

Minister's Quarterly Travel Expense Summary

Name: Honourable Lisa Beare

Quarter: 2021 January to March

Portfolio: CITIZENS SERVICES

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 3,034.28

Other Travel in Province: \$ 298.45

Out of Country Travel: \$ -

Out of Province Travel: \$ -

Total travel expenses paid this quarter: \$ 3,332.73

Travel expenses fiscal year-to-date: \$ 8,517.73



Control No.

E133412

Name Beare, Lisa	Employee ID Personal Information	Phone Number (250) 384-9699
Client Organization Citizens' Services	Job Title Minister	Travel Group Code 4

5. Date Completed 2021/01/22	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
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2021/01/22	2021	2021
Type of Travel In Province	14. Reason for Travel Ministerial Duties – Week of Jan 10 to 16, 2021	Headquarters Maple Ridge-Pit Meadows

12. Mailing Address for Cheque

PO Box 9068, 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	
	Destination	Start	End	Km	Cost		Cost		Cost	Describe
2021										
01/13	MR to Vic (HJ)	0600	1800	50	27.50	P/Card	10.00	61.00	139.42	
01/14	Overnight Vic	0900	1700		0.00			61.00	139.42	
01/15	Vic to MR (HJ)	0830	1930	50	27.50	P/Card		61.00		

TOTALS OF COLUMNS	36. ✓ \$ 55.00	37. ✓ \$ 10.00	38. ✓ \$ 183.00	39. ✓ \$ 278.84	40. ✓ \$ 0.00	Claim Total \$ 526.84
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48.	49.	50.	51.	52.	45.
Client Code	Resp.	Service Line	STOB	Project	Supplier Code Personal Information
112	32805	34610	5701	32MTVNC	\$ 65.00
112	32805	34610	5751	32MTCCA	\$ 278.84
112	32805	34610	5750	32MTCCA	\$ 183.00
112					

[illegible]

		AMOUNT DUE TO EMPLOYEE	54. \$ 526.84
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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) E133412 for Beare, Lisa

1 note(s) returned.

Created On	Author	Note
2021/01/22 16:32:51	Fleurant, Kathleen Security Concern v.bc.ca	Jan 10 - no expenses Jan 11 - no expenses Jan 12 - no expenses Jan 13 - Travel from Maple Ridge to Victoria for a full day of meetings (full day per diem). Jan 14 - Overnight Victoria, full day of meetings (full day per diem). Jan 15 - Full day of meetings in Victoria, then travel to Maple Ridge (full day per diem). Jan 16 - no expenses

Production *** Copyright © Government of British Columbia

Jan 13/2020

5701-32MTVNC

YELLOW CAB #242
515 LEASIDE PLACE V8Z6M4
VICTORIA BC
23917948
GH2391794801

**** PURCHASE ****
01-13-2021 Government NA:32:59
Acct # *** Financial Information RF
Card Type VI
Personal Information Visa Credit

Trace # 1344
Inv. # 1442
Auth # 07773I RRN 001122002

Purchase	\$10.00
Tip	\$0.00
Total	\$10.00 ✓

(001) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

Mileage

Maple Ridge to Hel-jet (Van H.)

50 Kms
x 0.55
\$27.50
✓

Taxi from Hel-jet
to Leg
\$10.00

Security Concern

Victoria, BC, Canada
Security Concern

Ms Lisa Beare ✓
Personal Information

Canada

Personal
Information

5751-32MTCLT

Room : Security Concern
Arrival Date : 01/13/21
Invoice No. : Personal Information
Folio No. :
Conf. No. :
Cashier No. : 67
Billing Date : 01/20/21
A/R Number

Date	Description	Debit	Credit
✓ 01/13/21	Room Charge	119.00	
01/13/21	Destination Marketing Fee	1.19	
01/13/21	Provincial Room Tax	13.22	
01/13/21	Room GST	6.01	
✓ 01/14/21	Room Charge	119.00	
01/14/21	Destination Marketing Fee	1.19	
01/14/21	Provincial Room Tax	13.22	
01/14/21	Room GST	6.01	
01/15/21	Mastercard		278.84
Room H/GST Total - 12.02			
Other H/GST Total - 0.00			
H/GST # PST#			
Total		278.84	278.84 ✓
Balance		0.00 ✓	

139.42

139.42

Bmo Travel card

Government Financial Information

XX/XX

Jan. 15

5701-32 MT VNC

Mileage

Helixet Van. Harbour to Maple Ridge

50 kms

x 0.55

\$ 27.50

✓

PER DIEMS

Week of Jan 10 to 16, 2021

	Date	Full day	Misc (Describe)	5750-32MTCCA or 5702-3200000	Total
Sun	Jan 10	/	/	/	/
Mon	Jan 11	/	/	/	/
Tue	Jan 12	/	/	/	/
Wed	Jan 13	Yes	/	5750-32MTCCA	61.00
Thu	Jan 14	Yes	/	"	61.00
Fri	Jan 15	Yes	/	"	61.00
Sat	Jan 16	/	/	/	/

\$ 183.00 ✓

Full Day:	\$	61.00
Breakfast:	\$	12.50
Lunch:	\$	12.50
Dinner:	\$	21.50
Incidentals:	\$	14.50

5750-32MTCCA	
5702-3200000	

Jan. 10 to 16, 2021

5701 - 32M5VNC

Mileage - 27.50

Taxi 10.00

Mileage 27.50

65.00

5751 - 32MTCEA

Hotel - 278.84

5750 - 32MTCEA

Ru Prem

183.00

526.84

STOB 5711 ①

Hubley, Holly CITZ:EX

From: passengerservices@helijet.com
Sent: January 6, 2021 9:46 AM
To: Hubley, Holly CITZ: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 #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking # <small>Personal Information</small>		
Thursday, December 3, 2020	Invoice # <small>Personal Information</small>	
722	SALE - Seat Sale \$219	\$208.57
17:10 Victoria Harbour (Downtown) ✓	+ GST	\$10.43
17:45 Vancouver Harbour (Downtown)	Billing	\$208.57
35 minutes	Taxes	\$10.43
Confirmed	Grand Total	\$219.00
1 Passengers - Sale	Mastercard	\$219.00

Lisa Beare, Female ✓

[Add to Calendar](#)

Date / Time

December 3, 2020 @ 4:36:24 PM

Summary

Government Financial
Information

Expiration

Authorization

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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

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

COVID-19

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

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

Please read your confirmation for more COVID-19 information.

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger 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, Helijet is pleased to participate in the Helicopter Association International COVID Clean Pledge and World Travel & Tourism Council's Safe Travels program to meet or exceed any applicable federal, provincial or municipal public health regulations. See in-terminal signage or helijet.com for Helijet's enhanced procedures and protocols.

Hubley, Holly CITZ:EX

From: passengerservices@helijet.com
Sent: January 6, 2021 9:47 AM
To: Hubley, Holly CITZ: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.



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We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking # Personal Information	
Sunday, December 6, 2020	Invoice # Personal Information
	727
17:25 Vancouver Harbour (Downtown)	FARE-YWH-OffPeak_2020 \$247.62
18:00 Victoria Harbour (Downtown) ✓	+ GST \$12.38
Dropoff:	Billing \$247.62
Shuttle Requested	Taxes \$12.38
	Grand Total \$260.00
35 minutes	Mastercard \$260.00

Confirmed

Date / Time

December 6, 2020 @ 4:56:21 PM

Government Financial Information

1 Passengers - Off-Peak

Lisa Beare, Female

Summary

Expiration

Authorization

[Add to Calendar](#)

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Customer Information		
Account	Customer #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking # <small>Personal Information</small>		
Thursday, December 10, 2020	Invoice # <small>Personal Information</small>	
716	FARE-YWH-OffPeak_2020	\$247.62
13:00 Victoria Harbour (Downtown) ✓	+ GST	\$12.38
13:35 Vancouver Harbour (Downtown)	Billing	\$247.62
35 minutes	Taxes	\$12.38
Confirmed	Grand Total	\$260.00
1 Passengers - Off-Peak	Mastercard	\$260.00 ✓

Lisa Beare, Female ✓

[Add to Calendar](#)

Date / Time

December 10, 2020 @ 12:25:11 PM

Summary

Government Financial
Information

Expiration

Authorization

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STOB 5711 6

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Customer Information		
Account	Customer #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking #		Personal Information
Sunday, December 13, 2020		Invoice #
727	FARE-YWH-OffPeak_2020	\$247.62
16:10 Vancouver Harbour (Downtown)	+ GST	\$12.38
16:45 Victoria Harbour (Downtown) ✓	Billing	\$247.62
35 minutes	Taxes	\$12.38
Confirmed	Grand Total	\$260.00
1 Passengers - Off-Peak	Mastercard	\$260.00 ✓

Lisa Beare, Female ✓

[Add to Calendar](#)

Date / Time

December 13, 2020 @ 3:31:59 PM

Summary

Government Financial
Information

Expiration

Authorization

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GST#:
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STOB 5711

8

Hubley, Holly CITZ:EX

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We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	Personal Information
	Name	Lisa Beare Personal Information
	Company	

Booking # Personal Information		
Thursday, December 17, 2020	Invoice # Personal Information	
716	FARE-YWH-FULL_2020	\$357.14
13:00 Victoria Harbour (Downtown) ✓	+ GST	\$17.86
13:35 Vancouver Harbour (Downtown)	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

Lisa Beare, Female ✓

[Add to Calendar](#)

Date / Time

December 17, 2020 @ 12:32:03 PM
Government Financial Information

Summary

Expiration

Authorization

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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.

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GST#:

R102320165

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Dunnett, Jennifer AEST:EX

From: Hubley, Holly CITZ:EX
Sent: January 20, 2021 1:52 PM
To: Dunnett, Jennifer AEST:EX
Subject: FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>
Sent: January 20, 2021 1:51 PM
To: Hubley, Holly CITZ:EX <Holly.Hubley@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

Personal
Information

Name

Lisa Beare

Company

Personal Information

Booking

Personal
Information

Tuesday, November 3, 2020

Personal
Invoice #

FARE-YWH-OffPeak_2020

\$247.62

719

+ GST

\$12.38

15:35 Vancouver Harbour (Downtown)



16:10 Victoria Harbour (Downtown)



35 minutes	Billing	\$247.62
	Taxes	\$12.38
Confirmed	Grand Total	\$260.00
1 Passengers - Off-Peak	Mastercard	\$260.00
Lisa Beare, Female		
<u>Add to Calendar</u>	Date / Time	November 3, 2020 @ 3:15:52 PM
	Summary	Government Financial Information
	Expiration	
	Authorization	

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Sent: January 20, 2021 1:51 PM
To: Hubley, Holly CITZ:EX <Holly.Hubley@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

Personal Information

Name

Lisa Beare

Company

Personal Information

Booking

Personal Information

Wednesday, November 4, 2020

Invoice Personal Information

716

FARE-YWH-OffPeak_2020

\$247.62

13:00 Victoria Harbour (Downtown)

+ GST



\$12.38

13:35 Vancouver Harbour (Downtown) ✓

35 minutes	Billing	\$247.62
	Taxes	\$12.38
Confirmed	Grand Total	\$260.00
1 Passengers - Off-Peak	Mastercard	\$260.00
Lisa Beare, Female		
<u>Add to Calendar</u>	Date / Time	November 4, 2020 @ 12:30:15 PM
	Summary	Government Financial Information
	Expiration	
	Authorization	

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GST#:
R102320165

FI21EXEDJ61



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133445

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 Beare, Lisa ✓		Employee ID Personal Information		Phone Number (250) 384-9699	
Client Organization Citizens' Services		Job Title Minister		Travel Group Code 4	
5. Date Completed 2021/02/08		6. Fiscal Year 2021		7. Special Cheque Issue	
8. Cheque Stub Information		14. Reason for Travel Ministerial Duties - Feb 5, 2021		Headquarters Maple Ridge-Pit Meadows	
12. Mailing Address for Cheque PO Box 9068, Stn Prov Govt Victoria, BC V8W 9E2					
16. Travel Dates 2021 02/05	17. Places Travelled Destination: MR to Victoria (HJ return) P/Card x 2		18. Personal Vehicle Use Km: 100 Cost: 55.00	19. Other Transport Costs Personal Information 15.40	20. & 21. Meals Cost: 61.00
				22. Lodging Costs 0.00	20. & 21. Miscellaneous Cost: 0.00 Describe:
TOTALS OF COLUMNS			36. 100 kms ✓ \$ 55.00	37. 15.40 ✓ \$ Personal Information	38. 61.00 ✓ \$ 61.00
			39. 0.00 ✓ \$ 0.00	40. 0.00 ✓ \$ 0.00	Claim Total \$ Personal Information 131.40
48. Client Code 112 112 112 112	49. Resp. 32805 32805	50. Service Line 34610 34610	51. STOB 5701 5750	52. Project 32MTVNC 32MTCCA	45. Supplier Code Personal Information Amount 70.40 \$ Personal Information \$ 61.00
Less Travel Advance 112					54. \$ Personal Information 131.40
AMOUNT DUE TO EMPLOYEE					
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 <i>Lisa Beare</i> Minister Beare		Date Signed Feb 8, 2021
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.			Print Name <i>Kassandra Lawal</i>		Date Signed 9 Feb 2021
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.			Print Name Kassandra Lawal		Date Signed

FIN 10 (EFI-F0012 v2.6.1)
Personal Information


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

DJ Feb 17/21

Notes for Travel Voucher (Restricted Use) E133445 for Beare, Lisa

1 note(s) returned.

Created On	Author	Note
2021/02/08 09:55:36	Fleurant, Kathleen Security Concern Kathleen.Fleurant@gov.bc.ca	Feb 5 - Travelled from Maple Ridge to Victoria, via driving, flight and taxi for a full day of meetings and then return to Maple Ridge via taxi, flight and driving (full day per diem). 

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Feb 5

5701-32MTVNC

BLUEBIRDS CABS #268
2612 QUADRA ST
VICTORIA BC

Personal
cc

Government Financial Information

CARD
CARD TYPE VISA
DATE 2021/02/05 ✓
TIME 5294 16:33:06
RECEIPT NUMBER
H85029169-001-598-006-0

PURCHASE
AMOUNT \$7.40 ✓
TIP
TOTAL

Personal
Information

Personal Information

Visa Credit

Personal Information

taxi from
leg to
Helijet

0000000000-

APPROVED

AUTH# 091951 01-027
THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Mileage

Helijet Ven to Maple Ridge

50 kms
x .55

\$27.50 ✓

Personal Information

\$7.40

Taxi

Feb 5

5701-32 MTVVC

Mileage

Maple Ridge to Heliport Van Houten

50 kms

X.55

\$27.50 ✓

Taxi

From Heliport Victoria to
Legislature

Personal Information

\$8.00

YELLOW CAB #239
515 LEASIDE PLACE V8Z6M4
VICTORIA BC
23902312
GH2390231201

**** PURCHASE ****
02-05-2021 ✓ 08:46:34
Acct # **** Government Financial Information RF
Card Type VI
Government Financial Information Visa Credit

Trace # 2099
Inv. # 8217
Auth # 09045I RRN 001232008

Purchase \$8.00 ✓
Tip Personal Information
Total

{001} APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

817 FISGARD STREET
VICTORIA, V8W 1R9
TEL# 250 381 2222

PER DIEMS

	Date	Full day	Misc (Describe)	5750-32MTCCA or 5702-3200000	Total
Sun	/				/
Mon	/				/
Tue	/				/
Wed	/				/
Thu	/				/
Fri	Feb 5	yes	/	5750-32MTCCA	61.00
Sat	/				

Full Day:	\$	61.00
Breakfast:	\$	12.50
Lunch:	\$	12.50
Dinner:	\$	21.50
Incidentals:	\$	14.50

5750-32MTCCA	
5702-3200000	

\$ 61.00

5701 - 32MTVNC

Mileage 27.50

Personal Information

Tax,

\$7.40

Tax

\$8.00

Mileage 27.50

Personal Information

\$70.40

5750 - 32MTCCA

61.00

Personal Information

ST085711

①

Hubley, Holly CITZ:EX

From: passengerservices@helijet.com
Sent: January 13, 2021 7:34 AM
To: Hubley, Holly CITZ: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 #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking # Personal Information		
Wednesday, January 13, 2021	Invoice # Personal Information	
703	SALE - Seat Sale \$219	\$208.57
07:55 Vancouver Harbour (Downtown)	+ GST	\$10.43
08:30 Victoria Harbour (Downtown)	Billing	\$208.57
Dropoff:	Taxes	\$10.43
Taxi Requested	Grand Total	\$219.00
35 minutes	Mastercard	\$219.00

Confirmed

Date / Time

January 13, 2021 @ 7:32:56 AM
Government Financial Information

1 Passengers - Sale

Lisa Beare, Female ✓

Summary

Expiration

Authorization

[Add to Calendar](#)

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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

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

COVID-19

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

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

Please read your confirmation for more COVID-19 information.

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention. If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger 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, Helijet is pleased to participate in the Helicopter Association International COVID Clean Pledge and World Travel & Tourism Council's Safe Travels program to meet or exceed any applicable federal, provincial or municipal public health regulations. See in-terminal signage or helijet.com for Helijet's enhanced procedures and protocols.

STOB 5711

2

Hubley, Holly CITZ:EX

From: passengerservices@helijet.com
Sent: January 20, 2021 11:16 AM
To: Hubley, Holly CITZ: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 #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking # Personal Information		
Friday, January 15, 2021	Invoice # Personal Information	
722	SALE - Seat Sale \$219	\$208.57
17:10 Victoria Harbour (Downtown) ✓	+ GST	\$10.43
17:45 Vancouver Harbour (Downtown)	Billing	\$208.57
35 minutes	Taxes	\$10.43
Confirmed	Grand Total	\$219.00
1 Passengers - Full-Fare ✓	Mastercard	\$219.00 ✓

Lisa Beare, Female ✓

Date / Time

January 15, 2021 @ 2:56:17 PM
Government Financial Information

[Add to Calendar](#)

Summary

Expiration

Authorization

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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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 a Helijet Agent, consult Helijet [Passenger Rights, Tariff & Travel Information](#) or visit [the Canadian Transportation Agency's](#) website.

GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, Helijet is pleased to meet or exceed any applicable federal, provincial or municipal public health regulations. See in-terminal signage or [helijet.com](#) for details of Helijet's enhanced Covid-19 procedures and protocols.

Please note the following COVID-19 protocols required of all passengers booked on Helijet scheduled flights in order to board a flight.

- If you are feeling unwell you are asked to stay home and rebook your trip for another time when you



Control No.

E133531

Name Beare, Lisa	Employee ID Personal Information Job Title Minister	Phone Number (250) 384-9699 Travel Group Code 4
----------------------------	---	--

5. Date Completed 2021/03/12	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
--	-------------------------------	--------------------------------	-----------------------------------

2021/03/12	2021	14. Reason for Travel Ministerial Duties - Feb 28 - March 4, 2021	Headquarters Maple Ridge-Pit Meadows
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12. Mailing Address for Cheque

PO Box 9068, Stn Prov Govt, Victoria, BC V8W 9E2

16. Travel Dates	17. Places Travelled			18. \$0.55 Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Cost		Cost	Describe
2021										
02/28	MR to Vic (HJ)	1530	1830	50	27.50	P/Card	36.00	154.66		
03/01	Overnight in Vic	0800	1830		0.00		61.00	174.56		
03/02	Overnight in Vic	0800	2130		0.00		61.00	174.56		
03/03	Overnight in Vic	0800	1900		0.00		61.00	174.56		
03/04	Vic to MR (HJ)	0800	1500	50	27.50	P/Card	10.00			
	return kms:confirmed with the MO (email dated March 25/21)									

TOTALS OF COLUMNS	100 kms	36.55 \$ 27.50	37. \$ 10.00	38. \$ 280.00	39.678 34 \$ Personal	40. \$ 0.00	Claim Total \$ Personal Information
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48.	49.	50.	51.	52.	45.	
Client Code	Resp.	Service Line	STOB	Project	Supplier Code	Amount
112	32805	34610	5701	32MTVNC	Personal Information	65.00
112	32805	34610	5750	32MTCCA	Information	280.00
112	32805	34610	5751	32MTCCA		678.34
112						

112						
Less Travel Advance						
112						

	AMOUNT DUE TO EMPLOYEE	54.	Personal Information
--	------------------------	-----	----------------------

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
--	-------------------	--------------------

<p>party.</p> <p>56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.</p>	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) E133531 for Beare, Lisa

1 note(s) returned.

Created On	Author	Note
2021/03/18 13:12:13	Sall, Gurmeet Security Concern Gurmeet.Sall@gov.bc.ca	Feb. 28th - Maple Ridge to downtown Vancouver Helijet (driving) Van to Vic Helijet (PC) Shuttle to Hotel Overnight in Victoria - claimed dinner and incidentals March 1 - Full work day meetings claimed ful per diem - overnight in Victoria March 2 - Full work day meetings claimed ful per diem March 3 - Full work day meetings Personal Personal claimed P = overnight in Victoria FD per diem information March 4 - Full work day meetings claiming full per diem - Helijet flight back to Van - drive to Maple Ridge

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Hotel
Feb 28 - March 4

Security Concern

GUEST FOLIO

Security Concern	BEARE LISA ✓	149.00	03/04/21	DUPLICATE 10.39	Personal Information ACCT#
Security Concern	Personal Information		02/28/21		
Security Concern	VICTORIA BC V8W9E2				
	Government Financial Information				MB# Personal Information
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
✓ 02/28	TELECOMM	BASE/SIA	00		
02/28	ROOM	1402.1	132.00		
02/28	DEST FEE	1402.1	1.32		
02/28	RM PST	1402.1	10.67		154.66
02/28	MRDT	1402.1	4.00		
02/28	RM GST	1402.1	6.67		
✓ 02/01	ROOM	1402.1	149.00		174.56
02/01	DEST FEE	1402.1	1.49		Personal Information
02/01	RM PST	1402.1	12.04		
02/01	MRDT	1402.1	4.51		
02/01	RM GST	1402.1	7.52		
Personal Information					
✓ 03/02	ROOM	1402.1	149.00		174.56
03/02	DEST FEE	1402.1	1.49		
03/02	RM PST	1402.1	12.04		
03/02	MRDT	1402.1	4.51		
03/02	RM GST	1402.1	7.52		
✓ 03/03	ROOM	1402.1	149.00		174.56
03/03	DEST FEE	1402.1	1.49		
03/03	RM PST	1402.1	12.04		
03/03	MRDT	1402.1	4.51		
03/03	RM GST	1402.1	7.52		
03/03	CCARD-MC				Personal Information
03/04					
	Government Financial Information				

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Security Concern

BLUEBIRD CAB #36
2612 QUADRA STREET V8T4E4
VICTORIA BC
23802843
TM2380284301

SALE

Batch #: 282 RRN: 0012820190
03/04/21 ✓ | 12:35:27
REF#: 00000019

APPR CODE: 058321

~~VISA~~
Government Financial
Information

Proximity
/

Visa Credit
Government Financial
Information

AMOUNT \$10.00 ✓ |

00 APPROVED

Retain this copy for your
records

CUSTOMER COPY

*Receipt
Buildings
to
Heljet*



Control No.

F133547

Name	Employee ID	Phone Number
Beare, Lisa	Personal	(250) 384-9699
Client Organization	Information	Travel Group Code
Citizens' Services	Job Title	
	Minister	4

2021/03/10	2021	
Type of Travel In Province	14. Reason for Travel Ministerial Meetings/Government Meetings	Headquarters Maple Ridge-Pit Meadows

16. Travel Dates	17. Places Travelled			18. \$0.55 Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
2021	Destination	Start	End	Km	Cost	Costs	Cost	Costs	Cost	Describe
03/07	MR - Vic (HJ)	1530	1830	50	27.50	P/Card 36.00	36.00	174.56		
03/08	Overnight in Vic	0800	1830		0.00	61.00	61.00	174.56		
03/09	Overnight in Vic	0800	1830		0.00	61.00	61.00	174.56		
03/10	Overnight in Vic	0800	1830		0.00	61.00	61.00	174.56		
03/11	Vic to MR (HJ)	0800	1830	50	27.50	P/Card 61.00	61.00			

48.	Client Code	49.	Resp.	50.	Service Line	51.	STOB	52.	Project	45.	Supplier Code	Amount
	112		32805		34610		5701		32MTVNC		Personal Information	\$ 55.00
	112		32805		34610		5750		32MTCCA		Information	280.00
	112		32805		34610		5751		32MTCCA			698.24

[illegible]

54.	Personal Information	1033 24
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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

2021-03-24

Notes for Travel Voucher (Restricted Use) E133547 for Beare, Lisa

1 note(s) returned.

Created On	Author	Note
2021/03/18 13:47:41	Sall, Gurmeet Security Concern Gurmeet.Sall@gov.bc.ca	March 7 - Drove to Van Helijet to Vic - shuttle from Helijet to Hotel claimed dinner and incidental March 8 - Full work day - claim full per diem overnight in Victoria March 9 - Full work day - claim full per diem overnight in Victoria March 10 - Full work day - Personal Information Personal Information full day per diem March 11 - Full work day - full per diem Vic to MR on Helijet

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March 7 - March 11
Hotel

Security Concern

GUEST FOLIO

Security Concern BEARE USA 149.00 03/11/21 DPLICATE Personal Information
NAME DATE DEPART ACCT#
501 BELLEVILLE STREET 03/07/21 MB# Personal Information
VICTORIA BC 03/07/21 MB# Personal Information
V8W9E2 Government Financial Information

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
03/07	ROOM 1413 1	149.00		
	DEST FEE 1413 1	1.49		
	RM GST 1413 1	12.04		
	MRDT 1413 1	4.51		
	RM GST 1413 1	7.52		
	TELECOMM BASENSIA	00		
03/08	ROOM 1413 1	149.00		
	DEST FEE 1413 1	1.49		
	RM GST 1413 1	12.04		
	MRDT 1413 1	4.51		
	RM GST 1413 1	7.52		
03/09	ROOM 1413 1	149.00		
	DEST FEE 1413 1	1.49		
	RM GST 1413 1	12.04		
	MRDT 1413 1	4.51		
	RM GST 1413 1	7.52		
03/10	ROOM 1413 1	149.00		
	DEST FEE 1413 1	1.49		
	RM GST 1413 1	12.04		
	MRDT 1413 1	4.51		
	RM GST 1413 1	7.52		
	GOVERNMENT FINANCIAL INFORMATION			

Personal Information 174.56 Personal Information
174.56
174.56
Personal Information

Security Concern



Travel Voucher (Restricted Use)

Control No.

E133551

Name Beare, Lisa	Employee ID Personal Information	Phone Number (250) 384-9699
Client Organization Citizens' Services	Job Title Minister	Travel Group Code 4

5. Date Completed 2021/03/19	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
---------------------------------	------------------------	-------------------------	----------------------------

2021/03/19	2021	
Type of Travel In Province	14. Reason for Travel Ministerial and Government Meetings	Headquarters Maple Ridge-Pit Meadows

12. Mailing Address for Cheque

PO Box 9068, Stn Prov Govt, Victoria, BC V8W 9E2

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport	20. & 21. Meals	22. Lodging	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost	Costs	Cost	Costs	Cost	Describe
2021										
03/14	MR to Vic (HJ)	1530	1830	50	27.50	P/Card	per notes	36.00	174.56	
03/15	Overnight Vic	0800	1830		0.00		61.00	174.56		
03/16	Overnight Vic	0800	2030		0.00		61.00	174.56		
03/17	Overnight Vic	0800	1900		0.00		61.00	174.56		
03/18	Vic to MR (HJ)	0800	2000	50	27.50	P/Card				

TOTALS OF COLUMNS	100 kms	36. ✓ \$ 55.00	37. \$ 0.00	38. 280.00 Personal Information	39. 698.24 Personal Information	40. \$ 0.00	Claim Total Personal Information	1033.24
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48.	49.	50.	51.	52.	45.
Client Code	Resp.	Service Line	STOB	Project	Supplier Code
112	32805	34610	5701	32MTVNC	Personal Information
112	32805	34610	5750	32MTCCA	55.00 \$ Personal Information
112					280.00
112	32805	34610	5751	32MTCCA	698.24

[illegible]

	AMOUNT DUE TO EMPLOYEE	54.	Personal Information	\$ 1033.24
--	------------------------	-----	----------------------	------------

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) E133551 for Beare, Lisa

1 note(s) returned.

Created On	Author	Note
2021/03/19 10:03:29	Sall, Gurmeet Security Concern Gurmeet.Sall@gov.bc.ca	Mar 14 - Maple Ridge drove to Van Helijet - Vic -(PC) took Shuttle to Hotel claiming dinner and incidentals Mar 15 - Full day work - full meal per diem - overnight hotel Vic Mar 16 - Full day work - full meal per diem - overnight hotel Vic Mar 17 - Full day work - full meal per diem - overnight hotel Vic Mar 18 - Full day work - full meal per diem - 6:30 pm Hel jet to Van drove to MR

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Security Concern

Hotel March 15-18

GUEST FOLIO

Security Concern Room Security Concern TYPE Persona ROOM CLERK	BEARE/L NAME ADDRESS	149.00 RATE	03/18/21 DEPART 03/14/21 ARRIVE	12:00 TIME 18:07 TIME	Person al ACCT#	MBV#:	Government Financial Information
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE			
03/14	ROOM	1102, 1	149.00				
03/14	DEST FEE	1102, 1	1.49				
03/14	RM PST	1102, 1	12.04		A		
03/14	MRDT	1102, 1	4.51		B		
03/14	RM GST	1102, 1	7.52		C	174.56	
03/15	ROOM	1102, 1	149.00		D		
03/15	DEST FEE	1102, 1	1.49		A		
03/15	RM PST	1102, 1	12.04		B		
03/15	MRDT	1102, 1	4.51		C	174.56	
03/15	RM GST	1102, 1	7.52		D		
03/16	ROOM	1102, 1	149.00				
03/16	DEST FEE	1102, 1	1.49		A	174.56	
03/16	RM PST	1102, 1	12.04		B		
03/16	MRDT	1102, 1	4.51		C		Personal Information
03/16	RM GST	1102, 1	7.52		D		
Personal Information				Personal Information			
03/17	ROOM	1102, 1	149.00		A		
03/17	DEST FEE	1102, 1	1.49		B		
03/17	RM PST	1102, 1	12.04		C	174.56	
03/17	MRDT	1102, 1	4.51		D		
03/17	RM GST	1102, 1	7.52				
03/18	VS CARD						Personal Information
TO BE SETTLED TO: VISA				CURRENT BALANCE .00			
Security Concern							

SUMMARY OF TAXES			
DESCRIPTION	TAXED AMOUNT	TAX	
A DEST MKT FEE	.00	5.96	
B ROOM PST	.00	48.16	
C MRDT	.00	18.04	
D ROOM GST	.00	30.08	
E OTHER GST	.00	.00	
F PROV SALES TAX	.00	.00	
H GNS ROOM PST 8%	.00	.00	
I GNS MRDT 3%	.00	.00	
K LIQUOR TAX	.00	.00	
L GST INCLUSIVE	.00	.00	
NET CHARGES	.00	.00	
Personal Information	TAX 102.24	CREDITS .00	Folio Personal Information

Security Concern

STOB 5711

(2)

Hubley, Holly CITZ:EX

From: Hubley, Holly CITZ:EX
Sent: February 8, 2021 9:40 AM
To: Fleurant, Kathleen CITZ:EX
Subject: FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>
Sent: February 8, 2021 9:39 AM
To: Hubley, Holly CITZ:EX <Holly.Hubley@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking		
Friday, February 5, 2021	Invoice	Personal Information
703	SALE - Seat Sale \$219	\$208.57
07:55 Vancouver Harbour (Downtown)	+ GST	\$10.43
08:30 Victoria Harbour (Downtown)		

Dropoff:**Taxi Requested****35 minutes****Confirmed****1 Passengers - Sale****Lisa Beare, Female** ✓[Add to Calendar](#)

Billing \$208.57

Taxes \$10.43

Grand Total **\$219.00**

Mastercard \$219.00

Date / Time February 5, 2021 @ 7:00:33 AM

Summary Government Financial Information

Expiration

Authorization

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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COVID-19

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

Please read your confirmation for more COVID-19 information.

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact a Helijet Agent, consult Helijet [Passenger Rights, Tariff & Travel Information](#) or visit [the Canadian Transportation Agency's](#) website.

GST#:

R102320165

STOB 5711

(3)

Hubley, Holly CITZ:EX

From: Hubley, Holly CITZ:EX
Sent: February 8, 2021 9:40 AM
To: Fleurant, Kathleen CITZ:EX
Subject: FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>
Sent: February 8, 2021 9:40 AM
To: Hubley, Holly CITZ:EX <Holly.Hubley@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	Personal Information
	Name	Lisa Beare
	Company	Personal Information

Booking

Personal Information

Friday, February 5, 2021

Invoice Personal Information

722

FARE-YWH-FULL_2020

\$357.14

17:10 Victoria Harbour (Downtown) ✓ |

+ GST

\$17.86

17:45 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

Lisa Beare, Female ✓

[Add to Calendar](#)

Billing \$357.14

Taxes \$17.86

Grand Total \$375.00

Mastercard \$375.00

Date / Time February 5, 2021 @ 4:38:57 PM

Government Financial Information

Summary

Expiration

Authorization

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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

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

COVID-19

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

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

Please read your confirmation for more COVID-19 information.

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GST#:

R102320165

Hubley, Holly CITZ:EX

STOP
5711

11

From: passengerservices@helijet.com
Sent: February 28, 2021 4:07 PM
To: Hubley, Holly CITZ: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 #

Personal Information

Name

Lisa Beare

Company

Personal Information

Booking

Personal Information

Sunday, February 28, 2021

Invoice Personal Information

727

16:20 Vancouver Harbour (Downtown)

16:55 Victoria Harbour (Downtown) ✓

35 minutes

Confirmed

1 Passengers - Off-Peak

FARE-YWH-OffPeak_2020

\$247.62

+ GST

\$12.38

Billing

\$247.62

Taxes

\$12.38

Grand Total

\$260.00

Mastercard

\$260.00

Lisa Beare, Female ✓

[Add to Calendar](#)

Date / Time

February 28, 2021 @ 4:06:29 PM

Summary

Government Financial
Information

Expiration

Authorization

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

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

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COVID-19

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GST#:

R102320165

COVID-19 Information:

For your ongoing safety and security, Helijet is pleased to meet or exceed any applicable federal, provincial or municipal public health regulations. See in-terminal signage or [helijet.com](#) for details of Helijet's enhanced Covid-19 procedures and protocols.

Please note the following COVID-19 protocols required of all passengers booked on Helijet scheduled flights in order to board a flight.

- If you are feeling unwell you are asked to stay home and rebook your trip for another time when you