

DEC 16 1980

For Six Month Period Ending \_\_\_\_\_

(insert date)

Name of Registrant

Tourism British Columbia

Registration No.

3380

*ljo*

Business Address of Registrant

720 Olive Way, Ste. 930  
Seattle, Wa. 98101

I-REGISTRANT

1. Has there been a change in the information previously furnished in connection with the following:

(a) If an individual:

- (1) Residence address                      Yes                       No
- (2) Citizenship                                Yes                       No
- (3) Occupation                                Yes                       No

(b) If an organization:

- (1) Name                                        Yes                       No
- (2) Ownership or control                    Yes                       No
- (3) Branch offices                            Yes                       No

2. Explain fully all changes, if any, indicated in item 1.

IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4, and 5.

3. Have any persons ceased acting as partners, officers, directors or similar officials of the registrant during this 6 month reporting period?      Yes       No

If yes, furnish the following information:

Name

Position

Date Connection Ended

RECEIVED  
DEPT. OF JUSTICE  
CRIMINAL DIVISION  
90 JAN 10 A7:27

4. Have any persons become partners, officers, directors or similar officials during this 6 month reporting period?  
Yes  No

If yes, furnish the following information:

<i>Name</i>	<i>Residence Address</i>	<i>Citizenship</i>	<i>Position</i>	<i>Date Assumed</i>
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5. Has any person named in Item 4 rendered services directly in furtherance of the interests of any foreign principal?  
Yes  No

If yes, identify each such person and describe his services.

6. Have any employees or individuals other than officials, who have filed a short form registration statement, terminated their employment or connection with the registrant during this 6 month reporting period? Yes  No

If yes, furnish the following information:

<i>Name</i>	<i>Position or connection</i>	<i>Date terminated</i>
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7. During this 6 month reporting period, have any persons been hired as employees or in any other capacity by the registrant who rendered services to the registrant directly in furtherance of the interests of any foreign principal in other than a clerical or secretarial, or in a related or similar capacity? Yes  No

If yes, furnish the following information:

<i>Name</i>	<i>Residence Address</i>	<i>Position or connection</i>	<i>Date connection began</i>
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II—FOREIGN PRINCIPAL

8. Has your connection with any foreign principal ended during this 6 month reporting period? Yes  No

If yes, furnish the following information:

Name of foreign principal Date of Termination

9. Have you acquired any new foreign principal<sup>1</sup> during this 6 month reporting period? Yes  No

If yes, furnish following information:

Name and address of foreign principal Date acquired

Government of British Columbia

10. In addition to those named in Items 8 and 9, if any, list the foreign principals<sup>1</sup> whom you continued to represent during the 6 month reporting period.

III—ACTIVITIES

11. During this 6 month reporting period, have you engaged in any activities for or rendered any services to any foreign principal named in Items 8, 9, and 10 of this statement? Yes  No

If yes, identify each such foreign principal and describe in full detail your activities and services:

- A. Presenting British Columbia to representative of the travel industry to advise and encourage travel to the Province.
B. Dissemination of tourist literature and information to the aforementioned; general mail and telephone inquiries.
C. Trade and consumer shows, promotional activities, familiarization tours, participated in:

TRADE AND CONSUMER SHOWS:

Table with 4 columns: Name of show, Location, Date, Amount. Rows include J & D Travel Marketplace (Seattle & Portland, October, 1989, \$1200.00) and AAA Travel Bazaar (Portland, November, 1989, \$125.00).

1 The term "foreign principal" includes, in addition to those defined in section 1(b) of the Act, an individual or organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a)(9)).
A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those foreign principals for whom he is not entitled to claim exemption under Section 3 of the Act. (See Rule 208.)

12. During this 6 month reporting period, have you on behalf of any foreign principal engaged in political activity<sup>2</sup> as defined below?  
Yes  No

If yes, identify each such foreign principal and describe in full detail all such political activity, indicating, among other things, the relations, interests and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored or delivered speeches, lectures or radio and TV broadcasts, give details as to dates, places of delivery, names of speakers and subject matter.

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13. In addition to the above described activities, if any, have you engaged in activity on your own behalf which benefits any or all of your foreign principals? Yes  No

If yes, describe fully.

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<sup>2</sup>The term "political activities" means the dissemination of political propaganda and any other activity which the person engaging therein believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, persuade, or in any other way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

## IV—FINANCIAL INFORMATION

## 14. (a) RECEIPTS—MONIES

During this 6 month reporting period, have you received from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal, any contributions, income or money either as compensation or otherwise? Yes  No

Monies received by Tourism British Columbia, Seattle, from the Government of B.C. from July 17, 1989 to December 16, 1989, is as follows:

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies.<sup>3</sup>

<i>Date</i>	<i>From Whom</i>	<i>Purpose</i>	<i>Amount</i>
July, 1989 to December, 1989	Ministry of Tourism	Salaries	\$25334.40
July, 1989 to December, 1989	Ministry of Tourism	Petty Cash Funds	\$10688.85
			<u>\$36023.25</u>
			Total

## (b) RECEIPTS—THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value<sup>4</sup> other than money from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal? Yes  No

If yes, furnish the following information:

<i>Name of foreign principal</i>	<i>Date received</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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<sup>3</sup>A registrant is required to file an Exhibit D if he collects or receives contributions, loans, money, or other things of value for a foreign principal, as part of a fund raising campaign. See Rule 201(e).

<sup>4</sup>Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

15. (a) **DISBURSEMENTS—MONIES**

During this 6 month reporting period, have you

(1) disbursed or expended monies in connection with activity on behalf of any foreign principal named in Items 8, 9 and 10 of this statement?      Yes       No

(2) transmitted monies to any such foreign principal?      Yes       No

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies, including monies transmitted, if any, to each foreign principal.

<i>Date</i>	<i>To Whom</i>	<i>Purpose</i>	<i>Amount</i>
5/19/89 - 6/30/89	Refer to attached Petty Cash Reconciliation Reports	Office Operations	\$1750.00
6/7/89 - 7/19/89	"	"	\$1283.71
5/12/89 - 9/14/89	"	"	\$1288.01
8/2/89 - 10/4/89	"	"	\$1315.49
3/17/89 - 10/17/89	"	"	\$1681.45
2/18/89 - 11/14/89	"	"	\$1429.23
10/13/89 - 12/14/89	"	"	\$1940.96
			\$10,688.85
Note: Monies not dispensed locally: (office rent)	Payable to Olive Way Association		\$13,741.08

15. (b) DISBURSEMENTS—THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value<sup>5</sup> other than money in furtherance of or in connection with activities on behalf of any foreign principal named in items 8, 9 and 10 of this statement?  
Yes  No

If yes, furnish the following information:

<i>Date disposed</i>	<i>Name of person to whom given</i>	<i>On behalf of what foreign principal</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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(c) DISBURSEMENTS—POLITICAL CONTRIBUTIONS

During this 6 month reporting period, have you from your own funds and on your own behalf either directly or through any other person, made any contributions of money or other things of value<sup>5</sup> in connection with an election to any political office, or in connection with any primary election, convention, or caucus held to select candidates for political office?  
Yes  No

If yes, furnish the following information:

<i>Date</i>	<i>Amount or thing of value</i>	<i>Name of political organization</i>	<i>Name of candidate</i>
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V—POLITICAL PROPAGANDA

(Section 1(j) of the Act defines "political propaganda" as including any oral, visual, graphic, written, pictorial, or other communication or expression by any person (1) which is reasonably adapted to, or which the person disseminating the same believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, or in any other way influence a recipient or any section of the public within the United States with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party or with reference to the foreign policies of the United States or promote in the United States racial, religious, or social dissensions, or (2) which advocates, advises, instigates, or promotes any racial, social, political, or religious disorder, civil riot, or other conflict involving the use of force or violence in any other American republic or the overthrow of any government or political subdivision of any other American republic by any means involving the use of force or violence.)

16. During this 6 month reporting period, did you prepare, disseminate or cause to be disseminated any political propaganda as defined above? Yes  No

IF YES, RESPOND TO THE REMAINING ITEMS IN THIS SECTION V.

17. Identify each such foreign principal.

<sup>5</sup>Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

18. During this 6 month reporting period, has any foreign principal established a budget or allocated a specified sum of money to finance your activities in preparing or disseminating political propaganda? Yes  No

If yes, identify each such foreign principal, specify amount, and indicate for what period of time.

19. During this 6 month reporting period, did your activities in preparing, disseminating or causing the dissemination of political propaganda include the use of any of the following:

- Radio or TV broadcasts
- Magazine or newspaper articles
- Motion picture films
- Letters or telegrams
- Advertising campaigns
- Press releases
- Pamphlets or other publications
- Lectures or speeches
- Other (specify) N/A

20. During this 6 month reporting period, did you disseminate or cause to be disseminated political propaganda among any of the following groups:

- Public Officials
- Newspapers
- Libraries
- Legislators
- Editors
- Educational institutions
- Government agencies
- Civic groups or associations
- Nationality groups
- Other (specify) N/A

21. What language was used in this political propaganda:

- English
- Other (specify) N/A

22. Did you file with the Registration Section, U.S. Department of Justice, two copies of each item of political propaganda material disseminated or caused to be disseminated during this 6 month reporting period? Yes  No  N/A

23. Did you label each item of such political propaganda material with the statement required by Section 4(b) of the Act? Yes  No  N/A

24. Did you file with the Registration Section, U.S. Department of Justice, a Dissemination Report for each item of such political propaganda material as required by Rule 401 under the Act? Yes  No  N/A

VI—EXHIBITS AND ATTACHMENTS

25. EXHIBITS A AND B

(a) Have you filed for each of the newly acquired foreign principals in Item 9 the following:

- Exhibit A<sup>6</sup> Yes  No
- Exhibit B<sup>7</sup> Yes  No

If no, please attach the required exhibit.

(b) Have there been any changes in the Exhibits A and B previously filed for any foreign principal whom you represented during this six month period? Yes  No

If yes, have you filed an amendment to these exhibits? Yes  No

If no, please attach the required amendment.

N/A

<sup>6</sup>The Exhibit A, which is filed on Form CRM-157 (Formerly OBD-67) sets forth the information required to be disclosed concerning each foreign principal.

<sup>7</sup>The Exhibit B, which is filed on Form CRM-155 (Formerly OBD-65) sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

If you have previously filed an Exhibit C<sup>3</sup>, state whether any changes therein have occurred during this 6 month reporting period. Yes  No

If yes, have you filed an amendment to the Exhibit C? Yes  No

If no, please attach the required amendment.

N/A

27. SHORT FORM REGISTRATION STATEMENT

Have short form registration statements been filed by all of the persons named in Items 5 and 7 of the supplemental statement? Yes  No

If no, list names of persons who have not filed the required statement.

N/A

The undersigned swear(s) or affirm(s) that he has (they have) read the information set forth in this registration statement and the attached exhibits and that he is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his (their) knowledge and belief, except that the undersigned make(s) no representation as to the truth or accuracy of the information contained in attached Short Form Registration Statement, if any, insofar as such information is not within his (their) personal knowledge.

(Type or print name under each signature)

*Karyl D. Pagel*  
Karyl D. Pagel, Director-Tourism

(Both copies of this statement shall be signed and sworn to before a notary public or other person authorized to administer oaths by the agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions who are in the United States, if the registrant is an organization.)

Tourism British Columbia  
(Ministry of Tourism)  
720 Olive Way, Ste. 930

Seattle, Wa. 98101

Subscribed and sworn to before me at State of Washington, County of King, Seattle, Wa.

this 5 day of Jan, 19 90

*Mildred Kramer*  
*Karyl D. Pagel*  
(Signature of notary or other officer)

*Commission Expires 12-16-90*

<sup>3</sup>The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, constitution, and bylaws of a registrant that is an organization. (A waiver of the requirement to file an Exhibit C may be obtained for good cause upon written application to the Assistant Attorney General, Criminal Division, Internal Security Section, U.S. Department of Justice, Washington, D.C. 20530.)



# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry Vouchering Office. Ministry Vouchering Office shall retain canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per cheque Requisition 1 instructions. TYPE OR PRINT

MINISTRY, BRANCH, LOCATION  
**Tourism British Columbia**  
**720 Olive Way Ste. 930**

NAME OF PETTY CASH HOLDER  
**Maryl D. Pagel**  
EMPLOYEE NO  
**6 2 9 8 8**  
VOTE **0 7 1** SUPPLIER CODE

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS/SERVICES)	RESP.	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
5/19/89	U.S. Bank Charges	K 670	1 2 3 5 0		3 0 0 1	7.65
5/31/89	Overseas Courier Service				3 0 0 6	3434.00
5/31/89	Burky's Courier Systems				3 0 0 6	3.00
5/31/89	Ampco Parking				5 0 2 5	88.64
6/2/89	U.S. Bank Charges				3 0 0 1	12.00
6/8/89	Pitney Bowes				3 0 0 1	81.62
6/6/89	Office Supplies				3 0 0 1	171.36
6/9/89	Office Supplies				3 0 0 1	40.90
6/21/89	JLA Credit Corporation				6 9 2 2	85.96
6/14/89	PBCC				6 9 2 2	290.79
6/14/89	PBCC				6 9 2 2	100.06
6/14/89	U.S. Sprint				2 5 8 0 9	130.93
6/20/89	Office Equipment				3 0 0 1	164.31
6/19/89	U.S. Bank Charges				3 0 0 1	5.90
6/23/89	Equipment				2 5 8 1	57.29
6/25/89	U.S. West Communications				2 5 8 0	416.14
6/30/89	U.S. Bank Charges				3 0 0 1	60.00

CASH ON HAND

3 X \$ 1.00 = 3.00

       X \$ 2.00 =       

       X \$ 5.00 =       

1 X \$10.00 = 10.00

3 X 20 = 60.00

COIN = 5.69

Bank 2336.92

TOTAL CASH ON HAND  
**\$ 2415.61**

<b>CHEQUE VOUCHER TOTAL</b>	<b>1750.00</b>
(TOTAL EXPENDITURES)	
TOTAL CASH ON HAND	<b>2415.61</b>
SUB ADVANCES OUTSTANDING	
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REBURSED	
LESS CASH OVER	<b>( 166.16 )</b>
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	<b>4000.00</b>

I certify accuracy of the figures indicated above.  
PETTY CASH HOLDER SIGNATURE  
*Maryl D. Pagel*  
DATE 7/1/89

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT, AND WHERE APPLICABLE, THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND/OR OTHER CONDITIONS MET.  
SPENDING AUTHORITY SIGNATURE  
DATE



# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry Vouchering Office. Ministry Vouchering Office shall retain Canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per Cheque Requisition 1 instructions. TYPE OR PRINT.

MINISTRY, BRANCH, LOCATION <b>Tourism British Columbia 720 Olive Way Ste. 930 Seattle, Wa. 98101</b>		NAME OF PETTY CASH HOLDER <b>Karyl D. Pagel</b>		EMPLOYEE NO. <b>6 2 9 8 8</b>	
		VOTE <b>0 7 1</b>	SUPPLIER CODE		

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
6/7/89	U.S. Bank Charges	K 6 0	1 2 3 5 0		3 0 0 1	7.00
6/16/89	United Parcel Services				3 0 8 0	10.63
6/27/89	PATA Dinner				3 0 0 1	27.00
6/28/89	AT & E				2 5 8 1	142.42
6/30/89	Overseas Courier Service				3 0 0 6	28.00
6/30/89	Office Supplies				3 0 0 1	33.86
7/1/89	Ampco Parking				5 0 2 5	88.64
7/6/89	U.S. Bank Charges				3 0 0 1	14.00
7/10/89	U.S. Sprint				2 5 8 0	130.56
7/13/89	JLA Credit Corp.				2 5 8 1	116.81
7/14/89	PBCC				2 5 8 1	293.79
7/13/89	SKCCVB Fly-Out Luncheon				3 0 0 1	40.00
7/18/89	U.S. Bank Charges				3 0 0 1	14.00
7/19/89	WSAE Membership Dues				3 0 0 1	130.00
7/19/89	Alaska Visitors Assn. Membership				3 0 0 1	389.00
7/19/89	ICTA Membership Dues				3 0 0 1	95.00
7/19/89	PATA Membership Dues				3 0 0 1	30.00

CASH ON HAND

3 x \$ 1.00 = 3.00

\_\_\_\_\_ x \$ 2.00 = \_\_\_\_\_

1 x \$ 5.00 = 5.00

1 x \$ 10.00 = 10.00

1 x 20 = 20.00

Bank COIN = 5.10  
2539.35

TOTAL CASH ON HAND  
\$ 2582.45

<b>CHEQUE VOUCHER TOTAL</b>	
(TOTAL EXPENDITURES)	1283.71
TOTAL CASH ON HAND	2582.45
SUB ADVANCES OUTSTANDING	
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED	
LESS CASH OVER	( 166.16 )
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	4000.00

I certify accuracy of the figures indicated above.  
PETTY CASH HOLDER SIGNATURE  
*Nancy B. White* DATE *7/19/89*

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND/OR CONTRACT, AND WHERE APPLICABLE, THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND/OR OTHER CONDITIONS MET.  
SPENDING AUTHORITY SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry Vouchering Office. Ministry Vouchering Office shall retain Canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per Cheque Requisition 1 instructions. TYPE OR PRINT

MINISTRY, BRANCH, LOCATION  
**Tourism British Columbia**  
**720 Olive Way Ste. 930**  
**Seattle, Wa. 98101**

NAME OF PETTY CASH HOLDER  
**Karyl D. Pagekl**

EMPLOYEE NO  
**6 2 9 8 8**

VOTE **0 7 1**

SUPPLIER CODE

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
5/12/89	Office Supplies	KK6 0	1 2 3 5 0		3 0 0 1	50.28
7/13/89	U.S. Bank Charges				3 0 0 1	12.00
7/19/89	U.S. Bank Charges				3 0 0 1	15.65
7/20/89	UPS Courier Service				3 0 0 6	8.14
7/24/89	Office Supplies				3 0 0 1	1.50
7/25/89	U.S. West				2 5 8 0	461.78
7/28/89	A T & T				2 5 8 1	142.42
7/31/89	Overseas Courier Service				3 0 0 6	114.00
7/31/89	Office Supplies				3 0 0 1	113.45
8/14/89	PBMC				2 5 8 1	290.79
9/14/89	Seattle Times				3 0 0 1	78.00

### CASH ON HAND

\_\_\_\_\_ X \$ 1.00 = \_\_\_\_\_  
 \_\_\_\_\_ X \$ 2.00 = \_\_\_\_\_  
**2** X \$ 5.00 = **10.00**  
**1** X \$ 10.00 = **10.00**  
 \_\_\_\_\_ X 20 = **40.00**  
 COIN = **\$4.50**  
**2812.75**

TOTAL CASH ON HAND

**\$ 2878.15**

### CHEQUE VOUCHER TOTAL

(TOTAL EXPENDITURES)	<b>1288.01</b>	1
TOTAL CASH ON HAND	<b>2878.15</b>	2
SUB ADVANCES OUTSTANDING		3
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED		4
LESS CASH OVER	<b>( 166.16 )</b>	5
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	<b>4000.00</b>	

accuracy of the figures indicated above.  
PETTY CASH HOLDER SIGNATURE

DATE  
Y M D

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT, AND WHERE APPLICABLE THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND/OR OTHER CONDITIONS MET  
SPENDING AUTHORITY SIGNATURE

DATE



# PETTY CASH RECONCILIATION/REIMBURSEMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry vouchersing office. Ministry vouchersing office shall retain canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per cheque Requisition 1 instructions. TYPE OR PRINT

MINISTRY, BRANCH, LOCATION <b>Tourism British Columbia 720 Olive Way Ste. 930 Seattle, Wa. 98101</b>		NAME OF PETTY CASH HOLDER <b>Karyl D. Pagel</b>			EMPLOYEE NO. <b>6 2 9 8 8</b>	
		VOTE <b>0, 7, 1</b>	SUPPLIER CODE			

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS/SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
8/2/89	U.S. Bank Charges	K 6 0	1 2 3 500		3 0 0 1	7.00
8/3/89	U.S. Bank Charges				3 0 0 1	21.00
8/10/89	U.S. Sprint				3 5 8 0	153.79
8/13/89	JLA Credit Corp				2 5 8 1	116.81
8/17/89	U.S. Bank Charges				3 0 0 1	7.00
8/18/89	U.S. Bank Charges				3 0 0 1	6.90
8/22/89	Office Supplies				3 0 0 1	154.58
8/24/89	Auto Misc.				5 0 7 0	3.50
8/24/89	Parking				5 0 2 5	7.00
8/24/89	Office Supplies				3 0 0 1	3.42
8/25/89	Office Supplies				3 0 0 1	3.99
8/25/89	U.S. West				2 5 8 0	406.58
8/28/89	AT&T				2 5 8 1	142.42
8/31/89	Office Supplies				3 0 0 1	62.86
9/5/89	Ampco Parking				5 0 2 5	88.64
10/4/89	Tea Washington				3 0 0 1	130.00

CASH ON HAND

1 X \$ 1.00 = 1.00

\_\_\_\_\_ X \$ 2.00 = \_\_\_\_\_

\_\_\_\_\_ X \$ 5.00 = \_\_\_\_\_

\_\_\_\_\_ X \$10.00 = \_\_\_\_\_

2 X 20 = 40.00

COIN = 5.08

Bank ♦ 2795.59

TOTAL CASH ON HAND  
\$ **2850.67**

<b>CHEQUE VOUCHER TOTAL</b>	1
(TOTAL EXPENDITURES)	<b>1315.49</b>
TOTAL CASH ON HAND	<b>2850.67</b> 2
SUB ADVANCES OUTSTANDING	3
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED	4
LESS CASH OVER	<b>( 166.16 )</b> 5
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	<b>4000.00</b>

I certify accuracy of the figures indicated above.  
 PETTY CASH HOLDER SIGNATURE \_\_\_\_\_

DATE  
Y M D

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT, AND WHERE APPLICABLE THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND/OR OTHER CONDITIONS MET.  
 SPENDING AUTHORITY SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry Accounting Office. Ministry Accounting Office shall retain original copy, attach Cheque Requisition # with all supporting receipts and process as per Cheque Requisition # instructions. TYPE OR PRINT.

MINISTRY, BRANCH, LOCATION <b>Tourism British Columbia 720 Olive Way Ste. 930 Seattle, Wa. 98101</b>		NAME OF PETTY CASH HOLDER <b>Karyl D. Pagel</b>		EMPLOYEE NO. <b>6 2 9 8 8</b>	
VOTE <b>0 7 1</b>		SUPPLIER CODE			

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
3/17/89	U.S. Bank Charges	K 6 0	1 2 3 5 0		3 0 0 1	7.15
4/19/89	U.S. Bank Charges				3 0 0 1	7.15
6/19/89	U.S. Bank Charges				3 0 0 1	5.90
6/20/89	Office Supplies				3 0 0 1	74.76
7/11/89	Office Business Listing				3 0 0 1	25.00
7/19/89	Office Supplies				3 0 0 1	50.00
8/30/89	U.S. Bank Charges				3 0 0 1	7.00
9/12/89	U.S. Bank Charges				3 0 0 1	7.00
9/1/89	U.S. Bank Charges				3 0 0 1	7.00
9/8/89	U.S. Sprint				2 5 8 1	289.73
9/8/89	Overseas Courier Service				3 0 0 6	86.00
9/12/89	JLA Credit Corp.				2 5 8 1	116.81
9/14/89	PBCC				2 5 8 1	290.79
9/19/89	U.S. Bank Charges				3 0 0 1	6.40
9/25/89	U.S. West				2 5 8 0	379.73
9/28/89	Office Supplies				3 0 0 1	2.36
10/1/89	Office Supplies				3 0 0 1	13.00

CASH ON HAND

1 X \$ 1.00 = 1.00

\_\_\_\_\_ X \$ 2.00 = \_\_\_\_\_

7 X \$ 5.00 = 35.00

2 X \$ 10.00 = 20.00

5 X 20. = 100.00

COIN = 5.07

Bank # 2323.64

TOTAL CASH ON HAND

\$ 2484.71

<b>CHEQUE VOUCHER TOTAL</b>	<b>1681.45</b>	1
(TOTAL EXPENDITURES)		
TOTAL CASH ON HAND	2484.71	2
SUB ADVANCES OUTSTANDING		3
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED		4
LESS CASH OVER	( 166.16 )	5
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	4000.00	

I certify accuracy of the figures indicated above.  
 PETTY CASH HOLDER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT, AND WHERE APPLICABLE THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND OR OTHER CONDITIONS MET.  
 SPENDING AUTHORITY SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_





# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry Vouchering Office. Ministry Vouchering Office shall retain Canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per cheque Requisition 1 instructions. TYPE OR PRINT

MINISTRY, BRANCH, LOCATION <b>Tourism British Columbia 720 Olive Way Ste. 930 Seattle, WA 98101</b>	NAME OF PETTY CASH HOLDER <b>Karyl D. Pagel</b>		EMPLOYEE NO. <b>6 2 9 8 8</b>
	VOTE <b>0 7 1</b>	SUPPLIER CODE	

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
2/18/89	AT & T			←	2 5 8 1	142.42
9/26/89	U.S. Bank Charges				3 0 0 1	7.00
9/28/89	AT & T				2 5 8 1	142.42
9/30/89	OCS				3 0 8 5	92.50
10/5/89	Federal Express				3 0 8 5	35.35
10/03/89	Pitney Bowes			6922	<del>2 5 8 1</del>	227.01
10/8/89	US Sprint			3001	2 5 8 0	293.94
10/11/89	Pitney Bowes			6922	<del>2 5 8 1</del>	48.65
10/14/89	Pitney Bowes			3001	<del>2 5 8 0</del>	290.79
10/19/89	US Bank Charges				3 0 0 1	4.90
10/20/89	Gas				5 0 7 0	9.55
11/1/89	Ampco Parking				5 0 2 5	88.64
11/6/89	UPS				3 0 8 5	5.73
11/8/89	Office Supplies				3 0 0 1	15.31
11/9/89	UPS				3 0 8 5	12.02
11/14/89	Parking				5 0 2 5	7.00
11/14/89	"				5 0 2 5	6.00

### CASH ON HAND

4 X \$ 1.00 = 4.00

- X \$ 2.00 = -

- X \$ 5.00 = -

- X \$10.00 = -

- X = -

Bank COIN = 5.56

**Bank COIN = 2716.37**

TOTAL CASH ON HAND

**\$ 2736.93**

### CHEQUE VOUCHER TOTAL

(TOTAL EXPENDITURES)	▶ 1429.23	1
TOTAL CASH ON HAND	▶ 2736.93	2
SUB ADVANCES OUTSTANDING	▶	3
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED	▶	4
LESS CASH OVER	▶ ( 166.16 )	5
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	▶ 4000.00	

I certify accuracy of the figures indicated above.  
PETTY CASH HOLDER SIGNATURE

DATE  
Y M D

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT, IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT AND WHERE APPLICABLE THAT THE WORK HAS BEEN PERFORMED, THE GOODS SUPPLIED, THE SERVICE RENDERED AND/OR OTHER CONDITIONS MET.  
SPENDING AUTHORITY SIGNATURE DATE



Province of  
British Columbia

# PETTY CASH RECONCILIATION/REPLENISHMENT REPORT

The petty cash holder shall complete ALL sections below, retain pink copy and forward to Ministry vouchersing office. Ministry vouchersing office shall retain canary copy, attach Cheque Requisition 1 with all supporting receipts and process as per cheque Requisition 1 instructions. TYPE OR PRINT

MINISTRY, BRANCH, LOCATION

Tourism British Columbia  
720 Olive Way Ste. 930  
Seattle, WA 98101

NAME OF PETTY CASH HOLDER

Karyl D. Pagel

EMPLOYEE NO.

6 2 9 8 8

VOTE 0 7 1

SUPPLIER CODE

RECEIPT DATE	NAME OF SUPPLIER (DESCRIPTION OF GOODS SERVICES)	RESP	ACCOUNT	OBJECT	PROJECT NUMBER	AMOUNT
10/13/89	JLA Credit Corp			3 0 0 1		116.81
10/24/89	Office Supplies			3 0 0 1		165.39
10/25/89	US West			3 0 0 1		411.78
10/28/89	AT & T			3 0 0 1		142.42
10/31/89	Office Supplies			3 0 0 1		114.35
11/7/89	US Sprint			3 0 0 1		205.65
11/11/89	Office Supplies			3 0 0 1		11.76
11/12/89	JLA Credit Corp.			3 0 0 1		116.81
11/14/89	PBCC			3 0 0 1		290.79
11/17/89	US Bank Charges			3 0 0 1		5.15
11/27/89	Office Supplies			3 0 0 1		4.41
11/27/89	WSAE Luncheon			3 0 6 6		48.00
11/28/89	Office Supplies			3 0 0 1		30.25
11/29/89	Parking			5 0 2 5		17.50
12/1/89	Ampco Parking			5 0 2 5		88.64
12/6/89	Office Supplies			3 0 0 1		74.32
12/7/89	Office Supplies			3 0 0 1		13.14

CASH ON HAND

1 x \$ 1.00 = 1.00  
 \_\_\_\_\_ x \$ 2.00 = \_\_\_\_\_  
 1 x \$ 5.00 = 5.00  
 1 x \$ 10.00 = 20.00  
 \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_  
 COIN = 3.93  
 Bank 2195.27

TOTAL CASH ON HAND  
\$ 2225.20

## CHEQUE VOUCHER TOTAL

(TOTAL EXPENDITURES)	1940.96	1
TOTAL CASH ON HAND	2225.20	2
SUB ADVANCES OUTSTANDING		3
PREVIOUS CLAIMS SUBMITTED BUT NOT YET REIMBURSED		4
LESS CASH OVER	( 166.16 )	5
AUTHORIZED PETTY CASH AMOUNT (MUST EQUAL SUM OF 1-5)	4000.00	

I certify accuracy of the figures indicated above.

PETTY CASH HOLDER SIGNATURE

*Karyl D. Pagel*

DATE

09/12/88

CERTIFIED THAT THE AMOUNT TO BE PAID IS CORRECT IS IN ACCORDANCE WITH APPROPRIATE STATUTE OR OTHER AUTHORITY FOR PAYMENT AND OR CONTRACT AND WHERE APPLICABLE THAT THE WORK HAS BEEN PERFORMED THE GOODS SUPPLIED THE SERVICE RENDERED AND OR OTHER CONDITIONS MET

SPENDING AUTHORITY SIGNATURE

DATE



