



MLA Travel Expenses

Paid in the period April 1, 2021 to September 30, 2021

For Members of Cabinet (the Premier, Ministers and Ministers of State), most travel expense claims are processed by the Ministry of Finance and this information is available on the Province of British Columbia [website](#). Occasionally, however, Members of Cabinet may need to submit travel expense claims (e.g. for Accompanying Person travel) to the Legislative Assembly of BC and in these cases redacted receipts will be included with the disclosure reports.

GST input tax credits are not included in the amounts of the travel expenses in this report and therefore, the amounts of the travel expenses in receipts do not agree to the amounts of the travel expenses in this report.

Invoice

HISTORICAL

Page 1/1
Invoice [REDACTED]
Date 2021-07-08

Legislative Assembly of British Columbia

Vendor:

[REDACTED]
Burnaby BC [REDACTED]

Document Number	Purchase Order Number	Vendor ID	Shipping Method	Payment Terms ID
[REDACTED]	[REDACTED]	[REDACTED]	PICKUP	NONE
Description: Melanie Mark, MLA				Amount \$233.15

Subtotal	\$233.15
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
Total Due	\$233.15

*Correct Coding from CD to Acc-Person
on July 4th 5, 2021 Trip to Victoria*

[REDACTED] - [REDACTED] - 3486 = (233.15)
[REDACTED] - [REDACTED] - [REDACTED] = 224.51
[REDACTED] - [REDACTED] - [REDACTED] = 8.64

[REDACTED]
July 19/21

Date	Description	Charges	Credits
07-04-21	Room Charge	199.00	
07-04-21	Destination Marketing Fee - 1%	1.99	
07-04-21	Municipal Tax - 3%	6.03	
07-04-21	Hotel Room Tax - 8%	16.08	
07-04-21	Goods and Services Tax - 5%	10.05	
07-05-21	Visa XXXXXXXXXXXXX [REDACTED] XX/XX		233.15
Total Charges		233.15	
Total Credits			233.15

Invoice

HISTORICAL

Page 1/1
Invoice [REDACTED]
Date 2021-07-09

Legislative Assembly of British Columbia

Vendor:

[REDACTED]
Burnaby BC [REDACTED]

Document Number	Purchase Order Number	Vendor ID	Shipping Method	Payment Terms ID
[REDACTED]		[REDACTED]	PICKUP	NONE
Description: Melanie Mark, MLA				Amount \$75.10

Subtotal	\$75.10
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
Total Due	\$75.10

Correct coding from CO
to Acc. Person Travel on July 4, 5, 2021

[REDACTED] - [REDACTED] - 3486 = (75.10)

[REDACTED] - [REDACTED] - [REDACTED] = 72.32

[REDACTED] - [REDACTED] - [REDACTED] = 2.78

Trip to
Victoria

[REDACTED]

July 19/21



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

Expense Reimbursement Form

Member (select from list): Mark, Melanie MLA

Date (DD/MMM/YY): 06-Jul-21

Payee name (Last name, First name):

[Redacted]

Payee address (if not paid by EFT): EFT

Invoice #

[Redacted]

Note:

If you are processing more than one reimbursement for the same payee on the same date, please enter the sequential reimbursement number (i.e. 1, 2, 3) in cell G17

[Redacted]

[Redacted]

SUPPLIER/DESCRIPTION	ACCOUNT/EXPENSE	TOTAL EXPENSE
Half Day / Sunday July 4 Vic	3486 - Out-of-Constituency Staff Travel	\$ 30.50
Breakfast Only / Monday July 5 Vic	3486 - Out-of-Constituency Staff Travel	\$ 27.00
Mileage - See mileage form	3486 - Out of Constituency Staff Travel	8.80
Mileage - See mileage form	3486 - Out of Constituency Staff Travel	8.80

REIMBURSEMENT TOTAL

\$

~~57.50~~

Total to account for Mileage - see form attached

75.10

PER DIEM RATES (use only one per day; max \$61)		
Full Day	\$	61.00
Half Day	\$	30.50
Breakfast Only	\$	27.00
Lunch Only	\$	27.00
Dinner Only	\$	36.00
Breakfast & Lunch Only	\$	39.50
Lunch & Dinner Only	\$	48.50
Breakfast & Dinner Only	\$	48.50
Incidentals Only	\$	14.50

- If the Payee is not currently set up for direct deposit, complete the Direct Deposit Form linked to below and submit it, with all requisite supporting documentation, to COexpenses@leg.bc.ca:

[Direct Deposit Form](#)

[Redacted]

- Please see the *Members' Guide to Policy and Resources* for additional information on

Per Diem Reimbursements:

[Members' Guide to Policy & Resources](#)

Revised March 11, 2019



Constituency Assistant Mileage Reimbursement Form

MLA	Mark, Melanie MLA
Expense Account	3486 - Out-of-Constituency Staff Travel
Payee Name	[Redacted]
Payee Address	EFT

Rate Per Kilometer	\$0.55
For Period	From 7/4/21 to 7/5/21
Total Kilometers	32.00
Total Reimbursement	\$17.60

Date (MM/DD/YY)	Starting Location	Destination	Description/Notes	Km	Reimbursement
July 4, 2021	[Redacted]	455 W Waterfron Rd Vancouver		16 \$	8.80
July 5, 2021	Vancouver	[Redacted]		16 \$	8.80
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				32	\$17.60

Note 1: Mileage between home and work (constituency office or nearby event) should not be claimed on this form
 Note 2: If a CA normally works at one constituency office yet has to travel to a second constituency office, the CA can claim the distance from their home to the second constituency office
 Note 3: The mileage reimbursement rate increased from \$0.54 per kilometre to \$0.55 per kilometre as of April 1, 2019. Any mileage prior to April 1, 2019 will automatically be calculated at \$0.54 per kilometre.

Mark, Melanie
 7/6/2021, 3:32 PM
 Approve

**MEMBERS OF THE LEGISLATIVE ASSEMBLY
TRAVEL CLAIM FORM**

MLA NAME: Melanie Mark		CONSTITUENCY: Vancouver-Mount Pleasant	
TRAVEL BY: (NAME IF OTHER THAN MLA; IF CA INCLUDE ADDRESS) [REDACTED] #1070 1641 Commercial Drive Vancouver BC V5L 3Ye		SPOUSE/DEPENDENT <input type="checkbox"/>	CONSTIT.ASSISTANT <input checked="" type="checkbox"/> yes
1 TRIP			
TRIP DETAILS:			
TRAVEL FROM: Vancouver		TO: Victoria	RETURN TRIP <input checked="" type="checkbox"/> yes

TRAVEL EXPENSES FOR REIMBURSEMENT

		DATES INCLUDING STARTING AND ENDING LOCATION	AMOUNT CLAIMED
MILEAGE (\$.55/KM)	KMS		\$
MILEAGE (\$.55/KM)	KMS		\$
AIRFARE/FERRY:			\$
OTHER EXPENSES: Accompanying travel [REDACTED] (Minister Mark paid with office Van City Visa) Helijet Van/Vic July 4, 2021 Vic/Van July 5, 2021			\$460.00
HOTEL:			\$
PER DIEM:			\$
TOTAL AMOUNT CLAIMED			\$460.00

Sunday, July 4, 2021

██████

██████ Vancouver Harbour (Downtown)

██████ Victoria Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Sale

Invoice ██████████

FARE-SummerSale2021_25% off \$239 \$170.48

+ GST \$8.52

Billing \$170.48

Taxes \$8.52

Grand Total \$179.00

Visa \$179.00

Monday, July 5, 2021

[REDACTED]

[REDACTED] Victoria Harbour (Downtown)

[REDACTED] Vancouver Harbour (Downtown)

35 minutes

Confirmed

Invoice [REDACTED]

FARE-SummerSale2021_25% off \$375 \$267.62

+ GST \$13.38

Billing \$267.62

Taxes \$13.38

Grand Total \$281.00

Visa \$281.00

**MEMBERS OF THE LEGISLATIVE ASSEMBLY
TRAVEL CLAIM FORM**

MLA NAME: Melanie Mark		CONSTITUENCY: Vancouver-Mount Pleasant	
TRAVEL BY: (NAME IF OTHER THAN MLA; IF CA INCLUDE ADDRESS)		SPOUSE/DEPENDENT <input type="checkbox"/>	CONSTIT.ASSISTANT <input type="checkbox"/>
TRIP DETAILS: Caucus Retreat			
TRAVEL FROM: Burnaby		TO: Chilliwack	RETURN TRIP <input checked="" type="checkbox"/>

TRAVEL EXPENSES FOR REIMBURSEMENT

		DATES INCLUDING STARTING AND ENDING LOCATION	AMOUNT CLAIMED
MILEAGE (\$.55/KM)	112 KMS	Sept 22, 2021 Burnaby to Chilliwack	\$61.60
MILEAGE (\$.55/KM)	110 KMS	Sept 24, 2021 Chilliwack to Burnaby	\$60.50
AIRFARE/FERRY:			\$
OTHER EXPENSES:			\$
HOTEL: [REDACTED] (2 nights) Sept 22 nd and 23 rd , 2021			\$208.80
PER DIEM: Thursday Sept 23, 2021 Dinner Friday Sept 24, 2021 lunch			\$63.00
TOTAL AMOUNT CLAIMED			\$393.90

Date	Description	Quantity	Unit Price	Total (CAD)
9/22/2021	Room Charge	1	90.00	90.00
9/22/2021	GST Taxes	1	4.50	4.50
9/22/2021	Room Tax PST	1	7.20	7.20
9/22/2021	Municipal Room Tax	1	2.70	2.70
9/23/2021	Room Charge	1	90.00	90.00
9/23/2021	GST Taxes	1	4.50	4.50
9/23/2021	Room Tax PST	1	7.20	7.20
9/23/2021	Municipal Room Tax	1	2.70	2.70
Total invoice				208.80