

## Domestic/Regional Travel – May 2019

### Chief Executive of the Department of Treasury and Finance

No of travelers	Destination	Reasons for Travel	Travel Itinerary <sup>1</sup>	Cost of Travel <sup>2</sup>	Travel Receipts <sup>3</sup>
1	Whyalla, South Australia (14 <sup>th</sup> May 2019)	Infrastructure South Australia Board Meeting and Regional Visit.  <b>Note:</b> Flights arranged and purchased by Infrastructure SA for David Reynolds, Chief Executive.	See attached	\$40	See attached

Approved for publication - (09.07.2019)

Note: These details are correct as at the date approved for publication. Figures may be rounded and have not been audited.

<sup>1</sup> Scanned copies of itineraries to be attached (where available).

<sup>2</sup> Excludes salary costs.

<sup>3</sup> Scanned copies of all receipts/invoices to be attached.



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# INFRASTRUCTURE SA BOARD MEETING

Tuesday 14 May 2019

Whyalla

David Reynolds

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**Departure:** Tuesday 14 May 2019

**QF2071** ADL 7:40am to WHYALLA 8:30am

**Airline Booking Reference:**

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**Departure:** Tuesday 14 May 2019

**REX ZL4539** WHYALLA 7:10pm to ADL 8pm

**Airline Booking Reference:**

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**Dress Code:** Please wear long sleeves, long trousers and fully enclosed shoes.  
Business attire for the lunch and dinner.

Tickets arranged and purchased by Infrastructure SA for David Reynolds.

Printed: 24-Apr-2019

QBT Pty Limited  
ABN: 50 128 382 187Level 6, 197 - 201 Coward St  
Mascot NSW 2020

Tel: 1300 651 737

**Attention**

SA DEPT PREMIER AND CABINET

SADPC INFRASTRUCTURE SA IN

GPO BOX 2343, Adelaide SA 5001

**Booking Details**

Last Updated Date: 24 Apr 2019

Created Date: 24 Apr 2019

QBT Booking Reference:

Customer Number:

We are pleased to advise the following travel arrangements

**Name of Passenger**

Mr David Reynolds

Product	Flight Details	Departure	Arrival	Status	Other Info
	<b>Qantas</b> <b>QF2071</b> Airline Reference: ROR3Y7	<b>07:40</b> <b>14/05/2019</b> Tue Terminal 1 Adelaide: Adelaide Airport	<b>08:30</b> <b>14/05/2019</b> Tue Whyalla: Whyalla Airport	<b>ECONOMY (N)</b> Confirmed	<b>Aircraft type:</b> DE HAVILLAND DHC-8 SERIES 300 <b>Flight Duration:</b> 0:50 <b>Airline Meal:</b> (R) Refreshments - complimentary <b>Number of stops:</b> 0 <b>Check-in terminal:</b> Terminal 1 <b>Baggage allowance:</b> 1PC

Product	Flight Details	Departure	Arrival	Status	Other Info
	<b>Regional Express</b> <b>ZL4539</b> Airline Reference: LNFAWO	<b>19:10</b> <b>14/05/2019</b> Tue Whyalla: Whyalla Airport	<b>20:00</b> <b>14/05/2019</b> Tue Adelaide: Adelaide Airport	<b>ECONOMY (L)</b> Confirmed	<b>Aircraft type:</b> SAAB SF340A/340B <b>Flight Duration:</b> 0:50 <b>Number of stops:</b> 0

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded					
Air Fare (ADL/WYA) for Mr David Reynolds	AUD	143.68	16.71	16.04	176.43
Air Fare (WYA/ADL)	AUD	151.71	0.00	0.00	151.71

(Note: All prices are subject to change prior to final payment being received. Non-AIR products are reported in total price only and do not have tax and GST breakdown.)

## Customer References

TRAVELBKR : ANITA PUSARI

## Booking Remarks

REGIONAL EXPRESS REFERENCE: LNFAWO

## FREQUENT FLYER MEMBERSHIPS

QF - 3736599

## Fare Conditions

Fare Information: NPTSAG03  
Adelaide-Whyalla

### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Apr 24, 2019 11:59 PM

### CHANGE CONDITIONS

#### Prior to departure of first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 90.00 AUD / 99.00 AUD
- Maximum Reissue penalty fee for entire ticket: 99.00 AUD
- Revalidation/Reissue request must be made prior to: Friday Apr 24, 2020 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

#### No-show for first flight

- Reissue: Not allowed
- Revalidation: Not applicable (See reissue conditions)

#### After departure of first flight

- Reissue: Not allowed
- Revalidation: Not applicable (See reissue conditions)

#### No-show for subsequent flight(s)

- Reissue: Not allowed
- Revalidation: Not applicable (See reissue conditions)

Penalty may apply



## REFUND CONDITIONS

- Prior to departure of first flight
    - Refund: Allowed with restrictions
  - No-show for first flight
    - Refund: Allowed with restrictions
  - After departure of first flight
    - Refund: Not allowed
  - No-show for subsequent flight(s)
    - Refund: Not allowed
- Please contact QBT to find out more information on specific fare rules

## Additional Information (Please read your itinerary carefully)

### Booking Arrangements

The person making the booking will be deemed to have accepted these Booking Conditions on behalf of everyone named in the booking.

### Booking Changes

Please call your dedicated 1300 number for changes to your booking at any time and please advise this office if you do not use your ticket so that we may rebook or process a refund if applicable.

### Check In (Domestic)

For domestic flights departing from Australian domestic terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 45 minutes prior to your scheduled departure time. Failure to do so may result in cancellation of your reservation.

### Contact Details

Please provide local phone contact numbers for stopover cities.

### Electronic Tickets

Photo Identification is required when travelling on an electronic ticket. Failure to ensure the full booking name matches the photo identification may result in cancellation fees and/or loss of reservation.

### No Show / Cancellation Fees

See the fare conditions above for the relevant rules relating to your airfare.

No show and cancellation fees may apply to hotels and car rental bookings on your itinerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to checkin, so please notify the relevant service provider if you will not be able to use the booking in order to minimise any fees that may be payable.

### Passenger Security

What items can I pack in my carry-on baggage?

Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights.

To get the most update to date information and for further information on Liquids, Aerosols and Gels please refer to the Australian government website: <https://www.australia.gov.au/information-and-services/passports-and-travel/customs-and-quarantine>

### QBT Privacy Notice

QBT collects information about you (including health information where necessary) to provide products and services to you, process your travel arrangements, facilitate your participation in the loyalty programs of airlines, conduct marketing activities and market research.

If the information is not provided, QBT may not be able to provide the service requested. QBT may disclose your personal information to its related companies, carriers, travel service providers, organisations which provide services to QBT, such as collecting commissions, your employer if you are travelling on a ticket provided through your employer's corporate travel arrangements. QBT and carriers may also disclose your personal information to various law enforcement agencies and governments around the world for security, customs and immigration purposes. See QBT's Privacy Statement at [www.qbt.travel](http://www.qbt.travel) You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

### Reconfirmation

We suggest that onward reservations and flight times are reconfirmed 72 hours prior to departure as policies differ between airlines and failure to do so may result in the cancellation of your reservation.

## Seating and Meals

Any seating and meal requests shown on your itinerary are subject to confirmation upon check in.

## Ticketing Policy

Our QBT business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline.

When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown.

Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

\*\*\*\*\* Itinerary End \*\*\*\*\*

\*\*\*TAX INVOICE\*\*\*  
Adelaide Airport

DK

Receipt 045 95  
EMV VISA  
Terminal Ca Park  
Entry: 14/05/19 06:47  
Payment: 14/05/19 19:57  
(GST) \$40.00  
PaymentMID  
\*49872  
TERM \*\*\*\*\*6377  
14/05/19 19:57  
TRAN 036741  
CARD .....  
Visa Credit  
CONTACTLESS  
PURCHASE  
P.ID , 000000031010  
PAN SEQ 00  
AUTH CODE 311261  
AMOUNT \$40.00  
TOTAL \$40.00  
(00) APPROVED

Net total \$36.36  
GST 10% \$3.64