

**Summary of Constituency Office Expense Receipts**

**Fiscal 2023/2024**

**Period: Quarter 2 - Jul. 1, 2023 to Sep. 30, 2023**

**Member Name:** Routley, Doug

**Expense Category:** **Special Events and Protocol**

	<u>Note</u>	<u>Amount</u>
Cumulative Balance at End of Prior Reporting Period:	<b>Note 1</b>	\$220.00
<b>Add:</b> Total Amount of Receipts for Current Reporting Period:	<b>Note 2</b>	<u>\$367.50</u>
Balance at End of Current Reporting Period:	<b>Note 3</b>	<u><u>\$587.50</u></u>

**Note 1** This amount represents the Q1 ending balance reported on the Q1 CO disclosure report for this expense category for the period from **Apr. 1, 2023 to Jun. 30, 2023**

**Note 2** This amount represents the total amount of receipts recorded for this disclosure expense category in the current reporting period from **Jul. 1, 2023 to Sep. 30, 2023**

**Note 3** This amount represents the sum of the Q1 ending balance plus the Q2 scanned receipts total above. This amount also equals the Q2 disclosure report for the period from **Apr. 1, 2023 to Sep. 30, 2023**

**Note 4** This disclosure expense category consists of the following accounts:

- 3470 Hosting Events
- 3471 Attending Events
- 3472 Protocol
- 3473 Meals/Hospitality for the Public
- 
- 
-

UBCM 2023

# BALANCING ~~ACT~~

## TRANSACTION APPROVED - THANK YOU

Please print this page and keep it as your receipt

### Transaction Details

Date / Time: 08/14/2023  
Transaction Amount: \$367.50  
Cardholder: [REDACTED]  
Card Number: ##### [REDACTED]  
Auth Code: 04577F

### Registration Details

Registration #: 16920316695  
Registration Type: Provincial MLA  
Representing: Nanaimo-North Cowichan  
Delegate Name: Doug Routley  
Contact Name: [REDACTED]  
Contact Email: [REDACTED]@leg.bc.ca  
*\* This email address will be used for your login*  
Partner: [REDACTED]

Registration Fee	\$0.00
Tuesday Welcome Reception	\$0.00
Thursday UBCM Banquet	\$175.00
Partner UBCM Banquet	\$175.00

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Subtotal	\$350.00
GST	\$17.50
Total	\$367.50

**Summary of Constituency Office Expense Receipts**

**Fiscal 2023/2024**

**Period: Quarter 2 - Jul. 1, 2023 to Sep. 30, 2023**

**Member Name:** Routley, Doug

**Expense Category:** **Communications and Advertising**

	<u>Note</u>	<u>Amount</u>
Cumulative Balance at End of Prior Reporting Period:	<b>Note 1</b>	\$5,085.12
<b>Add:</b> Total Amount of Receipts for Current Reporting Period:	<b>Note 2</b>	<u>\$2,779.70</u>
Balance at End of Current Reporting Period:	<b>Note 3</b>	<u><u>\$7,864.82</u></u>

**Note 1** This amount represents the Q1 ending balance reported on the Q1 CO disclosure report for this expense category for the period from **Apr. 1, 2023 to Jun. 30, 2023**

**Note 2** This amount represents the total amount of receipts recorded for this disclosure expense category in the current reporting period from **Jul. 1, 2023 to Sep. 30, 2023**

**Note 3** This amount represents the sum of the Q1 ending balance plus the Q2 scanned receipts total above. This amount also equals the Q2 disclosure report for the period from **Apr. 1, 2023 to Sep. 30, 2023**

**Note 4** This disclosure expense category consists of the following accounts:

- 3475 Advertising
- 3476 Subscriptions/Memberships
- 3477 Website Maintenance/Design
- 
- 
- 
-





# TAKE 5 Print & Digital Media

PO Box 59  
 #203 - 622 First Avenue  
 Ladysmith, BC V9G 1A1  
 (250) 245-7015  
 www.take5.ca

# INVOICE

Invoice No.: 73345  
 Date: 07/04/2023  
 Ship Date:  
 Page: 1  
 Re: Order No.

**Sold to:**

Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Ship to:**

Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Business No.:** [Redacted]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
6-D	Each	1	1/6 Page - Eleven X annual rate	G	185.00	185.00
11-F	Each	1	1/6th Page Colour July 2023 Issue	G	95.00	95.00
			G - GST @ 5%			14.00
			GST			
TAKE 5 Print & Digital Media GST: [Redacted]						
Shipped By: _____ Tracking Number: _____					Total Amount	294.00
Comment: Credit card payments can be called in to the office 250-245-7015.					Amount Paid	0.00
Sold By: _____					Amount Owing	294.00

# Mailchimp Receipt

## MC13983440

### Issued to

Sarah Miller

Doug Routley MLA

██████████@leg.bc.ca

Office phone ██████████

██████████

██████████

██████████

Canada

### Issued by

Mailchimp

c/o The Rocket Science

Group, LLC

675 Ponce de Leon Ave NE

Suite 5000

Atlanta, GA 30308

[www.mailchimp.com](http://www.mailchimp.com)

Tax ID ██████████ (Canadian

Business ID) ██████████

(PST ID)

### Details

**Order #** MC13983440

**Date Paid:** Jul 02, 2023 12:53

am Vancouver

### Billing statement

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**Essentials plan**

2,500 contacts

CA\$52.75

**Tax**

State Sales/Use

CA\$0.00

**Tax**

PST

Tax Rate: 7%

CA\$3.70

**Tax**

GST

Tax Rate: 5%

CA\$2.64



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

ORIGINAL

**Invoice Information**

Invoice Number	2475859361
Invoice Date	12-JUN-2023
Payment Terms	Credit Card
Purchase Order	ADB157113045
Order Number	7035376578
Customer Number	[REDACTED]
Currency	CAD

Adobe GST ID [REDACTED]  
Adobe PST ID [REDACTED]

**Bill To**

[REDACTED]  
[REDACTED]  
[REDACTED]  
CANADA

# INVOICE

## Item Details

**Service Term: 12-JUN-2023 to 11-JUL-2023**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183563	Illustrator	1	EA	27,99	27,99	12.00%	3,36	31,35

## Invoice Total

NET AMOUNT(CAD)	27.99
TAXES (SEE DETAILS FOR RATES)	3.36
GST(CAD)	1.40
PST(CAD)	1.96
<b>GRAND TOTAL(CAD)</b>	<b>31.35</b>

**Comments:**

GST

**Billing Contact**

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

ORIGINAL

**Invoice Information**

Adobe GST ID: [REDACTED]  
Adobe PST ID: [REDACTED]

Invoice Number: 2483999901  
Invoice Date: 22-JUN-2023  
Payment Terms: Credit Card  
Purchase Order: ADB158168297  
Order Number: 7036285695  
Customer Number: [REDACTED]  
Currency: CAD

**Bill To**



CANADA

# INVOICE

## Item Details

**Service Term: 22-JUN-2023 to 21-JUL-2023**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65319461	Photography plan (20GB)	1	EA	12.99	12.99	12.00%	1.56	14.55

## Invoice Total

NET AMOUNT(CAD)	12.99
TAXES (SEE DETAILS FOR RATES)	1.56
GST(CAD)	0.65
PST(CAD)	0.91
<b>GRAND TOTAL(CAD)</b>	<b>14.55</b>

**Comments:**

GST

**Billing Contact**

<https://helpx.adobe.com/contact.html>

Thank you for your business!





# Black Press Media

Black Press Group Ltd.  
212 - 15288 54A Ave.  
Surrey, B.C. V3S 6T4

## INVOICE / STATEMENT

ACCOUNT NAME AND ADDRESS		BILLING PERIOD	ADVERTISER/CLIENT NAME	
<b>DOUG ROUTLEY MLA</b> <b>PO BOX 269</b> <b>LADYSMITH BC</b> <b>V9G 1A2</b>		06/01/23 - 06/30/23	DOUG ROUTLEY MLA	
		INVOICE #	TERMS OF PAYMENT	PAGE #
		34440293	Net 30 days	1 of 2
		ACCOUNT NUMBER	BILLING DATE	ADVERTISER/CLIENT #
		██████████	06/30/23	
View your account information and display ad tearsheets at: <a href="http://iservices.blackpress.ca/login">http://iservices.blackpress.ca/login</a> Account inquiries: 1-866-850-4463 or ar@blackpress.ca  GST REGISTRATION ██████████				

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BLLED UNITS	TIMES RUN RATE	NET AMOUNT	
05/31		BALANCE FORWARD			284.96	
06/13	199306	Payment on Account			-284.96	
				BL		
06/01	34440292	PUBLICATION: CHEMAINUS VALLEY COURIER - News AD CLASS: Display Advertising Weekly Ad ██████████ PAGE: A 9 General 3 color ePaper	3x3i 9i	1	60.00 0.00 7.85	
06/15	34440292	Weekly Ad ██████████ PAGE: A 3 General 3 color ePaper	3x3i 9i	1	60.00 0.00 7.85	
06/29	34440292	Weekly Ad ██████████ PAGE: A 3 General 3 color ePaper	3x3i 9i	1	60.00 0.00 7.85	
		Ad Class Totals: \$203.55 Publication Totals: \$203.55		27.000 inch		
		PUBLICATION: LADYSMITH CHRONICLE - News		BL		
CURRENT NET AMOUNT DUE		30 DAYS	60 DAYS	OVER 90 DAYS	UNAPPLIED AMOUNT	TOTAL AMOUNT DUE

Finance charge on accounts over 30 days is 2% monthly (24% annual) □ Invoice/Statement shall be deemed correct unless advised in writing within 30 days of billing date  
We warrant that the information shown on this invoice correctly describes the advertisement that was inserted in the edition of the publication specified.

PLEASE DETACH AND RETURN STUB WITH YOUR REMITTANCE



# Black Press Media

INVOICE #	BILLING DATE	TOTAL AMOUNT DUE
34440293	06/30/23	<b>\$ 356.20</b>
ACCOUNT NUMBER	ADVERTISER/CLIENT NAME	
██████████	DOUG ROUTLEY MLA	

REMIT TO
<b>Black Press Group Ltd.</b> <b>212 - 15288 54A Ave.</b> <b>Surrey, B.C. V3S 6T4</b>

### How to pay your bi

- Online using iServices: <http://iservices.blackpress.ca/login>
- Pre-authorized Payment Plan from your Bank Account, please call 1-877-851-4540 or email pad@blackpress.ca
- PC or Telephone banking through your Financial Institution
- By credit card, please call 1-866-850-4463
- By cheque payable to Black Press Group Ltd.

## INVOICE / STATEMENT

BILLING PERIOD		ADVERTISER/CLIENT NAME
06/01/23 - 06/30/23		DOUG ROUTLEY MLA
INVOICE #	TERMS OF PAYMENT	PAGE #
34440293	Net 30 days	2 of 2
ACCOUNT NUMBER	B L LING DATE	ADVERTISER/CL ENT #
██████████	06/30/23	

DATE	INVOICE #	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	T MES RUN RATE	NET AMOUNT
06/08	AD CLASS: 34440293	Display Advertising Weekly Ad ██████████	3x3i 9i	1	60.00
		PAGE: A 9 General 3 color ePaper			0.00 7.85
06/22	34440293	Weekly Ad ██████████	3x3i 9i	1	60.00
		PAGE: A 5 General 3 color ePaper			0.00 7.85
		Ad Class Totals: \$135.70		18.000 inch	
		Publication Totals: \$135.70			
06/30		BC GST			16.95
CURRENT NET AMOUNT DUE					TOTAL AMOUNT DUE
356.20					356.20

Finance charge on accounts over 30 days is 2% monthly (24% annual) ▫ Invoice/Statement shall be deemed correct unless advised in writing within 30 days of billing date  
 We warrant that the information shown on this invoice correctly describes the advertisement that was inserted in the edition of the publication specified.



**UNPAID**

Islandhosting  
PO Box 28123 Westshore RPO  
Victoria, BC, V9B 6K8  
Canada

## Invoice #99078

Invoice Date: 2023-06-11

Due Date: 2023-07-11

### Invoiced To

Doug Routley  
1-16 High Street  
Box 269  
Ladysmith, British Columbia, V9G 1A2  
Canada

Description	Total
Domain Renewal - dougroutley.ca - 1 Year/s (2023-08-10 - 2024-08-09)	\$29.00CAD
<b>Sub Total</b>	<b>\$29.00CAD</b>
<b>5.00% GST</b>	<b>\$1.45CAD</b>
<b>7.00% PST</b>	<b>\$2.03CAD</b>
<b>Credit</b>	<b>\$0.00CAD</b>
<b>Total</b>	<b>\$32.48CAD</b>

### Transactions

Transaction Date	Gateway	Transaction ID	Amount
No Related Transactions Found			
		<b>Balance</b>	<b>\$32.48CAD</b>

**Bill To**

Doug Routley MLA  
 ATTN: Accounts Payable  
 PO Box 269  
 Ladysmith, BC V9G 1A2

**Invoice Summary**

Account No.	██████████
Invoice Date	7/31/2023
Amount Due	\$ 213.72
Payment Terms	Net 30 Days
GST REGISTRATION No.	██████████

**Advertiser**

Doug Routley MLA  
 Brand Name: Doug Routley MLA  
 Account No: ██████████  
 PO Box 269  
 Ladysmith, BC V9G 1A2

**Billing Summary**

Purchase Order #	_____	Campaign Base Amount	\$ 227.07
Ordered By	_____	Adjustment Amount	\$ -23.52
Campaign Number	8694	Campaign Net Amount	\$ 203.55
Description	Bi Weekly Ad	Tax Amount: GST	\$ 10.17
Marketing Campaign	_____	Payments Applied	\$ 0.00
Sales Rep	██████████	Payment Due Amount	\$ 213.72

**Comments**

We apologize for the delay in billing as we are navigating through our new system. Please be informed that you will receive a single lump sum payment charge for all the services provided throughout the month of July. Rest assured, we have resolved the system-related challenges and are committed to ensuring timely and accurate invoicing in the future.

Finance charge on accounts over 30 days is 2% monthly (24% annual) † Invoice/Statement shall be deemed correct unless advised in writing within 30 days of billing date.  
 We warrant that the information shown on this invoice correctly describes the advertisement that was inserted in the edition of the publication specified.

----- PLEASE DETACH AND RETURN STUB WITH YOUR PAYMENT REMITTANCE -----



Account Number:	██████████
Invoice Number:	BPI7185
Invoice Date:	7/31/2023
Payment Due:	\$ 213.72

**REMIT TO:**

Black Press Group Ltd.  
 212 - 15288 54A Ave.  
 Surrey, B.C. V3S 6T4

**BILL TO:**

Doug Routley MLA  
 PO Box 269  
 Ladysmith, BC V9G 1A2

To set up a pre-authorized withdrawal from your bank account: please call 1-877-851-4540 or e-mail Credit Support at: [credit.support@blackpress.ca](mailto:credit.support@blackpress.ca). For general Customer Service Inquiries: 1-866-850-4463 or e-mail: [ar@blackpress.ca](mailto:ar@blackpress.ca). Access your invoices, tearsheets, make payments, or send us a message through our 24/7 customer portal at: <https://bpm.navjgahub.com/Portal/Client/BPM/login.aspx>

# Mailchimp Receipt

## MC14300988

### Issued to

██████████  
Doug Routley MLA  
██████████@leg.bc.ca  
Office phone: ██████████  
██████████  
Nanaimo, British Columbia  
██████████  
Canada

### Issued by

Mailchimp  
c/o The Rocket Science  
Group, LLC  
675 Ponce de Leon Ave NE  
Suite 5000  
Atlanta, GA 30308  
[www.mailchimp.com](http://www.mailchimp.com)  
Tax ID: ██████████ (Canadian  
Business ID) ██████████  
(PST ID)

### Details

Order # MC14300988  
Date Paid: August 02, 2023  
01:45 AM Vancouver

### Billing statement

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Essentials plan  
2,500 contacts

CA\$52.81

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<b>Tax</b>	CA\$0.00
State Sales/Use	

---

<b>Tax</b>	CA\$3.70
PST	
Tax Rate: 7%	

---

<b>Tax</b>	CA\$2.65
GST	
Tax Rate: 5%	

---

Paid via Visa ending in [REDACTED] which expires

**CA\$59.16**

[REDACTED]  
on August 02, 2023

---

**Balance as of August 02, 2023**

**CA\$0.00**

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Tax was applied to this purchase.

Exchanged from \$44.25 at rate 1.33698.

Looking for our W-9?

Looking for our United States Residency Certificate?



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

ORIGINAL

**Invoice Information**

Invoice Number	2500711029
Invoice Date	12-JUL-2023
Payment Terms	Credit Card
Purchase Order	ADB157113045
Order Number	7035376578
Customer Number	[REDACTED]
Currency	CAD

Adobe GST ID: [REDACTED]  
Adobe PST ID: [REDACTED]

**Bill To**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
CANADA

# INVOICE

## Item Details

**Service Term: 12-JUL-2023 to 11-AUG-2023**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183563	Illustrator	1	EA	27.99	27.99	12.00%	3.36	31.35

## Invoice Total

NET AMOUNT(CAD)	27.99
TAXES (SEE DETAILS FOR RATES)	3.36
GST(CAD)	1.40
PST(CAD)	1.96
<b>GRAND TOTAL(CAD)</b>	<b>31.35</b>

**Comments:**

GST

**Billing Contact**

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

ORIGINAL

**Invoice Information**

Invoice Number	2500711029
Invoice Date	12-JUL-2023
Payment Terms	Credit Card
Purchase Order	ADB157113045
Order Number	7035376578
Customer Number	[REDACTED]
Currency	CAD

Adobe GST ID: [REDACTED]  
Adobe PST ID: [REDACTED]

**Bill To**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
CANADA

# INVOICE

## Item Details

**Service Term: 12-JUL-2023 to 11-AUG-2023**

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183563	Illustrator	1	EA	27.99	27.99	12.00%	3.36	31.35

## Invoice Total

NET AMOUNT(CAD)	27.99
TAXES (SEE DETAILS FOR RATES)	3.36
GST(CAD)	1.40
PST(CAD)	1.96

**GRAND TOTAL(CAD) 31.35**

**Comments:**

GST

**Billing Contact**

<https://helpx.adobe.com/contact.html>

Thank you for your business!





# TAKE 5 Print & Digital Media

PO Box 59  
 #203 - 622 First Avenue  
 Ladysmith, BC V9G 1A1  
 (250) 245-7015  
 www.take5.ca

# INVOICE

Invoice No.: 73457  
 Date: 08/01/2023  
 Ship Date:  
 Page: 1  
 Re: Order No.

**Sold to:**

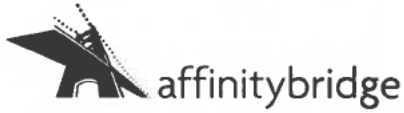
Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Ship to:**

Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Business No.:** [Redacted]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
11-C	Each	1	1/2 Page Colour	G	135.00	135.00
3-D	Each	1	1/2 Page - Eleven X annual rate August 2023 Issue	G	399.00	399.00
			G - GST @ 5%			26.70
			GST			
TAKE 5 Print & Digital Media GST: [Redacted]						
Shipped By: _____ Tracking Number: _____					Total Amount	560.70
Comment: Credit card payments can be called in to the office 250-245-7015.					Amount Paid	0.00
Sold By: _____					Amount Owing	560.70



From

**Affinity Bridge Consulting Ltd.**  
Support: support@affinitybridge.com

1350 Burrard Street, Suite #393  
Vancouver, BC V6Z 0C2  
Canada

Invoice ID **8082**  
Issue Date 2023/07/01  
Due Date 2023/07/31 (Net 30)  
Summary Quarterly retainer for WordPress CMS, Plugin and Security Updates for NDP MLA's

Invoice For **BC New Democrat Government Caucus**  
Room 201, Parliament Buildings  
Victoria, B.C.  
V8V 1X4

Item Type	Description	Quantity	Unit Price	Amount
Service	CMS maintenance for MLA websites. Billed at \$75/quarter for each site:  Mable Elmore	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	David Eby	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	George Heyman	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Selina Robinson	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Jennifer Rice	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Mike Farnworth	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Doug Routley	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Spencer Chandra Herbert	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	John Horgan	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Bruce Ralston	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Harry Bains	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Raj Chouhan	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Bowinn Ma	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Melanie Mark	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>
Service	Rob Fleming	1.00	\$75.00 CAD	<b>\$75.00 CAD</b>

Service	Katrine Conroy	1.00	\$75.00 CAD	\$75.00 CAD
Service	Garry Begg	1.00	\$75.00 CAD	\$75.00 CAD
Service	Jagrup Brar	1.00	\$75.00 CAD	\$75.00 CAD
Service	George Chow	1.00	\$75.00 CAD	\$75.00 CAD
Service	Rick Glumac	1.00	\$75.00 CAD	\$75.00 CAD
Service	Janet Routledge	1.00	\$75.00 CAD	\$75.00 CAD
Service	Mitzi Dean	1.00	\$75.00 CAD	\$75.00 CAD
Product	Anne Kang	1.00	\$75.00 CAD	\$75.00 CAD

Subtotal      **\$1,725.00 CAD**  
 GST (5%)      **\$86.25 CAD**

**Amount Due    \$1,811.25 CAD**

**MLA share = \$78.75**

**Notes**

For payments under \$5,000, credit card is preferred.

Please make all cheques payable to Affinity Bridge Consulting Ltd.

GST # [REDACTED]

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Remittance Advices - please send to [payments@affinitybridge.com](mailto:payments@affinitybridge.com)

Preferred Payment Method for Vancity Members

Vancity Direct Transfer - Relationship # [REDACTED]

EFT Account - [REDACTED] Transit - [REDACTED] Institution - [REDACTED]

For US Wire instructions, please contact us.

Invoices are deemed accepted and approved if not disputed within 5 business days.

Gabriola Sounder Media Inc.

Box 62

Gabriola BC V0R 1X0

250-247-9337

██████████@soundernews.com

www.soundernews.com

Business Number ██████████



# INVOICE

## BILL TO

Doug Routley MLA  
Unit 112 50 Tenth Street  
Nanaimo B.C. V9R6L1

**INVOICE #** 40342

**DATE** 08/30/2023

**DUE DATE** 09/14/2023

**TERMS** 0% 0 Net 15

ACTIVITY	QTY	RATE	AMOUNT
<b>Local:Advertising -Local</b> August 2, 16, 30 2x3 colour advertising keep up to date with provincial and local announcements	3	81.60	244.80

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SUBTOTAL	244.80
GST @ 5%	12.24
TOTAL	257.04
BALANCE DUE	<b>\$257.04</b>

**Bill To**

Doug Routley MLA  
 ATTN: Accounts Payable  
 PO Box 269  
 Ladysmith, BC V9G 1A2

**Invoice Summary**

Account No.	██████████
Invoice Date	8/31/2023
Amount Due	\$ 356.20
Payment Terms	Net 30 Days
GST REGISTRATION No.	██████████

**Advertiser**

Doug Routley MLA  
 Brand Name: Doug Routley MLA  
 Account No: ██████████  
 PO Box 269  
 Ladysmith, BC V9G 1A2

**Billing Summary**

Purchase Order #	_____	Campaign Base Amount	\$ 378.45
Ordered By	_____	Adjustment Amount	\$ -39.20
Campaign Number	8694	Campaign Net Amount	\$ 339.25
Description	Bi Weekly Ad	Tax Amount: GST	\$ 16.95
Marketing Campaign	_____	Payments Applied	\$ 0.00
Sales Rep	██████████	Payment Due Amount	\$ 356.20

**Comments**

If you are on automatic credit card your total amount due will be charged on September 07, 2023.

Finance charge on accounts over 30 days is 2% monthly (24% annual) † Invoice/Statement shall be deemed correct unless advised in writing within 30 days of billing date.  
 We warrant that the information shown on this invoice correctly describes the advertisement that was inserted in the edition of the publication specified.

----- PLEASE DETACH AND RETURN STUB WITH YOUR PAYMENT REMITTANCE -----

Account Number:	██████████
Invoice Number:	BPI22119
Invoice Date:	8/31/2023
Payment Due:	\$ 356.20

**REMIT TO:**

Black Press Group Ltd.  
 212 - 15288 54A Ave.  
 Surrey, B.C. V3S 6T4

**BILL TO:**

Doug Routley MLA  
 PO Box 269  
 Ladysmith, BC V9G 1A2

To set up a pre-authorized withdrawal from your bank account: please call 1-877-851-4540 or e-mail Credit Support at: [credit.support@blackpress.ca](mailto:credit.support@blackpress.ca). For general Customer Service Inquiries: 1-866-850-4463 or e-mail: [ar@blackpress.ca](mailto:ar@blackpress.ca). Access your invoices, tearsheets, make payments, or send us a message through our 24/7 customer portal at: <https://bpm.navjgahub.com/Portal/Client/BPM/login.aspx>



# Black Press Media

Leading the future of community media

Invoice Number:

BPI22119

Invoice Date:

8/31/2023

## Print Line Items

Product Name	Date	Description	Section	Ad Size	Actual Quantity	Rate	Adjusted Rate	Price Per Insertion
Ladysmith Chronicle - Display ROP	8/3/2023	Weekly e-newsletter	General	3 Columns x 3 Inches	9.00	\$ 8.41	\$ 6.67	\$ 67.85

[Click Here For Tearsheet](#)

Tax Amount \$ 3.39

Adjustment Custom Rate Override \$ -1.74  
Adjustment eAdmin Fee \$ 7.85

Chemainus Valley Courier - Display ROP	8/10/2023	Weekly e-newsletter	General	3 Columns x 3 Inches	9.00	\$ 8.41	\$ 6.67	\$ 67.85
----------------------------------------	-----------	---------------------	---------	----------------------	------	---------	---------	----------

[Click Here For Tearsheet](#)

Tax Amount \$ 3.39

Adjustment Custom Rate Override \$ -1.74  
Adjustment eAdmin Fee \$ 7.85

Ladysmith Chronicle - Display ROP	8/17/2023	Weekly e-newsletter	General	3 Columns x 3 Inches	9.00	\$ 8.41	\$ 6.67	\$ 67.85
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[Click Here For Tearsheet](#)

Tax Amount \$ 3.39

Adjustment Custom Rate Override \$ -1.74  
Adjustment eAdmin Fee \$ 7.85

Chemainus Valley Courier - Display ROP	8/24/2023	Weekly e-newsletter	General	3 Columns x 3 Inches	9.00	\$ 8.41	\$ 6.67	\$ 67.85
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[Click Here For Tearsheet](#)

Tax Amount \$ 3.39

Adjustment Custom Rate Override \$ -1.74  
Adjustment eAdmin Fee \$ 7.85

Ladysmith Chronicle - Display ROP	8/31/2023	Weekly e-newsletter	General	3 Columns x 3 Inches	9.00	\$ 8.41	\$ 6.67	\$ 67.85
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[Click Here For Tearsheet](#)

Tax Amount \$ 3.39

Adjustment Custom Rate Override \$ -1.74  
Adjustment eAdmin Fee \$ 7.85



# TAKE 5 Print & Digital Media

PO Box 59  
 #203 - 622 First Avenue  
 Ladysmith, BC V9G 1A1  
 (250) 245-7015  
 www.take5.ca

# INVOICE

Invoice No.: 73575  
 Date: 09/05/2023  
 Ship Date:  
 Page: 1  
 Re: Order No.

**Sold to:**

Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Ship to:**

Doug Routley, MLA Nanaimo-North Cowichan  
 [Redacted]  
 P.O. Box 269  
 #1 - 16 High Street  
 Ladysmith, BC V9G 1A2

**Business No.:** [Redacted]

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
6-D	Each	1	1/6 Page - Eleven X annual rate	G	185.00	185.00
11-F	Each	1	1/6th Page Colour September 2023 Issue	G	95.00	95.00
			G - GST @ 5%			14.00
			GST			

TAKE 5 Print & Digital Media GST: [Redacted]

Shipped By:	Tracking Number:	Total Amount	294.00
Comment:	Credit card payments can be called in to the office 250-245-7015.	Amount Paid	0.00
Sold By:		Amount Owing	294.00

# Mailchimp Receipt

## MC14600436

### Issued to

██████████  
Doug Routley MLA  
██████████@leg.bc.ca  
Office phone: ██████████  
██████████  
Nanaimo, British Columbia  
██████████  
Canada

### Issued by

Mailchimp  
c/o The Rocket Science  
Group, LLC  
675 Ponce de Leon Ave NE  
Suite 5000  
Atlanta, GA 30308  
[www.mailchimp.com](http://www.mailchimp.com)  
Tax ID ██████████ (Canadian)  
Business ID ██████████  
(PST ID)

### Details

Order # MC14600436  
Date Paid: September 02,  
2023 01:21 AM Vancouver

### Billing statement

---

Essentials plan  
2,500 contacts

CA\$54.05

---

Tax CA\$0.00  
State Sales/Use

---

Tax CA\$3.79  
PST  
Tax Rate: 7%

---

Tax CA\$2.71  
GST  
Tax Rate: 5%

---



Paid via Visa ending in [REDACTED] which expires

**CA\$60.55**

[REDACTED]  
on September 02, 2023

---

<b>Balance as of September 02, 2023</b>
-----------------------------------------

<b>CA\$0.00</b>
-----------------

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Tax was applied to this purchase.

Exchanged from \$44.25 at rate 1.36844.

[Looking for our W-9?](#)

[Looking for our United States Residency Certificate?](#)



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

Adobe GST ID: [REDACTED]  
Adobe PST ID: [REDACTED]

ORIGINAL

Invoice Information

Invoice Number	2525633122
Invoice Date	12-AUG-2023
Payment Terms	Credit Card
Purchase Order	ADB157113045
Order Number	7035376578
Customer Number	[REDACTED]
Currency	CAD

Bill To

[REDACTED]  
[REDACTED]  
[REDACTED]  
CANADA

# INVOICE

## Item Details

Service Term: 12-AUG-2023 to 11-SEP-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65183563	Illustrator	1	EA	27.99	27.99	12.00%	3.36	31.35

## Invoice Total

NET AMOUNT(CAD)	27.99
TAXES (SEE DETAILS FOR RATES)	3.36
GST(CAD)	1.40
PST(CAD)	1.96
<b>GRAND TOTAL(CAD)</b>	<b>31.35</b>

Comments:  
GST

### Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!



Adobe Inc.  
345 Park Ave  
San Jose, CA 95110

ORIGINAL

Invoice Information

Adobe GST ID [REDACTED]  
Adobe PST ID [REDACTED]

Invoice Number 2533938309  
Invoice Date 22-AUG-2023  
Payment Terms Credit Card  
Purchase Order ADB158168297  
Order Number 7036285695  
Customer Number [REDACTED]  
Currency CAD

Bill To

[REDACTED]  
[REDACTED]  
[REDACTED]  
CANADA

# INVOICE

## Item Details

Service Term: 22-AUG-2023 to 21-SEP-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
65319461	Photography plan (20GB)	1	EA	12.99	12.99	12.00%	1.56	14.55

## Invoice Total

NET AMOUNT(CAD)	12.99
TAXES (SEE DETAILS FOR RATES)	1.56
GST(CAD)	0.65
PST(CAD)	0.91
<b>GRAND TOTAL(CAD)</b>	<b>14.55</b>

Comments:

GST

### Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!

**Summary of Constituency Office Expense Receipts**

**Fiscal 2023/2024**

**Period: Quarter 2 - Jul. 1, 2023 to Sep. 30, 2023**

**Member Name:** Routley, Doug

**Expense Category:** Office Supplies

	<u>Note</u>	<u>Amount</u>
Cumulative Balance at End of Prior Reporting Period:	<b>Note 1</b>	\$0.00
<b>Add:</b> Total Amount of Receipts for Current Reporting Period:	<b>Note 2</b>	\$0.00
Balance at End of Current Reporting Period:	<b>Note 3</b>	\$0.00

**Note 1** This amount represents the Q1 ending balance reported on the Q1 CO disclosure report for this expense category for the period from **Apr. 1, 2023 to Jun. 30, 2023**

**Note 2** This amount represents the total amount of receipts recorded for this disclosure expense category in the current reporting period from **Jul. 1, 2023 to Sep. 30, 2023**

**Note 3** This amount represents the sum of the Q1 ending balance plus the Q2 scanned receipts total above. This amount also equals the Q2 disclosure report for the period from **Apr. 1, 2023 to Sep. 30, 2023**

**Note 4** This disclosure expense category consists of the following accounts:  
3480 Courier/Postage  
3481 Office Supplies  
3482 Office Equipment/Furniture (non-furniture allowance)  
-  
-  
-  
-

**Summary of Constituency Office Expense Receipts**

**Fiscal 2023/2024**

**Period: Quarter 2 - Jul. 1, 2023 to Sep. 30, 2023**

**Member Name:** Routley, Doug

**Expense Category:** **Travel**

	<u>Note</u>	<u>Amount</u>
Cumulative Balance at End of Prior Reporting Period:	<b>Note 1</b>	\$362.81
<b>Add:</b> Total Amount of Receipts for Current Reporting Period:	<b>Note 2</b>	<u>\$0.00</u>
Balance at End of Current Reporting Period:	<b>Note 3</b>	<u><u>\$362.81</u></u>

**Note 1** This amount represents the Q1 ending balance reported on the Q1 CO disclosure report for this expense category for the period from **Apr. 1, 2023 to Jun. 30, 2023**

**Note 2** This amount represents the total amount of receipts recorded for this disclosure expense category in the current reporting period from **Jul. 1, 2023 to Sep. 30, 2023**

**Note 3** This amount represents the sum of the Q1 ending balance plus the Q2 scanned receipts total above. This amount also equals the Q2 disclosure report for the period from **Apr. 1, 2023 to Sep. 30, 2023**

**Note 4** This disclosure expense category consists of the following accounts:

- 3485 In-Constituency Staff Travel
- 3486 Out-of-Constituency Staff Travel
- 
- 
- 
- 
-

**Summary of Constituency Office Expense Receipts**

**Fiscal 2023/2024**

**Period: Quarter 2 - Jul. 1, 2023 to Sep. 30, 2023**

**Member Name:** Routley, Doug

**Expense Category:** **Other Office Expenses**

	<u>Note</u>	<u>Amount</u>
Cumulative Balance at End of Prior Reporting Period:	<b>Note 1</b>	\$201.00
<b>Add:</b> Total Amount of Receipts for Current Reporting Period:	<b>Note 2</b>	<u>\$0.00</u>
Balance at End of Current Reporting Period:	<b>Note 3</b>	<u><u>\$201.00</u></u>

**Note 1** This amount represents the Q1 ending balance reported on the Q1 CO disclosure report for this expense category for the period from **Apr. 1, 2023 to Jun. 30, 2023**

**Note 2** This amount represents the total amount of receipts recorded for this disclosure expense category in the current reporting period from **Jul. 1, 2023 to Sep. 30, 2023**

**Note 3** This amount represents the sum of the Q1 ending balance plus the Q2 scanned receipts total above. This amount also equals the Q2 disclosure report for the period from **Apr. 1, 2023 to Sep. 30, 2023**

**Note 4** This disclosure expense category consists of the following accounts:

- 3490 Miscellaneous Expenses/Liscenses
- 3491 Consultants/Contractors
- 3492 Janitorial/Repairs/Maintenance
- 3493 Security
- 3494 Utilities
- 3495 Cell Phone/Cable
- 3496 Meals/Hospitality fo Staff Members