

Constituency Office received a credit of \$120



FORMALIZATION OF A DECISION MADE BY EMAIL BY THE LEGISLATIVE ASSEMBLY MANAGEMENT COMMITTEE

Remembrance Day Wreath Funding November 25, 2019

BACKGROUND

On October 24, 2019, the Finance and Audit Committee discussed the funding model for Remembrance Day wreaths that are presented by Members at Remembrance Day ceremonies within their constituencies. The Committee recognized that many rural constituencies have numerous cenotaphs and ceremonies requiring provincial wreaths. The Finance and Audit Committee adopted the following resolution on this matter:

Resolved, that the Committee recommend to the Legislative Assembly Management Committee that Remembrance Day wreaths for use in constituencies be reimbursed as required from the Members' Services budget.

Given the timing and that many constituency offices had already arranged for the purchase of Remembrance Day wreaths through local Legions, the Acting Clerk communicated a request to Members of the Legislative Assembly Management Committee seeking their approval of the recommendation of the Finance and Audit Committee.

The approval of this recommendation from all Members of the Legislative Assembly Management Committee was communicated to all Members of the Legislative Assembly by the Acting Clerk via email on November 6, 2019. Financial Services staff accepted that as authorization to process any Remembrance Day wreath payments for Members' use within their constituencies from the Members' Services budget. However, the formal adoption of this provision by the Committee by way of a motion is required.

It is further recommended that the Committee approve the reimbursement parameters previously established by the Office of the Speaker, including that only size 20 wreaths may be purchased by Members for use within their constituencies at Remembrance Day events.

DECISION

In order to formally approve the recommendation of the Finance and Audit Committee, the following motion is required:

I move that –
Effective fiscal year 2019-20, Remembrance Day wreaths for use by Members in their constituencies be reimbursed as required from the Members' Services budget.

And further, that the reimbursement parameters previously established by the Office of the Speaker be approved.

RESULT OF DECISION

The motion is required to formalize a decision of the Committee made by email. For wreaths purchased for Remembrance Day 2019 and on a go-forward basis, Remembrance Day wreaths purchased by Members for use within their constituencies will be reimbursed from the Members' Services budget. The motion will also ensure an equitable reimbursement approach for all constituencies.

Black Press Media

Black Press Group Ltd.
212 - 15288 54A Ave.
Surrey, B.C. V3S 6T4

INVOICE / STATEMENT

ACCOUNT NAME AND ADDRESS JVA4887037 E D 02905 DOUG ROUTLEY MLA PO BOX 269 LADYSMITH BC V9G 1A2	BILLING PERIOD		ADVERTISER/CLIENT NAME	
	12/01/19 - 12/31/19		DOUG ROUTLEY MLA	
	INVOICE #	TERMS OF PAYMENT	PAGE #	
	33831282	Net 30 days	1 of 2	
ACCOUNT NUMBER	BILLING DATE	ADVERTISER/CLIENT #		
	12/31/19			
View your account information and display ad tearsheets at: http://iservices.blackpress.ca/login Account inquiries: 1-866-850-4463 or ar@blackpress.ca GST REGISTRATION No.				

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	NET AMOUNT	
11/30		BALANCE FORWARD			347.44	
12/30	30	Payment on Account			-347.44	
				BL		
12/12	33831281	PUBLICATION: CHEMAINUS VALLEY COURIER - News AD CLASS: Display Advertising Monthly Ad [REDACTED]	2x2i 4i	1	46.32	
		PAGE: A 12 General 3 color ePaper			0.00 5.25	
		Ad Class Totals: \$51.57 Publication Totals: \$51.57		4.000 inch		
				BL		
12/12	33831282	PUBLICATION: LADYSMITH CHRONICLE - News AD CLASS: Display Advertising Monthly Ad [REDACTED]	2x2i 4i	1	46.32	
		PAGE: A 5 General 3 color ePaper			0.00 5.25	
12/19	33831282	Season's Greetings [REDACTED]	2x3i 6i	1	75.00	
		PAGE: A 4 Greeting 3 color			0.00	
CURRENT NET AMOUNT DUE		30 DAYS	60 DAYS	OVER 60 DAYS	UNAPPLIED AMOUNT	TOTAL AMOUNT DUE



Black Press Media

INVOICE / STATEMENT

BILLING PERIOD		ADVERTISER/CLIENT NAME
12/01/19 - 12/31/19		DOUG ROUTLEY MLA
INVOICE #	TERMS OF PAYMENT	PAGE #
33831282	Net 30 days	2 of 2
ACCOUNT NUMBER	BILLING DATE	ADVERTISER/CLIENT #
[REDACTED]	12/31/19	

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	NET AMOUNT
		ePaper			5.25
		Ad Class Totals: \$131.82		10.000 inch	
		Publication Totals: \$131.82			
12/31		BC GST			9.17
CURRENT NET AMOUNT DUE					192.56
30 DAYS					
60 DAYS					
OVER 90 DAYS					
UNAPPLIED AMOUNT					
TOTAL AMOUNT DUE					192.56

TAKE 5 Print & Digital Media

PO Box 59
622 First Avenue
Ladysmith,, BC V9G 1A1
Canada

INVOICE

Invoice No.: 69007
Date: 12/01/2019
Ship Date:
Page: 1
Re: Order No.

Sold to:

D. Routley MLA,Cowichan-Ladysmith
Douglas Routley
Box 269
Ladysmith, BC V9G 1A2

Ship to:

D. Routley MLA,Cowichan-Ladysmith
BC

Business No.: [REDACTED]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
6-D	Each	1	1/6 Page - Eleven X annual rate	G	155.00	155.00
			G - GST @ 5%			7.75
			GST			
TAKE 5 Print & Digital Media GST: [REDACTED]						
Shipped By: _____ Tracking Number: _____						
Comment: Your business is important to us. Questions? Please contact our office at 250-245-7015.						
Sold By: _____						
					Total Amount	162.75

The Nanaimo Chamber
 2133 Bowen Road
 Nanaimo, BC V9S 1H8
 (250) 756-1191 | fax:
 accounting@nanaimochamber.bc.ca

Invoice

Invoice Date: 01/01/20
Invoice Number: 6525
Account ID:

Routley MLA, Doug
 Doug Routley
 Unit 112 - 50 Tenth St.
 Nanaimo, BC V9R 6L1

		Terms	Due Date
		Due on receipt	01/01/20
Description	Quantity	Rate	Amount
Annual BC and Canadian Chamber Membership Dues	1	\$15.00	\$15.00
Membership (Non-Profit)	1	\$210.00	\$210.00
Subtotal:			\$225.00
(G.S.T. [REDACTED] Tax:			\$11.25
Total:			\$236.25
Payment/Credit Applied:			\$0.00
Balance:			\$236.25

TAKE 5 Print & Digital Media

PO Box 59
 622 First Avenue
 Ladysmith, BC V9G 1A1
 Canada

INVOICE

Invoice No.: 69096
 Date: 01/29/2020
 Ship Date:
 Page: 1
 Re: Order No.

Sold to:

D. Routley MLA, Cowichan-Ladysmith
 Douglas Routley
 Box 269
 Ladysmith, BC V9G 1A2

Ship to:

D. Routley MLA, Cowichan-Ladysmith
 BC

Business No.: [REDACTED]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
V3	Each	1	1/6 page Visitor Guide	G	325.00	325.00
			G - GST @ 5%			16.25
			GST			
TAKE 5 Print & Digital Media GST: # [REDACTED]						
Shipped By: _____ Tracking Number: _____					Total Amount	341.25
Comment: Your business is important to us. Questions? Please contact our office at 250-245-7015.					Amount Paid	0.00
Sold By: _____					Amount Owing	341.25

TAKE 5 Print & Digital Media

PO Box 59
 622 First Avenue
 Ladysmith, BC V9G 1A1
 Canada

INVOICE

Invoice No.: 69235
 Date: 02/01/2020
 Ship Date:
 Page: 1
 Re: Order No.

Sold to:
 D. Routley MLA, Cowichan-Ladysmith
 Douglas Routley
 Box 269
 Ladysmith, BC V9G 1A2

Ship to:
 D. Routley MLA, Cowichan-Ladysmith
 BC

Business No.: [REDACTED]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
6-D	Each	1	1/6 Page - Eleven X annual rate	G	155.00	155.00
			G - GST @ 5%			7.75
			GST			
TAKE 5 Print & Digital Media GST: [REDACTED]						
Shipped By: Tracking Number:					Total Amount	162.75
Comment: Your business is important to us. Questions? Please contact our office at 250-245-7015.					Amount Paid	0.00
Sold By:					Amount Owning	162.75

Black Press Media

Black Press Group Ltd.
212 - 15288 54A Ave.
Surrey, B.C. V3S 6T4

INVOICE / STATEMENT

ACCOUNT NAME AND ADDRESS		BILLING PERIOD	ADVERTISER/CLIENT NAME
JVA5002310 E D 02483 DOUG ROUTLEY MLA PO BOX 269 LADYSMITH BC V9G 1A2		01/01/20 - 01/31/20	DOUG ROUTLEY MLA
		INVOICE #	TERMS OF PAYMENT
		33848602	Net 30 days
		PAGE #	1 of 1
		ACCOUNT NUMBER	BILLING DATE
		[REDACTED]	01/31/20
		ADVERTISER/CLIENT #	
		View your account information and display ad tearsheets at: http://iservices.blackpress.ca/login Account inquiries: 1-866-850-4463 or ar@blackpress.ca	
		GST REGISTRATION No. [REDACTED]	

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	NET AMOUNT
12/31		BALANCE FORWARD			192.56
01/20	49154	Payment on Account			-192.56
				BL	
01/16	33848601	PUBLICATION: CHEMAINUS VALLEY COURIER - News AD CLASS: Display Advertising Monthly Ad	2x3i 6i	1	50.00
		PAGE: A 8 General 3 color			0.00
		ePaper			5.25
		Ad Class Totals: \$55.25		6.000 inch	
		Publication Totals: \$55.25			
				BL	
01/16	33848602	PUBLICATION: LADYSMITH CHRONICLE - News AD CLASS: Display Advertising Monthly Ad	2x3i 6i	1	50.00
		PAGE: A 10 General 3 color			0.00
		ePaper			5.25
		Ad Class Totals: \$55.25		6.000 inch	
		Publication Totals: \$55.25			
01/31		BC GST			5.52

CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS	UNAPPLIED AMOUNT	TOTAL AMOUNT DUE
116.02					116.02



Invoice from: **GABRIOLA ARTS COUNCIL**
PO Box 387
Gabriola Island, BC
V0R 1X0

Invoice to: **Doug Routley, MLA**
#1 – 16 High Street
Ladysmith, B.C.
V9G 1A2
250-245-9375
Attention: [REDACTED]

01.30.2020 | Invoice No. IOTA&TST_2020-13

Advertising Space Reserved:

- o Eighth page | Isle of the Arts \$100.00
- o Eighth page | Thanksgiving Studio Tour \$160.00

TOTAL \$ 260.00

Payment method:

Visa | Mastercard | E-transfer to info@artsgabriola.ca |

Cheque (payable to **Gabriola Arts Council**)

Credit card number: _____

Expiry date: _____ Security code: _____

Name on card: _____

Please direct all questions re: advertising to [REDACTED]
at [REDACTED]@gmail.com or [REDACTED]



From

Affinity Bridge Consulting Ltd.

Phone: 1-604-569-0510

Support: support@affinitybridge.com

710 - 207 West Hastings Street,
Vancouver BC, V6B 1H7, Canada

Invoice ID 4825
 Issue Date 2020/01/01
 Due Date 2020/02/21
 Summary Quarterly retainer for MLA sites January 1 -
 March 31, 2020

Invoice For

**BC New Democrat
 Government Caucus**Room 201, Parliament Buildings
 Victoria, B.C.
 V8V 1X4

Item Type	Description	Quantity	Unit Price	Amount
Service	CMS maintenance for MLA websites. Billed at \$75/quarter for each site: Mable Elmore	1.00	\$75.00 CAD	\$75.00 CAD
Service	David Eby	1.00	\$75.00 CAD	\$75.00 CAD
Service	George Heyman	1.00	\$75.00 CAD	\$75.00 CAD
Service	Judy Darcy	1.00	\$75.00 CAD	\$75.00 CAD
Service	Selina Robinson	1.00	\$75.00 CAD	\$75.00 CAD
Service	Jennifer Rice	1.00	\$75.00 CAD	\$75.00 CAD
Service	Michelle Mungall	1.00	\$75.00 CAD	\$75.00 CAD
Service	Mike Famworth	1.00	\$75.00 CAD	\$75.00 CAD
Service	Doug Routley	1.00	\$75.00 CAD	\$75.00 CAD
Service	Spencer Chandra Herbert	1.00	\$75.00 CAD	\$75.00 CAD
Service	John Horgan	1.00	\$75.00 CAD	\$75.00 CAD
Service	Bruce Ralston	1.00	\$75.00 CAD	\$75.00 CAD
Service	Harry Bains	1.00	\$75.00 CAD	\$75.00 CAD
Service	Raj Chouhan	1.00	\$75.00 CAD	\$75.00 CAD
Service	Bowinn Ma	1.00	\$75.00 CAD	\$75.00 CAD
Service	Melanie Mark	1.00	\$75.00 CAD	\$75.00 CAD
Service	Rob Fleming	1.00	\$75.00 CAD	\$75.00 CAD

1/28/2020

Affinity Bridge Consulting Ltd. on Harvest

Service	Katrine Conroy	1.00	\$75.00 CAD	\$75.00 CAD
Service	Garry Begg	1.00	\$75.00 CAD	\$75.00 CAD
Service	Jagrup Brar	1.00	\$75.00 CAD	\$75.00 CAD
Service	George Chow	1.00	\$75.00 CAD	\$75.00 CAD
Service	Rick Glumac	1.00	\$75.00 CAD	\$75.00 CAD
Service	Janet Routledge	1.00	\$75.00 CAD	\$75.00 CAD
Service	Mitzi Dean	1.00	\$75.00 CAD	\$75.00 CAD

Subtotal \$1,800.00 CAD

GST (5%) \$90.00 CAD

Payments -\$1,890.00 CAD

Amount Due \$0.00 CAD

Each member paid:
\$75 + GST = \$78.75



Remit To: Softchoice LP
P.O. Box 57102
Postal Station A
Toronto, ON M5W 5M5
Accounting Tel (888) 549-7638
Accounting Fax (888) 549-7639
Sales Tel (800) 268-7638

Invoice #	5153889
Invoice Date	02-Jul-2019
Due Date	01-Aug-2019

Invoice

Bill To: [REDACTED]

Ship To: [REDACTED]

LEGISLATIVE ASSEMBLY OF BC
431 MENZIES ST
VICTORIA, BC V8V 1X4

LEGISLATIVE ASSEMBLY OF BC
431 MENZIES ST
VICTORIA, BC V8V 1X4

Attn: Accounts Payable

Attn: [REDACTED]

All prices are in Canadian dollars

Order Date	Order #	Term	Purchase Order	PO Ref.
02-Jul-2019	5686527	NET 30 DAYS	LABC-ITB-PO-634	

Sales Representative

[REDACTED]

Item # Manufacturer Part #	Description	Qty Ord	Back Order	Qty Shipped	Sell Price	Extended Price
VU6725 65291024BC04A12	INDESIGN CC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020	1	0	1	\$503.99	\$503.99
VU6774 65291031BC04A12	ILLUSTRATOR CC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020	1	0	1	\$503.99	\$503.99
VU6921 65291078BC04A12	CREATIVE CLOUD FOR TEAMS ALL APPS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E-CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020	2	0	2	\$1,185.00	\$2,370.00
VX0578 65297908BC04A12	ACROBAT STANDARD DC FOR TEAMS WINDOWS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E-CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020	2	0	2	\$203.49	\$406.98
VX0592 65297930BC04A12	ACROBAT PRO DC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020	3	0	3	\$230.00	\$690.00
MEMO	VIP# [REDACTED]					
MEMO	Anniversary Date June 23, 2019					

Remit To:	Softchoice LP P.O. Box 57102 Postal Station A Toronto, ON M5W 5M5 Accounting Tel (888) 549-7638 Accounting Fax (888) 549-7639 Sales Tel (800) 268-7638	Subtotal	\$4,474.96
		Delivery	\$0.00
		GST	\$223.75
		PST	\$313.25

All prices are in Canadian dollars GST / HST Registration No. [REDACTED]	Total	\$5,011.96
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Balance Due \$5,011.96

**Shared among many offices.
CO paid \$203.49 + tax = \$227.91**

This invoice and the transaction(s) to which it pertains are governed by the terms and conditions available at www.softchoice.com/terms under the heading Terms and Conditions for Product Purchases.



Cowichan Green Community
 Cultivating Community, Food,
 and Resilience

INVOICE

COWICHAN GREEN COMMUNITY

360 DUNCAN STREET
 Duncan BC V9L 3W4
 250-748-8506
 info@cowichangreencommunity.org

Invoice No : 21
Date : 2020-03-31
 GST # [REDACTED]

[REDACTED]
 , Doug Routley

[REDACTED]@leg.bc.ca

Qty	Description	Unit Cost	Total
1	eighth of a page ad in The Island Farm and Garden Maaazine	\$159.00	\$159.00
		Subtotal	\$ 159.00
		GST 5%	7.95
THANK YOU FOR YOUR BUSINESS!		TOTAL	\$166.95

We accept all forms of payment. Cheque payments can be mailed to the address listed above. Please make them payable to **Cowichan Green Community**.

Gabriola Arts Council
P.O. Box 387
Gabriola, BC V0R 1X0

Sales Receipt

Date	Sale No.
2020-02-28	1662

Sold To
Doug Routley

Cheque No.	Payment Method	Project

Description	Qty	Rate	Amount
Advertising Tour 2020 1/8 page		130.00	130.00
Advertising IOTA 2020 1/8 page		130.00	130.00
Charitable Donation # XXXXXXXXXX			
Total			\$260.00

TAKE 5 Print & Digital Media

PO Box 59
622 First Avenue
Ladysmith,, BC V9G 1A1
Canada

INVOICE

Invoice No.: 69350
Date: 03/01/2020
Ship Date:
Page: 1
Re: Order No.

Sold to:

D. Routley MLA, Cowichan-Ladysmith
Douglas Routley
Box 269
Ladysmith, BC V9G 1A2

Ship to:

D. Routley MLA, Cowichan-Ladysmith
BC

Business No.: [REDACTED]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
6-D	Each	1	1/6 Page - Eleven X annual rate	G	155.00	155.00
			G - GST @ 5%			7.75
			GST			
TAKE 5 Print & Digital Media GST: [REDACTED]						
Shipped By: _____ Tracking Number: _____					Total Amount	162.75
Comment: Your business is important to us. Questions? Please contact our office at 250-245-7015.					Amount Paid	0.00
Sold By: _____					Amount Owing	162.75

Black Press Media

Black Press Group Ltd.
212 - 15288 54A Ave.
Surrey, B.C. V3S 6T4

INVOICE / STATEMENT

ACCOUNT NAME AND ADDRESS		BILLING PERIOD	ADVERTISER/CLIENT NAME
JVA5103430 E D 02635 DOUG ROUTLEY MLA PO BOX 269 LADYSMITH BC V9G 1A2		02/01/20 - 02/29/20	DOUG ROUTLEY MLA
INVOICE #	TERMS OF PAYMENT	PAGE #	
33866644	Net 30 days	1 of 2	
ACCOUNT NUMBER	BILLING DATE	ADVERTISER/CLIENT #	
[REDACTED]	02/29/20	[REDACTED]	
View your account information and display ad tearsheets at http://iservices.blackpress.ca/login Account inquiries: 1-866-850-4463 or ar@blackpress.ca			
GST REGISTRATION No. [REDACTED]			

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	NET AMOUNT	
01/31		BALANCE FORWARD			116.02	
02/26	50210	Payment on Account			-116.02	
				BL		
02/13	33866643	PUBLICATION: CHEMAINUS VALLEY COURIER - News AD CLASS: Display Advertising Monthly Ad	2x3i 6i	1	50.00	
		PAGE: A 7 General 3 color			0.00	
		ePaper			5.25	
		Ad Class Totals: \$55.25		6.000 inch		
		Publication Totals: \$55.25				
				BL		
02/13	33866644	PUBLICATION: LADYSMITH CHRONICLE - News AD CLASS: Display Advertising Monthly Ad	2x3i 6i	1	50.00	
		PAGE: A 16 General 3 color			0.00	
		ePaper			5.25	
02/27	33866644	Nanaimo Airport Feature	3x3i 9i	1	125.00	
		PAGE: A 16 Airport 3 color			0.00	
CURRENT NET AMOUNT DUE		30 DAYS	60 DAYS	OVER 90 DAYS	UNAPPLIED AMOUNT	TOTAL AMOUNT DUE

Finance charge on accounts over 30 days is 2% monthly (24% annual) □ Invoice/Statement shall be deemed correct unless advised in writing within 30 days of billing date.
We warrant that the information shown on this invoice correctly describes the advertisement that was inserted in the edition of the publication specified.

PLEASE DETACH AND RETURN STUB WITH YOUR REMITTANCE

Black Press Media

INVOICE #	BILLING DATE	TOTAL AMOUNT DUE
33866644	02/29/20	\$ 252.78
ACCOUNT NUMBER	ADVERTISER/CLIENT NAME	
[REDACTED]	DOUG ROUTLEY MLA	

REMIT TO
Black Press Group Ltd. 212 - 15288 54A Ave. Surrey, B.C. V3S 6T4

How to pay your bill:

- Online using iServices: <http://iservices.blackpress.ca/login>
- Pre-authorized Payment Plan from your Bank Account, please call 1-877-851-4540 or email pad@blackpress.ca
- PC or Telephone banking through your Financial Institution
- By credit card, please call 1-866-850-4463
- By cheque payable to Black Press Group Ltd.

Each Constituency Office received a credit of \$100.



RECOMMENDATION FROM THE FINANCE AND AUDIT COMMITTEE TO THE LEGISLATIVE ASSEMBLY MANAGEMENT COMMITTEE

Holiday Card Mailings by Members December 3, 2019

BACKGROUND

On November 28, 2019, the Finance and Audit Committee discussed the funding model for holiday card mailings for cards sent by Members during the holiday season. The Finance and Audit Committee adopted the following resolution on this matter:

Resolved, that the Committee recommend to the Legislative Assembly Management Committee that holiday card postage for 100 cards per Member be reimbursed as required from the Members' Services budget.

This recommendation stands referred to the Legislative Assembly Management Committee for consideration and a final decision.

DECISION

In order to formally approve the recommendation of the Finance and Audit Committee, the following motion is required:

I move that –

Effective fiscal year 2019-20, holiday card postage for 100 cards per Member be reimbursed as required from the Members' Services budget.

RESULT OF DECISION

On a go-forward basis, each Member will be able to make a claim for postage for mailing up to 100 holiday cards, which will be reimbursed from the Members' Services budget. The decision will be communicated to all Members and Constituency Assistants with instructions on how to file for this reimbursement, and the *Members' Guide to Policy and Resources* will also be updated to reflect this change.



**BRITISH
COLUMBIA**

Ministry of Citizens' Services
Queen's Printer
Crown Publications - Victoria
250-952-4435
Email: qpinvoices@gov.bc.ca

Bill To: [REDACTED]

DOUG ROUTLEY - MLA
NANAIMO-N COWICHAN CONSTITUENCY
1 16 HIGH ST
LADYSMITH BC V9G 1A2

Repeat Printout

Invoice	
Document Number	Date
[REDACTED]	20-Dec-2018
Sales Order/PO No.	
EMAIL 12192018 1131	
Customer Ref./PO Date	
19-Dec-2018	
Delivery Number	Date
83447086	20-Dec-2018
Order Number	Date
33498467	19-Dec-2018
Customer Number/2nd Reference No.	
[REDACTED] /	
Originator/Telephone	
[REDACTED]	

Product #	Description	Quantity	Price/Unit	Amount	Tax
7610003494	My Voice: Advance Care Planning Guide	57 EA	0.01 /EA	0.57	G
	My Voice: Expressing My Wishes for Future Health Care Treatment				
Subtotal				0.57	
Total Shipping & Handling				120.43	
GST/HST #	[REDACTED]	5.000 %	121.00	6.05	
Total (CAD)				127.05	

To our valued customer, if you would like to expedite payment, please pay by credit card. VISA, Master Card and AMEX are accepted. Please call 250-952-4435.

Please make cheques payable to **MINISTER OF FINANCE** and remit to:
Queen's Printer, P.O. Box 9451 Stn Prov Govt, Victoria BC V8W 9V7

A \$30 SERVICE FEE WILL BE CHARGED FOR EACH DISHONoured CHEQUE. NOTICE: TERMS NET 30 DAYS.
INTEREST WILL BE CHARGED ON OVERDUE ACCOUNTS IN ACCORDANCE WITH GOVERNMENT REGULATIONS.



Member Name: Doug Routley

Description	Furniture allowance used to pay for blinds installation
Vendor	Budget Blinds
Amount	\$1,570.59
Explanation	Financial Services has confirmed that the expense recovery was received by the member as per the review of the supporting documents provided.



Best Shredding

Certified Services - Proven History

For billing inquiries please call: 604-872-6761 ext 122
For shredding services please call: 1-855-438-2378

Bill To:
Doug Routley - IDSS
Attn: Doug Routley
Box 269 1-16 High St
Ladysmith, BC V9G 1A2

Invoice
Customer #: [REDACTED]
Invoice #: **SHR0559371**
Date: **27-Nov-2019**
PO #: **No Service Fee**
Terms: **NET 30**

DESCRIPTION / COMMENTS	QUANTITY	UNIT PRICE	AMOUNT
Service 36 Inch Executive Console	1.00	\$ 53.7028	\$53.70
Recycling/Environmental Fee - 36 Inch Console	1.00	\$ 5.3703	\$5.37

SUB-TOTAL **\$59.07**
 BN [REDACTED] GST TAX **\$2.95**
INVOICE TOTAL \$62.02

Best Shredding hereby certifies that the materials received on the above date have been confidentially handled and destroyed and that the shredded material will be recycled.

INVOICE WORK ORDER DETAIL

Customer: [REDACTED] **Doug Routley - IDSS**

Department: **0000 Doug Routley**

Service Date: **27/11/2019** Order: **0559864** Scheduled Service Requested By:
Service Address: **1-16 High St., Ladysmith, BC V9G 1A2**

Activity	Quantity
Recycling/Environmental Fee - 36 Inch Console	1.00
Service 36 Inch Executive Console	1.00

Thank you for choosing the BEST Shredding Team. We look forward to servicing your future document destruction needs.

Please pay within terms. Overdue accounts will be subject to interest at the rate of 1.5% per month.

Please make cheque payable to: Best Shredding

Best Shredding is a registered trade name of Best Service Pros Ltd.

101 - 85 Schooner St, Coquitlam, BC V3K 7A8 1-855-438-2378 604-882-8400
www.bestshredding.ca www.best.ca | Email: invoices@best.ca





Best Shredding

Certified Services - Proven History

For billing inquiries please call: 604-872-6761 ext 122
For shredding services please call: 1-855-438-2378

Bill To:

Doug Routley - IDSS
Attn: Doug Routley
Box 269 1-16 High St
Ladysmith, BC V9G 1A2

Invoice

Customer #: [REDACTED]
Invoice #: SHR0567445
Date: 19-Feb-2020
PO #: No Service Fee
Terms: NET 30

DESCRIPTION / COMMENTS	QUANTITY	UNIT PRICE	AMOUNT
Service 36 Inch Executive Console	1.00	\$ 53.7028	\$53.70
Recycling/Environmental Fee - 36 Inch Console	1.00	\$ 5.3703	\$5.37

SUB-TOTAL \$59.07
BN # [REDACTED] GST TAX \$2.95
INVOICE TOTAL \$62.02

Best Shredding hereby certifies that the materials received on the above date have been confidentially handled and destroyed and that the shredded material will be recycled.

INVOICE WORK ORDER DETAIL

Customer: [REDACTED] Doug Routley - IDSS

Department: 0000 Doug Routley

Service Date: 19/02/2020 **Order:** 0569206 **Scheduled Service** **Requested By:**
Service Address: 1-16 High St., Ladysmith, BC V9G 1A2

Activity	Quantity
Recycling/Environmental Fee - 36 Inch Console	1.00
Service 36 Inch Executive Console	1.00

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