

Minister's Quarterly Travel Expense Summary

Name: Honourable Rob Fleming

Quarter: 2022 Oct to Dec

Portfolio: Transportation and Infrastructure

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 3,739.18

Other Travel in Province: \$ 3,515.89

Out of Country Travel: \$ -

Out of Province Travel: \$ 1,624.74

Total travel expenses paid this quarter: \$ 8,879.81

Travel expenses fiscal year-to-date: \$ 22,795.79

TRAVEL VOUCHER

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

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

TH23EJEJKV06

TH23EXEJKV06

W TRA-FILE220916

-MAXIMUM 10 SINGLE-SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

3. CLIENT	4. MIN. AB-BREV.	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHECK/ISSUE	8. CHECK/STUB INFORMATION - MAXIMUM 10 SINGLE-SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
034	MOTI	20220923	2022	EFT	04

Personal Information

INITIALS	12. EMPLOYEE GROUP NO.
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Fleming, R

(✓ one only)

☐ 1 ☐ 2 ☐ 3 ☒ 4

13. MAILING ADDRESS FOR CHECKUE

14. POSTAL CODE

15. REASON FOR TRAVEL

16. EMPLOYEE OCCUPATION

UBCM

17. DATE OF TRAVEL		18. PLACES TRAVELLED TO / FROM		19. PERSONAL VEHICLE USE DISTANCE \times RATE		20. BUSTAXI/ AIR/FERRY COSTS		21. B/L D		22. MEALS: ALLOWANCE/ PER DIEM/AS APPLICABLE TO GROUP NO.		23. ACCOMMODATION COSTS (TO POLICY LIMIT)		24. COST		25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION		26. TOTAL DAILY COSTS	
26. BROUGHT FORWARD FROM PREVIOUS PAGE				27. \$		28. Personal		29. Personal		30. Personal		31. Personal		32. Personal		33. Personal		34. Personal	
9-11		Victoria to Whistler *HJ Left at 2:30pm				Personal Information		✓		36.00		440.80		38.85		Fairmont Parking		28. Personal 515.65 Information	
9-12		Whistler						✓✓		61.00		440.80		38.85		Fairmont Parking		29. 540.65	
9-13		Whistler						✓✓		61.00		440.80		38.85		Fairmont Parking		30. 540.65	
9-14		Whistler						✓✓		61.00		440.80		38.85		Fairmont Parking		31. 540.65	
9-15		Whistler						✓✓		61.00		440.80		38.85		Fairmont Parking		32. 540.65	
9-16		Whistler Arrived back in Victoria at 5:00pm						✓✓		39.50								33. 39.50	
																		34. 0.00	
		*PCARD																35. 0.00	
																		36. 0.00	
																		37. 0.00	
TOTALS OF COLUMNS				38. 0		39. 0.00		40. 319.50		41. 2,204.00		42. 194.25		THIS TOTAL MUST EQUAL TOTAL IN BOX Y		X 2717.75		CLAIM TOTALS Personal Information	

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

46. EMPLOYEE SIGNAL I AM 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.

[Handwritten signature]

HEADQUARTERS (CITY NAME)

WORK PHONE NO.

Personal Information

NOTES	47. SUPPLIER CODE	48. CLIENT	49. RESP. CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
Personal Information		034	55001	60410	5702 5701	5500102	2717.75 Personal Information

[illegible]

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

AMOUNT DUE TO EMPLOYEE

54.	2717.75
-----	---------

55. EXPENSE AUTHORITY SIGNATURE -
CERTIFIED CORRECT PURSUANT TO
SECTION 32 & 33 OF THE FINANCIAL
ADMINISTRATION ACT AND RELATED POLICIES.

PRINT NAME
Veronica Harrison

DATE SIGNED

2022 09 23

YYYY MM DD

56. PROCESSING CLERK INITIAL

AUDITED OCT 20/22 JKV

[Clear Form](#)

Save Form

[Print Form](#)

Room

Folio #

Invoice #

Cashier #

Page #

:

:

:

:

:

Security
Concern
Personal
Information

228158

1 of 3

Minister Rob Fleminga

Personal Information

Arrival

Departure

:

:

09-11-22

09-16-22

Date	Description	Additional Information	Charges	Credits
09-11-22	Room Charge		360.00	
09-11-22	Room PST		39.60	
09-11-22	Room GST	\$440.00 PER NIGHT	18.00	
09-11-22	Resort Experience Fee		20.00	
09-11-22	Resort Experience Fee - PST		2.20	
09-11-22	Resort Experience Fee - GST	\$38.85 SELF PARKING	1.00	
Personal Information				

09-12-22	Room Charge		360.00	
09-12-22	Room PST		39.60	
09-12-22	Room GST		18.00	
09-12-22	Resort Experience Fee		20.00	
09-12-22	Resort Experience Fee - PST		2.20	
09-12-22	Resort Experience Fee - GST		1.00	
Personal Information				

09-12-22	Room Charge	13-SEP-2022	360.00	
09-12-22	Room PST	13-SEP-2022	39.60	
09-12-22	Room GST	13-SEP-2022	18.00	
09-12-22	Resort Experience Fee	13-SEP-2022	20.00	
09-12-22	Resort Experience Fee - PST	13-SEP-2022	2.20	
09-12-22	Resort Experience Fee - GST	13-SEP-2022	1.00	
Personal Information				

09-12-22	Room Charge	14-SEP-2022	360.00	
09-12-22	Room PST	14-SEP-2022	39.60	
09-12-22	Room GST	14-SEP-2022	18.00	
09-12-22	Resort Experience Fee	14-SEP-2022	20.00	
09-12-22	Resort Experience Fee - PST	14-SEP-2022	2.20	
09-12-22	Resort Experience Fee - GST	14-SEP-2022	1.00	
Personal Information				

09-12-22	Room Charge	15-SEP-2022	360.00	
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Whistler,Security Concern
Security Concern

Room : Security
Folio # : Concern
Invoice # : Personal
Cashier # : Information
Page # : 2 of 3

Minister Rob Fleming
Personal Information

Arrival : 09-11-22
Departure : 09-16-22

Date	Description	Additional Information	Charges	Credits
09-12-22	Room PST	15-SEP-2022	39.60	
09-12-22	Room GST	15-SEP-2022	18.00	
09-12-22	Resort Experience Fee	15-SEP-2022	20.00	
09-12-22	Resort Experience Fee - PST	15-SEP-2022	2.20	
09-12-22	Resort Experience Fee - GST	15-SEP-2022	1.00	
Personal Information				

09-12-22	Visa	Government Financial Information	XX/XX	Personal Information
Personal Information				

09-16-22	Visa	Government Financial Information	XX/XX	Personal Information
Personal Information				

GST Summary
Personal Information

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

Security Concern

Total	\$2204.00
Balance Due	0.00

Robert Fleming

BC
CANADA

Receipt

Invoice date 2022-11-15
Our reference Personal Information
Your reference

Guest Robert Fleming Arrival 2022-11-09 Departure 2022-11-1 Room Security Concern

Date	Description	Ref.	Quantity	Unit Price	Total (\$)
2022-11-09	Room Charge		1	156.75	156.75
2022-11-09	Hotel Room Tax (PST)		1	12.54	12.54
2022-11-09	Hotel Municipal Tax		1	3.14	3.14
2022-11-09	Goods & Services Tax		1	7.84	7.84

2022-11-10 Personal Information

Total invoice	180.27
Total Paid	-180.27
Total Due	0.00

Security Concern

Merritt, BC
Security Concern

Security Concern

Guest Charges

Folio #:

Room #:

Payment Method : Credit Card

Rate :

Personal Information

Security

11/8/2022

11/8/2022

Guest : Fleming - Rob

Billing Reference :

Company :

Conf #:

Arrival:

Departure:

Personal Information

11/8/2022

11/9/2022

Next Payment Due:

Estimated Next Payment Amount:

11/9/2022

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
11/8/2022	RC	Auto Posted Rate: CORP		Security Concern	\$179.99		\$179.99
11/8/2022	GST	Auto Posted Rate: CORP			\$9.00		\$188.99
11/8/2022	TL	Auto Posted Rate: CORP			\$3.60		\$192.59
11/8/2022	PST	Auto Posted Rate: CORP			\$14.40		\$206.99
11/9/2022	VI	Auto Posted Rate: CORP				\$206.99	\$0.00
Balance							\$0.00

Additional Estimated Charges (Room, Tax, Other) through 11/8/2022 \$0.00

Payment Type:

Account:

Account Holder:

Personal Information

Credit Card Payment

Amount Paid:

Approval Code:

Approval Amount:

\$206.99

070836N

(\$206.99)

THE UNDERSIGNED AGREES TO PAY FOR ALL CHARGES INCURRED AGAINST THE ROOM ACCOUNT DURING THE ABOVE GIVEN RENTAL PERIODS. IF SAID CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF ANY AND ALL CAHRGES DUE IN THE EVENT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCATION FAILS TO PAY FOR SUCH CHARGES.

Guest Signature _____

Security Concern
Security Concern

, Moncton, New Brunswick Security Concern

Infrastructure Canada
Rob Fleming
Personal Information

Room: Security Concern
Folio: Personal Information
Cashier: 127
Arrival: 11-06-22
Departure: 11-08-22

Group: Infrastructure Canada Meeting

Date	Description	Additional Information	Charges	Credits
11-06-22	Room Charge		169.00	
11-06-22	MAT Municipal Accommodation Tax		5.92	
11-06-22	HST - Room		26.24	
11-06-22	Self Parking		16.00	
11-06-22	Parking HST Tax		2.40	
11-07-22	Room Charge		169.00	
11-07-22	MAT Municipal Accommodation Tax		5.92	
11-07-22	HST - Room		26.24	
11-07-22	Self Parking		16.00	
11-07-22	Parking HST Tax		2.40	
11-08-22	Visa	Personal Information	XX/XX	439.12

Security Concern		Total	439.12	439.12
Room	64.32			
F&B	0.00			
Other	4.80			
Total	69.12			
		Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

>>Return<< RA Document

RESERVATION # Personal Information

CAR# 3 6 4 6 3 0 3 3 Car Group Perso
BLU HYUN VENTU 4DR NS GZD005

FLEMMING, ROB

Personal Information

Out FREDERICTON APO 06NOV22/1242
In MONCTON, NB-APO 08NOV22/1545
Miles-Out 31830 Miles-In 32431
Miles Driven 601 Fuel In 8/8
Method of pay = CLUB

Personal Information

07/23

Rate AQI /C 2 DY 3 HR			
1	MI @		.00
0	HR @		62.26
0	DY @		
0	WK @		
0	MO @	2490.00	
AQI /C 600FM			
Discount	10.0%	-	24.90
TIME & MILEAGE			
One way fee		+	224.10
\$.98/DY ERF		+	175.00
VEH LIC FEE		+	2.94
**15.61% FEE		+	5.40
Subtotal		=	63.60
HST/TVH 15.000%		=	471.04
Total Charges		+	70.66
AMOUNT DUE CV CAD		=	541.70
ENERGY RECOVERY FEE		=	541.70
VEH LIC FEE		=	
**CONCESSION RECOVERY FEE			

The amount that appears in "Amount Due" has been billed to your VISA Card.
All charges are subject to audit and change if any errors are found.
For local inquiries call 506-446-6006. Thank you for renting from Budget.

K48A/49D4/22312/14:45/O

----- TRANSACTION RECORD -----
MACLURES CAB 167
1275 75TH AVE W
VANCOUVER BC

Purchase
Nov 10, 2022 18:32:32
VISA Personal Information

Entry: Tap EMV (H)
Ref#: 509-1D2314667520593
Personal Information Response: 01-027

Order: MGO1668133950163
Username: 1

Amount \$ 10.00
A00000000301010 VISA CREDIT
TVR 0000000000

Approved
Signature Not Required

Important: Retain this copy for your record

----- TRANSACTION RECORD -----
MACLURES CAB 199
12/5 75TH AVE W
VANCOUVER BC

Purchase
Nov 04, 2022 22:07:30
VISA Personal Information

Entry: Tap EMV (H)
Ref#: 441-1D2308796509553
Personal Information Response: 01-027

Order: MGO1667624849236
Username: 2

Amount \$ 40.00
Tip \$ 10.00
Total \$ 50.00
A00000000301010 VISA CREDIT
TVR 0000000000

Approved
Signature Not Required

Important: Retain this copy for your record

YOUNGS COVE RUNWAY
10995 RTE 10
506 362 2916

2022-11-08 14:44:14

STORE #: 15514
TERM ID: E15514CY
TRANS #: 337593
INVOICE NO: 096160
HST #: 722688926R

PUMP 7
REGULAR
41.99L AT \$1.825/L

SALE \$ 76.64
HST INCLUDED \$ 10.00
TOTAL \$ 76.64

PRE-AUTH COMPLETION
VISA CREDIT
Personal Information

000000000301010
00800000000
F800
INVOICE NO: 006160
TERMID: E15514CY
MERCH #: 42985995704
APPROVED 024199
REF: 276001001091
ACI/ISO 001/00

THANK YOU?
SEE YOU NEXT TIME?

Vancouver, BC, Canada
Security Concern

Room : Security Concern
Folio # : Personal Information
Invoice # :
Cashier # : 604741
Page # : 1 of 1

*

Mr Robert Fleming
PO Box 9055 Stn Prov Government
Victoria BC V8W9E2
Canada

Arrival : 11-17-22
Departure : 11-18-22

Date	Description	Additional Information	Charges	Credits
Personal Information				

11-17-22	Room Charge		209.00	
11-17-22	Destination Marketing Fee		2.70	
11-17-22	Room PST	\$245.58 per night	23.29	
11-17-22	Room GST		10.59	
11-18-22	Visa	Personal Information XXXXX		Personal Information

Total	Personal Information
Balance Due	0.00

GST Summary		HST Summary	
Room :	10.59	Room :	0.00
F&B :	0.00	F&B :	0.00
Other :	0.00	Other :	0.00
Total :	10.59	Total :	0.00

Bonifacio, Thomas TRAN:EX

From: passengerservices@helijet.com
Sent: July 6, 2022 1:33 PM
To: Bonifacio, Thomas TRAN:EX
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	
Customer #	Personal Information
Name	Robert Fleming
Company	Ministry Of Transportation

Personal Information

Personal Information	
Thursday, July 7, 2022	
704	
08:45 Victoria Harbour / Map	
09:20 Vancouver Harbour / Map	
35 minutes	
Confirmed	
Passengers - SALES	
Personal Information	
Personal Information	
SALE - Seat Sale \$235	\$447.62
+ GST	\$22.38
Billing	\$447.62
Taxes	\$22.38
Grand Total	\$470.00

Helijet Sale Fares are refundable and changeable up to 5pm day prior to departure. Upgrade to higher fare may also be required if original fare not available.

. **Robert Fleming, Male**

[Add to Calendar](#)

Security Concern

After 5pm, travel is only changeable for an earlier same-day flight by showing up in-person at the terminal before your scheduled departure time, and requesting to move to the next available seat

Any same-day cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to 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)

Does not qualify for combination with Kids Fly Free promotions.

BAGGAGE:

Helijet Fares include 2 pieces of baggage per person totalling 50 lbs / 22.6 kgs, no cabin baggage is allowed. Excess baggage will be accepted on a space available basis only and may not accompany you on the same flight.

Check confirmation email or ask a Helijet agent for per piece size and weight restrictions.

COVID-19:

For travel from June 20, 2022, in accordance with updated Transport Canada guidelines Helijet will no longer ask for proof of vaccination before boarding.

Other COVID-19 Safety Protocols including mandatory masks and health checks remain 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

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

Friday, July 8, 2022

707

09:40 Vancouver Harbour / [Map](#)
10:15 Victoria Harbour / [Map](#)

35 minutes

Confirmed

1 Passengers - SALES
. Robert Fleming, Male

[Add to Calendar](#)

Security Concern

Personal Information

SALE - Seat Sale \$235		\$223.81
+ GST		\$11.19
Billing		\$223.81
Taxes		\$11.19
Grand Total		\$235.00

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Check confirmation email or ask a Helijet agent for per piece size and weight restrictions.

Bonifacio, Thomas TRAN:EX

From: passengerservices@helijet.com
Sent: July 4, 2022 10:45 AM
To: Bonifacio, Thomas TRAN:EX
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	
Customer #	Personal Information
Name	Robert Fleming
Company	Ministry Of Transportation

Personal Information

Thursday, July 14, 2022

702

07:55 Victoria Harbour / [Map](#)

08:30 Vancouver Harbour / [Map](#)

35 minutes

Confirmed

^P Passengers - SALES
· Robert Fleming, Male

Personal Information

SALE - Seat Sale \$235	\$447.62
+ GST	\$22.38
Billing	\$447.62
Taxes	\$22.38
Grand Total	\$470.00

Helijet Sale Fares are refundable and changeable up to 5pm day prior to departure. Upgrade to higher fare may also be required if original fare not available.

[Add to Calendar](#)

Security Concern

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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.

Thursday, July 14, 2022

721

16:15 Vancouver Harbour / [Map](#) 
16:50 Victoria Harbour / [Map](#) 

35 minutes

Confirmed

Passengers - SALES

Robert Fleming, Male

Personal Information

[Add to Calendar](#)

Security Concern

Personal Information

SALE - Seat Sale \$235	\$447.62
+ GST	\$22.38

Billing	\$447.62
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Taxes	\$22.38
-------	---------

Grand Total	\$470.00
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BAGGAGE:

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Check confirmation email or ask a Helijet agent for per piece size and weight restrictions.

COVID-19:

For travel from June 20, 2022, in accordance with updated Transport Canada guidelines Helijet will no longer ask for proof of vaccination before boarding.

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

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

From: passengerservices@helijet.com
To: [Bonifacio, Thomas \[RAN:EX\]](#)
Subject: Thank you for choosing to take off with Helijet!
Date: August 19, 2022 10:52:27 AM
Attachments: Personal Information

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

Helijet



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	
Customer #	Personal Information
Name	Robert Fleming
Company	Ministry Of Transportation

Personal Information

Tuesday, August 23, 2022

Personal Information

704

08:45 Victoria Harbour / Map ☐

09:20 Vancouver Harbour / Map ☐

35 minutes

Confirmed

1 Passengers - Off-Peak
• Robert Fleming, Male

[Add to Calendar](#)

Helijet Off-Peak discounted fare, is inventory controlled and may be available on off-peak flight (mid-day weekday, weekend & holiday flights), for adult passengers aged 13-64 years & unaccompanied minors.

Off Peak Fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only

FARE-YVWH-OffPeak	\$295.24
+ GST	\$14.76
Billing	\$295.24
Taxes	\$14.76
Grand Total	\$310.00

Security Concern

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 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)

BAGGAGE:

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ACCESSIBILITY:

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Personal Information

Tuesday, August 23, 2022

Personal Information

723

18:15 Vancouver Harbour / Map

18:50 Victoria Harbour / Map

FARE-YVWH-OffPeak

+ GST

Billing

\$295.24

\$14.76

\$295.24

35 minutes

Taxes

\$14.76

Confirmed

Grand Total

\$310.00

1 Passengers - Off-Peak
. Robert Fleming, Male

[Add to Calendar](#)

Helijet Off-Peak discounted fare, is inventory controlled and may be available on off-peak flight (mid-day weekday, weekend & holiday flights), for adult passengers aged 13-64 years & unaccompanied minors.

Security Concern

Off Peak 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 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)

BAGGAGE:

Helijet Fares include 2 pieces of baggage per person totalling 50 lbs / 22.6 kgs, no cabin baggage is allowed. Excess baggage will be accepted on a space available basis only and may not accompany you on the same flight.

Check confirmation email or ask a Helijet agent for per piece size and weight restrictions.

COVID-19:

For travel from June 20, 2022, in accordance with updated Transport Canada guidelines Helijet will no longer ask for proof of vaccination before boarding.

Other COVID-19 Safety Protocols including mandatory masks and health checks remain 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.

Bonifacio, Thomas TRAN:EX

From: passengerservices@helijet.com
Sent: August 22, 2022 11:10 AM
To: Bonifacio, Thomas TRAN:EX
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	
Customer #	Personal Information
Name	Robert Fleming
Company	Ministry Of Transportation

Personal Information

Thursday, September 8, 2022

704

08:45 Victoria Harbour / [Map](#)
09:20 Vancouver Harbour / [Map](#)

35 minutes

Confirmed

Personal Information

Personal Information	
FARE-VWH-OffPeak	\$590.48
+ GST	\$29.52
Billing	\$590.48
Taxes	\$29.52
Grand Total	\$620.00

Helijet Off-Peak discounted fare, is inventory controlled and may be available on off-peak flight (mid-day weekday, weekend & holiday flights), for adult passengers aged 13-64 years & unaccompanied minors.

Robert Fleming, Male

[Add to Calendar](#)

Security Concern

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BAGGAGE:

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Personal Information



Personal Information

Friday, September 9, 2022

FARE-VWH-OffPeak

\$590.48

723

18:30 Vancouver Harbour / [Map](#) 
19:05 Victoria Harbour / [Map](#) 

35 minutes

Confirmed

Personal Information

• Robert Fleming, Male

[Add to Calendar](#)

Security Concern

+ GST

\$29.52

Billing

\$590.48

Taxes

\$29.52

Grand Total

\$620.00

Helijet Off-Peak discounted fare, is inventory controlled and may be available on off-peak flight (mid-day weekday, weekend & holiday flights), for adult passengers aged 13-64 years & unaccompanied minors.

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Check confirmation email or ask a Helijet agent for per piece size and weight restrictions.

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Other COVID-19 Safety Protocols including mandatory masks and health checks remain 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

Personal Information

Friday, September 16, 2022

721

16:15 Vancouver Harbour / Map

16:50 Victoria Harbour / Map

35 minutes

Confirmed

Personal Information

Robert Fleming, Male

Personal Information

[Add to Calendar](#)

Security Concern

Personal Information	
FARE-VWH-OffPeak_2022	\$561.90
+ GST	\$28.10

Billing	\$561.90
Taxes	\$28.10
Grand Total	\$590.00

Helijet Off-Peak discounted fare, is inventory controlled and may be available on off-peak flight (mid-day weekday, weekend & holiday flights), for adult passengers aged 13-64 years & unaccompanied minors.

Off Peak 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 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)

BAGGAGE:

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BRITISH
COLUMBIA

Ministry of
Finance

TRAVEL VOUCHER

1. MINISTRY AND BATCH NO.

2. CONTROL NO.

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

TRANSPORTATION & INFRASTRUCTURE
TRAFFLE221024
W TRAFFLE221031

8. CHECKE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

3. CLIENT	4. MIN. AB-BREV.	5. DATE COMPLETED YYYY MM DD	6. FISCAL YEAR	7. SPECIAL CHECKE ISSUE	8. CHECKE STUB INFORMATION – MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED	9. EMPLOYEE I.D.	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME	INITIALS	12. EMPLOYEE GROUP NO. (✓ one only)
0 3 4	MOTI	2 0 2 2 0 6 0 6	2 0 2 3 D	0 4				Rob Fleming		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4

Rob Fleming

14. POSTAL CODE

13. MAILING ADDRESS FOR CHECKE
Room 124 501 Belleville St Victoria BC
V 8 V 2 L 8

15. REASON FOR TRAVEL

Perdiems

16. EMPLOYEE OCCUPATION
Minister of Transportation & Infrastructure

17. DATE OF TRAVEL	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY COSTS	21. B/L D ✓✓✓	22. MEALS ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
28. BROUGHT FORWARD FROM PREVIOUS PAGE	→	KM \$	\$		\$	\$	\$		27. \$ 0.00
M D	Victoria			✓					28. 27.00
10-3	Victoria			✓					29. 27.00
10-4	Victoria			✓					30. 27.00
10-5	Victoria			✓					31. 27.00
10-6	Victoria			✓					32. 27.00
10-13	Victoria			✓					33. 27.00
10-17	Victoria			✓					34. 27.00
10-18	Victoria			✓					35. 27.00
10-19	Victoria			✓					36. 27.00
10-20	Victoria			✓					37. 27.00
10-24	Victoria			✓					27.00
TOTALS OF COLUMNS		38. 0 0.00	39. 0.00	40. 270.00	41. 0.00	42. 0.00	THIS TOTAL MUST EQUAL TOTAL IN BOX Y		X CLAIM TOTALS 270.00

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
	→		Victoria	(250) 387-1978

46. EMPLOYEE SIGNATURE
I HEREBY CERTIFY THAT THIS TRAVEL VOUCHER IS FOR THE PURPOSES OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES. I HAVE NOT RECEIVED ANY OTHER REIMBURSEMENT FOR THIS TRAVEL AND I HAVE NOT RECEIVED ANY OTHER REIMBURSEMENT FOR THIS TRAVEL AND I HAVE NOT RECEIVED ANY OTHER REIMBURSEMENT FOR THIS TRAVEL.

47. SUPPLIER CODE	48. CLIENT	49. RESP CENTRE	50. SERVICE LINE	51. STOB	52. PROJECT	AMOUNT
Personal Information	0 3 4	5 5 0 0 1	6 0 4 1 0	5702	5500102	270.00

LESS TRAVEL ADVANCE	53.	THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL	270.00
LESS ADVANCE AMOUNT	Z		CR	

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.	AMOUNT DUE TO EMPLOYEE	54. 270.00
---	------------------------	------------

55. EXPENSE AUTHORITY SIGNATURE - I HEREBY CERTIFY THAT THIS TRAVEL VOUCHER IS FOR THE PURPOSES OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.	PRINT NAME	DATE SIGNED YYYY MM DD
	Veronica Harrison	2 0 2 2 1 1 2 4

56. PROCESSING CLERK INITIAL	CERTIFIED EXTENSIONS AND ENTITLEMENTS CORRECT
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TRAVEL VOUCHER

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

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

1. MINISTRY AND BATCH NO. 2. CONTROL NO. Transportation W TRA-221031

3. CLIENT 4. MIN. AB-BREV. 5. DATE COMPLETED YYYY MM DD 6. FISCAL YEAR 7. SPECIAL CHECK-QUE ISSUE 8. CHECKE STUB INFORMATION – MAXIMUM 10 SINGLE-SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

0 3 4 MOTI 2 0 2 2 0 6 0 6 2 0 2 3 D

9. EMPLOYEE I.D. 10. EMPLOYEE SUPPLIER NO. 11. EMPLOYEE SURNAME 12. EMPLOYEE GROUP NO. INITIALS (✓ one only)

Personal Information Rob Fleming

13. MAILING ADDRESS FOR CHEQUE 14. POSTAL CODE

Room 124 501 Belleville St Victoria BC V 8 V 2 L 8

15. REASON FOR TRAVEL 16. EMPLOYEE OCCUPATION

Perdiems Minister of Transportation & Infrastructure

17. DATE OF TRAVEL	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE DISTANCE X KM	20. BUS/TAXI/AIR/FERRY COSTS	21. B L D ✓✓✓	22. MEALS ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.	23. ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	27. TOTAL DAILY COSTS
10-25	Victoria			✓	27.00				28. 27.00
10-27	Victoria			✓	27.00				29. 27.00
10-31	Victoria			✓	27.00				30. 27.00
									31. 0.00
									32. 0.00
									33. 0.00
									34. 0.00
									35. 0.00
									36. 0.00
									37. 0.00
TOTALS OF COLUMNS		0 38. 0.00	39. 0.00		40. 81.00	41. 0.00	42. 0.00	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	38. CLAIM TOTALS X \$351.00 Personal Information

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE	46. EMPLOYEE SIGNATURE	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
				Victoria	(250) 387-1978

47. SUPPLIER CODE 48. CLIENT 49. RESP CENTRE 50. SERVICE LINE 51. STOB 52. PROJECT AMOUNT

Personal Information 0 3 4 5 5 0 0 1 6 0 4 1 0 5 7 5 0 5 5 M T C C A 351.00 81.00

LESS TRAVEL ADVANCE	53.	THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL 81.00
		LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY. AMOUNT DUE TO EMPLOYEE 54. Personal Information \$351.00

55. EXPENSE AUTHORITY SIGNATURE - PRINT NAME 56. PROCESSING CLERK INITIAL

Veronica Harrison 2 0 2 2 1 1 2 4

