

## Minister's Quarterly Travel Expense Summary

**Name:** Honourable Michelle Stilwell

**Quarter:** 2017 January to March

**Portfolio:** Social Development & Social Innovation

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 4,123.24

Other Travel in Province: \$ 3,766.72

Out of Country Travel: \$ -

Out of Province Travel: \$ -

Total travel expenses paid this quarter: \$ 7,889.96

Travel expenses fiscal year-to-date: \$ 20,119.62

SH17DEXEPAL24



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E125848

**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.

|  |  |                                       |
|--|--|---------------------------------------|
| <b>Name</b><br>Stilwell, Michelle                                      | <b>Employee ID</b><br>Personal Information | <b>Phone Number</b><br>(250) 356-7750 |
| <b>Client Organization</b><br>Social Development and Social Innovation | <b>Job Title</b><br>Minister               | <b>Travel Group Code</b><br>4         |

|  |                               |                                |                                   |
|--|-------------------------------|--------------------------------|-----------------------------------|
| <b>5. Date Completed</b><br>2016/12/19 | <b>6. Fiscal Year</b><br>2017 | <b>7. Special Cheque Issue</b> | <b>8. Cheque Stub Information</b> |
|--|-------------------------------|--------------------------------|-----------------------------------|

|                                      |  |                                 |
|--------------------------------------|--|---------------------------------|
| <b>Type of Travel</b><br>In Province | <b>14. Reason for Travel</b><br>Meetings | <b>Headquarters</b><br>Victoria |
|--------------------------------------|--|---------------------------------|

12. Mailing Address for Cheque

| 16. Travel Dates | 17. Places Travelled   | 18. Personal Vehicle Use |      | 19. Other Transport Costs | 20. & 21. Meals | 22. Lodging Costs | 20. & 21. Miscellaneous |              |
|------------------|------------------------|--------------------------|------|---------------------------|-----------------|-------------------|-------------------------|--------------|
|                  | Destination            | Start                    | End  | Km                        | Cost            | Cost              | Cost                    | Describe     |
| 2016             |                        |                          |      |                           |                 |                   |                         |              |
| 12/07            | Prksvl-Van-Prksv (H)   | 0800                     | 1840 | 84                        | 44.52           | 12.50             |                         |              |
| 12/12            | Parksville - Van (H)   | 1300                     | 2359 | 42                        | 22.26           | 48.50             |                         |              |
| 12/13            | Vancouver              | 0800                     | 2359 |                           | 0.00            | 61.00             |                         |              |
| 12/14            | Van-Parksville (H)     | 0800                     | 1500 | 42                        | 22.26           | 25.00             | 420.64                  |              |
| 12/16            | Prksvl-Van (Ferry)     | 1055                     | 2359 | 59                        | 31.27           | 36.00             | 87.00                   |              |
| 12/17            | Vancouver              | 0800                     | 2359 |                           | 0.00            | 27.00             |                         | 5.00 Parking |
| 12/18            | Van-Parksville (Ferry) | 0800                     | 1600 | 59                        | 31.27           | 72.00             |                         |              |
| PCARD            |                        |                          |      |                           |                 |                   |                         |              |

|                          |               |               |               |               |             |                        |
|--------------------------|---------------|---------------|---------------|---------------|-------------|------------------------|
| <b>TOTALS OF COLUMNS</b> | 36. \$ 151.58 | 37. \$ 144.00 | 38. \$ 210.00 | 39. \$ 507.64 | 40. \$ 5.00 | Claim Total \$ 1018.22 |
|--------------------------|---------------|---------------|---------------|---------------|-------------|------------------------|

|                        |                  |                         |                 |                    |  |               |
|------------------------|------------------|-------------------------|-----------------|--------------------|--|---------------|
| <b>48. Client Code</b> | <b>49. Resp.</b> | <b>50. Service Line</b> | <b>51. STOB</b> | <b>52. Project</b> | <b>45. Supplier Code</b><br>Government Financial Information | <b>Amount</b> |
| 031                    | 46001            | 48000                   | 5701            | 4600000            |  | ---\$ 1018.22 |
| 031                    | 46001            | 48000                   | 5702            | 4600000            |  | \$ 1018.22    |
| 031                    |                  |                         |                 |                    |  |               |
| 031                    |                  |                         |                 |                    |  |               |

Less Travel Advance

|                               |  |  |  |  |  |                       |
|-------------------------------|--|--|--|--|--|-----------------------|
| 031                           |  |  |  |  |  |                       |
| <b>AMOUNT DUE TO EMPLOYEE</b> |  |  |  |  |  | <b>54. \$ 1018.22</b> |

|   |                   |                    |
|---|-------------------|--------------------|
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. | <b>Print Name</b> | <b>Date Signed</b> |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  | <b>Print Name</b> | <b>Date Signed</b> |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   | <b>Print Name</b> | <b>Date Signed</b> |

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Ministry Spending Authority ARCS 1240-20  
Ministry Payment Authority ARCS 1050-06Audited by PL  
Jan 10-17

## Notes for Travel Voucher (Restricted Use) E125848 for Stilwell, Michelle

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2016/12/20 09:46:19 | White, Christine<br>(IDIR\CHRWHITE)<br>Christine.White@gov.bc.ca | Dec7:Prksvl-Van-Prksvl flew return HJ (on AC MC) Dec12: Prksvl-Van flew HJ (on AC MC), Hotel (pd on pers. visa), Dec13: Van, Hotel (pd on pers. visa) Dec14:Van-Prksvl flew on HJ (pd on AC MC) Dec16: Prksvl-Van Ferry (pd on pers. visa) (reservation pd on AC MC) hotel (pd on pers. visa) Dec17:Van, Parking (pd on pers. visa) Dec18: Van-Prksvl ferry (pd on pers. visa) |

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# PURCHASE



2016/12/16

Nanaimo (Dep. Bay)

to

Horseshoe Bay

AUTH ONLY

RESERVATION-R1230

CONF: 1221233131

RES: 1

20' Undersize Vehi 56.45  
1 Reservation Pr 18.50

Personal Information

- 8.60

Personal Information

Fuel Rebate 2.40-

Personal Information

Total Personal Information  
Prepayment 18.50  
Visa Personal Information

Government Financial Information

005/01-66223002  
0011741850  
Approved: 087873  
CHANGE DUE 0.00

Claimed \$72.00

LANE 11

NAN 16 Dec 2016 11:55



1001046 072135  
00390

SEE REVERSE SIDE OF TICKET

DECFIDT

Security Concern

Vancouver Airport -

Stall # 2

Expiration Date/Time

02:12 PM

DEC 17, 2016 ✓

Purchase Date/Time: 12:12pm Dec 17, 2016  
Total Due: \$5.00 Rate: Two Hours \$5.00  
Total Paid: \$5.00 Payment Type: Card  
Ticket #: 00001362  
S/N #: 200007160446

Security Concern

05/77, Visa  
Min \$5 Ticket for  
Validation  
with Min \$10 Purchase

Security Concern

Vancouver BC, Canada Security Concern  
Security Concern

G.S.T. / H.S.T. Registration # Business Information

Room : 1716  
Folio # : Personal Information  
Invoice # :  
Cashier # : 604751  
Page # : 1 of 1

Minister Michelle Stilwell  
Personal Information

Arrival : 12-12-16  
Departure : 12-14-16  
Personal Information

| Date        | Description               | Additional Information           | Charges | Credits |
|-------------|---------------------------|----------------------------------|---------|---------|
| 12-12-16    | Room charge               |                                  | 179.00  |         |
| 12-12-16    | Destination Marketing Fee |                                  | 2.31    |         |
| 12-12-16    | Room PST                  |                                  | 19.94   |         |
| 12-12-16    | Room GST                  |                                  | 9.07    |         |
| 12-13-16    | Room charge               |                                  | 179.00  |         |
| 12-13-16    | Destination Marketing Fee |                                  | 2.31    |         |
| 12-13-16    | Room PST                  |                                  | 19.94   |         |
| 12-13-16    | Room GST                  |                                  | 9.07    |         |
| 12-14-16    | Visa                      | Government Financial Information |         | 420.64  |
| Total       |                           |                                  | 420.64  | 420.64  |
| Balance Due |                           |                                  | 0.00    |         |

GST Summary

Room : 18.14  
F&B : 0.00  
Other : 0.00  
Total : 18.14

HST Summary

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

Security Concern

Security Concern

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.  
Overdue balances are subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)

Thank you for choosing to stay with Security Concern



Security Concern

Security Concern

Vancouver B.C. Vol. 1-1

Security Concern

Hon. Michelle Stilwell  
Personal Information

Room Number: 2909  
Arrival Date: 12-16-16  
Departure Date: 12-18-16  
Confirmation No.:  
Page No.: 1 of 1  
Folio No.: Personal Information  
Custom Ref. No.:  
Invoice No.:  
Cashier No.: 16

INFORMATION INVOICE 12-18-16

Group:

Account No.:

| Group:       |                    | Additional Information |  | Charges | Credits |
|--------------|--------------------|------------------------|--|---------|---------|
| Account No.: |                    |                        |  | 75.00   |         |
| Date         | Description        |                        |  | 3.75    |         |
| 12-16-16     | Room Rate - Caucus |                        |  | 6.00    |         |
| 12-16-16     | GST Room Tax       |                        |  | 2.25    |         |
| 12-16-16     | PST Room Tax       |                        |  |         | 87.00   |
| 12-16-16     | MRDT               |                        |  |         |         |
| 12-18-16     | Visa               |                        |  |         |         |
|              |                    |                        |  | 87.00   | 87.00   |
| Total        |                    |                        |  |         |         |

Government Financial Information

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.

Total

Balance

0.00 CAD

Tax Summary:  
GST/HST: 3.75 CAD  
PST ROOM: 6.00 CAD  
PST OTHER: 2.25 CAD  
MRDT: 0.00 CAD  
TRANSLINK PARKING TAX: 12.00 CAD

Total Tax's:

GST #:

Business Information

Signature:

PURCHASE  
**BC Ferries**

2016/12/18  
Horseshoe Bay  
To  
Nanaimo (Dep. Bay)  
AUTH ONLY

20' Undersize Vehi 56.45

Personal Information

Personal Information

Fuel Rebate 2.40.

Personal Information

Total Personal Information

Visa

Government Financial Information

005/01-66222938

0011763460

Approved: 044664

CHANGE DUE 0.00

**LANE 01**

HSB 18 Dec 2016 13:51



1003046 621931

SEE REVERSE SIDE OF TICKET

-8.60



SH17DEXEPAL28



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126023

**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.

|   |                             |  |                 |  |  |                                       |                                 |
|---|-----------------------------|--|-----------------|--|--|---------------------------------------|---------------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |  |                 | <b>Employee ID</b><br>Personal Information |  | <b>Phone Number</b><br>(250) 356-7750 |                                 |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |  |                 | <b>Job Title</b><br>Minister               |  | <b>Travel Group Code</b><br>4         |                                 |
| <b>5. Date Completed</b><br>2017/01/19  |                             | <b>6. Fiscal Year</b><br>2017            |                 | <b>7. Special Cheque Issue</b>             |  | <b>8. Cheque Stub Information</b>     |                                 |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Meetings |                 |  |  | <b>Headquarters</b><br>Victoria       |                                 |
| <b>12. Mailing Address for Cheque</b>   |                             |  |                 |  |  |                                       |                                 |
| <b>16. Travel Dates</b>   | <b>17. Places Travelled</b> |  |                 | <b>18. Personal Vehicle Use</b>            |  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b>      |
|   | <b>Destination</b>          | <b>Start</b>                             | <b>End</b>      | <b>Km</b>                                  | <b>Cost</b>  |                                       | <b>Lodging Costs</b>            |
| 2017  |                             |  |                 |  |  |                                       |                                 |
| 01/17   | Vancouver                   | 0800                                     | 2359            |  | 0.00   |                                       |                                 |
| 01/15   | Prksville-Van (KD)          | 1600                                     | 2359            | 10   | 5.30   |                                       | 21.50                           |
| 01/16   | Van-Parksville (KD)         | 0800                                     | 2000            | 10   | 5.30   |                                       | 34.00                           |
| 01/19   | Parksville-Vic              | 1100                                     | 2100            | 150  | 79.50  |                                       | 21.50 CCA                       |
| 01/20   | Vic-Parksville              | 0800                                     | 1100            | 150  | 79.50  |                                       | 12.50 CCA                       |
|   | *PCARD                      |  |                 |  |  |                                       |                                 |
| <b>TOTALS OF COLUMNS</b>  |                             |  |                 | <b>36.</b><br>\$ 169.60                    | <b>37.</b><br>\$ 0.00  | <b>38.</b><br>\$ 89.50                | <b>39.</b><br>\$ 175.08         |
|   |                             |  |                 |  |  |                                       | <b>40.</b><br>\$ 10.60          |
|   |                             |  |                 |  |  |                                       | <b>Claim Total</b><br>\$ 444.78 |
| <b>48. Client Code</b>  | <b>49. Resp.</b>            | <b>50. Service Line</b>                  | <b>51. STOB</b> | <b>52. Project</b>                         | <b>45. Supplier Code</b><br>Government Financial Information |                                       | <b>Amount</b>                   |
| 031   | 46001                       | 48000                                    | 5701            | 4600000                                    |  |                                       | --- \$ 444.78                   |
| 031   | 46001                       | 48000                                    | 5702            | 46MTVNC                                    |  |                                       | \$ 159.00                       |
| 031   | 46001                       | 48000                                    | 5750            | 46MTCCA                                    |  |                                       | \$ 34.00                        |
| 031   | 46001                       | 48000                                    | 5702            | 4600000                                    |  |                                       | \$ 251.78                       |
| <b>Less Travel Advance</b>  |                             |  |                 |  |  |                                       |                                 |
| 031   |                             |  |                 |  |  |                                       |                                 |
|   |                             |  |                 |  |  |                                       | <b>54.</b><br>\$ 444.78         |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |  |                 |  |  |                                       |                                 |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |  |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                 |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |  |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                 |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |  |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                 |

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

Audited by PL Jan 24-17



**Notes for Travel Voucher (Restricted Use) E126023 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2017/01/23 10:18:42 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Dec12:Missed Taxi Receipt for TV125848 paid on Pers Visa. Jan15:Parksville-Vancouver, Flew KD Air (paid on AC MC) Hotel paid on pers Visa. Jan16:Van-Parksville, Flew KD Air (Paid on AC MC). Jan19:Parksville-Vic, Drove, Overnight paid on CCA. Jan20:Vic-Parksville, Drove. |

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TVE 125848

VANCOUVER TAXI

790 CLARK DR

VANCOUVER BC

Government Financial Information

CARD

CARD TYPE VISA

DATE 2016/12/12

TIME 8644 18:32:16

CLERK ID 999

RECEIPT NUMBER

C85026346-001-261-004-0

PURCHASE

AMOUNT \$10.60

TIP Personal Information

TOTAL

VISA CREDIT

A0000000031010

F246A83E63BB4536

0080008000-E800

059CCCC0E0DC397C

0080008000-F800

APPROVED

AUTH# 064932 01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



Security Concern

Security Concern

Vancouver, BC Security Concern  
Canada  
Tel:

Michelle Stilwell  
Personal Information

Page Number : 1  
Guest Number : Personal Information  
Folio ID : A  
Arrive Date : 15-JAN-17 19:33  
Depart Date : 15-JAN-17 08:39  
No. Of Guest : 1  
Room Number : 2460  
Club Account : Personal Information

Tax ID :  
Security Concern Business Information  
6-JAN-17 08:39 PAULINA

| Date                                 | Reference | Description                      | Charges (CAD) | Credits (CAD) |
|--------------------------------------|-----------|----------------------------------|---------------|---------------|
| 15-JAN-17                            | RT2460    | Room Charge                      | 149.00        |               |
| 15-JAN-17                            | RT2460    | HRT 11% Net Room                 | 16.60         |               |
| 15-JAN-17                            | RT2460    | GST 5% Net Room & DMF            | 7.55          |               |
| 15-JAN-17                            | RT2460    | Destination Mktg Fee             | 1.93          |               |
| 16-JAN-17                            | VI        | Government Financial Information |               | -175.08       |
| ***For Authorization Purpose Only*** |           |                                  |               |               |
| Government Financial Information     |           |                                  |               |               |
| Date                                 | Code      | Authorized                       |               |               |
| 15-JAN-17                            | 094155    | 201.15                           |               |               |
| ** Total                             |           |                                  | 175.08        | -175.08       |
| *** Balance                          |           |                                  | 0.00          |               |

| Tax summary for your stay: | Amount (CAD) |
|----------------------------|--------------|
| Goods and Services Tax 5%  | 7.55         |
| Hotel Room Tax (HRT) 11%   | 16.60        |
| Provincial Sales Tax 7%    | 0.00         |
| Beverage Tax 10%           | 0.00         |
| Total Taxes for your stay: | 24.15        |

Security Concern

## McKnight, Valerie SDSI:EX

---

**From:** bookings@book-kdair.com  
**Sent:** Saturday, January 14, 2017 2:27 PM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** KD Air Flight Confirmation INV<sup>1</sup> Government Financial Information

Hello,

Thank you for booking with KD Air.

The following passenger is booked on the following flights:

| Passenger Name     | Flight | Date       | Departure               | Arrival                 |
|--------------------|--------|------------|-------------------------|-------------------------|
| Michelle Stillwell | #423   | 2017/01/15 | 05:20pm Qualicum Beach  | 05:50pm Vancouver South |
| Michelle Stillwell | #424   | 2017/01/16 | 06:20pm Vancouver South | 06:50pm Qualicum Beach  |

Total price \$225.00, including taxes and airport fees.

[Click Here to view your online invoice](#)

Notes: We require 24-hour notice for all cancellations. All special fares are non-refundable. Tickets do not expire. Minimum check-in time is 30 minutes prior to departure. Free baggage allowance of 40 pounds per passenger (excluding infants). Excess baggage fees of one dollar per pound are applicable.

Thanks again for booking with KD Air and enjoy your flight!

**\*\*Service to and from Port Alberni is provided by ground transportation via Qualicum Beach.**

Port Alberni Pick-up / Drop-off Locations:

- The **Barclay** Best Western Hotel (4277 Stamp Avenue)
- The **Hospitality** Inn (3835 Redford Street)
- The **Timberlodge** Motel (2404 Timberlane Road)





HELIJET

## Booking Statement

## Booking #

Government Financial Information

## Date

Monday, Oct 3, 2016

## Departure

07:35

Nanaimo Harbour

## Arrival

07:55

Vancouver Harbour

## Duration

20 minutes

1 Passengers » Full-

Fare

Stilwell, Michelle

## Status:

Confirmed

## Invoice #

Government Financial Information

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

**Canadian Dollars****\$129.00**

Mastercard

\$129.00

Government Financial Information

# HELIJET Booking Statement

Booking #  
Government Financial Information

Invoice  
Government Financial Information

Date  
 Monday, Oct 3, 2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
 15:45  
 Vancouver Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
 16:05  
 Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
 20 minutes

1 Passengers » Full-  
 Fare  
 Stilwell, Michelle

Status:  
 Confirmed



## Booking Confirmation

Booking Reference: Government Financial Information

Date of issue: Oct 11, 2016

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.

### - Depart

Economy Tango

|                        |  |  |  |  |  |
|------------------------|--|--|--|--|--|
| Monday<br>31 Oct, 2016 | 16:20<br><b>Nanaimo</b><br>(YCD), British Columbia                                 |   | 16:40<br><b>Vancouver</b><br>Vancouver Intl. (YVR), British Columbia<br>Terminal M |  AC8268 | 0hr20<br>Operated by: Air Canada Express - Jazz   Q400<br>Air Canada Café<br>Tango K |
| Layover in Vancouver   |  |  |  |  | 1hr10  |
| Monday<br>31 Oct, 2016 | 17:50<br><b>Vancouver</b><br>Vancouver Intl. (YVR), British Columbia<br>Terminal M |  | 01:27 +1 day<br><b>Ottawa</b><br>Ottawa Intl. (YOW), Ontario                       |  AC188  | 4hr37<br>Operated by: Air Canada   A320-200   Wi-Fi<br>Air Canada Café<br>Tango K    |
| Total duration         |  |  |  |  | 6hr07  |

### Passengers

Travel Options

Seats


Mrs. Michelle Stilwell

Ticket Number  
0142168419369

 None

AC8268  
AC188

Air Canada - Aeronplan  
Personal Information

 Travelling with own wheelchair or scooter



## Purchase summary

### Government Financial Information

#### Credit/Debit Card

Amount paid: \$323.53

#### Tax information

1adult

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

\$15.41



#### Base Fare

1adult

268.00

#### Surcharges

23.00



Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

15.41

Air Travellers Security Charge

7.12

Airport Improvement Fee - Canada

10.00

Total airfare and taxes before options (per passenger)

\$323<sup>53</sup>

Number of passengers

X 1

Total

\$323<sup>53</sup>

GRAND TOTAL (Canadian dollars)

\$323<sup>53</sup>



## Check-in and boarding gate deadlines

### Within Canada

90

minutes

#### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

minutes<sup>1</sup>

#### 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.

15

minutes

#### Boarding gate deadline

You must be present at the boarding gate before it closes.

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



## Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

**Please print this refund receipt for your reference.**

**Veuillez imprimer ce reçu pour vos dossiers.**

### Refund Information / Détails du remboursement

**Passenger Name:** Michelle Stilwell  
**Nom du passager:**  
**Ticket(s) Refunded:** 0142168419369  
**Billet(s) remboursé(s):**

**Payment card refunded:** Government Financial Information  
**Carte de paiement remboursée:**  
**Date of refund:** 12 October 2016  
**Date du remboursement:** 12 Octobre 2016

#### Customer Care Service au client

On the web/Site Web  
[www.aircanada.com](http://www.aircanada.com)

**Air Canada Reservations**  
**Réservations d'Air Canada**  
 1 888 247-2262

**Aeroplane Centre**  
**Centre Aéroplan**  
 1 800 361-5373

### Amount refunded / Montant du remboursement

|  |        |
|--|--------|
| Amount eligible for refund:<br>Montant à rembourser: | 291.00 |
|--|--------|

|  |  |
|--|--|
| Taxes and Airport Fees eligible for refund:<br>Taxes et frais aéroportuaires à rembourser: |  |
|--|--|

|  |      |
|--|------|
| Canada Security Charge /<br>Canada - Droit pour la sécurité (CA) | 7.12 |
|--|------|

|  |       |
|--|-------|
| Canada Airport Improvement Fee /<br>Canada - Frais d'améliorations aéroportuaires (SQ) | 10.00 |
|--|-------|

|   |       |
|---|-------|
| Canada Goods and Services Tax (GST/HST #10009-2287) /<br>Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG) | 15.41 |
|---|-------|

**Total Amount Refunded to your payment card in Canadian dollars:**

**Montant total remboursé sur la carte de paiement en dollars canadiens:**

**323.53**

7+9

Personal Information



Booking Confirmation

Booking Reference: Government Financial Information Date of issue: Oct 11, 2016

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.

- Depart

Economy Tango

|                           |   |  |  |           |   |
|---------------------------|---|--|--|-----------|---|
| Wednesday<br>02 Nov, 2016 | 20:55<br><b>Ottawa</b><br>Ottawa Intl. (YOW), Ontario                 |  | 22:02<br><b>Toronto</b><br>Pearson Intl. (YYZ), Ontario<br>Terminal 1                        | <br>AC467 | <b>1hr07</b><br>Operated by: Air Canada   A320-200  <br>Wi-Fi<br>Air Canada Café<br>Tango A |
| Layover in Toronto        |   |  |  |           | 0hr53   |
| Wednesday<br>02 Nov, 2016 | 22:55<br><b>Toronto</b><br>Pearson Intl. (YYZ), Ontario<br>Terminal 1 |  | 01:10 +1 day<br><b>Vancouver</b><br>Vancouver Intl. (YVR), British<br>Columbia<br>Terminal M | <br>AC151 | <b>5hr15</b><br>Operated by: Air Canada   A320-200  <br>Wi-Fi<br>Air Canada Café<br>Tango A |
| Total duration            |   |  |  |           | 7hr15   |



Passengers

Travel Options

Seats

Mrs. Michelle Stilwell

Ticket Number  
0142168421495

None

AC467  
AC151


Air Canada - Aeroplan  
Personal Information

Travelling with own wheelchair or scooter

Personal Information



## Purchase summary

| Government Financial Information                         |   | 2adults             |
|--|---|---------------------|
| Credit/Debit Card  |   |                     |
| Amount paid: \$714.44                                    |   |                     |
| Tax information  |  Air Canada Transportation Charges |                     |
| 2adult   | Base Fare   | 259.00              |
| Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001) | Surcharges  | 23.00               |
| \$82.20  |  Air Canada International Fees     |                     |
|  | Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)  | 41.10               |
|  | Air Travellers Security Charge  | 7.12                |
|  | Airport Improvement Fee - Canada  | 27.00               |
|  | Total airfare and taxes before options (per passenger)  | \$357 <sup>22</sup> |
|  | Personal Information  |                     |



## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes<sup>1</sup>

### 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.

**15**  
minutes

### Boarding gate deadline

You must be present at the boarding gate before it closes.

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



**AIR CANADA**

## Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

**Please print this refund receipt for your reference.**

**Veuillez imprimer ce reçu pour vos dossiers.**

### Refund Information / Détails du remboursement

---

**Passenger Name:** Michelle Stilwell

**Nom du passager:**

**Ticket(s) Refunded:** 0142168421495

**Billet(s) remboursé(s):**

**Payment card refunded:** Government Financial Information

**Carte de paiement remboursée:**

**Date of refund:** 12 October 2016

**Date du remboursement:** 12 Octobre 2016

#### Customer Care Service au client

On the web/Site Web  
[www.aircanada.com](http://www.aircanada.com)

**Air Canada Reservations  
Réservations d'Air Canada**  
1 888 247-2262

**Aeroplan Centre  
Centre Aéroplan**  
1 800 361-5373

### Amount refunded / Montant du remboursement

---

|                             |        |
|-----------------------------|--------|
| Amount eligible for refund: | 282.00 |
| Montant à rembourser:       |        |

|   |  |
|---|--|
| Taxes and Airport Fees eligible for refund: |  |
| Taxes et frais aéroportuaires à rembourser: |  |

|                                      |      |
|--------------------------------------|------|
| Canada Security Charge /             |      |
| Canada - Droit pour la sécurité (CA) | 7.12 |

|   |       |
|---|-------|
| Canada Harmonized Sales Tax (HST #10009-2287) / |       |
| Taxe de vente harmonisée (TVH #10009-2287) (RC) | 41.10 |

|  |       |
|--|-------|
| Canada Airport Improvement Fee /                   |       |
| Canada - Frais d'améliorations aéroportuaires (SQ) | 27.00 |

**Total Amount Refunded to your payment card in Canadian dollars:**  
**Montant total remboursé sur la carte de paiement en dollars canadiens:**

**357.22**



HELIJET

## Booking Statement

## Booking #

Government Financial Information

## Invoice

Government Financial Information

Date  
Wednesday, Oct 12,  
2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
09:00  
Nanaimo Harbour

**Canadian Dollars****\$129.00**

Arrival  
09:20  
Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed

HELIJET  
Booking Statement

Booking #  
Government Financial Information

Invoice  
Government Financial Information

Date  
Wednesday, Oct 12,  
2016

|                      |     |          |
|----------------------|-----|----------|
| FARE-ZNA-Full_Winter | 1 @ | \$122.86 |
| + GST                |     | \$6.14   |

Departure  
15:45  
Vancouver Harbour

**Canadian Dollars** **\$129.00**

Arrival  
16:05  
Nanaimo Harbour

Mastercard \$129.00  
Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed



16

HELIJET  
Booking Statement

## Booking #

Government Financial Information

## Invoice

Government Financial Information

Date  
Wednesday, Oct 19,  
2016

FARE-YWH-Full\_Winter16-17

1 @

\$271.43

+ GST

\$13.57

Departure  
10:00  
Victoria Harbour**Canadian Dollars****\$285.00**Arrival  
10:35  
Vancouver Harbour

Mastercard

\$285.00

Government Financial Information

Duration  
35 minutes1 Passengers » Full-  
Fare  
Stilwell, MichelleStatus:  
Confirmed

(17)

HELIJET  
Booking Statement

## Booking #

Government Financial Information

Date  
Wednesday, Oct 19,  
2016Departure  
15:00  
Vancouver HarbourArrival  
15:35  
Victoria HarbourDuration  
35 minutes1 Passengers » Full-  
Fare  
Stilwell, MichelleStatus:  
Confirmed

## Invoice

Government Financial Information

FARE-YWH-Full\_Winter16-17 1 @ \$271.43  
+ GST \$13.57**Canadian Dollars \$285.00**

Mastercard \$285.00

Government Financial Information

18

HELIJET  
Booking Statement

## Booking #

Government Financial Information

## Invoice

Government Financial Information

## Date

Thursday, Oct 20, 2016

FARE-ZNA-OffPeak\_Winter

1 @

\$103.81

+ GST

\$5.19

## Departure

11:30

Nanaimo Harbour

**Canadian Dollars****\$109.00**

## Arrival

11:50

Vancouver Harbour

Mastercard

\$109.00

Government Financial Information

## Duration

20 minutes

1 Passengers » Sale

Stilwell, Michelle

## Status:

Confirmed



(19)

# HELIJET Booking Statement

Booking #  
Government Financial Information

Invoice : Government Financial Information

Date  
 Friday, Oct 21, 2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
 15:45  
 Vancouver Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
 16:05  
 Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
 20 minutes

1 Passengers » Full-  
 Fare  
 Stilwell, Michelle

Status:  
 Confirmed



①

**TOLL FREE 1-800-665-4244    info@kdair.com**  
**Flight Confirmation Boarding Pass**

|                 |                             |
|-----------------|-----------------------------|
| Billed to :     |                             |
| Email Address:  | valerie.cmcknight@gov.bc.ca |
| Phone Numbers : | 250-356-7750                |

Itinerary No :    Personal Information    Invoice date :    2016-Nov-07  
GST No :    12977037RT    Flight Date :    2016-Nov-18

**You are confirmed on the following flights :**

|   | Passenger Name             | Flight No | Flight Time          | From | To  |
|---|----------------------------|-----------|----------------------|------|-----|
| 1 | Michelle Stillwell    (AF) | 415       | Nov-18/2016 01:00 pm | XQU  | YVR |
|   | Michelle Stillwell    (AF) | 414       | Nov-19/2016 11:00 am | YVR  | XQU |

|       | Ticket Fare |                                   | GST   | Total     |
|-------|-------------|-----------------------------------|-------|-----------|
| 1     | 214.29      | Qualicum Beach to Vancouver South | 10.71 | 225.00    |
| Total | 214.29      |                                   | 10.71 | \$ 225.00 |

\* PLEASE NOTE this ticket is NON-REFUNDABLE. Changes to flight dates or times are permitted at NO CHARGE.

4

## McKnight, Valerie SDSI:EX

---

**From:** Stilwell, Michelle SDSI:EX  
**Sent:** Thursday, November 10, 2016 3:36 PM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** Fwd: Compass Order Receipt

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Michelle Stilwell, MLA Parksville-Qualicum  
Minister of Social Development and Social Innovation



Sent from my iPad

Begin forwarded message:

**From:** <customerservice@compasscard.ca>  
**Date:** November 10, 2016 at 3:28:22 PM PST  
**To:** <michelle.stilwell@gov.bc.ca>  
**Subject:** Compass Order Receipt



## Order Receipt

### Billing Information

Valerie McKnight  
Rm 247 Parliament Building  
Victoria BC V8W 9E2  
Canada

### Shipping Information

Michelle Stilwell  
Rm 247 Parliament Buildings  
Victoria BC V8W 9E2  
Canada

### Order Summary

|               | Government Financial Information |                | Personal Information |
|---------------|----------------------------------|----------------|----------------------|
| Order Number: |                                  | Authorization: |                      |
| Order Date:   | 11/10/2016                       | Order Total:   | 20.00                |

HELIJET

# Booking Statement

Booking #

117685

Invoice Government Financial Information

Date

Thursday, Nov 17,  
2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure

11:30

Nanaimo Harbour

**Canadian Dollars**

**\$129.00**

Arrival

11:50

Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

Duration

20 minutes

1 Passengers » Full-

Fare

Stilwell, Michelle

Status:

Confirmed



10

HELIJET

## Booking Statement

Booking #  
117685

Invoice Government Financial Information

Date  
Thursday, Nov 17,  
2016

FARE-ZNA-Full\_Winter  
+ GST

1 @ \$122.86  
\$6.14

Departure  
11:30  
Nanaimo Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
11:50  
Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed

11

## McKnight, Valerie SDSI:EX

**From:** passengerservices@helijet.com  
**Sent:** Friday, November 18, 2016 7:48 AM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** Important update from Helijet!



This is an important update from Helijet.

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

### Customer Information

#### Account

Customer #

Government Financial Information

Name

Michelle Stilwell

### Booking

Government Financial Information

**Friday, November 18, 2016**

**903**

**08:15 Vancouver Harbour**

**08:35 Nanaimo Harbour**

**20 minutes**

**Confirmed**

**1 Passengers - Full-Fare**

**Michelle Stilwell, Female**

[Add to Calendar](#)

Invoice #111864

FARE-ZNA-Full\_Winter \$122.86

+ GST \$6.14

Billing \$122.86

Taxes \$6.14

**Grand Total \$129.00**

Mastercard \$129.00

Date / Time November 18, 2016 @ 7:47:09 AM

Government Financial Information

Summary

Expiration Government Financial Information

Authorization 104706

12

HELIJET

# Booking Statement

Booking #  
124829

Government Financial Information  
Invoice

Date  
Monday, Nov 21, 2016

FARE-ZNA-OffPeak\_Winter  
+ GST

1 @ \$103.81  
\$5.19

Departure  
14:15  
Nanaimo Harbour

**Canadian Dollars**

**\$109.00**

Arrival  
14:35  
Vancouver Harbour

Mastercard

\$109.00

Government Financial Information

Duration  
20 minutes

Weekend and Off Peak Fares

1 Passengers » Off-  
Peak  
Stilwell, Michelle

Status:  
Confirmed

HELIJET

# Booking Statement

14

Page 1 of 1

Booking #  
124849

Invoice Government Financial Information

Date  
Tuesday, Nov 22, 2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
10:30  
Vancouver Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
10:50  
Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed



15

HELIJET

# Booking Statement

Booking #  
117897

Invoice Government Financial Information

Date  
Wednesday, Nov 30,  
2016

|                      |     |          |
|----------------------|-----|----------|
| FARE-ZNA-Full_Winter | 1 @ | \$122.86 |
| + GST                |     | \$6.14   |

Departure  
17:20  
Vancouver Harbour

**Canadian Dollars** **\$129.00**

Arrival  
17:40  
Nanaimo Harbour

Mastercard \$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed

16

WESTJET

## Booking Statement

Booking #

122518

Invoice # Government Financial Information

Date

Wednesday, Nov 30,  
2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure

09:15

Nanaimo Harbour

**Canadian Dollars****\$129.00**

Arrival

09:35

Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

Duration

20 minutes

1 Passengers » Full-

Fare

Stilwell, Michelle

Status:

Confirmed



## Control No.

**E126173**

|  |                      |                          |
|--|----------------------|--------------------------|
| <b>Name</b>                              | <b>Employee ID</b>   | <b>Phone Number</b>      |
| Stilwell, Michelle                       | Personal Information | (250) 356-7750           |
| <b>Client Organization</b>               | <b>Job Title</b>     | <b>Travel Group Code</b> |
| Social Development and Social Innovation | Minister             | 4                        |

|                                 |                                   |                          |                            |
|---------------------------------|-----------------------------------|--------------------------|----------------------------|
| 5. Date Completed<br>2017/02/07 | 6. Fiscal Year<br>2017            | 7. Special Cheque Issue  | 8. Cheque Stub Information |
| Type of Travel<br>In Province   | 14. Reason for Travel<br>Meetings | Headquarters<br>Victoria |                            |

| 16. Travel Dates | 17. Places Travelled   |       |      | 18. Personal Vehicle Use |       | 19. Other Transport Costs | 20. & 21. Meals | 22. Lodging Costs | 20. & 21. Miscellaneous |          |
|------------------|------------------------|-------|------|--------------------------|-------|---------------------------|-----------------|-------------------|-------------------------|----------|
| 2017             | Destination            | Start | End  | Km                       | Cost  |                           | Cost            |                   | Cost                    | Describe |
| 01/23            | Parksville-Van (HJ)    | 0700  | 2359 | 42                       | 22.26 |                           | 48.50           | 280.82            |                         |          |
| 01/24            | Van-Parksville (HJ)    | 0700  | 1700 | 42                       | 22.26 |                           | 39.50           |                   |                         |          |
| 02/07            | Parksville-Van (HJ)    | 1500  | 2359 | 42                       | 22.26 |                           | 21.50           | 210.32            | 13.00                   | Taxi     |
| 02/08            | Van                    | 0800  | 2359 |                          | 0.00  |                           | 61.00           | 210.32            |                         |          |
| 02/09            | Van-Parksville (Ferry) | 0800  | 1600 | 42                       | 22.26 |                           | 25.00           |                   | 49.35                   | Taxi     |
|                  | HJ-PCARD               |       |      |                          |       |                           |                 |                   |                         |          |

|                   |                 |                |                  |                  |                 |                           |
|-------------------|-----------------|----------------|------------------|------------------|-----------------|---------------------------|
| TOTALS OF COLUMNS | 36.<br>\$ 89.04 | 37.<br>\$ 0.00 | 38.<br>\$ 195.50 | 39.<br>\$ 701.46 | 40.<br>\$ 62.35 | Claim Total<br>\$ 1048.35 |
|-------------------|-----------------|----------------|------------------|------------------|-----------------|---------------------------|

[illegible]

|                     |  |
|---------------------|--|
| Less Travel Advance |  |
|---------------------|--|

031

AMOUNT DUE TO EMPLOYEE

|     |            |
|-----|------------|
| 54. | \$ 1048.35 |
|-----|------------|

|   |                   |                    |
|---|-------------------|--------------------|
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. | <b>Print Name</b> | <b>Date Signed</b> |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  | <b>Print Name</b> | <b>Date Signed</b> |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act  | <b>Print Name</b> | <b>Date Signed</b> |

## Notes for Travel Voucher (Restricted Use) E126173 for Stilwell, Michelle

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2017/02/10 11:39:55 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Jan24:Parksville-Van, Flew Helijet Paid on<br>AC MC, Hotel Paid on Pers Visa. Jan25:van-<br>Parksville, Flew Helijet Paid on AC MC.<br>Feb7:Parksville-Van, Flew Hel jet (Paid on<br>AC MC) Hotel/Taxi paid on Pers Visa.<br>Feb8:Van, Hotel Paid on Pers Visa. Feb9:<br>Van-Parksville, Helijet cancelled due to<br>weather and had to return via Ferry<br>Personal Information<br>Taxi paid on<br>Pers Visa. |

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



Ferry to Helixet  
AC TAXI LTD  
835 OLD VICTORIA RD  
NANAIMO, BC  
V9R 5Z9  
250-783-1231

CAB: 1/66201179  
GST# 100040187AT0001

-----  
17/02/09 19:32:21

VISA  
Card : Government Financial  
VISA CREDIT  
CHIF CARD  
A0000000031010  
0000000000

VERIFIED BY PIN  
ORDER: 7425073  
REF : 0012390010 C  
AUTH : 066525

PURCHASE

|       |   |    |       |
|-------|---|----|-------|
| FARE  | : | \$ | 42.45 |
| TIP   | : | \$ | 0.00  |
| TOTAL | : | \$ | 42.45 |

APPROVED - THANK YOU  
(01-027)

IMPORTANT: Retain a  
copy for your records

Helixet - Hotel  
CARDHOLDER DATA  
270 CLARK DR  
VANCOUVER BC

Government Financial  
Information

CARD  
CARD TYPE VISA  
DATE 2017-02-07  
TIME 17:04:41  
CLERK ID 999  
RECEIPT NUMBER  
005000775-001-692-001-0

PURCHASE  
TOTAL \$13.00

VISA CREDIT  
A0000000031010  
FB19821A5E764273  
0080000000-EB00  
95946B8942FB035C  
0080000000-FB00

APPROVED  
AUTH# 032502 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Hotel to Helixet  
BOOK TOP & CHECK  
CHECKIN  
777 PACIFIC ST  
VANCOUVER BC

Government Financial  
Information

CARD  
CARD TYPE VISA  
DATE 2017-02-09  
TIME 00:51:30  
CLERK ID 1  
RECEIPT NUMBER  
005012250-001-462-003-0

PURCHASE  
TOTAL \$6.90

VISA CREDIT  
A0000000031010  
2F0E5DA76E07832B  
0080000000-EB00  
FCD0F07D0C30B980  
0080000000-FB00

APPROVED  
AUTH# 003575 01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

Security Concern

Room : 1004  
Folio # : Personal Information  
Invoice # :  
Cashier # : 604709  
Page # : 1 of 1

Security Concern

Vancouver, BC, Canada Security Concern  
Security Concern  
G.S.T. / H.S.T. Registration Business Information

Minister Michelle Stilwell  
Personal Information

Arrival : 01-24-17  
Departure : 01-25-17  
Personal Information

| Date        | Description               | Additional Information           | Charges | Credits |
|-------------|---------------------------|----------------------------------|---------|---------|
| 01-24-17    | Room Charge               |                                  | 239.00  |         |
| 01-24-17    | Destination Marketing Fee |                                  | 3.09    |         |
| 01-24-17    | Room PST                  |                                  | 26.63   |         |
| 01-24-17    | Room GST                  |                                  | 12.10   |         |
| 01-25-17    | Visa                      | Government Financial Information |         | 280.82  |
| Total       |                           |                                  | 280.82  | 280.82  |
| Balance Due |                           |                                  | 0.00    |         |

**GST Summary**

Room : 12.10  
F&B : 0.00  
Other : 0.00  
Total : 12.10

**HST Summary**

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

Security Concern

Security Concern

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.  
Overdue balances are subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)

Security Concern

Security Concern

Room : 0605  
Folio # : Personal Information  
Invoice # :  
Cashier # : 632  
Page # : 1 of 1

Security Concern

Vancouver, BC, Canada Security Concern  
Security Concern

G.S.T. / H.S.T. Registration Business Information

Minister Michelle Stilwell  
Personal Information

Arrival : 02-07-17  
Departure : 02-09-17  
Personal Information

| Date                 | Description               | Additional Information | Charges | Credits |
|----------------------|---------------------------|------------------------|---------|---------|
| Personal Information |                           |                        |         |         |
| 02-07-17             | Room charge               |                        | 179.00  |         |
| 02-07-17             | Destination Marketing Fee |                        | 2.31    |         |
| 02-07-17             | Room PST                  |                        | 19.94   |         |
| 02-07-17             | Room GST                  |                        | 9.07    |         |
| 02-08-17             | Room charge               |                        | 179.00  |         |
| 02-08-17             | Destination Marketing Fee |                        | 2.31    |         |
| 02-08-17             | Room PST                  |                        | 19.94   |         |
| 02-08-17             | Room GST                  |                        | 9.07    |         |
| 02-09-17             | Mastercard                | Personal Information   |         |         |
| 02-09-17             | Visa                      |                        |         |         |
| 02-09-17             | Mastercard                |                        |         |         |

Total

Personal Information

Balance Due

0.00

\$ 4120.64

GST Summary

Room : 18.14

F&B : Personal Information

Other : 0.00

Total : Personal Information

HST Summary

Room : 0.00

F&B : 0.00

Other : 0.00

Total : 0.00

Security Concern

Security Concern

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.

Overdue balances are subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)

Security Concern



SH17DEXEPAL33



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126250

**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.

|   |                             |   |                 |                                 |  |                                       |                            |
|---|-----------------------------|---|-----------------|---------------------------------|--|---------------------------------------|----------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |   |                 | <b>Personal Information</b>     |  | <b>Phone Number</b><br>(250) 356-7750 |                            |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |   |                 | <b>Job Title</b><br>Minister    |  | <b>Travel Group Code</b><br>4         |                            |
| <b>5. Date Completed</b><br>2017/02/17  |                             | <b>6. Fiscal Year</b><br>2017           |                 | <b>7. Special Cheque Issue</b>  |  | <b>8. Cheque Stub Information</b>     |                            |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Session |                 |                                 |  | <b>Headquarters</b><br>Victoria       |                            |
| <b>12. Mailing Address for Cheque</b>   |                             |   |                 |                                 |  |                                       |                            |
| <b>16. Travel Dates</b><br>2017<br>02/14<br>02/15<br>02/16  | <b>17. Places Travelled</b> |   |                 | <b>18. Personal Vehicle Use</b> |  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b> |
|   | <b>Destination</b>          | <b>Start</b>                            | <b>End</b>      | <b>Km</b>                       | <b>Cost</b>  |                                       | <b>Cost</b>                |
|   | Parksville-Vic              | 0700                                    | 2359            | 150                             | 79.50  |                                       | 61.00 CCA                  |
|   | Vic                         | 0800                                    | 2359            |                                 | 0.00   |                                       | 61.00 CCA                  |
|   | Vic-Parksville              | 0800                                    | 2000            | 150                             | 79.50  |                                       | 61.00 CCA                  |
|   |                             |   |                 |                                 |  |                                       | <b>22. Lodging Costs</b>   |
|   |                             |   |                 |                                 |  |                                       | <b>Cost</b>                |
|   |                             |   |                 |                                 |  |                                       | <b>Describe</b>            |
| <b>TOTALS OF COLUMNS</b>  |                             |   |                 | <b>36.</b><br>\$ 159.00         | <b>37.</b><br>\$ 0.00  | <b>38.</b><br>\$ 183.00               | <b>39.</b><br>\$ 0.00      |
|   |                             |   |                 | <b>40.</b><br>\$ 0.00           | <b>Claim Total</b><br>\$ 342.00                              |                                       |                            |
| <b>48. Client Code</b>  | <b>49. Resp.</b>            | <b>50. Service Line</b>                 | <b>51. STOB</b> | <b>52. Project</b>              | <b>45. Supplier Code</b><br>Government Financial Information |                                       | <b>Amount</b>              |
| 031   | 46001                       | 48000                                   | 5701            | 4600000                         |  |                                       | \$ 342.00                  |
| 031   | 46001                       | 48000                                   | 5702            | 46MTVNC                         |  |                                       | 159.00                     |
| 031   | 46001                       | 48000                                   | 5750            | 46MTCCA                         |  |                                       | 183.00                     |
| <b>Less Travel Advance</b>  |                             |   |                 |                                 |  |                                       |                            |
| 031   |                             |   |                 |                                 |  |                                       |                            |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |   |                 |                                 |  |                                       | <b>54.</b><br>\$ 342.00    |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |   |                 | <b>Print Name</b>               |  | <b>Date Signed</b>                    |                            |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |   |                 | <b>Print Name</b>               |  | <b>Date Signed</b>                    |                            |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |   |                 | <b>Print Name</b>               |  | <b>Date Signed</b>                    |                            |

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 Feb 20-17



**Notes for Travel Voucher (Restricted Use) E126250 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2017/02/17 16:02:17 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Feb14:Parksville-Vic, Drove, Overnight paid on CCA. Feb15:Vic, Overnight paid on CCA. Feb16:Vic-Parksville, Drove. |

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Helijet  
Booking Statement

Booking #  
Government Financial Information

Invoice #125577

Date  
Wednesday, Dec 7,  
2016

FARE-ZNA-Full\_Winter  
+ GST

1 @ \$122.86  
\$6.14

Departure  
09:15  
Nanaimo Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
09:35  
Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed

Helijet

# Booking Statement

## Booking #

Government Financial Information

Invoice #125578

Date

Wednesday, Dec 7,  
2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure

17:20

Vancouver Harbour

**Canadian Dollars**

**\$129.00**

Arrival

17:40

Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration

20 minutes

1 Passengers » Full-

Fare

Stilwell, Michelle

Status:

Confirmed

3

## McKnight, Valerie SDSI:EX

**From:** Air Canada <confirmation@aircanada.ca>  
**Sent:** Thursday, December 8, 2016 10:15 AM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** Air Canada - 31-Jan: Nanaimo - Prince George Government Financial Information

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

Personal Information

AIR CANADA 

### Itinerary/Receipt

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

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



Opens in  
New Window

Access your  
personalized  
Air Canada travel  
information

[View your planner >](#)

## Booking Information

**Booking Reference:**

Government Financial  
Information

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

**Main Contact:**

Mrs Michelle Stilwell

valerie.mcknight@gov.bc.ca

Personal Information

**Customer Care**

**Air Canada**

1-888-247-2262

**Flight Arrivals and  
Departures**

1-888-422-7533



## Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

## Flight Itinerary

| Flight              | From  | To  | Stops | Duration | Aircraft | Fare Type | Meal |
|---------------------|---|---|-------|----------|----------|-----------|------|
| AC8260 <sup>1</sup> | Nanaimo, Nanaimo (YCD)<br>Tue 31-Jan 2017<br>11:10                        | Vancouver, Vancouver Int'l (YVR)<br>Tue 31-Jan 2017<br>11:35 - Terminal M | 0     | 2hr10    | DH4      | Tango, T  |      |
| AC8205 <sup>1</sup> | Vancouver, Vancouver Int'l (YVR)<br>Tue 31-Jan 2017<br>12:05 - Terminal M | Prince George (YXS)<br>Tue 31-Jan 2017<br>13:20                           | 0     |          | DH4      | Tango, T  |      |
| AC8208 <sup>1</sup> | Prince George (YXS)<br>Thu 02-Feb 2017<br>13:55                           | Vancouver, Vancouver Int'l (YVR)<br>Thu 02-Feb 2017<br>15:10 - Terminal M | 0     | 5hr29    | DH4      | Tango, S  |      |
| AC8265 <sup>1</sup> | Vancouver, Vancouver Int'l (YVR)<br>Thu 02-Feb 2017<br>19:00 - Terminal M | Nanaimo, Nanaimo (YCD)<br>Thu 02-Feb 2017<br>19:24                        | 0     |          | DH3      | Tango, S  |      |

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

1: Mrs Michelle Stilwell : Adult (16+), Ticket Number: 0142170770560

|                            |                                  |                      |      |
|----------------------------|----------------------------------|----------------------|------|
| Air Canada -<br>Aeroplan : | Personal Information             | Meal<br>Preference : | None |
| Payment Card:              | Government Financial Information | Special Needs:       | None |
| Seat Selection:            | None                             |                      |      |

## Purchase Summary

### Fare Summary

| Passenger Type   | Adult           |
|--|-----------------|
| <b>Air Transportation Charges</b>                          |                 |
| Departing Flight - Tango                                   | 220.00          |
| Return Flight - Tango                                      | 261.00          |
| Surcharges   | 24.00           |
| <b>Taxes, Fees and Charges</b>                             |                 |
| Canada Airport Improvement Fee                             | 35.00           |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 27.71           |
| Air Travellers Security Charge (ATSC)                      | 14.25           |
| Total before options (per passenger)                       | 581.96          |
| Number of passengers                                       | x 1             |
| Total with options   | 581.96          |
| Travel Insurance (declined)                                | 0.00            |
| <b>Grand Total - Canadian dollars</b>                      | <b>\$581.96</b> |

### Payment Information

**Credit/Debit Card** Government Financial Information Amount paid: **\$581.96**

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

Air Canada: \$581.96 (Air Transp. Charges - per ticket)

Ticket number(s): 0142170770560

## Fare Rules

Departing Flight Nanaimo (YCD) To Prince George (YXS) - Tango

Return Flight Prince George (YXS) To Nanaimo (YCD) - Tango

- **Changes:**

(4)

Helijet  
Booking Statement

## Booking #

Government Financial Information

Invoice #112126

## Date

Monday, Dec 12, 2016

FARE-ZNA-OffPeak\_Winter

1 @

\$103.81

+ GST

\$5.19

## Departure

11:30

Nanaimo Harbour

**Canadian Dollars****\$109.00**

## Arrival

11:50

Vancouver Harbour

Mastercard

\$109.00

Government Financial Information

## Duration

20 minutes

1 Passengers » Sale

Stilwell, Michelle

## Status:

Confirmed

Helijet  
Booking Statement

Booking #  
Government Financial Information

Invoice #127172

Date  
Wednesday, Dec 14,  
2016

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
13:30  
Vancouver Harbour

**Canadian Dollars**

**\$129.00**

Arrival  
13:50  
Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes

1 Passengers » Full-  
Fare  
Stilwell, Michelle

Status:  
Confirmed



7

## McKnight, Valerie SDSI:EX

**From:** BCF Reservations <customerservice@bcferries.com>  
**Sent:** Wednesday, December 14, 2016 4:31 PM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** BC Ferries Reservation Confirmation



Reservation Confirmation

| RESERVATION                      | DEPARTS                                  | TIME / DATE                           | ARRIVES                                    |
|----------------------------------|--|---------------------------------------|--|
| Government Financial Information | <b>NANAIMO</b><br>Departure Bay Terminal | <b>12:30 PM</b><br>Friday December 16 | <b>VANCOUVER</b><br>Horseshoe Bay Terminal |

**VEHICLE** Standard vehicle under 7Ft (2.13m) high

### FARE INFORMATION

Personal Information

**VESSEL** Queen of Oak Bay

**DEPART** Departure Bay 12:30 PM Fri Dec 16 2016

**ARRIVE** Horseshoe Bay 2:10 PM Fri Dec 16 2016

**1** Reservation Fee \* **\$18.50**

**Total for this sailing** Personal Information

**Due at terminal:** Government Financial Information  
 vehicle & passenger fares

**Paid: \$18.50**  
 reservation fee

Vehicle and Passenger fares will be collected at the terminal Total Paid:\$18.50

Still unsure who is travelling with you? You can still add and pay for passengers at the reservation fee terminal.



We accept Visa, Mastercard and American Express. **Debit is not accepted at this time.**

Due to vessel substitutions vessel amenities cannot be guaranteed.

## Arrive at the terminal 30-60 minutes before departure



### Reservation Check-In

Check-in opens **60 minutes** prior to departure. Depending on schedules, you may not be able to check-in if you arrive more than 60 minutes early.

### Reservation Check-In

Reservation check-in must occur **30 minutes** prior to scheduled departure. If not checked in by this time, the reservation will not be valid and you will travel standby (on next available sailing). Your reservation fee will not be refunded.

### What you need to redeem your reservation

The ticket agent will ask for your **reservation number** or **phone number** used to make the booking.

8

## McKnight, Valerie SDSI:EX

**From:** Air Canada <confirmation@aircanada.ca>  
**Sent:** Thursday, December 15, 2016 1:49 PM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** Air Canada - 31-Jan: Nanaimo - Prince George (booking ref: Government Financial Information)

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

AIR CANADA 

Personal Information

### Itinerary/Receipt

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

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



Opens in  
New Window

Access your  
personalized  
Air Canada travel  
information

[View your planner >](#)

## Booking Information

**Booking Reference:**

Government Financial Information

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

**Main Contact:**

Mrs Michelle Stilwell

valerie.mcknight@gov.bc.ca

Personal Information

**Customer Care**

**Air Canada**

1-888-247-2262

**Flight Arrivals and  
Departures**

1-888-422-7533

## Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

## Flight Itinerary

| Flight              | From  | To  | Stops | Duration | Aircraft | Fare Type    | Meal |
|---------------------|---|---|-------|----------|----------|--------------|------|
| AC8260 <sup>1</sup> | Nanaimo,<br>Nanaimo<br>(YCD)<br>Tue 31-Jan<br>2017<br>11:10                           | Vancouver,<br>Vancouver<br>Int'l (YVR)<br>Tue 31-Jan<br>2017<br>11:35 -<br>Terminal M | 0     | 2hr10    | DH4      | Tango<br>, T |      |
| AC8205 <sup>1</sup> | Vancouver,<br>Vancouver<br>Int'l (YVR)<br>Tue 31-Jan<br>2017<br>12:05 -<br>Terminal M | Prince<br>George<br>(YXS)<br>Tue 31-Jan<br>2017<br>13:20                              | 0     |          | DH4      | Tango<br>, T |      |
| AC8208 <sup>1</sup> | Prince<br>George<br>(YXS)<br>Thu 02-Feb<br>2017<br>13:55                              | Vancouver,<br>Vancouver<br>Int'l (YVR)<br>Thu 02-Feb<br>2017<br>15:10 -<br>Terminal M | 0     | 5hr29    | DH4      | Tango<br>, S |      |
| AC8265 <sup>1</sup> | Vancouver,<br>Vancouver<br>Int'l (YVR)<br>Thu 02-Feb<br>2017<br>19:00 -<br>Terminal M | Nanaimo,<br>Nanaimo<br>(YCD)<br>Thu 02-Feb<br>2017<br>19:24                           | 0     |          | DH3      | Tango<br>, S |      |

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information



1: Mrs Michelle Stilwell : Adult (16+), Ticket Number: 0142171019413

|                            |                                  |                      |      |
|----------------------------|----------------------------------|----------------------|------|
| Air Canada -<br>Aeroplan : | Personal Information             | Meal<br>Preference : | None |
| Payment Card:              | Government Financial Information | Special Needs:       | None |
| Seat Selection:            | None                             |                      |      |

## Purchase Summary

### Fare Summary

| Passenger Type   | Adult           |
|--|-----------------|
| <b>Air Transportation Charges</b>                          |                 |
| Departing Flight - Tango                                   | 220.00          |
| Return Flight - Tango                                      | 261.00          |
| Surcharges   | 24.00           |
| <b>Taxes, Fees and Charges</b>                             |                 |
| Canada Airport Improvement Fee                             | 35.00           |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 27.71           |
| Air Travellers Security Charge (ATSC)                      | 14.25           |
| Total before options (per passenger)                       | 581.96          |
| Number of passengers                                       | x 1             |
| Total with options   | 581.96          |
| Travel Insurance (declined)                                | 0.00            |
| <b>Grand Total - Canadian dollars</b>                      | <b>\$581.96</b> |

### Payment Information

**Credit/Debit Card** Government Financial Information - Amount paid: **\$581.96**

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

Air Canada: \$581.96 (Air Transp. Charges - per ticket)

Ticket number(s): 0142171019413

## Fare Rules

Departing Flight Nanaimo (YCD) To Prince George (YXS) - Tango

Return Flight Prince George (YXS) To Nanaimo (YCD) - Tango

- **Changes:**



SH17DEXEPAL45



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126325

**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.

|   |                             |   |                 |  |  |                                       |                            |
|---|-----------------------------|---|-----------------|--|--|---------------------------------------|----------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |   |                 | <b>Employee ID</b><br>Personal Information |  | <b>Phone Number</b><br>(250) 356-7750 |                            |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |   |                 | <b>Job Title</b><br>Minister               |  | <b>Travel Group Code</b><br>4         |                            |
| <b>5. Date Completed</b><br>2017/02/27  |                             | <b>6. Fiscal Year</b><br>2017           |                 | <b>7. Special Cheque Issue</b>             |  | <b>8. Cheque Stub Information</b>     |                            |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Session |                 |  |  | <b>Headquarters</b><br>Victoria       |                            |
| <b>12. Mailing Address for Cheque</b>   |                             |   |                 |  |  |                                       |                            |
| <b>16. Travel Dates</b>   | <b>17. Places Travelled</b> |   |                 | <b>18. Personal Vehicle Use</b>            |  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b> |
|   | <b>Destination</b>          | <b>Start</b>                            | <b>End</b>      | <b>Km</b>                                  | <b>Cost</b>  |                                       | <b>Lodging Costs</b>       |
| 2017  |                             |   |                 |  |  |                                       |                            |
| 02/20   | Parksville-Vic              | 0700                                    | 2359            | 150  | 79.50  |                                       | Cost CCA 48.50             |
| 02/21   | Vic                         | 0700                                    | 2359            |  | 0.00   |                                       | Cost CCA 61.00             |
| 02/22   | Vic                         | 0700                                    | 2359            |  | 0.00   |                                       | Cost CCA 61.00             |
| 02/23   | Vic-Parksville              | 0700                                    | 2000            | 150  | 79.50  |                                       | Cost CCA 61.00             |
| <b>TOTALS OF COLUMNS</b>  |                             |   |                 | <b>36.</b>                                 | <b>37.</b>   | <b>38.</b>                            | <b>39.</b>                 |
|   |                             |   |                 | \$ 159.00                                  | \$ 0.00  | \$ 231.50                             | \$ 0.00                    |
|   |                             |   |                 | <b>40.</b>                                 |  |                                       | <b>Claim Total</b>         |
|   |                             |   |                 | \$ 0.00                                    |  |                                       | \$ 390.50                  |
| <b>48. Client Code</b>  | <b>49. Resp.</b>            | <b>50. Service Line</b>                 | <b>51. STOB</b> | <b>52. Project</b>                         | <b>45. Supplier Code</b><br>Government Financial Information |                                       | <b>Amount</b>              |
| 031   | 46001                       | 48000                                   | ---             | 5701                                       |  |                                       | -\$ 390.50                 |
| 031   | 46001                       | 48000                                   | 5750            | 46MTCCA                                    |  |                                       | \$ 231.50                  |
| 031   | 46001                       | 48000                                   | 5702            | 46MTVNC                                    |  |                                       | \$ 159.00                  |
| <b>Less Travel Advance</b>  |                             |   |                 |  |  |                                       |                            |
| 031   |                             |   |                 |  |  |                                       |                            |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |   |                 |  |  |                                       | <b>54.</b>                 |
|   |                             |   |                 |  |  |                                       | \$ 390.50                  |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |

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

Audited by PL Mar 03-17

**Notes for Travel Voucher (Restricted Use) E126325 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note  |
|---------------------|--|---|
| 2017/02/27 10:22:53 | Stilwell, Michelle<br>(IDIR\MISTILWE)<br>Michelle.Stilwell@gov.bc.ca | Feb20:Parksville-Vic, Drove, Overnight paid on CCA. Feb21-22:Vic, Overnight paid on CCA. Feb 23: Vic-Parksville, drove. |

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SH17DEXEPAL56



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126547

**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.

|   |                                    |   |                                 |  |  |                                      |   |
|---|------------------------------------|---|---------------------------------|--|--|--------------------------------------|---|
| <b>Name</b><br>Stilwell, Michelle   |                                    |   |                                 | <b>Employee ID</b><br>Personal Information |  | <b>Phone Number</b><br>250) 356-7750 |   |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                                    |   |                                 | <b>Job Title</b><br>Minister               |  | <b>Travel Group Code</b><br>4        |   |
| <b>5. Date Completed</b><br>2017/03/21  |                                    | <b>6. Fiscal Year</b><br>2017             |                                 | <b>7. Special Cheque Issue</b>             |  | <b>8. Cheque Stub Information</b>    |   |
| <b>Type of Travel</b><br>In Province  |                                    | <b>14. Reason for Travel</b><br>Meetings  |                                 |  |  | <b>Headquarters</b><br>Victoria      |   |
| <b>12. Mailing Address for Cheque</b>   |                                    |   |                                 |  |  |                                      |   |
| <b>16. Travel Dates</b><br>2017<br>03/21<br>03/22   | <b>17. Places Travelled</b>        |   |                                 | <b>18. Personal Vehicle Use</b>            |  | <b>19. Other Transport Costs</b>     | <b>20. &amp; 21. Meals</b>              |
|   | <b>Destination</b>                 | <b>Start</b>                              | <b>End</b>                      | <b>Km</b>                                  | <b>Cost</b>  |                                      | <b>Cost</b>                             |
|   | Prksv-Van-Prksv (HJ)               | 1000                                      | 1700                            | 84   | 44.52  |                                      | 12.50                                   |
|   | Prksv-Nanmo-Prkv(HJ)               | 0900                                      | 1500                            | 80   | 42.40  |                                      | 12.50                                   |
| <b>PCARD</b>  |                                    |   |                                 |  |  |                                      |   |
| <b>TOTALS OF COLUMNS</b>  |                                    |   |                                 | <b>36.</b><br>\$ 86.92                     | <b>37.</b><br>\$ 0.00  | <b>38.</b><br>\$ 25.00               | <b>39.</b><br>\$ 0.00                   |
|   |                                    |   |                                 | <b>40.</b><br>\$ 0.00                      | <b>Claim Total</b><br>\$ 111.92                              |                                      |   |
| <b>48. Client Code</b><br>031<br>031<br>031<br>031  | <b>49. Resp.</b><br>46001<br>46001 | <b>50. Service Line</b><br>48000<br>48000 | <b>51. STOB</b><br>5701<br>5702 | <b>52. Project</b><br>4600000<br>4600000   | <b>45. Supplier Code</b><br>Government Financial Information |                                      | <b>Amount</b><br>\$ 111.92<br>\$ 111.92 |
| <b>Less Travel Advance</b><br>031   |                                    |   |                                 |  |  |                                      |   |
|   |                                    |   |                                 |  |  |                                      | <b>54.</b><br>\$ 111.92                 |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                                    |   |                                 |  |  |                                      | <b>Print Name</b>                       |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                                    |   |                                 |  |  |                                      | <b>Date Signed</b>                      |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                                    |   |                                 |  |  |                                      | <b>Date Signed</b>                      |

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

Audited by PL Mar 23-17

**Notes for Travel Voucher (Restricted Use) E126547 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2017/03/22 12:38:54 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Mar21: Parksville-Van-Parksville, Flew<br>Helijet return, Paid on AC MC.<br>Mar22:Parksville-Nanaimo-Parksville, drove |

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SH17DEXEPAL46



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126375

**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.

|   |                             |   |                 |  |  |                                       |                                    |
|---|-----------------------------|---|-----------------|--|--|---------------------------------------|------------------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |   |                 | <b>Employee ID</b><br>Personal Information |  | <b>Phone Number</b><br>(250) 356-7750 |                                    |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |   |                 | <b>Job Title</b><br>Minister               |  | <b>Travel Group Code</b><br>4         |                                    |
| <b>5. Date Completed</b><br>2017/03/03  |                             | <b>6. Fiscal Year</b><br>2017           |                 | <b>7. Special Cheque Issue</b>             |  | <b>8. Cheque Stub Information</b>     |                                    |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Session |                 |  |  | <b>Headquarters</b><br>Victoria       |                                    |
| <b>12. Mailing Address for Cheque</b>   |                             |   |                 |  |  |                                       |                                    |
| <b>16. Travel Dates</b>   | <b>17. Places Travelled</b> |   |                 | <b>18. Personal Vehicle Use</b>            |  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b>         |
| 2017  | <b>Destination</b>          | <b>Start</b>                            | <b>End</b>      | <b>Km</b>                                  | <b>Cost</b>  |                                       | <b>Cost</b>                        |
| 02/27   | Parksville-Vic              | 0700                                    | 2359            | 150  | 79.50  |                                       | 48.50 CCA                          |
| 02/28   | Vic                         | 0700                                    | 2359            |  | 0.00   |                                       | 61.00 CCA                          |
| 03/01   | Vic                         | 0700                                    | 2359            |  | 0.00   |                                       | 48.50 CCA                          |
| 03/02   | Vic-Parksville              | 0700                                    | 2100            | 160  | 84.80  |                                       | 61.00 CCA                          |
|   |                             |   |                 |  |  |                                       | <b>22. Lodging Costs</b>           |
|   |                             |   |                 |  |  |                                       | <b>20. &amp; 21. Miscellaneous</b> |
|   |                             |   |                 |  |  |                                       | <b>Cost</b>                        |
|   |                             |   |                 |  |  |                                       | <b>Describe</b>                    |
| <b>TOTALS OF COLUMNS</b>  |                             |   |                 | <b>36.</b><br>\$ 164.30                    |  | <b>37.</b><br>\$ 0.00                 | <b>38.</b><br>\$ 219.00            |
|   |                             |   |                 |  |  | <b>39.</b><br>\$ 0.00                 | <b>40.</b><br>\$ 0.00              |
|   |                             |   |                 |  |  | <b>Claim Total</b><br>\$ 383.30       |                                    |
| <b>48. Client Code</b>  | <b>49. Resp.</b>            | <b>50. Service Line</b>                 | <b>51. STOB</b> | <b>52. Project</b>                         | <b>45. Supplier Code</b><br>Government Financial Information |                                       | <b>Amount</b>                      |
| 031   | 46001                       | 48000                                   | 5701            | 4600000                                    |  |                                       | -\$ 383.30                         |
| 031   | 46001                       | 48000                                   | 5750            | 46MTCCA                                    |  |                                       | \$ 219.00                          |
| 031   | 46001                       | 48000                                   | 5702            | 46MTVNC                                    |  |                                       | \$ 164.30                          |
| <b>Less Travel Advance</b>  |                             |   |                 |  |  |                                       |                                    |
| 031   |                             |   |                 |  |  |                                       |                                    |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |   |                 |  |  |                                       | <b>54.</b><br>\$ 383.30            |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                    |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                    |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |   |                 | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                                    |

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

Audited by PL Mar 06-17

**Notes for Travel Voucher (Restricted Use) E126375 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note   |
|---------------------|--|--|
| 2017/03/06 15:13:55 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Feb27:Parksville-Vic, Drove, Overnight paid on CCA. Feb28-Mar1: Vic, Overnight Paid on CCA. Mar2: Vic-Parksville, Drove. |

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SH17DEXEPAL50



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126457

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|   |                             |   |                 |  |                                  |                                       |                            |
|---|-----------------------------|---|-----------------|--|----------------------------------|---------------------------------------|----------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |   |                 | <b>Employee ID</b><br>Personal Information |                                  | <b>Phone Number</b><br>(250) 356-7750 |                            |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |   |                 | <b>Job Title</b><br>Minister               |                                  | <b>Travel Group Code</b><br>4         |                            |
| <b>5. Date Completed</b><br>2017/03/10  |                             | <b>6. Fiscal Year</b><br>2017           |                 | <b>7. Special Cheque Issue</b>             |                                  | <b>8. Cheque Stub Information</b>     |                            |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Session |                 |  |                                  | <b>Headquarters</b><br>Victoria       |                            |
| <b>12. Mailing Address for Cheque</b>   |                             |   |                 |  |                                  |                                       |                            |
| <b>16. Travel Dates</b>   | <b>17. Places Travelled</b> |   |                 | <b>18. Personal Vehicle Use</b>            |                                  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b> |
|   | <b>Destination</b>          | <b>Start</b>                            | <b>End</b>      | <b>Km</b>                                  | <b>Cost</b>                      |                                       | <b>Cost</b>                |
| 2017  |                             |   |                 |  |                                  |                                       |                            |
| 03/06   | Vic                         | 0800                                    | 2359            |  | 0.00                             |                                       | 61.00 CCA                  |
| 03/07   | Vic                         | 0800                                    | 2359            |  | 0.00                             |                                       | 61.00 CCA                  |
| 03/08   | Vic-Van (HJ)                | 0800                                    | 2359            | 2  | 1.06                             |                                       | 39.50 CCA                  |
| 03/09   | Van-Vic-Prkvll (HJ)         | 0800                                    | 2000            | 152  | 80.56                            |                                       | 61.00 PD&CCA               |
| 03/05   | Parksville-Vic              | 0800                                    | 2359            | 150  | 79.50                            |                                       | 14.50 CCA                  |
|   | PCARD                       |   |                 |  |                                  |                                       |                            |
|   |                             |   |                 | <b>36.</b>                                 | <b>37.</b>                       | <b>38.</b>                            | <b>39.</b>                 |
| <b>TOTALS OF COLUMNS</b>  |                             |   |                 | \$ 161.12                                  | \$ 0.00                          | \$ 237.00                             | \$ 245.00                  |
|   |                             |   |                 | <b>40.</b>                                 |                                  |                                       | <b>Claim Total</b>         |
|   |                             |   |                 | \$ 8.00                                    |                                  |                                       | \$ 651.12                  |
| <b>48. Client Code</b>  | <b>49. Resp.</b>            | <b>50. Service Line</b>                 | <b>51. STOB</b> | <b>52. Project</b>                         | <b>45. Supplier Code</b>         |                                       | <b>Amount</b>              |
| 031   | 46001                       | 48000                                   | 5701            | 4600000                                    | Government Financial Information |                                       | \$ 265.50 \$ 651.12        |
| 031   | 46001                       | 48000                                   | 5701            | 46MTVNC                                    |                                  |                                       | \$ 161.12                  |
| 031   | 46001                       | 48000                                   | 5750            | 46MTCCA                                    |                                  |                                       | \$ 224.50                  |
| <b>Less Travel Advance</b>  |                             |   |                 |  |                                  |                                       |                            |
| 031   |                             |   |                 |  |                                  |                                       |                            |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |   |                 |  |                                  |                                       | <b>54.</b>                 |
|   |                             |   |                 |  |                                  |                                       | \$ 651.12                  |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |   |                 | <b>Print Name</b>                          |                                  | <b>Date Signed</b>                    |                            |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |   |                 | <b>Print Name</b>                          |                                  | <b>Date Signed</b>                    |                            |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |   |                 | <b>Print Name</b>                          |                                  | <b>Date Signed</b>                    |                            |

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

\*03/09 Breakfast \$12.50, 5702 MTCCA LDI \$48.50

Audited by PL Mar 14-17

**Notes for Travel Voucher (Restricted Use) E126457 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note  |
|---------------------|--|---|
| 2017/03/13 12:20:44 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Mar5:Parksville-Vic, Drove, Overnight Paid on CCA. Mar6-7:Vic, Overnight Paid on CCA. Mar8: Vic-Van, Flew Helijet paid on AC MC, Overnight Paid on Pers Visa. Mar9:Van-Vic-Parksville, Flew Helijet Van-Vic (Paid on AC MC), Taxi Paid on Pers Visa, Drove to Parksville. |

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MACLURE'S CAB 16  
1275 75TH AVE W  
VANCOUVER BC

Government Financial Information

CARD  
CARD TYPE VISA  
DATE 2017/03/09  
TIME 5026 08:13:55  
CLERK ID 1  
RECEIPT NUMBER  
C85042310-001-673-001-0

PURCHASE

TOTAL

\$8.00

VISA CREDIT  
A0000000031010  
3403105AA44AA8E2  
0080008000-E800  
F6849C669A1F1E6B  
0080008000-F800

APPROVED

AUTH# 006731 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Security Concern

Security Concern

Vancouver, BC  
Security Concern  
G.S.T. / H.S.T. Business Information

Room : 0616  
Folio # : Personal Information  
Invoice # :  
Cashier # : 246  
Page # : 1 of 1

Minister Michelle Stilwell  
Personal Information

Arrival : 03-08-17  
Departure : 03-09-17  
Personal Information

| Date        | Description               | Additional Information           | Charges | Credits |
|-------------|---------------------------|----------------------------------|---------|---------|
| 03-08-17    | Room charge               |                                  | 209.00  |         |
| 03-08-17    | Destination Marketing Fee |                                  | 2.70    |         |
| 03-08-17    | Room PST                  |                                  | 23.29   |         |
| 03-08-17    | Room GST                  |                                  | 10.59   |         |
| 03-09-17    | Visa                      | Government Financial Information |         | 245.58  |
| Total       |                           |                                  | 245.58  | 245.58  |
| 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 |

Security Concern

Security Concern

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.  
Overdue balances are subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)

Security Concern

SH17DEXEPAL54



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E126510

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|   |                             |   |             |  |  |                                       |                            |
|---|-----------------------------|---|-------------|--|--|---------------------------------------|----------------------------|
| <b>Name</b><br>Stilwell, Michelle   |                             |   |             | <b>Employee ID</b><br>Personal Information |  | <b>Phone Number</b><br>(250) 356-7750 |                            |
| <b>Client Organization</b><br>Social Development and Social Innovation  |                             |   |             | <b>Job Title</b><br>Minister               |  | <b>Travel Group Code</b><br>4         |                            |
| <b>5. Date Completed</b><br>2017/03/17  |                             | <b>6. Fiscal Year</b><br>2017           |             | <b>7. Special Cheque Issue</b>             |  | <b>8. Cheque Stub Information</b>     |                            |
| <b>Type of Travel</b><br>In Province  |                             | <b>14. Reason for Travel</b><br>Session |             |  |  | <b>Headquarters</b><br>Victoria       |                            |
| <b>12. Mailing Address for Cheque</b>   |                             |   |             |  |  |                                       |                            |
| <b>16. Travel Dates</b>   | <b>17. Places Travelled</b> |   |             | <b>18. Personal Vehicle Use</b>            |  | <b>19. Other Transport Costs</b>      | <b>20. &amp; 21. Meals</b> |
| 2017  | <b>Destination</b>          | <b>Start</b>                            | <b>End</b>  | <b>Km</b>                                  | <b>Cost</b>  |                                       | <b>Lodging Costs</b>       |
| 03/13   | Parksville-Vic              | 0800                                    | 2359        | 150  | 79.50  |                                       | <b>Cost</b>                |
| 03/14   | Vic                         | 0800                                    | 2359        |  | 0.00   |                                       | 48.50 CCA                  |
| 03/15   | Vic                         | 0800                                    | 2359        |  | 0.00   |                                       | 61.00 CCA                  |
| 03/16   | Vic-Parksville              | 0800                                    | 2359        | 150  | 79.50  |                                       | 61.00 CCA                  |
|   |                             |   |             |  |  |                                       | 61.00 CCA                  |
| <b>TOTALS OF COLUMNS</b>  |                             |   |             | <b>36.</b>                                 | <b>37.</b>   | <b>38.</b>                            | <b>39.</b>                 |
|   |                             |   |             | \$ 159.00                                  | \$ 0.00  | \$ 231.50                             | \$ 0.00                    |
| <b>40.</b>  |                             |   |             | <b>41.</b>                                 | <b>42.</b>   | <b>43.</b>                            | <b>44.</b>                 |
| <b>Client Code</b>  | <b>Resp.</b>                | <b>Service Line</b>                     | <b>STOB</b> | <b>Project</b>                             | <b>Supplier Code</b><br>Government Financial Information |                                       | <b>Amount</b>              |
| 031   | 46001                       | 48000                                   | 5701        | 4600000                                    |  |                                       | \$ 390.50                  |
| 031   | 46001                       | 48000                                   | 5750        | 46MTCCA                                    |  |                                       | \$ 231.50                  |
| 031   | 46001                       | 48000                                   | 5702        | 46MTVNC                                    |  |                                       | \$ 159.00                  |
| <b>Less Travel Advance</b>  |                             |   |             |  |  |                                       |                            |
| 031   |                             |   |             |  |  |                                       |                            |
| <b>AMOUNT DUE TO EMPLOYEE</b>   |                             |   |             |  |  |                                       | <b>54.</b>                 |
|   |                             |   |             |  |  |                                       | \$ 390.50                  |
| <b>45. Employee Signature (See Audit Trail)</b><br>- 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. |                             |   |             | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |
| <b>56. Spending Authority Signature (See Audit Trail)</b><br>- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.  |                             |   |             | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |
| <b>57. Payment Authority Signature (See Audit Trail)</b><br>- Requisition for payment pursuant to section 32 of the Financial Administration Act.   |                             |   |             | <b>Print Name</b>                          |  | <b>Date Signed</b>                    |                            |

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

Audited by PL Mar 20-17

**Notes for Travel Voucher (Restricted Use) E126510 for Stilwell, Michelle**

1 note(s) returned.

| Created On          | Author   | Note  |
|---------------------|--|---|
| 2017/03/17 16:07:14 | McKnight, Valerie<br>(IDIR\VMCKNIGH)<br>Valerie.McKnight@gov.bc.ca | Mar13:Parksville-Vic, Drove, Overnight Paid on CCA. Mar14-15:Vic, Overnight paid on CCA. Mar15:Vic-Parksville, drove. |

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**TOLL FREE 1-800-665-4244    info@kdair.com**  
**Flight Confirmation Boarding Pass**

|                 |                            |
|-----------------|----------------------------|
| Billed to :     |                            |
| Email Address:  | valerie.mcknight@gov.bc.ca |
| Phone Numbers : | Personal Information       |

Itinerary No :    Government Financial Information    Invoice date :    2017-Jan-14  
GST No :    12977037RT    Flight Date :    2017-Jan-15

**You are confirmed on the following flights :**

|   | Passenger Name          | Flight No | Flight Time          | From | To  |
|---|-------------------------|-----------|----------------------|------|-----|
| 1 | Michelle Stillwell (AF) | 423       | Jan-15/2017 05:20 pm | XQU  | YVR |
|   | Michelle Stillwell (AF) | 424       | Jan-16/2017 06:20 pm | YVR  | XQU |

|       | Ticket Fare |                                   | GST   | Total     |
|-------|-------------|-----------------------------------|-------|-----------|
| 1     | 214.29      | Qualicum Beach to Vancouver South | 10.71 | 225.00    |
| Total | 214.29      |                                   | 10.71 | \$ 225.00 |

\* PLEASE NOTE this ticket is NON-REFUNDABLE. Changes to flight dates or times are permitted at NO CHARGE.

HELIJET

## Booking Statement

## Booking #

Government Financial Information

Invoice #135972

## Date

Tuesday, Jan 24, 2017

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

## Departure

07:35

Nanaimo Harbour

**Canadian Dollars****\$129.00**

## Arrival

07:55

Vancouver Harbour

Mastercard

\$129.00

Government Financial Information

## Duration

20 minutes

1 Passengers » Full-

Fare

Stilwell, Michelle

## Status:

Confirmed

HELIJET

## Booking Statement

Booking #  
Government Financial Information

Invoice #135973

Date  
Wednesday, Jan 25,  
2017

FARE-ZNA-Full\_Winter

1 @

\$122.86

+ GST

\$6.14

Departure  
15:45  
Vancouver Harbour**Canadian Dollars****\$129.00**Arrival  
16:05  
Nanaimo Harbour

Mastercard

\$129.00

Government Financial Information

Duration  
20 minutes1 Passengers » Full-  
Fare  
Stilwell, MichelleStatus:  
Confirmed

## McKnight, Valerie SDSI:EX

**From:** passengerservices@helijet.com  
**Sent:** Thursday, February 9, 2017 9:58 AM  
**To:** McKnight, Valerie SDSI:EX  
**Subject:** Thank you for choosing to take off with 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 #

Government Financial Information

Name

Michelle Stilwell

### Booking

Government Financial Information

Thursday, February 9, 2017

905

10:30 Vancouver Harbour

10:50 Nanaimo Harbour

20 minutes

Confirmed

1 Passengers - Full-Fare

Michelle Stilwell, Female

[Add to Calendar](#)

Invoice #146588

FARE-ZNA-Full\_Winter

\$122.86

+ GST

\$6.14

Billing

\$122.86

Taxes

\$6.14

Grand Total

\$129.00