

TRAVEL DIARY

Board Meeting
Canberra | Wednesday | 29 May 2019

Board Meeting
Brisbane | Thursday | 30 May 2019

Board Meeting
Brisbane | Friday | 31 May 2019

Wednesday | 29 May 2019

08:15 - 10:35	FLIGHT Adelaide to Sydney
11:30 - 12:25	FLIGHT Sydney to Canberra
12:30 - 13:00	TRANSFER Meeting
14:00 - 15:45	Meeting
15:45 - 16:10	TRANSFER Airport
17:20 - 19:00	FLIGHT Canberra to Brisbane
19:00	TRANSFER Hotel
19:30	ACCOMMODATION <i>The Westin Brisbane</i>

Thursday | 30 May 2019

08:00 - 12:00	Meeting
13:00 - 17:00	Meeting

Friday | 31 May 2019

08:30 - 12:00	Meeting
12:00	TRANSFER Airport
13:45 - 16:05	FLIGHT Brisbane to Adelaide

Customer Details


Name: **SAPOL GOVERNANCE N CAPABILITY**
(ABN: 93799021552)
GPO BOX 1539
ADELAIDE SA 5001

Passenger: Williams Linda Mrs

Invoice Details

Invoice Number: [REDACTED]
Invoice Date: 13-May-2019
QBT Booking Reference: [REDACTED] / S8YDYK
Customer Number: [REDACTED]
Customer Reference/s: Travel Booker: [REDACTED]
Cost Centre: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Product Details

		Ex GST	GST	Total
	Description: Domestic Air Tickets - Qantas	2746.57	274.66	3021.23
	Full Routing: ADL/SYD/CBR/BNE/ADL			
	First Departure Date: 29 May 2019			
	Date: 3656845079/1			
	Ticket No: D			
	Booking Class: QF0740/QF1425/QF1550/QF0665			
	Flight No: \$115.30			
	Taxes: \$11.00			
	Airline Credit Card fee (incl. GST):			

Fee Details

		Ex GST	GST	Total
	QBT Domestic Online Booking Fee	5.00	0.50	5.50
	QBT South Australia Government Levy	1.00	0.10	1.10

Total:

		Ex GST	GST	Total
	Total Tax Invoice	2,752.57	275.26	3,027.83

Payment Details

Visacard:	[REDACTED]	3021.23
Visacard:	[REDACTED]	5.50
Visacard:	[REDACTED]	1.10
Total Payment		3027.83

Invoice

THE WESTIN
BRISBANE

Linda Williams
Australia

Account for: Williams, Linda

Folio No: 19481
Room No: [REDACTED]
Conf No: [REDACTED]
Arrival: 29/05/19
Departure: 31/05/19
Cashier: 1
Booking Ref: KT
Invoice Date: 31/05/19

[REDACTED] COPY OF TAX INVOICE PAGE (S) 1 of 2

Date	Description	Reference	Debit	Credit
29/05/19	Room Charge		257.00	
30/05/19	The Charles' - Breakfast - Food	[REDACTED]	4.00	
		2213099		
30/05/19	Room Charge		257.00	
31/05/19	[REDACTED] Transfer - M		35.00	
31/05/19	Merchant Service Fee		8.42	
31/05/19	Visa Card Manual			569.92
04/06/19	Merchant Service Fee	item charged to incorrect guest	-0.13	
04/06/19	Visa Card Manual	item charged to incorrect guest		-8.63

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joined and several with such person, company or association.

TOTAL	561.29	561.29
TOTAL CHARGES	561.29	
TOTAL INCLUDES GST	51.02	
BALANCE	0.00	GST INCLUDED

Guest Signature _____

* INDICATES NON-TAXABLE SUPPLY

Merchant ID
Transaction ID [REDACTED]
Approval Code
Approval Amount

Credit Card # [REDACTED]
Credit Card Expiry [REDACTED]
Capture Method [REDACTED]
Transaction Amount 569.92

Customer Details

Name: **SAPOL GOVERNANCE N CAPABILITY**
(ABN: 93799021552)
GPO BOX 1539
ADELAIDE SA 5001

Passenger: Manners Cynthia Ms


Invoice Details

Invoice Number: 1208942
Invoice Date: 22-May-2019
QBT Booking Reference: [REDACTED]
Customer Number: [REDACTED]
Customer Reference/s: Travel Booker: [REDACTED]
Cost Centre: [REDACTED]
[REDACTED]
Service Areas: [REDACTED]
[REDACTED]


Product Details

	Ex GST	GST	Total
 Description: Domestic Air Tickets - Qantas	809.64	80.96	890.60
Full Routing: ADL/CBR/ADL			
First Departure Date: 29 May 2019			
Ticket No: 3657033523/1			
Booking Class: M			
Flight No: QF0706/QF0737			
Taxes: \$80.44			
Airline Credit Card fee (incl. GST): \$8.90			

Fee Details

	Ex GST	GST	Total
 QBT Domestic Online Booking Fee	5.00	0.50	5.50
QBT South Australia Government Levy	1.00	0.10	1.10

Total:

	Ex GST	GST	Total
 Total Tax Invoice	815.64	81.56	897.20

Payment Details

Visacard:	[REDACTED]	890.60
Visacard:	[REDACTED]	5.50
Visacard:	[REDACTED]	1.10
Total Payment		897.20

TAX INVOICE

South Australia Police

Invoice Date
31 May 2019

PO Box 626

Invoice Number

AUSTRALIA

ABN
30 506 984 360

Description	Quantity	Unit Price	GST	Amount AUD
29/05/19 Mrs Linda Williams Canberra Airport QF 1425 to [REDACTED] [REDACTED] Barton	1.00	66.00	10%	66.00
29/05/19 Mrs Linda Williams [REDACTED] Barton to Canberra Airport [REDACTED]	1.00	66.00	10%	66.00
		INCLUDES GST 10%		12.00
		TOTAL AUD		132.00

Due Date: 7 Jun 2019

National Australia Bank
BSB: 082-804
A/C: 259191408

PAYMENT ADVICE

To: Capital Chauffeurs Canberra
PO Box 626
FYSHWICK ACT 2609
AUSTRALIA

Customer South Australia Police
Invoice Number [REDACTED]
Amount Due 132.00
Due Date 7 Jun 2019

Amount Enclosed

Enter the amount you are paying above

Brisbane Executive Transfers

PO Box 5748
West End
QLD 4101
ABN: 92 136 813 655

TAX INVOICE

Tel: [REDACTED]
Mob: [REDACTED]
Email: [REDACTED]

Acct#	Invoice#	Date	Terms	Inv Total
[REDACTED]	[REDACTED]	05/06/2019	DUR	171.11

Bill To:

SA POLICE / [REDACTED]
[REDACTED]

PO/Reference #

Date	Conf#	Vchr#	Client #	Passenger	PU Location	DO Location	Base	Grat	Misc	Taxes	Surch	Disc	Total
29/05/2019	[REDACTED]			Linda Williams	PU: -- : Brisbane Airport, / QF - Qantas AirwaysFrom/To: CBR, Term/Gate: D Flt# 1550, ETA/ETD: 19:00,	DO: -- : The Westin [REDACTED]	80.50	0.00	0.00	8.05	0.00	0.00	88.55
31/05/2019	[REDACTED]			Linda Williams	PU: -- [REDACTED] Brisbane City, QLD 4000	DO: -- : Brisbane Airport, / QF - Qantas AirwaysFrom/To: CBR, Term/Gate: D	75.05	0.00	0.00	7.51	0.00	0.00	82.56
							155.55	0.00	0.00	15.56	0.00	0.00	171.11

Banking Details:

BSB: 084 129
Account Number: 12 690 3600
Account Name: Brisbane Executive Transfers
Swift Code: [REDACTED]
Credit Card Surcharges apply for all card payments
We have a strict 7 day account policy for account holders, unless previously arranged with management

Sub Total: 155.55

GST: 15.56

Tax Invoice Total: 171.11

Discount: 0.00

Credit Card Surcharge: 0.00

Grand Total: 171.11

Payments: 0.00

Invoice Total Due: 171.11

Invoice Messages:

#We value your continued patronage. Please review us on Facebook as this enables us to continue to provide you with the standard of service you have grown to enjoy#

Account Summary

Current	30 Days	60 Days	Over 90 Days	Total Due