

Minister's Quarterly Travel Expense Summary

Name: Honourable Mary Polak

Quarter: 2016 April to June

Portfolio: Environment

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 1,244.35

Other Travel in Province: \$ 977.40

Out of Country Travel: \$ -

Out of Province Travel: \$ -

Total travel expenses paid this quarter: \$ 2,221.75

Travel expenses fiscal year-to-date: \$ 2,221.75

Rollheiser, Kate ENV:EX

From: reservation@harbourair.com
Sent: Thursday, February 25, 2016 1:00 PM
To: Rollheiser, Kate ENV:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!

[Check Flight Status](#)[Manage Flight](#)[Deals & Specials](#)[High Flyer Rewards](#)[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

For more information on the Saltspring Air/Harbour Air Partnership [Click Here](#)

[Click Here](#) for information on luggage allowance.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

Harbour Air Team

Customer Information

Account

HAS #

Government Financial Information

Name

Martina Kapac De Frias

Booking #7195591

Wednesday, March 2, 2016

Security Concern

09:20 Victoria Harbour

09:50 South Vancouver (YVR)

30 minutes

Invoice #4987626

Sked 500 : Carbon Offset \$1.00

Sked 500 : Web Fare- \$284.70

+ Goods and Services Tax \$14.30

Billing \$285.70

KK-Confirmed	Taxes	\$14.30
	Grand Total	\$300.00

2 Passenger(s) - Regular Fare

- . Martina Kapac De Frias
- . Mary Polak

[Add to Calendar](#)

Booking Information

- . **Check-in time is 25 minutes prior to departure.** Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.
- . **Please be prepared to show government issued photo identification.** It's required for all passengers 18 years and older.
- . Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11 and under).**
- . **Baggage allowance on all routes is 25 pounds** confirmed, with the exception of flights between South Vancouver (YVR) and Victoria or Nanaimo where the limit is increased to 50 pounds. Additional luggage is subject to a fee and will be carried on the same or first available flight. The maximum weight per single piece is 50 pounds.
- . **Wait-listed flights and tours** are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.
- . **Cancellations:**
 - Scheduled flight group bookings of 4 or more: any cancellations made within 24 hours of departure are subject to a 50% cancellation fee.
 - Scheduled flights to and from Comox, Sechelt, Ganges, Salt Spring Island, and Maple Bay: any cancellations made within 1 hour of departure are subject to a \$20 cancellation fee.
 - Scenic and packaged tours: any cancellations made within 24 hours of departure are subject to a 100% cancellation fee.
 - Flights departing from or terminating in Maple Bay will stop and/or transfer at Ganges, Salt Spring Island.
- . **Aircraft type** specified at time of booking may be subject to change due to operational requirements and is subject to availability.
- . **Complimentary shuttle service** (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.



Control No.

E124276

Name	Employee ID	Phone Number
Polak, Mary	Personal Information	(250) 387-1187
Client Organization	Job Title	Travel Group Code
Environment	Minister of Environment	4

5. Date Completed 2016/04/22	6. Fiscal Year 2017	7. Special Cheque Issue	8. Cheque Stub Information
---------------------------------	------------------------	-------------------------	----------------------------

2016/04/22	2017		Headquarters Langley ✓
Type of Travel In Province	14. Reason for Travel Session		

12. Mailing Address for Cheque
PO Box 9057 Stn Prov Govt Victoria, BC V8V 9E2

16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	Lodging Costs	20. & 21. Miscellaneous	
2016	Destination	Start	End	Km	Cost		Cost		Cost	Describe
04/03	Victoria (acc)	1700	2359	49	25.97	pcard	36.00	104.54	62.00	Cab
04/04	Victoria	0001	2359		0.00		39.50	104.54		
04/05	Victoria	0001	2359		0.00		61.00	104.54		
04/06	Victoria	0001	2359		0.00		61.00	104.54		
04/07	Victoria -van (acc)	0001	2359	49	25.97	pcard	61.00		100.00	Parking YVR

TOTALS OF COLUMNS	36. ✓ \$ 51.94	37. \$ 0.00	38. ✓ \$ 258.50	39. ✓ \$ 418.16	40. ✓ \$ 162.00	Claim Total \$ 890.60 ✓
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48.	49.	50.	51.	52.	45.
Client Code	Resp.	Service Line	STOB	Project	Supplier Code
					Personal Inform
✓ 048	29005	64000	5701	2900000	213.94
048	"	"	5750	29MTCCB	258.50
048	"	"	5751	29MTCCB	418.16
048	"	"			

[illegible]

		AMOUNT DUE TO EMPLOYEE	54. \$ 890.60
--	--	------------------------	------------------

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

27 May 1711b

Notes for Travel Voucher (Restricted Use) E124276 for Polak, Mary

1 note(s) returned.

Created On	Author	Note
2016/04/22 16:04:53	Kapac de Frias, Martina (IDIR\HSCOTT) Martina.KapacdeFrias@gov.bc.ca	<p>Apr 3 49kms Lang-YVR AC Flight YVR-YYJ \$176.66 kate pcard Cab YYJ-Vic \$62.00 mp pd Hotel 104.54 mp pd D,I</p> <p>Apr 4 104.54 hotel mp pd B,L,I</p> <p>Apr 5 104.54 hotel mp pd B,L,D,I</p> <p>Apr 6 104.54 hotel mp pd B,L,D,I</p> <p>Apr 7 AC Flight YYJ-YVR \$100 park mp pd 49kms YVR-Lang B,L,D,I</p>

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Brosz, Corinne M ENV:EX

From: reservations@Security Concern
Sent: Monday, April 18, 2016 1:45 PM
To: Brosz, Corinne M ENV:EX
Subject: Folio for Reservation Government Financial Information

Security Concern

Mary Polak
501 Bellville St Po Boc 9047
Victoria, BC V8W 9E2

Kate.Rollheiser@gov.bc.ca

Confirmation No: Government Financial Information

Arrival: 4/3/2016

Departure: 4/7/2016

Date: 4/18/2016 1:44:44 PM

Page 1 of 1

Date	Name	Room Number	Description	Debit/Credit
4/3/2016	Mary Polak		Personal Information	
4/3/2016	Mary Polak		Room Rate	90.00
4/3/2016	Mary Polak		GST Room (5.05%)	4.55
4/3/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/3/2016	Mary Polak		DMF Destination	0.90
4/3/2016	Mary Polak		Marketing Fee (1%)	
4/4/2016	Mary Polak		Personal Information	
4/4/2016	Mary Polak		Room Rate	90.00
4/4/2016	Mary Polak		GST Room (5.05%)	4.55
4/4/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/4/2016	Mary Polak		DMF Destination	0.90
4/4/2016	Mary Polak		Marketing Fee (1%)	
4/5/2016	Mary Polak		Personal Information	
4/5/2016	Mary Polak		Room Rate	90.00
4/5/2016	Mary Polak		GST Room (5.05%)	4.55
4/5/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/5/2016	Mary Polak		DMF Destination	0.90
4/5/2016	Mary Polak		Marketing Fee (1%)	
4/6/2016	Mary Polak		Room Rate	90.00

Date	Name	Room Number	Description	Debit/Credit
4/6/2016	Mary Polak	Security Concern	GST Room (5.05%)	4.55
4/6/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/6/2016	Mary Polak		DMF Destination	0.90
4/8/2016	Mary Polak		Marketing Fee (1%)	
4/8/2016	Mary Polak			
4/8/2016	Mary Polak			

Personal Information

4/7/2016
4/8/2016

Government Financial Information

Personal Information

Total Net of Tax
Tax

Personal Information

Total Including Tax

Balance Due

0.00



Security Concern

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH21852400B1

**** PURCHASE ****
04-03-2016 19:53:18
Acct # Government Financial Information C
Exp Date **/** Card Type VI
Name: MARY POLAK
A0000000031010 VISA

Trace # 4204 Operator 306
Inv. # 306
Auth # 095169 RRN 001791004

Total \$62.00
(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

UNIQUE REPORT
04/07/16 2016/0013/00613

Pay parking ticket 100.00 \$
04/03/16 17:56 - 04/08/16 17:56
Length Of Stay: 5 Days, 00:00
Epan:02995157015011086094645870??
Unit ID:108

Total Amount 100.00 \$
Net Amount: 78.71 \$
Parking Sales Tax 16.53 \$
GST+ 4.76 \$
Credit Visa 100.00 \$

YVR PARKING

TYPE: PURCHASE
ACCT: VISA \$ 100.00
CARD NUMBER: Government Financial Information
DATE/TIME: 07/04/2016 08:29:07 PM
REFERENCE #: 662511720011301290 C
AUTH #: 072572

VISA
A0000000031010
0000008000F800
VERIFIED BY PIN
01 APPROVED - THANK YOU 027
-- IMPORTANT --
Retain this copy for your records





Where ideas work

Travel Voucher (Restricted Use)

Control No.

E124391

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 Polak, Mary ✓		Employee ID Personal Information		Phone Number (250) 387-1187	
Client Organization Environment ✓		Job Title Minister of Environment		Travel Group Code 4	
5. Date Completed 2016/05/06		6. Fiscal Year 2017		7. Special Cheque Issue	
8. Cheque Stub Information		14. Reason for Travel Session		Headquarters Langley ✓	
12. Mailing Address for Cheque PO Box 9057 Stn Prov Govt Victoria, BC V8V 9E2					
16. Travel Dates 2016		17. Places Travelled		18. Personal Vehicle Use	
				19. Other Transport Costs	
				20. & 21. Meals	
				22. Lodging Costs	
				20. & 21. Miscellaneous	
04/10 Jan Victoria (CAC) 1700 2359 49 25.97 ✓		04/11 Victoria 0001 2359 0.00		36.00 ✓	
04/12 Victoria 0001 2359 0.00		04/13 Victoria 0001 2359 0.00		61.00 ✓	
04/14 Victoria (CAC) 0001 2200 49 25.97 ✓		04/14 Victoria (CAC) 0001 2200 49 25.97 ✓		48.50 ✓	
				48.50 ✓	
				104.54 ✓	
				104.54 ✓	
				104.54 ✓	
				100.00 ✓	
				YVR Parking	
TOTALS OF COLUMNS		36. ✓ \$ 51.94		37. ✓ \$ 0.00	
		38. ✓ \$ 255.00		39. ✓ \$ 418.16	
		40. ✓ \$ 163.00		Claim Total \$ 888.10 ✓	
48. Client Code ✓ 048 048 048 048		49. Resp. 29005 " " " "		50. Service Line 64000 " " " "	
		51. STOB 5701 ✓ 5750 5751		52. Project 2900000 ✓ 29 M FCCA 29 M FCCA	
Less Travel Advance 048				45. Personal Information Supplier Code Personal Information	
				Amount 21 494 \$ 888.10 255.00 418.16	
				54. ✓ \$ 888.10	
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) E124391 for Polak, Mary

1 note(s) returned.

Created On	Author	Note
2016/05/06 15:43:01	Kapac de Frias, Martina (IDIR\HSCOTT) Martina.KapacdeFrias@gov.bc.ca	<p>April 10 49kms Lang-YVR AC flight YVR-YYJ Kate pcard \$176.66 \$63.00 cab YYJ-Victoria mp pd Security Concern \$104.54 mp pd D, I</p> <p>April 11 Security Concern \$104.54 mp pd B,L,D, I</p> <p>April 12 Security Concern \$104.54 mp pd L,D, I</p> <p>April 13 Security Concern \$104.54 mp pd L,D, I</p> <p>April 14 AC flight YYJ-YVR \$100 YVR parking mp pd 49kms YVR-Lang</p>

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YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240012

**** PURCHASE ****
04-10-2016 19:57:53
Acct # Government Financial Information C
Exp Date **/** Card Type VI
Name: MARY POLAK
A0000000031010 VISA

Trace # 5945 Operator 12
Inv. # 012
Auth # 025451 RRN 001928001

Total \$63.00

(00) APPROVED-THANK YOU

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records
Customer copy

www.yellowcabvictoria.com
250-381-2222

Vancouver Airport

04/14/16

Pay parking ticket 100.00 \$
04/10/16 17:50 - 04/15/16 17:50
Length Of Stay: 5 Days, 00:00
Epan:02995157015011076101642400??
Unit ID:107

Total Amount 100.00 \$
Net Amount: 78.71 \$
Parking Sales Tax 16.53 \$
GST+ 4.76 \$
Credit Visa 100.00 \$

N/A
N/A
N/A

TYPE: PURCHASE

ACCT: VISA \$ 100.00
Government Financial Information

CARD NUMBER:

DATE/TIME: 14/04/2016 08:25:15 PM

REFERENCE #: 662511840011011280 C

AUTH #: 054580

VISA

A0000000031010

0000008000F800

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

-- IMPORTANT --

Retain this copy for your records

MAY 11 2016

Scott, Heidi ENV:EX

From: Brosz, Corinne M ENV:EX
Sent: Friday, April 29, 2016 4:11 PM
To: Scott, Heidi ENV:EX Government Financial Information
Subject: FW: Folio for Reservation

Follow Up Flag: Follow up
Flag Status: Flagged

From: Security Concern
Sent: Friday, April 29, 2016 4:02 PM
To: Brosz, Corinne M ENV:EX Government Financial Information
Subject: Folio for Reservation

Security Concern

Mary Polak
501 Bellville St Po Boc 9047
Victoria, BC V8W 9E2

corinne.brosz@gov.bc.ca

Confirmation No: Government Financial Information

Arrival: 4/10/2016

Departure: 4/14/2016

Date: 4/29/2016 4:01:33 PM

Page 1 of 1

Date	Name	Room Number	Description	Debit/Credit
4/10/2016	Mary Polak	Security Con	Personal Information	
4/10/2016 ✓	Mary Polak		Room Rate ✓	90.00 ✓
4/10/2016	Mary Polak		GST Room (5.05%) 104.54	4.55 ✓
4/10/2016	Mary Polak ✓		HST Hotel Room x	9.09 ✓
			(10.10%) 4	
4/10/2016	Mary Polak		DMF Destination	0.90 ✓
			Marketing Fee (1%) nights	
4/11/2016	Mary Polak		Personal Information	
4/11/2016 ✓	Mary Polak		Room Rate ✓	90.00 ✓
4/11/2016	Mary Polak ✓		GST Room (5.05%)	4.55 ✓
4/11/2016	Mary Polak		HST Hotel Room	9.09 ✓
			(10.10%)	
4/11/2016	Mary Polak		DMF Destination	0.90 ✓

Date	Name	Room Number	Description	Debit/Credit
4/12/2016	Mary Polak	Security Con	Marketing Fee (1%)	
4/12/2016 ✓	Mary Polak		Room Rate ✓	90.00
4/12/2016	Mary Polak		GST Room (5.05%)	4.55
4/12/2016	Mary Polak		HST Hotel Room (10.10%)	104.54 9.09
4/12/2016	Mary Polak		DMF Destination	0.90
4/12/2016	Mary Polak		Marketing Fee (1%)	
4/13/2016 ✓	Mary Polak		Room Rate ✓	90.00
4/13/2016	Mary Polak		GST Room (5.05%)	4.55
4/13/2016	Mary Polak		HST Hotel Room (10.10%)	104.54 9.09
4/13/2016	Mary Polak		DMF Destination	0.90
4/13/2016	Mary Polak		Marketing Fee (1%)	
4/14/2016	Mary Polak			
4/14/2016	Mary Polak			
4/14/2016	Mary Polak			

Personal Information

Personal Information

4/14/2016
4/14/2016

Government Financial Information

Personal Information

Total Net of Tax
Tax
Total Including Tax
Balance Due

Personal Information

0.00

Business Information

Security Concern



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E124392

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 Polak, Mary		Employee ID Personal Information	Phone Number (250) 387-1187
Client Organization Environment		Job Title Minister of Environment	Travel Group Code 4
5. Date Completed 2016/05/06	6. Fiscal Year 2017	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Session		Headquarters Langley

12. Mailing Address for Cheque
PO Box 9057 Stn Prov Govt Victoria, BC V8V 9E2

FO Box 553, Stn Hwy Govt Victoria, BC V8V 5Z2											
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous	
2016	Destination	Start	End	Km	Cost		Cost		Costs	Cost	Describe
04/24	Victoria (CAC)	1700	2359	49	25.97	peard	36.00	CAC	104.54	63.00	Cab
04/25	Victoria	0001	2359		0.00		39.50		104.54		
04/26	Victoria	0001	2359		0.00		61.00		104.54		
04/27	Victoria	0001	2359		0.00		61.00		104.54		
04/28	Victoria - van (CAC)	0001	2359	49	25.97	peard	61.00			100.00	Parking YVR
TOTALS OF COLUMNS				(98 kms)		36. ✓	37.	38. ✓	39. ✓	40. ✓	Claim Total
					\$ 51.94	\$ 0.00	\$ 258.50	\$ 418.16	\$ 163.00	\$ 891.60	

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Personal Information	Supplier Code	Amount
048	29005	64000	5701	2900000			\$ 891.60
048	"	"	5750	29M TCCA			258.50
048	"	"	5751	29M TCCA			418.16

Less Travel Advance
048

AMOUNT DUE TO EMPLOYEE

54. \$ 891.60

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) E124392 for Polak, Mary

1 note(s) returned.

Created On	Author	Note
2016/05/06 15:54:33	Kapac de Frias, Martina (IDIR\HSCOTT) Martina.KapacdeFrias@gov.bc.ca	<p>April 24 49kms Lang-YVR AC flight YVR-YYJ Kate pcard \$176.66 \$63.00 cab YYJ-Victoria mp pd Security Concern\$104.54 mp pd D, I</p> <p>April 25 Security Concern\$104.54 mp pd B,L, I</p> <p>April 26 Security Concern\$104.54 mp pd B,L,D, I</p> <p>April 27 Security Concern\$104.54 mp pd B,L,D,I</p> <p>April 28 AC flight YYJ-YVR \$100 YVR parking mp pd 49kms YVR-Lang B,L,D,I</p>

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YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240093

**** PURCHASE ****
04-24-2016 19:59:25
Acct # Government Financial Information C
Exp Date **/** Card Type VI
Name: MARY POLAK
A0000000031010 VISA

Operator 093
Trace # 374
Inv. # 093
Auth # 077011 RRN 001162006

Total \$63.00
(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222

Vancouver Airport
Receipt No: 0000000000

04/28/16

Pay parking ticket 100.00 \$
04/24/16 17:12 - 04/29/16 17:12
Length Of Stay: 5 Days 00:00
Arrival: 02995157015014086 15619530??
Depart: 10:108

Total Amount 100.00 \$
Net Amount: 78.71 \$
Parking Sales Tax 16.53 \$
GST+ 7.76 \$
Credit Visa 100.00 \$

VEH PARKING

TYPE: PURCHASE
PGMT: VISA \$ 100.00
CARD NUMBER: Government Financial Information
DATE/TIME: 28/04/2016 08:33:33 PM
REFERENCE #: 662511890011521600
SOFT #: 007860

0000000031010
00000000000000
EXPIRED BY PIN

01 APPROVED - THANK YOU 027
-- IMPORTANT --

Retain this copy for your records



Scott, Heidi ENV:EX

From: Brosz, Corinne M ENV:EX
Sent: Thursday, April 28, 2016 11:45 AM
To: Scott, Heidi ENV:EX
Subject: FW: Folio for Reservation Government Financial Information

Follow Up Flag: Follow up
Flag Status: Flagged

From: Security Concern
Sent: Thursday, April 28, 2016 11:41 AM
To: Brosz, Corinne M ENV:EX Government Financial Information
Subject: Folio for Reservation

Security Concern

Mary Polak
501 Bellville St Po Boc 9047
Victoria, BC V8W 9E2

corinne.brosz@gov.bc.ca

Government Financial Information
Confirmation No
Arrival: 4/24/2016
Departure: 4/28/2016
Date: 4/28/2016 11:40:32 AM
Page 1 of 1

Date	Name	Room Number	Description	Debit/Credit
4/24/2016	Mary Polak	<small>Security Conc</small>	Personal Information	
4/24/2016 ✓	Mary Polak ✓		Room Rate ✓	90.00 ✓
4/24/2016	Mary Polak		GST Room (5.05%)	4.55 ✓
4/24/2016	Mary Polak		HST Hotel Room (10.10%)	9.09 ✓
4/24/2016	Mary Polak		DMF Destination	0.90 ✓
4/25/2016	Mary Polak		Marketing Fee (1%)	
4/25/2016	Mary Polak		Personal Information	
4/25/2016 ✓	Mary Polak ✓		Room Rate ✓	90.00 ✓
4/25/2016	Mary Polak		GST Room (5.05%)	4.55 ✓
4/25/2016	Mary Polak		HST Hotel Room (10.10%)	9.09 ✓
4/25/2016	Mary Polak		DMF Destination	0.90 ✓

Date	Name	Room Number	Description	Debit/Credit
4/26/2016	Mary Polak	Security Concern	Marketing Fee (1%)	
4/26/2016	Mary Polak		Room Rate	90.00
4/26/2016	Mary Polak		GST Room (5.05%)	4.55
4/26/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/26/2016	Mary Polak		DMF Destination	0.90
4/26/2016	Mary Polak		Marketing Fee (1%)	
4/27/2016	Mary Polak		Room Rate	90.00
4/27/2016	Mary Polak		GST Room (5.05%)	4.55
4/27/2016	Mary Polak		HST Hotel Room (10.10%)	9.09
4/27/2016	Mary Polak		DMF Destination	0.90
4/27/2016	Mary Polak		Marketing Fee (1%)	
4/28/2016	Mary Polak			
4/28/2016	Mary Polak			
4/28/2016	Mary Polak			

Personal Information

Personal Information

4/28/2016 Visa for Government Financial Information

Personal Information

Total Net of Tax
Tax
Total Including Tax
Balance Due

Personal Information

0.00

Business Information

Security Concern

SECURITY CONCERN

MAY 11 2016



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E124463

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 Polak, Mary		Employee ID Personal Information		Phone Number (250) 387-1187	
Client Organization Environment		Job Title Minister of Environment		Travel Group Code 4	
5. Date Completed 2016/05/19		6. Fiscal Year 2017		7. Special Cheque Issue	
8. Cheque Stub Information		14. Reason for Travel Session		Headquarters Langley	

12. Mailing Address for Cheque
PO Box 9057 Stn Prov Govt Victoria, BC V8V 9E2

FO Box 9597 Stn Hwy Govt Victoria, BC V8Y 6Z2										
16. Travel Dates	17. Places Travelled			18. ^{0.53} Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
2016	Destination	Start	End	Km	Cost		Cost		Cost	Describe
05/01	Victoria (car)	1400	2359	49	25.97	pcard	nil	139.38		
05/02	Victoria	0001	2359		0.00		39.50	139.38		
05/03	Victoria	0001	2359		0.00		61.00	139.38		
05/04	Victoria	0001	2359		0.00		48.50	139.38		
05/05	Victoria - van (car)	0001	2130	49	25.97	pcard	61.00		100.00	Parking YVR
TOTALS OF COLUMNS				36. (98 kms) \$ 51.94		37. \$ 0.00	38. \$ 210.00	39. \$ 557.52	40. \$ 100.00	Claim Total \$ 919.46

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
048	29005	64000	5701	2900000	Personal Information	\$ 919.46
048	"	"	5750	29MTCCA		210.00
048	"	"	5751	29MTCCA		557.52

Less Travel Advance
048

AMOUNT DUE TO EMPLOYEE

54. \$ 919.46

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

J. Mary 27/16.

Notes for Travel Voucher (Restricted Use) E124463 for Polak, Mary

1 note(s) returned.

Created On	Author	Note
2016/05/19 10:11:27	Kapac de Frias, Martina (IDIR\HSCOTT) Martina.KapacdeFrias@gov.bc.ca	May 1 49kms Lang-YVR AC flight YVR-YYJ \$103.95 Kate pcard \$138.18 Hotel mp pd May 2 \$138.18 Hotel mp pd B,L,I May 3 \$138.18 hotel MP pd B,L,D,I May 4 \$138.18 hotel mp pd B,D,I May 5 B,L,D,I AC flight YYJ-YVR \$100.00 YVR parking 49kms YVR-Lang

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Scott, Heidi ENV:EX

From: Brosz, Corinne M ENV:EX
Sent: Thursday, May 5, 2016 9:30 AM
To: Scott, Heidi ENV:EX
Subject: FW: Folio for Reservation Government Financial Information

Follow Up Flag: Follow up
Flag Status: Completed

From: Security Concern
Sent: Thursday, May 5, 2016 9:25 AM
To: Brosz, Corinne M ENV:EX Government Financial Information
Subject: Folio for Reservation

Security Concern

Mary Polak
501 Bellville St Po Boc 9047
Victoria, BC V8W 9E2

corinne.brosz@gov.bc.ca

Confirmation No: Government Financial Information

Arrival: 5/1/2016

Departure: 5/5/2016

Date: 5/5/2016 9:24:41 AM

Page 1 of 1

Date	Name	Room Number	Description	Debit/Credit
5/1/2016	Mary Polak	<small>Security Cont</small>	Personal Information	
5/1/2016 ✓	Mary Polak		Room Rate ✓	120.00 ✓
5/1/2016	Mary Polak		GST Room (5.05%)	6.06
5/1/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/1/2016	Mary Polak		DMF Destination	1.20
5/2/2016	Mary Polak		Marketing Fee (1%)	
5/2/2016 ✓	Mary Polak ✓		Personal Information	
5/2/2016	Mary Polak		Room Rate ✓	120.00 ✓
5/2/2016	Mary Polak		GST Room (5.05%)	6.06
5/2/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/2/2016	Mary Polak		DMF Destination	1.20

139.38
x
4
night

Date	Name	Room Number	Description	Debit/Credit
5/3/2016	Mary Polak	Security Concern	Marketing Fee (1%)	
5/3/2016	Mary Polak		Room Rate	120.00
5/3/2016	Mary Polak		GST Room (5.05%)	6.06
5/3/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/3/2016	Mary Polak		DMF Destination	1.20
5/4/2016	Mary Polak		Marketing Fee (1%)	
5/4/2016	Mary Polak		Room Rate	120.00
5/4/2016	Mary Polak		GST Room (5.05%)	6.06
5/4/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/4/2016	Mary Polak		DMF Destination	1.20
5/4/2016	Mary Polak		Marketing Fee (1%)	

Personal Information

Personal Information

5/5/2016 Visa for Government Financial Information

Personal Information

Total Net of Tax
Tax

Personal Information

Total Including Tax

Balance Due

0.00

Business Information

Security Concern

RECEIVED

MAY 24 2016

VANCOUVER Airport

05/05/16

Pay parking ticket 100.00 \$
05/01/16 14:43 - 05/06/16 14:43
Length Of Stay: 5 Days, 00:00
tpan:029951570150110761225300020??
Unit ID:107

Total Amount 100.00 \$
Net Amount: 78.71 \$
Parking Sales Tax 16.53 \$
GST+ 4.76 \$
Credit Visa 100.00 \$

YVR PARKING

TYPE: PURCHASE
TEXT: VISA \$ 100.00
CARD NUMBER:
DATE/TIME: 05/05/2016 08:53 AM
REFERENCE #: 6625118900116220 0000
MID #: 004030

VISA
MID0000031010
MID000000F800
VERIFIED BY PIN
01 APPROVED - THANK YOU 027
-- IMPORTANT --
FOR YOUR RECORD

RECEIVED
MAY 24 2016
FIVE



Control No.

E124464

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 Polak, Mary Client Organization Environment				Employee ID Personal Information Job Title Minister of Environment				Phone Number (250) 387-1187 Travel Group Code 4									
5. Date Completed 2016/05/19				6. Fiscal Year 2017				7. Special Cheque Issue				8. Cheque Stub Information					
Type of Travel In Province				14. Reason for Travel Session				Headquarters Langley									
12. Mailing Address for Cheque PO Box 9057 Stn Prov Govt Victoria, BC V8V 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		Cost	Cost	Cost	Describe		
2016		Vancouver/Vic	1600	2359	59	31.27				NIC		139.38	79.50		Cab. parking		
05/08		Vancouver/Vic	1600	2359	59	31.27				NIC		139.38	79.50		Cab. parking		
05/09		Victoria	0001	2359		0.00				NIC		139.38					
05/10		Victoria	0001	2359		0.00				NIC		139.38					
05/11		Victoria	0001	2359		0.00				NIC		139.38					
05/12		Victoria	0001	2359	49	25.97				NIC		139.38	84.00		YVR Parking		
TOTALS OF COLUMNS												36. \$ 57.24	37. \$ 0.00	38. \$ 201.00	39. \$ 557.52	40. \$ 163.50	Claim Total \$ 979.26
48. Client Code		49. Resp.		50. Service Line		51. STOB		52. Project		45. Personal Information		Supplier Code		Amount			
048		29005		64000		5701		2900000		Personal Information		22074		\$ 979.26			
048		"		"		5750		29MTRCA		Personal Information		22074		\$ 979.26			
048		"		"		5751		29MTRCA		Personal Information		22074		\$ 979.26			
048		"		"		5751		29MTRCA		Personal Information		22074		\$ 979.26			
Less Travel Advance																	
048																	
												54. AMOUNT DUE TO EMPLOYEE \$ 979.26					
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				

July 27/16

Notes for Travel Voucher (Restricted Use) E124464 for Polak, Mary

1 note(s) returned.

Created On	Author	Note
2016/05/19 10:47:16	Kapac de Frias, Martina (IDIR\HSCOTT) Martina.KapacdeFrias@gov.bc.ca	<p>May 8 Lang-Van-YVR 59kms Parking Van \$16.50 mp pd AC flight YVR-YYJ \$141.75 kate pcard Cab YYJ-Vic \$63.00 mp pd \$139.38 hotel mp pd</p> <p>May 9 Hotel \$139.38 mp pd B,L,I</p> <p>May 10 Hotel \$139.38 mp pd B,L,I</p> <p>May 11 Hotel \$139.38 mp pd B,L,D I</p> <p>May 12 B,L,D,I AC Flight YYJ-YVR kate pcard YVR Parking \$84.00 mp pd YVR-Lang 49kms</p>

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Scott, Heidi ENV:EX

From: Brosz, Corinne M ENV:EX
Sent: Thursday, May 12, 2016 11:30 AM
To: Scott, Heidi ENV:EX
Subject: FW: Folio for Reservation Government Financial Information

Follow Up Flag: Follow up
Flag Status: Flagged

From: Security Concern
Sent: Thursday, May 12, 2016 11:27 AM
To: Brosz, Corinne M ENV:EX
Subject: Folio for Reservation Government Financial Information

Security Concern

Mary Polak ✓
501 Bellville St Po Boc 9047
Victoria, BC V8W 9E2

corinne.brosz@gov.bc.ca

Confirmation No: Government Financial Information

Arrival: 5/8/2016

Departure: 5/12/2016

Date: 5/12/2016 11:26:53 AM

Page 1 of 1

Date	Name	Room Number	Description	Debit/Credit
5/8/2016 ✓	Mary Polak	Security Cor	Room Rate ✓	120.00
5/8/2016	Mary Polak		GST Room (5.05%)	6.06
5/8/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/8/2016	Mary Polak		DMF Destination	1.20
5/9/2016	Mary Polak		Marketing Fee (1%)	
5/9/2016 ✓	Mary Polak		Room Rate ✓	120.00
5/9/2016	Mary Polak		GST Room (5.05%)	6.06
5/9/2016	Mary Polak		HST Hotel Room (10.10%)	12.12
5/9/2016	Mary Polak		DMF Destination	1.20
5/10/2016	Mary Polak		Marketing Fee (1%)	

Personal Information

Personal Information

Date	Name	Room Number	Description	Debit/Credit
5/10/2016 ✓	Mary Polak ✓	Security C	Charge	
5/10/2016	Mary Polak		Room Rate ✓	120.00 ✓
5/10/2016	Mary Polak		GST Room (5.05%)	6.06
			HST Hotel Room (10.10%)	12.12
5/10/2016	Mary Polak		DMF Destination	1.20
5/11/2016 ✓	Mary Polak ✓		Marketing Fee (1%)	
5/11/2016	Mary Polak		Room Rate ✓	120.00 ✓
5/11/2016	Mary Polak		GST Room (5.05%)	6.06
			HST Hotel Room (10.10%)	12.12
5/11/2016	Mary Polak		DMF Destination	1.20
			Marketing Fee (1%)	

139.38

139.38

5/12/2016 Visa for

Government Financial Information

Personal Information

Total Net of Tax
Tax
Total Including Tax
Balance Due

0.00

Personal Information

Security Concern

RECEIVED
MAY 24 2016

**RECEIPT
IMPARK**
Lot 695 Waterfront Centre
200 Burrard St.

License Plate Number

391MHK

Expiration Date/Time

**06:00 AM
MAY 09, 2016**

Purchase Date/Time: 05:05pm May 08, 2016

Total Due: \$16.50 Rate: \$16.50 - Until 6 AM

Total Paid: \$16.50 Payment Type: Card

Ticket #: 00014783

S/N #: 500013140642

Setting: Lot 695

Mach Name: Meter - 3

Card Government Financial Visa

Auth #: 067237

Use Pay By Phone
To Extend Your Time
Call: 604-662-7275
Lot Code: 1695

RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240087

**** **PURCHASE** ****

05-09-2016 00:40:06

Acct # Government Financial Information C

Exp Date **/** Card Type VI

Name: MARY POLAK

A0000000031010 VISA

Trace # 1059 Operator 187

Inv. # 187

Auth # 001200 RRN 001898004

Total **\$63.00**
(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

www.yellowcabvictoria.com
250-381-2222



Receipt No. 11111111

05/12/16

Pay parking ticket 84.00 \$
05/08/16 20:40 - 05/12/16 20:47
Length Of Stay: 4 Days, 00:07
Epan:02995157015011086129744410??
Unit ID:108

Total Amount	84.00 \$
Net Amount:	66.12 \$
Parking Sales Tax	13.88 \$
GST+	4.00 \$
Credit Visa	84.00 \$

YVR PARKING

TYPE: PURCHASE
ACCT: VISA \$ 84.00
CARD NUMBER: Government Financial Information
DATE/TIME: 12/05/2016 08:48:02 PM
REFERENCE #: 662511630011671180 C
AUTH #: 040606

VISA
A0000000031010
000008000F800
VERIFIED BY PIN
01 APPROVED - THANK YOU 027
-- IMPORTANT --
Retain this copy for your records

RECEIVED
MAY 24 2016

Scott, Heidi ENV:EX

From: Air Canada <confirmation@aircanada.ca>
Sent: Friday, April 15, 2016 12:29 PM
To: Scott, Heidi ENV:EX
Subject: Air Canada - 13-Jun: Vancouver - Prince George (booking ref Government Financial Infor seat selected)

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



Itinerary/Receipt

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

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



Opens in New Window

Access your personalized Air Canada travel information

[View your planner >](#)

Booking Information

Booking Reference:

Government Financial Information

Customer Care

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

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

Main Contact:

Ms Mary Polak
heidi.scott@gov.bc.ca
Work: 1-250-3873069

Online Services

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

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

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

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
Security Concern	Vancouver, Vancouver Int'l (YVR) Mon 13-Jun 2016 12:35 - Terminal M	Prince George (YXS) Mon 13-Jun 2016 13:45	0	1hr10	DH4	Tango, A	
Security Concern	Prince George (YXS) Wed 15-Jun 2016 17:20	Vancouver, Vancouver Int'l (YVR) Wed 15-Jun 2016 18:34 - Terminal M	0	1hr14	DH4	Tango, T	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Mary Polak : Adult (16+), Ticket Number: 0142161342277

Frequent Flyer Prog : **None**

Meal Preference : **None**

Payment Card: Government Financial Information

Special Needs: **None**

Seat Selection: Security Concern Personal Int Paid , AC8212 **Personal Information**

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Tango

115.00

Return Flight - Tango

144.00

Surcharges	24.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	16.36
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	343.61
Number of passengers	x 1
Total with options	343.61
Seat Selection	
Ms Mary Polak	
Security Concern	
Personal Information	10.00
	10.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.00
Total with options and seat selection fee:	364.61
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$364.61

21.00

Payment Information

Credit/Debit Card

Government Financial Information

Amount paid: **\$364.61**

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

Air Canada: \$343.61 (Air Transp. Charges - per ticket)

Air Canada: \$21.00 (Advance Seat Selection - for passenger 1)

Ticket number(s): 0142161342277

Fare Rules

Departing Flight Vancouver (YVR) To Prince George (YXS) - Tango

Return Flight Prince George (YXS) To Vancouver (YVR) - Tango

Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$100 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger. Exception: fee is \$100 CAD/USD for flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded)
- **Same-day standby** at the airport is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy

Scott, Heidi ENV:EX

Subject: **Flight AC8217 YVR-YXC Seat
Location: Booking # LXX8CM
Start: Tue 2016-06-21 2:05 PM
End: Tue 2016-06-21 4:33 PM
Recurrence: (none)
Organizer: MINCAL, ENV ENV:EX
Categories: TRAVEL

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

AIR CANADA 

Itinerary/Receipt

Personal Information

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

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



Opens in
New Window

Access your
personalized
Air Canada travel
information

[View your planner >](#)

Booking Information

Booking Reference:

Government Financial Information

Customer Care

Air Canada

1-888-247-2262

**Flight Arrivals and
Departures**

1-888-422-7533

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

Main Contact:

Ms Mary Polak

corinne.brosz@gov.bc.ca

Mobile: Personal Information

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
Security Concern	Vancouver, Vancouver Int'l (YVR) Tue 21-Jun 2016 14:05 - Terminal M	Cranbrook (YXC) Tue 21-Jun 2016 16:33	0	1hr28	DH3	Tango, A	
Security Concern	Cranbrook (YXC) Thu 23-Jun 2016 16:55	Vancouver, Vancouver Int'l (YVR) Thu 23-Jun 2016 17:28 - Terminal M	0	1hr33	DH3	Tango, A	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Mary Polak : Adult (16+), Ticket Number: 0142161498797

Aeroplan :

Preference :

Payment Card:

Government Financial Information

Special Needs:

None

Seat Selection:

Security Concern ^{Personal Information}

AC8218

^{Personal Information}

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Tango</u>	125.00
Return Flight - <u>Tango</u>	140.00
<u>Surcharges</u>	24.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	16.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	15.96
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total before options (per passenger)	335.21
Number of passengers	x 1
Total with options	335.21
Seat Selection	
Ms Mary Polak	
Security Concern ^{Personal Information}	10.00
	10.00
	1.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.00
Total with options and seat selection fee:	356.21
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$356.21

Payment Information

Credit/Debit Card ^{Government Financial Information} Amount paid: **\$356.21**

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

Air Canada: \$335.21 (Air Transp. Charges - per ticket)

Air Canada: \$21.00 (Advance Seat Selection - for passenger 1)

Ticket number(s): 0142161498797

Fare Rules

Departing Flight Vancouver (YVR) To Cranbrook (YXC) - Tango

Brosz, Corinne M ENV:EX

From: Air Canada <confirmation@aircanada.ca>
Sent: Tuesday, April 26, 2016 11:38 AM
To: Brosz, Corinne M ENV:EX
Subject: Corinne Brosz is sending you the itinerary for your next trip from Vancouver to Victoria.

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



Itinerary/Receipt

From: Corinne Brosz

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

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



Booking Information

Booking Reference: Government Financial Information

Customer Care

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

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

Main Contact:

Ms Mary Polak
kate.rollheiser@gov.bc.ca
Mobile: 1-250-3871187
Work: 1-250-3871187

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade
--------	------	----	-------	----------	----------	---------

status						
Security Concern	Vancouver, Vancouver Int'l (YVR) Sun 15-May 2016 19:30 - Terminal M	Victoria, Victoria Int'l (YYJ) Sun 15-May 2016 19:54	0	0hr24	DH3	-
Security Concern	Victoria, Victoria Int'l (YYJ) Sat 21-May 2016 11:00	Vancouver, Vancouver Int'l (YVR) Sat 21-May 2016 11:24 - Terminal M	0	0hr24	DH3	-
Operated by: ¹ Air Canada Express - Jazz						

Passenger Information

1: Ms Mary Polak : Adult (16+), Ticket Number: 0142161764881

Frequent Flyer Prog :	None	Meal Preference :	None
Payment Card:	Government Financial Information	Special Needs:	None
Seat Selection:	None		

Additional amount payable and/or refund - Summary

	Additional charges
Passenger Type	Adult
Air Transportation Charges	
Air Transportation Charges (including surcharges)	106.00
Taxes, Fees and Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	5.30
Total Additional Fare	111.30
Extras (Change Fee)	
Change Fee	75.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.75
Total Extras (Change Fee)	78.75
Number of passengers	x 1
Total with options	190.05
Grand Total - Canadian dollars	\$190.05

Brosz, Corinne M ENV:EX

From: Air Canada <confirmation@aircanada.ca>
Sent: Thursday, April 28, 2016 1:33 PM
To: Brosz, Corinne M ENV:EX
Subject: Kate is sending you the itinerary for your next trip from Vancouver to Victoria.

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



Itinerary/Receipt

From: Kate

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

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



Booking Information

Booking Reference:

Government Financial Information

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

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

Main Contact:

Ms Mary Polak
kate.rollheiser@gov.bc.ca
Mobile: 1-250-3871187
Work: 1-250-3871187

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade
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status						
Security Concern	Vancouver, Vancouver Int'l (YVR) Sun 08-May 2016 23:55 - Terminal M	Victoria, Victoria Int'l (YYJ) Mon 09-May 2016 00:19	0	0hr24	DH3	-
Security Concern	Victoria, Victoria Int'l (YYJ) Thu 12-May 2016 20:15	Vancouver, Vancouver Int'l (YVR) Thu 12-May 2016 20:39 - Terminal M	0	0hr24	DH3	-
Operated by: 1 Air Canada Express - Jazz						

Passenger Information

1: Ms Mary Polak : Adult (16+), Ticket Number: 0142161862029			
Frequent Flyer Prog :	None	Meal Preference :	None
Payment Card:	Government Financial Information	Special Needs:	None
Seat Selection:	None		

Additional amount payable and/or refund - Summary

	Additional charges
Passenger Type	Adult
Air Transportation Charges	
Air Transportation Charges (including surcharges)	60.00
Taxes, Fees and Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.00
Total Additional Fare	63.00
Extras (Change Fee)	
Change Fee	75.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.75
Total Extras (Change Fee)	78.75
Number of passengers	x 1
Total with options	141.75
Grand Total - Canadian dollars	\$141.75

Brosz, Corinne M ENV:EX

From: Air Canada <confirmation@aircanada.ca>
Sent: Thursday, April 7, 2016 10:30 AM
To: Scott, Heidi ENV:EX
Subject: Heidi Scott is sending you the itinerary for your next trip from Vancouver to Victoria.

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



Itinerary/Receipt

From: Heidi Scott

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

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



Booking Information

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

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade status
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Security Concern	Vancouver, Vancouver Int'l (YVR) Sun 01-May 2016 15:50 - Terminal M	Victoria, Victoria Int'l (YYJ) Sun 01-May 2016 16:14	0	0hr24	DH3	-
Security Concern	Victoria, Victoria Int'l (YYJ) Thu 05-May 2016 20:15	Vancouver, Vancouver Int'l (YVR) Thu 05-May 2016 20:39 - Terminal M	0	0hr24	DH3	-

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Ms Mary Polak : Adult (16+), Ticket Number: 0142160996146

Frequent Flyer Prog :	None	Meal Preference :	None
Payment Card:	Government Financial Information	Special Needs:	None
Seat Selection:	None		

Additional amount payable and/or refund - Summary

	Additional charges
Passenger Type	Adult
Air Transportation Charges	
Air Transportation Charges (including surcharges)	24.00
Taxes, Fees and Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.20
Total Additional Fare	25.20
Extras (Change Fee)	
Change Fee	75.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.75
Total Extras (Change Fee)	78.75
Number of passengers	x 1
Total with options	103.95
Grand Total - Canadian dollars	\$103.95

Fare Rules