Expense Reports

Expense Report	EXP-11892	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL APR 1-2/26	**Total Amount**	177.75

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria		Apr 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria		Apr 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Mileage - MLA Travel		Apr 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Report	EXP-12780	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL Apr 26-30/26	**Total Amount**	391.5

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria		May 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria		May 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria		May 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Report	EXP-12783	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL Apr 19-23/26	**Total Amount**	391.5

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria		May 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria		May 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria		May 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Reports

Expense Report	EXP-12785	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL Apr 12-17/26	**Total Amount**	366.5

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria		May 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria		May 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel
Mileage - MLA Travel		May 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Report	EXP-13870	**Status**	Approved
Business Purpose	Accompanying Person Travel	**Payment Status**	Paid
Memo	ACC CA May 3-6/26	**Total Amount**	1363.27

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Accommodation Expenses - Accompanying Person	[redacted]	Jun 1, 2026	1047.27	40.28	8254 - Accompanying Person Travel
Dinner Only - Accompanying Person		Jun 1, 2026	36.00	1.38	8254 - Accompanying Person Travel
Dinner Only - Accompanying Person		Jun 1, 2026	36.00	1.38	8254 - Accompanying Person Travel
Dinner Only - Accompanying Person		Jun 1, 2026	36.00	1.38	8254 - Accompanying Person Travel
Mileage - Accompanying Person	Qualicum Beach to Victoria	Jun 1, 2026	104.00	4.00	8254 - Accompanying Person Travel
Mileage - Accompanying Person	Victoria to Qualicum Beach	Jun 1, 2026	104.00	4.00	8254 - Accompanying Person Travel

Expense Report	EXP-13900	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL MAY 18-21/26	**Total Amount**	330.5

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Lunch & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Mileage - MLA Travel	Travel for session in Victoria	Jun 1, 2026	68.25	2.63	8251 - MLA Travel
Mileage - MLA Travel	Travel for session in Victoria	Jun 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Reports

Expense Report	EXP-13899	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL MAY 3-7/26	**Total Amount**	289.25

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Lunch Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	39.50	1.52	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Mileage - MLA Travel	Travel for session in Victoria	Jun 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Report	EXP-13901	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL MAY 24-28/26	**Total Amount**	391.5

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Full Day Per Diem - MLA In-Victoria	Travel for session in Victoria	Jun 1, 2026	61.00	2.35	8245 - Per Diem - Victoria
Mileage - MLA Travel	Travel for session in Victoria	Jun 1, 2026	68.25	2.63	8251 - MLA Travel
Mileage - MLA Travel	Travel for session in Victoria	Jun 1, 2026	68.25	2.63	8251 - MLA Travel

Expense Report	EXP-14612	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL JUNE 10-13/26	**Total Amount**	1198.34

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Airfare - MLA Travel	Travel to Kelowna for meetings	Jun 10, 2026	387.83	14.92	8251 - MLA Travel
Airfare - MLA Travel	Travel to Kelowna for meetings	Jun 10, 2026	156.93	6.04	8251 - MLA Travel
Dinner Only - MLA Travel	Travel to Kelowna for meetings	Jun 10, 2026	36.00	1.38	8248 - Per Diem - MLA Travel
Full Day Per Diem - MLA Travel	Travel to Kelowna for meetings	Jun 10, 2026	61.00	2.35	8248 - Per Diem - MLA Travel
Hotel - MLA Outside of Victoria	Travel to Kelowna for meetings	Jun 10, 2026	508.08	19.54	8251 - MLA Travel
Lunch & Dinner Only - MLA Travel	Travel to Kelowna for meetings	Jun 10, 2026	48.50	1.87	8248 - Per Diem - MLA Travel

[redacted]

[redacted]

Room No. : [redacted]
Arrival : 05-03-26
Departure : 05-06-26
Folio No. :
Conf. No. [redacted]
AR No.
Reference No. :
Custom Ref. :

Company Name: NDP Caucus
Group Name:

Date	Description	Charges	Credits
05-03-26	Room Charge	289.00	
05-03-26	Destination Marketing Fee - 1%	2.89	
05-03-26	Municipal Tax - 3%	8.76	
05-03-26	Hotel Room Tax - 8%	23.35	
05-03-26	Goods and Services Tax - 5%	14.59	
05-03-26	Parking - Daily Guest	10.00	
05-03-26	Goods and Services Tax - 5%	0.50	
05-04-26	Room Charge	289.00	
05-04-26	Destination Marketing Fee - 1%	2.89	
05-04-26	Municipal Tax - 3%	8.76	
05-04-26	Hotel Room Tax - 8%	23.35	
05-04-26	Goods and Services Tax - 5%	14.59	
05-04-26	Parking - Daily Guest	10.00	
05-04-26	Goods and Services Tax - 5%	0.50	
05-05-26	Room Charge	289.00	
05-05-26	Destination Marketing Fee - 1%	2.89	
05-05-26	Municipal Tax - 3%	8.76	
05-05-26	Hotel Room Tax - 8%	23.35	
05-05-26	Goods and Services Tax - 5%	14.59	
05-05-26	Parking - Daily Guest	10.00	
05-05-26	Goods and Services Tax - 5%	0.50	
05-06-26	Visa XXXXXXXXXXX [redacted]XX/XX		1,047.27

Total Charges	1,047.27	
Total Credits		1,047.27
Balance		**0.00**

Guest Signature: _____

[redacted]

Pacific Coastal AIRLINES

Reservation Status
Your reservation is **confirmed**

Reservation Number: [redacted]

*All charges and payments appear in: CAD

Main Passenger

Name	Total Charges	GST	Total Amount	Total Payments	Balance Due
HIGGINSON, STEPHANIE	$369.36	$18.47	$387.83	$387.83	$0.00

Passenger(s) / Seat(s)

Passenger(s)	Seat(s)
HIGGINSON, STEPHANIE	[redacted]

Flight Itinerary

Leg	Flight Number	Date	Departure		Arrival	Aircraft	Status
1	[redacted]	10 Jun 2026	[redacted]NANAIMO		[redacted] KELOWNA	BEECH 1900	CONFIRMED

8P flight numbers operated by Pacific Coastal Airlines.
Aircraft type and schedule subject to change without notice.

Purchase Summary

Leg	Passenger	Description		Amount	GST	Total
1	HIGGINSON, STEPHANIE	AIF - YCD		$15.00	$0.75	$15.75
1	HIGGINSON, STEPHANIE	V - CLASSIC FARE		$271.90	$13.60	$285.50
1	HIGGINSON, STEPHANIE	Security Surcharge		$9.46	$0.47	$9.93
1	HIGGINSON, STEPHANIE	Fuel Surcharge		$55.00	$2.75	$57.75
1	HIGGINSON, STEPHANIE	Nav Canada Fee		$18.00	$0.90	$18.90
			Total	$369.36	$18.47	$387.83

Payment Information

Date	Payer's Name	Amount	Transaction Type	PO Number	Receipt	Authorization
26 May 2026	Stephanie Higginson	$387.83	VISA		[redacted]	

Tax Registration: 121386296 RT0001

Online Check-In

Pacific Coastal customers have the option of checking-in online anytime between 24 hours and up to 1 hour ahead of their scheduled departure time. After completing online check-in, you have the option of printing a boarding pass, or emailing an electronic version to your mobile device, which will be scanned at the boarding gate. If you are checking a bag, we recommend that you **drop your checked baggage off 60 minutes prior** to your scheduled departure time. Checked baggage acceptance **closes 40 minutes prior** to scheduled departure time. To check-in online click **here**.

60 minutes → **40** minutes → **30** minutes

Recommended Check-In | **Check-In Closes** | **Present at Boarding Gate**

[redacted]

Primary Guest

Guest Name	Higginson, Stephanie
Address	[redacted]
City, State, Zip Code	
Country	

ADDN GUESTS

Hilton Honors

M MEMBER [redacted]

Stay Details

Check In Date	Jun 10, 2026
Check Out Date	Jun 13, 2026
Room	[redacted]
Source	OTHER
Guests	1/0

Company Details

Name	
Tax#/ID#	
PO Number	
Account Name	

Other Details

Tax Invoice	
Tax/Fee Exemption	NO
Tax/Fee Exempt Date	

Travel Agent

IATA	
Name	

June 10 and 11 only = $508.08

Date	Type	Description	Amount
Jun 10, 2026	Charge	GUEST ROOM	$219.00
Jun 10, 2026	Tax	ROOM GST	$10.95
Jun 10, 2026	Tax	ROOM MRDT	$6.57
Jun 10, 2026	Tax	ROOM PST	$17.52
Jun 11, 2026	Charge	GUEST ROOM	$219.00
Jun 11, 2026	Tax	ROOM GST	$10.95
Jun 11, 2026	Tax	ROOM MRDT	$6.57
Jun 11, 2026	Tax	ROOM PST	$17.52

[redacted]

Summary

Type	Amount
CREDIT CARD	[redacted]
GUEST ROOM	
ROOM GST	
ROOM MRDT	
ROOM PST	
Folio Balance	**$0.00**

[redacted]

From: noreply <noreply@flyairnorth.com>
Sent: May 26, 2026 [redacted]
To: steph_higginson [redacted]
Subject: Air North, Yukon's Airline - Confirmation [redacted]

Your Air North, Yukon's Airline Itinerary

Thank you for booking with us!

Your itinerary number is [redacted]

Passenger ID Number: [redacted]
Address: [redacted]
Booked:May 26, 2026
Booked By: [redacted]

Saturday June 13, 2026 › Flight [redacted] **Kelowna to Vancouver**

Departs [redacted]

STEPHANIE [redacted] **HIGGINSON**

Seat [redacted]

Confirmed

[redacted]

Warning

While we do everything possible to provide the most accurate flight status information, please verify your flight's status at least 24 hours prior to departure at www.flyairnorth.com . Air North, Yukon's Airline is not liable for non-delivery of flight schedule change messaging.

Purchase Summary

Total Fare	**72.00**
Airport Improvement Fee - YLW delete	**28.00**
Carrier Surcharge - FSC40	**40.00**
Air Travellers Security Charge	**9.46**

Canada Goods and Service Tax #850279555	**7.47**
Itinerary Total	**CDN 156.93**
Payment	**CRED:VISA**
Credit Card Applied	**CDN 156.93**
Cardholder Name	**STEPHANIE HIGGINSON**
Credit Card Number	[redacted]
Authorization Number	

Questions, comments or concerns?

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How to contact us

- **Toll-free (in North America): 1.800.661.0407 ext. 1**
- **(867) 668.2228 ext. 1**
- **Via www.flyairnorth.com**