

File No.: 04-1000-20-2017-382

November 16, 2017

s.22(1)

Dear s.22(1)

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am responding to your request of October 11, 2017 for:

Copies of any and all expense reports and receipts for costs claimed by Mayor Gregor Robertson and all staff, contractors, friends and relatives who accompanied the mayor for the trip to China in September. (Expenses include, but are not limited to, air and ground travel, accommodation, telephone and internet, food and beverage, entertainment, and gifts with associated receipts and invoices.)

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.17(1) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00

Please note: for ease of clarity a combined expense claim (response package) has been provided as the Mayor traveled to both Australia and China in the same trip. This response package is also responsive to FOI # 2017-383.

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (#04-1000-20-2017-382); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Please do not hesitate to contact the Freedom of Information Office at foi@vancouver.ca if you have any questions.

Yours truly,



Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4
Phone: 604 .873.7999
Fax: 604.873.7419

Encl.

:cf

CITY OF VANCOUVER

FOI 2017-382 & 2017 - 383

Summary of Mayor Robertson & Staff's costs to China & Australia trip in September 2017

Sum of \$ Traveler	Country	Type Airfare	Ground Transportation	Hosting Expense	Per Diem	Accommodation	Recovery	Grand Total
Gregor Robertson	Australia		54.04	70.17	279.78	0.00		403.99
	China				174.86	763.94	(763.94)	174.86
Gregor Robertson Total			54.04	70.17	454.64	763.94	(763.94)	578.85
Naveen Girn	Australia	1,156.17	18.04		249.80	474.72		1,898.73
	China	589.40	107.36		219.82	763.94		1,680.52
Naveen Girn Total		1,745.57	125.40		469.62	1,238.66		3,579.25
Grand Total		1,745.57	179.44	70.17	924.26	2,002.60	(763.94)	4,158.10

TCV No.	MAYR
	17 19

**City of Vancouver
Travel Claim Form**
(For Travel Outside of Metro Vancouver)

For AP Department Use Only	
Vendor #	
SAP Doc #	

Name	<u>Gregor Robertson</u>	Date	<u>27-Sep-17</u>
Title	<u>Mayor</u>	Department	<u>Mayor's Office</u>
Phone	<u>8-7622</u>	Employee No.	<u>S.22(1)</u>
		Division	

Purpose of Travel: VEC Business Mission trip & City Talks - Sydney - Australia (use drop down)

Destination: Beijing/Sydney/Vancouver **International**

Type of Travel:

Conference Business Training

Travel Time: Start Date/Time: 4-Sep-17 End Date/Time: 14-Sep-17

Number of Days: 10 days (1/2 day before or after noon)

(If travel time extends beyond 1 day before and / or after conference or meeting dates please explain)

Travel Expenses All expenses to be shown in \$CDN (use Conversion Worksheet)	Account Code			Estimate	Total Actual	P-Card/Ghost/ Advanced	3rd Party Reimbursement
	Bus Area	CC/Order/WBS	Cost Element				
Airfare: (include: baggage/seat fee(s) / travel insurance)	9200	40023225	536040	-			
Car Rental:	9200		536040	-			
Ground Transportation:	9200	40023225	536040	-	54.04	36.00	
Parking:	9200		536040	-			
Accommodation in Beijing paid by Naveen	9200	40023225	536040		269.36		
Accommodation: # of nights							
Per Diem:							
Less: # of meals provided							
Breakfast (\$10)				4	(59.95)		
Lunch (\$15)				6	(134.89)		
Dinner (\$25)				6	(224.82)		
Other: <u>Hosting expenses</u>	9200	40023225	536040	-	70.17	70.17	
Other:	9200		536040	-			
Registration Fee: (Please attach original and a copy of registration form)	9200		536040	-			
Total Expenses				(419.66)	1,342.79	600.75	763.94
Less: Paid by P-Card/Ghost/Advanced					600.75		
Net Amount Owing To/(From) Traveller					472.68		
Amount owing to Naveen Girn					269.36		
For 3rd Party Reimbursements to the City, attach a copy of the City's AR invoice.							763.94

Check here if separate cheque required

Pay to:

Address:

Notes: Net Travel Costs Paid by City: \$578.85

Original receipts with Mastercard

Airfare and hotel accommodation booked by the organizers

Amount owing to Naveen Girn \$ 269.36

Pre-Travel Authorization

Travel on City business is hereby authorized for the above noted employee subject to the estimated cost and the provisions of the City's Travel Policy.

Signature _____ Date _____
General Manager or designate (Print Name)

Post - Travel Certification

I hereby certify that the above stated travel and/or training expenses are in accordance with the City's travel policy.

(1) Gregor Robertson Signature Employee Name Date OCT 26, 2017

I concur with the expenses claimed

(2) _____ Signature Manager/Supervisor Name Date _____

(3) Sadhya Johnston Signature General Manager or designate Date OCT 3 2017

TCV Prepared by:

Lorraine Sebastian

Updated : Jun 2016

City of Vancouver

Conversion Worksheet for Travel Expenses

Exchange Rate Conversion : <http://www.bankofcanada.ca/rates/exchange/10-year-converter/>

Name Gregor Robertson
 Title Mayor

Date 27-Sep-17
 Department Mayor's Office

TCV No. MAYR-17-019

Airfare
 Airport Improvement Fee
 Car Rental
 Ground Transportation
 Accommodations - No. of nights
 Per Diem US \$70 per day for 10 days
 Registration/Conference Fee
 Business Telephone Calls
 Other (Specify) Hosting expenses

Note : amounts for Accommodation & Hosting
 expenses taken from Pcard Statement

Total Actual	Exchange Rate	Expenses in \$CDN
		0.00
		0.00
		0.00
18.00	1.00240	18.04
494.58		494.58
700.00	1.24900	874.30
		0.00
		0.00
70.00	1.00240	70.17
		0.00
		0.00
		0.00
		0.00



Enter these numbers in Travel Expense Claim Form

Note:

Ground Transportation/ Accommodation & Hosting expenses conversion taken as per Pcard statement
 Per diem conversion taken @ 1.2490 from Sept 4 - 14

CITY OF VANCOUVER					
Spread Sheet for Travel Expenses					
Name	Gregor Robertson			Date	27-Sep-17
Title	Mayor			Department	Mayor's Office
TCV No.	<u>MAYR-17-019</u>				
		<u>CHINA</u>	<u>SYDNEY</u>		
	Airfare paid by Organizers	0.00	0.00		
	Ground Transportation	0.00	54.04		
	Hotel accommodation	763.94	0.00		
	Per diem China Sept 4 - 8 (5 days)	437.15	0.00		
	Per Diem Sydney Sept 9-14 (5 days)	0.00	437.15		
	Travel days Sept 4/9/14				
	Meals provided			<u># of meals provided</u>	
	Breakfast	(44.95)	(15.00)	3	1
	Lunch	(67.44)	(67.45)	3	3
	Dinner	(149.88)	(74.94)	4	2
	Hosting expenses - Mayor Robertson - AUD 70.00		70.17		
	TOTAL	\$938.82	\$403.97		
	Note:				
	Hotel accommodation & Breakfast meeting amount taken from Pcard Statement				
	Per diem conversion taken @1.2490 from Sept 4 - 14				



中国北京朝阳门外大街乙12号 邮政编码: 100020
 B12, ChaoyangmenWai Street, Beijing, P.R.China Post
 Code: 100020
 电话Telephone: (86-10) 5828 5588
 传真Fax: (86-10) 5828 5589
 网址Website: WWW.Kuntairoyalhotel.com
 电子邮件E-mail: public@Kuntairoyalhotel.com

GREGOR ANGUS BETHUNEROBERTSON

Room No. : 1116
 Page No. : 1 of 1
 Folio No. :
 Cashier : 307 FOANSON
 Date : 09/07/17 06:43:40

Company Nam : Beijing Xin Chuan De Guo Ji Ban Quan
 Arrival Date : 09/05/17
 Departure Date : 09/07/17

Date	Description	Reference	Charge	Credits
09/05/17	-Package Charge	30125479	660.38	
09/05/17	Room Charge-VAT 6%		39.63	
09/06/17	-Package Charge	30151304	660.38	
09/06/17	Room Charge-VAT 6%		39.63	
09/07/17	Room Charge Supplement ADJ		-0.02	
09/07/17	Balance Transfer FR 1115	GIRN NAVEENDAR SINGH #1115=>ROBERTSON GREGOR ANGUS BETHUNE #1116	1,400.00	
09/07/17	CC-Master	s.17(1)		2,800.00
Total			2,800.00	2,800.00
Balance			0.00	CNY

Conversion rate:
 CNY 1400/- @ 0.1924
 = \$269.36

签字Signature :

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be help personally liable in the event that the indicated person, company, association or credit card issuer fails to pay for any part of the full amount of these charges. IF a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer. Any business with our hotel at May 1st 2016. We will fill the invoice when you check out. However, we are not going to refill the invoice after May 1st 2016.

本人同意上述账单真实有效, 并且在本人所指定的, 应对该付款承担责任的个人、公司、其他机构或信用卡发卡没有承担责任的情况下, 承担个人责任。如果信用卡支付, 本人同意履行与发卡行签订的全部条款。2016年5月1日起在酒店发生的业务活动需在离店结账时开具发票, 逾期将不再补开。



FOUR SEASONS
HOTEL
SHANGHAI

Mayor Gregor Angus Beihune Robertson
Vancouver City Hall
453 West 12th Avenue
Vancouver BC V5Y 1V4

Room No. : 2516
Arrival : 09/07/17
Departure : 09/09/17
Page No. : 1 of 1
Folio No. : 843704
Conf. No. : 34465300
Cashier No. : 146
User ID : QUEENA.CHEN
09/09/17

INFORMATION INVOICE

A/R Number :
Group Code : VANCOSEP0717
Company Name : Shanghai Municipal Foreign A'

Date	Text	Reference	Charges RMB	Credits RMB
09/07/17	Group - Vancouver Mayor Seq		1,285.01	
09/08/17	Group - Vancouver Mayor Seq		1,285.01	
09/09/17	Master Card			2,570.02
	s.17(1)	XX/XX		
Total			2,570.02	2,570.02
Balance			0.00	RMB

Guest Signature _____

Merchant ID 104290070113942 Credit Card # **s.17(1)**
Transaction ID 33471451 Credit Card Expiry : XX/XX
Approval Code 112825 Capture Method : Swiped
Approval Amount : 2570.02 Transaction Amount : 2570.02

*conversion as per Rand statement
CNY 2570.02 @ 0.1924 =
CAD \$ 494.58*



ABN 18 804 239 602

COMMONWEALTH BANK EFTPOS
TRANSPORT FOR NSW
TOWN HALL 3

TERMINAL 11430700
REFERENCE 172368

CUSTOMER COPY

CARD NO: s.17(1)

EXPIRY DATE:

AID: A0000000031010

ATC:562 TVR:0080008000

CSN:01 5E4D878647E49034

14 SEP 2017 08:13

VISA CREDIT

CREDIT
PURCHASE \$18.00
TOTAL AUD \$18.00

APPROVED 00
AUTH NO: 003189
POS REF NO: 2188

ITEM: SINGLE TRIP
OPAL NO:XXXXXXXXXXXXXXXXXX
SALES REF: 218817
MACHIN 14

Conversion - AUD \$18.00 @ 1.0024
= CAD 18.04

7a.

SUNSHINE CABS # 22
1465 RUPERT ST
NORTH VANCOUVER BC

CARD **s.17(1)**
CARD TYPE MASTERCARD
DATE 2017/09/14
TIME 0313 08:49:35
CLERK ID 6695
RECEIPT NUMBER
C85064435-001-045-002-0

PURCHASE
AMOUNT \$31.00
TIP \$5.00
TOTAL
\$36.00

MasterCard
A0000000041010
0DF8FA207ACCC8EB
0000008000-E800
D9205ADCE2423D61

APPROVED
AUTH# 114935 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

7b.
Breakfast Meeting

Grounds of The City
488 George Street, The
Galleries
Sydney NSW 2000

CUSTOMER COPY

Tyro Payments EFTPOS

MasterCard
Card: **s.17(1)** (c)

Purchase AUD \$70.00
APPROVED 00

Terminal ID: 9
Transaction Ref: 299024
Authorisation No: 201646
12 Sep 2017 at 10:16 AM
Retain copy for your records

*Conversion taken as per
PC card statement
AUD \$70.00 @ 1.0024
CAD \$ 70.17.*

**VANCOUVER ECONOMIC COMMISSION
EXPENSE REPORT**

* amounts in CAD

Accounting Personnel	
Source: _____	Received on: _____

Name: CITY OF VANCOUVER - Gregor Robertson

Project: Executive - International Busines

Expense Period From: Sept 7 2017

To: Sept 9 2017

Item #	Date	Detailed Description	Bus/Taxis/ Skytrain/Car Rental	Meals/ Per Diem	Parking	Airfare	Hotel	Others
			5082	5118 / 5080	5072	5076 / 5078	5074	
1	Sep 27, 2017	Hotel accommodation at Kuntal Group - Royal Hotel					269.36	
2		Beijing - from Sept 05, 2017 to Sept 07, 2017						
3	Sep 27, 2017	Hotel accommodation at the Four Seasons Hotel from					494.58	
4		September 07, 2017 to September 09, 2017						
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
Totals:			-	-	-	-	763.94	-
GST								

MILEAGE		
KM	Rate*	Total
	\$0.54	
Starting Location:	Ending Location:	

* Rate subject to changes in accordance with the reimbursable mileage rate published on the Canada Revenue Agency (CRA) site

Summary			
Total expenses	\$763.94	Preparer signature: <u><i>dBebastian</i></u>	Budget Code: _____
Less cash advance		Date prepared: <u>4-Oct-17</u>	Director signature: _____
Net claim	<u>\$ 763.94</u>	Project Lead signature: _____	CEO signature: _____

TCV No.	MAYR
	17 20

**City of Vancouver
Travel Claim Form**
(For Travel Outside of Metro Vancouver)

For AP Department Use Only	
Vendor #	
SAP Doc #	

Name: Naveen Girm Date: 27-Sep-17
 Title: Director of Community Relations Department: Mayor's Office
 Phone: 8-7410 Employee No.: s.22(1) Division: _____

Purpose of Travel: VEC Business Mission trip & City Talks - Sydney - Australia (use drop down)
 Destination: Beijing/Sydney/Vancouver **International**

Type of Travel:
 Conference
 Business
 Training

Travel Time: Start Date/Time: 4-Sep-17 End Date/Time: 14-Sep-17
 AM PM Number of Days: 10 days
 AM PM (1/2 day before or after noon)

(If travel time extends beyond 1 day before and / or after conference or meeting dates please explain)

Travel Expenses All expenses to be shown in \$CDN (use Conversion Worksheet)	Account Code			Estimate	Total Actual	P-Card/Ghost/ Advanced	3rd Party Reimbursement
	Bus Area	COOrder/WBS	Cost Element				
Airfare: (include: baggage/seat fee(s) / travel insurance)	9200	40036584	536040	-	1,745.57	1,745.57	
Car Rental:	9200		536040	-		-	
Ground Transportation:	9200	40036584	536040	-	125.40		
Parking:	9200		536040	-		-	
Internet / WiFi:	9200		536040	-		-	
Accommodation: # of nights					1,238.66	474.72	
Per Diem: <u>US \$ 70</u>				10.0	874.30		
Less: # of meals provided							
Breakfast (\$10)				3	(44.96)		
Lunch (\$15)				6	(134.90)		
Dinner (\$25)				6	(224.82)		
Other: <u>Meals purchased</u>	9200	40023225	536040	-			
Other:	9200		536040	-		-	
Registration Fee: (Please attach original and a copy of registration form)	9200		536040	-		-	
Total Expenses				(404.69)	3,579.25	2,220.29	0.00
Less: Paid by P-Card/Ghost/Advanced					2,220.29		
Net Amount Owing To/(From) Traveller					1,358.96		

Check here if separate cheque required
 Pay to: _____
 Address: _____

For 3rd Party Reimbursements to the City, attach a copy of the City's AR invoice. 0.00

Notes: Net Travel Costs Paid by City: \$3,579.25
Please see detailed work sheet attached

Pre-Travel Authorization
 Travel on City business is hereby authorized for the above noted employee subject to the estimated cost and the provisions of the City's Travel Policy.

 Signature General Manager or designate Date
 (Print Name)

Post - Travel Certification
 I hereby certify that the above stated travel and/or training expenses are in accordance with the City's travel policy.

(1) Naveen Girm 27 Sep 2017
 Signature Employee Name Date

(2) Kevin Quinlan 26 Oct 2017
 Signature Manager/Supervisor Name Date

(3) _____
 Signature General Manager or designate Date

City of Vancouver

Conversion Worksheet for Travel Expenses

Exchange Rate Conversion : <http://www.bankofcanada.ca/rates/exchange/10-year-converter/>

Name Naveen Girn
 Title Director of Community Relations

Date 27-Sep-17
 Department Mayor's Office

TCV No. MAYR-17-020

Airfare
 Airport Improvement Fee
 Train ticket
 Ground Transportation
 Accommodations - No. of nights
 Per Diem US \$ 70 per day for 10 days
 Registration/Conference Fee
 Business Telephone Calls
 Other (Specify)

Total Actual	Exchange Rate	Expenses in \$CDN
		0.00
		0.00
558.00	0.19240	107.36
18.00	1.00240	18.04
1,238.06		1,238.06
700.00	1.24900	874.30
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00



Enter these numbers in Travel Expense Claim Form

Note:

Ground transportation conversion taken @ 1.00240 per AUD (18 AUD \$ = CAD \$ 18.04)
 Per Diem conversion taken @1.2490 per CAD
 Hotel accommodation for China taken @ 0.1924 per CNY
 Hotel Coronation in Sydney taken as per Master card
 Naveen paid for both Mayor Robertson & Naveen's accommodation in China - Beijing Kuntal Group

2

CITY OF VANCOUVER					
Spread Sheet for Travel Expenses					
Name	Naveen Girm	Date	#####		
Title	Director of Community Relations	Department	Mayor's Office		
TCV No.	MAYR-17-020				
		CHINA	SYDNEY		
Airfare - Air Canada - \$ 1059.31 + \$36.75)	1,096.06				
Airfare (Quantas - \$566.76+\$46.00+\$36.75)			649.51		
Total Air Fare				1,745.57	
Train Ticket purchased in China 558*0.1924	107.36				
Ground Transportation in Sydney(AUD 18 *1.0024)			18.04		
Total Ground Transportation				125.40	
China Hotel Accommodation - Beijing Kuntal Group - \$ 269.36 & Four Seasons Hotel - \$ 494.58	763.94				
Hotel accommodation in Sydney -Hotel Coronation \$ 517.09			474.72		
Total Hotel Accommodation				1,238.66	
Per diem China Sept 4 - 8 (5 days)	437.15		-		
Per Diem Sydney Sept 9-14 (5 days)			437.15		
Total Per Diem for 10 days @ US 70/- per day				874.30	
Meals provided				# of meals provided	
Breakfast			(44.96)		3
Lunch	(67.45)	(67.45)		3	3
Dinner	(149.88)	(74.94)		4	2
TOTAL	\$2,187.18	\$1,392.07			
GRAND TOTAL	\$3,579.25				
Note:					
Hotel accommodation for China taken @ 0.1924 per CNY					
Hotel accommodation for Sydney taken @ 1.0024 per AUD					
Per diem conversion taken @ 1.249 from Sept 4-14					

3



Printable Version

****Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.****

After hour service: 1-800-206-1482 and quote membership code S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialing internationally.

****Calls to the Emergency Line may result in a service charge****



Travel

UNIGLOBE Travel
300-1444 Alberni Street
Vancouver BC V6G 2Z4
Phone: 604 688-3551 / 800-663-0208
Fax: 604 688-1012

laural@uniglobeone.com
Direct Line: 604-639-2543

Passenger(s): Ginn/Naveen Singh Mr
Ref: MAYR-17-020
Invoice No.: 1752945
Issue Date: Monday, August 21, 2017
Billing: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

Trip Record Locator: JQLSZI
Agent: Laura Loconte
Deliver: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR AIR CANADA FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.

- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.

AIR - Monday September 4 2017

Air Canada Flight AC29 Economy Class Check In Confirmation: Q77LBV

Depart: 12:20, Monday, September 4
Vancouver Intl Airport-Terminal Main
Vancouver, British Columbia, Canada

Arrive: 14:10, Tuesday, September 5
Beijing Capital Intl. Arpt.
Terminal 3
Beijing, China

Status: Confirmed
 Booking Code: K (Economy)
 Equipment: Boeing 777-300ER
 Duration: 10 hours 50 minutes
 Meal: Lunch, Meal
 Remarks: You are booked in Tango class

Stops: Non-stop
 Seat: 42C Confirmed
 ETicket No.: 0145700902997

Weather Flight Status (up to 3 days prior)

AIR - Saturday September 9 2017

Qantas Airways Flight QF130 Economy Class Check In Confirmation: PJJU5C

Depart: 19:55, Saturday, September 9
PuDong Airport-Terminal 1
Shanghai, China

Arrive: 08:30, Sunday, September 10
Kingsford Smith Arpt.
Terminal 1 Intl.
Sydney, New South Wales, Australia

Status: Confirmed
 Booking Code: N (Economy)
 Equipment: Airbus Industrie A330-300
 Duration: 10 hours 35 minutes
 Meal: Dinner, Refreshment

Stops: Non-stop
 Seat: Assigned at Check In
 ETicket No.: 0815700902998

Weather Flight Status (up to 3 days prior)

HOTEL - Sunday September 10 2017

Hilton Sydney Check In Confirmation: 3373455183

Check In: Sunday, September 10
Address: 488 George Street
Sydney 2000

Check Out: Thursday, September 14

Phone: 61-2-92662000
Rate: **AUD399.00 p/night plus taxes and/or additional fees**

Fax: 61-2-9265-6065

Status: Confirmed
 No. of Nights: 4
 Room Description: King Hilton Guestroom Plus. City Views, Contemporary Guest.
 Cancel Policy: 01D cancel 1 days prior to arrival
 Guaranteed for late arrival: Yes

No. of Rooms: 1

Requested Additional Info: ZD

Remarks: If booking a Government rate must present Government ID or Govt contract at check in
Valid credit card in the name of the guest is required
At time of check-in

Weather Driving Directions

*Cancelled
Resent*

AIR - Thursday September 14 2017

Air Canada Flight AC34 Economy Class **Check In Confirmation: Q77LBV**

Depart: 10:10, Thursday, September 14
Kingsford Smith Arpt.
Terminal 1 Intl.
Sydney, New South Wales, Australia

Arrive: 07:30, Thursday, September 14
Vancouver Intl Airport-Terminal Main
Vancouver, British Columbia, Canada

Status: Confirmed

Booking Code: K (Economy)

Equipment: Boeing 777-200LR **Stops:** Non-stop

Duration: 14 hours 20 minutes **Seat:** 33A Confirmed

Meal: Breakfast, Meal **ETicket No.:** 0145700902997

Remarks: You are booked in Tango class

[Weather](#) - [Flight Status \(up to 3 days prior\)](#) - [Dining Reservations](#)

Invoice Details

Transaction / Document	Base	Tax	GST/HST	Total
Processing Fee	35.00		1.75	36.75
	Form of Payment: CA s.17(1)			
Air Canada / 014 5700902997	671.00	387.31	1.00	1059.31
	Form of Payment: CA s.17(1)			
Qantas Airways / 081 5700902998	413.00	153.76		566.76
	Form of Payment: CA s.17(1)			
Totals:	1119.00	541.07	2.75	CAD 1662.82

Total Charged to Credit Card: CAD 1662.82
Balance Due: CAD 0.00

Invoice No: 1752945

• Customer Name: CITY OF VANCOUVER
Airline Conditions of Contract & Other Important Notices: [Click Here](#)



Travel smarter with Triplt, the must-have travel app.

Get instant access to all your travel plans in one place, including your company's travel agency contact information. Simply forward this confirmation email to plans@triplt.com to get started.





Printable Version

Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.

UNIGLOBE Travel

UNIGLOBE Travel
300-1444 Alberni Street
Vancouver BC V6G 2Z4
Phone: 604 688-3551 / 800-663-0208
Fax: 604 688-1012

laural@uniglobeone.com
Direct Line: 604-639-2543

After hour service: 1-800-206-1482 and quote membership code S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialing internationally.

Calls to the Emergency Line may result in a service charge

Passenger(s):	Gim/Naveendar Singh Mr Ref: MAYR-17-020	Trip Record Locator:	XYITUO
Invoice No.:	1753736	Agent:	Laura Loconte
Issue Date:	Tuesday, August 22, 2017	Deliver:	CITY OF VANCOUVER 453 W 12TH AVENUE VANCOUVER, BC V5Y 1V4 CANADA
Billing:	CITY OF VANCOUVER 453 W 12TH AVENUE VANCOUVER, BC V5Y 1V4 CANADA		

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.

AIR - Saturday September 9 2017

Qantas Airways Flight QF130 Economy Class		Check In Confirmation: WZ3WRA	
Depart:	19:55, Saturday, September 9 PuDong Airport-Terminal 1 Shanghai, China	Arrive:	08:30, Sunday, September 10 Kingsford Smith Arpt. Terminal 1 Intl. Sydney, New South Wales, Australia
Status:	Confirmed		
Booking Code:	N (Economy)		
Equipment:	Airbus Industrie A330-300	Stops:	Non-stop
Duration:	10 hours 35 minutes	Seat:	Assigned at Check In
Meal:	Dinner, Refreshment	ETicket No.:	0815700973232

Weather - **Flight Status (up to 3 days prior)**

CREDIT - Sunday, September 10

Details

Departs: Shanghai
Details: USED QF- QANTAS FILE PJJU5C
 0815700902998
 ORIGINAL TRAVELER NAME NAVEEN GIRN
 ORIGINAL INVOICE 1752945
 TICKET AMOUNT 566.76

CREDIT - Sunday, September 10

Details

Departs: Shanghai
Details: AMOUNT TO BE COLLECTED 0,00

Invoice Details

Transaction / Document	Base	Tax	GST/HST	Total
Processing Fee	35.00		1.75	36.75
	Form of Payment: CA s.17(1)			
Qantas Airways / 081 5700973232				0.00
Exchange Ticket / 0815700902998				
Totals:	35.00	0.00	1.75	CAD 36.75

Total Charged to Credit Card: CAD 36.75
Balance Due: CAD 0.00

Orig inv nbr 1752945
 Orig tkt nbr 0815700902998
 Orig tvl date 09sep17

Invoice No: 1753736

• Customer Name: CITY OF VANCOUVER
 Airline Conditions of Contract & Other Important Notices: [Click Here](#)



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8



Printable Version

****Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.****

After hour service: 1-800-206-1482 and quote membership code S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialing internationally.

****Calls to the Emergency Line may result in a service charge****

UNIGLOBE

Travel

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300-1444 Alberni Street
Vancouver BC V6G 2Z4

Phone: 604 688-3551 / 800-663-0208
Fax: 604 688-1012

laural@uniglobeone.com
Direct Line: 604-639-2543

Passenger(s): Ginn/Naveen Singh Mr
Ref: MAYR-17-020
Invoice No.: 1753738
Issue Date: Tuesday, August 22, 2017
Billing: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

Trip Record Locator: JQLSZI
Agent: Laura Loconte
Deliver: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR AIR CANADA FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.

- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.

INSURANCE - Monday, September 4

Manulife World Travel Insurance

Begins:	Monday, September 4	Ends:	Thursday, September 14
From:	Vancouver	Premium:	46.00
Product:	Global Medical - Under Age 60	Policy Number:	S.17(1)
Remarks:	Coverage for gim n Coverage cad1000000 after departure		

AIR - Monday September 4 2017

Air Canada Flight AC29 Economy Class

Check In Confirmation:
Q77LBV

Depart:	12:20, Monday, September 4 Vancouver Intl Airport-Terminal Main Vancouver, British Columbia, Canada	Arrive:	14:10, Tuesday, September 5 Beijing Capital Intl. Arpt. Terminal 3 Beijing, China
----------------	---	----------------	--

Status:	Confirmed	Stops:	Non-stop
Booking Code:	K (Economy)	Seat:	42C Confirmed
Equipment:	Boeing 777-300ER	ETicket No.:	0145700902997
Duration:	10 hours 50 minutes		
Meal:	Lunch, Meal		
Remarks:	You are booked in Tango class		

Weather Flight Status (up to 3 days prior)

HOTEL - Sunday September 10 2017

Hilton Sydney

Check In Confirmation:
3373455183

Check In:	Sunday, September 10	Check Out:	Thursday, September 14
Address:	488 George Street Sydney 2000		
Phone:	61-2-92662000	Fax:	61-2-9265-6065
Rate:	AUD399.00 p/night plus taxes and/or additional fees		

Status:	Confirmed	No. of Rooms:	1
No. of Nights:	4		
Room Description:	King Hilton Guestroom Plus. City Views, Contemporary Guest.		
Cancel Policy:	01D cancel 1 days prior to arrival	Guaranteed for late arrival:	Yes

Requested Additional Info: ZD

Remarks: If booking a Government rate must present Government ID or Govt contract at check in
Valid credit card in the name of the guest is required
At time of check-in

Weather Driving Directions

AIR - Thursday September 14 2017

Air Canada Flight AC34 Economy Class

Check In Confirmation:
Q77LBV

Depart:	10:10, Thursday, September 14 Kingsford Smith Arpt.	Arrive:	07:30, Thursday, September 14 Vancouver Intl Airport-Terminal Main
----------------	--	----------------	---

Terminal 1 Intl.
Sydney, New South Wales, Australia

Vancouver, British Columbia, Canada

Status: Confirmed
Booking Code: K (Economy)
Equipment: Boeing 777-200LR
Duration: 14 hours 20 minutes
Meal: Breakfast, Meal
Remarks: You are booked in Tango class

Stops: Non-stop
Seat: 33A Confirmed
ETicket No.: 0145700902997

[Weather](#) - [Flight Status \(up to 3 days prior\)](#) - [Dining Reservations](#)

Invoice Details

Transaction / Document	Base	Tax	Total
Manulife Insurance	46.00		46.00
	Form of Payment: CA S.17(1)		
Totals:	46.00	0.00	CAD 46.00
		Total Charged to Credit Card:	CAD 46.00
		Balance Due:	CAD 0.00

Invoice No: 1753738

• Customer Name: CITY OF VANCOUVER
Airline Conditions of Contract & Other Important Notices: [Click Here](#)



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Get instant access to all your travel plans in one place, including your company's travel agency contact information. Simply forward this confirmation email to plans@tripit.com to get started.



G026354

检票: 10

北京南站

G3

上海虹桥站

Beijingnan

Shanghaihongqiao

2017年09月07日 14:00开

10车15F号

¥553.0元

二等座

限乘当日当次车

GM1392**

GIRNNAVEENDARSIN
GH



买票请到12306 发货请到95306

中国铁路祝您旅途愉快

10001200220902G026354 京AD售

此发票系北京市国家税务局批准印制 北印·14·04
Printing of the Invoice is certified by Beijing Municipal Office, SAT

北京市国家税务局通用定额发票
BEIJING MUNICIPAL OFFICE, SAT GENERALLY FIXED-VALUE INVOICE

发 票 联

INVOICE

发票代码 111001440051
Invoice code

发票号码 09666130
Invoice No.

密 码 [REDACTED]
Password

伍 元 ¥: 5.00
Five yuan

开票日期 年 月 日 收款单位 (盖章有效)
Date Y M D Payee (seal)

558 @ 0.1924 =

107.36

opal. single trip

① Town Hall and Airport - International
Airport 1 (up to 10km)

ADULT

\$18.00 Incl. GST

13.09.2017 23:48

G-044 6080837068

Valid up to 4am after day of issue. Tap card at start and end of trip.



*NAVEEN
TRANSIT*
Transport
for NSW

ABN 18 804 239 602

COMMONWEALTH BANK EFTPOS
TRANSPORT FOR NSW
TOWN HALL 3

TERMINAL 11430700
REFERENCE 172302

CUSTOMER COPY

CARD NO: *s.17(1)*
EXPIRY DATE:
AID: A0000000031010
ATC:132 TVR:0080008000
CSN:05 381425BECD459583
13 SEP 2017 23:42

VISA CREDIT

CREDIT
PURCHASE \$18.00
TOTAL AUD \$18.00

APPROVED 00
AUTH NO: 066118
POS REF NO: 2187

ITEM: SINGLE TRIP
OPAL NO:XXXXXXXXXXXXXXXXXX
SALES REF: 218776
MACHINE: G-044



中国北京朝阳门外大街乙12号 邮政编码: 100020
 B12, ChaoyangmenWai Street, Beijing, P.R.China Post
 Code: 100020
 电话Telephone: (86-10) 5828 5588
 传真Fax: (86-10) 5828 5599
 网址Website: WWW.Kuntairoyalhotel.com
 电子邮件E-mail: public@Kuntairoyalhotel.com

GREGOR ANGUS BETHUNEROBERTSON

*FOR NAVEEN
GIRN*

Company Nam : Beijing Xin Chuan De Guo Ji Ban Quan
 Arrival Date : 09/05/17
 Departure Date : 09/07/17

Room No. 1116
 Page No. 1 of 1
 Folio No :
 Cash# : 307 FOANSON
 D : 09/07/17 06:43:40

Date	Description	Reference	Charge	Credits
09/05/17	-Package Charge	30125479	660.38	
09/05/17	Room Charge-VAT 6%		39.63	
09/06/17	-Package Charge	30151304	660.38	
09/06/17	Room Charge-VAT 6%		39.63	
09/07/17	Room Charge Supplement ADJ		-0.02	
09/07/17	Balance Transfer FR 1115	GIRN NAVEENDAR SINGH #1115=>ROBERTSON GREGOR ANGUS BETHUNE #1116	1,400.00	
09/07/17	CC-Master	s.17(1)		2,800.00
Total			2,800.00	2,800.00
Balance			0.00	CNY

*conversion rate:
 CNY 2800 @ 0.1924
 = 538.72.*

签字Signature :

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be help personally liable in the event that the indicated person, company, association or credit card issuer fails to pay for any part of the full amount of these charges. IF a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer. Any business with our hotel at May 1st 2016. We will fill the invoice when you check out. However, We are not going to refill the invoice after May 1st 2016.

本人同意上述账单真实有效, 并且在本人所指定的, 应对该付款承担责任的个人、公司、其他机构或信用卡发卡没有承担责任的情况下, 承担个人责任。如果使用信用卡支付, 本人同意履行与发卡行签订的全部条款。2016年5月1日起在酒店发生的业务活动需在离店结账时开具发票, 逾期将不再补开。



FOUR SEASONS
HOTEL
SHANGHAI

Mr. Naveen Ginn
Canada

Room No. : 2505
Arrival : 09/07/17
Departure : 09/09/17
Page No. : 1 of 1
Folio No. :
Conf. No. : 34465301
Cashier No. : 146
User ID : QUEENA.CHEN
09/09/17

INFORMATION INVOICE

A/R Number :
Group Code : VANCOSEP0717
Company Name : Shanghai Municipal Foreign A

Date	Text	Reference	Charges RMB	Credits RMB
09/07/17	Group - Vancouver Mayor Set		1,285.01	
09/08/17	Group - Vancouver Mayor Set		1,285.01	
09/09/17	Visa			2,570.02
	s.17(1)	XX/XX		
Total			2,570.02	2,570.02
Balance			0.00	RMB

Guest Signature _____

Merchant ID 104290070113942 Credit Card # **s.17(1)**
Transaction ID 33471452 Credit Card Expiry : XX/XX
Approval Code 080339 Capture Method : Manual
Approval Amount : 2570.02 Transaction Amount : 2570.02

conversion rate
CNY 2570.02 @ 0.1924
- \$ 494.58



FOUR SEASONS
HOTEL
SHANGHAI

收单银行: 中国银行 Bank of China
 Acq. Bank
 商户名称: 上海四季酒店 Four Seasons Hotel Shanghai
 Merchant
 商户编号: 021211633000001
 Merchant ID
 终端编号: 88895520
 Terminal ID
 卡类别: Visa
 Card Type
 卡号: s.17(1) /M
 Card Number
 有效期: XX/XX
 Exp. Date
 批次号: 001949
 Batch NO.
 流水号: 068442
 Trace NO.
 日期时间: 2017-09-09 08:28:08
 Date Time
 参考号: 895520901699
 Ref. NO.
 授权码: 080339
 Auth. Code
 交易类型: DCC完成(DCC COMPLETION)
 Tran. Type
 金额: 2570.02
 Amount/RMB
 备注信息:
 Note

FX RATE* CAD/RMB 0.1959995

请选择交易货币(Please mark[X] for the Transaction Currency):

RMB 2570.02

CAD 503.72

兹申明交易之最终货币系本人之选择, 并已了解此项服务为供应商提供且符合VISA规定。

THIS RECEIPT COMPLIES WITH VISA RULES AND THE SERVICE IS PROVIDED BY SERVICE PROVIDER. I' VE BEEN OFFERED CHOICE OF CURRENCIES INCLUDING RMB. *INCL. FOUR PT. FOUR ZERO PERCENT OVER WHOLESAL RATE.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

-- Reprint --

500 WEIHAI ROAD, SHANGHAI 200041, CHINA
 中国上海威海路500号, 邮政编码 200041

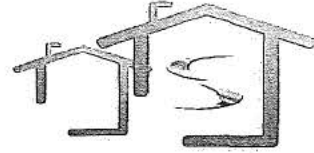
TEL:86(21)6256-8888 FAX:86(21)6256-5678 WORLD WIDE WEB:www.fourseasons.com

Booked by *Ungabe*

474.72

Hotel Coronation

5 Park Street Sydney NSW 2000
Email hotelcoronation@bigpond.com
Phone 02 9266 3100 Fax 02 9267 6992 ABN 46 086 596 732



Tax Invoice

Girn Naveen Singh
Exp#898549504

Account 50599
Reference: T

Arrive: Sun 10/09/2017 Depart: Thu 14/09/2017

Transaction detail	Date	Room	Qty	Unit price	Debit	Credit
Agent Commission	25/08/17					72.00
Room Charge	10/09/17	202			120.00	
Payment Received	10/09/17	202				408.00
Virtual Credit Card 5552240093277997						
Room Charge	11/09/17	202			120.00	
Room Charge	12/09/17	202			120.00	
Room Charge	13/09/17	202			120.00	

- 1011

~~480.00~~
~~37.09~~

~~TOTAL 517.09~~

\$474.72

GST charged: 37.09

Balance (GST included): 0.00



Display Document: Line Item 388

Additional Data

G/L Account PREPAID EXPENSE - EN ROUTE TRAVEL

Company Code City of Vancouver

Doc. no.

Line Item 388/ Debit entry / 40

Amount CAD

Tax code

Tax Jur.

Hard Copy

Additional Account Assignments

Business Area

Trdg Part.BA

Cost Center

Order

Asset

WBS Element

Network

More

Assignment

Text

Long text

Prints Window Contents



FS10N | prdead | OVR

TCV No. MAYR 17 19

City of Vancouver
Travel Claim Form
(For Travel Outside of Metro Vancouver)

COPY

For AP Department Use Only
Vendor #
SAP Doc #

Name: Gregor Robertson Date: 27-Sep-17
Title: Mayor Department: Mayor's Office
Phone: 8-7622 Employee No. s.22(1) Division:

Purpose of Travel: VEC Business Mission trip & City Talks - Sydney - Australia
Destination: Beijing/Sydney/Vancouver
(use drop down) International

Type of Travel:
 Conference Business Training
Travel Time: Start Date/Time: 4-Sep-17 End Date/Time: 14-Sep-17
Number of Days: 10 days
(1/2 day before or after noon)

(If travel time extends beyond 1 day before and / or after conference or meeting dates please explain)

Travel Expenses All expenses to be shown in \$CDN (use Conversion Worksheet)	Account Code			Estimate	Total Actual	P-Card/Ghost/ Advanced	3rd Party Reimbursement	
	Bus Area	CC/Order/WBS	Cost Element					
Airfare: (include: baggage/seat fee(s) / travel insurance)	9200	40023225	536040	-				
Car Rental:	9200		536040	-	-	-	-	
Ground Transportation:	9200	40023225	536040	-	54.04	36.00	-	
Parking:	9200		536040	-	-	-	-	
Accommodation in Beijing paid by Naveen	9200	40023225	536040		269.36	-	-	
Accommodation: # of nights \$164.86 X	9200	40023225	536040		494.58	494.58	763.94	
Per Diem: US \$ 70 X	9200	40023225	536040		874.30		-	
Less: # of meals provided								
Breakfast (\$10)				4	(59.95)	(59.95)		
Lunch (\$15)				6	(134.89)	(134.89)		
Dinner (\$25)				6	(224.82)	(224.82)		
Other: Hosting expenses	9200	40023225	536040	-	70.17	70.17	-	
Other:	9200		536040	-	-	-	-	
Registration Fee: (Please attach original and a copy of registration form)	9200		536040	-	-	-	-	
<input checked="" type="checkbox"/> Check here if separate cheque required				Total Expenses	(419.66)	1,342.79	600.75	763.94
Pay to:				Less: Paid by P-Card/Ghost/Advanced		600.75		
Address:				Net Amount Owing To/(From) Traveller		472.68		
				Amount owing to Naveen Girm		269.36		

For 3rd Party Reimbursements to the City, attach a copy of the City's AR invoice.

763.94

Notes: Net Travel Costs Paid by City: \$578.85
Original receipts with Mastercard
Airfare and hotel accommodation booked by the organizers
Amount owing to Naveen Girm \$ 269.36

Pre-Travel Authorization
Travel on City business is hereby authorized for the above noted employee subject to the estimated cost and the provisions of the City's Travel Policy.
Signature: _____ Date: _____
General Manager or designate (Print Name)

Post - Travel Certification
I hereby certify that the above stated travel and/or training expenses are in accordance with the City's travel policy.
(1) Signature: Gregor Robertson Date: Oct 26, 2017
Employee Name: GREGOR ROBERTSON
I concur with the expenses claimed.
(2) Signature: _____ Date: _____
Manager/Supervisor Name
(3) Signature: Sadhu Johnston Date: OCT 30 2017
General Manager or designate

City of Vancouver

Conversion Worksheet for Travel Expenses

Exchange Rate Conversion : <http://www.bankofcanada.ca/rates/exchange/10-year-converter/>

Name Gregor Robertson
Title Mayor

Date 27-Sep-17
Department Mayor's Office

TCV No. MAYR-17-019

Airfare
Airport Improvement Fee
Car Rental
Ground Transportation
Accommodations - No. of nights
Per Diem US \$70 per day for 10 days
Registration/Conference Fee
Business Telephone Calls
Other (Specify) Hosting expenses

Note : amounts for Accommodation & Hosting
expenses taken from Pcard Statement

Total Actual	Exchange Rate	Expenses in \$CDN
		0.00
		0.00
		0.00
18.00	1.00240	18.04
494.58		494.58
700.00	1.24900	874.30
		0.00
		0.00
70.00	1.00240	70.17
		0.00
		0.00
		0.00



Enter these numbers in Travel Expense Claim Form

Note:

Ground Transportation/ Accommodation & Hosting expenses conversion taken as per Pcard statement
Per diem conversion taken @ 1.2490 from Sept 4 - 14

CITY OF VANCOUVER					
Spread Sheet for Travel Expenses					
Name	Gregor Robertson			Date	27-Sep-17
Title	Mayor			Department	Mayor's Office
TCV No.	<u>MAYR-17-019</u>				
		<u>CHINA</u>	<u>SYDNEY</u>		
	Airfare paid by Organizers	0.00	0.00		
	Ground Transportation	0.00	54.04		
	Hotel accommodation	763.94	0.00		
	Per diem China Sept 4 - 8 (5 days)	437.15	0.00		
	Per Diem Sydney Sept 9-14 (5 days)	0.00	437.15		
	Travel days Sept 4/9/14				
	Meals provided			# of meals provided	
	Breakfast	(44.95)	(15.00)	3	1
	Lunch	(67.44)	(67.45)	3	3
	Dinner	(149.88)	(74.94)	4	2
	Hosting expenses - Mayor Robertson - AUD 70.00		70.17		
	TOTAL	\$938.82	\$403.97		
	Note:				
	Hotel accommodation & Breakfast meeting amount taken from Pcard Statement				
	Per diem conversion taken @1.2490 from Sept 4 - 14				

Vancouver Economic Commission

Suite 1500
401 W. Georgia Street
Vancouver, British Columbia V6B 5A1
Canada

PAYMENT: DIRECT DEPOSIT

Direct Deposit No.: VP969
Date: 2017-10-20

Non-Negotiable - This is not a cheque.

Pay to:
City of Vancouver - Office of the Mayor
Office Manager - Office of the Mayor
City Hall - 3rd Floor - 453 West 12th Avenue
Vancouver, British Columbia V5Y 1V4
Canada

Amount Paid: 763.94
Deposited to: s.17(1)

Vancouver Economic Commission

Amount in Canadian Dollars

Inv./Ref. No.	Date	Discount	Amount Paid
TCV-MAYR-17-019	2017-10-20		763.94

Total 763.94

GREGOR ANGUS BETHUNEROBERTSON

Room No. : 1116
Page No. : 1 of 1
Folio No. :
Cashier : 307 FOANSON
Date : 09/07/17 06:43:40

Company Name : Beijing Xin Chuan De Guo Ji Ban Quan
Arrival Date : 09/05/17
Departure Date : 09/07/17

Date	Description	Reference	Charge	Credits
09/05/17	-Package Charge	30125479	660.38	
09/05/17	Room Charge-VAT 6%		39.63	
09/06/17	-Package Charge	30151304	660.38	
09/06/17	Room Charge-VAT 6%		39.63	
09/07/17	Room Charge Supplement: ADJ		-0.02	
09/07/17	Balance Transfer FR 1115	GIRN NAY/EENDAR SINGH #1115=>ROBERTSON GREGOR ANGUS BETHUNE #1116	1,400.00	
09/07/17	CC-Master	s.17(1)		2,800.00
Total			2,800.00	2,800.00
Balance			0.00	CNY

Conversion rate.
CNY 1400/- @ 0.1924
= \$269.36

签字Signature :

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be help personally liable in the event that the indicated person, company, association or credit card issuer fails to pay for any part of the full amount of these charges. IF a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer. Any business with our hotel at May 1st 2016. We will fill the invoice when you check out. However, We are not going to refill the invoice after May 1st 2016.

本人同意上述账单真实有效，并且在本人所指定的，应对该付款承担责任的个人、公司、其他机构或信用卡发卡没有承担责任的情况下，承担个人责任。本人同意履行与发卡行签订的全部条款。2016年5月1日起在酒店发生的业务活动需在离店结账时开具发票，逾期将不再补开。



FOUR SEASONS

HOTEL
SHANGHAI

Mayor Gregor Angus Beihune Robertson
Vancouver City Hall
453 West 12th Avenue
Vancouver BC V5Y 1V4

Room No. : 2516
Arrival : 09/07/17
Departure : 09/09/17
Page No. : 1 of 1
Folio No. : 843704
Conf. No. : 34465300
Cashier No. : 146
User ID : QUEENA.CHEN
09/09/17

INFORMATION INVOICE

A/R Number :
Group Code : VANCOSEP0717
Company Name : Shanghai Municipal Foreign A

Date	Text	Reference	Charges RMB	Credits RMB
09/07/17	Group - Vancouver Mayor Sep		1,285.01	
09/08/17	Group - Vancouver Mayor Sep		1,285.01	
09/09/17	Master Card			2,570.02
	s.17(1)	XX/XX		

Total 2,570.02 2,570.02

Balance 0.00 RMB

Guest Signature _____

Merchant ID 104290070113942
Transaction ID 33471451
Approval Code 112825
Approval Amount: 2570.02

Credit Card # **s.17(1)**
Credit Card Expiry: XX/XX
Capture Method: Swiped
Transaction Amount: 2570.02

*Conversion as per Read statement
CNY 2570.02 @ 0.1924 =
CAD \$ 494.58*

500 WEIHAI ROAD, SHANGHAI 200041, CHINA
中国上海威海路500号, 邮政编码: 200041
TEL:86(21)6256-8888 FAX:86(21)62565678 WORLD WIDE WEB:www.fourseasons.com



ABN 18 804 239 602

COMMONWEALTH BANK EFTPOS
TRANSPORT FOR NSW
TOWN HALL 3
TERMINAL 11430700
REFERENCE 172368

CUSTOMER COPY

CARD NO: *s.17(1)*
EXPIRY DATE:
AID: A0000000031010
ATC:562 TVR:0080008000
CSN:01 5E4D878647E49034
14 SEP 2017 08:13

VISA CREDIT

CREDIT
PURCHASE \$18.00
TOTAL AUD \$18.00

APPROVED 00
AUTH NO: 003189
POS REF NO: 2188

ITEM: SINGLE TRIP
OPAL NO:XXXXXXXXXXXXXXXXXX
SALES REF: 218817
MACHIN 14

*Conversion - AUD \$18.00 @ 1.0024
= CAD 18.04*

SUNSHINE CABS # 22
1465 RUPERT ST
NORTH VANCOUVER BC

CARD s.17(1)
CARD TYPE MASTERCARD
DATE 2017/09/14
TIME 0313 08:49:35
CLERK ID 6695
RECEIPT NUMBER
C85064435-001-045-002-0

PURCHASE
AMOUNT \$31.00
TIP \$5.00
TOTAL

\$36.00

MasterCard
A0000000041010
0DF8FA207ACCC8EB
0000008000-E800
D9295ADCE2423D61

~~APPROVED~~

AUTH# 114935 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Breakfast meeting

Grounds of The City
488 George Street, The
Galleries
Sydney, NSW 2000

CUSTOMER COPY

Tyra Payments EFTPOS

MasterCard
Card: s.17(1) (c)

Purchase AUD \$70.00

APPROVED 00

Terminal ID: 9
Transaction Ref: 299024
Authorisation No: 201646
12 Sep 2017 at 10:15 AM
Retain copy for your records

*Conversion taken as per
pled statement*

AUD \$70.00 @ 1.0024

CAD \$ 70.17

Sept/17



THE LORD MAYOR OF SYDNEY
CLOVER MOORE

27 January 2017

Mayor Gregor Robertson
City of Vancouver
By email gregor.robertson@vancouver.ca
shey.o'neil@vancouver.ca

Dear Mayor Robertson

Invitation to CityTalks in May or June 2017

It was inspiring to work with you at the recent C40 Conference in Mexico. Our two cities have many similar challenges and opportunities. Importantly, we both share the will to act urgently on climate change and sustainability.

I am writing to invite you as a guest of the City of Sydney to take part in one of our renowned CityTalks in late May or early June 2017. We have scheduled this event to align with a visit to Sydney by representatives of The B Team, including Richard Branson, Arianna Huffington and Keith Tuffley.

The aim of this CityTalks is to ignite a national discussion on the opportunities for government, business and civil society to meet the United Nations Sustainable Development Goals (SDG), and articulate the importance of a collaborative approach in working together towards meeting the targets of the Paris Agreement.

We would welcome the opportunity to hear you speak on the City of Vancouver's 'The Greenest City Action Plan' and hear how your policies align with the SDG.

We would also like to hear your thoughts on the important role cities and mayors play in transitioning to low-carbon economies through collaboration.

You would be speaking alongside myself and The B Team. It is the first time Sydneysiders will hear about our refreshed *Sustainable Sydney 2030* strategic plan and the B Team will be speaking about their plans for business to meet the SDG through sustainable business practices and the Paris Climate Agreement.

We were honoured to have Mary Robinson speak at CityTalks in March 2016 to ignite a discussion on the SDG and the Paris Climate Agreement.

CityTalks are free events attracting an audience of up to 2000 invited guests from government, business, advocacy, civil society, citizens of Sydney and beyond, in Sydney Town Hall.

VANCOUVER ECONOMIC COMMISSION

EXPENSE REPORT

* amounts in CAD

Accounting Personnel

Source: _____ Received on: _____

Name: CITY OF VANCOUVER - Gregor Robertson

Project: Executive - International Busines

Expense Period From: Sept 7 2017 To: Sept 9 2017

Item #	Date	Detailed Description	Bus/Taxis/ Skytrain/Car Rental 5082	Meals/ Per Diem 5118 / 5080	Parking 5072	Airfare 5076 / 5078	Hotel 5074	Others
1	Sep 27, 2017	Hotel accommodation at Kuntal Group - Royal Hotel					269.36	
2		Beijing - from Sept 05, 2017 to Sept 07, 2017						
3	Sep 27, 2017	Hotel accommodation at the Four Seasons Hotel from					494.58	
4		September 07, 2017 to September 09, 2017						
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
Totals:			-	-	-	-	763.94	-
GST								

MILEAGE

KM	Rate*	Total
	\$0.54	
Starting Location:	Ending Location:	

* Rate subject to changes in accordance with the reimbursable mileage rate published on the Canada Revenue Agency (CRA) site

Summary

Total expenses	\$763.94	Preparer signature: <u><i>Gregor Robertson</i></u>	Budget Code: _____
Less cash advance		Date prepared: <u>4-Oct-17</u>	Director signature: _____
Net claim	<u>\$ 763.94</u>	Project Lead signature: _____	CEO signature: _____

TCV No.	MAYR
	17 20

**City of Vancouver
Travel Claim Form**
(For Travel Outside of Metro Vancouver)

COPY

For AP Department Use Only	
Vendor #	
SAP Doc #	

Name: Naveen Girm Date: 27-Sep-17
 Title: Director of Community Relations Department: Mayor's Office
 Phone: 8-7410 Employee No.: s.22(1) Division: _____

Purpose of Travel: VEC Business Mission trip & City Talks - Sydney - Australia (use drop down)
 Destination: Beijing/Sydney/Vancouver International

Type of Travel:
 Conference
 Business
 Training

Travel Time: Start Date/Time: 4-Sep-17 End Date/Time: 14-Sep-17
 AM PM Number of Days: 10 days
 AM PM (1/2 day before or after noon)

(If travel time extends beyond 1 day before and / or after conference or meeting dates please explain)

Travel Expenses All expenses to be shown in \$CDN (use Conversion Worksheet)	Account Code			Estimate	Total Actual	P-Card/Ghost/ Advanced	3rd Party Reimbursement
	Bus Area	CCOrder/WBS	Cost Element				
Airfare: (include: baggage/seat fee(s) / travel insurance)	9200	40036584	536040	-	1,745.57	1,745.57	
Car Rental:	9200		536040	-		-	
Ground Transportation:	9200	40036584	536040	-	125.40		
Parking:	9200		536040	-		-	
Internet / WiFi:	9200		536040	-		-	
Accommodation: # of nights		X	9200 40036584 536040		1,238.66	474.72	
Per Diem: <u>US \$ 70</u>		X	9200 40036584 536040	10.0	874.30		
Less: # of meals provided							
Breakfast (\$10)				3	(44.96)		
Lunch (\$15)				6	(134.90)		
Dinner (\$25)				6	(224.82)		
Other: <u>Meals purchased</u>	9200	40023225	536040	-			
Other:	9200		536040	-		-	
Registration Fee: (Please attach original and a copy of registration form)	9200		536040	-		-	
Total Expenses				(404.69)	3,579.25	2,220.29	0.00
<input checked="" type="checkbox"/> Check here if separate cheque required							
Pay to:					2,220.29		
Address:					1,358.96		
							0.00

For 3rd Party Reimbursements to the City, attach a copy of the City's AR invoice.

Notes: Net Travel Costs Paid by City: \$3,579.25
Please see detailed work sheet attached

Pre-Travel Authorization
 Travel on City business is hereby authorized for the above noted employee subject to the estimated cost and the provisions of the City's Travel Policy.

Signature _____ Date _____
 General Manager or designate (Print Name)

Post - Travel Certification
 I hereby certify that the above stated travel and/or training expenses are in accordance with the City's travel policy.

(1) Naveen Girm Signature Employee Name Date Oct 26, 2017
 (2) Kevin Quinlan Signature Manager/Supervisor Name Date Oct 26, 2017
 (3) _____ Signature General Manager or designate Date _____

City of Vancouver

Conversion Worksheet for Travel Expenses

Exchange Rate Conversion : <http://www.bankofcanada.ca/rates/exchange/10-year-converter/>

Name Naveen Girm
Title Director of Community Relations

Date 27-Sep-17
Department Mayor's Office

TCV No. MAYR-17-020

Airfare
Airport Improvement Fee
Train ticket
Ground Transportation
Accommodations - No. of nights
Per Diem US \$ 70 per day for 10 days
Registration/Conference Fee
Business Telephone Calls
Other (Specify)

Total Actual	Exchange Rate	Expenses in \$CDN
		0.00
		0.00
558.00	0.19240	107.36
18.00	1.00240	18.04
1,238.06		1,238.06
700.00	1.24900	874.30
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00



Enter these numbers in Travel Expense Claim Form

Note:

- Ground transportation conversion taken @ 1.00240 per AUD (18 AUD \$ = CAD \$ 18.04)
- Per Diem conversion taken @ 1.2490 per CAD
- Hotel accommodation for China taken @ 0.1924 per CNY
- Hotel Coronation in Sydney taken as per Master card
- Naveen paid for both Mayor Robertson & Naveen's accommodation in China - Beijing Kuntal Group

CITY OF VANCOUVER					
Spread Sheet for Travel Expenses					
Name	Naveen Ginn			Date	27-Sep-17
Title	Director of Community Relations			Department	Mayor's Office
TCV No.	<u>MAYR-17-020</u>				
		<u>CHINA</u>	<u>SYDNEY</u>		
	Airfare - Air Canada - \$ 1059.31 + \$36.75)	1,096.06			
	Airfare (Qantas - \$566.76+\$46.00+\$36.75)		649.51		
	Total Air Fare			1,745.57	
	Train Ticket purchased in China 558*0.1924	107.36			
	Ground Transportation in Sydney(AUD 18 *1.0024)		18.04		
	Total Ground Transportation			125.40	
	China Hotel Accommodation - Beijing Kuntal Group - \$ 269.36 & Four Seasons Hotel - \$ 494.58	763.94			
	Hotel accommodation in Sydney -Hotel Coronation \$ 517.09		474.72		
	Total Hotel Accommodation			1,238.66	
	Per diem China Sept 4 - 8 (5 days)	437.15	-		
	Per Diem Sydney Sept 9-14 (5 days)	-	437.15		
	Total Per Diem for 10 days @ US 70/- per day			874.30	
	Meals provided			# of meals provided	
	Breakfast		(44.96)		3
	Lunch	(67.45)	(67.45)	3	3
	Dinner	(149.88)	(74.94)	4	2
	TOTAL	\$2,187.18	\$1,392.07		
	GRAND TOTAL	\$3,579.25			
	Note:				
	Hotel accommodation for China taken @ 0.1924 per CNY				
	Hotel accommodation for Sydney taken @ 1.0024 per AUD				
	Per diem conversion taken @ 1.249 from Sept 4-14				



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****Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.****

After hour service: 1-800-206-1482 and quote membership code S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialling internationally.

****Calls to the Emergency Line may result in a service charge****



UNIGLOBE Travel
300-1444 Alberni Street
Vancouver BC V6G 2Z4
Phone: 604 688-3551 / 800-663-0208
Fax: 604 688-1012

laural@uniglobeone.com
Direct Line: 604-639-2543

Passenger(s): Girm/Naveen Singh Mr
Ref: MAYR-17-020
Invoice No.: 1752945
Issue Date: Monday, August 21, 2017
Billing: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

Trip Record Locator: JQLSZI
Agent: Laura Loconte
Deliver: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR AIR CANADA FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 200.00AUD
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- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.

AIR - Monday September 4 2017

Air Canada Flight AC29 Economy Class Check In Confirmation: Q77LBV

Depart: 12:20, Monday, September 4
Vancouver Intl Airport-Terminal Main
Vancouver, British Columbia, Canada

Arrive: 14:10, Tuesday, September 5
Beijing Capital Intl. Arpt.
Terminal 3
Beijing, China

Status: Confirmed

Booking Code: K (Economy)

Equipment: Boeing 777-300ER

Duration: 10 hours 50 minutes

Meal: Lunch, Meal

Remarks: You are booked in Tango class

Stops: Non-stop

Seat: 42C Confirmed

ETicket No.: 0146700902997

[Weather](#) [Flight Status \(up to 3 days prior\)](#)

AIR - Saturday September 9 2017

Qantas Airways Flight QF130 Economy Class Check In Confirmation: PJJU5C

Depart: 19:55, Saturday, September 9
PuDong Airport-Terminal 1
Shanghai, China

Arrive: 08:30, Sunday, September 10
Kingsford Smith Arpt.
Terminal 1 Intl.
Sydney, New South Wales, Australia

Status: Confirmed

Booking Code: N (Economy)

Equipment: Airbus Industrie A330-300

Duration: 10 hours 35 minutes

Meal: Dinner, Refreshment

Stops: Non-stop

Seat: Assigned at Check In

ETicket No.: 0815700902998

[Weather](#) [Flight Status \(up to 3 days prior\)](#)

HOTEL - Sunday September 10 2017

Hilton Sydney Check In Confirmation: 3373455183

Check In: Sunday, September 10

Address: 488 George Street
Sydney 2000

Check Out: Thursday, September 14

Phone: 61-2-92662000

Fax: 61-2-9265-6065

Rate: AUD399.00 p/night plus taxes and/or additional fees

Status: Confirmed

No. of Rooms: 1

No. of Nights: 4

Room Description: King Hilton Guestroom Plus. City Views, Contemporary Guest.

Cancel Policy: 01D cancel 1 days prior to arrival

Guaranteed for late arrival: Yes

Requested Additional Info: ZD

Remarks: If booking a Government rate must present Government ID or Govt contract at check in
Valid credit card in the name of the guest is required
At time of check-in

[Weather](#) [Driving Directions](#)



Air Canada Flight AC34 Economy Class

Check In Confirmation:
Q77LBV

Depart: 10:10, Thursday, September 14
Kingsford Smith Arpt.
Terminal 1 Intl.
Sydney, New South Wales, Australia

Arrive: 07:30, Thursday, September 14
Vancouver Intl Airport-Terminal Main
Vancouver, British Columbia, Canada

Status: Confirmed

Booking Code: K (Economy)

Equipment: Boeing 777-200LR

Duration: 14 hours 20 minutes

Meal: Breakfast, Meal

Remarks: You are booked in Tango class

Stops: Non-stop

Seat: 33A Confirmed

ETicket No.: 0145700902997

[Weather](#) · [Flight Status \(up to 3 days prior\)](#) · [Dining Reservations](#)

Invoice Details

Transaction / Document	Base	Tax	GST/HST	Total
Processing Fee	35.00		1.75	36.75
Air Canada / 014 5700902997	671.00	387.31	1.00	1059.31
Qantas Airways / 081 5700902998	413.00	153.76		566.76
Totals:	1119.00	541.07	2.75	CAD 1662.82

Total Charged to Credit Card: CAD 1662.82

Balance Due: CAD 0.00

Invoice No: 1752945

• Customer Name: CITY OF VANCOUVER
Airline Conditions of Contract & Other Important Notices: [Click Here](#)



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****Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.****

After hour service: 1-800-206-1482 and quote membership code S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialing internationally.

****Calls to the Emergency Line may result in a service charge****



UNIGLOBE Travel

300-1444 Alberni Street

Vancouver BC V6G 2Z4

Phone: 604 688-3551 / 800-663-0208

Fax: 604 688-1012

laural@uniglobeone.com

Direct Line: 604-639-2543

Passenger(s): Girm/Naveen Singh Mr
Ref: MAYR-17-020
Invoice No.: 1753738
Issue Date: Tuesday, August 22, 2017
Billing: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

Trip Record Locator: JQLSZI
Agent: Laura Loconte
Deliver: CITY OF VANCOUVER
453 W 12TH AVENUE
VANCOUVER, BC V5Y 1V4
CANADA

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- RULES AND RESTRICTIONS FOR AIR CANADA FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 200.00AUD
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
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- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
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- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.

- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.
- ROUTING CHANGES ARE -NOT- ALLOWED.

 **INSURANCE - Monday, September 4**

Manulife World Travel Insurance			
Begins:	Monday, September 4	Ends:	Thursday, September 14
From:	Vancouver	Premium:	46.00
Product:	Global Medical - Under Age 60	Policy Number:	S.17(1)
Remarks:	Coverage for gir n Coverage cad1000000 after departure		

 **AIR - Monday September 4 2017**

Air Canada Flight AC29 Economy Class				Check In Confirmation: Q77LBV
Depart:	12:20, Monday, September 4 Vancouver Intl Airport-Terminal Main Vancouver, British Columbia, Canada	Arrive:	14:10, Tuesday, September 5 Beijing Capital Intl. Arpt. Terminal 3 Beijing, China	
Status:	Confirmed			
Booking Code:	K (Economy)			
Equipment:	Boeing 777-300ER	Stops:	Non-stop	
Duration:	10 hours 50 minutes	Seat:	42C Confirmed	
Meal:	Lunch, Meal	ETicket No.:	0145700902997	
Remarks:	You are booked in Tango class			
Weather Flight Status (up to 3 days prior)				

 **HOTEL - Sunday September 10 2017**

Hilton Sydney				Check In Confirmation: 3373455183
Check In:	Sunday, September 10	Check Out:	Thursday, September 14	
Address:	488 George Street Sydney 2000			
Phone:	61-2-92662000	Fax:	61-2-9265-6065	
Rate:	AUD399.00 p/night plus taxes and/or additional fees			
Status:	Confirmed	No. of Rooms:	1	
No. of Nights:	4			
Room Description:	King Hilton Guestroom Plus. City Views, Contemporary Guest.			
Cancel Policy:	01D cancel 1 days prior to arrival	Guaranteed for late arrival:	Yes	
Requested Additional Info:	ZD			
Remarks:	If booking a Government rate must present Government ID or Govt contract at check in Valid credit card in the name of the guest is required At time of check-in			
Weather Driving Directions				

 **AIR - Thursday September 14 2017**

Air Canada Flight AC34 Economy Class				Check In Confirmation: Q77LBV
Depart:	10:10, Thursday, September 14 Kingsford Smith Arpt.	Arrive:	07:30, Thursday, September 14 Vancouver Intl Airport-Terminal Main	

Terminal 1 Intl.
Sydney, New South Wales, Australia

Vancouver, British Columbia, Canada

Status: Confirmed
Booking Code: K (Economy)
Equipment: Boeing 777-200LR
Duration: 14 hours 20 minutes
Meal: Breakfast, Meal
Remarks: You are booked in Tango class
Stops: Non-stop
Seat: 33A Confirmed
ETicket No.: 0145700902997

[Weather](#) [Flight Status \(*up to 3 days prior\)](#) [Dining Reservations](#)

Invoice Details

Transaction / Document	Base	Tax	Total
Manulife Insurance	46.00		46.00
	Form of Payment: CA\$ 17(1)		
Totals:	46.00	0.00	CAD 46.00

Total Charged to Credit Card: CAD 46.00

Balance Due: CAD 0.00

Invoice No: 1753738

Customer Name: CITY OF VANCOUVER
Airline Conditions of Contract & Other Important Notices: [Click Here](#)



[Travel smarter with TripIt, the must-have travel app.](#)

Get instant access to all your travel plans in one place, including your company's travel agency contact information. Simply forward this confirmation email to plans@tripit.com to get started.





[Printable Version](#)

****Please review your travel documentation carefully and report any discrepancies to the agency the same day as receipt. Any discrepancies not reported the same day are the responsibility of the traveller. Please verify the names on the documents matches your passport or other government issued ID.****

After hour service: 1-800-206-1482 and quote membership code: S7R10. If you are having difficulty, please call direct 1-416-929-5840. Collect calls are accepted.

Please visit www.howtocallabroad.com if you need assistance with information on dialing internationally.

****Calls to the Emergency Line may result in a service charge****



UNIGLOBE Travel
300-1444 Alberni Street
Vancouver BC V6G 2Z4
Phone: 604 688-3551 / 800-663-0208
Fax: 604 688-1012

laural@uniglobeone.com
Direct Line: 604-639-2543

Passenger(s):	Girn/Naveendar Singh Mr Ref: MAYR-17-020	Trip Record Locator:	XIYTUO
Invoice No.:	1753736	Agent:	Laura Loconte
Issue Date:	Tuesday, August 22, 2017	Deliver:	CITY OF VANCOUVER 453 W 12TH AVENUE VANCOUVER, BC V5Y 1V4 CANADA
Billing:	CITY OF VANCOUVER 453 W 12TH AVENUE VANCOUVER, BC V5Y 1V4 CANADA		

- RULES AND RESTRICTIONS FOR QANTAS FLIGHTS
- 100 PERCENT NON REFUNDABLE
- THE CHANGE FEE PRIOR TO DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- THE CHANGE FEE AFTER DEPARTURE - 500.00CNY
- PLUS ANY TAXES/DIFFERENCE IN FARE, IF APPLICABLE.
- MINIMUM STAY IS FIRST SUNDAY AFTER DEPARTURE.
- MAXIMUM STAY IS 30 DAYS FROM ORIGINAL DEPARTURE DATE.

AIR - Saturday September 9 2017

Qantas Airways Flight QF130 Economy Class **Check In Confirmation: WZ3WRA**

Depart:	19:55, Saturday, September 9 PuDong Airport-Terminal 1 Shanghai, China	Arrive:	08:30, Sunday, September 10 Kingsford Smith Arpt. Terminal 1 Intl. Sydney, New South Wales, Australia
----------------	--	----------------	--

Status:	Confirmed	Stops:	Non-stop
Booking Code:	N (Economy)	Seat:	Assigned at Check In
Equipment:	Airbus Industrie A330-300	ETicket No.:	0815700973232
Duration:	10 hours 35 minutes		
Meal:	Dinner, Refreshment		

Weather • **Flight Status (up to 3 days prior)**

CREDIT - Sunday, September 10

Details

Departs: Shanghai
Details: USED QF- QANTAS FILE PJJU5C
 0815700902998
 ORIGINAL TRAVELER NAME NAVEEN GIRN
 ORIGINAL INVOICE 1752945
 TICKET AMOUNT 566.76

CREDIT - Sunday, September 10

Details
Departs: Shanghai
Details: AMOUNT TO BE COLLECTED 0.00

Invoice Details

Transaction / Document	Base	Tax	GST/HST	Total
Processing Fee	35.00		1.75	36.75
Form of Payment: CA\$ 17(1)				
Qantas Airways / 081 5700973232 Exchange Ticket / 0815700902998				0.00
Totals:	35.00	0.00	1.75	CAD 36.75
			Total Charged to Credit Card:	CAD 36.75
			Balance Due:	CAD 0.00

Orig inv nbr 1752945
 Orig tkt nbr 0815700902998
 Orig tvl date 09sep17

Invoice No: 1753736

• Customer Name: CITY OF VANCOUVER
 Airline Conditions of Contract & Other Important Notices: [Click Here](#)



Travel smarter with TripiT, the must-have travel app.

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G026354

检票: 10

北京南站

G3

上海虹桥站

Beijingnan

Shanghaihongqiao

2017年09月07日 14:00开

10车15F号

¥553.0元

二等座

限乘当日当次车

GM1392**

GIRNAVEENDARSIN
GH



买票请到12306 发货请到95306
中国铁路祝您旅途愉快

10001200220902G026354 京AD售

此发票系北京市国家税务局批准印制 光印 14-04
Printing of the Invoice is ratified by Beijing Municipal Office, SAT

北京市国家税务局通用定额发票
BEIJING MUNICIPAL OFFICE, SAT GENERALLY FIXED-VALUE INVOICE

发票联
INVOICE

发票代码 111001440051
Invoice code
发票号码 09666130
Invoice No.
密码 [REDACTED]
Password

伍元 ¥: 5.00
Five yuan

开票日期
Date

年 月 日
Y M D

收款单位 (盖章有效)
Payee (seal)

558 @ 0.1924 =

107.36



FOUR SEASONS
HOTEL
SHANGHAI

Mr. Naveen Girm
Canada

Room No. : 2505
Arrival : 09/07/17
Departure : 09/09/17
Page No. : 1 of 1
Folio No. :
Conf. No. : 34465301
Cashier No. : 146
User ID : QUEENA.CHEN
09/09/17

INFORMATION INVOICE

A/R Number :
Group Code : VANCOSEP0717
Company Name : Shanghai Municipal Foreign A

Date	Text	Reference	Charges RMB	Credits RMB
09/07/17	Group - Vancouver Mayor Seq		1,285.01	
09/08/17	Group - Vancouver Mayor Seq		1,285.01	
09/09/17	Visa			2,570.02
	s.17(1)	XX/XX		
Total			2,570.02	2,570.02
Balance			0.00	RMB

Guest Signature _____

Merchant ID 104290070113942 Credit Card # **s.17(1)**
Transaction ID 33471452 Credit Card Expiry : XX/XX
Approval Code 080339 Capture Method : Manual
Approval Amount : 2570.02 Transaction Amount : 2570.02

conversion rate
CNY 2570.02 @ 0.1924
- \$ 494.58



FOUR SEASONS
HOTEL
SHANGHAI

收单银行: 中国银行 Bank of China
Acq. Bank
商户名称: 上海四季酒店 Four Seasons Hotel Shanghai
Merchant
商户编号: 021211633000001
Merchant ID
终端编号: 88895520
Terminal ID
卡类别: Visa
Card Type
卡号: s.17(1) /M
Card Number
有效期: XX/XX
Exp. Date
批次号: 001949
Batch NO.
流水号: 068442
Trace NO.
日期时间: 2017-09-09 08:28:08
Date Time
参考号: 895520901699
Ref. NO.
授权码: 080339
Auth. Code
交易类型: DCC完成(DCC COMPLETION)
Tran. Type
金额: 2570.02
Amount/RMB
备注信息:
Note

FX RATE* CAD/RMB 0.1959995
请选择交易货币 (Please mark [X] for the Transaction Currency):
 RMB 2570.02 CAD 503.72

兹申明交易之最终货币系本人之选择, 并已了解此项服务为供应商提供且符合VISA规定。
THIS RECEIPT COMPLIES WITH VISA RULES AND THE SERVICE IS PROVIDED BY SERVICE PROVIDER. I'VE BEEN OFFERED CHOICE OF CURRENCIES INCLUDING RMB. *INCL. FOUR PT. FOUR ZERO PERCENT OVER WHOLESALE RATE.

持卡人签字 (CARDHOLDER SIGNATURE) : _____

-- Reprint --

500 WEIHAI ROAD, SHANGHAI 200041, CHINA
中国上海威海路500号, 邮政编码 200041
TEL:86(21)6256-8888 FAX:86(21)6256-5678 WORLD WIDE WEB:www.fourseasons.com



中国北京朝阳门外大街乙12号 邮政编码: 100020
 B12, Chaoyangmenwai Street, Beijing, P.R.China Post
 Code: 100020
 电话Telephone: (86-10) 5828 5588
 传真Fax: (86-10) 5828 5599
 网址Website: WWW.Kuntairoyalhotel.com
 电子邮件E-mail: public@Kuntairoyalhotel.com

GREGOR ANGUS BETHUNEROBERTSON

*FOR NAVEEN
GIRN*

Company Name : Beijing Xin Chuan De Guo Ji Ban Quan
 Arrival Date : 09/05/17
 Departure Date : 09/07/17

Room No. : 1116
 Page No. : 1 of 1
 Folio No :
 Cash : 307 FOANSON
 D : 09/07/17 06:43:40

Date	Description	Reference	Charge	Credits
09/05/17	-Package Charge	30125479	660.38	
09/05/17	Room Charge-VAT 6%		39.63	
09/06/17	-Package Charge	30151304	660.38	
09/06/17	Room Charge-VAT 6%		39.63	
09/07/17	Room Charge Supplement ADJ		-0.02	
09/07/17	Balance Transfer FR 1115	GIRN NAVEENDAR SINGH #1115=>ROBERTSON GREGOR ANGUS BETHUNE #1116	1,400.00	
09/07/17	CC-Master	s.17(1)		2,800.00
Total			2,800.00	2,800.00
Balance			0.00	CNY

*Invoice rate:
CNY 2800 @ 0.1924
= 538.72*

签字Signature :

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be help personally liable in the event that the indicated person, company, association or credit card issuer fails to pay for any part of the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer. Any business with our hotel at May 1st 2016. We will fill the invoice when you check out. However, We are not going to refill the invoice after May 1st 2016.

本人同意上述账单真实有效, 并且在本人所指定的, 应对该付款承担责任的个人、公司、其他机构或信用卡发卡没有承担责任的情况下, 承担个人责任。如果使用信用卡支付, 本人同意履行与发卡行签订的全部条款。2016年5月1日起在酒店发生的业务活动在离店结账时开具发票, 逾期将不再补开。

Hotel Coronation

5 Park Street Sydney NSW 2000
Email hotelcoronation@bigpond.com
Phone 02 9266 3100 Fax 02 9267 8992 ABN 46 086 596 732



Tax Invoice

Girn Naveen Singh
Exp#898549504

Account 50599
Reference: T

Arrive: Sun 10/09/2017 Depart: Thu 14/09/2017

Transaction detail	Date	Room	Qty	Unit price	Debit	Credit
Agent Commission	25/08/17					72.00
Room Charge	10/09/17	202			120.00	
Payment Received	10/09/17	202				408.00
Virtual Credit Card	s.17(1)					
Room Charge	11/09/17	202			120.00	
Room Charge	12/09/17	202			120.00	
Room Charge	13/09/17	202			120.00	

TOTAL 474-72

GST charged: 37.09

Balance (GST included): 0.00



single trip

T Town Hall and Airport - International
Airport 1 (up to 10km)

ADULT

13.09.2017 23:48

\$18.00 incl. GST

G-044 6080837068

Valid up to 4am after day of issue. Tap card at start and end of trip.



NAVEEN
TRANSIT
**Transport
for NSW**

ABN 18 804 239 602

COMMONWEALTH BANK EFTPOS
TRANSPORT FOR NSW
TOWN HALL 3

TERMINAL 11430700
REFERENCE 172302

CUSTOMER COPY

CARD NO: *s.17(1)*
EXPIRY DATE:
AID: A0000000031010
ATC:132 TVR:0080008000
CSN:05 3814258ECD459583
13 SEP 2017 23:42

VISA CREDIT

CREDIT
PURCHASE \$18.00
TOTAL AUD \$18.00

APPROVED 00
AUTH NO: 066118
POS REF NO: 2187

ITEM: SINGLE TRIP
OPAL NO:XXXXXXXXXXXXXXXXXX
218776



single trip

T Town Hall and Airport - International
Airport 1 (up to 10km)

ADULT

\$18.00 incl. GST

13.09.2017 23:48

G-044 608037068

Valid up to 4am after day of issue. Tap card at start and end of trip.



*NAVEEN
TRANSIT*
Transport
for NSW

ABN 18 804 239 602

COMMONWEALTH BANK EFTPOS
TRANSPORT FOR NSW
TOWN HALL 3

TERMINAL 11430700
REFERENCE 172302

CUSTOMER COPY

CARD NO: **s.17(1)**
EXPIRY DATE:
AID: A0000000031010
ATC:132 TVR:0080008000
CSN:05 381425BEC459583
13 SEP 2017 23:42

VISA CREDIT

CREDIT
PURCHASE \$18.00
TOTAL AUD \$18.00

APPROVED 00
AUTH NO: 066118
POS REF NO: 2187

ITEM: SINGLE TRIP
OPAL NO:XXXXXXXXXXXXXXXXXX
218776