airplane	Victoria Intl	Vancouver Intl	63.0	9.8	
2015/12/03	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	
2015/12/03	Airplane	Montreal Intl	Paris, France	5,530.0	614.7	
2015/12/04	Car/Taxi - Propane	Charles de Gualle Airport	Downtown Paris	32.6	4.1	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/12	Car/Taxi - Propane	Downtown Paris	Charles de Gualle Airport	32.6	4.1	
2015/12/12	Airplane	Paris, France	Montreal Intl	5,530.0	614.7	
2015/12/12	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	
2015/12/13	Airplane	Vancouver Intl	Victoria Intl	63.0	9.8	
2015/12/13	Car/Taxi - Hybrid	Victoria Airport	Home	0.0	5.8	

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/12/03	Hotel California Champs Elysees	Paris, France	8	100.9
2015/12/12	Fairmont Vancouver Airport Hotel	Vancouver	1	12.6

Total CO2 Equivalent Emissions: 2,200.5 kg

The emissions (CO2e) reported above are based on emission factors approved by the Ministry of Environment at the time your travel was finalized. Please note that emission factors are updated periodically and may change your emission records retroactively. These changes would be reflected in SMARTTool.

Crozier, Bev ENV:EX

From: Shoemaker, Wes ENV:EX
Sent: Thursday, September 10, 2015 3:32 PM
To: Laaksonen-Craig, Susanna ENV:EX; Crozier, Bev ENV:EX
Subject: Fwd: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015

See other side

FYI.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

Begin forwarded message:

From: "Shoemaker, Wes ENV:EX" <Wes.Shoemaker@gov.bc.ca>
Date: September 10, 2015 at 3:31:14 PM PDT
To: "Dyble, John C PREM:EX" <John.Dyble@gov.bc.ca>
Subject: **Re: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015**

Yes that is the plan. We are not sure yet about what the Premier's plans are in terms of dates for her travel and any related briefings during the flight she may require.

Thank you John. Will be prepared to provide a very fulsome report out upon our return.

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Environment
5th Floor, 2975 Jutland Road
Victoria, BC
Tel: 250.387.5429 | Fax: 250.387.6003
E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

Sent from my iPhone

On Sep 10, 2015, at 3:13 PM, Dyble, John C PREM:EX <John.Dyble@gov.bc.ca> wrote:

Wes,
Travel is fine.
Will you be travelling with the Minister and will she need you for briefings on the flights?
John

From: Shoemaker, Wes ENV:EX

Sent: Thursday, September 10, 2015 7:34 AM

To: Dyble, John C PREM:EX

Cc: Wharf, Sandy PREM:EX

Subject: Approval for International Travel - 21st Conference of the Parties, Paris, France - Dec. 3 - 11, 2015

John,

As you are aware, BC is preparing for and planning to attend the next round of Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC) to be held in Paris, France in December.

Provinces and Territories have only a short time to finalize and submit their delegates to the federal government so they can be formally accredited as part of the Canadian delegation. Hotels have mostly been sold out for months, but BC has reserved a few blocks of rooms to ensure that we have secured accommodations pending the formal approval to attend the event.

At this point, the proposed BC delegation will be relatively small when compared with the delegations of other Provinces such as Quebec and Ontario (whose delegation will be approximately 30 - 50 provincial staff). The delegation at this point will be PCC, plus 2 political staff (and security), Minister Polak and her Chief of Staff, myself and Susanna Laaksonen-Craig. As there will be instances where PCC and MMP will be participating in separate events at the same time, Susanna and I will have to split up to ensure that they each have staff support who are knowledgeable on BC's climate policies and objectives. Additionally, the federal government is prepared to include only Deputies in the confidential daily briefings as to the progress/strategies of the on-going negotiations. Below is the rationale for our request to attend the COP21 negotiations. As there is currently an Air Canada sale offering business class fare for a significant discount, we'd like to seek your approval to travel and take advantage of these attractive fares.

Preliminary estimates for a business class return fare to Paris during this timeframe will be approximately \$3200 plus tax (which is normally well over \$5000) and is comparable to premium economy fares for the roughly 17 hour flight. Hotels will run approximately \$250 euros per night.

I am therefore requesting your approval for Susanna and myself to be part of the BC delegation and as per policy, requesting your approval to purchase business class tickets.

- **Event:** Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC), 21st Conference of the Parties (COP 21)
- **Where/When:** Event starts November 30, runs to December 11; Paris, France.
- **Rationale for BC MoE staff to attend COP 21:**
 - The purpose of COP 21 is to achieve lasting international agreement to avoid dangerous climate change impacts.
 - Canada's COP 21 delegation will include the participation of: the Prime Minister of Canada, the Federal environment minister and Environment Canada staff, and political leadership and staff from PTs. Almost every

- PT is planning engagement at COP 21, including Alberta, Quebec, and Ontario (ON's delegation will tentatively include 30 – 50 staff.)
- o Rationale for sending BC MoE staff includes the following:
 - Objectives:
 - Contribute to Minister of Environment's mandate letter goal to prepare and position BC to make a meaningful contribution at COP 21;
 - Participate with EC in developing Canada's positions during the negotiations to ensure that BC's interests are protected and represented;
 - Demonstrate value of leadership at the subnational level through success of BC's suite of climate policies;
 - Create an international platform to introduce BC's new draft Climate Leadership Plan and other key climate change / land use announcements; and
 - Develop and build relationships with key representatives from global business and trade partners, to further BC's strategic and economic development priorities going forward
 - Requirements for MoE staff attending COP 21:
 - Support Premier and Minister of Environment on policy and logistics for speaking engagements and meetings with national and subnational governments and international corporations;
 - Participate in forums featuring senior public officials to discuss climate policy success in British Columbia (including carbon tax, carbon neutral government, climate action charters, etc.); and
 - Provide detailed and substantive input to Canada's negotiating team on the text of the Agreement as it is developed through the COP 21 meeting.
 - Outcomes:
 - By sending BC MoE staff to COP 21, the government of British Columbia will be well-positioned to make a meaningful contribution to COP 21, to demonstrate subnational climate leadership by using BC's success as a case study, to create and support a platform to release BC's draft Climate Leadership Plan, and to further BC's trade, investment and strategic priorities with global businesses and trade partners.

I await your approval.

Wes

W.H. (Wes) Shoemaker, MBA

Deputy Minister

Ministry of Environment

5th Floor, 2975 Jutland Road

Victoria, BC

Tel: 250.387.5429 | Fax: 250.387.6003

E-mail: wes.shoemaker@gov.bc.ca

****Please note: This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.****

DEC 4

CLIPPOA
taxi PRINCE

N° Immat.: DN-544-SK
Commune: PARIS

Date: 04/12/2015
Départ: 08:38 Arrivée: 09:47

Nom client:

Adresse client:

Lieu départ:

Lieu arrivée:

TOTAL TTC 63.50 €
Total TVA 10.00% 5.77 €
Total HT 57.73 €

Le tarif minimum, suppl.
inclus, susceptible d'être
perçu pour une course est
fixé à 7.00 €

Adresse de réclamation:
BUREAU DES TAXIS
36 RUE DES MORILLONS
75015 PARIS

Attention à la réclamation

TAXIS PARISIENS

MONTANT PAYÉ : 10,00 €

Lieu départ :

Lieu arrivée : *Paris de la Sorbonne*

Date: *04/12/15* Heure de départ :

Date: *04/12/15* Heure d'arrivée :

N° matricule obligatoire :

DT-826-RIZ
L.R.R. TAXIS
4 RUE DE MONTHOLON
75009 PARIS

taxi from museum modern art to hotel

TAXIS PARISIENS

MONTANT PAYÉ : 9,60 €

Lieu départ : *B. de la Sorbonne*

Lieu arrivé : *P. Wilson*

Date :

Date :

N° matricule obligatoire :

BX - 705 - LW

M. TE

taxi - hotel to Museum modern art

TARIFS APPLICABLES													
Prise en charge : 2,60 €	Tarif :			A			B			C			
	Kilométrique	1,05 €/km		1,29 €/km		1,56 €/km		1,56 €/km		1,56 €/km			
	Horaire			32,05 €/h			35,30 €/h			35,70 €/h			
ZONE HORAIRE	du lundi au samedi									dimanche et jours fériés		jours fériés	
	0h à 7h	7h à 10h	10h à 12h	12h à 13h	13h à 19h	19h à 24h	0h à 7h	7h à 24h	0h à 24h		0h à 24h		
ZONE URBAINE PARIS, BOULEVARD PERPÉTUEUF COMPIÈS	B	B	A	B	B	C	B	B	C	C	C	C	
ZONE SUBURBAINE FIN DE LA ZONE DES TAXIS PARISIENS ET DESRTE DES AÉROPORTS D'ORLY, DE ROISSY ET DU PARC DES EXPOSITIONS DE VILLIERS-LE-BEL	C	B	B	B	C	C	C	C	C	C	C	C	
AU-DELÀ DE LA ZONE SUBURBAINE	C	C	C	C	C	C	C	C	C	C	C	C	

Le compteur applique automatiquement le tarif horaire au lieu du tarif kilométrique lorsque la vitesse du taxi est inférieure à 30,52 km/h en tarif A, 29,46 km/h en tarif B, et 28,88 km/h en tarif C.
Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 7,00 €.
Aucune indemnité de retour n'est due (Suppléments au dos).

TARIFS APPLICABLES													
Prise en charge : 2,60 €	Tarif :			A			B			C			
	Kilométrique	1,05 €/km		1,29 €/km		1,56 €/km		1,56 €/km		1,56 €/km			
	Horaire			32,05 €/h			35,30 €/h			35,70 €/h			
ZONE HORAIRE	du lundi au samedi									dimanche et jours fériés		jours fériés	
	0h à 7h	7h à 10h	10h à 12h	12h à 13h	13h à 19h	19h à 24h	0h à 7h	7h à 24h	0h à 24h		0h à 24h		
ZONE URBAINE PARIS, BOULEVARD PERPÉTUEUF COMPIÈS	B	B	A	B	B	C	B	B	C	C	C	C	
ZONE SUBURBAINE FIN DE LA ZONE DES TAXIS PARISIENS ET DESRTE DES AÉROPORTS D'ORLY, DE ROISSY ET DU PARC DES EXPOSITIONS DE VILLIERS-LE-BEL	C	B	B	B	C	C	C	C	C	C	C	C	
AU-DELÀ DE LA ZONE SUBURBAINE	C	C	C	C	C	C	C	C	C	C	C	C	

Le compteur applique automatiquement le tarif horaire au lieu du tarif kilométrique lorsque la vitesse du taxi est inférieure à 30,52 km/h en tarif A, 29,46 km/h en tarif B, et 28,88 km/h en tarif C.
Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 7,00 €.
Aucune indemnité de retour n'est due (Suppléments au dos).

DEC 6

TAXIS PARISIENS

MONTANT PAYÉ :

07,00 €

Lieu départ : Paris 8^e

Lieu arrivée : _____

Date : 06/04/11 Heure de Départ : _____

Date : 06/04/11 Heure d'arrivée : 18h45

N° minéralogique obligatoire :

~~DR 113 JMI~~
MR MALOUM

TAXIS PARISIENS

MONTANT PAYÉ :

11 €

Lieu départ : _____

Lieu arrivée : _____

Date : 06/04/11 Heure de Départ : _____

Date : 06/04/11 Heure d'arrivée : _____

N° minéralogique obligatoire :

~~DR 113 JMI~~

PRISE EN CHARGE : 2,60 €			
TARIF A : 1,05 € par Km.		Tarif horaire A : 32,05 €	
TARIF B : 1,29 € par Km.		Tarif horaire B : 38,00 €	
TARIF C : 1,56 € par Km.		Tarif horaire C : 35,70 €	
TARIF APPLICABLES	A	B	C
ZONE URBAINE Paris, Boulevard périphérique compris	10 h à 17 h lundi ou samedi	17 h à 19 h lundi au samedi 7 h à 24 h les dimanches et jours fériés	00 h à 07 h dimanches et dimanches fériés
ZONE SUBURBAINE Fin de la zone des taxis parisiens et desserte des aéroports d'Orly, de Roissy et du Parc des expositions de Villepinie		7 h à 19 h lundi ou samedi	19 h à 07 h lundi au samedi 0 h à 24 h dimanches et jours fériés
AU-DELA DE LA ZONE SUBURBAINE			quels que soient le jour et l'heure

Le compteur applique automatiquement le tarif horaire, au lieu du tarif kilométrique, lorsque la vitesse du taxi est inférieure à 30,52 Km/h en tarif A, 29,66 Km/h en tarif B, et 22,88 Km/h en tarif C. Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 7,00 euros.
Aucune indemnité de retour n'est due. (Suppléments au dos).

PRISE EN CHARGE : 2,60 €			
TARIF A : 1,04 € par Km.		Tarif horaire A : 32,00 €	
TARIF B : 1,27 € par Km.		Tarif horaire B : 37,63 €	
TARIF C : 1,54 € par Km.		Tarif horaire C : 35,10 €	
TARIF APPLICABLES	A	B	C
ZONE URBAINE Paris, Boulevard périphérique compris	10 h à 17 h lundi ou samedi	17 h à 19 h lundi au samedi 7 h à 24 h les dimanches et jours fériés	00 h à 07 h dimanches et dimanches fériés
ZONE SUBURBAINE Fin de la zone des taxis parisiens et desserte des aéroports d'Orly, de Roissy et du Parc des expositions de Villepinie		7 h à 19 h lundi ou samedi	19 h à 07 h lundi au samedi 0 h à 24 h dimanches et jours fériés
AU-DELA DE LA ZONE SUBURBAINE			quels que soient le jour et l'heure

Le compteur applique automatiquement le tarif horaire, au lieu du tarif kilométrique, lorsque la vitesse du taxi est inférieure à 30,77 Km/h en tarif A, 29,63 Km/h en tarif B, et 22,73 Km/h en tarif C. Quel que soit le montant inscrit au compteur, la somme perçue par le chauffeur, suppléments inclus, ne peut être inférieure à 6,85 euros.
Aucune indemnité de retour n'est due. (Suppléments au dos).



Voiture n°

MONTANT PAYE :

110 €

DEC. 12

Date 12/12/15

Nom

Chambre 420

Heure de départ 9h00

Heure d'arrivée

Nombre de passagers 04

Destination : CDG ORLY Autre

TRANSEO - N°RCS : 530 430 032 de Bobigny - N°Licence: 2011/11/000 1012

CARTE AMEX

LE 09/12/15 A 22:45:15
WAJNSZTAJN LIONEI
95380
PUISEUX EN FRANCE
9490022290
-----63980300--
C7129602ECA5C5BF
fin --/--/--
001 000001 68 C @
NO AUTO: -----
CONTROLE CODE EFFECTUE
MONTANT :

DEC. 9

67,00EUR

DEBIT
MERC
TICKET CLIENT
A CONSERVER

faxi - Hyatt Regent
CGD Airport - Hotel
Cala Form

Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 248 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : s.22
Folio # :
Invoice # :
Cashier # : 588
Page # : 1 of 1

Air Canada

Mr Wesley Shoemaker
Ministry of Environment
2975 Jutland Road
Victoria BC V8T 5J9
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
s.22

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	s.22	s.22		149.83
Total			149.83	149.83

Balance Due 0.00

GST Summary

Room : 6.51
F&B : 0.00
Other : 0.00
Total : 6.51

HST Summary

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

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Thank you for choosing to stay with Fairmont Hotels & Resorts

TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO. 2. CONTROL NO.
W

3. CLIENT: **048 ENV.** 4. MIN. ABBREV. 5. DATE COMPLETED: **2015 12 18 2016** 6. FISCAL YEAR: **04** 7. SPECIAL CHEQUE ISSUE
8. CHEQUE stub INFORMATION - MAXIMUM 10 SINGLE-SPACED LINES - 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED: **COP21 - PARIS FRANCE - LAAKSONEN CRAIG**
9. EMPLOYEE I.D. **S.22** 10. EMPLOYEE SUPPLIER NO. 11. EMPLOYEE SURNAME: **LAAKSONEN - CRAIG.** 12. EMPLOYEE GROUP NO. **S**

13. MAILING ADDRESS FOR CHEQUE: **MINISTRY OF ENVIRONMENT, PO BOX 9339 STN PROV GOV. VICTORIA, V8W 9M1** 14. POSTAL CODE
15. REASON FOR TRAVEL: **COP21 CLIMATE CHANGE SUMMIT.** 16. EMPLOYEE OCCUPATION: **HEAD, CLIMATE ACTION SECRETARIAT**

17. DATE OF TRAVEL TO / FROM	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE	20. BUS/TAXI AIR/RR/RY/ CODE/TS	21. B. L. D. 1/1/1	22. MEALS ALLOWANCE PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION CODES (TO POLICY LIMIT)	24. COST	25. DESCRIPTION	TOTAL DAILY COSTS
	TAXI FROM HOME TO 443 AIRPORT.								
11.27	TAXI - FULL DAY PER DIEM.		62.08		✓			TAXI = 49.20 € x 1.4856	278.59
11.28	LUNCH / DINNER PER DIEM		73.09		✓				289.68
11.29	LUNCH ONLY PER DIEM				✓				178.71
11.30	LUNCH / DINNER PER DIEM				✓				105.62
12.01	LUNCH / DINNER PER DIEM				✓				178.71
12.02	LUNCH / DINNER PER DIEM				✓				178.71
12.03	LUNCH / DINNER PER DIEM				✓				178.71
12.04	TAXI & LUNCH / DINNER PER DIEM		24.51		✓			TAXI = 16.50 € x 1.4856	203.22
12.05	LUNCH / DINNER PER DIEM				✓				178.71
12.06	TAXI & LUNCH / DINNER PER DIEM		14.11		✓			TAXI = 9.50 € x 1.4856	192.82
TOTALS OF COLUMNS									1963.48

43. PORTAL TO PORTAL DISTANCE 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER 45. TOTAL DISTANCE TO DATE
46. EMPLOYEE SIGNATURE: *[Signature]* 47. EMPLOYER'S SIGNATURE: *[Signature]* 48. EMPLOYER'S NAME: **VICTORIA BC** 49. WORK PHONE NO.: **250-356-9443**

NOTES	47. SUPPLIER CODE	48. CLIENT	49. PERS. CENTRE	50. SERVICE LINE	51. STOH	52. PROJ. EGT	AMOUNT
		04829906	30533	5706	290029		
THIS TOTAL MUST EQUAL TOTAL IN BOX X							Y TOTAL
LESS TRAVEL ADVANCE							Z

54. AMOUNT DUE TO EMPLOYEE: **1963.48**
55. EXPENSE AUTHORITY SIGNATURE: *[Signature]* 56. CERTIFIED CLERK INITIAL: **P. Cumberland** 57. DATE SIGNED: **2015 11 22**



TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

INSTRUCTIONS: Employee please complete fold 2 to Employee Signature line plus columns 4B - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO. 2. CONTROL NO. **W**

3. C. SEN. 4. MIN. ABBREV. 5. DATE COMPLETED YYYV MM DD 6. FISCAL YEAR 7. SPECIAL CHECKS (SEE 7.1) 8. CHECK/STUB INFORMATION - MAXIMUM 10 SINGLE SPACED LINES - 36 CHARACTERS PER LINE ATTACH EXTRA PAGES IF REQUIRED

048 EDV 2015 12 18 2016 014 COP21 - PARIS FRANCE - LAAKSONEN-CRAIG

9. EMPLOYEE I.D. 10. EMPLOYEE'S SUPPLIER NO. 11. EMPLOYEE'S SURNAME INITIALS 12. EMPLOYEE GROUP NO. 13. MAILING ADDRESS FOR CHECKS 14. POSTAL CODE

S.22 LAAKSONEN-CRAIG S 1 2 3 4

15. REASON FOR TRAVEL 16. EMPLOYEE OCCUPATION

COP21 CLIMATE CHANGE SUMMIT HEAD CLIMATE ACTION SECRETARIAT

17. DATE OF TRAVEL TO / FROM 18. PLACES TRAVELLED 19. PERSONAL VEHICLE USE 20. DISTANCE X KM 21. BUS/TAXI/AIR/FERRY/CCSTS 22. MEALS ALLOWANCE PER DAY APPLICABLE TO GROUP NO. 23. ACCOMMODATION COSTS (BY POLICY LIMIT) 24. COST 25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION 26. BROUGHT FORWARD FROM PREVIOUS PAGE 27. TOTAL DAILY COSTS

DATE	PLACES TRAVELLED	PERSONAL VEHICLE USE	DISTANCE X KM	BUS/TAXI/AIR/FERRY/CCSTS	MEALS ALLOWANCE PER DAY	ACCOMMODATION COSTS	COST	MISCELLANEOUS	TOTAL DAILY COSTS
12-07	LUNCH / DINNER PER DIEM				178.71				178.71
12-08	LUNCH / DINNER PER DIEM				178.71				178.71
12-09	LUNCH / DINNER PER DIEM				178.71				178.71
12-10	LUNCH / DINNER PER DIEM				178.71				178.71
12-11	LUNCH / DINNER PER DIEM				178.71				178.71
12-12	INCIDENTALS						49.98	INCIDENTALS ONLY	49.98
12-13	BREAKFAST PER DIEM HOTEL IN VANC				22.75	149.83			172.58

NOTE: HOTEL ACCOMMODATIONS WERE PREPAID ON A MASTERCARD PURCHASING CARD AND NOT REFLECTED ON THIS CLAIM.
NOTE: AIR FARE WAS PURCHASED ON A MASTERCARD PURCHASING CARD AND NOT REFLECTED ON THIS CLAIM.

TOTALS OF COLUMNS THIS TOTAL MUST EQUAL TOTAL IN BOX Y CLAIM TOTALS 3079.59

43. PORTAL TO PORTAL DISTANCE 44. TOTAL DISTANCE FROM PREVIOUS VOUCHER TO DATE

46. EMPLOYEE SIGNATURE 47. HEADQUARTERS (CITY NAME) 48. WORK PHONE NO.

NOTES 49. SUPPLIER CODE 50. CLIENT 51. RESP CENTRE 52. SERVICE LINE 53. STOB 54. PROJECT AMOUNT

048 29906 30533 5706 2900039 3079.59

THIS TOTAL MUST EQUAL TOTAL IN BOX X 3079.59 LESS TRAVEL ADVANCE LESS ADVANCE AMOUNT

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY. AMOUNT DUE TO EMPLOYEE 3079.59

55. EXPENSE AUTHORITY SIGNATURE 56. PRINT NAME 57. DATE SIGNED YYYV MM DD

58. PROCESSING CLERK INITIAL CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT



SMARTTEC Travel Confirmation

Traveller: Susanna Laaksonen-Craig
Prepared By: Laurie Duncan

Purpose of Travel: November 27 - December 13, 2015 - Susanna Laaksonen-Craig to Paris, France for UNFCCC COP 21

SMARTTEC Confirmation Number: TEC1215000617665

If there is an expense claim associated with this travel then attach this PDF to your iExpenses travel claim. The SMARTTEC PDF report must be saved with the default name assigned by the system before attaching it to your iExpenses claim. Any change to the file name will flag your claim as non-compliant when your Ministry reports on it.

Outbound Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/11/27	Car/Taxi - Hybrid	Victoria	Victoria Airport	27.3	4.6	
2015/11/27	Airplane	Victoria Intl	Vancouver Intl	63.0	9.8	
2015/11/27	Airplane	Vancouver Intl	Montreal Intl	3,681.0	409.2	
2015/11/27	Airplane	Montreal Intl	Paris, France	5,530.0	614.7	
2015/11/28	Car/Taxi - Propane	Charles de Gualle Airport	Downtown Paris	32.6	4.1	

Return Trip

Date	Travel Mode	From	To	Distance	CO2e kg	Flight#
2015/12/12	Car/Taxi - Propane	Downtown Paris	Charles de Gualle Airport	32.6	4.1	
2015/12/12	Airplane	Paris, France	Montreal Intl	5,530.0	614.7	
2015/12/12	Airplane	Montreal Intl	Vancouver Intl	3,681.0	409.2	
2015/12/13	Airplane	Vancouver Intl	Victoria Intl	63.0	9.8	
2015/12/13	Car/Taxi - Hybrid	Victoria Airport	Victoria	27.3	4.6	

Accommodations

Date	Accommodation Provider	Address	Nights	CO2e kg
2015/11/28	Hotel California Champs Elysees	Paris, France	14	176.5
2015/12/12	Fairmont Vancouver Airport Hotel	Vancouver	1	12.6

Total CO2 Equivalent Emissions: 2,273.8 kg

The emissions (CO2e) reported above are based on emission factors approved by the Ministry of Environment at the time your travel was finalized. Please note that emission factors are updated periodically and may change your emission records retroactively. These changes would be reflected in SMARTTool.

THE Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 248 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : e ?
Folio # :
Invoice # :
Cashier # : 225644
Page # : 1 of 1

Air Cda
Dr Susanna Laaksonen-Craig
Po Box 9486 Str. Prov Govt
Victoria BC v8w9w6
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
e ??

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room. tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	e	e ??		149.83
Total			149.83	149.83
Balance Due			0.00	

<u>GST Summary</u>		<u>HST Summary</u>	
Room :	6.51	Room :	0.00
F&B :	0.00	F&B :	0.00
Other :	0.00	Other :	0.00
Total :	6.51	Total :	0.00

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from:
United States or Canada 1 800 441 1414

I agree that I am liable for this bill in my absence and I agree to be held personally liable for the amount that the included guests, contrary to applicable law, liability for any part of the total amount of these charges. On-site payment accepted in a foreign currency at the rate of 1.25:1 for credit card payments. (1.50:1 for cash.) I have accepted delivery of The Globe and Mail, had my mail forwarded to my current address for a \$1.00 Monthly fee. (\$1.00/Week) and I have accepted delivery of The Globe and Mail, had my mail forwarded to my current address for a \$1.00 Monthly fee.

Thank you for choosing to stay with Fairmont Hotels & Resorts



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)		VOTE
ENVIRONMENT		048
EMPLOYEE NAME		EMPLOYEE ID
SUSANNA LAAKSONEN-CRAIG		e 22
POSITION		BARGAINING UNIT / GROUP NO.
HEAD		EXCLUDED/3
BRANCH / LOCATION / REGION		
CLIMATE ACTION SECRETARIAT		
DATE DEPARTING YYYY / MM / DD	DATE RETURNING YYYY / MM / DD	ESTIMATED OVERTIME (HOURS)
2015/11/28	2015/12/12	15
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS		
<input checked="" type="checkbox"/> N/A, OR:		
DESTINATIONS		
PARIS, FRANCE		

ESTIMATED COSTS (IN CAN. \$)	
Transportation	4,200
Meals	2,200
Lodging	4,500
Overtime	
Fees	
Other: <u>incdt's</u>	650
SUB TOTAL	11,550
Less Costs paid by others	
TOTAL COSTS	11,550

METHOD OF TRAVEL

AIR, CAR, TAXI, SHUTTLE

PURPOSE OF TRAVEL
Give details of event to be attended, project name / number, program involved, initials to Ministry, etc.

Updated travel authorization for UNFCCC/COP21
Previous approval documents attached

EMPLOYEE'S SIGNATURE

DATE SIGNED
YYYY / MM / DD

SIGNATURES		
Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities.		
PLEASE SIGN ONE BOX ONLY		
DIRECTOR	APPROVED	DATE SIGNED YYYY / MM / DD
ASSISTANT DEPUTY MINISTER	APPROVED	DATE SIGNED YYYY / MM / DD
DEPUTY MINISTER	APPROVED	DATE SIGNED YYYY / MM / DD
Approved via eApprovals		NOV 03 2015
MINISTER	APPROVED	DATE SIGNED YYYY / MM / DD

FIN 99/WE3 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

Rationale – MOE Representatives to COP 21, Paris:

Event: Climate Negotiations under the United Nations Framework Convention on Climate Change (UNFCCC), 21st Conference of the Parties (COP 21)

Where/When: Event starts November 30, runs to December 11; Paris, France.

Rationale for BC MoE staff to attend COP 21:

- The purpose of COP 21 is to achieve lasting international agreement to avoid dangerous climate change impacts.
- Canada's COP 21 delegation will include the participation of: the Prime Minister of Canada, the Federal environment minister and Environment Canada staff, and political leadership and staff from Provinces/Territories. Almost every PT is planning engagement at COP 21, including Alberta, Quebec, and Ontario (ON's delegation will tentatively include 30 – 50 staff.)
- Rationale for sending BC MoE staff includes the following:
 - **Objectives:**
 - Contribute to Minister of Environment's mandate letter goal to prepare and position BC to make a meaningful contribution at COP 21;
 - Participate with EC in developing Canada's positions during the negotiations to ensure that BC's interests are protected and represented;
 - Demonstrate value of leadership at the subnational level through success of BC's suite of climate policies;
 - Create an international platform to introduce BC's new draft Climate Leadership Plan and other key climate change / land use announcements; and
 - Develop and build relationships with key representatives from global business and trade partners, to further BC's strategic and economic development priorities going forward
 - **Requirements for MoE staff attending COP 21:**
 - Support Premier and Minister of Environment on policy and logistics for speaking engagements and meetings with national and subnational governments and international corporations;
 - Participate in forums featuring senior public officials to discuss climate policy success in British Columbia (including carbon tax, carbon neutral government, climate action charters, etc.); and
 - Provide detailed and substantive input to Canada's negotiating team on the text of the Agreement as it is developed through the COP 21 meeting.
 - **Outcomes:**
 - By sending BC MoE staff to COP 21, the government of British Columbia will be well-positioned to make a meaningful contribution to COP 21, to demonstrate subnational climate leadership by using BC's success as a case study, to create and support a platform to release BC's draft Climate Leadership Plan, and to further BC's trade, investment and strategic priorities with global businesses and trade partners.

NOV. 27

NOV. 28

DEC 4

QUEBEC CABS LTD.
 2812 QUEBEC ST. 2ND FLOOR
 VICTORIA, BC V8T 4E9
 250-382-2222

FERN ID: R0342463 BATCH: 100
 SHIP: 100

Sale
 INVOICE: 000000002
 VISA
 SEC#: 06900200000
 Application Label: VISA CREDIT
 AID: 00000000000000000000
 TYPE: 00 00 00 00
 ISL: 00 00
 e 22

Total: CAD\$ 62.00

APPROVED 040344
 001000
 27-Nov-15 05:31:34

CUSTOMER COPY
 VICTORIA 4 FURS 100007
 10000000

RECU
 MARCHÉ DE PARIS
 Marque: Seme:
 HORODU:EUR:Normal 30-30
 Quant:0me: 30
 Stationnement N°:
 8356
 Début: 28.11.15 06:2
 HRAT: 08.1
 Fin: 28.11.15 17:3
 Hor.N°: 1835
 TAXI N°: 835
 IMMAT: DD-170-ZI
 HP: 0:0

Client: _____
 Départ: _____
 Arrivée: _____
 Durée: 0:28 t
 Kilométrage: 32.6 km
 Début: 28.11.15 08:58
 Fin: 28.11.15 09:18
 Prise en charge 2.60
 Montant de la course
 Tarif B 45.20 EURO
 TOTAL EURO 45.20
 Bagages 1 1.00
 Bagages 1 1.00
 Bagages 1 1.00
 Bagages 1 1.00
 TOT COURSES EURO 49.20
 TVA 10.00% EURO 4.40

La somme minimum perçue ne peut être inférieure à 7,00 Euros
 En cas de réclamation écrire à: DTPP-SODEP-BIII
 36 rue des Morillons
 75732 PARIS Cedex 15

TARIFS APPLICABLE
 Prise en charge 2.60 €
 Horaire

CHAFI HASSANE
 N° Stat.: 4207
 N° Immat.: DM 153 RE.
 Commune: PARIS

Date: 04/12/2015
 Départ: 18:04 Arrivée: 18:22
 Distance: 5.1 km

Non client: _____
 Adresse client: _____
 Lieu départ: _____
 Lieu arrivée: _____

Prise en charge 2.60 €
 Tarif B 13.90 €
 TOTAL TTC 16.50 €
 Total TVA 10.00% 1.50 €
 Total HT 15.00 €
 Péages €
 Pourboires €
 TOTAL TTC €

Le tarif minimum, suppl. inclus, susceptible d'être perçu pour une course est fixé à 7.00 €

Adresse de réclamation:
 BUREAU DES TAXIS
 36 RUE DES MORILLONS
 75015 PARIS

DEC 6

CONDATEUR ACTIF
 Marque: Seme:
 HORODU:EUR:Normal 30 31
 Quant:0me: 30
 Stationnement N°:
 8356
 Début: 06.12.15 07:1
 HRAT: 09:1
 Fin: 06.12.15 18:3
 Hor.N°: 1104
 TAXI N°: 104
 IMMAT: CM-578-1
 HP: 0:0

Client: _____
 Départ: _____
 Arrivée: _____
 Durée: 0:16 t
 Kilométrage: 3.5 km
 Début: 06.12.15 08:1
 Fin: 06.12.15 08:1
 Prise en charge 2.60
 Montant de la course
 Tarif B 9.50 EURO
 TOTAL EURO 9.50
 COURSES EURO 9.50
 TVA 10.00% EURO 0.95

La somme minimum perçue ne peut être inférieure à 7,00 Euros
 En cas de réclamation écrire à: DTPP-SODEP-BIII
 36 rue des Morillons
 75732 PARIS Cedex 15
 TARIFS APPLICABLE
 Prise en charge 2.60 €
 Horaire
 1.05 €/km 37.05 €/h

THE Fairmont
VANCOUVER AIRPORT

The Fairmont Vancouver Airport
Vancouver International Airport
3111 Grant McConachie Way, Richmond, BC, V7B 0A6
T (604) 207 5200 F (604) 246 3219
G.S.T. / H.S.T. REGISTRATION # 84968 1721

Room : 00
Folio # :
Invoice # :
Cashier # : 225644
Page # : 1 of 1

Air Cda
Dr Susanna Laaksonen-Craig
Po Box 9486 Stn Prov Govt
Victoria BC v8w9w6
Canada

Arrival : 12-13-15
Departure : 12-13-15
Fairmont President's Club
00

Date	Description	Additional Information	Charges	Credits
12-13-15	Room Charge		129.00	
12-13-15	Destination Marketing Fee		1.29	
12-13-15	Municipal Room tax		2.61	
12-13-15	Provincial Room tax		10.42	
12-13-15	Room GST		6.51	
12-13-15	00	00 XX/XX		149.83
Total			149.83	149.83
Balance Due			0.00	

<u>GST Summary</u>		<u>HST Summary</u>	
Room :	6.51	Room :	0.00
F&B :	0.00	F&B :	0.00
Other :	0.00	Other :	0.00
Total :	6.51	Total :	0.00

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Ken Flores, General Manager, at ken.flores@fairmont.com.
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from :
United States or Canada 1 800 441 1414

I agree to pay the bill for this bill as received and I agree to be held personally liable for the event that the individual person, company or entity provided to pay, or any part of the bill amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month plus one cent (1.50% per month).
Have someone delivery of The Glass and Mail. I will refund I would have been eligible for a \$1.00 (tax-free) and \$0.00 (tax-free) every 30 days (30) post dating notices.

Thank you for choosing to stay with Fairmont Hotels & Resorts

Susanna

SUSANNA 1.4856

Per diems	Fed Full day in €	Mark up 30% for miscellaneous expenses	BC Per diem €	Less Breakfast not claimed	Less Lunch not Claimed	Less Dinner Not claimed	Total Claim in €	Foreign exchange 1.4856 C\$
27-Nov	112.15	33.65	145.80				145.80	216.59
28-Nov	112.15	33.65	145.80				145.80	216.59
29-Nov	112.15	33.65	145.80	25.5			120.30	178.71
30-Nov	112.15	33.65	145.80	25.5		49.20	71.10	105.62
01-Dec	112.15	33.65	145.80	25.5			120.30	178.71
02-Dec	112.15	33.65	145.80	25.5			120.30	178.71
03-Dec	112.15	33.65	145.80	25.5			120.30	178.71
04-Dec	112.15	33.65	145.80	25.5			120.30	178.71
05-Dec	112.15	33.65	145.80	25.5			120.30	178.71
06-Dec	112.15	33.65	145.80	25.5			120.30	178.71
07-Dec	112.15	33.65	145.80	25.5			120.30	178.71
08-Dec	112.15	33.65	145.80	25.5			120.30	178.71
09-Dec	112.15	33.65	145.80	25.5			120.30	178.71
10-Dec	112.15	33.65	145.80	25.5			170.30	178.71
11-Dec	112.15	33.65	145.80	25.5			120.30	178.71
12-Dec	112.15	33.65	145.80	25.5	37.45	49.20	33.65	49.98
								2733.31

\$
413.1454

Hotels €
Hotel California
Fairmont
Hotel total

\$
24331.69
449.49
24781.18

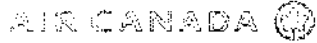
Flights
All flights **14297.24**

0

From: Air Canada <confirmation@aircanada.ca>
Sent: Wednesday, October 28, 2015 4:08 PM
To: Crozier, Bev ENV:EX
Subject: Air Canada - 03-Dec: Victoria - Vancouver (booking ref: s.17 - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

s.17



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information



Booking Information

Booking Reference:

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
Mr Wesley Shoemaker
bev.crozier@gov.bc.ca
Mobile s.22
Home:
Work: 1-250-3875429

Online Services

[Manage my booking online](#) (view/change my booking; select seats*).

[Select Seats](#)

[Maple Leaf Lounge | Meal Vouchers | On My Way](#)

[Alert me](#) of flight status changes directly to my mobile phone or email.

[Flight Arrivals & Departures](#) - check online if my flight is on time.

[Check-in online](#) and print my boarding pass.

* [Can my booking be changed online?](#)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8054 ¹	Victoria, Victoria Int'l (YYJ) Thu 03-Dec 2015 07:00	Vancouver, Vancouver Int'l (YVR) Thu 03-Dec 2015 07:26 - Terminal M	0	0hr26	DH3	Flex, G	
AC8083 ¹	Vancouver, Vancouver Int'l (YVR) Sat 12-Dec 2015 22:30 - Terminal M	Victoria, Victoria Int'l (YYJ) Sat 12-Dec 2015 22:56	0	0hr26	DH3	Flex, Q	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Wesley Shoemaker : Adult (16+), Ticket Number: s 17

Air Canada - e 22 Meal Preference : **None**
Aeroplan :

Payment Card: e 17 Special Needs: **None**

Seat Selection: AC8054 e (*Preferred*), AC8083 e (*Preferred*)

2: Miss Caitlin Copage : Adult (16+), Ticket Number: s 17

Frequent Flyer Prog : **None** Meal Preference : **None**

Payment Card: e 17 Special Needs: **None**

Seat Selection: AC8054 e (*Preferred*), AC8083 e (*Preferred*)

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Flex</u>	132.00
Return Flight - <u>Flex</u>	165.00
<u>Surcharges</u>	24.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	17.76
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total before options (per passenger)	373.01
Number of passengers	x 2
Total with options	746.02
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$746.02

Payment Information

Credit/Debit Card e 17 - Amount paid: **\$746.02**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$373.01 (Air Transp. Charges - per ticket)

Ticket number(s): s 17

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.

Veillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:
Nom du passager: Caitlin Copage

Ticket(s) Refunded: e 17
Billet(s) remboursé(s):

Payment card refunded: e 17
Carte de paiement remboursée:

Date of refund: 20 November 2015
Date du remboursement: 20 Novembre 2015

Customer Care
Service au client

On the web/Site Web
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: 3,140.00
Montant à rembourser:

Taxes and Airport Fees eligible for refund:
Taxes et frais aéroportuaires à rembourser:

Canada Security Charge / Canada - Droit pour la sécurité (CA)	25.91
France Civile Aviation Tax / France - Taxe de l'aviation civile (FR)	30.01
/ (I7)	6.55
France Intl. Psgr. Service Charge / France - Redevance services pass. - Vols internat. (QX)	42.33
Canada Airport Improvement Fee / Canada - Frais d'améliorations aéroportuaires (SQ)	20.00
Canada Goods and Services Tax (GST/HST #10009-2287) / Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)	1.00
Carrier Surcharge / Supplément du transporteur (YQ)	456.00

Total Amount Refunded to your payment card in Canadian dollars:

Montant total remboursé sur la carte de paiement en dollars canadiens:

3,721.80

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.17

Name: Ms Mary Dolak
E-mail: BEV.CROZIER@GOV.SC.CA
Form of payment: s.17

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
AC150	Vancouver (YVR)	Montreal Trudeau (YUL)	333	Business (Z)	Confirmed
	Sat 28-Nov 2015 09:10 - TERMINAL M -MAIN	Sat 28-Nov 2015 16:45			
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL)	Paris, Charles De Gaulle (CDG)	77W	Business (Z)	Confirmed
	Sat 28-Nov 2015 20:10	Sun 29-Nov 2015 08:45 - TERMINAL 2A			
Seat number(s) requested: s.22					
AC871	Paris, Charles De Gaulle (CDG)	Montreal Trudeau (YUL)	77W	Business (Z)	Confirmed
	Sat 12-Dec 2015 13:05 - TERMINAL 2A	Sat 12-Dec 2015 14:40			
Seat number(s) requested: s.22					

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC195	Montreal Trudeau (YUL)	Vancouver (YVR)	333	Business (Z)	Confirmed
	Sat 12-Dec 2015 17:50	Sat 12-Dec 2015 20:32 - TERMINAL M -MAIN			

Seat number(s) requested: s.22

Passenger Information

Passenger 1
 Name: **Ms Mary Polak**
 Ticket number: s.17
 FIM Ticket number(s):

Passenger 2
 Name: **Mrs Martina Kapac**
 Ticket number: s.17
 FIM Ticket number(s):

Passenger 3
 Name: **Ms Susanna Laaksonencraig**
 Ticket number: s.17
 FIM Ticket number(s):

Frequent Flyer Pgm: Air Canada Aeroplan Program number: s.22

*See
 Separate
 Invoice for
 Travel
 Nov. 27/15.*

Purchase Summary

Passenger: 1 Ticket number s.17

Date of issue
Fare Amount in Canadian dollars:
(including navigational & other charges)
Taxes, Fees & Charges

02-Nov 2015
 3,140.00

Total Fare in :

No Additional collection

Ticket particularities:
UPG
-REFUNDABLE--BG:AC

Passenger: 2 Ticket number s.17

Date of issue 02-Nov 2015
Fare Amount in Canadian dollars: 3,140.00
(including navigational & other charges)
Taxes, Fees & Charges

Total Fare in : No Additional collection

Passenger: 3 Ticket number s.17

Date of issue 02-Nov 2015
Fare Amount in Canadian dollars: 3,140.00
(including navigational & other charges)
Taxes, Fees & Charges

Total Fare in : No Additional collection

**Fare calculation:*
 28NOV15YVR AC X/YMQ AC PAR Q11.31R1173.50AC X/YMQ Q11.31AC
 YVR R1173.50NUC2369.62 END ROE1.325090 PD25.91CA30.01FR6.55IZ
 42.33QX0.00RC20.00SQ1.00XG456.00YQ
Canadian tax registration numbers:
 XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

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: Ms Mary Polak	
Air Canada baggage rules apply. For flight(s): AC150,AC870	1st bag: Complimentary 2nd bag: Complimentary
Air Canada baggage rules apply. For flight(s): AC871,AC195	1st bag: Complimentary 2nd bag: Complimentary
Max. weight per bag: 32 KG (70 lb)	Max. linear dimensions: 158 CM (62 in)

Baggage Information for: Mrs Martina Kapac	
Air Canada baggage rules apply. For flight(s): AC150,AC870	1st bag: Complimentary 2nd bag: Complimentary
Air Canada baggage rules apply. For flight(s): AC871,AC195	1st bag: Complimentary 2nd bag: Complimentary
Max. weight per bag: 32 KG (70 lb)	Max. linear dimensions: 158 CM (62 in)

Baggage Information for: Ms Susanna Laaksonenraig	
Air Canada baggage rules apply. For flight(s): AC150,AC870	1st bag: Complimentary 2nd bag: Complimentary
Air Canada baggage rules apply. For flight(s): AC871,AC195	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 bag fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to bag fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to bag fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

Baggage Policy

Baggage Allowance for Altitude and Star Alliance Members

Baggage check-in must occur with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada rouge. Air Canada Altitude status level must be valid at time of check-in to qualify for waiver of charges related to baggage.

Frequent Flyer Status	Economy Class	Premium Economy	Business Class
------------------------------	----------------------	------------------------	-----------------------

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC195	Montreal Trudeau (YUL)	Vancouver (YVR)	333	Business (Z)	Confirmed
	Sat 12-Dec 2015 17:50	Sat 12-Dec 2015 20:32 - TERMINAL M -MAIN			

Seat number(s) requested: e

Passenger Information

		Passenger 1	
Name:	Mr Wesley Shoemaker	Ticket number:	s.17
Frequent Flyer Pgm:	Air Canada Aeroplan	FIM Ticket number(s):	
		Program number:	e 22

Purchase Summary

Passenger: 1 Ticket number s.17

Date of issue	02-Nov 2015
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	3,140.00
Taxes, Fees & Charges	
Total Fare in :	No Additional collection

Ticket particularities:

UPG

-REFUNDABLE--BG:AC

*Fare calculation:

03DEC15YVR AC X/YMQ AC PAR Q11.31R1173.50AC X/YMQ Q11.31AC
YVR R1173.50NUC2369.62 END ROE1.325090 PD25.91CA30.01FR6.55IZ
42.33QX0.00RC20.00SQ1.00XG456.00YQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287

RC Canada Harmonized Sales Tax (HST) #10009-2287

XQ Quebec Sales Tax (QST) #1000-043-172

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.

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.17

Name: Mr Wesley Shoemaker
E-mail: LISA.HOLOWACH@AIRCANADA.CA
Form of payment: e.17

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
AC150	Vancouver (YVR)	Montreal Trudeau (YUL)	333	Business (Z)	Confirmed
	Thu 03-Dec 2015 09:10 - TERMINAL M -MAIN	Thu 03-Dec 2015 16:55			
Seat number(s) requested: e					
AC870	Montreal Trudeau (YUL)	Paris, Charles De Gaulle (CDG)	77W	Business (Z)	Confirmed
	Thu 03-Dec 2015 20:10	Fri 04-Dec 2015 08:45 - TERMINAL 2A			
Seat number(s) requested: e					
AC871	Paris, Charles De Gaulle (CDG)	Montreal Trudeau (YUL)	77W	Business (Z)	Confirmed
	Sat 12-Dec 2015 13:05 - TERMINAL 2A	Sat 12-Dec 2015 14:40			
Seat number(s) requested: e					

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.17

Name: Mrs Martina Kapac
E-mail: LISA.MOLOWACH@AIRCANADA.CA
Form of payment: e.17

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
AC150	Vancouver (YVR)	Montreal Trudeau (YUL)	333	Business (Z)	Confirmed
	Fri 27-Nov 2015 09:10 - TERMINAL M -MAIN	Fri 27-Nov 2015 16:45			
Seat number(s) requested: s.22					
AC870	Montreal Trudeau (YUL)	Paris, Charles De Gaulle (CDG)	77W	Business (Z)	Confirmed
	Fri 27-Nov 2015 20:10	Sat 28-Nov 2015 08:45 - TERMINAL 2A			
Seat number(s) requested: s.22					
AC871	Paris, Charles De Gaulle (CDG)	Montreal Trudeau (YUL)	77W	Business (Z)	Confirmed
	Sat 12-Dec 2015 13:05 - TERMINAL 2A	Sat 12-Dec 2015 14:40			
Seat number(s) requested: s.22					

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC195	Montreal Trudeau (YUL)	Vancouver (YVR)	333	Business (Z)	Confirmed
	Sat 12-Dec 2015 17:50	Sat 12-Dec 2015 20:32 - TERMINAL M -MAIN			

Seat number(s) requested: s.22

Passenger Information

		Passenger 1	
Name:	Mrs Martina Kapac	Ticket number:	s.17
		FIM Ticket number(s):	
		Passenger 2	
Name:	Ms Susanna Laaksonenraig	Ticket number:	s.17
		FIM Ticket number(s):	
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	s.22

Purchase Summary

Passenger: 1 Ticket number s.17

Date of issue 02-Nov 2015
Fare Amount in Canadian dollars: 3,140.00
(including navigational & other charges)
Taxes, Fees & Charges

Total Fare in : No Additional collection

Ticket particularities:
 UPG
 -REFUNDABLE -BG:AC

Passenger: 2 Ticket number s.17

Date of issue 02-Nov 2015
Fare Amount in Canadian dollars: 3,140.00
(including navigational & other charges)
Taxes, Fees & Charges

Crozier, Bev ENV:EX

From: Air Canada <confirmation@aircanada.ca>
Sent: Friday, November 20, 2015 1:00 PM
To: Crozier, Bev ENV:EX
Subject: Air Canada - 27-Nov: Victoria - Vancouver (booking ref: s.17 - booking modified)

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

s.17

AIR CANADA 

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board. [Scan this barcode to check in at any Air Canada check in kiosk.](#)

Booking Information

Booking Reference:

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Ms Susanna Laaksonencraig
bev.crozier@gov.bc.ca
Mobile: s.22
Work: 1-250-3875429

Online Services

[Manage](#) my booking online (view/change my booking; select seats*).

[Select Seats](#)

[Maple Leaf Lounge | Meal Vouchers | On My Way](#)

[Alert me](#) of flight status changes directly to my mobile phone or email.

[Flight Arrivals & Departures](#) - check online if my flight is on time.

[Check-in online](#) and print my boarding pass.

* [Can my booking be changed online?](#)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8054 ¹	Victoria, Victoria Int'l (YYJ) Fri 27-Nov 2015 07:00	Vancouver, Vancouver Int'l (YVR) Fri 27-Nov 2015 07:25 - Terminal M	0	0hr25	DH3	Flex, U	
AC8083 ¹	Vancouver, Vancouver Int'l (YVR) Sat 12-Dec 2015 22:30 - Terminal M	Victoria, Victoria Int'l (YYJ) Sat 12-Dec 2015 22:56	0	0hr26	DH3	Flex, V	

Operated by:
Air Canada Express - Jazz

Passenger Information

1: Ms Susanna Laaksonencraig : Adult (16+), Ticket Number: s.17

Air Canada - s.17 Meal Preference : **None**
Aeroplan :
Payment Card: s.17 Special Needs: **None**
Seat Selection: AC8054 e , AC8083 e

2: Mrs Martina Kapac : Adult (16+), Ticket Number: s.17

Frequent Flyer Prog : **None** Meal Preference : **None**
Payment Card: s.17 Special Needs: **None**
Seat Selection: AC8054 e , AC8083 e

Additional amount payable and/or refund - Summary

	<u>Additional charges</u>
Passenger Type	<u>Adult</u>
Air Transportation Charges	
Air Transportation Charges (including <u>surcharges</u>)	90.00
Taxes, Fees and Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	4.50
Total Additional Fare	94.50
Extras (Change Fee)	
Change Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.50
Total Extras (Change Fee)	52.50
Number of passengers	x 2
Total with options	294.00
Grand Total - Canadian dollars	\$294.00

Payment Information

Credit/Debit Card s.17 - Amount paid: **\$294.00**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$189.00
Air Canada: \$52.50 (Change Fee per ticket)

Ticket number(s): s.17

enRoute City Guide

Vancouver

Ask a Vancouverite what they like about their city and the response will almost always be "the lifestyle." Well, The Economist certainly agrees that it's a major selling feature - Vancouver is a perennial contender for the top spot in their "World's Most Liveable Cities" survey - but there's more to Canada's newest Olympic city than soy lattes and yoga...

 [Read the complete guide](#)

Fare Rules

Departing Flight Victoria (YYJ) To Vancouver (YVR) - **Flex**

Return Flight Vancouver (YVR) To Victoria (YYJ) - **Flex**

Crozier, Bev ENV:EX

From: Crozier, Bev ENV:EX
Sent: Wednesday, October 28, 2015 4:14 PM
To: Kapac de Frias, Martina E ENV:EX; Laaksonen-Craig, Susanna ENV:EX
Cc: Shoemaker, Wes ENV:EX; Scott, Heidi ENV:EX; Crozier, Bev ENV:EX; Ireland, Shannon L ENV:EX
Subject: FW: Air Canada - 28-Nov: Victoria - Vancouver (booking ref: s.17 - seat selected

Susanna / Martina


The following is your Air Canada itinerary for Victoria / Vancouver on November 28 7:00 am flight and your Vancouver / Victoria return flight on December 12 10:30 pm flight.

Bev

From: Air Canada [mailto:confirmation@aircanada.ca]
Sent: Wednesday, October 28, 2015 4:04 PM
To: Crozier, Bev ENV:EX
Subject: Air Canada - 28-Nov: Victoria - Vancouver (booking ref: s.17 - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

s.17

AIR CANADA 

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

[Scan this barcode to check in at an Air Canada check in kiosk.](#)



Access your personalized
Air Canada travel information

[View your planner >](#)

Booking Information

Booking Reference: s.17

Customer Care
Air Canada
 1-888-247-2262
Flight Arrivals and
Departures
 1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Ms Susanna Laaksonen-craig
 bev.crozier@gov.bc.ca
 Mobile: ☎ 22
 Work: 1-250-3875429

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8054 ¹	Victoria, Victoria Int'l (YYJ) Sat 28-Nov 2015 07:00	Vancouver, Vancouver Int'l (YVR) Sat 28-Nov 2015 07:25 - Terminal M	0	0hr25	DH3	Flex, W	
AC8083 ¹	Vancouver, Vancouver Int'l (YVR) Sat 12-Dec 2015 22:30 - Terminal M	Victoria, Victoria Int'l (YYJ) Sat 12-Dec 2015 22:56	0	0hr26	DH3	Flex, V	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Susanna Laaksonen-craig : Adult (16+), Ticket Number: s 17

Air Canada - ☎ 22 Meal Preference : **None**
 Aeroplan :
 Payment Card: ☎ 17 Special Needs: **None**
 Seat Selection: AC8054 ☎ , AC8083 ☎

2: Mrs Martina Eva Kapac : Adult (16+), Ticket Number: s 17

Frequent Flyer Prog : **None** Meal Preference : **None**
 Payment Card: ☎ 17 Special Needs: **None**
 Seat Selection: AC8054 ☎ , AC8083 ☎

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	132.00
Return Flight - Flex	142.00

<u>Surcharges</u>	24.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	16.61
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total before options (per passenger)	348.86
Number of passengers	x 2
Total with options	697.72
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$697.72

Payment Information

Credit/Debit Card 17 - Amount paid: **\$697.72**
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$348.86 (Air Transp. Charges - per ticket)

Ticket number(s): s.17

enRoute City Guide

Vancouver

Ask a Vancouverite what they like about their city and the response will almost always be "the lifestyle." Well, The Economist certainly agrees that it's a major selling feature - Vancouver is a perennial contender for the top spot in their "World's Most Liveable Cities" survey - but there's more to Canada's newest Olympic city than soy lattes and yoga...

 [Read the complete guide](#)

Fare Rules

Departing Flight Victoria (YYJ) To Vancouver (YVR) - **Flex**

Return Flight Vancouver (YVR) To Victoria (YYJ) - **Flex**

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance

purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

- o Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our [Baggage Guide](#).

Carry-on Baggage

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). [View more details](#).

Checked Baggage

Please see below for details on the bags you plan to check in at the baggage counter.

Departing Flight : Victoria (YYJ) To Vancouver (YVR) - Flex

Return Flight : Vancouver (YVR) To Victoria (YYJ) - Flex

	1st bag:	2nd bag:
	Complimentary	\$25.00 CAD
Regular Baggage Allowance		+ taxes* per direction
	Max. weight per bag: 23 kg (50 lb) Max. linear dimensions per bag: 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 baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stoppers

Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.



PARIS2015
UN CLIMATE CHANGE CONFERENCE
COP21·CMP11

Hotel Confirmation

Should you need to consult, modify your booking or add extra reservations, please visit our website www.cop21.b-network.com and log in with following access codes: Email: Bev.Crozier@gov.bc.ca
s.17,s.22

You could also access with your **MOBILE** by clicking on this [link](#)

[Mobile link](#)

Company: **Ministry of Environment**

Hotel California Champs-Elysées :

16, rue de Berri
75008 Paris

Tel : 01 43 59 93 00
Fax : 01 45 61 03 62

Code	Name	Notes	Arrival Date	Departure Date	Type of room	Total Due	Rate per night	Deposit Paid
1 A4167	Ms. COPAGE Caitlin(Cancelled)	Non smoking.	04/12/2015	12/12/2015	Superior Single	0,00 €	290,00 €	0,00 €
2 A4166	Mrs. KAPAC DE FRIAS Martina	Non smoking.	28/11/2015	12/12/2015	Superior Single	4 060,00 €	290,00 €	4 094,72 €
3 A4165	Mrs. LAAKSONEN-CRAIG Susanna	Non smoking.	28/11/2015	12/12/2015	Superior Single	4 060,00 €	290,00 €	4 094,72 €
4 A4163	Ms. POLAK Mary	Non smoking.	29/11/2015	12/12/2015	Superior Single	3 770,00 €	290,00 €	3 802,24 €
5 A4164	Mr. SHOEMAKER Wesley	Non smoking.	04/12/2015	12/12/2015	Superior Single	2 320,00 €	290,00 €	2 339,84 €
							Total deposit per hotel: 14 331,52 €	
							Lost deposit: 2 320,00 €	

Total deposit lost by company: 2 320,00 €

Total deposit used by company: 14 331,52 €

Total deposit provided by company: 16 651,52 €

November 23rd 2015



bnetwork



PARIS2015

UN CLIMATE CHANGE CONFERENCE
COP21·CMP11

Reservation Conditions

INDIVIDUAL RESERVATIONS (UP TO 9 ROOMS)

Due to high demand for hotel accommodation during the conference, please be aware that your request will be subject to availability and can only be confirmed with respect to the following payment schedule.

HOTEL BOOKING POLICY:

Please take note that you may be committed to a minimum stay per reserved room depending of the chosen hotel (more information on the hotel's page)

Upon reservation:

For any reservation up to 6 nights, a deposit corresponding to the total stay per reserved room is required to secure your hotel reservation.

For any reservation beyond 6 nights, a deposit corresponding to 6 nights per reserved room is required to secure your hotel reservation.

Before October 28th 2015 : The total prepayment of the reservation must be settled

The final invoice shall be provided directly by the hotel upon checkout and the pre-paid amounts will be deducted from it.

CANCELLATION POLICY:

In case of cancellation:

- From confirmation of your reservation to June 28th 2015, penalty fees amounting 1 night stay will apply unless we are in a position to resell the room. In such a case, no penalties would apply.
- From June 29th 2015 to October 28th 2015, penalty fees amounting to the paid deposit will apply unless we are in a position to resell the room. In such a case, no penalties would apply.
- From October 28th 2015 onwards, we regret that from this date no refund or transfer of deposit can be made unless we are in a position to resell the room. In such a case, no penalties would apply.

Cancellations shall be communicated to b network in writing (*Telephone cancellations are not accepted as valid*) via email at the following address: cop21@b-network.com or by fax at +33 4 93 68 75 99. Cancellations will be confirmed within 24 hours.

Reservation Modification Changes:

All reservation modifications can be made through the website "Manage My Reservation" function at www.cop21.b-network.com or in writing via email/fax. Changes will be confirmed by b network within 24 hours and are subject to availability. Guest name changes are without restriction.

November 23rd 2015





PARIS2015

UN CLIMATE CHANGE CONFERENCE

COP21·CMP11

Ministry of Environment
Mrs. Crozier

REF: COP 21
CODE: MIEKK

Paris, November 23rd 2015

RECEIPT - FULL STAY PREPAID
EUROS: 16 651,52

Dear Mrs. Crozier,

We hereby acknowledge receipt of your 16 651,52€ settlement are pleased to confirm your hotel reservation(s) for the forthcoming COP 21 as follows :

Hotel California Champs-Elysées (Superior rating. 4 Star)

Category	Number of rooms	Single rate VAT included	Double rate VAT included	Minimum stay required
Superior	4	290,00 €	310,00 €	0

Rates include breakfast.

Rates include VAT of 10,00 %

Rates don't include local tax : 2,48 € /day/person.

Should you need to consult, modify your booking or add extra reservations, please visit our website www.cop21-b-network.com and log in with following access codes:

Email: Bev.Crozier@gov.bc.ca
s.17,s.22

You could also access with your **MOBILE** by clicking on this [link](#)

[Mobile link](#)

INDIVIDUAL RESERVATIONS (UP TO 9 ROOMS)

Due to high demand for hotel accommodation during the conference, please be aware that your request will be subject to availability and can only be confirmed with respect to the following payment schedule.

HOTEL BOOKING POLICY:

Please take note that you may be committed to a minimum stay per reserved room depending of the chosen hotel (more information on the hotel's page)

Upon reservation:

For any reservation up to 6 nights, a deposit corresponding to the total stay per reserved room is required to secure your hotel reservation. For any reservation beyond 6 nights, a deposit corresponding to 6 nights per reserved room is required to secure your hotel reservation.

Before October 28th 2015 : The total prepayment of the reservation must be settled

The final invoice shall be provided directly by the hotel upon checkout and the pre-paid amounts will be deducted from it.

CANCELLATION POLICY:

In case of cancellation:

- **From confirmation of your reservation to June 28th 2015**, penalty fees amounting 1 night stay will apply unless we are in a position to resell the room. In such a case, no penalties would apply.
- **From June 29th 2015 to October 28th 2015**, penalty fees amounting to the paid deposit will apply unless we are in a position to resell the room. In such a case, no penalties would apply.
- **From October 28th 2015 onwards**, we regret that from this date no refund or transfer of deposit can be made unless we are in a position to resell the room. In such a case, no penalties would apply.

Cancellations shall be communicated to b network in writing (*Telephone cancellations are not accepted as valid*) via email at the following address: cop21@b-network.com or by fax at +33 4 93 68 75 99. Cancellations will be confirmed within 24 hours.

Reservation Modification Changes:

All reservation modifications can be made through the website "Manage My Reservation" function at www.cop21.b-network.com or in writing via email/fax. Changes will be confirmed by b network within 24 hours and are subject to availability. Guest name changes are without restriction.

We remain obviously at your disposal should you need any further information.

With our best regards,

Mélissa LHUILLIER
Assistant Project Manager
E-mail: melissa.lhuillier@b-network.com



TVA Intracom: FR5548993/573 - RCS : 489 937 573 000 17 - LI agen: de voyage : 005080007 - Capta: 250 000€



Natural Resource Sector

PURCHASING CARD TRANSACTION REGISTER

For use by the Natural Resource Sector Ministries

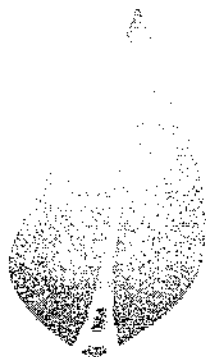
CARDHOLDER NAME:	SHANNON IRELAND	STATEMENT DATE (DD-MMM-YYYY):	3-Aug-15	CLIENT	RESP	SERVICE LINE
CARDHOLDER PHONE #:	250-387-9456	LAST FOUR DIGITS OF CARD #:	5.17	CLEARING ACCOUNT:	48	29906 30533
BRANCH/REPORTING UNIT:	CLIMATE ACTION SECRETARIAT	SUPPLIER # (BMO):	6 17	BATCH #:		
MINISTRY:	ENVIRONMENT	INVOICE #:				

WMB ONLY - CREW MEMBER NAMES (enter here):

TRANS #	DATE	PURCHASED FROM (Supplier Name)	DESCRIPTION OF SERVICE/GOODS PURCHASED	CLIENT	RESP CENTRE	SERVICE LINE	STOB	PROJECT #	PRE-TAX AMOUNT	PST AMOUNT (7%)	G
1	08-Jul-15	Van City Seaplanes	Return Flights Cortes Island to Vancouver	048	29906	30533	6504	2914210	434.91	0.00	
2	23-Jul-15	Bnetwork	Hotel Rooms Deposit	048	29906	30533		2900000	9,894.03	0.00	
3	24-Jul-15	HeliJet	Flight fr Vancouver to Victoria	048	29906	30533	5711	2914210	189.52		
4											
5											
6											
7											
8											
9											
Total									\$ 10,518.46	\$ -	\$

CARDHOLDER (QUALIFIED RECEIVER) CERTIFICATION: I certify the goods provided or services delivered have been inspected or reviewed; and the goods or services were properly received and documentation to support the account has been verified (i.e. goods: as ordered, correct quantity and suitable quality; services: as contracted, appropriate deliverables and/or performance criteria met, or other conditions, if any, have been met).		Supervisor Signature required for WMB Only		EXPENSE AUTHORITY CERTIFICATION: Certified that the amount to be paid is correct, is a proper charge against an appropriation which I have other authority for payment and/or contract, the payment complies with all relevant statutes, regulations and ministry policy, there are sufficient funds in the budget, and where applicable, that the work conditions met.	
SIGNATURE	DATE	SUPERVISOR	DATE	SIGNATURE	DATE
	Oct 13 2015				Oct 14 2015
PRINTED NAME OF QUALIFIED RECEIVER		PRINTED NAME OF SUPERVISOR		PRINTED NAME OF EXPENSE AUTHORITY (#1)	
SHANNON IRELAND				BEVERLEY STAINTON	
EA APPROVING TRANSACTION #'s:					

Rooming



PARIS2015

UN CLIMATE CHANGE CONFERENCE

COP21·CMP11

Should you need to consult, modify your booking or add extra reservations, please visit our website www.cop21-b-network.com and log in with following access codes:

Email: Shannon.L.Ireland@gov.bc.ca
s.17,s.22

You could also access with your **MOBILE** by clicking on this [link](#)

[Mobile link](#)

Company: **BC MINISTRY OF ENVIRONMENT**

Radisson Blu Hotel Paris Charles De Gaulle Airport :

Rue de la Chapelle
77990 Le Mesnil-Amelot

Tel : 0160036300
Fax : 0160037440

Code	Name	Notes	Arrival Date	Departure Date	Type of room	Rate per night	Requested Deposit	Deposit Paid
1 A1004	Prebooking	Non smoking.	05/12/2015	10/12/2015	Standard Single	210,00€	1 050,00€	1 050,00€
2 A1006	Prebooking	Non smoking.	05/12/2015	10/12/2015	Standard Single	210,00€	1 050,00€	1 050,00€
3 A1005	Prebooking	Non smoking.	05/12/2015	10/12/2015	Standard Single	210,00€	1 050,00€	1 050,00€
4 A1003	Prebooking	Non smoking.	05/12/2015	10/12/2015	Standard Single	210,00€	1 050,00€	1 050,00€
5 A1009	Prebooking	Non smoking.	06/12/2015	10/12/2015	Standard Single	210,00€	840,00€	840,00€
6 A1008	Prebooking	Non smoking.	06/12/2015	10/12/2015	Standard Single	210,00€	840,00€	840,00€
7 A1007	Prebooking	Non smoking.	06/12/2015	10/12/2015	Standard Single	210,00€	840,00€	840,00€

Total deposit per hotel: 6 720,00€

Lost deposit: 0,00€

Total deposit lost by company: 0,00 €

Total deposit used by company: 6 720,00 €

Total deposit provided by company: 6 720,00 €

bnetwork

(2)

MIN OF ENVIRONMENT

Account Summary

Account Number: s.17
 Invoice Number:
 Invoice Date: Dec 01, 2015
 Required Payment Date: Dec 31, 2015 s.17

Total: **\$282.08**
 Required Payment Date: Dec 31, 2015

RECEIVED
DEC 17 2015
 DEPUTY MINISTER
 MINISTRY OF ENVIRONMENT

Your last bill
 Previous balance 266.29
 Payment(s) p.3 -266.29

Balance from your last bill (including taxes): **\$0.00**
 Any payments we received and processed after December 05, 2015 will show on your next bill.

Your current bill
 Wireless p.5 282.08
Total current bill (including taxes): **\$282.08**
 Detailed tax summary p.3

For online and other payment options, see page 2. **Total:** **\$282.08**

Still have questions?
 Visit www.rogers.com or see
 Contact us on page 3.

All calls relate to Government business, or
 Personal calls have not been reimbursed to
 the ministry in the amount of \$ 6.00
 Signature of caller/phone holder



IMPORTANT

Payment due upon receipt. Payment must be received on or before the Required Payment Date to avoid a Late Payment Charge. Please make the cheque payable to Rogers Wireless and write your account number on the front of the cheque. Return this stub with your payment.

Your account number: s.17
Total amount due: **\$282.08**
 Required Payment Date: December 31, 2015

Amount of your payment:
 \$ 282.08
 *0003844 NIKL

Rogers
 PO Box 8878 STN Terminal
 Vancouver, BC
 V6B 0H6

MIN OF ENVIRONMENT
 DEPUTY MINISTER'S OFFICE \ASHLEY DRAPER s.17
 PO BOX 9339 STN PROV GOVT
 VICTORIA BC V8W 9M1

s.17

006 20 1 900

96

How To Pay Your Rogers Bill

There are several ways you can pay your bill so choose a method that's convenient for you:

- Online at rogers.com/onlinebilling
 - Automatically by pre-authorized chequing or credit card payment
 - At any Rogers Plus store (Please bring this invoice with you)
 - By internet/telephone banking or at most banks
 - By cheque and mailing to: Rogers, PO Box 8878 STN Terminal, Vancouver, BC, V6B 0H6.
- Allow 5 business days for your payment to reach us by mail and be processed.

Account Number: s.17
 Invoice Number:
 Invoice Date: Dec 01, 2015
 Required Payment Date: Dec 31, 2015

Rogers Terms of Service*

1. You agree to pay the total charges by the Required Payment Date using any of the following methods: online at rogers.com; automatically by pre-authorized bank or credit card payment; by mailing a cheque made payable to the Rogers entity indicated on your invoice; at a bank or any participating Rogers retail store; or from your wireless phone, by calling *CARD (*2273) (it's a free call); or from any phone, by calling 1-888-ROGERS1.
2. Charges to your account are due and payable in full from the date of your invoice or statement. If you are paying by mail or through a financial institution, please allow adequate time for your payment to reach us prior to the Required Payment Date.
3. If payment of an amount due on your account is not received by us by the Required Payment Date specified by us, it will be considered a delinquent amount and will be subject to a late payment charge of 2% per month, calculated and compounded monthly on the delinquent amount (26.82% per year) from the date of the first invoice on which the delinquent amount appears until the date we receive such amount in full. You agree that we can charge any unpaid and outstanding amount, including any late payment charges, on your account to your credit card, bank account or any other payment method pre-authorized by you for payment of our charges.
4. You authorize Rogers to obtain information about your credit history and agree that Rogers may provide information to others about your credit experience with Rogers.
5. You acknowledge that the acts or omissions of all persons who use services under your account or with your authorization will be treated for all purposes as your acts or omissions. You are liable for all charges to your account.
6. You confirm that the information you provided to us is up-to-date and accurate and agree to notify us of any change in your information.
7. Charges will commence on the date of the initial activation of the Rogers service or the equipment, whichever is earlier.
8. Unless otherwise agreed to by you and us, we will bill you monthly. We may bill you, however, for a charge up to six months from the date the charge was incurred.
9. Administrative charges may be levied for administration or account processing activities in connection with your account, including as a result of the following: collection efforts due to non-payment or having a balance over your credit limit, including unbilled usage and pending charges, fees and adjustments, returned or rejected payments; change of any identifier (e.g., phone number); and the restoration of service.
10. Any questions or discrepancies regarding charges on your invoice or statement. Failure to notify us within this time period will constitute your acceptance of such charges.
11. Unless otherwise permitted by applicable law: you may terminate all or any part of your services upon no less than 30 days advance notice by contacting Rogers; and Rogers may terminate all or any part of your services upon no less than 30 days advance notice to you at your billing address. Applicable charges continue to apply until the end of the notice period or until the services are no longer accessible by you, whichever is later. An early cancellation fee may apply.
12. Changes to your account (e.g., price plan, features or identifiers) will not take effect until after your next billing date.
13. Your account information may, from time to time, be disclosed to other members of the Rogers Communications Inc. organization and to our agents and authorized dealers in order to service your account, respond to your questions and promote additional products and services offered by members of the Rogers organization that may interest you. If you do not wish to receive offers or information from related Rogers entities, please contact Rogers at the address set below.
14. To the extent permitted by applicable law, unless we agree otherwise, any claim, dispute or controversy concerning the services, the equipment or arising out of the terms of service will be determined by final and binding arbitration to the exclusion of the courts. Where applicable, arbitration will be conducted in the Province in which you reside, on a simplified and expedited basis by one arbitrator.
15. Rogers may change these terms, and any aspects of the services, upon notice to you. If you do not accept a change to these terms, your sole remedy is to retain the existing terms unchanged for the duration of your commitment period. If you do not accept any other change to aspects of the services, your sole remedy is to terminate.

How To Contact Us

Call 1-888-ROGERS1 (1-888-764-3771) or, from your wireless phone, call *611 (it's a free call); go online at rogers.com/contactus or write to Customer Relations at 40 Weber Street East, 5th floor, Kitchener, ON N2H 6H3 or 6315 Côte de Liesse, St-Laurent, QC H4T 1E5.

* To see our complete terms of service, visit rogers.com/terms or contact us.

TM Rogers Communications Inc. Used under license.

Payable at major Chartered banks in Canada

Teller's Stamp

Account Number: s.17
 Invoice Number:
 Invoice Date: Dec 01, 2015
 Required Payment Date: Dec 31, 2015 s.17

Your Last Bill

Previous balance	\$266.29
Payment(s)	
Nov 17 Payment Received - Thank You	-128.75
Nov 20 Payment Received - Thank You	-137.54
Payment(s):	-\$266.29
Balance from your last bill (including taxes):	\$0.00

Contact us

To sign up for new Rogers services or for Customer Service
 Visit www.rogers.com/business
 1-866-727-2141

Your Current Bill - Detailed Tax Summary

	Subject to input tax credit restrictions*	Not subject to input tax credit restrictions	Total
PST	-		17.63
GST	-	12.60	12.60
		Total taxes:	\$30.23

HST/GST (862395381 RT0001)

*Businesses that have purchased telecommunication products and services may be eligible for the provincial component of the input tax credits (ITCs), however some restrictions do apply. The Detailed Tax Summary is provided for informational purposes only, any taxes applied to charges or adjustments from your last bill are not reflected in this section.

Rogers Bulletin Board

INFORMATION ABOUT CUSTOMER SUPPORT

If you have a concern that was not resolved, then we invite you to submit a Share A Concern form (located at rogers.com/contactus) and we'll respond within 1 business day. If you're not satisfied with the resolution by one of our management team members, then you also have the option to speak to our office of the president or even directly with the Ombudsman office. Finally, you can also write to the Commissioner for Complaints for Telecommunications Services (CCTS): www.ccts-cprst.ca or 1-888-221-1687.

Wireless Services for^{s.17}

WES SHOEMAKER

Account Number: s.17
 Invoice Number:
 Invoice Date: Dec 01, 2015
 Required Payment Date: Dec 31, 2015

s.17

Regular charges

Ending Dec 01	Wireless usage	87.83
Dec 02 - Jan 01	Public Sector 250 Plan	20.00
	LTE Data Service 6GB Plan	30.00
	Visual Voicemail	0.00
	Voicemail-to-Text	6.00
	BCGOV SSBC Data Recovery Fee	7.79
	BCGOV SSBC Voice Recovery Fee	5.23
	Unltd Wi-Fi Local	0.00
	Call Manager	0.00
	Rogers To Rogers Calling	0.00
	50 Bonus Minutes	0.00
	Unlimited Text Messages	0.00
	Company Calling Option	0.00
	250 Local Incoming Minutes	0.00

Unless otherwise stated, all voice minutes, messages and wireless internet details set out above and/or in your agreement refer to usage on our network (i.e. within Canada and to a Canadian number, as applicable).

The hardware charges applied on your invoice include charges and taxes invoiced by third party stores through the Easy Pay Program, where applicable.

Other charges and credits

Dec 01	200Min/Unltd Txt/500 MB - Zn 2	95.00
--------	--------------------------------	-------

*Phone for Wes
 additional
 plan for Paris
 travel*

Total before taxes:	\$251.85
GST (862395381 RT0001)	12.60
PST	17.63

Total for Wireless: \$282.08

Wireless usage summary ending Dec 01/15

Type of usage	Usage Description	You used	Unit of measure	Total cost (\$)
Voice	Incoming Inter Company Calls	14:22	Min:Sec	0.00
Voice	50 Bonus Minutes	50:00	Min:Sec	0.00
Voice	Unlimited Eve & Wknd Minutes	494:53	Min:Sec	0.00
Voice	250 Local Incoming Minutes	250:00	Min:Sec	0.00
Voice	250 Weekday Minutes	250:00	Min:Sec	0.00
Voice	Rogers To Rogers Calling	289:59	Min:Sec	0.00
Voice	Company Calling Option	57:49	Min:Sec	0.00
Voice	Weekday	520:13	Min:Sec	52.12
Voice	Long Distance Charges			34.02
Data	LTE Data Service 6GB Plan - Included	2.39	GB	0.00
Data	US Data Roaming Charges	39.00	KB	0.04
Event	TXT 2 Landline	5	Msgs	0.75
Text Msg	Canada & Roaming - Received	122	Msgs	0.00
Text Msg	Within Canada - Included - Sent	202	Msgs	0.00



6 of 17

Account Number: s.17
 Invoice Number:
 Invoice Date: Dec 01, 2015
 Required Payment Date: Dec 31, 2015

Wireless Services (continued)

Type of usage	Usage Description	You used	Unit of measure	Total cost (\$)
Text Msg	Canada to US - Sent	2	Msgs	0.90
Total Wireless Usage ;				\$87.83



MINISTRY OF ENVIRONMENT

Account number: s 17
Bill number: s 17

RECEIVED
DEC 22 2015
DEPUTY MINISTER
MINISTRY OF ENVIRONMENT

Account summary - turn over for details

Balance forward from your last bill \$0.00
This reflects payments of \$47.94
New charges
Mobile services \$192.79
GST / HST \$9.64
PST \$13.50
Total new charges \$215.93
Total due \$215.93

s.17

Can we help?
Visit our self-serve website at:
www.telus.com/support
Dial *611 from your handset
Call toll-free 1-866-848-3587

Write to us at:
TELUS
PO Box 8930
Stn Terminal
Vancouver, BC
V6B 3B3

GST/HST# R1275 8878 RT0001 QST# 121 164 2781 TQ0001 TELUS is a trade name of TELUS Communications Company

For payment options, see page 2.



Your account number	Bill date	Total if received by Jan 06, 2016
s 17	Dec 11, 2015	\$215.93

Payable on receipt

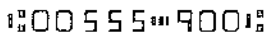
PTLB001CED 09521
MINISTRY OF ENVIRONMENT
ATTN: WES SHOEMAKER
DEPUTY MINISTER'S OFFICE
PO BOX 9339 STN PROV GOVT
VICTORIA BC V8W 9M1

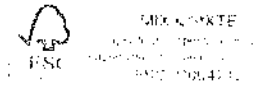
s.1
7

Amount you're paying
\$ 215.93

*Paid in full online w/
Bev's new M/c Dec 23/15
Auth: 142432*

s.17





Previous charges and payments

Amount due on your last bill (Nov 11)	\$47.94
Payment received Nov 20 - Thank you	- \$47.94
Balance forward from your last bill	\$0.00

Payment Options

- Online at telus.com/my-account
- Pre-authorized credit card or debit payments
- Through your bank or financial institution
- By mail with a cheque or money order

Bills are due upon receipt

- Please allow sufficient time for payments to reach TELUS by the date shown on this bill. Seven business days may be required for payment by mail and three days for bank payments. We will credit payments to your account on the day we receive them.
- Late charges of 2% compounded monthly (26.82% per annum) will be applied if we do not receive payment by the date shown on the bill.

TELUS Service Terms

You can find these online at telus.com/serviceterms

Send your payment to:

TELUS
PO BOX 8950 STN TERMINAL
VANCOUVER, BC V6B 3C3

JTAS957928-0036082-09521



Mobile services

WES SHOEMAKER

Charges for s.17

Crozier B
 Tablet
 DM OFFICE

Monthly and other charges (Dec 12 to Jan 11)

Data Plan for Tablet 5 GB	\$35.00
Corp. U.S. Roam Data \$3/MB	
Total monthly and other charges	\$35.00

Add-ons (Dec 12 to Jan 11)

Detailed Billing \$0	Free
Europe Passport Essentials 150 (exp. Dec 31)	\$150.00
Network Fee	Free
Can Asyst \$0	Free
Government Recovery Fee Data	\$7.79
Total add-ons	\$157.79

additional Plan for Paris for Wes' iPad.

Usage charges

*Free airtime refers to non-chargeable minutes that are not part of your included minutes, and may include bonus minutes, evening and weekend calling, *611 calls, etc.*

International GPS Data Roaming	\$0.00
Total used 6.270 (MB)	
Data Usage - Mobile High Speed	\$0.00
Total used 575.705 (MB)	
Total usage charges	\$0.00

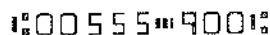
Total before taxes \$192.79

GST \$9.64
 PST 90 \$13.50

Total for s.17, with taxes \$215.93

Items returned unpaid for any reason, including insufficient funds, are subject to a \$25.00 administration charge.
 Services suspended for non-payment are subject to a reconnection fee.
 Security deposits are not shown on your bill.

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the Province of supply).





From: Alison Hastings <alison.hastings@tieronetravel.com>
Sent: Tuesday, November 24, 2015 1:41 PM
To: Scott, Heidi ENV:EX
Subject: M. Eva Kapac: Policy Confirmation: s.22
Attachments: policy.pdf

This is an electronic confirmation of your policy purchase. Please save this email for later reference.

Manulife World Travel Insurance

Insurer: Manulife
Travel Agent: TierOne Travel Victoria
Policy Number: s.22
Application Date: 24Nov2015
Agent: 5002

Departure Date: 27Nov2015
Departure City: VICTORIA, BC, CANADA
Return Date: 12Dec2015
Destination City: PARIS, FRANCE

Insured Information

1 Insured(s):
Martina Eva Kapac s.22 , **Premium: \$63.00 (\$63.00 + \$0.00 tax)**

Plan

Global Medical - Under Age 60
Effective Start Date:27Nov2015
Effective End Date:12Dec2015

Benefit Summary

Emergency Medical - Up to \$5,000,000 CAD

Payment Details

Total Premium: \$63.00 (\$63.00 + \$0.00 tax)

Mastercard MC \$63.00^{s.17}

Manulife World Travel Insurance is underwritten by The Manufacturers Life Insurance Company and by its wholly owned subsidiary, First North American Insurance Company (collectively, "Manulife Financial").

Coverage is subject to eligibility, terms, limitations, conditions and exclusions as outlined in the policy booklet. It is your responsibility to be sure that you read and understand the policy booklet whose terms shall prevail.

IMPORTANT INFORMATION:

For assistance prior to your departure, please call Manulife World Customer Service at 1-855-300-7934 .

In the event of an emergency after your departure, you must contact Assured Assistance Inc., our Assistance Centre Provider immediately at:

1-855-603-5572 toll-free from the USA and Canada.

1-905-608-8250 collect where available.

Our Assistance Centre is there to help you 24 hours per day, 365 days per year.

To view and print the travel insurance policy, you will need Adobe Acrobat reader loaded to your computer. Click here to download it for free. <http://www.adobe.com/products/acrobat/readstep2.html>

This e-mail was sent to you by an automated email server. E-mails sent to this address will not be responded to.

From: Alison Hastings <alison.hastings@tieronetravel.com>
Sent: Tuesday, November 24, 2015 1:36 PM
To: Scott, Heidi ENV:EX
Subject: Mary Polak: Policy Confirmation: s.22 / Thank-you, Alison
Attachments: policy.pdf

This is an electronic confirmation of your policy purchase. Please save this email for later reference.

Manulife World Travel Insurance

Insurer: Manulife
Travel Agent: TierOne Travel Victoria
Policy Number: s.22
Application Date: 24Nov2015
Agent: 5002

Departure Date: 27Nov2015
Departure City: VICTORIA, BC, CANADA
Return Date: 12Dec2015
Destination City: PARIS, FRANCE

Insured Information

1 Insured(s):
Mary Polak s.22 Premium: \$63.00 (\$63.00 + \$0.00 tax)

Plan

Global Medical - Under Age 60
Effective Start Date:27Nov2015
Effective End Date:12Dec2015

Benefit Summary

Emergency Medical - Up to \$5,000,000 CAD

Payment Details

Total Premium: \$63.00 (\$63.00 + \$0.00 tax)

Mastercard MC \$63.00 s.17

Manulife World Travel Insurance is underwritten by The Manufacturers Life Insurance Company and by its wholly owned subsidiary, First North American Insurance Company (collectively, "Manulife Financial").

Coverage is subject to eligibility, terms, limitations, conditions and exclusions as outlined in the policy booklet. It is your responsibility to be sure that you read and understand the policy booklet whose terms shall prevail.

IMPORTANT INFORMATION:

For assistance prior to your departure, please call Manulife World Customer Service at 1-855-300-7934 .

In the event of an emergency after your departure, you must contact Assured Assistance Inc., our Assistance Centre Provider immediately at:

1-855-603-5572 toll-free from the USA and Canada.

1-905-608-8250 collect where available.

Our Assistance Centre is there to help you 24 hours per day, 365 days per year.

To view and print the travel insurance policy, you will need Adobe Acrobat reader loaded to your computer. Click here to download it for free. <http://www.adobe.com/products/acrobat/readstep2.html>

This e-mail was sent to you by an automated email server. E-mails sent to this address will not be responded to.

From: Enterprise CorpPublic Service BC <corporatepublicservice.bc@telus.com>
Sent: Wednesday, November 25, 2015 1:37 PM
To: Scott, Darrell T CSNR:EX; Ireland, Shannon L ENV:EX
Cc: voice@nrs.gov.bc.ca
Subject: Re: Request# VOICE18197 - Can you please ADD: Europe Passport Essentials 85 for 30 days Starting on November 27, 2015 for: SUBSCRIBER # = s.17
s.17

Hello Darrell

The Europe Essentials 85 passport has been added to^{s.17} effective Nov 27 for 30 days.

If you have any questions, please do not hesitate to contact us.

Thank you for choosing TELUS. Have a terrific day!

Cheryl Oike

Toll free 1-800-377-5011 Option 2

corporatepublicservice.bc@telus.com

TELUS Business Client Experience

Hours of Operation Monday-Friday 8:00am-5:00pm Regionally

Corporate Care Contact Numbers: (please choose Option 2 when dialing the following)

AB - 1-866-888-3587

BC - 1-800-377-5011

PQ / ON - 1-888-256-8315

TELUS puts your business first by being clear, helpful and dependable

The tracking number of this message is: 19648594

This e-mail and any attachment is confidential and may be privileged. Any unauthorized use, disclosure, dissemination or copying of this email is strictly prohibited. If you've received this email in error, please delete and advise immediately by return e-mail. Thank you.

Ce courriel et tout annexe sont confidentiels et peut-être privilégiés. Toute utilisation, divulgation, diffusion ou copie non autorisée de ce courriel est strictement interdite. Si vous le recevez par erreur, veuillez nous en aviser immédiatement par retour de courriel et effacer le message. Merci.

Original Message Follows: -----

From: "Scott, Darrell T CSNR:EX" Darrell.Scott@gov.bc.ca
To: Corporate Public Service BC corporatepublicservice.bc@telus.com,
Subject: Request# VOICE18197 - Can you please ADD: Europe Passport
Date: Wed, 25 Nov 2015 09:38:21 -0700

Hi There,

Can you please ADD: Europe Passport Essentials 85 for 30 days Starting on November 27, 2015 for:

BAN = s 17

SUBSCRIBER # = s 17

SUBSCRIBER NAME = SUSANNA LAAKSONEN-CRAIG

Thanks

Darrell T. Scott B.A.

Telecommunications Coordinator - Voice Services

Information Management Branch - Corporate Services for Natural Resources

Phone: (250) 952-6801 - press option "2"

Fax: (250) 387-5132

Email: nrsenquiries@gov.bc.ca

Web: <http://nrsservicedesk.gov.bc.ca>

Phone plan for Martina (x2):

Europe Passport Essentials™ 150

\$150

- 150 minutes of talk time
- 800 MB of data
- Unlimited outgoing texts
- Unlimited incoming texts
- Available for 30 days

If you exceed your Passport limits, overage charges are \$0.50/min for talk time, \$0.50/MB for data, \$0.50/outgoing text.

Get it today:

- Log in to My Account
- Call 1-866-558-2273, 8am - 5pm local time (Monday to Friday) or dial *611 from your TELUS mobile device

Minister Polak has her own personal phone that she pays herself, so the below is just data for her ipad:

\$95⁰⁰

200 minutes

Unlimited Sent

500MB

[View Details](#)