

## Minister's Quarterly Travel Expense Summary

**Name:** Honourable Lisa Beare

**Quarter:** 2023 Oct to Dec

**Portfolio:** Citizens Services

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 6,081.15

Other Travel in Province: \$ 3,196.09

Out of Country Travel:

Out of Province Travel:

Total travel expenses paid this quarter: \$ 9,277.24

Travel expenses fiscal year-to-date: \$ 28,553.92



TRA-BEA230924

Reason for Travel

## Save

END OF RE

BLUEBIRD CAB#50  
2612 QUADRA STREET V8T4E4  
VICTORIA BC  
23823633  
TM2382363301

## SALE

Batch #: 487 RRN: 0014870040  
09/24/23 15:18:23

REF#: 000000004

APPR CODE: 047031 TCD 0124

VISA Proximity

\*\*\*\*\* Personal  
Information

Visa CREDIT

AID: A0000000031010

TTQ 32 A0 40 00

AMOUNT \$15.00

001 APPROVED

SIGNATURE NOT REQUIRED

Retain this code for your  
records

MERCHANT COPY





LINE 16



## Reservation Confirmation

Your reservation is now confirmed

Reservation Number:

Personal Information

\*All charges and payments appear in: CAD

### Main Passenger

Name	Total Charges	GST	Total Amount	Total Payments	Balance Due
BEARE, LISA	\$587.00	\$29.37	\$616.37	\$616.37	\$0.00

### Passenger(s)

BEARE, LISA

#### Seat(s)

8P1613 Perso  
8P1614 Inform

### Flight Itinerary

Leg	Flight Number	Date	Departure	Arrival	Aircraft	Status
1	8P1613	12 Oct 2023	14:45 - VANCOUVER	15:34 - TOFINO	SAAB 340A	CONFIRMED
2	8P1614	13 Oct 2023	16:05 - TOFINO	16:52 - VANCOUVER	SAAB 340A	CONFIRMED

8P flight numbers operated by Pacific Coastal Airlines.  
Aircraft type and schedule subject to change without notice.

### Purchase Summary

Leg	Passenger	Description	Amount	GST	Total
1	BEARE, LISA	AIF - YVR	\$5.00	\$0.25	\$5.25
1	BEARE, LISA	Q - ENCORE FARE	\$241.50	\$12.08	\$253.58
1	BEARE, LISA	Fuel Surcharge	\$20.00	\$1.00	\$21.00
1	BEARE, LISA	Nav Canada Fee	\$17.00	\$0.85	\$17.85
1	BEARE, LISA	Carbon Surcharge	\$12.50	\$0.63	\$13.13
2	BEARE, LISA	Q - ENCORE FARE	\$241.50	\$12.08	\$253.58
2	BEARE, LISA	Fuel Surcharge	\$20.00	\$1.00	\$21.00
2	BEARE, LISA	Nav Canada Fee	\$17.00	\$0.85	\$17.85
2	BEARE, LISA	Carbon Surcharge	\$12.50	\$0.63	\$13.13
Total			\$587.00	\$29.37	\$616.37

### Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
29 September 2023	Caitlin McKenzie	\$616.37	MASTERCARD		3780245	067132
Tax Registration: 121386296 RT0001						

### Online Check-In

Pacific Coastal customers have the option of checking-in online anytime between 24 hours and up to 1 hour ahead of their scheduled departure time. After completing online check-in, you have the option of printing a boarding pass, or emailing an electronic version to your mobile device, which will be scanned at the boarding gate. If you are checking a bag, we recommend that you **drop your checked baggage off 60 minutes prior** to your scheduled departure time. Checked baggage acceptance closes 40 minutes prior to scheduled departure time. To check-in online click [here](#).



Oldham, Lisa E CITZ:EX

LINE 2

**From:** passengerservices@helijet.com  
**Sent:** September 24, 2023 3:24 PM  
**To:** Oldham, Lisa E CITZ:EX  
**Subject:** Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

*Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?*

### Customer Information

Account	Personal Information	
	Customer #	Personal Information
	Name	Lisa Beare
	Company	Ministry Of Citizens' Services

### Booking Personal Information

Sunday, September 24, 2023		Personal Invoice Information	
716		FARE-VWH-SUMMER2023	\$357.14
		+ GST	\$17.86
<b>Departure:</b>		Billing	\$357.14
16:00 Victoria Harbour		Taxes	\$17.86
» <a href="#">Directions</a>		<b>Grand Total</b>	<b>\$375.00</b>

**Arrival:**

**16:35 Vancouver Harbour**

**Mastercard**

**\$375.00**

**» Directions**

Date / Time

September 24, 2023 @ 3:23:37 PM

**35 minutes**

Summary

\*\*\*\*\*Personal  
Information

Expiration

Personal  
Information

**Confirmed**

Authorization

040857

**1 Passengers - Summer**

**Lisa Beare, Female**

[Add to Calendar](#)

Personal Information

**FARE RULES:**

Available for adult passengers aged 13-64 years & unaccompanied minors. Please call Helijet Reservations to book Seniors 65+, Children and Infants Under 13 years

Helijet SUMMER fare is 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 at least 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

**ACCESSIBILITY:**

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

**\*\*\*HELIJET FARES INCLUDE\*\*\***

Oldham, Lisa E CITZ:EX

LINE 3

**From:** passengerservices@helijet.com  
**Sent:** September 25, 2023 8:49 AM  
**To:** Oldham, Lisa E CITZ:EX  
**Subject:** Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

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#### Customer Information

Customer Information			
Account	Customer #		
	Personal Information		
	Name	Lisa Beare	
	Company	Ministry Of Citizens' Services	

#### Booking Personal Information

Booking		Personal Information
Sunday, September 24, 2023		
707	Invoice	Personal Information
	FARE-YWH-SUMMER2023	
	+ GST	
Departure:		
10:15 Vancouver Harbour		
» <a href="#">Directions</a>		
Grand Total		
		\$375.00



**Arrival:****10:50 Victoria Harbour****» Directions****Dropoff:****Shuttle Requested****35 minutes****Confirmed****1 Passengers - Summer**• **Lisa Beare, Female**[Add to Calendar](#)

Personal Information

**Mastercard****\$375.00**

Date / Time

September 24, 2023 @ 9:57:36 AM

Summary

\*\*\*\* \* Personal  
\*\*\*\* \* Information  
n

Expiration

Personal  
Information

Authorization

015059

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Available for adult passengers aged 13-64 years & unaccompanied minors. Please call Helijet Reservations to book Seniors 65+, Children and Infants Under 13 years

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**ACCESSIBILITY:**

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Security Concern

GUEST FOLIO

Securi Room Persona TYPE 148	BEARE/LIS/AMS NAME Personal Information 148	179.00 RATE 10/02/23 ARRIVE	10/05/23 DEPART 22:20 TIME	07:47 TIME	Person ACCT#
ROOM CLERK	ADDRESS	XXXXXXXXXXXXXXXXXX PAYMENT	Person na1		Security Concern
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
10/02	ROOM	179.00			
10/02	DEST FEE	1.79	A		
10/02	RM PST	14.46	B		
10/02	MRDT	5.42	C		
10/02	RM GST	9.04	D		
10/03	ROOM	179.00			
10/03	DEST FEE	1.79	A		
10/03	RM PST	14.46	B		
10/03	MRDT	5.42	C		
10/03	RM GST	9.04	D		
10/04	FIREWATR	29.20			
10/04	ROOM	179.00			
10/04	DEST FEE	1.79	A		
10/04	RM PST	14.46	B		
10/04	MRDT	5.42	C		
10/04	RM GST	9.04	D		
10/05	CCARD-AX			658.33	
	PAYMENT RECEIVED BY: AMERICAN EXPRESS XXXXXXXXXXXXXXXXX	Person na1			
					.00
===== SUMMARY OF TAXES =====					
A	DEST MKT FEE		TAXED	TAX	
B	ROOM PST		AMOUNT		
C	MRDT		.00	5.37	
D	ROOM GST		.00	43.38	
E	OTHER GST		.00	16.26	
F	PROV SALES TAX		.00	27.12	
H	GNS ROOM PST 8%		.00	.00	
I	GNS MRDT 3%		.00	.00	
J	LIQUOR TAX		.00	.00	
K	GST INCLUSIVE		.00	.00	
L	NET CHARGES		.00	.00	
	566.20		TAX	FOLIO	
			92.13	.00	
			CREDITS		
			658.33		

Security Concern

Security Concern

Security Concern

Security Concern

VICTORIA BC Security  
Security Concern Concern





# Where ideas work

## Travel Voucher (Restricted Use)

TRA-BE-A231021

FI24EXEJMKV36

Claim Number

Personal Information

**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, and 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.

<b>Date</b>		October 16, 2023		<b>Name</b>		Lisa Beare		<b>Reason for Travel</b>													
<b>Headquarters</b>		Maple Ridge		<b>Job Title</b>		Minister		Session/House/Event													
<b>Type Of Travel</b>		In Province		<b>Ministry</b>		CITZ															
<b>14. Fiscal year</b>		2023		<b>15. Destination</b>				<b>16. Start of Day</b>		<b>17. End of Day</b>		<b>18. Personal Vehicle Use</b>		<b>19. Per Diem Meals</b>		<b>20. Lodging Costs</b>		<b>21. Miscellaneous (Car Rental, Phone, ATM Fees, etc.)</b>			
<b>Travel Date</b>		<b>hh:mm</b>		<b>hh:mm</b>		<b>KM</b>		<b>Cost</b>		<b>Cost</b>		<b>Group</b>		<b>Cost</b>		<b>Cost</b>		<b>Description</b>			
16-Oct		MR-Van-Vic		*HU		06:00		23:59		50		\$30.50		\$0.00		Full Day		\$209.71		\$0.00	
17-Oct		Vic				07:00		23:59				\$0.00		\$0.00		Full Day		\$209.71		\$0.00	
18-Oct		Vic				07:00		23:59				\$0.00		\$0.00		Full Day		\$209.71		\$0.00	
19-Oct		Vic-Van-MR		*HU		07:00		17:00		50		\$30.50		\$0.00		B		\$0.00		\$0.00	
20-Oct		MR-Van-Ter-PR		*AC		14:00		23:59		59		\$35.99		\$0.00		L & D		\$263.19		\$71.75	
21-Oct		PR-Van-MR		*AC		07:00		19:00		59		\$35.99		\$0.00		Full Day		\$0.00		\$0.00	
												\$0.00		\$0.00				\$0.00		\$0.00	
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## GUEST FOLIO

[illegible]

VANCOUVER AIRPORT

WWW.VAR.CA

PARKING@VAR.CA

W78 1V7 Vancouver

694-276-7739

GST #12267983

Expand:  
Unit ID:

Receipt #669/0614/614 10/21/23 17:43:01

010100 Pay parking ticket \$ 71.75

10/20/23 14:37 - 10/21/23 17:42

Length of stay: 1 Days, 03:05

Unit ID:113

029951570150113329352675072

Total Amount \$ 71.75

Credit Amex \$ 71.75

Net Amount \$ 55.10

Parking Sales Tax \$ 13.23

GST \$ 3.42

ANEX

AID #00000025010801

APP LABEL AMERICAN EXPRESS

CARD \*\*\*\*\*Personal

PAN SEQ Number Informan

AUTHORIZATION 00

TOTAL CAD\$71.75

APPROVED

UID 7350

TRAN 000000762969653

\*\*\*\*\*  
\*\* Thank you \*\*  
\*\*\*\*\*







## Personal Information

Oct 23 Drove pers vehicle from MR-Van, flew Heiljet Van-Vic (P card), Overnight in Vic (Pers CC)  
Oct 24 Overnight in Victoria (Pers CC)  
Oct 25 Overnight in Vic (Pers CC)  
Oct 26 flew Heiljet Vic-Van (P card), drove pers vehicle from Vancouver-MR

## Save

Security Concern

GUEST FOLIO

Secur ROOM BEARE/L 179.00 10/26/23 12:00  
Room NAME RATE DEPART TIME  
Persona 10/23/23 21:54  
L TYPE ARRIVE TIME  
128

Person  
ACCT#

ROOM ADDRESS PAYMENT Security  
CLERK CONCERN

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
10/23	ROOM	179.00		
10/23	DEST FEE	1.79	A	
10/23	RM PST	14.46	B	
10/23	MRDT	5.42	C	
10/23	RM GST	9.04	D	
10/24	ROOM	179.00	A	
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10/24	RM GST	9.04		
10/25	ROOM	179.00	A	
10/25	DEST FEE	1.79	B	
10/25	RM PST	14.46	C	
10/25	MRDT	5.42	D	
10/25	RM GST	9.04		
10/26	AX CARD			\$629.13

TO BE SETTLED TO: AMERICAN EXPRESS CURRENT BALANCE .00

THANK YOU FOR CHOOSING Security Concern TO EXPEDITE YOUR CHECK-OUT,  
PLEASE CALL THE AT YOUR DEPARTMENT BY DIALING 0  
OR BY STOPPING BY THE FRONT DESK. THANK YOU.

DESCRIPTION	SUMMARY OF TAXES	TAXED AMOUNT	TAX
A DEST MKT FEE		.00	5.37
B ROOM PST		.00	43.38
C MRDT		.00	16.26
D ROOM GST		.00	27.12
E OTHER GST		.00	.00
F PROV SALES TAX		.00	.00
G GNS ROOM PST 8%		.00	.00
H GNS MRDT 3%		.00	.00
I LIQUOR TAX		.00	.00
J GST INCLUSIVE		.00	.00
K NET CHARGES		.00	.00
L 537.00	TAX	92.13	FOLIO
			629.13

Security Concern

Security Concern

Security Concern

Security Concern

VICTORIA BC Security  
Concern

Security Concern





## Personal Information

AUDITED NOV 9/23 JKV

## Security Concern

## GUEST FOLIO

[illegible]

Security Concern

Security Concern

GUEST FOLIO

Security Concern	BEARE/LISA	199.00	11/03/23	07:35	Personal Information ACC #
Room	NAME	RATE	DEPART	TIME	
41	Personal Information		11/01/23	20:44	
TYPE			ARRIVE	TIME	
		AXXXXXXXXXXXXXX	Personal Information		
ROOM	ADDRESS	PAYMENT			Security Concern
CLEAK					

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
11/01	SELF PARK ROOM	45.00	Parking	
11/01	DMF	381.00		
11/01	HRM TAX	4.80	A	
11/01	MRDT	30.86	B	459.76
11/01	ME MRDT	11.57	C	
11/01	GST	9.64	J	
11/02	SELF PARK ROOM	21.89	Parking	
11/02	DMF	45.00		
11/02	HRM TAX	199.00		
11/02	MRDT	2.51	A	
11/02	ME MRDT	16.12	B	240.15
11/02	GST	6.05	C	
11/03	CCARD-AX	5.04	J	
		11.43	L	
		789.91		

DESCRIPTION	SUMMARY OF TAXES	TAXED AMOUNT	TAX
DMF = 1.259% ROOM (AF)			7.31
HRT = 8% ROOM+DMF (B)			46.98
MRDT = 3% ROOM+DMF (C)			17.62
GST MISC (DEK)			.00
PST MISC (GH)			.00
GST = 5% RM+DMF+TAX (L)			33.32
MEMRDT = 2.5% RM+DMF (J)			14.68
NET CHARGES			FOLIO
		TAX	.00
		119.91	
		CREDITS	
		789.91	

Security Concern

Security Concern

Security Concern

Security Concern

VANCOUVER BC Security  
Security Concern

Security Concern



## Personal Information

**Reservation Number:**

## Personal Information

**Balance Due**

\$0.00

Aircraft type and schedule subject to change without notice.

Total

## Authorization

minutes prior to scheduled departure time. To check-in online click [here](#).

minutes

**Present at  
Boarding Gate**

## Airport Check-In

Customers should check-in 60 minutes prior to the scheduled departure time with valid government issued identification. Check-in and checked baggage acceptance closes 40 minutes prior to scheduled departure time. Failure





LINE 4

Booking Confirmation

Personal  
Booking Reference: Information

Date of issue: 05 Oct, 2023

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 **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.

**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 website](#) 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, deleted and transferred. We also invite you to view [Air Canada's Privacy Policy](#) directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on entry requirements, our flexible booking policy, or our health and safety measures visit our [Travel Ready](#) hub.



Depart

Economy - Comfort

Friday  
20 Oct, 2023

08:10  
**Vancouver**  
Vancouver Int. (YVR),  
Terminal M



09:49  
**Terrace**  
(YXT),  
British Columbia

AC8437

1hr39  
Cabin : Economy Class (K)  
Operated by: Air Canada Express -  
Jazz | **De Havilland Dash 8-400**

Passengers

<b>Lisa Beare</b>	<b>Seats</b>
Ticket number Government Financial	AC8437 Pe Iso

Purchase summary

<b>MasterCard</b>	<b>1 adult</b>
*****Person Amount Paid: \$262.63	
<b>Flights</b>	
Air transportation charges	
Base fare Economy - Comfort	215.00
<b>Carrier surcharges</b>	23.00
Taxes, fees and charges	
Air Travellers Security Charge - Canada	7.12
Goods and Services Tax - Canada - 100092287 RT0001	12.51
Airport Improvement Fee - Canada	5.00
Total before options (per passenger)	\$262.63
<b>GRAND TOTAL (Canadian dollars)</b>	<b>\$262.63</b>

## Booking Confirmation

## LINE 6

Personal Information

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 **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.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on entry requirements, our flexible booking policy, or our health and safety measures visit our [Travel Ready hub](#).

Depart

Friday  
20 Oct, 2023

16:05  
**Prince Rupert**  
Digby Island(YPR),  
British Columbia



17.42  
**Vancouver**  
Vancouver Int. (YVR),  
Terminal M



**1hr37**  
Cabin : Economy Class (T)  
Operated by: Air Canada Express -  
Jazz | De Havilland Dash 8-400

## Passengers

**Lisa Beare**

**Ticket number**  
**Government**  
**Financial**

## Seats

AC8090 Pe

## Purchase summary

MasterCard

**Perso**  
Amount paid: \$556.63

1 adult



### Air transportation charges

Base fare Economy - Comfort

454.00

### Carrier surcharges

23.00

☐ Taxes, fees and charges

Air Travellers Security Charge - Canada

7.12

Goods and Services Tax - Canada -

26.51

Airport Improvement Fee - Canada

46.00

Total before options (per passenger)

\$556.63

**GRAND TOTAL (Canadian dollars)**

**\$55663**

**From:** [passengerservices@helijet.com](mailto:passengerservices@helijet.com)  
**To:** [McKenzie Caitlin CITZ:EX](#)  
**Subject:** Thank you for choosing to take off with Helijet!  
**Date:** November 7, 2023 1:21:00 PM  
**Attachments:** [Personal Information](#)

LINE 13

**[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!

*Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?*

Customer Information

Account	
Customer #	Personal Information
Name	Lisa Beare
Company	Ministry Of Citizens' Services

Booking #Personal Information

Monday, October 16, 2023	
703	Invoice Personal Information
	FARE-YWH-FULL2023
	\$414.29
	+ GST
	\$20.71
Billing	\$414.29
Taxes	\$20.71
Grand Total	\$435.00
Mastercard	\$435.00
Date / Time	October 16, 2023 @ 7:41:32 AM
Summary	***** Personal Information
Expiration	Personal Information

LINE 20

From: [passenger@helijet.com](mailto:passenger@helijet.com)  
To: [McKenzie Caitlin CITZ:EX](#)  
Subject: Thank you for choosing to take off with Helijet!  
Date: November 7, 2023 1:24:09 PM  
Attachments: [Personal Information](#)

**[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!

*Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?*

Customer Information

Account	
Customer #	Personal Information
Name	Lisa Beare
Company	Ministry Of Citizens' Services

Booking #Personal Information

Monday, October 23, 2023	Invoice Personal Information
703	FARE-YWH-FULL2023 \$414.29
	+ GST \$20.71
Departure:	
» 08:05 Vancouver Harbour	Billing \$414.29
» Directions	Taxes \$20.71
Arrival:	Grand Total \$435.00
» 08:40 Victoria Harbour	Mastercard \$435.00
» Directions	Date / Time October 23, 2023 @ 7:33:51 AM
35 minutes	Summary ***** Personal Information
Confirmed	Expiration



From: [passengerservices@helijet.com](mailto:passengerservices@helijet.com)  
To: [McKenzie Caitlin CITZ:EX](#)  
Subject: Thank you for choosing to take off with Helijet!  
Date: November 7, 2023 1:24:32 PM  
Attachments: Personal Information

LINE 27

[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!

*Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?*

Customer Information

Account	
Customer #	Personal
Name	Lisa Beare
Company	Ministry Of Citizens' Services

Booking #Personal Information

Monday, October 30, 2023	Invoice #Personal
703	FARE-YWH-FULL2023 \$414.29
	+ GST \$20.71
Departure:	
» 08:05 Vancouver Harbour	Billing \$414.29
» Directions	Taxes \$20.71
Arrival:	Grand Total \$435.00
» 08:40 Victoria Harbour	
» Directions	Mastercard \$435.00
Dropoff:	Date / Time October 30, 2023 @ 7:26:29 AM
Shuttle Requested	Summary *****Pens
	Expiration Personal Information



## Personal Information

Ministry  
CITZ

TOTALS OF COLUMNS				
\$61.00	\$0.00	\$206.50	\$594.00	\$0.00
				Claim Total
				\$861.50

AMOUNT PAYABLE	35.	\$861.50
----------------	-----	----------

Nov 6 Drove pers vehicle from MR-Van, flew Helijet Van-Vic (Pcard), Overnight in Vic (Pers CC)

AUDITED DEC 6/23 JKV

## GUEST FOLIO

[illegible]





Security Concern

Security Concern

GUEST FOLIO

Secur Room	BEAR/L NAME	169.00 RATE	11/23/23 DEPART	12:00 TIME	Person al Informa
Person al TYPE			11/19/23 ARRIVE	09:14 TIME	
45					
ROOM CLERK	ADDRESS	PAYMENT			Personal Informa
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE	
11/19	ROOM	169.00			
11/19	DEST FEE	1.69	A		
11/19	RM PST	13.66	B		
11/19	MRDT	5.12	C		
11/19	RM GST	8.53	D		
11/20	ROOM	169.00			
11/20	DEST FEE	1.69	A		
11/20	RM PST	13.66	B		
11/20	MRDT	5.12	C		
11/20	RM GST	8.53	D		
11/21	ROOM	169.00			
11/21	DEST FEE	1.69	A		
11/21	RM PST	13.66	B		
11/21	MRDT	5.12	C		
11/21	RM GST	8.53	D		
11/22	ROOM	169.00			
11/22	DEST FEE	1.69	A		
11/22	RM PST	13.66	B		
11/22	MRDT	5.12	C		
11/22	RM GST	8.53	D		
11/23	AX CARD			\$792.00	

TO BE SETTLED TO: AMERICAN EXPRESS CURRENT BALANCE .00

Security Concern

I TO EXPEDITE YOUR CHECK-OUT,  
OR BY STOPPING BY THE FRONT DESK, THANK YOU.  
EPARTMENT BY DIALING 0

DESCRIPTION	SUMMARY OF TAXES	TAXED AMOUNT	TAX
A DEST MKT FEE		.00	6.76
B ROOM PST		.00	54.64
C MRDT		.00	20.48
D ROOM GST		.00	34.12
E OTHER GST		.00	.00
F PROV SALES TAX		.00	.00
G GNS ROOM PST 8%		.00	.00
H GNS MRDT 3%		.00	.00
I LIQUOR TAX		.00	.00
K GST INCLUSIVE		.00	.00
L NET CHARGES		.00	.00
	TAX	116.00	FOLIO 792.00

Security Concern

Security Concern

Security Concern

Security Concern

VICTORIA BC Security  
Concern

Security Concern



Security Concern

GUEST FOLIO

Secur Room		BEAR/EL NAME		169.00	11/30/23	12.00	Personal Information			
Persona		RATE			DEPART	TIME				
I TYPE		11/27/23			ARRIVE	TIME				
94										
ROOM	ADDRESS	PAYMENT				Personal Information				
CLERK										
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE						
11/27	ROOM	169.00								
11/27	DEST FEE	1.69	A							
11/27	RM PST	13.66	B							
11/27	MRDT	5.12	C							
11/27	RM GST	8.53	D							
11/28	ROOM	169.00	A							
11/28	DEST FEE	1.69	B							
11/28	RM PST	13.66	C							
11/28	MRDT	5.12	D							
11/28	RM GST	8.53								
11/29	ROOM	169.00	A							
11/29	DEST FEE	1.69	B							
11/29	RM PST	13.66	C							
11/29	MRDT	5.12	D							
11/29	RM GST	8.53								
11/30	AX CARD			\$594.00						

TO BE SETTLED TO: AMERICAN EXPRESS CURRENT BALANCE .00

Security Concern

I TO EXPEDITE YOUR CHECK-OUT,  
OR BY STOPPING BY THE FRONT DESK, THANK YOU.  
EPARTMENT BY DIALING 0

DESCRIPTION		SUMMARY OF TAXES		TAXED AMOUNT		TAX	
A		DEST MKT FEE		.00		5.07	
B		ROOM PST		.00		40.98	
C		MRDT		.00		15.36	
D		ROOM GST		.00		25.59	
E		OTHER GST		.00		.00	
F		PROV SALES TAX		.00		.00	
H		GNS ROOM PST 8%		.00		.00	
I		GNS MRDT 3%		.00		.00	
K		LIQUOR TAX		.00		.00	
L		GST INCLUSIVE		.00		.00	
		NET CHARGES		.00		FOLIO	
		507.00		TAX		594.00	
				87.00			

Security Concern

Security Concern

Security Concern

Security Concern

VICTORIA BC Security Concern

Security Concern



**Yellow Cab of Victoria**

755 MARKET ST, Cab #122

VICTORIA, BC V8T 2E5

2508856980

WWW.NONE.COM

Transaction **005787**

**Total** **CA\$82.85**

CREDIT CARD SALE CA\$82.85

VISA Personal  
Information

Retain this copy for statement  
validation

30-Nov.-2023 5:48:57p.m.

CA\$82.85 | Method:

CONTACTLESS

Visa CREDIT XXXXXXXXXXXXX Personal  
Information

Reference ID: 333500510282

Auth ID: 057191

MID: \*\*\*\*\*2832

AID: A0000000031010

AthNtwkNm: VISA

NO CARDHOLDER VERIFICATION



**From:**  
**To:**  
**Subject:**  
**Date:**

Personal  
Information  
**Oldham, Lisa E CITZ:EX**  
Fwd: Air Canada - LISA BEARE - 30-Nov/VYJ-YVR(booking ref  
November 30, 2023 6:10:58 PM

**PAID BY MINISTER**  
Personal ) - Itinerary-Receipt  
Information

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

Get [Outlook for iOS](#)

**From:** Air Canada <communications@info.aircanada.com>  
**Sent:** Thursday, November 30, 2023 4:59:36 PM  
**To:** Personal Information  
**Subject:** Air Canada - LISA BEARE - 30-Nov/VYJ-YVR(booking ref<sup>Personal</sup> Information ) - Itinerary-Receipt

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



## Itinerary-Receipt

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

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



### IMPORTANT:Entry requirements

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 :  
[www.aircanada.com/covid19updates](http://www.aircanada.com/covid19updates)

Booking Date: **2023-12-01** Passengers **LISA BEARE**

### Booking Information

Booking Reference 

Personal  
Information

Customer Care

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

**Air Canada**  
1-888-247-2262\*

**Main Contact**  
Lisa Beare

**Flight Arrivals and  
Departures**  
1-888-422-7533


Online Services

\*For use from phones in Canada, the continental USA, Hawaii and Alaska.

- [Select Seats](#)
- [Manage My Booking](#) (change, cancel, upgrade).
- [Alert Me](#) of flight status changes directly to my mobile phone or email.
- [Flight Arrivals & Departures](#) check online if my flight is on time.
- [Check-in](#) online and print my boarding pass.

\* [Can my booking be changed online?](#)

Flight Itinerary

Flight Itinerary	Departure	Arrival	Details	Fare
<div></div> <div>AC8168 Operated by AIR CANADA EXPRESS - JAZZ</div>	<b>Victoria Victoria Int. (YYJ)</b> Thu. Nov 30, 2023 19:20	<b>Vancouver Vancouver Int. Airport (YVR)</b> Thu. Nov 30, 2023 19:52	Stops: <b>0</b> Duration: <b>00hr32m</b> Aircraft: <a href="#">De Havilland Dash 8-400</a> Cabin: <b>Economy (M)</b> Meals: <b>NA</b>	Economy - Standard

Passenger Information

<b>1. Lisa Beare (Adult).</b> Ticket Number: <div>Government Financial Information</div>	
Frequent Flyer Pgm: <div>Personal Information</div>	Meal Preference: <b>NA</b>
Seat Selection: <b>NA</b>	Special Needs: <b>NA</b>

Purchase Summary

<b>Fare Summary</b>	<b>Adult</b>
Passenger Type	
<a href="#">Departing Flight - Standard</a>	317.00
<a href="#">Carrier Surcharges</a>	16.00
<b>Sub Total</b>	<b>333.00</b>
<b>Taxes, Fees and Charges</b>	
<a href="#">Air Travellers Security Charge - Canada</a>	7.12
Goods and Services Tax - Canada - 100092287 RT0001	17.76
<a href="#">Airport Improvement Fee - Canada</a>	15.00
<b>Total airfare and taxes (per passenger)</b>	<b>372.88</b>
Number Of Passengers	1
<b>Total</b>	<b>372.88</b>

Grand Total - Canadian Dollar (CAD)

\$ 372.88

#### Payment Information

**Visa Credit/Debit Card XXXXXXXXXXXXX** <sup>P</sup> Amount paid: **\$ 372.88**

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

- Air Canada: \$ 372.88

Ticket number <sup>Government Financial Information</sup>

#### Fare Rules

##### Departing Flight Victoria (VYJ) - Vancouver (VVR) Economy - Standard

- **Changes:**
  - Prior to day of departure - The Change fee per direction, per passenger is up to 100.00 CAD for changes made within 60 days of departure. A lesser fee applies for changes made outside 60 days of departure. Change fees are plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
  - Airport same-day changes are subject to availability and are permitted only for same-day flights at a fee of 75 per direction, per passenger.
  - Same-day standby is available only to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are non-refundable and non-transferable.
  - Cancellations can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements.
  - The new outbound travel date must commence within a one year period from the original date of ticket issuance.
  - If the fare for the new journey is lower, any residual amount will be forfeited.
  - 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 [www.aircanada.com/othernumbers](http://www.aircanada.com/othernumbers)). If you do not show up for your flight, the rest of your itinerary will automatically be cancelled.
- **Other fare rules:**
  - Advance seat selection on Air Canada Rouge flights. Air Canada flights and Air Canada Express (operated by Jazz), subject to availability.
  - 25% Aeroplan points on flights operated by Air Canada, Air Canada Rouge and Air Canada Express (Jazz)
  - Flights operated by Air Canada Rouge: earn 100 Air Canada Status Miles.
  - Read complete fare rules applicable to this fare.
  - Read complete fare rules applicable to this fare.

#### Baggage Allowance and Fees

##### Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry



— TRANSACTION RECORD —  
**DELTA SUNSHINE TAXI#66**  
13425 71A AVENUE  
SURREY BC  
V3W2L2

### Purchase

Nov 30, 2023 21:01:26  
VISA \*\*\*\*\*  
Personal Information

Entry: Tap EMV (H)  
Ref#: 726-0S4Z1YE1Y5KP8HW  
Auth#: 037881 Response: 01-027  
Order: MG01701406883058  
Username: 0736

**Amount \$ 51.95**

A0000000031010 Visa CREDIT

**Approved**

FF/DT 23

Signature Not Required

Important: Retain this copy for  
your record

Personal Information





## Personal Information

## Save

**From:** Personal Information  
**To:** [O'Drham, Lisa E.CITZ:EX](#)  
**Subject:** Fwd: Parking Reservation  
**Date:** Personal Information  
**Attachments:** Personal Information - Canada Place 2235115511 Day Max to 6:00 PM  
Personal Information  
Info  
Atty

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

Get [Outlook](#) for iOS

**From:** Indigo Park Canada <noreplycanada@group-indigo.com>  
**Sent:** Wednesday, December 6, 2023 8:26 AM  
**To:** Lisa Beare  
**Subject:** Parking Reservation: - Canada Place 2235115511 Day Max to 6:00 PM



Thank you for your purchase!  
This is your confirmation and receipt.

You can view your Parking Pass from the button below.  
In gated parking lots, please note that you will need to scan the QR code on the digital Parking Pass upon entering and exiting the lot.  
No multiple in/out.

GET MY PASS

DETAILS OF YOUR PURCHASE

PARKING: 

Personal Information

 - CANADA PLACE, 999 CANADA PLACE, VANCOUVER, BC V6C 3T4

YOUR PURCHASE

MADE ON: 12/06/2023 08:25 AM

TRANSACTION #: 2235115511

PAYMENT: \$23.48

12/06/2023 06:00 AM TO 12/06/2023 06:00 PM

TIME	RATE	AMOUNT
DEC 6, 2023 6:00 AM - DEC 6, 2023 6:00 PM	DAY MAX TO 6:00 PM	\$23.00
CONVENIENCE FEE TRANSACTION FEE		\$0.25 \$0.23
	TRANSLINK TAX 24.000% CITY TAXES 5.000%	\$4.17 \$1.10
PROMO CODE:		AMOUNT:
CARD APPLE PAY-VISA		
VAT# 120996095RT0005		
VAT2#		

**From:** Personal Information [O'Diham, Lisa E CITZ EX](#)  
**To:** Personal Information Fwd: Parking Reservation - Canada Place 2235115788 Day Max to 6 00 PM  
**Subject:** Personal Information December 7, 2023 11 34 36 AM  
**Date:** Personal Information  
**Attachments:**

---

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

Get [Outlook for iOS](#)

---

**From:** Indigo Park Canada <noreplycanada@group-indigo.com>  
**Sent:** Thursday, December 7, 2023 11:33:40 AM  
**To:** LISA BEARE Personal Information >  
**Subject:** Parking Reservation: Personal Information - Canada Place 2235115788 Day Max to 6:00 PM



Thank you for your purchase!  
This is your confirmation and receipt.

You can view your Parking Pass from the button below.  
In gated parking lots, please note that you will need to scan the QR code on the digital Parking Pass upon entering and exiting the lot.  
No multiple in/out.



GET MY PASS

DETAILS OF YOUR PURCHASE

PARKING: 

Personal Information

 - CANADA PLACE, 999 CANADA PLACE, VANCOUVER, BC V6C 3T4

YOUR PURCHASE

MADE ON: 12/07/2023 11:33 AM

TRANSACTION #: 2235115788

PAYMENT: \$23.48

12/07/2023 06:00 AM TO 12/07/2023 06:00 PM

TIME	RATE	AMOUNT
DEC 7, 2023 6:00 AM - DEC 7, 2023 6:00 PM	DAY MAX TO 6:00 PM	\$23.00
CONVENIENCE FEE TRANSACTION FEE		\$0.25 \$0.23
	TRANSLINK TAX 24.000% CITY TAXES 5.000%	\$4.17 \$1.10
PROMO CODE:		AMOUNT:
CARD APPLE PAY-VISA		
VAT# 120996095RT0005		
VAT2#		



## Personal Information

Caucus/Cabinet

Ministry  
CITZ

ATM Fees, etc.)

1500

Security Concern

GUEST FOLIO

Securi	BTL F T/ES\$	155A.	10/10GOG	6\$T	9UDE\$ I 6T 10:02	Person P# L L 6#
FCO	NI OT	F I 6T	9T DI F6			
Persona	151-5. 1 BTEI 8\$E I S		10/10/0G	I F F\$T	6\$T	
I 6YDT	8\$ 6CF\$ BL					
	8281XP					
	I 99FTSS	8SXXXXXXXXXX	Personal Informatio			Perso nal
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE		
10/10	6TEI L COO					
10/10	FCO	MTTRSS				
10/10	9TS6 MT T	Security Concern	155A. 145 10450 P4. 42G			
10/10	FO DS6					
10/10	OF 96					
10/10	FO 5S6					
10/10	L I F9-8S					
10/10	8SXXXXXXXXXX	Persona		1218.		A.

Security Concern

8\$ 6CF\$ BL Security  
Concern

BLUEBIRD CABS  
2612 QUADRA ST  
VICTORIA BC V8T 4E4  
250-3822222

Wed 12/13/2023 10:50 AM

Txn ID: #6483d3ad

Type: CREDIT

PURCHASE

Visa Credit

Number: \*\*\*\*\*  
Personal Information

Card Type: VISA

Entry Mode: Contactless

Mode: Issuer

Visa Credit

AID: A0000000031010

TVR: 0000000000

IAD: 06051203A02000

TSI: 0000

ATC: 00F5

TC: 76C56BA5CFA199B3

UN: B12D6505

Response: APPROVED

Approval Code: 01091I

Sub Total: \$8.35

Tip: - - - - -

Total: - - - - -  
Personal Information

THANK YOU





Ministry of Finance

**INVOICE CODING SHEET**

audited 29sep23 SLP/CHJ

## RETURN CHEQUE TO MINISTRY?

(if yes, enter "D")

**FOREIGN CURRENCY OR WIRE?**  
(If you enter "C" for foreign and

"W" for Wire transfer)

[Link to Invoice Coding Sheet completion instructions.](#)

AT24EXECHJ01

PAYEE NAME		HELJETT		* SUPPLIER #		Person		* SITE		001	
CONTRACT/PO #		32309614		INVOICE DATE		28-SEP-2023		INVOICE #		Personal	
DATE INVOICE RECEIVED		28SEP2023		DATE GOODS/ SERVICES REC'D		04OCT2023		RECEIPT #			
NAME &/OR ADDRESS OVERRIDE:				DESCRIPTION FOR CHECKUE STUB: AIR CHARTER: OCT 4, 2023							
DATE CHQ/LEFT REQ'D (ONLY IF URGENT)				29-SEP-2023		GL DATE (if applicable)		PAY ALONE? YES <input checked="" type="checkbox"/>			
OFA STOB & ASSET # (if applicable)											

AMOUNT (INCLUDING TAX)	PRE-TAX AMOUNT (EXCLUDING TAX)	PST AMOUNT	GST AMOUNT	TAX CODE <small>PST &amp; GST, PST, GST Travel, Other</small>	CL	RESP	SERVICE LINE	STOB	PROJECT	NAME & SUPPLIER # if STOB 57
<del>15,678.25</del>	<del>14,931.62</del>		746.58	GST Travel	010	15001	10000	1890	1500004-INTSAC	
15678.25	1357.42*11 (SEE LIST OF TRAVELERS BELOW)									
15678.25		TOTAL								

* EXPENSE AUTHORITY (EA) INFORMATION:		* QUALIFIED RECEIVER (QR) CERTIFICATION:	
* MICHAEL SNODDON EA PRINTED NAME		* ERIN GUERARD QR PRINTED NAME	

BRIEF PAYMENT DESCRIPTION FOR EA NOTIFICATION:  
 Note: This is also the line description displayed on GL detail reports.

The goods provided or services delivered have been inspected or reviewed, and the goods or services were properly received and documentation to support the account has been verified (i.e., goods as ordered, correct quantity and suitable quality, services as contracted, appropriate deliverables and/or performance criteria met, or other conditions, if any, have been met).

QR SIGNATURE

\*\*\*PAY USING IMM EFT\*\*\*

\* Note: Fields with an asterisk do not need to be completed for iProcurement invoices.



Erin Guerard (She/Her)  
Administrative Assistant  
Ministry of Public Safety and Solicitor General  
Phone: 778-405-4916

**From:** Snoddon, Michael PSSG:EX <[Michael.Snoddon@gov.bc.ca](mailto:Michael.Snoddon@gov.bc.ca)>

**Sent:** Tuesday, October 3, 2023 11:20 AM

**To:** Guerard, Erin PSSG:EX <[Erin.Guerard@gov.bc.ca](mailto:Erin.Guerard@gov.bc.ca)>; Hunt, Charlotte PSSG:EX <[Charlotte.Hunt@gov.bc.ca](mailto:Charlotte.Hunt@gov.bc.ca)>

**Subject:** Helijet: Passenger update

**Importance:** High

Hi,

Some changes to the Helijet passengers:

**Travel:** A charter Helijet has been booked by PSSG MO, and costs covered by PSSG MO

#### Inbound

Shuttle Depart Legislature: 11:30am (confirmed) - meet outside PO

Depart Victoria Helijet: 12pm (confirmed)

Arrive Langley Airport: 12:42pm (confirmed)

Shuttle to Langley Events Centre: 12:45pm (confirmed)

#### Inbound Helijet Passengers:

- Premier David Eby (confirmed)
- Minister Mike Farnworth (confirmed)
- Minister Nikki Sharma (confirmed)
- Minister Lisa Beare (confirmed)

#### Personal Information

- Deputy Minister Doug Scott (PSSG) (confirmed)
- ADM Glen Lewis (PSSG) (confirmed)
- Support: Sachin Sundhu (PO) (confirmed)

#### Personal Information

Outbound- Helijet will wait for delegation to arrive before departure- all times are an estimate

Shuttle Depart to Langley Airport: 4:30pm

Depart Langley Airport: 5:00pm

Arrive Victoria Helijet: 5:43pm

Arrive Legislature: 6:15pm

Outbound Helijet Passengers

- Minister Farnworth (confirmed)
- Minister Beare (confirmed)
- Minister Sharma (confirmed)

Personal Information

- Deputy Minister Scott (PSSG) (confirmed)
- ADM Lewis (PSSG) (confirmed)
- Support: Sachin Sundhu (PO) (confirmed)
- Support: Claire Edmonds (PSSG) (confirmed)

**From:** [Guerard, Erin PSSG:EX](#)  
**To:** [Johnston, Callie FIN:EX](#)  
**Subject:** RE: Helijet: Passenger update  
**Date:** December 22, 2023 10:08:50 AM  
**Attachments:** [image001.png](#)

---

Good Morning Callie,

As far as I know yes, this is the most updated list



Erin Guerard (She/Her)  
Administrative Assistant  
Ministry of Public Safety and Solicitor General  
Phone: 778-405-4916

---

**From:** Johnston, Callie FIN:EX <[Callie.Johnston@gov.bc.ca](mailto:Callie.Johnston@gov.bc.ca)>  
**Sent:** Friday, December 22, 2023 10:07 AM  
**To:** Guerard, Erin PSSG:EX <[Erin.Guerard@gov.bc.ca](mailto:Erin.Guerard@gov.bc.ca)>  
**Subject:** FW: Helijet: Passenger update  
**Importance:** High

Hi Erin,

My name is Callie, and I'm an executive clerk with MOSS. I'm just reaching out to confirm the highlighted list of travelers below is the most up to date list of travelers on the October 3 Helijet charter that PSSG organized? Doing some end of the year clean up for MOSS!

Any questions, please let me know, and all the best,

Callie

---

**From:** Guerard, Erin PSSG:EX <[Erin.Guerard@gov.bc.ca](mailto:Erin.Guerard@gov.bc.ca)>  
**Sent:** Tuesday, October 3, 2023 11:31 AM  
**To:** Poldrugovac, Saija FIN:EX <[Saija.Poldrugovac@gov.bc.ca](mailto:Saija.Poldrugovac@gov.bc.ca)>  
**Subject:** FW: Helijet: Passenger update  
**Importance:** High

Hello Again,

Michael has just sent me an updated Helijet Passenger Update.

Thankyou,





# INVOICE

INVOICE NO: **Personal Information 29SEP2023**  
DATE: **Account No**  
GST Reg.

To:  
Ministry of Public Safety and Solicitor General  
PO Box 9010 Stn Prov Gov  
Victoria BC V8W9E2  
Erin Guerard, Administrative Assistant

RE: **Ministry of PSSG Charter**

ITEM	DESCRIPTION	TOTAL
Charter	10/04/23 12:00 – 12:42   12 Guests   42 Minutes From Victoria Harbour, BC, CA (CBF7): Camel Point (Hel) To Langley, BC, CA (CYNJ) : Langley  10/04/23 17:00 12 0:43 59 17:43 Langley, BC, CA (CYNJ) : Langley To Victoria Harbour, BC, CA (CBF7) : Camel Point (Hel)  \$500.00 non-refundable deposit at time of booking with balance due 5 business days.  A 3% fee will be applied to all payments via credit card	\$14,951.67
SUBTOTAL		14,951.67
G.S.T.		746.58
TOTAL CAD DOLLARS		\$ 15,678.25

Make all cheques payable to: **HELIJET INTERNATIONAL INC.**  
If you have any questions concerning this invoice, please call:  
Accounts Receivable at (604) 273-4688

**THANK YOU FOR FLYING HELIJET INTERNATIONAL INC**

From: [passengerservices@helijet.com](mailto:passengerservices@helijet.com)  
To: McKenzie Caitlin CITZ:EX  
Subject: Thank you for choosing to take off with Helijet!  
Date: December 5, 2023 11:02:00 AM  
Attachments: Personal Information

LINE 3

[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!

Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?

Customer Information

Account	
Customer #	Personal Information
Name	Lisa Beare
Company	Ministry Of Citizens' Services

Booking Personal Information

Monday, November 6, 2023	
703	<div>Invoice <span>Personal Information</span></div> <div>FARE-YWH-FULL2023\$414.29</div> <div>+ GST\$20.71</div>
Departure:	
08:05 Vancouver Harbour	
» Directions	
Arrival:	
08:40 Victoria Harbour	
» Directions	
35 minutes	
Confirmed	<div>Mastercard\$435.00</div> <div>Date / TimeNovember 6, 2023 @ 7:38:44 AM</div> <div>Summary***** <span>Personal Information</span></div>

Complimentary Wi-Fi, Nespresso coffee, teas, afternoon beer/wine service, light snacks including seasonal hot soup, fresh baked cookies & business work stations are available at our com fortable Helijet Passenger Lounges.

\*\*\*\*\*

COVID-19 HEALTH & SAFETY PROTOCOLS:

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

As of October 1, 2022, Transport Canada has lifted the mandatory mask requirement, but masks are strongly recommended, especially onboard your flight, to prevent the inadvertent spread of COVID-19 and other respiratory diseases.

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

Booking 

Personal Information

Monday, November 27, 2023

851

Departure:

07:00 Vancouver Harbour

» Directions

Arrival:

07:35 Victoria Harbour

» Directions

35 minutes

Confirmed

1 Passengers - FULL FARE

· Lisa Beare, Female

[Add to Calendar](#)

Personal Information

Invoice # 

Personal

**LINE 11**

FARE-VWH-FULL2023 \$414.29

+ GST \$20.71

Billing \$414.29

Taxes \$20.71

Grand Total \$435.00

Mastercard \$435.00

Date / Time November 27, 2023 @ 8:03:25 AM

Summary \*\*\*\* \*Personal Information\*

Expiration Personal Information

Authorization 065613

FARE RULES:

**Oldham, Lisa E CITZ:EX**

**From:** passengerservices@helijet.com  
**Sent:** November 17, 2023 2:56 PM  
**To:** Oldham, Lisa E CITZ:EX  
**Subject:** Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

*Did you know, in addition to our daily scheduled flights, [Helijet Charters](#) and our new partner [BLADE](#), can also assist you in coordinating your custom charter for business or pleasure?*

**Customer Information**

Account		Personal Information
Customer #		
Name		Lisa Beare
Company		Ministry Of Citizens' Services

**Booking Personal Information**

Thursday, November 9, 2023		Personal Information
720	Invoice	
	FARE-VWH-FULL2023	\$414.29
	+ GST	\$20.71
Departure:	Billing	\$414.29
18:00 Victoria Harbour	Taxes	\$20.71
» <a href="#">Directions</a>	Grand Total	\$435.00



**Arrival:**

**18:35 Vancouver Harbour**

**Mastercard**

**\$435.00**

**» Directions**

**Date / Time**

**November 9, 2023 @ 5:24:29 PM**

**35 minutes**

**Summary**

**\*\*\*\* \* Personal Information**

**Expiration**

**Personal Information**

**Confirmed**

**Authorization**

**042226**

**1 Passengers - FULL FARE**

**Lisa Beare, Female**

[Add to Calendar](#)

Personal Information

**FARE RULES:**

Available for adult passengers aged 13-64 years & unaccompanied minors. Please call Helijet Reservations to book Seniors 65+, Children and Infants Under 13 years.

Helijet FULL fare is 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 at least 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

**ACCESSIBILITY:**

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

**\*\*\*HELIJET FARES INCLUDE\*\*\***

Oldham, Lisa E CITZ:EX

From: passengerservices@helijet.com  
Sent: November 22, 2023 8:38 AM  
To: Oldham, Lisa E CITZ:EX  
Subject: Thank you for choosing to take off with Helijet!

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



Please review your reservation below.

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

We look forward to welcoming you aboard your flight soon!

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Customer Information

Account	Customer #		Personal Information
	Name		
	Company		Ministry Of Citizens' Services

Booking Personal Information

Thursday, November 23, 2023		Invoice <span>Personal Information</span>
720		
Departure:		
18:00 Victoria Harbour		
» <a href="#">Directions</a>		

**Arrival:**

**18:35 Vancouver Harbour**

**» Directions**

**35 minutes**

**Cancelled**

**1 Passengers - FULL FARE**

**· Lisa Beare, Female**

**[Add to Calendar](#)**

**Personal Information**

**FARE RULES:**

Available for adult passengers aged 13-64 years & unaccompanied minors. Please call Helijet Reservations to book Seniors 65+, Children and Infants Under 13 years.

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**\*\*\*HELIJET FARES INCLUDE\*\*\***