

Minister's Quarterly Travel Expense Summary

Name: Honourable Melanie Mark

Quarter: 2020 July to September

Portfolio: Advanced Education, Skills and Training

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 1,257.15

Other Travel in Province: \$ 817.40

Out of Country Travel:

Out of Province Travel:

Total travel expenses paid this quarter: \$ 2,074.55

Travel expenses fiscal year-to-date: \$ 6,044.49

AE21EXEPAL01



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133035

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Mark, Melanie			Employee ID Personal Information			Phone Number (250) 356-0179			
Client Organization Advanced Education			Job Title Minister			Travel Group Code 4			
5. Date Completed 2020/06/29 07/23		6. Fiscal Year 2021		7. Special Cheque Issue		8. Cheque Stub Information			
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Vancouver			
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2									
16. Travel Dates	17. Places Travelled			18. 55 KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals Cost	22. Lodging Costs	20. & 21. Miscellaneous Cost Describe
2020	Destination	Start	End	Km	Cost				
06/29	DTVan	0900	1100	28	15.40				
07/07	DTVan	1100	1200	28	15.40				
07/08	DTVan	0815	0930	28	15.40				
07/12	Van-Victoria (Ferry)	1330	2359	70	38.50	73.50	36.00 CCA	241.03	4.00 prking
07/13	Victoria	0700	2359		0.00		61.00	241.03	
07/14	Victoria	0700	2359		0.00			241.03	
07/15	Victoria	0700	1730		0.00				
07/19	Victoria	1700	2359		0.00		36.00 CCA	241.03	
07/20	Victoria	0700	2359		0.00		61.00	241.03	
07/21	Victoria	0700	2359		0.00		61.00	241.03	
TOTALS OF COLUMNS				36.	37.	38.	39.	40.	Claim Total
				\$ 84.70	\$ 73.50	\$ 255.00	\$ 1446.18	\$ 4.00	\$ 1863.38
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code Government Financial Information				
019	11001	18000	5702	1100000					
019	11001	18000	5701	11MTVNC					
019	11001	18000	5750	11MTCCA					
019	11001	18000	5751	11MTCCA					
Less Travel Advance									
019									
AMOUNT DUE TO EMPLOYEE								54.	
								\$ 1863.38	
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.					Print Name		Date Signed		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.					Print Name		Date Signed		

FIN 10 (EFI-F0012 v2.6.1)

Production *** Copyright © Government of British Columbia

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

*cont'd on E133102

*Hotel charge includes parking

Notes for Travel Voucher (Restricted Use) E133035 for Mark, Melanie

2 note(s) returned.

Created On	Author	Note
2020/07/23 14:14:12	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	June 29, 2020 Drive to DTVan for event - drive home July 7, 2020 - Drive to DTVan for event - drive home July 8, 2020 - Drive to DTVan (prking pd by m/c) - drive home part one of two (see TV E133102)
2020/07/23 16:34:16	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	July 12, 2020 - drive to BC Ferry Van/Vic (pd by m/c) - drive to hotel o/n (pd by m/c) July 13, 2020 - walk to building walk to hotel o/n (pd by m/c) July 14, 2020 - walk to buildings walk to hote o/n (pd by m/c) July 14-15 - working at offsite July 16-19 - Vancouver Island personal July 19, 2020 - drive to hotel o/n (pd by m/c) July 20, 2020 - walk to buildings walk to hote o/n (pd by m/c) July 21, 2020 - walk to buildings walk to hote o/n (pd by m/c)

Production *** Copyright © Government of British Columbia

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: 07/08/2020 08:42 ✓
Exited: 07/08/2020 08:54
Ticket Number: 17579
Transaction Number: 82597
Rate: A
Parking Fee: \$4.00

Total Fee: \$4.00 ✓
Fee Paid: \$4.00

Government Financial Information

Approval Number: 035855

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 120996095RT0005

5702
1100000
PA by MIC

Tsawwassen
To
Swartz Bay


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

LANE 41

RECEIPT - PLEASE RETAIN

PURCHASE 2020/07/12 ✓

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Rebate	1.20-
Total		73.50
Government Financial Information		73.50

Mastercard 66307720 0010019970 C ✓
Mastercard
A0000000041010 / 0000000000 / E000
VERIFIED BY PIN
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
TSA 12 Jul 2020 13:58:49



1007106-103115

SEE REVERSE SIDE OF TICKET

11MTDANC
5701
pay m/c

Melanie Mark
 PO Box 9080 Stn. Provincial Gov
 Victoria, BC V8W 9E2
 Canada

Company Name:

Group Name:

Room No. : 1001
 Arrival : 07-12-20
 Departure : 07-15-20
 Folio No. : Personal Information
 Conf. No. :
 AR No. :
 Reference No. :
 Custom Ref. :

Date	Description		Charges	Credits
07-12-20	Room Charge		✓ 199.00	
07-12-20	Destination Marketing Fee - 1%	Room - 233.15 per night	1.99	
07-12-20	Municipal Tax - 3%	Parking 7.88	6.03	
07-12-20	Hotel Room Tax - 8%	Total \$ 241.03 per day	16.08	
07-12-20	Goods and Services Tax - 5%		10.05	
07-12-20	Parking - Daily Guest		✓ 7.50	
07-12-20	Goods and Services Tax - 5%		0.38	
07-13-20	Room Charge		✓ 199.00	
07-13-20	Destination Marketing Fee - 1%		1.99	
07-13-20	Municipal Tax - 3%		6.03	
07-13-20	Hotel Room Tax - 8%		16.08	
07-13-20	Goods and Services Tax - 5%		10.05	
07-13-20	Parking - Daily Guest		✓ 7.50	
07-13-20	Goods and Services Tax - 5%		0.38	
07-14-20	Room Charge		✓ 199.00	
07-14-20	Destination Marketing Fee - 1%		1.99	
07-14-20	Municipal Tax - 3%		6.03	
07-14-20	Hotel Room Tax - 8%		16.08	
07-14-20	Goods and Services Tax - 5%		10.05	
07-14-20	Parking - Daily Guest		✓ 7.50	
07-14-20	Goods and Services Tax - 5%		0.38	
07-15-20	Government Financial Information			723.09

Total Charges	723.09	
Total Credits		✓ 723.09
Balance		✓ 0.00

Guest Signature: _____

11 MTCCA
 5751
 Pd by MIC

Melanie Mark

Personal Information

Room No. : B107
 Arrival : 07-19-20
 Departure Date : 07-22-20
 Folio No. Personal Information

Company Name:

Conf. No.

Group Name:

Custom
Reference**INFORMATION INVOICE**

Date	Description	Charges	Credits
07-20-20	Room Charge	Claiming \$241.03 x 3 per night ✓	Personal Information
07-20-20	GST Room Tax		
07-20-20	PST Room Tax		
07-20-20	MRDT Tax		
07-20-20	DMF Fee		
07-20-20	Climate Contribution		
07-20-20	GST Tax		
07-21-20	Room Charge	✓	
07-21-20	GST Room Tax		
07-21-20	PST Room Tax		
07-21-20	MRDT Tax		
07-21-20	DMF Fee		
07-21-20	Climate Contribution		
07-21-20	GST Tax		
07-22-20	Room Charge	✓	
	07/19/20		
07-22-20	GST Room Tax		
07-22-20	PST Room Tax		
07-22-20	MRDT Tax		
07-22-20	DMF Fee		
07-22-20	Climate Contribution		
07-22-20	GST Tax		
07-22-20	Government Financial Information		

Personal Information

Total Charges
Total Credits

Personal Information

Balance Claiming 723.09

0.00

Merchant ID
Transaction ID
Approval Code
Approval Amount

16894433
 049133
Personal Information

Credit Card #Government Financial Information

Capture Method
Transaction Amount

Swiped
Personal Information

Security Concern

Victoria, BC Security ConcernBusiness Information

Handwritten:
 11mTCCA
 5751
 Pd by m/c
 241.03
 r

AE21EXEPAL01



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133102

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Mark, Melanie			Employee ID Personal Information			Phone Number (250) 356-0179		
Client Organization Advanced Education			Job Title Minister			Travel Group Code 4		
5. Date Completed 2020/07/23		6. Fiscal Year 2021		7. Special Cheque Issue		8. Cheque Stub Information		
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Vancouver		
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2								
16. Travel Dates 2020 07/22 07/23	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs
	Destination Vic-Vancouver (Ferry) Vancouver	Start 0700 1315	End 2115 1500	Km 70 18	Cost 38.50 9.90	Cost 73.50	Cost 61.00 CCA	Cost
								Describe
TOTALS OF COLUMNS					36. \$ 48.40	37. \$ 73.50	38. \$ 61.00	39. \$ 0.00
								40. \$ 0.00
								Claim Total \$ 182.90
48. Client Code 019 019 019 019	49. Resp. 11001 11001 11001	50. Service Line 18000 18000 18000		51. STOB 5702 5701 5750	52. Project 1100000 11MTVNC 11MTCCA		45. Supplier Code Government Financial Information	
								Amount \$ 9.90 \$ 112.00 \$ 61.00
Less Travel Advance 019								
					AMOUNT DUE TO EMPLOYEE			
					54. \$ 182.90			
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.					Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.					Print Name		Date Signed	

FIN 10 (EFI-F0012 v2.6.1)

Production *** Copyright © Government of British Columbia

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

*Cont'd from E133035

Audited Jul 28, 2020

Notes for Travel Voucher (Restricted Use) E133102 for Mark, Melanie

1 note(s) returned.

Created On	Author	Note
2020/07/23 14:11:37	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	part two of two (see TV E133035 July 22, 2020 - drive to buildings for meetings - drive to BC Ferry Vic/Van - drive home July 23, 2020 - drive to DTVan for event - drive home

Production *** Copyright © Government of British Columbia

Swartz Bay
To
Tsawwassen



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

LANE 07

RECEIPT - PLEASE RETAIN

PURCHASE 2020/07/22

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Rebate	1.20-

Total	73.50
--------------	--------------

Government Financial Information

73.50

NUM 021189 66307709 0010010100 C

Mastercard

A0000000041010 / 0000000000 / E000

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CHANGE DUE	0.00
------------	------

CARDHOLDER COPY

SWB 22 Jul 2020 18:34:51



1005011 837514

SEE REVERSE SIDE OF TICKET

5701
11mTune
Pd by Jm/C

Swartz Bay
To
Tsawwassen



LANE 02

RECEIPT - PLEASE RETAIN

PURCHASE 2020/06/24
BOOKING-R1900
REF#: B200764564

Standard - Partially Prepaid

1 Reservation Pr 10.00

Personal Information

Prepayment 10.00

Master Card

Government Financial Information

Personal

Information

AUTH 010056 66307704 0010015740 C

Mastercard

A0000000041010 / 0000000000 / E000

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

CARDHOLDER COPY

SWB 24 Jun 2020 18:20:20



1005038 971895

89338

SEE REVERSE SIDE OF TICKET

Account

HAS #


Government Financial
Information

Name

Melanie Mark

Company

Ministers Office For Advanced Ed, Skills & Training

Booking #Government Financial
Information**Thursday, June 11, 2020****Flight #211****09:00 Vancouver Harbour /** **09:35 Victoria Harbour /** **35 minutes****KK- Confirmed****1 Passenger(s) - GoFlex****Melanie Mark, Female**[Add to Calendar](#)

Invoice #6972424

Air Transportation Charges

Sked 200 : (St) GO Flex \$191.40

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$10.09

Billing \$201.91

Taxes \$10.09

Grand Total \$212.00

Master Card \$212.00

Date / Time June 11, 2020 @ 7:13:31 AM

Personal Information

Summary

Expiration

Authorization

COVID-19 Update: The change/cancellation terms will be waived for all bookings made prior to May 1, 2020. Any bookings made from May 1, 2020 onwards will be subject to the change/cancellation terms detailed below.

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 4 hrs* prior to departure.

Changeable up to 4 hrs* prior to departure (subject to difference in fare value).

*Changes or cancellations within 4 hrs are subject to a \$20 fee. For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the fee.

Account

Government Financial Information

HAS #

Name


Melanie Mark

Company

Ministers Office For Advanced Ed, Skills & Training

Booking

Government Financial Information

Thursday, June 11, 2020**Flight #238****16:00 Victoria Harbour /** **16:35 Vancouver Harbour /** **35 minutes****KK- Confirmed****1 Passenger(s) - GoFlex****Melanie Mark, Female**[Add to Calendar](#)

Invoice #6972425

Air Transportation Charges

Sked 200 : (St) GO Flex \$191.40

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$10.09

Billing \$201.91

Taxes \$10.09

Grand Total \$212.00

Master Card \$212.00

Date / Time June 11, 2020 @ 7:19:57 AM

Summary

Government Financial Information

Expiration

Authorization 036297

COVID-19 Update: The change/cancellation terms will be waived for all bookings made prior to May 1, 2020. Any bookings made from May 1, 2020 onwards will be subject to the change/cancellation terms detailed below.

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 4 hrs* prior to departure.

Changeable up to 4 hrs* prior to departure (subject to difference in fare value).

*Changes or cancellations within 4 hrs are subject to a \$20 fee. For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the fee.



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133115

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Mark, Melanie			Employee ID Personal Information			Phone Number (250) 356-0179			
Client Organization Advanced Education			Job Title Minister			Travel Group Code 4			
5. Date Completed 2020/07/27 ³⁰		6. Fiscal Year 2021		7. Special Cheque Issue		8. Cheque Stub Information			
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Vancouver			
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2									
16. Travel Dates	17. Places Travelled			18. 55 KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous
	Destination	Start	End	Km	Cost		Cost	Cost	Cost
2020									
07/26	VAN-Victoria (HJ)	1620	2359	14	7.70		36.00	254.24	
07/27	Victoria	0700	2359		0.00		61.00	254.24	
07/28	Victoria	0700	2359		0.00		61.00	254.24	
07/29	VIC-Vancouver (HJ)	0700	1945	14	7.70		61.00		
07/30	Van/Vic/Van (HJ)	0610	1745	28	15.40	9.40	39.50		
PCARD									
TOTALS OF COLUMNS				36.	37.	38.	39.	40.	Claim Total
				\$ 30.80	\$ 9.40	\$ 258.50	\$ 762.72	\$ 0.00	\$ 1061.42
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code		Amount		
019	11001	18000	5701	11MTVNC	Government Financial Information		\$ 40.20		
019	11001	18000	5750	11MTCCA			\$ 258.50		
019	11001	18000	5751	11MTCCA			\$ 762.72		
Less Travel Advance									
019									
								54.	\$ 1061.42
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.					Print Name		Date Signed		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.					Print Name		Date Signed		

Notes for Travel Voucher (Restricted Use) E133115 for Mark, Melanie

1 note(s) returned.

Created On	Author	Note
2020/07/31 10:29:25	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	July 26, 2020 - drive to Helijet Van/Vic (pd by p/c) - shuttle to hotel o/n (pd by m/c) July 27, 2020 - walk to bldgs - walk to hotel o/n (pd by m/c) July 28, 2020 - walk to bldgs. - walk to hotel o/n (pd by m/c) July 29, 2020 - walk to bldgs. - shuttle to Helijet Vic/Van (pd by p/c) drive home July 30, 2020 - drive to Helijet Van/Vic (pd by pc) - shuttle to bldgs - Yellow Cab (pd by m/c) to Helijet Vic/Van (pd by p/c) - drive home

Production *** Copyright © Government of British Columbia

Melanie Mark ✓
 PO Box 9080 Stn. Provincial Gov
 Victoria, BC V8W 9E2
 Canada

Company Name:

Group Name:

Room No. : 1409
 Arrival : 07-26-20
 Departure : 07-29-20 ✓
 Folio No. : Personal Information
 Conf. No. :
 AR No. :
 Reference No. :
 Custom Ref. :

Date	Description		Charges	Credits
07-26-20	Room Charge	✓	217.00	
07-26-20	Destination Marketing Fee - 1%		2.17	
07-26-20	Municipal Tax - 3%		6.58	
07-26-20	Hotel Room Tax - 8%		17.53	
07-26-20	Goods and Services Tax - 5%		10.96	
07-27-20	Room Charge	✓	217.00	
07-27-20	Destination Marketing Fee - 1%		2.17	
07-27-20	Municipal Tax - 3%		6.58	
07-27-20	Hotel Room Tax - 8%		17.53	
07-27-20	Goods and Services Tax - 5%		10.96	
07-28-20	Room Charge	✓	217.00	
07-28-20	Destination Marketing Fee - 1%		2.17	
07-28-20	Municipal Tax - 3%		6.58	
07-28-20	Hotel Room Tax - 8%		17.53	
07-28-20	Goods and Services Tax - 5%		10.96	
07-29-20	Government Financial Information			762.72
	✓			
			Total Charges	762.72
			Total Credits	✓ 762.72
			Balance	✓ 0.00

Guest Signature: _____

Page No. 1 of 1

11/11/2020
 5751
 R4 by m/c

YELLOW CAB OF
VICTORIA
817 FISGARD STREET
VICTORIA, BC V8W 1R9
7789770324

Cashier: ALAM

Transaction 000402

Total ✓ CA\$9.40

CREDIT CARD SALE ✓ CA\$9.40
Government Financial Information

MASTERCARD

30-Jul-2020 4:02:29PM ✓
CA\$9.40 | Method: Government Financial Information

Mastercard XXXXX

MELANIE MARK

Reference ID: 021200500666

Auth ID: 062390

MID: *****3404 ✓

AID: A0000000041010

AthNtwkNm: MASTERCARD

PIN VERIFIED

Government Financial Information

11MTUNE
5701
pd by m/c



Control No.

E133137

Name Mark, Melanie	Employee ID Personal Information	Phone Number (250) 356-0179
Client Organization Advanced Education	Job Title Minister	Travel Group Code 4

5. Date Completed 2020/08/05	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Ministerial Business		Headquarters Vancouver

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Cost		Cost	Describe
2020										
08/05	DTVan	0815	1245	28	15.40		27.00			
08/09	Victoria Ferry	1145	2359	70	38.50	155.00	48.50	350.31	19.00	prking
08/10	Victoria	0700	2359		0.00		61.00	350.31		
08/11	Victoria	0700	2359		0.00		61.00	350.31		
08/12	Vancouver Ferry	0700	2115	70	38.50	73.50	61.00			

	36.	37.	38.	39.	40.	Claim Total
TOTALS OF COLUMNS	\$ 92.40	\$ 228.50	\$ 258.50	\$ 1050.93	\$ 19.00	\$ 1649.33

48.	49.	50.	51.	52.	45.	
Client Code	Resp.	Service Line	STOB	Project	Supplier Code	Amount
019	11001	18000	5702	1100000	Government Financial Information	\$ 61.40
019	11001	18000	5701	11MTVNC		\$ 305.50
019	11001	18000	5750	11MTCCA		\$ 231.50
019	11001	18000	5751	11MTVNCMTCCA		\$ 1050.93

Less Travel Advance	019	
---------------------	-----	--

AMOUNT DUE TO EMPLOYEE

54.	\$ 1649.33
-----	------------

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act	Print Name	Date Signed

Notes for Travel Voucher (Restricted Use) E133137 for Mark, Melanie

1 note(s) returned.

Created On	Author	Note
2020/08/13 11:06:15	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	Aug 5, 2020 - drive to DTVan for mtgs (prking pd by m/c) - drive home Aug 9, 2020 - Drive to BC Ferry Van/Vic (pd by m/c) - drive to hotel o/n (pd by m/c) Aug 10, 2020 - walk to bldgs - wa k to hotel o/n (pd by m/c) Aug 11, 2020 - walk to bldgs - wa k to hotel o/n (pd by m/c) Aug 12, 2020 - drive to bldgs - drive to BC Ferry Vic/Van (pd by m/c) - drive home

Production *** Copyright © Government of British Columbia

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number:	1
Entered:	08/05/2020
	08:52
Exited:	08/05/2020
	12:01
Ticket Number:	49882
Transaction Number:	83186
Rate:	A
Parking Fee:	\$19.00

Total Fee:	\$19.00
Fee Paid:	\$19.00

Master
Government Financial
Information

Approval Number:	081832
------------------	--------

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 120996096RT0005

Tsawwassen
To
Swartz Bay



LANE 45

RECEIPT - PLEASE RETAIN

PURCHASE 2020/08/09

20'	Undersize Vehi	57.50
1	Adult	17.20
1	Priority Loadi	81.50
	Fuel Rebate	1.20-

Total 155.00

Master Card
Government Financial 155.00

Master Card
66307718 0010010450 C

Mastercard
A0000000041010 / 0000000000 / E000

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

CARDHOLDER COPY

TSA 09 Aug 2020 12:30:28

Personal Information

1007088 210696

15083

SEE REVERSE SIDE OF TICKET

STOI
LIMITUNE
Pd by m/c

Melanie Mark
PO Box 9080 Stn. Provincial Gov
Victoria, BC V8W 9E2
Canada

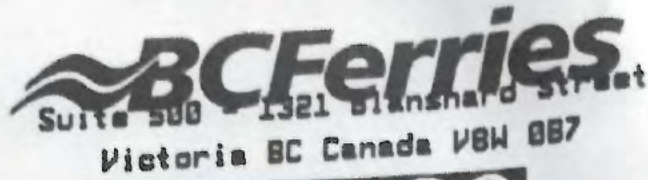
Room No. : 0701
Arrival : 08-09-20
Departure : 08-12-20
Folio No. :
Conf. No. : Personal Information
AR No. :
Reference No. :
Custom Ref. :

Company Name:
Group Name:

Date	Description	Charges	Credits
08-09-20	Room Charge	299.00	
08-09-20	Destination Marketing Fee - 1%	2.99	
08-09-20	Municipal Tax - 3%	9.06	
08-09-20	Hotel Room Tax - 8%	24.16	
08-09-20	Goods and Services Tax - 5%	15.10	
08-10-20	Room Charge	299.00	
08-10-20	Destination Marketing Fee - 1%	2.99	
08-10-20	Municipal Tax - 3%	9.06	
08-10-20	Hotel Room Tax - 8%	24.16	
08-10-20	Goods and Services Tax - 5%	15.10	
08-11-20	Room Charge	299.00	
08-11-20	Destination Marketing Fee - 1%	2.99	
08-11-20	Municipal Tax - 3%	9.06	
08-11-20	Hotel Room Tax - 8%	24.16	
08-11-20	Goods and Services Tax - 5%	15.10	
08-12-20	Mastercard		1,050.93
	Government Financial Information		
		Total Charges	1,050.93
		Total Credits	1,050.93
		Balance	0.00

Guest Signature: _____

To
Tsawwassen



LANE 09

RECEIPT - PLEASE RETAIN

PURCHASE 2020/08/12

20'	Undersize Vehi	57.50
1	Adult	17.20
	Fuel Rebate	1.20-

Total 73.50

Master Card

Government Financial Information

73.50

AUTH 049796 66307708 0010013540 C

Mastercard

A0000000041010 / 0000000000 / E000

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

CHANGE DUE 0.00

5701
11MTVNC
pd by mic

CARDHOLDER COPY

SWB 12 Aug 2020 18:27:15

Personal Information

1005020 801193
SEE REVERSE SIDE OF TICKET

Customer Information

Account

HAS #

Government Financial
Information

Name

Melanie Mark

Advisory


PAID

Booking Government Financial Information

Saturday, July 25, 2020

Flight #210

09:00 Victoria Harbour / [Map](#) 

09:35 Vancouver Harbour / [Map](#) 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Melanie Mark, Female

[Add to Calendar](#)

Invoice #6987707

Air Transportation Charges

Sked 200 : (Pk) GO Flex \$212.35

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$11.14

Billing \$222.86

Taxes \$11.14

Grand Total \$234.00

Master Card \$234.00

Date / Time July 15, 2020 @ 8:38:20 AM

Summary Government Financial Information

Expiration

Authorization 081500

COVID-19 Update: The change/cancellation terms will be waived for all bookings made prior to May 1, 2020. Any bookings made from May 1, 2020 onwards will be subject to the change/cancellation terms detailed below.

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 4 hrs* prior to departure.

Changeable up to 4 hrs* prior to departure (subject to

Customer Information

Account

HAS #

Government Financial
Information

Name

Melanie Mark

Booking


Government Financial
Information

Saturday, July 25, 2020

Invoice #6987707

Flight #210

09:00 Victoria Harbour / [Map](#) 

09:35 Vancouver Harbour / [Map](#) 

35 minutes

CX - Cancelled

1 Passenger(s) - GoFlex

Melanie Mark, Female

[Add to Calendar](#)

Master Card

\$234.00

Date / Time

July 15, 2020 @ 8:38:20 AM

Summary

Government Financial Information

Expiration

Authorization

081500

Master Card

(\$234.00)

Date / Time

July 16, 2020 @ 10:32:18 AM

Summary

Government Financial Information

Expiration

Authorization

197594

COVID-19 Update: The change/cancellation terms will be waived for all bookings made prior to May 1, 2020. Any bookings made from May 1, 2020 onwards will be subject to the change/cancellation terms detailed below.

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 4 hrs* prior to departure.

Changeable up to 4 hrs* prior to departure (subject to difference in fare value).

*Changes or cancellations within 4 hrs are subject to a \$20 fee. For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the fee.

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

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

Required Travel Documents:

All passengers 18 years and above must present govern

Munro, Asia AEST:EX

From: passengerservices@helijet.com
Sent: July 26, 2020 4:46 PM
To: Munro, Asia AEST:EX
Subject: Thank you for choosing to take off with Helijet!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

Government Financial
Information

Name

Melanie Mark

Company

Ministry Of Advanced Education, Skills & Training

Booking

Government Financial
Information

Sunday, July 26, 2020

Invoice #530874

727

SALE - Seat Sale \$219

\$208.57

17:10 Vancouver Harbour (Downtown)

+ GST

\$10.43

17:45 Victoria Harbour (Downtown)

Billing

\$208.57

35 minutes

Taxes

\$10.43

Grand Total

\$219.00

Confirmed

Mastercard

\$219.00

1 Passengers - Sale

Melanie Mark, Female

[Add to Calendar](#)

Date / Time

July 26, 2020 @ 4:45:40 PM

Summary

Government Financial Information

Expiration

Authorization

027317

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

Does not qualify for combination with Kids Fly Free promotions.

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

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, and in adherence with Government of Canada COVID-19 travel restrictions, please note: prior to being allowed to board their flight, all passengers will be subject to a Health Check - specific questions relating to any symptoms you may have, and your previous or recent out of country travel itinerary. In addition, at check-in, passengers on all flights departing or arriving at Canadian airports are required to demonstrate they have a non-medical mask or face covering to wear for the duration of the flight, otherwise they will be denied boarding onto the aircraft.

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Munro, Asia AEST:EX

From: passengerservices@helijet.com
Sent: July 29, 2020 5:36 PM
To: Munro, Asia AEST:EX
Subject: Thank you for choosing to take off with Helijet!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

Government
Financial
Information

Name

Melanie Mark

Company

Ministry Of Advanced Education, Skills & Training

Booking

Government Financial Information

Wednesday, July 29, 2020

Invoice #534080

858

SALE - Seat Sale \$219

\$208.57

18:30 Victoria Harbour (Downtown)

+ GST

\$10.43

19:05 Vancouver Harbour (Downtown)

Billing

\$208.57

35 minutes

Taxes

\$10.43

Confirmed

Grand Total

\$219.00

1 Passengers - Sale

Mastercard

\$219.00

Melanie Mark, Female

[Add to Calendar](#)

Date / Time

July 29, 2020 @ 5:35:40 PM

Summary

Government Financial Information

Expiration

Authorization

053608

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

Does not qualify for combination with Kids Fly Free promotions.

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

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, and in adherence with Government of Canada COVID-19 travel restrictions, please note: prior to being allowed to board their flight, all passengers will be subject to a Health Check - specific questions relating to any symptoms you may have, and your previous or recent out of country travel itinerary. In addition, at check-in, passengers on all flights departing or arriving at Canadian airports are required to demonstrate they have a non-medical mask or face covering to wear for the duration of the flight, otherwise they will be denied boarding onto the aircraft.

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Customer Information

Account

HAS #

Government Financial
Information

Name

Melanie Mark

Company

Ministers Office For Advanced Ed, Skills & Training

Advisory

Please find your receipt below.


Booking

Government Financial
Information

Thursday, July 30, 2020

Flight #248

18:30 Victoria Harbour / 

19:05 Vancouver Harbour / 

35 minutes

CX - Cancelled

1 Passenger(s) - GoFlex

Melanie Mark, Female

[Add to Calendar](#)

Invoice #6995814

Air Transportation Charges

All Skeds : Go Flex Change/Cancellation Fee \$19.05

Taxes, Fees and Charges

+ Goods and Services Tax \$0.95

Billing \$19.05

Taxes \$0.95

Grand Total \$20.00

Master Card \$20.00

Date / Time July 30, 2020 @ 3:05:34 PM

Government Financial Information

Summary

Expiration

Authorization 005576

COVID-19 Update: The change/cancellation terms will be waived for all bookings made prior to May 1, 2020. Any bookings made from May 1, 2020 onwards will be subject to the change/cancellation terms detailed below.

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

Refundable up to 4 hrs* prior to departure.

Changeable up to 4 hrs* prior to departure (subject to difference in fare value).

*Changes or cancellations within 4 hrs are subject to a \$20 fee. For flights departing on or before 11am,

Munro, Asia AEST:EX

From: passengerservices@helijet.com
Sent: July 30, 2020 6:46 AM
To: Munro, Asia AEST:EX
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	Government Financial Information
	Name	Melanie Mark
	Company	Ministry Of Advanced Education, Skills & Training

Booking

Government Financial Information

Thursday, July 30, 2020

Invoice #534081

851

07:00 Vancouver Harbour (Downtown)

07:35 Victoria Harbour (Downtown)

35 minutes

Confirmed

SALE - Seat Sale \$219	\$208.57
------------------------	----------

Personal Information

+ GST	\$10.43
-------	---------

Billing	\$208.57
---------	----------

Taxes	\$10.43
-------	---------

Grand Total	\$219.00
--------------------	-----------------

Personal
al
Informa
t
Passengers - Sale

Personal Information

Melanie Mark, Female

[Add to Calendar](#)

Mastercard

\$219.00

Date / Time

July 30, 2020 @ 6:45:24 AM

Summary

Government Financial Information

Expiration

Authorization

021600

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

Does not qualify for combination with Kids Fly Free promotions.

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

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, and in adherence with Government of Canada COVID-19 travel restrictions, please note: prior to being allowed to board their flight, all passengers will be subject to a Health Check - specific questions relating to any symptoms you may have, and your previous or recent out of country travel itinerary. In addition, at check-in, passengers on all flights departing or arriving at Canadian airports are required to demonstrate they have a non-medical mask or face covering to wear for the duration of the flight, otherwise they will be denied boarding onto the aircraft.

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Munro, Asia AEST:EX

From: passengerservices@helijet.com
Sent: July 30, 2020 4:04 PM
To: Munro, Asia AEST:EX
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	Government Financial Information
	Name	Melanie Mark
	Company	Ministry Of Advanced Education, Skills & Training

Booking

Government Financial Information

Thursday, July 30, 2020

724

16:30 Victoria Harbour (Downtown)

17:05 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Sale

Invoice #534085

SALE - Seat Sale \$219 \$208.57

+ GST \$10.43

Billing \$208.57

Taxes \$10.43

Grand Total \$219.00

Mastercard \$219.00

Melanie Mark, Female

[Add to Calendar](#)

Date / Time

July 30, 2020 @ 4:03:31 PM

Summary

Government Financial Information

Expiration

Authorization

082657

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

Does not qualify for combination with Kids Fly Free promotions.

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

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, and in adherence with Government of Canada COVID-19 travel restrictions, please note: prior to being allowed to board their flight, all passengers will be subject to a Health Check - specific questions relating to any symptoms you may have, and your previous or recent out of country travel itinerary. In addition, at check-in, passengers on all flights departing or arriving at Canadian airports are required to demonstrate they have a non-medical mask or face covering to wear for the duration of the flight, otherwise they will be denied boarding onto the aircraft.

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

AE21EXESLP21



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133177

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Mark, Melanie			Employee ID Personal Information			Phone Number (250) 356-0179				
Client Organization Advanced Education			Job Title Minister			Travel Group Code 4				
5. Date Completed 2020/09/03		6. Fiscal Year 2021		7. Special Cheque Issue		8. Cheque Stub Information				
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Vancouver				
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2										
16. Travel Dates 2020 09/03	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
	*PCard Destination * Van/Vic/Van(HJ)	Start 0600	End 1745	Km 28	Cost 15.40	10.30	Cost	39.50	Cost Describe	
TOTALS OF COLUMNS					36. \$ 15.40	37. \$ 10.30	38. \$ 0.00	39. \$ 39.50	40. \$ 0.00	Claim Total \$ 65.20
48. Client Code 019 019 019 019	49. Resp. 11001 11001	50. Service Line 18000 18000	51. STOB 5701 5750	52. Project 11MTVNC 11MTCCA		45. Supplier Code Government Financial Information		Amount \$ 25.70 \$ 39.50		
Less Travel Advance 019										
									54. \$ 65.20	
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.									Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.									Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.									Print Name	Date Signed

FIN 10 (EFI-F0012 v2.6.1)

Production *** Copyright © Government of British Columbia

Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06Audited 2020Sep09
SLP

Notes for Travel Voucher (Restricted Use) E133177 for Mark, Melanie

1 note(s) returned.

Created On	Author	Note
2020/09/03 16:20:40	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	Sept 3, 2020 - drive to Helijet Van/Vic (pd by p/c) shuttle to buildings - Yellow Cab (pd by m/c) to Helijet Vic/Van (pd by p/c) - drive home

Production *** Copyright © Government of British Columbia

YELLOW CAB #40
617 FISGARD ST V8W1R9
VICTORIA BC
23767780
GH2376778001

PURCHASE

09-03-2020

16:05:20

Acct #

Government Financial Information

C

Card Type MC

A0000000041010

Mastercard

Operator: 140

Trace # 887

Inv. # 140

Auth # 094370

RRN 001645004

Purchase \$10.30

Tip \$0.00

Total \$10.30

(001) APPROVED-THANK YOU

Retain this copy for your
records

Customer copy

tel#250-381-2222

1/mTUNC
5701
PA by mic

AE21EXESLP22



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133222

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Mark, Melanie			Employee ID Personal Information			Phone Number (250) 356-0179			
Client Organization Advanced Education			Job Title Minister			Travel Group Code 4			
5. Date Completed 2020/09/18		6. Fiscal Year 2021		7. Special Cheque Issue		8. Cheque Stub Information			
Type of Travel In Province		14. Reason for Travel Ministerial Business				Headquarters Vancouver			
12. Mailing Address for Cheque PO Box 9080 Stn Prov Govt Victoria, BC V8W 9E2									
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous
2020	Destination	Start	End	Km	Cost		Cost		Cost
09/09	DTVan	0815	1215	28	15.40		27.00		19.00
09/16	DTVan	0815	1215	28	15.40		27.00		19.00
TOTALS OF COLUMNS				36. \$ 30.80	37. \$ 0.00	38. \$ 54.00	39. \$ 0.00	40. \$ 38.00	Claim Total \$ 122.80
48. Client Code	49. Resp.	50. Service Line		51. STOB	52. Project	45. Supplier Code Government Financial Information		Amount	
019	11001	18000		5702	1100000			\$ 122.80	
019									
019									
019									
Less Travel Advance									
019									
AMOUNT DUE TO EMPLOYEE									54. \$ 122.80
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name		Date Signed	
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name		Date Signed	
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name		Date Signed	

Notes for Travel Voucher (Restricted Use) E133222 for Mark, Melanie

1 note(s) returned.

Created On	Author	Note
2020/09/18 12:19:47	Flesh, Cindy Security Concern Cindy.Flesh@gov.bc.ca	Sept 9, 2020 - Drive to DTVan for mtgs (prking pd by m/c) - drive home Sept 16, 2020 - Drive to DTVan for mtgs (prking pd by m/c) - drive home

Production *** Copyright © Government of British Columbia

Canada Place Parkade

999 Canada Place
Vancouver BC, V6C 3C1

Pay Station Number: 1
Entered: 09/09/2020 08:35
Exited: 09/09/2020 11:38
Ticket Number: 26741
Transaction Number: 83941
Rate: A
Parking Fee: \$19.00

Total Fee: \$19.00
Fee Paid: \$19.00

Master
Government Financial
Information

Approval Number: 084069

Thank you for visiting
Canada Place
Above amount includes 5% GST
GST# 120996096RT0005

5702
11000000
PA by m/c

Canada Place Parkade

999 Canada Place

Vancouver BC, V6C 3C1

Pay Station Number: 1

Entered: 09/16/2020

08:50

Exited: 09/16/2020

12:22

Ticket Number: 27647

Transaction Number: 84111

Rate: A

Parking Fee: \$19.00

Total Fee: \$19.00

Fee Paid: \$19.00

Master

Government Financial Information

Approval Number: 064868

Thank you for visting

Canada Place

Above amount includes 5% GST

GST# 120996095RT0005

5702

1100000

pd by mic