

Employee Travel Claim Form

Claimant Name (Last Name, First Name): Ryan-Lloyd, Kate

Allocation Amount	Traveler
617.05	Ryan-Lloyd, Kate
-	
-	
-	
-	

RAP Presentation to the BC Court of Appeal April 4, 2025 - Vancouver

Description	Traveler	Amount
April 4: Harbour Air Vic-Van	Ryan-Lloyd, Kate	249.00
April 4: Harbour Air Van-Vic	Ryan-Lloyd, Kate	295.99
April 4: Harbour Air Van-Vic	Ryan-Lloyd, Kate	50.00
April 4: Mileage Home-HarbourAir, 6 km	Ryan-Lloyd, Kate	3.78
April 4: Mileage HarbourAir-Home, 6 km	Ryan-Lloyd, Kate	3.78
April 4: Per-Diem, Incidentals Only	Ryan-Lloyd, Kate	14.50





Statement

Account Name: RYAN-LLOYD, KATE Card Number: xxxx-xxxx

Company Name: PROVINCE OF BC TRAVEL Account Limit: \$ Employee ID: Available Credit: \$

Statement Date (MM/DD/YYYY): 04/03/2025 Currency: CANADIAN DOLLAR

Payment Due Date (MM/DD/YYYY): 04/30/2025 Past Due Balance: \$ 0.00

New Account Balance:

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Please Note: The non-highlighted transactions have already been reimbursed, as the services received were prior to 24/25 FYE. This claim is only relating to the highlighted transactions, which were for services received after the FY25/26 began.

Previous Balance: \$ 0.00
Payments: \$ 0.00
Adjustments: \$ 0.00
Net Purchases: \$ 0.00
Fees: \$ 0.00
Other Charges: \$ 0.00
New Account Balance:

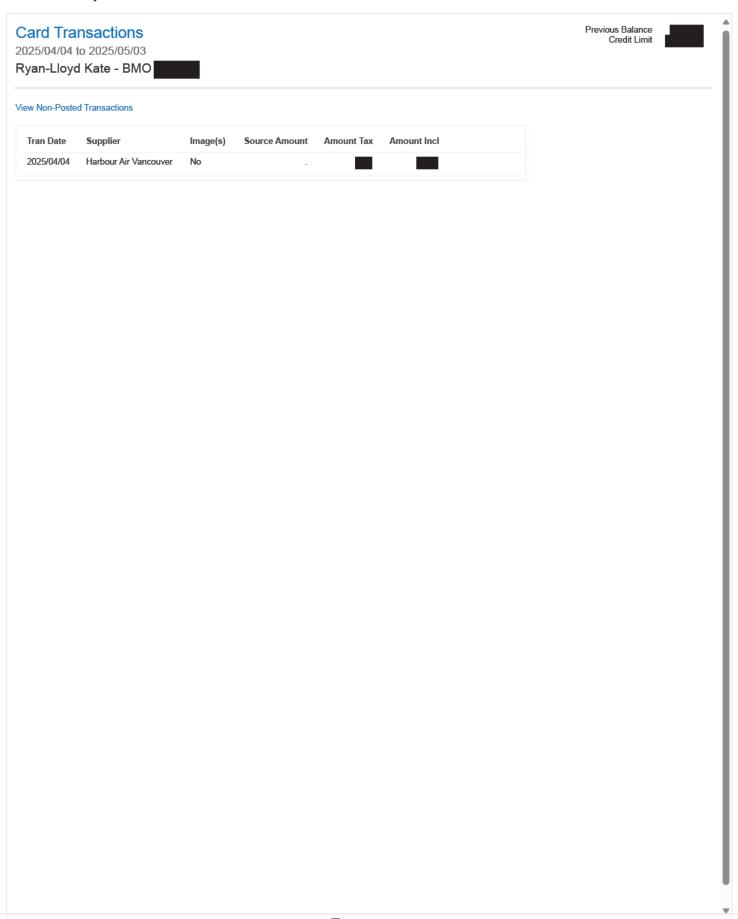
Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
03/17					
03/17					
03/17			4		
03/27	03/28	HARBOUR AIR RESERVATIO RICHMOND BC	\$ 222.32	\$ 26.68 (e)	\$ 249.00
03/27	03/28	HARBOUR AIR RESERVATIO RICHMOND BC	\$ 264.28	\$ 31.71 (e)	\$ 295.99
03/28					

TOTAL CREDITS XXXX-XXXX-XXXX

TOTAL DEBITS XXXX-XXXX-XXXX

\$ 0.00



From: reservation@harbourair.com

To:

Subject: Flight Itinerary. Thanks for choosing Harbour Air!

 Date:
 March 27, 2025

 Attachments:
 10518598.pnq

10518599.pnq



Thank you for choosing Harbour Air! To ensure your experience is as easy and enjoyable as possible, please review this email in full, along with the booking information, and fare conditions prior to arrival.

If you require changes to your reservation prior to travel, log into your account using your HAS# at www.harbourair.com to make changes 24 hours, 7 days a week.

We look forward to welcoming you aboard!



Friday, April 4, 2025	Invoice	
	Air Transportation Charges	
	Sked 200 : (5) Comfort	\$197.27
Departure:	Sked 200 : Fuel Surcharge	\$11.00
» Directions	Sked 200 : Sustainability Fee	\$1.18
	Sked 200 : Vancouver Terminal Fee	\$4.00
Arrival: Vancouver Harbour	Sked 200 : Victoria Terminal Fee	\$12.85
» Directions	Taxes, Fees and Charges	
35 minutes	Sked 200 : VHFC Terminal Fee	\$10.85
	+ Goods and Services Tax	\$11.85
KK - Confirmed	Optional Service Charges	

All Skeds - Baggage : Comfort Baggage Fee (2024) \$0.00 Nate Ryan-Lloyd, Female Billing \$237.15 Add to Calendar Taxes \$11.85 Grand Total \$249.00

Comfort Terms & Conditions

Checking-in (Float Operations):

- Recommended check-in time: 40 minutes before scheduled departure.
- Check-in cutoff time: 20 minutes before scheduled departure.

Checking-in (Wheeled Operations):

- Check-in opens: 60 minutes before scheduled departure time at the airport.
- Check-in cutoff time: 25 minutes before scheduled departure.

Baggage:

- Guaranteed Baggage is 25 lbs per passenger.
- Baggage over 25lbs is subject to a fee of \$3/lb (taxes included) and travels on a spaceavailable, standby basis.
- Note third-party bookings may have different baggage terms and conditions.

Boarding:

 All passengers 18 years and above must present either one piece of valid, non-expired government issued photo identification, or two pieces of valid, non-expired governmentissued identification without a photograph.

More Information:

Please review <u>Fare Details</u> (https://harbourair.com/fares/) and <u>Booking Conditions</u> (https://www.harbourair.com/booking-conditions/).

Change & Cancellations on Comfort

Cancellations by the Passenger:

More than 24 hours prior to scheduled departure time: Cancellations are eligible for refund to HA Credit subject to a \$25 cancellation fee for all refundable fares, fees and taxes. HA Credit is valid for 12 months following the cancellation date.

• Less than 24 hours prior to scheduled departure time: Cancellations are not elig ible for refund.

Changes by the Passenger:

- More than 24 hours prior to scheduled departure time: Reservations can be changed to same tier, or higher. Passengers must pay for any difference in fare and \$25 change fee.
- Day-of, up to 1 hour before scheduled departure: Reservations can be changed to another same-day flight on the same tier for same-day \$50 change fee.

	Grand Total	\$295.99
Add to Calendar	Taxes	\$14.09
	Billing	\$281.90
. Kate Ryan-Lloyd, Female		
1 Passenger(s) - Comfort	All Skeds - Baggage : Comfort Baggage Fee (2024)	\$0.00
KK - Confirmed	Optional Service Charges	
35 minutes	+ Goods and Services Tax	\$14.09
	Sked 200 : VHFC Terminal Fee	\$10.85
» Directions	Taxes, Fees and Charges	
Arrival: Victoria Harbour	Sked 200 : Victoria Terminal Fee	\$12.85
A materials	Sked 200 : Vancouver Terminal Fee	\$4.00
» Directions	Sked 200 : Sustainability Fee	\$1.18
Departure: Vancouver Harbour	Sked 200 : Fuel Surcharge	\$11.00
	Sked 200 : (3) Comfort	\$242.02
	Air Transportation Charges	
Friday, April 4, 2025	Invoice	

Checking-in (Float Operations):

- Recommended check-in time: 40 minutes before scheduled departure.
- Check-in cutoff time: 20 minutes before scheduled departure.

Checking-in (Wheeled Operations):

- Check-in opens: 60 minutes before scheduled departure time at the airport.
- Check-in cutoff time: 25 minutes before scheduled departure.

Baggage:

- Guaranteed Baggage is <u>25 lbs</u> per passenger.
- Baggage over 25lbs is subject to a fee of \$3/lb (taxes included) and travels on a spaceavailable, standby basis.
- Note third-party bookings may have different baggage terms and conditions.

Boarding:

 All passengers 18 years and above must present either one piece of valid, non-expired government issued photo identification, or two pieces of valid, non-expired governmentissued identification without a photograph.

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- Day-of, up to 1 hour before scheduled departure: Reservations can be changed to another

same-day flight on the same tier for same-day \$50 change fee.

Thank you for choosing Harbour Air!

We look forward to welcoming you aboard and getting you to your destination on schedule. We proudly maintain a 98% reliability factor, however it is important to note that flights can be disrupted due to adverse weather conditions. Prior to arrival, should you have any questions regarding the status of your flight we encourage you to review our website or contact us.

Air Passenger Protection Regulations Notice:

If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the *Air Passenger Protection Regulations*. For more information about your passenger rights please contact Harbour Air, or visit the Canadian Transportation Agency's website.

Passenger rights and flight interruptions

Customer Contact Centre: 1.800.665.0212

www.harbourair.com

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Employee Travel Claim Form

Claimant Name (Last Name, First Name): Ryan-Lloyd, Kate

Allocation Amount	Traveler
275.53	Ryan-Lloyd, Kate
-	
-	
-	

Visit to the Tsawwassen First Nation Legislature June 5 - Tsawwassen, BC

Description	Traveler	Amount
BC Ferry Vic-Delta	Ryan-Lloyd, Kate	105.00
BC Ferry Delta-Vic	Ryan-Lloyd, Kate	105.00
Mileage: Parliament Bldg. to Vic Ferry, 39 km	Ryan-Lloyd, Kate	24.57
Mileage: Van Ferry to TFN, 5 km	Ryan-Lloyd, Kate	3.15
Mileage: TFN to Van Ferry, 5km	Ryan-Lloyd, Kate	3.15
Mileage: Vic Ferry to Home, 32 km	Ryan-Lloyd, Kate	20.16
Per Diem: Incidentals	Ryan-Lloyd, Kate	14.50



Total Claim Amount: 275.53

\$ 0.00



Statement

Account Name: RYAN-LLOYD, KATE Card Number: xxxx-xxxx

Company Name: PROVINCE OF BC TRAVEL Account Limit: \$

Employee ID: Available Credit: \$

Statement Date (MM/DD/YYYY): 06/03/2025 Currency: CANADIAN DOLLAR

Payment Due Date (MM/DD/YYYY): 06/30/2025 Past Due Balance: \$ 0.00

New Account Balance:

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance: \$ 0.00
Payments: \$ 0.00
Adjustments: \$ 0.00
Net Purchases: \$ 0.00
Cash Advance: \$ 0.00
Fees: \$ 0.00
Other Charges: \$ 0.00
New Account Balance:

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
05/22	05/23	BCF - ONLINE SALES & B VICTORIA BC	\$ 187.50	\$ 22.50 (e)	\$ 210.00
05/30					
05/31					

TOTAL CREDITS xxxx-xxxx-xxxx

TOTAL DEBITS xxxx-xxxx-xxxx

BOOKING CONFIRMATION



Booking reference:

Date issued: 22/May/2025

Booked by: BC FERRIES PUBLIC WEBSITE

Booking Holder
Kate Ryan-Lloyd
:
-

DEPARTS	TIME/DATE	ARRIVES	TIME/DATE
Victoria (Swartz Bay)	05/Jun/2025	Vancouver (Tsawwassen)	05/Jun/2025

Fare type: Prepaid

Ferry:

	Fare Information	
1x	20 ft. (6.10 m) Under height passenger vehicle	\$85.00
1x	12+ years	\$20.00
	Total	\$105.00
	Amount paid	\$105.00
Du	e at terminal:	\$0.00

The Canada Revenue Agency (CRA) and Province of British Columbia regard the supply of ferry services as GST and PST exempt. BC Ferries charges 5% GST as required under the applicable legislation on ancillary services such as cabin rentals, specialty lounges, food and retail services.

Check in with the ticket agent 30 to 60 minutes prior to scheduled departure

BOOKING CONFIRMATION



Booking reference:

Date issued: 22/May/2025

Booked by: BC FERRIES PUBLIC WEBSITE

Booking Holder
Kate Ryan-Lloyd
-
-

DEPARTS	TIME/DATE	ARRIVES	TIME/DATE
Vancouver (Tsawwassen)	05/Jun/2025	Victoria (Swartz Bay)	05/Jun/2025

Fare type: Prepaid

Ferry:

Fare Information			
1x	20 ft. (6.10 m) Under height passenger vehicle	\$85.00	
1x	12+ years	\$20.00	
	Total	\$105.00	
	Amount paid	\$105.00	
Due at terminal:		\$0.00	

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Check in with the ticket agent 30 to 60 minutes prior to scheduled departure



RECEIPT - PLEASE RETAIN

Date of purchase: 22/May/2025

Booked by: BC FERRIES PUBLIC WEBSITE

Booking number(s):

GST number: 894623206

Purchase amount: \$210.00 (CAD)

Card type: Card ending:

Authorization #:

BC Ferries' Cancellation/Change policies

British Columbia Ferry Services Inc.
Customer Service Centre
Suite 500 – 1321 Blanshard Street, Victoria BC, V8W 0B7
1-888-BC-FERRY (1-888-223-3779)

bcferries.com | Contact & customer support

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Tsawwassen To Swartz Bay **BCFerries**

Suite 500 - 1321 Blanshard Street Victoria BC Canada VBW 087

LANE 41

RECEIPT - PLEASE RETAIN

PURCHASE 2025/06/05 BOOKING- 1 REF#: 3

Prepaid

20' Undersize Vehicl 85.00 1 Adult 20.00 Total Prepaid 105.00

CHANGE DUE

0.00





Suite 500 - 1321 Blanshard Street Victoria BC Canada VBW 087

LANE 01

RECEIPT - PLEASE RETAIN

PURCHASE 2025/06/05 BOOKING D REF#: 4

Prepaid

20' Undersize Vehicl 85.00 1 Adult 20.00 Total Prepaid 105.00

CHANGE DUE

0.00

