## **Minister's Quarterly Travel Expense Summary**

Name: Honourable Melanie Mark Quarter: 2022 April to June

**Portfolio:** Tourism, Arts, Culture and Sport

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 7,951.98

Other Travel in Province: \$ 1,272.55

Out of Country Travel: \$ -

Out of Province Travel:

Total travel expenses paid this quarter: \$ 9,224.53

Travel expenses fiscal year-to-date: \$ 9,224.53



## **Travel Voucher (Restricted Use)**

Control No.

E134657

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.

	elanie rganization , Arts, Culture and S	sport		Jol	nployee ID sonal Information b Title inister of Tou	urism, Arts, C	ulture		(2	one Numbo 50) 953-090 evel Group	05
5. Date C 2022/03/	ompleted	6. Fisc	al Year			heque Issue		8. Chequ	e Stu	ıb informa	tion
Type of 1 In Provin	Travel	14. Rea	ason for T erial Busin					Headqua Vancouv			
PO Box 9 16. Travel Dates 2022 03/26 03/28 03/29 Value 10 Po Box 9 16. 17. 18. 18. 18. 18. 18. 18. 18. 18. 18. 18	9082 Stn Prov Govt 17.		-	18. P	2 2 2 2 2 3	19. Other Transport Costs	20. & 21. Meals Cost "27.00 PD 61.00 CC 61.00 61.	A		20. & 21. Miss Cost	Describe
TOTALS	OF COLUMNS				36. \$ 50 60	<b>37.</b> \$ 28.45	<b>38.</b> \$ 271.00	39. \$ 20.	5.03	<b>40.</b> \$ 0.00	Claim Total \$ 555.08
I8. Client 1 1 1 1 Less Tra	49. COde Resp 126 5138 126 5138 126 5138 vel Advance	34 34 34	Service L 5400 5400 5400 5400	6		52. Pro 51M 51M 51M		45. Sub Personal Info			Amount \$ 66.95 \$ 244.00 \$ 205.03 ** \$ 39.10
1	126					AN	OUNT DUE	TO EMPL	OYF		<b>54.</b> \$ 555.08
- Certifie disburse a result of for which	loyee Signature (Se ed this travel expens ements made and/or of travel on governn h I have not been ar	e claim is allowand nent busi	a true sta ces to which ness as de	ch I am etailed a	entitled as above and	Print Name				Signed	Ţ 230.00
<ul> <li>Certifie</li> </ul>	ding Authority Sig ed correct pursuant t tration Act and relate	o section	32 & 33 0		inancial	Print Nam	ie		Date	e Signed	
- Requis	nent Authority Sigr ition for payment pu tration Act.				Financial	Print Nam	ie		Date	e Signed	

FIN 10 (EFI-F0012 v2.6.1)

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

AUDITED BY PL APR 11, 2022

## Notes for Travel Voucher (Restricted Use) E134657 for Mark, Melanie

2 note(s) returned.

Created On		Author	Note
2022/03/31 13:52:46	Flesh, Cindy ( Security Concern )	Cindy.Flesh@gov.bc.ca	March 28, 2022 - drive to Hel jet (pd by p/c) Van/Vic - shuttle to bldgs - walk to Helijet (pd by p/c) Vic/Van - drive home March 29, 2022 - Bonny's Taxi (pd by m/c) to Helijet (pd by p/c) Van/Vic - shuttle to bldgs - wa k to hotel (pd by m/c) o/n March 30 ,2022 - walk to bldgs - share ride
2022/03/31 17:02:08	Flesh, Cindy Security Concern )	Cindy.Flesh@gov.bc.ca	to Helijet (pd by p/c) Vic/Van - share ride to mtg and event - drive home March 31, 2022 - drive to Hel jet (pd by p/c) Van/Vic - shuttle to bldgs - shuttle to Hel jet (pd by p/c) Vic/Van - drive home march 26, 2022 - drive to DTVan for event - drive home

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Melanie Mark Personal Information	Room No.	Security Concern
	Arrival	: 03-29-22
	Departure	: 03-30-22
	Folio No.	Personal Information
	Conf. No.	3
Company Name: Ministry of Tourism, Arts & Culture	AR No.	
Group Name:	Reference No.	2
	Custom Ref.	*

Date	Description		Charges	Credits
03-29-22 03-29-22 03-29-22	Room Charge Destination Marketing Fee - 1% Municipal Tax - 3%		175.00 1.75 5.30	
03-29-22 03-29-22 03-30-22	Hotel Room Tax - 8% Goods and Services Tax - 5% Mastercard		14.14 8.84	
,5 50 <u>22</u>	Mastercard Government Financial Information			205.03
		Total Charges	205.03	
		Total Credits	91311	205.03

Guest Signature:

Page No. 1 of 1

0.00



Balance



# **Travel Voucher (Restricted Use)**

Control No.

E134679

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.

	elanie ganization Arts, Culture and S	Sport		Job	ployee ID onal Information Title nister of Tour	ism Arts Cu	ılture		(25	one Number 50) 953-0905 vel Group Co	ode
	ompleted		al Year		. Special Ch			8. 0	Cheque Stu	b Information	n
Type of T	Travel Travel	14. Re	ason for						adquarters		
In Provin			terial Busin	ness				Va	ancouver		
	ng Address for Ch 9082 Stn Prov Gov		BC V8W	ΙΟΔΩ							
16.	17.	VICTORIE	, DC VOVV	1	5 KMS	19.	20, & 21,		22.	20. & 21.	
Travel Dates 2022 04/01 04/02	Places 1  Destination Whistler Vancouver	Start 1500 0700	End 2359 1130	P	ersonal nicle Use   Cost   72.60   72.60	Other Transport Costs	Meals	PD	Lodging Costs 184.44		Describe parking
04/04 04/05 04/06 VI 04/07	Van/Vic/VAn (HJ) Victoria (HJ) ≿Vancouver (HJ) Van/Vic/Van (HJ)	0710 0710 0710 0710	1940 2359 1940 1940	28 14 14 28	15.40 7.70 7.70 15.40		61.00 c 61.00 c 61.00 c	CCA CCA CCA CCA	209.71		
04/08 04/10	Vancouver Vancouver PCARD	1500 0945	2359 1145	73 28	40.15 15.40		36.00	PD	_		
TOTALS	OF COLUMNS				<b>36.</b> \$ 246.95	\$ 0.00	<b>38.</b> \$ 343.0	00	39.\$394.15 Personal	<b>40.</b> \$ 5.00	Claim Total
1 1 1	49. Resp 26 513 26 513 26 513 26 51384	84 84 84	Service I 5400 5400 5400 5400	L <b>ine</b> 16 16 16	51. 570B 5701 5702 5750 5751	Proje 51MT	VNC 8888 CCA	45. Pers	Supplier conal Information	Code	Amount \$ 46.20 \$ 489.19 \$ 244.00 \$ 209.71
	vel Advance	1.			1 1			ř			
	26	1.5						Ţ		54	\$ 989.10
1						AM	OUNT DUE	то	EMPLOYEE		\$ 779.39
- Certifie disburse a result	oyee Signature (Sed this travel expensements made and/or of travel on government in I have not been an	se claim i r allowan nent busi	s a true sta ces to whi iness as d	ch I am e etailed a	entitled as bove and	Print Name			Date	Signed	
56. Spen - Certifie	ding Authority Signal ad correct pursuant tration Act and relat	to section	1 32 & 33		nancial	Print Name			Date	Signed	
- Requis	nent Authority Signition for payment putration Act.				Financial	Print Name			Date	Signed	

FIN 10 (EFI-F0012 v2.6.1)

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

AUDITED BY PL APR 21-22

## Notes for Travel Voucher (Restricted Use) E134679 for Mark, Melanie

2 note(s) returned.

Created On		Author	Note
2022/04/11 11:56:15	Flesh, Cindy Security Concern )	Cindy.Flesh@gov.bc.ca	April 1, 2022 - drive to Whistler for event (prking pd by m/c) o/n at hotel (pd by m/c) April 2, 2022 - drive home April 4, 2022 - drive to Helijet Van/Vic (pd by p/c) - shuttle to bldgs walk to Helijet Vic/Van (pd by p/c) - drive home April 5, 2022 - drive to Helijet Van/Vic (pd by p/c) - shuttle to bldgs - walk to hotel o/n (pd by m/c) April 6, 2022 - walk to buildings - wa k to Helijet Vic/Van (pd by p/c) - drive home
2022/04/11 12:06:22	Flesh, Cindy ( Security Concern )	Cindy.Flesh@gov.bc.ca	April 7, 2022 - Drive to Helijet Van/Vic (pd by p/c) - shuttle to bldgs shuttle to Hel jet Vic/Van (pd by p/c) - drive home April 8, 2022 - drive to DTVan for event - drive home April 10, 2022 - drive to DTVan for event - drive home

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PLACE ON DASH FACE UP

PLACE ON DASH FACE UP

PLACE ON DASH FACE UP

Resort Municipality of Whistler Welcomes You EXPIRES

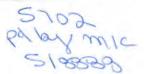
PAID S 5.00C ENTRY TIME 01 APR 22 09:36 PM Government Financial Information **EXPIRES** 

02 APR 22 10:00 AM PAID \$ 5.00C RECEIPT

PLACER SUR LE TABLEAU DE BORD CE CÔTE VISIBLE

PLACER SUR LE TABLEAU DE BORD CE CÔTE VISIBLE

PLACER SUR LE TABLEAU DE B CE COTÉ VISIBLE



	Melanie Mark			
	,			
	ersonal Information			
Phone				
		Reservation Number	Personal Information	
Guest Name	Melanie Mark	Arrival Date	Departure Date	
Company	Ministry Of Tourism	4/1/22	4/2/22	
		D	Securit Personal Information	
Bill To	Mark, Melanie	Room Information	Concer -	
			"	
Phone	Personal Information			
Folio Number	Personal Information			
Trans Date	Description		Voucher	Amount
Charges				
4/1/22	Government Rate		Security Concern	159.00
4/1/22	Goods & Services Tax			7.95
4/1/22	Provincial Sales Tax			12.72
4/1/22	Municipal & Regional Tax			4.77
16		Subtotal		184.44
	Total Charges			184.44
Payments				
4/2/22	Mastercard Government	nt Financial Information		-184.44
7/2/22	Wastercard	Subtotal		-184.44
	Total Payments	38.35.33		-184.44
			Balance Due:	0.00
curity Concern				
	: ices Tax (GST) 5% es Tax (PST) 8%		5 4 6 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	
Security Concern			21 pt 3	έ.

Whistler BC. Security Concern

Security Concern Security Concern

Guest Signature:

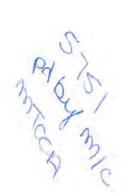
Security Concern Melanie Mark Personal Information Room No. Arrival : 04-05-22 : 04-06-22 Personal Information Departure Folio No. Conf. No. Company Name: Ministry of Tourism, Arts & Culture AR No. Group Name: Reference No. Custom Ref.

Date	Description		Charges	Credits
04-05-22	Room Charge		179.00	
04-05-22	Destination Marketing Fee - 1%		1.79	
04-05-22	Municipal Tax - 3%		5.42	
04-05-22	Hotel Room Tax - 8%		14.46	
04-05-22	Goods and Services Tax - 5%		9.04	
04-06-22	Mastercard Government Financial Information			209.71
		Total Charges	209.71	
		Total Credits		209.71
		Ralanca		0.00

Balance 0.00

**Guest Signature:** 

Page No. 1 of 1





## **Purdy, Sandra TACS:EX**

From:

Purdy, Sandra TACS:EX

Sent:

March 7, 2022 8:31 AM

To: Subject: Flesh, Cindy TACS:EX FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>

Sent: March 2, 2022 6:15 PM

**To:** Purdy, Sandra TACS:EX <Sandra.Purdy@gov.bc.ca> **Subject:** Thank you for choosing to take off with Helijet!

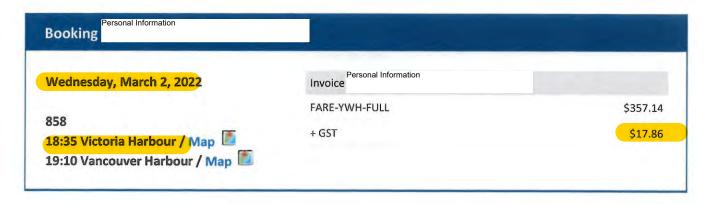
|EXTERNAL| This email came from an external source. Only open attachments or links that you are expecting from a known sender.



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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport



## \$357.14 Billing 35 minutes \$17.86 Taxes **Grand Total** \$375.00 Confirmed Mastercard \$375.00 1 Passengers - Full-Fare Melanie Mark, Female Date / Time March 2, 2022 @ 6:13:28 PM Add to Calendar Government Financial Information Summary Expiration Personal Information 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 air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination. Before you travel, visit travel.gc.ca for details on accepted vaccines and tests. COVID-19 Safety Protocols including mandatory masks and health checks are in place. Please read your confirmation for more inf ormation on COVID-19 protocols. ACCESSIBILITY: As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at

+1.800.665.4354 - online bookings made without calling may

not be honoured on the desired flight.



## **Purdy, Sandra TACS:EX**

From:

passengerservices@helijet.com

Sent:

April 4, 2022 11:44 AM

To:

Purdy, Sandra TACS:EX

Subject:

Thank you for choosing to take off with Helijet!

EXTERMAL 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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Thursday, March 3, 2022	Invoice Personal Information	
	FARE-YWH-FULL	\$357.14
703 <mark>07:55 Vancouver</mark> Harbour / Map 08:30 Victoria Harbour / Map	+ GST	\$17.86
08:50 Victoria Harbour / Map	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

## Add to Calendar

Personal Information

Date / Time

March 3, 2022 @ 7:32:23 AM

Summary

Expiration

Authorization

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

Government Financial Information

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 air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

## ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

## 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.

## **Purdy, Sandra TACS:EX**



From: passengerservices@helijet.com

Sent: March 3, 2022 5:20 PM
To: Purdy, Sandra TACS: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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

	Personal Information	
Thursday, March 3, 2022	Invoice Personal Information	
	FARE-YWH-FULL	\$357.14
858 18:35 Victoria Harbour / Map 🔳	+ GST	\$17.86
19:10 Vancouver Harbour / Map		
13.10 valicouver riarboury map	Billing	\$357.14
35 minutes	Taxes	\$17.86
	Grand Total	\$375.00
Confirmed		
1 Passengers - Full-Fare	Mastercard	\$375.00

## Add to Calendar

Personal Information

Date / Time

March 3, 2022 @ 5:19:27 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)

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## ACCESSIBILITY:

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# (6)

## Purdy, Sandra TACS:EX

From: passengerservices@helijet.com
Sent: March 9, 2022 11:57 AM
To: Purdy, Sandra TACS:EX

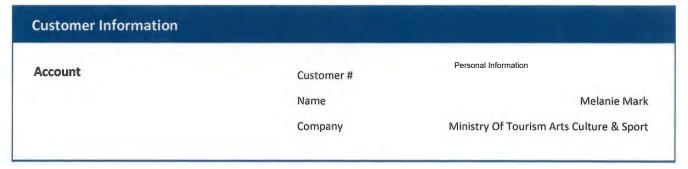
Subject: Thank you for choosing to take off with Helijet!

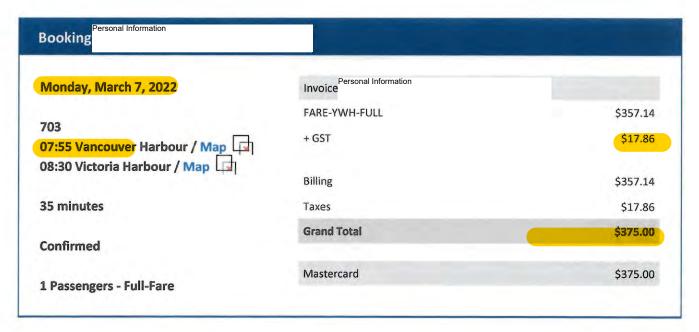
IEM EDIAL) This email came from an external source. Only open attachments or links that you are expecting from a known sender.



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.





## Add to Calendar

Personal Information

Date / Time

March 7, 2022 @ 7:37:15 AM

Summary

Expiration

Authorization

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

Government Financial Information

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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### ACCESSIBILITY:

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## **Purdy, Sandra TACS:EX**



From: passengerservices@helijet.com
Sent: March 10, 2022 8:44 AM
To: Purdy, Sandra TACS: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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Wednesday, March 9, 2022	Personal Information Invoice	
	FARE-YWH-FULL	\$357.14
858 <mark>18:35 Victoria Harbo</mark> ur / Map 🏳	+ GST	\$17.86
19:10 Vancouver Harbour / Map	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

## Add to Calendar

Personal Information

Date / Time

March 9, 2022 @ 6:15:57 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.

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### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

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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.



## **Purdy, Sandra TACS:EX**



From: Flesh, Cindy TACS:EX

Sent: March 10, 2022 8:36 AM

To: Purdy, Sandra TACS:EX

Subject: FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>

Sent: March 10, 2022 7:39 AM

**To:** Flesh, Cindy TACS:EX <Cindy.Flesh@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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Thursday, March 10, 2022	Invoice #579332	
703	FARE-YWH-FULL	\$357.14
703 07:55 Vancouver Harbour / Map 🚨 08:30 Victoria Harbour / Map 📮	+ GST	\$17.86

## Billing \$357.14 35 minutes \$17.86 Taxes **Grand Total** \$375.00 Confirmed \$375.00 Mastercard 1 Passengers - Full-Fare Melanie Mark, Female Date / Time March 10, 2022 @ 7:37:38 AM Government Financial Information Add to Calendar Summary Expiration Personal Information 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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As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.





From: passengerservices@helijet.com
Sent: March 10, 2022 5:10 PM

**To:** Purdy, Sandra TACS:EX

Subject: Thank you for choosing to take off with Helijet!

LEXTERNAL | 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.

Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Thursday, March 10, 2022	Invoice Personal Information	
	FARE-YWH-FULL	\$357.14
858 18:35 Victoria Harbour / Map 🔳	+ GST	\$17.86
19:10 Vancouver Harbour / Map 🛅	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

## Add to Calendar

Personal Information

Date / Time

March 10, 2022 @ 5:09:34 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 air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

## 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.





Passenger: Mark Melanie (ADT)
Booking Reference: Personal Information

Ticket number: Government Financial Information

Air Canada Reservations, 1-888-247-2262

Issuing date: Mar-14, 2022

## TRAVEL OPTIONS

Government Financial Information

In connection with:

Booking Reference: Personal Information

Issuing date: Mar-14, 2022

Coupon Service

Date

1 Seat Fees

20 Mar 2022

From: VANCOUVER INTERNATIONAL

To: KELOWNA INTERNATIONAL

Flight: AC8274

Non-refundable

Remarks

Characteristics: Ch

Form of payment:

Government Financial Information

Fee:

CDN 14.41

USD 11.00

Tax and Other charges:

Goods and Services Tax - Canada -

100092287 RT0001(XG)

Total Amount:

CDN 15.13

USD 11.55

USD 0.55

## GENERAL CONDITIONS OF CARRIAGE

You must obtain your boarding pass and check in any baggage by the check-in operation. Additionally, you must be available
for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may
result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding
compensation.

### Within Canada

When you should check in: 90 minutes Check-in / baggage drop-off ends: 45 minutes

Boarding gate deadline: 30 minutes Boarding gate closes: 15 minutes

## To/From the US

When you should check in: 120 minutes (From Toronto YYZ & Montreal YUL: 180 minutes)

Check-in / baggage drop-off ends: 60 minutes (From Toronto YYZ: 90 minutes)

Boarding gate deadline: 30 minutes Boarding gate closes: 15 minutes

#### International

When you should check in: 180 minutes (From International Airports: 240 minutes)

Check-in / baggage drop-off ends: 60 minutes

Boarding gate deadline: 45 minutes Boarding gate closes: 30 minutes

- 2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
- 3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we





Passenger: Mark Melanie (ADT)
Booking Reference: Personal Information

Ticket number: Government Financial Information

Air Canada Reservations, 1-888-247-2262 Issuing date: Mar-14, 2022

Government Financial Information

Personal Information

Document Number: In connection with: Booking Reference:

Issuing date: Mar-14, 2022

Coupon Service

Date

1 Seat Fees

21 Mar 2022

From: KELOWNA INTERNATIONAL

TRAVEL OPTIONS

To: VANCOUVER INTERNATIONAL

Flight: AC8271

Non-refundable

Remarks

Characteristics: Ch

Form of payment:

Government Financial Information

Fee:

CDN 14.41

USD 11.00

Tax and Other charges:

031 .72

USD 0.55

Goods and Services Tax - Canada -100092287 RT0001(XG)

Total Amount:

CDN 15.13

USD 11.55

## GENERAL CONDITIONS OF CARRIAGE

You must obtain your boarding pass and check in any baggage by the <u>check-in deadline</u>. Additionally, you must be available
for boarding at the boarding gate by the <u>boarding gate deadline</u>. Failure to respect check-in and boarding gate deadlines may
result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding
compensation.

### Within Canada

When you should check in: 90 minutes Check-in / baggage drop-off ends: 45 minutes

Boarding gate deadline: 30 minutes Boarding gate closes: 15 minutes

## To/From the US

When you should check in: 120 minutes (From Toronto YYZ & Montreal YUL: 180 minutes)

Check-in / baggage drop-off ends: 60 minutes (From Toronto YYZ: 90 minutes)

Boarding gate deadline: 30 minutes Boarding gate closes: 15 minutes

## International

When you should check in: 180 minutes (From International Airports: 240 minutes)

Check-in / baggage drop-off ends: 60 minutes

Boarding gate deadline: 45 minutes Boarding gate closes: 30 minutes

- 2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
- 3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we





Passenger: Mark Melanie (ADT) Booking Reference: Personal Information

Government Financial Information

Ticket number:

Air Canada Reservations, 1-888-247-2262

Issuing date: Mar-14, 2022

## ELECTRONIC TICKET RECEIPT

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

NOTE: You may be receiving this Itinerary Electronic Ticket Receipt due to a change in your itinerary. Please contact the Air Canada Contact Centre immediately if you have any questions concerning any schedule change.

### Recent Policy and Service Updates:

Ensure you are in compliance with the entry requirements of your destination. For the latest information on COVID-19 testing, entry requirements, flexible change and cancellation policies, and biosafety measures please visit <u>aircanada.com/covid19updates</u>.

IMPORTANT: Entry requirements

- Travelling (or returning) to Canada from another country: Travellers must register with <u>ArriveCAN</u>, get a pre-departure COVID-19 test and
  participate in the mandatory testing and quarantine requirements upon arrival. For more info visit the entry requirements page.
- . Travelling (or returning) to U.S. or international destinations: Make sure to review the government entry requirements prior to travel.

IMPORTANT: Make sure to review the government entry requirements prior to travel.

From	То	Flight	Departure	Arrival
VANCOUVER, International (YVR)	KELOWNA, International (YLW)	AC8274	13:10	14:05
Terminal: M			Sunday 20 Mar 2022	Sunday 20 Mar 2022
Fare: Standard	Operated by: AIR CANADA EXPRE	SS - JAZZ		
Fare basis: HZ5HZATG	Aircraft type: De Havilland Dhc-8 400	Series	Dura	tion: 00:55
Booking status: OK Frequent flyer number: Personal Information	Number of stops: 0			
KELOWNA, International (YLW)	VANCOUVER, International (YVR)	AC8271	09:40	10:40
	Terminal: M		Monday 21 Mar 2022	Monday 21 Mar 2022
Fare: Standard	Operated by: AIR CANADA EXPRE	SS - JAZZ		
Fare basis: MZ0HZATG	Aircraft type: De Havilland Dhc-8 400	) Series	Dura	tion: 01:00
Booking status: OK Frequent flyer number: Personal Information	Number of stops: 0			

## OK = Confirmed

## Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. 23 x 40 x 55 cm [9 x 15.5 x 21.5]) and 1 personal item (max. size: 16x 33 x43 cm [6 x 13 x17 in]). Your carry-on baggage must be light enough that you can store in the overhead bin unassisted. See our complete carry-on baggage policy.

### Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

YVRYLW

For Baggage Policy, Please Contact Your Agent

Name of the carrier whose baggage rules apply: AIR CANADA

YLWYVR

For Baggage Policy, Please Contact Your Agent

Name of the carrier whose baggage rules apply: AIR CANADA

Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional terms and conditions related to seat selection.

Please notify us immediately if you do not plan on taking your scheduled flight(s). If you are unable to change or cancel your booking online, you can reach Air Canada Reservations at 1-888-247-2262 (for international and other numbers, visit <a href="www.aircanada.com/">www.aircanada.com/</a> other numbers). If you do not show up for your flight, the rest of your itinerary will automatically be cancelled.

## **FARE DETAILS**

Form of payment:

Government Financial Information

Endorsements:

AC ONLY -BG AC

Air Transportation Charges: CAD 677.00

Fare equivalent: USD 529.00

Taxes, Fees and Charges:

Transportation International/Domestic Tax - USD 39.68

United States(US)

Goods and Services Tax - Canada -

100092287 RT0001(XG)

Airport Improvement Fee - Canada(SQ) USD 23,40 Flight Segment Tax - United States(ZP) USD 9.00

USD 27.63 CDN 39.25

USD 628.71

Total Amount: CDN 824 35





Booking Reference: Personal Information

Date of issue: 14 Mar, 2022

This is your official Itinerary/Receipt, You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the universal sand approache tanks. Question in the airport of the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

For the well-being of all customers and employees, we are temporarily adjusting our on-board service as a health and safety measure in response to COVID-19. Unfortunately, we will not be able to accommodate any special meal requests. Learn more Covid-19. Unfortunately, we will not be able to accommodate any special meal

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre wouse Opens in a new window or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Carrieda Privacy Policy Opens in a new window directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on COVID-19 testing, entry requirements, flexible change and cancellation policies, and biosafety measures please visit our

#### IMPORTANT: Entry requirements

- Travelling (or returning) to Canada from another country: travellers must register with Annabatic Donns in a new welling, get a pre-departure COVID-19 test, and participate in the mandatory testing and quarantine requirements upon arrival. Fully vaccinated travellers will not be required to stay at a government-authorized hotel while awaiting their on-arrival test result if they meet all of the required criteria. For more information well the notice of the required criteria.
- . Travelling (or returning) to U.S. or international destinations: Make sure to review the government entry requirements Opens in a new window prior to travel.



				Economy - Standard
Sunday	13:10	14:05	<b>(4)</b>	0hr55
20 Mar, 2022	Vancouver	Kelowna	AC8274	Economy H
	Vancouver Int. (YVR), Terminal M	(YLW), British Columbia		Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400



				Economy - Standard
Monday 21 Mar, 2022	09;40  Kelowna (YLW), British Columbia	10:40  Vancouver  Vancouver Int. (YVR),  Terminal M	AC8271	1hr00 Economy M Operated by: Air Canada Express - Jazz   De Havilland Dash 8-400

## **Passengers**

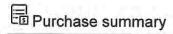
Melanie Mark

Ticket number
Government Financial Information

Seats
Personal Information

AC8274

AC8271



Government Financial Information		1 adult
Amount paid: \$651,81		
Tax information		
GST no. 10009-2287 RT0001 \$28.73	Base fare - Depart Economy - Standard	251.61
	Base fare - Return Economy - Standard	277,39
	Transportation International/Domestic Tax - Un	ted States 39.68
	Goods and Services Tax - Canada - 10009228	RT0001 27.63
	Airport Improvement Fee - Canada	23.40
	Flight Segment Tax - United States	9.00
	Total before options (per passenger)	\$6287
	Melanie Mark	
	AC8271Personal Information Gover *Inform	ment Financial 11.00
	AC8274	11.00
	Goods and Services Tax - Canada - 10009228	RT0001 1.10
	Total with options and seat selection fee:	\$ <sub>651</sub> 81
	GRAND TOTAL (US dollars)	\$65181

# Check-in and boarding gate deadlines

Within Canada	
90 minutes	When to arrive at the airport You should arrive no later than the time indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.
45 minutes¹	Check-in and baggage drop-off deadline You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.
30 minutes	Boarding gate deadline This is the latest you should be at the departure gate, ready for boarding.
15 minutes	Boarding gate closes Arriving after this time will result in reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

## **Purdy, Sandra TACS:EX**



From: passengerservices@helijet.com
Sent: March 24, 2022 10:49 AM
To: Purdy, Sandra TACS: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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Thursday, March 24, 2022	Invoice Personal Information	
	FARE-YWH-OffPeak_2021	\$266.67
705 <mark>08:50 Vancouver Harbour / M</mark> ap	+ GST	\$13.33
09:25 Victoria Harbour / Map 🖲	Billing	\$266.67
35 minutes	Taxes	\$13.33
Confirmed	Grand Total	\$280.00
1 Passengers - Off-Peak	Mastercard	\$280.00

## Add to Calendar

Personal Information

Date / Time

March 24, 2022 @ 8:33:45 AM

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:

All air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

## ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

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# (23)

## **Purdy, Sandra TACS:EX**

From: passengerservices@helijet.com

Sent: March 24, 2022 5:04 PM
To: Purdy, Sandra TACS:EX

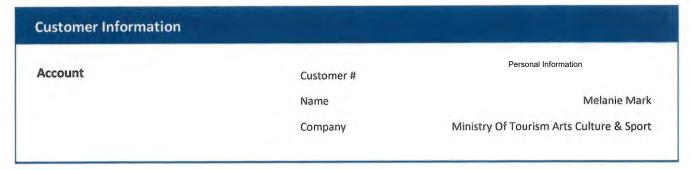
Subject: Thank you for choosing to take off with Helijet!

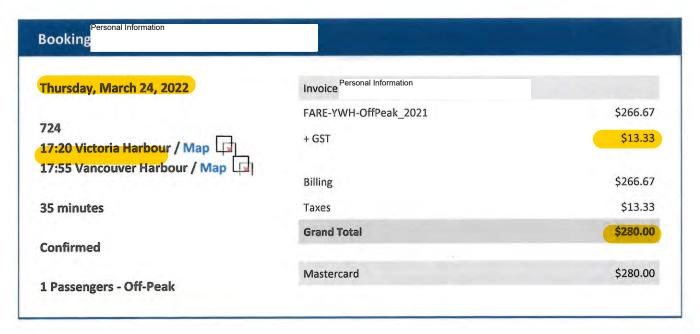
**IEXTERNAL!** This email came from an external source. Only open attachments or links that you are expecting from a known sender.



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.





## Add to Calendar

Personal Information

Date / Time

March 24, 2022 @ 5:01:32 PM

Government Financial Information

Summary

Expiration

Authorization

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

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## ACCESSIBILITY:

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## **Purdy, Sandra TACS:EX**



From: passengerservices@helijet.com
Sent: March 28, 2022 6:12 PM
To: Purdy, Sandra TACS:EX

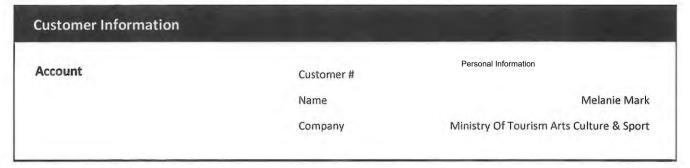
Subject: Thank you for choosing to take off with Helijet!

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.



Booking	a transmission	
Monday, March 28, 2022	Invoice Personal Information	
	FARE-YWH-OffPeak_2021	\$266.67
858 1 <mark>8:35 Victoria Harbour /</mark> Map	+ GST	\$13.33
19:10 Vancouver Harbour / Map	Billing	\$266.67
35 minutes	Taxes	\$13.33
Confirmed	Grand Total	\$280.00
1 Passengers - Off-Peak	Mastercard	\$280.00

## Add to Calendar

Personal Information

Date / Time

March 28, 2022 @ 6:11:38 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:

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Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

## ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

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From:

passengerservices@helijet.com

Sent: To: March 28, 2022 10:03 AM Purdy, Sandra TACS:EX

Subject:

Thank you for choosing to take off with Helijet!

(EXTERMAL) 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.

Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

	Personal Information	
Monday, March 28, 2022	Invoice	
	FARE-YWH-FULL	\$357.14
703 <mark>07:55 Vancouver H</mark> arbour / Map	+ GST	\$17.86
08:30 Victoria Harbour / Map	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
	Mastercard	\$375.00

#### Melanie Mark, Female

#### Add to Calendar

Personal Information

Date / Time

March 28, 2022 @ 7:43:13 AM

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.

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Please read your confirmation for more information on COVID-19 protocols.

#### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

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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



From: passengerservices@helijet.com
Sent: March 29, 2022 8:21 AM

To: Purdy, Sandra TACS:EX

Subject: Thank you for choosing to take off with Helijet!

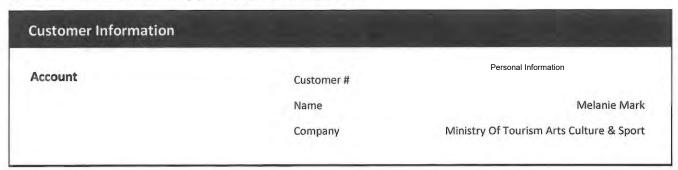
Follow Up Flag: Follow up Flag Status: Flagged

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.



Booking		
Tuesday, March 29, 2022	Personal Information Invoice	
	FARE-YWH-FULL	\$357.14
703	+ GST	\$17.86
07:55 Vancouver Harbour / Map	1	\$17.00
08:30 Victoria Harbour / Map		
	Billing	\$357.14
35 minutes	Taxes	\$17.86
	Grand Total	\$375.00
Confirmed		

1 Passengers - Full-Fare Melanie Mark, Female

Add to Calendar

Personal Information

Mastercard

\$375.00

Date / Time

March 29, 2022 @ 7:27:56 AM

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)

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#### ACCESSIBILITY:

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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.



From:

passengerservices@helijet.com

Sent:

March 31, 2022 8:58 AM Purdy, Sandra TACS:EX

To: Subject:

Thank you for choosing to take off with Helijet!

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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Personal Information  Booking		
Wednesday, March 30, 2022	Personal Information Invoice	
	FARE-YWH-FULL	\$357.14
722 16:00 Victoria Harbour / Map	+ GST	\$17.86
16:35 Vancouver Harbour / Map	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

#### Melanie Mark, Female

#### Add to Calendar

Personal Information

Date / Time

March 30, 2022 @ 3:27:54 PM

Summary

Expiration

Authorization

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

Government Financial Information

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 air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more inf ormation on COVID-19 protocols.

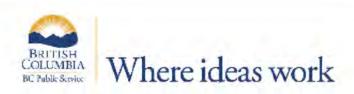
#### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

#### 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



# **Travel Voucher (Restricted Use)**

Control No.

E134714

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.

	elanie ganization Arts, Culture and	Sport		Joi	ployee ID sonal Information Title inister of Tou	rism, Arts, Cu	ulture		(2	none Numb 250) 953-090 ravel Group	05
5. Date Completed 6. Fiscal Year 7. Special 2022/04/12 2023						Cheque Issue 8. Cheque Stub Information					tion
Type of 1 In Provin 12. Mailir	Travel ice ng Address for C	14. Re Minis	eason for 1 terial Busin	ess				Headq Vanco		S	
PO Box: 16. Travel Dates 2022 04/11 04/12 04/14 04/15 04/16 04/19	9082 Stn Prov Go 17. Place  Destination DTVan Surrey DTVan DTVan DTVan DTVan DTVan DTVan DTVan	Start 1240 0915 0850 1500 1030 1800		18. P	17.60 29.15 8.80 13.20	19. Other Transport Costs	20. & 21. Meals Cost 27.00	Loc	dging osts	20. & 21. Misc Cost 8.0	Describe 0 prking
TOTAL S	OF COLUMNS				<b>36</b> . \$ 94.60	37. \$ 0.00	38.	39.	0.00	40. \$ 8.00	Claim Total \$ 156.60
48. Client 1 1					52. Project 45.		45. Su	.5. Supplier Code Personal Information		Amount \$ 156.60	
Less Tra	vel Advance	1			r i						
	20					AMO	OUNT DUE	TO EM	PLOYE	E	<b>54.</b> \$ 156.60
<ul> <li>Certifie disburse a result of for which</li> </ul>	oyee Signature and this travel expendents made and of travel on gover and have not been	nse claim i or allowan nment bus	is a true sta ices to whice iness as de	ch I am etailed a	entitled as above and	Print Name				e Signed	
- Certifie	ding Authority S d correct pursuar tration Act and rel	t to section	n 32 & 33 c		nancial	Print Name			Date Signed		
- Requis	nent Authority Si ition for payment tration Act.	pursuant to	o section 3	2 of the	31 V.W. 32 17.	Print Name				te Signed	ority ARCS 1240-

FIN 10 (EFI-F0012 v2.6.1)

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

Audited by PL May 10, 2022

#### Notes for Travel Voucher (Restricted Use) E134714 for Mark, Melanie

#### 1 note(s) returned.

Created On		Author	Note
2022/04/21 14:15:16	Flesh, Cindy Security Concern	Cindy.Flesh@gov.bc.ca	April 11, 2022 - drive to DTVan for meeting (prking pd by m/c) - drive home April 12, 2022 - drive to Surrey for event - drive home April 14, 2022 - drive to DTVan for event - drive home - drive to DTVan for evening event - drive home April 15, 2022 - drive to DTVan for event - drive home April 16, 2022 - Drive to DTVan for event - drive home April 19, 222 - Drive to DTVan for event - drive home April 19, 222 - Drive to DTVan for event - drive home

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# Canada Place Parkade 999 Canada Place

999 Canada Place Vancouver BC, V6C 3C1

Pay Station Number:	1
Entered:	04/11/2022
	13:15
Exited:	04/11/2022
	14:06
Ticket Number:	17645
Transaction Number:	12567
Rate:	A
Parking Fee:	\$8.00
1.02. 3.00.0 a 1.02. ho 1.0.0 a 1.0.0	

Total Fee: \$8.00 Fee Paid: \$8.00

Master Government Financial Information

Approval Number: 076813

Thank you for visting
Canada Place
Includes GST & Translink Tax
GST# 120996095RT005





# **Travel Voucher (Restricted Use)**

Control No.

E134835

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.

	ganization	7.		Jo	ployee ID sonal Information				Phone Numb (250) 953-09 Travel Group	05
	Arts, Culture and S		-1 V			urism, Arts, C		0.00	4	412.0
2022/05/	completed /03	2023	al Year		. Special C	heque Issue		8. Cheque	Stub Informa	tion
Type of Travel 14. Reason for Travel In Province Ministerial Business  12. Mailing Address for Cheque								Headquarte Vancouver		
PO Box 9082 Stn Prov Govt Victoria, BC V8W 9A8  16.				5 KMS ersonal hicle Use	19. Other Transport	20. & 21. Meals	22. Lodgin	71111	cellaneous	
	Destination Van/Vic/Van (HJ) n-Victoria ic-Vancouver (HJ) Vancouver Vancouver	Start 0710 0710 0700 1530 0900	1940 2359 1940 1815 1445	Km 28 14 ** 22 ** 18	12.10	35.00	Cost 61.00 cc 61.00 = 61.00 =	291.7	7	Describe
TOTALS	PCARD OF COLUMNS				<b>36</b> . \$ 45.10	<b>37.</b> \$ 35.00	38. \$ 210.00	<b>39.</b> \$ 291.7	<b>40.</b> \$ 0.00	Claim Total
18.	49.	50.	Contract of			52.		45.	21 90.00	001.02
Client Code Resp. Service L 126 51384 5400 126 51384 5400 126 51384 5400 126 51384 5400		6 6 6	570B 5702 5701 5750 5751	Project 5188888 51NTVNC 51MTCCA 51MTCCA		Suppli Personal Inform	er Code ation	Amount ** \$ 49.00 \$ 58.10 \$ 183.00 \$ 291.72		
	vel Advance	1			ř. 1					
	26					AN	OUNT DUE			<b>54.</b> \$ 581.82
- Certifie disburse a result of	oyee Signature (Sed this travel expensements made and/or of travel on government that it is not the sed of the	se claim is r allowand nent busi	s a true sta ces to whi ness as d	ch I am etailed a	entitled as above and	Print Nam	е	D	ate 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			ate Signed		
- Requis	nent Authority Sign ition for payment putration Act.	nature (S ursuant to	see Audit section 3	Trail) 2 of the	Financial	Print Nam	ne		ate Signed	

FIN 10 (EFI-F0012 v2.6.1)

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

AUDITED BY PL MAY 10, 2022

#### Notes for Travel Voucher (Restricted Use) E134835 for Mark, Melanie

1 note(s) returned.

Created On		Author	Note
2022/05/06 17:15:28	Flesh Cind Security Concern	v Cindy.Flesh@gov.bc.ca	May 2, 2022 drive Helijet Van/Vic (pd by p/c) shuttle to buildings - walk to Helijet Vic/Van (pd by p/c) drive home May 3, 2022 Bonny's Taxi (pd by m/c) to Helijet Van/Vic (pd by p/c) shuttle to building - wa k to hotel (pd by m/c) o/n May 4, 2022 walk to buildings - wa k to helijet Vic/Van (pd by p/c) - drive home May 5. 2022 drive to DTVan for event - drive home May 6. 2022 drive to DTVan for event - drive home

Production \*\*\* Copyright © Government of British Columbia

BONNY'S TAXI B 10 5759 SIDLEY ST BURNABY BC

#### **Purchase**

May 03,2022 MASTERCARD TID: V4184078

Sequence: 003 441

07:28.32 Government Financial Informati@htry: Chip (C)

Auth#: 005576 Batch: 003

Response: 01-027

Clerk: 01

Amount

\$ 35.00

Total

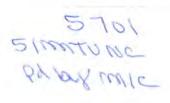
\$ 35.00

A0000000041010 Mastercard TVR 0000008000 TSI E800

#### Approved

Important:Retain this copy for your record

Cardholder copy



Security Concern Melanie Mark
Personal Information Room No. Arrival : 05-03-22 Departure : 05-04-22 Folio No. Personal Information Conf. No. AR No. Company Name: Ministry of Tourism, Arts & Culture Reference No. : Group Name: Custom Ref.

Date	Description		P. C. S. S. C.
Personal Information			
	21	240.00	
05-03-22	Room Charge	249.00	
05-03-22	Destination Marketing Fee - 1%	2.49	
05-03-22	Municipal Tax - 3%	7.54	
05-03-22	Hotel Room Tax - 8%	20.12	
05-03-22	Goods and Services Tax - 5%	12.57	Personal Information
05-04-22	Mastercard Government Financial Information		r craonal information

**Total Charges Total Credits** 

> **CLAIMING \$291.72** Balance

Charges

Personal Information

0.00

Credits

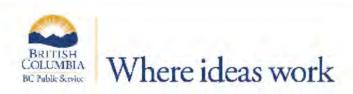
**Guest Signature:** 

Description

Date

Page No. 1 of 1





Name

# **Travel Voucher (Restricted Use)**

Employee ID

Control No.

E134866

Phone Number

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.

	ganization			Joh	Title		S. IL	Tr	50) 953-09 avel Group		
					Minister of Tourism, Arts, Culture 7. Special Cheque Issue 8. Che				que Stub Information		
Type of T	ravel	14. Re	ason for T erial Busin	7 (7) (7)			Headquarters Vancouver				
	ng Address for Che 9082 Stn Prov Govt		BC V8W	9A8							
16. Travel Dates	17. Places	Fravelled		Pe	5 KMS ersonal nicle Use	19. Other Transport	20. & 21. Meals	22. Lodging	20. & 21. Mis	cellaneous	
	Destination Van/Vic/Van (HJ) II-Victoria (HJ) c-Vancouver (HJ) Van/Vic/Van (HJ) Vic/Van/Vic (HJ) PCARD	Start 0710 0710 0710 0710 0710 0810	End 1940 2359 1940 1940 1645	28 28 28	15.40 0.00 0.00 15.40 15.40	Costs	Cost 61.00 CC 48.50 61.00 48.50 27.00	291.72	Cost	Describe	
TOTAL S	OF COLUMNS		-		<b>36</b> . \$ 46.20	<b>37.</b> \$ 0.00	<b>38.</b> \$ 246.00	<b>39</b> . \$ 291.72	<b>40.</b> \$ 0.00	Claim Tota \$ 583.92	
8. Client 1 1 1			) }		52.   45.   Sul 51MTVNC   Governmen 51MTCCA 51MTCCA			Code	Amount \$ 46.20 \$ 246.00 \$ 291.72		
Less Tra	vel Advance	- 1			1						
	20					AN	OUNT DUE	TO EMPLOYE	E	<b>54</b> . \$ 583.92	
<ul> <li>Certifie disburse a result of for which</li> </ul>	oyee Signature (S d this travel expens ments made and/or of travel on governm I have not been ar	e claim is allowand nent busi	s a true sta ces to which ness as de	ch I am etailed a	entitled as above and	Print Nam	e	Date	e Signed		
party.  56. Spending Authority Signature (See Audit Trail)  - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					nancial	Print Name		Dat	Date Signed		
	ration Act and relat		57. Payment Authority Signature (See Audit Trail)  - Requisition for payment pursuant to section 32 of the Financia Administration Act.					Print Name Date Signed			

AUDITED BY PL MAY 18, 2022

Ministry Payment Authority ARCS 1050-06

#### Notes for Travel Voucher (Restricted Use) E134866 for Mark, Melanie

2 note(s) returned.

Created On		Author	Note
2022/05/13 14:56:09	Flesh, Cindy		May 9, 2022 drive to Helijet Van/Vic (pd by
	Security Concern	Cindy.Flesh@gov.bc.ca	p/c) shuttle to bldgs walk to Helijet Vic/Van
			(pd by p/c) drive home
			May 10, 2022 share ride to Helijet Van/Vic
			(pd by p/c) shuttle to bldgs wa k to hotel o/n
			(pd by m/c)
			May 11, 2022 walk to bldgs, share ride to
			Helijet Vic/Van (pd by p/c) share ride home
			May 12, 2022 drive to Hel jet Van/Vic (pd by
			p/c) shuttle to bldgs walk to Helijet Vic/Van
			(pd by p/c) drive home
2022/05/13 14:57:04	Flesh, Cindy		May 13, 2022 - drive to Helijet Van/Vic (pd
	Security Concern	Cindy.Flesh@gov.bc.ca	by p/c) - shuttle to buildings - share ride to
	,	Ciriay.r icon@gov.bo.oa	Helijet Vic/Van (pd by p/c) - drive home

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Melanie Mark

Personal Information

Room No.

Security Concern

Arrival

: 05-10-22

Departure

: 05-11-22

Folio No.

Personal Information

Conf. No.

Company Name: Ministry of Tourism, Arts & Culture

Group Name:

AR No.

Reference No.

Custom Ref.

Date	Description	Charges	Credits
05-10-22	Room Charge	249.00	
05-10-22	Destination Marketing Fee - 1%	2.49	
05-10-22	Municipal Tax - 3%	7.54	
05-10-22	Hotel Room Tax - 8%	20.12	
05-10-22	Goods and Services Tax - 5%	12.57	
05-11-22	Mastercard Government Financial Information		291.72
	Government i mandai mormation		

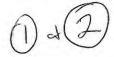
10	tal Charges	291.72	
To	tal Credits		291.72

Balance 0.00

Guest Signature:

SIMTECA 5751 Pd by mic

Page No. 1 of 1



From:

passengerservices@helijet.com

Sent:

April 4, 2022 8:51 AM

To:

Purdy, Sandra TACS: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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mari
	Company	Ministry Of Tourism Arts Culture & Spor

Thursday, March 31, 2022	Invoice Personal Information	
702	FARE-YWH-FULL	\$357.14
703 07:55 Vancouver Harbour / Map 08:30 Victoria Harbour / Map	+ GST	\$17.86
,	Billing	\$357.14
Dropoff:	Taxes	\$17.86
Shuttle Requested	Grand Total	\$375.00
35 minutes	Mastercard	\$375.00

#### Confirmed

1 Passengers - Full-Fare Melanie Mark, Female

#### Add to Calendar

Personal Information

Date / Time

March 31, 2022 @ 7:38:47 AM

Summary

Government Financial Information

Expiration

Authorization

020632

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 air travellers who are 12 years and 4 months of age or older are required to be fully vaccinated. A valid COVID-19 molecular test will no longer be accepted as an alternative to vaccination.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

#### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

Personal Information

Booking

# Thursday, March 31, 2022 858 18:35 Victoria Harbour / Map 19:10 Vancouver Harbour / Map 35 minutes Confirmed

# 1 Passengers - Full-Fare Melanie Mark, Female

#### Add to Calendar

Personal Information

Personal Infor	mation	
FARE-YWH-FULL		\$357.14
+ GST		\$17.86
Billing		\$357.14
Taxes		\$17.86
<b>Grand Total</b>		\$375.00
Mastercard		\$375.00
Date / Time	March 31, 2022 @ 2:14:24 PM	
Summary	Government Financial Information	
Expiration		
Authorization	027111	

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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Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

#### ACCESSIBILITY:

As accessible seating is limited, passengers with limited



From: passengerservices@helijet.com

Sent: April 4, 2022 7:31 AM
To: Purdy, Sandra TACS:EX

**Subject:** Thank you for choosing to take off with Helijet!

IENTERNAL 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.

Customer Information		
		Personal Information
Account	Customer #	
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Monday, April 4, 2022	Invoict Personal Information	
	FARE-YWH-FULL	\$357.14
703 0 <mark>7:55 Vancouver Harbour / M</mark> ap	+ GST	\$17.86
08:30 Victoria Harbour / Map		
71. F. S.	Billing	\$357.14
35 minutes	Taxes	\$17.86
	Grand Total	\$375.00
Confirmed		
L Passengers - Full-Fare	Mastercard	\$375.00



**From:** passengerservices@helijet.com

Sent: April 5, 2022 8:44 AM
To: Purdy, Sandra TACS:EX

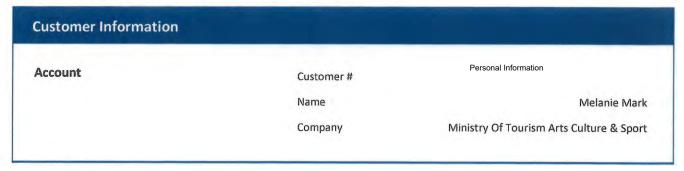
Subject: Thank you for choosing to take off with Helijet!

TEXTIFICIAL! 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.



	Personal Information	
Monday, April 4, 2022	Invoice	
	FARE-YWH-FULL	\$357.14
858	+ GST	\$17.86
18:35 Victoria Harbour / Map 📮	4	727100
19:10 Vancouver Harbour / Map 🖵		79.50
	Billing	\$357.14
35 minutes	Taxes	\$17.86
	Grand Total	\$375.00
Confirmed		
	Mastercard	\$375.00



From: Flesh, Cindy TACS:EX

Sent: May 12, 2022 1:59 PM

To: Purdy, Sandra TACS:EX

**Subject:** FW: Thank you for choosing to take off with Helijet!

From: passengerservices@helijet.com <passengerservices@helijet.com>

Sent: May 12, 2022 1:54 PM

**To:** Flesh, Cindy TACS:EX <Cindy.Flesh@gov.bc.ca> **Subject:** Thank you for choosing to take off with Helijet!

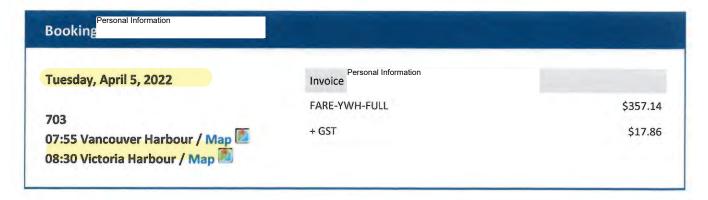
This email came from an external source. Only open attachments or links that you are expecting from a known sender.



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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport



	Billing		\$357.14
35 minutes	Taxes		\$17.86
Confirmed	<b>Grand Total</b>		\$375.00
1 Passengers - Full-Fare	Mastercard		\$375.00
Melanie Mark, Female	A		
Add to Calendar	Date / Time Summary	April 5, 2022 @ 7:37:13 AM Government Financial Information	
Personal Information	Expiration		
	Authorization	087151	

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)

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Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

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

Please read your confirmation for more information on COVID-19 protocols.

#### ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.





From: passengerservices@helijet.com

Sent: April 6, 2022 6:12 PM
To: Purdy, Sandra TACS:EX

**Subject:** Thank you for choosing to take off with Helijet!

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.

Customer Information		
Account	Customer #	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Spor

Booking	and the same of th	
Wednesday, April 6, 2022	Personal Information Invoice	
oro	FARE-YWH-OffPeak_2021	\$266.67
858 18:35 Victoria Harbour / Map	+ GST	\$13.33
19:10 Vancouver Harbour / Map	3	
	Billing	\$266.67
35 minutes	Taxes	\$13.33
Confirmed	Grand Total	\$280.00
1 Passengers - Off-Peak	Mastercard	\$280.00



From:

passengerservices@helijet.com

Sent:

April 7, 2022 8:05 AM

To:

Purdy, Sandra TACS:EX

Subject:

Thank you for choosing to take off with Helijet!

INVIERNAL 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.

Customer Information		
Account	Customer#	Personal Information
	Name	Melanie Mark
	Company	Ministry Of Tourism Arts Culture & Sport

Thursday, April 7, 2022	Personal Information Invoice	
	FARE-YWH-FULL	\$357.14
703 07:55 Vancouver Harbour / Map	+ GST	\$17.86
08:30 Victoria Harbour / Map	Billing	\$357.14
Dropoff:	Taxes	\$17.86
Shuttle Requested	Grand Total	\$375.00
35 minutes	Mastercard	\$375.00



From:

passengerservices@helijet.com

Sent: To: April 7, 2022 6:37 PM Purdy, Sandra TACS:EX

Subject:

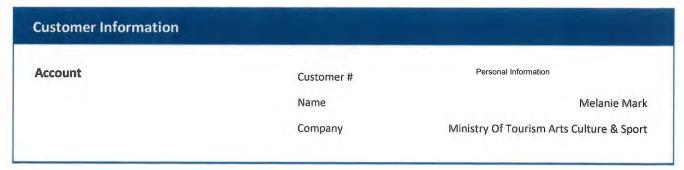
Thank you for choosing to take off with Helijet!

TEXTERNAL! 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.



Thursday, April 7, 2022	Personal Information Invoice	
	FARE-YWH-FULL	\$357.14
858 18:35 Victoria Harbour / Map	+ GST	\$17.86
19:10 Vancouver Harbour / Map	Billing	\$357.14
35 minutes	Taxes	\$17.86
Confirmed	Grand Total	\$375.00
1 Passengers - Full-Fare	Mastercard	\$375.00

Phone Number



# **Travel Voucher (Restricted Use)**

**Employee ID** 

Control No.

E134895

**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	.la.sia					mployee ID ersonal				Phone Num				
Mark, Me	eianie <b>ganization</b>					formatio				(250) 953-0 Travel Grou				
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	g Address													
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05/19	DTVan	≥ı (□J)	1230	1545	22	1		01.00		r				
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05/28	DTVan		0710	2030	26	**		** 36.00 PC		a				
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for which	I have not	been an	d will no	t be reimb	ursed	by any other								
IOI WITICH														
party.		56. Spending Authority Signature (See Audit Trail)				Print Name	е		<b>Date Signed</b>					
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party. <b>56. Spend</b> - Certified		ursuant to	o sectioi	า 32 & 33 ด										
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party.  56. Spend  - Certified  Administr  57. Paym  - Requisi	d correct ρι ration Act a	ursuant to and relate rity Sign	o sectioned policient	n 32 & 33 d es. <b>See Audit</b>	of the f	Financial	Print Name	e		Date Signed				

FIN 10 (EFI-F0012 v2.6.1)

Name

Production \*\*\* Copyright © Government of British Columbia

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

AUDITED BY PL JUN 06, 2022

#### Notes for Travel Voucher (Restricted Use) E134895 for Mark, Melanie

6 note(s) returned.

Created On		Author	Note
2022/05/16 13:33:54	Flesh, Cindy (Security Concern )	Cindy.Flesh@gov.bc.ca	May 16, 2022 - drive to Helijet Van/Vic (pd by p/c) shuttle to buildings - walk to Helijet Vic/Van (pd by p/c) - drive home.
2022/05/20 15:48:14	Flesh, Cindy Security Concern )	Cindy.Flesh@gov.bc.ca	May 17. 2022 - drive to Helijet Van/Vic (pd by p/c) - shuttle to bldgs walk to Helijet Vic/Van (pd by p/c) - drive home May 18, 2022 - drive to Helijet Van/Vic (pd by p/c) - walk to hotel o/n (pd by m/c) May 19, 2022 - walk to bldgs walk to Helijet Vic/Van (pd by p/c) - drive home
2022/05/24 09:39:04	Flesh, Cindy Security Concern	Cindy.Flesh@gov.bc.ca	May 24, 2022 - drive to DTVan for event - drive home
2022/05/26 12:11:20	Flesh, Cindy Security Concern	Cindy.Flesh@gov.bc.ca	May 25, 2022 - drive to Helijet Van/Vic (pd by p/c)- shuttle to bldgs walk to Helijet Vic/Van (pd by p/c)- drive home
2022/05/30 09:33:53	Flesh, Cindy Security Concern	Cindy.Flesh@gov.bc.ca	May 28, 222 - drive to DTVan for event - drive home
2022/05/30 15:07:27	Flesh, Cindy Security Concern )	Cindy.Flesh@gov.bc.ca	May 27, 2022 - drive to DTVan for event - drive home May 30, 2022 - drive to Helijet Van/Vic (pd by p/c) shuttle to bldgs walk to Helijet Vic/Van (pd by p/c) drive home

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Melanie Mark<br/>Personal InformationRoom No.Security Concern<br/>:Arrival: 05-18-22Departure: 05-19-22Folio No.:Conf. No.:Company Name: Ministry of Tourism, Arts & CultureAR No.Group Name:Reference No.

Date	Description	Charges	Credits
05-18-22	Room Charge	249.00	
05-18-22	Destination Marketing Fee - 1%	2.49	
05-18-22	Municipal Tax - 3%	7.54	
05-18-22	Hotel Room Tax - 8%	20.12	
05-18-22	Goods and Services Tax - 5%	12.57	
05-19-22	Mastercard Government Financial Information		291.72

Custom Ref.

Total Credits		291.72
<b>Total Charges</b>	291.72	

Guest Signature:

Page No. 1 of 1



1

Ministry of Finance

# TRAVEL VOUCHER

PAGE		OF	
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STRUCTIONS:	Employee please complete field 3 to Employee Signature line
	plus columns 48 - 54. Attach appropriate vacaints in order of claim

(Note: FIN 10 uses are restricted per CPPM C.1.8.)

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

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ERTIFIED	EXTENSIONS AND EN	ITITLEMENTS CORRE	CT C													Charles Free	Save F	onno	Print Fo	

#### Notes for Melanie Mark

#### **Travel Voucher**

#### May 31st to June 7th, 2022

May 31, 2022, drive to Helijet Van/Vic (pd by p/c) – shuttle to buildings – walk to hotel o/n (pd by m/c)

June 1, 2022, walk to buildings - walk to Helijet Vic/Van (pd by p/c) drive home

June 2, 2022 – drive to Helijet Van/Vic (pd by p/c) shuttle to buildings – walk to Helijet Vic/Van (pd by p/c) drive home

June 6, 2022, drive to DTVan (prking pd by m/c) drive home

June 7, 2022, drive to DTVan (prking pd by m/c) drive home

#### Coding

51MTVNC - 5701 \$30.80

51MTCCA - 5751 \$291.72

51MTCCA - 5750 \$183.00

5188888 - 5702 - Personal | \$152.15

Melanie Mark Personal Information	Room No.	Security Concern
r cisona momaton	Room No. :  Arrival : 05-31-22  Departure : 06-01-22  Folio No. :  Conf. No. :  AR No. :  Reference No. :	
	Departure	: 06-01-22
	Folio No.	Personal Information
	Conf. No.	:
Company Name: Ministry of Tourism, Arts & Culture	AR No.	:
Group Name:	Reference No.	1
	Custom Ref.	:

Date	Description		Charges	Credits
05-31-22	Room Charge		249.00	
05-31-22	Destination Marketing Fee - 1%		2.49	
05-31-22	Municipal Tax - 3%		7.54	
05-31-22	Hotel Room Tax - 8%		20.12	
05-31-22	Goods and Services Tax - 5%		12.57	
06-01-22	Mastercard Government Financial Information			291.72
		Total Charges	291.72	
		<b>Total Credits</b>		291.72
		Ralance		0.00

Balance

Guest Signature:

Page No. 1 of 1



# Canada Place Parkade

999 Canada Place Vancouver BC, V6C 3C1

Pay Station Number:

Entered:

06/06/2022

11:57

Exited:

06/06/2022

15:56

Ticket Number:

55270

Transaction Number:

14344

Rate:

Α

Parking Fee:

\$23.00

Total Fee:

\$23.00

Fee Paid:

\$23,00

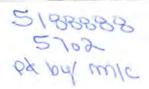
Master

Government Financial Information

Approval Number:

057412

Thank you for visting Canada Place Includes GST & Translink Tax GST# 120996095RT005



INDIGO PARK - CANADA PLACE 999 CANADA PL VANCOUVER

Government Financial Information

CARD

CARD TYPE

MASTERCARD

DATE

2022/06/07

TIME

5759 12:13:01

RECEIPT NUMBER

C85075124-001-069-007-0

**PURCHASE** TOTAL

\$19.00

Mastercard A0000000041010 8494C94AC355A924 0000008000-E800 DB7A432DB947D00A

# APPROVED

AUTH# 036479 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

