

Ref. FOI2023/00006

Mr Matt Cowdrey OAM MP Member for Colton Shadow Treasurer 130 Valetta Road FULHAM GARDENS SA 5024

Email: colton@parliament.sa.gov.au

Dear Mr Cowdrey

APPLICATION MADE UNDER THE FREEDOM OF INFORMATION ACT 1991

I refer to your application (17464823) made under the *Freedom of Information Act 1991* (the FOI Act) received by the Department for Industry, Innovation and Science (DIIS) on 3 March 2023, seeking access to:

"List of credit card expenditure incurred by Mr Adam Reid during the trip undertaken to England, Scotland, France and Norway and any other country visited between 1 September 2022 - 30 September 2022, including receipts."

Date range: from 21/03/2022 to 3/03/2023

A search for documents held by DIIS was undertaken and 19 documents were discovered within scope of your application.

I have reviewed the documents and have determined to grant you full access to 17 documents, partial access to one document and refuse access to one document. The documents I am releasing to you are attached along with the document schedule setting out my determination.

No fees and charges are payable for the processing of this determination in accordance with Section 53(2)(b) of the FOI Act.

In compliance with Premier and Cabinet Circular PC045 - Disclosure Logs for Non-Personal Information Released through Freedom of Information (PC045), DIIS is required to publish a log of all non-personal information released under the Act.

In accordance with this Circular, any non-personal information determined for release as part of this application will be published on the DIIS website.



If you are dissatisfied with this determination, you have a legal right of review and appeal in accordance with Section 29 of the FOI Act. Your review and appeal rights can be found by visiting the State Records of South Australia website at: https://archives.sa.gov.au/finding-

Freedom of Information Document Schedule

Agency: Department for Industry, Innovation and Science (DIIS)

Agency ref: FOI2023/00006

Documents: List of credit card expenditure incurred by Mr Adam Reid during the trip undertaken to England, Scotland, France and Norway and any

other country visited between 1 September 2022 - 30 September 2022, including receipts

Date range: From 21/03/2022 to 3/03/2023

Doc No.	Brief Description of document	Date of Document	No. of Pages	Release (Full/Part/ Refused)	Exemption Clauses / Determination
1	Tax Receipt - SQ Big G Airport	10/09/2022	1	Full	
2	Tax Receipt – Di Maggio's	10/09/2022	1	Full	
3	Tax Receipt - Franca Manca	11/09/2022	1	Full	
4	Tax Receipt – Trafalgar Dining Room	13/09/2022	1	Full	
5	Tax Invoice – Voco Grand Central Glasgow	13/09/2022	2	Part	Clause 6(1) Documents affecting personal affairs I have determined to redact personal information that was printed on the invoice by the hotel in accordance with clause 6(1) of the FOI Act.
6	Tax Receipt – Henrietta Street Hotel	13/09/2022	1	Full	
7	Tax Receipt – Chandos	14/09/2022	1	Full	
8	Tax Receipt – Al Dente	16/09/2022	1	Full	
9	Tax Receipt Mecure Paris Porte de Versailles	17/09/2022	1	Full	

10	Tax Receipt – Pizza San Antoni	17/09/2022	1	Full	
11	Tax Receipt – Café Cathedral	18/09/2022	1	Full	
12	Ticket – Flytoget	20/09/2022	1	Full	
13	Tax Receipt – Egon Karl Johan	20/09/2022	1	Full	OS-14
14	Ticket – Flytoget	21/09/2022	1	Full	
15	Tax Invoice – Hotel Continental	21/09/2022	1	Full	
16	Substitute for Missing Merchant Dockets and Suppliers Tax Invoices – MS Tourville Hotel	3/11/2022	1	Full	
17	Substitute for Missing Merchant Dockets and Suppliers Tax Invoices – The Trafalgar Street St James Hotel	3/11/2022	1	Full	
18	Substitute for Missing Merchant Dockets and Suppliers Tax Invoices – Qatar Airways	3/11/2022	211	Full	
19	ANZ Visa International Statement for 1-09-2022 to 30-09-2022	10/11/2022	1	Refused	Section 20(b) – Refusal of access This document has been released under PC035 Proactive disclosure of regularly requested information, and is available to view on the Department's website: https://www.diis.sa.gov.au/department/resources/proactive-disclosure

Exemption Clauses:

Section 20—Refusal of access

- (1) An agency may refuse access to a document—
 - (a) if it is an exempt document; or
 - (b) if it is a document that is available for inspection at that or some other agency (whether as part of a public register or otherwise) in accordance with Part 2, or in accordance with a legislative instrument other than this Act, whether or not inspection of the document is subject to a fee or charge; or
 - (c) if it is a document that is usually and currently available for purchase; or
 - (d) if it is a document that—
 - (i) was not created or collated by the agency itself; and
 - (ii) genuinely forms part of library material held by the agency, o
 - (e) if it is a document that came into existence before 1 January 1987
- (2) Subsection (1)(e) does not permit an agency to refuse access to-
 - (a) a document that contains information concerning the personal affairs of the applicant; or
 - (b) a document that is reasonably necessary to enable some other document (being a document to which the agency has given access under this Act) to be understood; or
 - (c) a document if 20 years have passed since the end of the calendar year in which the document came into existence.
- (4) If—
 - (a) it is practicable to give access to a copy of a document from which the exempt matter has been deleted; and
 - (b) it appears to the relevant agency (either from the terms of the application or after consultation with the applicant) that the applicant would wish to be given access to such a copy,

the agency must not refuse to give access to the document to that limited extent.

Clause 6—Documents affecting personal affairs

- (1) A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
- (2) A document is an exempt document if it contains allegations or suggestions of criminal or other improper conduct on the part of a person (living or dead) the truth of which has not been established by judicial process and the disclosure of which would be unreasonable.

- (3) A document is not an exempt document by virtue of subclause (1) or (2) merely because it contains information concerning the person by or on whose behalf an application for access to the document is made.
- (3a) A document is an exempt document if it contains matter—
 - (a) consisting of information concerning a person who is presently under the age of 18 years or suffering from mental illness, impairment or infirmity or concerning such a person's family or circumstances, or information of any kind furnished by a person who was under that age or suffering from mental illness, impairment or infirmity when the information was furnished; and
 - (b) the disclosure of which would be unreasonable having regard to the need to protect that person's welfare.

TAXIRE	CEIPT
FROM GLASGOW	AIRPORT
TO GRAND	CENTRAZ
Receiped w	ith thanks
DATE 10/9 /22	
SIGNED	1
	' \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \

ARE ARE LEASED UNDER FREE DOMOF INTO PROPERTY ARE LEASED UNDER FREE LEASED UNDER FRE

Di Maggio s 21 Royal Exchange Square Glasgow G1 3AJ Tel No: 0141 248 2111

Seyhmus MGR

Total To Pay

Front Desk

18.97

PARTIE ASED UNDER FREE PROPERTY OF THE PROPERT Table: 623 Peroni Nastro Azzuro Blue Rib 4.25 Pizza Pepperoni 10.75 Espresso Macchiato 2.25 17.25 Food and Drink SubTotal Discretionary 10% Gratuity 1.72 3 Items

THANK YOU FOR YOUR CUSTOM !!

FRANCO MANCA

SOURDOUGH PIZZA

Franco Manca Glasgow 93 Mitchell Street Glasgow G1 3LN Tel: 0141 3452432

M:***87451 TID:****2581 S2131 SCH ID:582254453706065 HANDSET:1

VISA CREDII AID: A00000000011010 Visa Credit

DUPLICATE
FRANCO MANCA

GLASGOW

PAN SEQ NO. 00 VISA CONTACTLESS

SALE AMOUNT TOTAL

0

£55.33 £55.33

NO CARDHOLDER VERIFICATION Thank You

L1/09/22 13.36 AUTH CODE:4145

CUSTOMER COPY
PLEASE RETAIN RECEIPT

Hope 11/09/22 13:35

Terminal 1

Table: 5 Restaurant

1	Margherita Pizza 2	£7.85
1 (Spicy Salami Pizza 7	£9.95
	No Oil	£0.00
	Buffalo Mozzarella	£6.95
1	Baked Aubergine Parmigiana	£5.50
2	No Logo Craft Lager	£9.50
1	Grillo 125	£4.55
3	Espresso Machiato	£6.00

11 Items

Sub Total

£50.30

Optional Service 10%

£5.03

Total To Pay

£55.33

For dine in customers an optional 10% service charge has been added to your bill Thank You, Grazie VAT 190011551

Use the 8 digit code at the

The Trafalgar St.James Hotel
Trafalgar Square, 2 Spring Gardens
London, SW1A 2TS
TEL: 020 7870 2900
VAT: 882604902

10023 Jenny CHK 10978 TBL 55/1 5.00 5.00 1 Americano 1 Americano 1 Macchiato 5.00 Food £15.00 Service Charge £1.95 Total Due £16.95 Room: int Name: Signature:

Discrectionary Service Included Thank you

RELEASE

TRAFALGAR DINING ROOM 2 Spring Gardens Trafalgar Square SW14 2TS

	PINTH	413	
MERCHA	NT ID:	*4	*****1564
TERMIN	AL ID:		****6401
BATCH: RRN:	225615369470	TIME: INVOICE: AUTH NO.:	16:47 016679 334619
Visa Cr AID	edit #00000000031010		SALE



Visa Credit payWave

SALE AMOUNT

£16.95

I agree to pay the above final amount According to the card/merchants issuer agreement

CUSTOMER COPY

TC: 4486C90A47E6669F

voco Grand Central Glasgow

99 Gordon Street

Glasgow

G1 3SF

Great Britain

Tel:+44 (0) 141 2213388

Fax:+44 (0) 141 2403729

E-mail: ReservationsGrandCentral@ihg.com

Web: www.ihg.com

Invoice

Susan Close 200 Victoria Square Adelaide 5001 Great Britain

Company:

Clause 6(1)

AN IHG HOTEL

Grand Central Glasgow

Room No.

539

Arrival

10/09/22

Departure

13/09/22

Reference Folio Number

86846

Cashier VAT#

2954/ AGBAGAI GB 507 9439 24

Reservation No.

25218564

Page

1 of 2

Date

13/09/22

COPY OF INVOICE

Date	Description	0/2		Cł	narges £	Payments £
10/09/22	*Accommodation (Inclusive VAT)				264.00	
11/09/22	*Accommodation (Inclusive VAT)				159.00	
12/09/22	Tempus Restaurant B/fast - Food	Room# 539 : CHECK# 1011608			16.50	
12/09/22	*Accommodation (Inclusive VAT)				164.00	
13/09/22	Visa	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				603.50
				Total Balance	e Due £	0.00
	"IL"			VAT Breakdo	own	
				Net £	VAT	
		VAT@		502.92	100.58	
	C		12.5%	0.00	0.00	
		VAT@	5%	0.00	0.00	
		VAT@	4%	0.00	0.00	0.00
		VAT@	2.5%	0.00	0.00	0.00
		VAT@	1%	0.00	0.00	0.00
Q_V		VAT@	0%	0.00	0.00	0.00
		VAT E	xempt	0.00	0.00	0.00

VAT Breakdown Net £ VAT £ Gross f 502.92 100.58 603.50 VAT@ 20% 0.00 VAT@ 12.5% 0.00 0.00 0.00 0.00 VAT@ 5% 0.00 VAT@ 4% 0.00 0.00 0.00 VAT@ 2.5% 0.00 0.00 0.00 VAT@ 1% 0.00 0.00 0.00 **VAT@ 0%** 0.00 0.00 0.00 **VAT Exempt** 0.00 0.00 0.00 502.92 100.58 603.50 Total

Type: COMPLETION TID: 210049961118 MID: 2100499611

0				
S	ıaı	۱a	tu	re:

voco Grand Central Glasgow

99 Gordon Street Glasgow G1 3SF Great Britain

Tel:+44 (0) 141 2213388 Fax:+44 (0) 141 2403729

E-mail: ReservationsGrandCentral@ihg.com

Web: www.ihg.com

Invoice

Susan Close 200 Victoria Square Adelaide 5001 Great Britain

Company:

Group:

Date

Clause 6(1)

Description

VOCO°

AN IHG' HOTEL

Grand CentralGlasgow

Room No.

539

Arrival

10/09/22 13/09/22

Departure Reference

86846

Folio Number

2954/ AGBAGAI

Cashier VAT #

Reservation No.

GB 507 9439 24

Page

25218564 2 of 2

Date

13/09/22

COPY OF INVOICE

Entry: KEYED

Verification: SIGNATURE REQUIRED

AuthCode: 754618 Amount: AUD 1063.73 Exchange Rate: 1.7626

I have been offered a choice of currencies and have chosen to accept DCC and pay in AUD at todays exchange rate.

DCC provided by Elavon Merchant Services Elavon Merchant Services receive Foreign Exchange Transaction Services from US Bank.

3.50% (Mark-Up)

Signature:_____

Henrietta Hotel CARDHOLDER COPY

Date

Туре

TOTAL

Date	13/09/2022
Time	20:21:04
Card	****0803
PAN seq.	00
Pref. name	Visa Credit
Card type	visapurchasingcredit
Payment method	
Payment variant	VIDU
Entry mode	Contactless chip
CVM res.	
	PIN VERIFIED
AID	A000000031010
MID	498750000595364
TID	V400m-347336138
PTID	
	47336138
Auth. code	437749
ender	CcI6001663096864000
Reference	2022-09-13 20:21:04
	2022 03-13 20:21:04

APPROVED

GOODS_SERVICES

£ 114.75

Retain for your records

Transaction amount	AUD 200.69
Today's exchange	1 GBP = 1.749
rate	AUD
Markup	3.00%
Source	oanda

I have been offered a choice of currencies and have chosen to accept DCC and pay in AUD at the provided by Adye

T



14-15 Henrietta Street London WC2E 8QH Tel: 02037945313 www.Henriettahotel.com eat@henriettahotel.com

4461013 Teodora

CH 14371 TBL 9/1 13 Sep'22 19:3	4 PM	GST 3
1 WATER STILL	4.00	
1 LINGUINI DA HENRIETTA		
1 SPECIAL 1	11.00	
NAPOLITANA W/ CHILLI S	IDE	
1 SPECIAL 1	24.00	
BAVETTE/ MEDIUM 1 SAUTEED NEW POTATOES 2 GLS DAMIANO CIOLLI	7.00	
CESANESE	22.00	
1 Btl SCHIEHALLION LAGER	7.00	
1 GLS DAMIANO CIOLLI CESANESE	11.00	
Subtotal Service Charge 12.5% Total Due 17.00 20% VAT UK Net Total:	£102.00 £12.75 £114 102.00 £85.00	. 75

An Optional 12.5% Service Charge has been added to your bil!

Includes VAT at current rates VAT No. 164 4835 91

Guest confirmation

SIGNATUR	E:	A STATE OF THE STA
Print	Name:	

ST. MARTIN?S LAND

**9132

AID : A0000000001010

Visa Credit/

**** 0803

CONTACTLESS SALE PAN.SEQ 00

CARDHOLDER COPY

AMOUNT

£41.55

No CVM Used

18:13 14/09/22

AUTH CODE:

446265

PEILE ASED UNDER LINE OF

38 RUE DE VARENNE 75007 PARIS

TEL: 01 45 48 79 64

SIRET: 481 978 542 000

16-09-2022 (N4) Note N. 5866/2 20:42:39

POS# 2

TABLE 27

Operateur : (1) Direction 1 Vendeur : (1) Direction 1

Couverts 3

31,00 (2) 17,00 34,00 (1)

1 x NERO HVŮLÁ 2 x PICCANTE 1 x BUFALA * AFFOGATO

16,50 (1) 16,00 (1)

8,00 LIGNES : 4 __ ARTICLES : 4

97,50

RESTE:

97,50

AL DENTE - 38 RUE DE VARENNE 75007 PARIS FRANCE SIREI : 48197854200027 - N.TVA : 94481978542 - NAF : 5610A Logiciel Categ. Cert. Prec. Sign. Signature Inpr 4.03.34.00.138NF B 0408 deQF (N) 2cbc 1

PELERSEDUNDER

MERCI DE VOTRE VISITE A BIENTOT

CARTE BANCAIRE SANS CONTACT

))))

A0000000031010
Visa Credit
le 17/09/22 a 07:27:24
MERCURE VANVES
92VANVES
4652663
40206971000125
30004
*************0803
04DE9E5956C02EAB
520 001 030660
C @
MONTANT = 39,00 EUR

DEBIT

TICKET CEVENT A CONSERVER

Mercure Faris Porte de Versailles Expo H0375

36-38 Rue du Moulin, 321 N° TVA: FR774020697 In SIRET: 402 069 710 60 122 Code APE: 5510Z

RESTAURATION:,

,	
Ticket	2-1-3790
Date	17/09/2022 07:31:1
Duplicata #1	17/09/2022 07:35:0
Code	(NF525) B0381 MGj
Opérateur	199
Version originale du logiciel	4.0.4.
	Vent
07:33 Client	Couverts:
Qté. Article (1)	P.U. Tota
2,00 Petit Dejeuner Buffet	19,50 ¹ 39,00
Total (€)	39,00
Taxe	TTC HT Montan
¹ TVA (10%)	39,00 35,45 3,55
Total (€)	35,45 3,55
Opérateur	1996
Moyens de paiement	Montant (€
Carte Bancaire - Visa	39,00
Veuillez conserver une copi	e dans vos registres.

Code (NF525) B0381 6kVC

Bizzon

www.bizzon.com

v4.0.4.1

CARTE BANCAIRE

A0000000031010 Visa Credit LE 17/09/22 A 20:44:48 PIZZA SAN ANTONI 75 PARIS 3612561 69200179500016 30003 ##########0803 F68CFA1E76A15123 001 000027 119 C @ NO AUTO: 277819 MONTANT : 67,60 EUR

SIGNATURE DU PORTEUR

A FILL ASE.

DEBIT

PIZZA SANT' ANTONIO 1 RUE DE LA VERRERIE 75004 PARIS FRANCE SIRET:69200179500016 NAF:5610A TVA:FR48692001795 ✓ TEL 01 42 77 78 47

TABL	₽ 4			
2	COUVERT FALAK	DUREE	0h41	
1	PIZZA NEW YORK	14.	60 C	
1	LINGUINE AMATRICIANA	14.	.00 C	
1	PAVE BOEUF GRILLE	18.	.50 C	
1	PERONI 50 CL	8.	.00 B	
1	UERRE CHIANTI	5.	.50 B	

TOTAL

1 LEFFE 33 CL

67.60

7.00 B

DOCUMENT PROVISOIRE

To:023 Doc:607913 Lg:6 B0002 Ip9n SPIN.MANF01.1W SAMEDI 17-09-2022 20:42:43 Cle 10-Serv:10 Caisse 1 Num:0018852/001

MERCI DE UOTRE VISITE A DEMAIN !!

CAFE COMPANY

DRONNINGENSGT 27 OSLO

Bax: 14145869-444860 18/09/2022 20:20

Visa Credit

* * * * * * * * * * * * * 0803 - Û

AID: A0000000031010 TVR: 0080048000 TS1: E800 Sted: 1733294 Ref.: 560634 194627 IA1 Resp.: 00 DCC Resp.: 00

Overf :: 609 KJØP

NOK

1685,00

GODKJENT

TAKK FOR BESØKET VELKOMMEN IGJEN

TKKE KVITTERING FOR KJØP

Cafe Cathedr

Telefon: +47 22 33 00 35 Org.Nr: 982 321 298 MVA Lisens:

Salgskvittering

18.09.2022 Ansatt Bord:

| 2 | Porter (Nøg | 228,00 |
|----|-------------|--------|
| 1 | Grillet Rei | 379,00 |
| 1 | Nøgne Ø Pal | 106,00 |
| 2 | Hansa Fatøl | 236,00 |
| 1 | Coppa Pizza | 215,00 |
| 1 | Margherita | 184,00 |
| 1 | Negroni | 132,00 |
| 1/ | Pepperoni P | 205,00 |
| | | |

1685,00 Totalt Ny total: 1685,00

Netto total: 1348,00

Salg Mva 337,00 1685,005alg avg 1685,00 Visa 1685,00 Totalt

Referanse: 634194627

560

have a nice day



Foreløpig kvit IKKE KVITTERING

Telefon: +47 22 33 00 35 Org Nr.: 982 321 298 MVA Org Nr.: 982 321

Lisens:-søndag 18 september 2022 18:59 / 170 - 100

Ansatt: David 7 Bord: 10

| | The second secon | The state of the second st | |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| | Coppa Pizza | @215,00 | 215,00 |
|) 1 | Grillet Reinsdyr | @379,00 | 379,00 |
| 2 | Hansa Fatøl 0,6 | @118,00 | 236,00 |
| 1 | Margherita Pizza | @184,00 | 184,00 |
| 1 | Negroni | @132,00 | 132,00 |
| • | Nøgne Ø Pale Ale | @106,00 | 106,00 |
| 1 | Pepperoni Pizza | @205,00 | 205,00 |
| 1 | | @114,00 | 228,00 |
| 2 | Porter (Nøgne Ø) | 9:14,00 | |

Til betaling

685,00 1 685,00

Mva Beløp Mya Salg: 337,00 1 685,00 Salg avg. MVA 2

> Tips..... Total:....

> > Takk For Besøket!!



RELEASEDUNDER

6

EGON KARL JOHAN

KARL JOHANSGT. 37

OSLO

Bax: 17617974-796529 20/09/2022 19:13

Kortet ikke presente

Ref.: Overf.: 010

Avbrutt av kunde

EGON KARL JOHAN

KARL JOHANSGT. 37

Bax: 17617974-796529

20/09/2022 19:13

Contactless

***********0803-0

AID: A0000000031010 TVR: 0000000000

Sted: 2896553

Ref.: 485951 121608 KC1 Resp.: 00

Overi .: 010

KJØP

NOK

PELEVER

382,00

GODKJENT

TAKK FOR BESØKET.

VELKOMMEN IGJEN

IKKE KVITTERING FOR KJØP





210 NOK VAT @ 12,00% 22,50 NOK

1 210922 01 00002031

NATIONALTHEATRET

SINGLE

PURCHASED 21.09.22

ADULT

PELLERSEDUNDER

VALID UNTIL **20.12.22**

Org. No: 965 694 404 MV



| INVOICE | | | | | |
|-------------|---------------------------|------------------------|-----------------|--------------|-----------|
| Adam Reid | | | Print | Date 2022- | 09-21 |
| Australia | | | | m No. 703 | 33-21 |
| | | | Arriv | | 09-18 |
| | | | | arture 2022- | |
| | | | | e No. 1 of 1 | |
| | | | | No. 39658 | |
| | | | | f. No. 16509 | |
| Group Code | | | | | |
| Company Nam | ne Governm | ent of South Australia | Agei | nt Ref | |
| Account No. | | | | rence | |
| | | | | Charges | Credits |
| Date | Description | | | NOK | NOK |
| 2022-09-18 | Visa | | | | 11,985.00 |
| 2022-03-10 | XXXXXX0803 | | | | 11,303.00 |
| 2022-09-18 | Accommodation & Breakfast | | , 0 | 3,995.00 | |
| 2022-09-19 | Accommodation & Breakfast | | | 3,995.00 | |
| 2022-09-20 | Accommodation & Breakfast | | Ola. | 3,995.00 | |
| | | | <u>U</u> | | |
| | | | Total | 11,985.00 | 11,985.00 |
| | | 0 | Due Amount | 0.00 | NOK |
| | | | Total excl. VAT | 10,677.21 | NOK |
| | | 2 | Total incl. VAT | 11,985.00 | NOK |
| VAT 12% | 1,256 | .79 10,473.21 | NOK | | |
| VAT 25 % | 51 | .00 204.00 | NOK | | |

Thank you for your stay with Hotel Continental!

Please feel free to book your next visit at hotelcontinental.com

Merchant ID
Transaction ID
Approval Code
Approval Amount

15685259 287432 11,985.00 Credit Card # Credit Card Expiry Capture Method Transaction Amount XXXXXX0803 XX/XX Manual 11,985.00

Substitute for Missing Merchant Dockets a **Invoices**



(A separate form is required for each missing docket / invoice)

This form to be utilised where:-

- 1. The Cardholder has a disbursement on their ANZ Expense Manager System, but the Cardholder is not able to provide a Merchant Docket and Tax Invoice to support the disbursement.
- 2. The Cardholder's line Manager or Director:-
 - is virtually certain that the disbursement was incurred for the department's business.
 - has sighted the transaction appearing on the Cardholder's ANZ Expense Manager System.
- 3. All efforts to obtain a tax invoice have been exhausted.

Failure to obtain a tax invoice and merchant docket may prevent the department from recovering the GST input Tax Credit.

The Cardholder is to complete all required details and sign the Declaration at the foot of this form.

| Name of Cardholder | | Date of Transaction |
|--------------------------------------------------------------------------------------|------------------------------------------|------------------------------------|
| Adam Reid | | (Showing on ANZ Monthly
Report) |
| Name of Supplier / Merchant | | 18/9/22 |
| MS TourvilleHotel | 7,0 | Amount in Foreign |
| Description of the Disbursement (If the disbursement is for Entertainment included.) | Currency
(If Applicable) | |
| Accommodation in Paris | | |
| | Foreign Exchange
Rate (If Applicable) | |
| | ,0 | |
| ALLOCATION GL Object Code or Project Description | GL Account Code | Amount in \$AUS |
| Facilitation materials | 3 3 9 6 5 2 8 7 4 2 8 6 5 2 | \$2137.90 |
| | | |

Declaration by Cardholder:

- 1. I hereby acknowledge receipt for the above mentioned goods and/or services.
- 2. I certify the above disbursement was necessarily incurred for the department.
- 3. It is acknowledged the department, may in certain instances, obtain a copy of the missing documentation from either Visa Credit Card Services or from the Supplier.
- It is acknowledged where a Tax Invoice is unable to be provided to support the disbursement, the value of GST Input Tax Credits may not be able to be claimed and hence that amount will be a direct cost of incurring the expenditure.
- A receipt is not able to be tendered because: [Delete inapplicable sub-clauses]
 - the goods or services are of a type where a merchant docket / supplier's tax invoice cannot reasonably be expected to be provided by the supplier.
 - the merchant docket / supplier's tax invoice has been lost.
 - c. other reasons [Please Specify]:

| Signed by Cardholder | Date: 3 / 11 /22 | |
|-----------------------------------------------------------|------------------|--|
| Authorisation by Cardholder's
Line Manager or Director | Date: 3 / 11 /22 | |

This form is to be attached to the transaction in ANZ Expense Manager System

To provide any feedback, including omissions, error or general comment on this document, email the feedback details to the

Obj Doc Id: Effective Date: 1 July 2018 Classification: For Official Use Only Page 1 of 1

Review Date: 1 July 2019 Parent: Purchase Card Procedure

Substitute for Missing Merchant Dockets a Invoices



(A separate form is required for each missing docket / invoice)

This form to be utilised where:-

- 1. The Cardholder has a disbursement on their ANZ Expense Manager System, but the Cardholder is not able to provide a Merchant Docket and Tax Invoice to support the disbursement.
- 2. The Cardholder's line Manager or Director:-
 - is virtually certain that the disbursement was incurred for the department's business.
 - has sighted the transaction appearing on the Cardholder's ANZ Expense Manager System.
- 3. All efforts to obtain a tax invoice have been exhausted.

Failure to obtain a tax invoice and merchant docket may prevent the department from recovering the GST input Tax Credit.

The Cardholder is to complete all required details and sign the Declaration at the foot of this form.

| Name of Cardholder | 1/2 | Date of Transaction |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------|
| Adam Reid | | (Showing on ANZ Monthly Report) |
| Name of Supplier / Merchant | | 15/9/22 |
| The Trafalgar Street St Jame | s Hotel | Amount in Foreign |
| Description of the Disbursement (If the disbursement is for Entertainment included.) | Expenses, particulars of attendees & organisation are to be | Currency
(If Applicable) |
| Accommodation in London | | |
| | Foreign Exchange
Rate (If Applicable) | |
| | | |
| ALLOCATION GL Object Code or Project Description | GL Account Code | Amount in \$AUS |
| Facilitation materials | 3 3 9 6 5 2 8 7 4 2 8 6 5 2 | \$1429.90 |
| | | |

Declaration by Cardholder:

- 1. I hereby acknowledge receipt for the above mentioned goods and/or services.
- 2. I certify the above disbursement was necessarily incurred for the department.
- 3. It is acknowledged the department, may in certain instances, obtain a copy of the missing documentation from either Visa Credit Card Services or from the Supplier.
- 4. It is acknowledged where a Tax Invoice is unable to be provided to support the disbursement, the value of GST Input Tax Credits may not be able to be claimed and hence that amount will be a direct cost of incurring the expenditure.
- 5. A receipt is not able to be tendered because: [Delete inapplicable sub-clauses]
 - a. the goods or services are of a type where a merchant docket / supplier's tax invoice cannot reasonably be expected to be provided by the supplier.
 - b. the merchant docket / supplier's tax invoice has been lost.
 - c. other reasons [Please Specify]:

| Signed by Cardholder | Date: 3 / 11 /22 |
|--------------------------------------------------------|------------------|
| Authorisation by Cardholder's Line Manager or Director | Date: 3 / 11 /22 |

This form is to be attached to the transaction in ANZ Expense Manager System

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Obj Doc Id:

Ver: 2.0

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Review Date: 1 July 2019 Parent: Purchase Card Procedure

Substitute for Missing Merchant Dockets a Invoices



(A separate form is required for each missing docket / invoice)

This form to be utilised where:-

- 1. The Cardholder has a disbursement on their ANZ Expense Manager System, but the Cardholder is not able to provide a Merchant Docket and Tax Invoice to support the disbursement.
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 - is virtually certain that the disbursement was incurred for the department's business.
 - has sighted the transaction appearing on the Cardholder's ANZ Expense Manager System.
- 3. All efforts to obtain a tax invoice have been exhausted.

Failure to obtain a tax invoice and merchant docket may prevent the department from recovering the GST input Tax Credit.

The Cardholder is to complete all required details and sign the Declaration at the foot of this form.

| Name of Cardholder | | Date of Transaction |
|--------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|
| Adam Reid | | (Showing on ANZ Monthly Report) |
| Name of Supplier / Merchant | | 20/9/22 |
| Qatar Airways | 2,0 | Amount in Foreign |
| Description of the Disbursement (If the disbursement is for Entertainment included.) | Currency
(If Applicable) | |
| Flight upgrade from Oslo to D | Doha | |
| | | Foreign Exchange
Rate (If Applicable) |
| | .0 | |
| ALLOCATION GL Object Code or Project Description | GL Account Code | Amount in \$AUS |
| Facilitation materials | 3 3 9 6 5 2 8 7 4 2 8 6 5 1 | \$1016 |
| | | |

Declaration by Cardholder:

- 1. I hereby acknowledge receipt for the above mentioned goods and/or services.
- 2. I certify the above disbursement was necessarily incurred for the department.
- 3. It is acknowledged the department, may in certain instances, obtain a copy of the missing documentation from either Visa Credit Card Services or from the Supplier.
- 4. It is acknowledged where a Tax Invoice is unable to be provided to support the disbursement, the value of GST Input Tax Credits may not be able to be claimed and hence that amount will be a direct cost of incurring the expenditure.
- 5. A receipt is not able to be tendered because: [Delete inapplicable sub-clauses]
 - a. the goods or services are of a type where a merchant docket / supplier's tax invoice cannot reasonably be expected to be provided by the supplier.
 - b. the merchant docket / supplier's tax invoice has been lost.
 - c. other reasons [Please Specify]:

| Signed by Cardholder | Date | 3 / 11 / 22 |
|--------------------------------------------------------|------|-------------|
| Authorisation by Cardholder's Line Manager or Director | Date | 15/11/22 |

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