Expense Reports

Expense Report	EXP-11333	**Status**	Approved
Business Purpose	MLA Travel	**Payment Status**	Paid
Memo	MLA TRL MAR 29-31/26	**Total Amount**	288.1

Item	Line Memo	Acctg	Line Amt	Tax Amt	Spend Category
Breakfast & Dinner Only - MLA In-Victoria	Traveled to attend session	Apr 1, 2026	48.50	1.87	8245 - Per Diem - Victoria
Breakfast & Lunch Only - MLA In-Victoria	Traveled to attend session	Apr 1, 2026	39.50	1.52	8245 - Per Diem - Victoria
Dinner Only - MLA In-Victoria	Traveled to attend session	Apr 1, 2026	36.00	1.38	8245 - Per Diem - Victoria
Ferry - MLA Travel	Traveled to attend session	Apr 1, 2026	120.00	4.62	8251 - MLA Travel
Mileage - MLA Travel	Traveled to attend session	Apr 1, 2026	44.10	1.70	8251 - MLA Travel

BCFerries

Date Issued: 13/APR/2026 [redacted]
Booked by: BCF CUSTOMER SERVICE CENTRE

500-1321 Blanshard Street
Victoria, BC V8W 0B7
Toll Free:1-888-BC FERRY (1-888-223-3779)
Direct: (250) 410-1467
Contact & customer support
GST Number: 894623206RT0001

[redacted]

Booking Reference: [redacted]

Booking Confirmation

Booking Holder: Amna Shah
Phone: [redacted]

Provide Booking Reference Number to Ticket Agent

Customer Number:13182599

Departs	Time / Date	Arrives	Time / Date
Tsawwassen	[redacted]	**Swartz Bay, Victoria**	[redacted]
Metro Vancouver	29/Mar/2026	Vancouver Island	29/Mar/2026

Vehicle UNDER HEIGHT PASSENGER VEHICLE
Ferry Spirit of Vancouver Island

The sailing you have selected is a direct sailing.
Tsawwassen - Swartz Bay, Victoria
Fare Type Reservation Only

Fare Information		**Price**
20'	Under height passenger vehicle	$75.00
1	12+ years	$20.00
		$5.00
		$20.00

Total:	**$120.00**
Amount Paid:	**$120.00**
Due 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 to customers as required under the applicable legislation on ancillary services such as cabin rentals, specialty lounges, food and retail services.

Date Issued: 13/APR/2026 [redacted]
Booked by: BCF CUSTOMER SERVICE CENTRE

500-1321 Blanshard Street
Victoria, BC V8W 0B7

Toll Free:1-888-BC FERRY (1-888-223-3779)

Direct: (250) 410-1467

Contact & customer support

GST Number: 894623206RT0001
Booking Number: [redacted]
Booking Total: $120.00

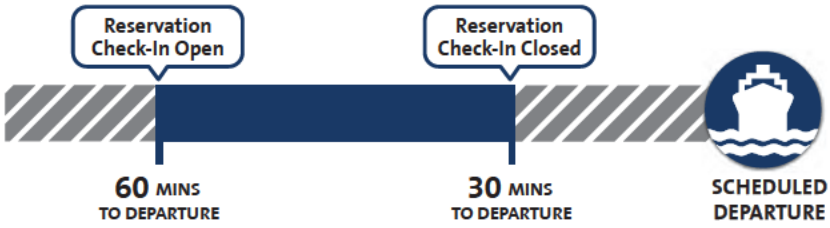
Purchase 2026/03/29
CC $120.00
Auth [redacted]
/

01 APPROVED - THANK YOU 027

Cardholder Copy

29 Mar 2026 [redacted]

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



Reservation Check-In Opens

Check-in opens **60 minutes** prior to scheduled departure. Depending on schedules, you may not be able to check-in if you arrive more than 60 minutes early.

Reservation Check-In Closed

Reservation check-in closes **30 minutes** prior to scheduled departure. If not checked in by this time, your booking will not be honoured and you will travel standby (on next available sailing). Your reservation fee will not be refunded.

What you need to redeem your booking: Please advise the ticket agent that you have a booking. They will need your booking reference number or phone number used to make the booking to redeem it.

The non-authorized resale of a booking/reservation is prohibited unless contracted through BC Ferries. This booking confirmation cannot be sold. BC Ferries reserves the right to deny service to any person who procures a booking/reservation from an unauthorized source or invalid payment.

Terms and Conditions:

Bookings will not be honoured and travel will revert to a first-come first-served basis if you:

- arrive after the reservation check-in has closed, 30 minutes prior to the scheduled departure;
- arrive before the reservation check-in has opened, more than 60 minutes prior to the scheduled departure.

Vehicle Length and Type

Your booking will only be honoured for the specific sailing you reserve and is valid only for the type and length of vehicle specified. If your reserved vehicle length differs by more than 5 feet (1.5 metres) at check-in, your booking will not be honoured.
Vehicle length adjustments, sailing date and time changes can be made by accessing your account online. Cancellations can be made through your account online or by contacting our Customer Service Centre at 1-888-223-3779 within North America or 1-250-386-3431 from outside North America based on the applicable reservation policy.

Loading

Your booking will hold a space for you on this confirmed sailing. The specific placement of your vehicle onboard the ferry is not guaranteed. Please arrive early and advise the ticket agent if you have any special needs, and we will do our best to accommodate your request on your confirmed sailing. If we are unable to meet your request, you will have the option to travel on the next available sailing where your request can be accommodated.

Sailing Cancellations

If you check-in for your booking and the sailing is cancelled, we will make every effort to load you onto the next available sailing. Customers with a booking on the next scheduled departure will be loaded in advance of customers from the cancelled sailing. If we are unable to load you on the next available sailing, travel will revert to a first-come, first-served basis. If you choose not to travel, your fares will be fully refunded.

If your sailing is cancelled before you check-in, your booking will be cancelled, your reservation fee and any prepaid fares for Saver and Prepaid bookings will be refunded, and travel will revert to a first-come, first-served basis.

Conditions of Carriage/Rules & Requirement

By purchasing a booking, you acknowledge your acceptance of BC Ferries Conditions of Carriage (available for viewing at bcferries.com or upon request at any terminal office, and on board any vessel).

BC Ferries reserves the right to modify or change these terms and conditions from time to time without notice.

Follow us on X @bcferries for service updates.

Reservation and Change Fees

- Reservation Only: Pay reservation fee at time of booking. Change sailing for $5 up to one hour before booked sailing.
- Prepaid: Full payment at time of booking. Includes a reservation. Change sailing for $5 (plus any difference in price, if applicable) up to one hour before booked sailing.
- Saver: Full payment at time of booking. Includes a reservation. Change sailing for $5 (plus any difference in price, if applicable) up to one hour before booked sailing. If removing vehicle from booking, amount paid for vehicle is non-refundable.

Reservation and change fees are non-refundable.

Cancelling your booking

- Reservation Only: Reservation fee is non-refundable.
- Prepaid: $5 cancellation fee up to 11:59 pm the day before departure; $15 cancellation fee on day of departure, up to one hour before booked sailing. Unredeemed bookings will automatically be refunded less a $20 fee.
- Saver: $5 cancellation fee four days or more before departure; $20 cancellation fee three days or less, up to one hour before booked sailing. Unredeemed bookings will automatically be refunded less a $30 fee.

Reservation policies can be found at bcferries.com.

Health and Safety

To support the health and wellness of our customers and employees, all BC Ferries vessels and terminals are smoke and vape-free environments.
BC Ferries has a zero tolerance policy for passengers under the influence of drugs or alcohol and any unacceptable conduct that can be associated with impairment. The consumption of drugs and alcohol on BC Ferries' vessels and at its terminals is prohibited. BC Ferries is committed to providing a safe and respectful workplace. Abusive conduct or comments will not be tolerated and may result in a denial of service.
During boarding, passengers should advise the Chief Steward of any medical conditions. BC Ferries staff are trained in emergency first aid; however, there are no qualified medical personnel on board.

Transport Canada safety regulation

In accordance with Transport Canada safety regulations passengers must exit their vehicle on any closed lower deck on a vessel that is underway. A closed vehicle deck is a space that is closed at both ends with limited side openings. Exception: vessels in service on the Vancouver (Horseshoe Bay) - Sunshine Coast (Langdale) route.

Please don't activate your alarm

While on board, your vehicle alarm will be triggered by ship movement and vibrations. For the comfort of fellow passengers, pets and our crew, please leave your alarm off when you lock your vehicle. For information on how to lock your vehicle without activating your alarm, refer to your vehicle owner's manual.