### **BUDGET TRACKER - Multicultural Australia IMV**

Goods/services	Cost (GST inclusive)
International airfares - Business class	
Belgium (France-based) - Air France and Singapore Airlines	\$9,337.81
Croatia - Qatar Airways	\$7,251.06
Denmark - Thai Airways	\$5,954.07
Germany - Etihad Airways	\$6,946.87
Ireland - Emirates	\$8,005.63
The Netherlands (Austria-based) - Qantas Airways	\$8,771.59
Sweden - Emirates	\$7,172.23
Domestic airfares - Economy class	
Delegates - SYD to MEL x 7	\$1,141.07
DFAT liaison officers - SYD to MEL x 2	\$326.02
DFAT liaison officers - CNB to SYD and MEL to CNB x 2	\$618.54
Travel allowance - Meals and airport transfers	
Delegates x 7	\$6,657.45
DFAT liaison officers x 2	\$1,393.00
Ground transport - Pending final invoice	
Murray's Coach	\$6,190.00
Taxis	\$264.49
Accommodation - Inclusive of breakfast and wifi	
Stamford Plaza Melbourne - 4 nights x 9 people	\$13,803.29
Pullman Sydney Hyde Park - 3 nights x 2 people, 4 nights x 7 people	\$11,182.47
Misc	
The Vincent Hotel - Meeting room booking	\$210.00
Devon Café - Official program lunch	\$194.00
Mr Mason - Official program lunch	\$523.70
(inducing (SVI)	\$95,943.29



· Printed: 14-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Δ٠	tta	nti	ion

#### **DEPARTMENT OF FOREIGN AFFAIRS AND TRADE**

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

14 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

Customer Number:

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<del>)</del>	Etihad Airways EY2 s 22(1)(a)(ii)	10:45 17/03/2017 Fri Terminal 2 Frankfurt: Frankfurt International	20:25 17/03/2017 Fri Terminal 3 Abu Dhabi: Dhabi International Airport	BUSINESS (C) Confirmed	Aircraft type: AIRBUS INDUSTRIE A330-200 Flight Duration: 6:40 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC
Product	Flight Details	Departure	Arrival	Status	Other Info
-	Etihad Airways EY454 s 22(1)(a)(ii)	22:15 17/03/2017 Fri Terminal 3 Abu Dhabi: Dhabi International Airport	19:15 18/03/2017 Sat Terminal 1 Sydney: Kingsford t Smith	BUSINESS (C) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 14:0 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 3 Baggage allowance: 2PC
Product	Flight Details	Departure	Arrival	Status	Other Info
<del>}</del>	Etihad Airways EY463 s 22(1)(a)(ii)	16:50 26/03/2017 Sun Terminal 2 Melbourne: Tuliamarine Airport	23:55 26/03/2017 Sun Terminal 3 Abu Dhabi: Dhabi International Airport	BUSINESS (W) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 14:5 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC

Printed: 14-Feb-2017

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Etihad Airways EY1 s 22(1)(a)(ii)	02:08 27/03/2017 Mon Terminal 3 Abu Dhabi: Dhabi International Airpor	07:05 27/03/2017 Mon Terminal 2 Frankfurt: Frankfurt rt International	BUSINESS (W) Confirmed	Aircraft type: AIRBUS INDUSTRIE A330-300 Flight Duration: 7:5 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 3 Baggage allowance: 2PC



Printed: 14-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded					
Air Fare (FRA/AUH/SYD/MEL/AUH/FRA) for s 47F(1)	AUD	6225.00	724.62	0.00	6949.62

(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**

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### **Booking Remarks**

-ETIHAD TICKET AND FARE CONDITIONS----THE ITINERARY MAY HAVE TO BE RE-PRICED. **CANCELLATION PENALTY BEFORE DEPARTURE EUR310 CANCELLATION PENALTY AFTER DEPARTURE EUR310** NO SHOW PENALTY IS EUR300 CHANGE FEE BEFORE DEPARTURE EUR205 CHANGE FEE AFTER DEPARTURE EUR205 CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY. ADDITIONAL FARE DIFFERENCES MAY APPLY. ROUTING AND AIRLINE RESTRICTIONS MAY APPLY.

PLEASE NOTE ON TRANSACTIONS WHERE A CREDIT CARD IS NOT PERMITTED, A 2.5% MERCHANT FEE WILL BE APPLIED BASED ON THE TOTAL VALUE OF THAT SPECIFIC TRANSACTION. ASK YOUR QBT BUSINESS CONSULTANT FOR MORE INFORMATION. -PLEASE NOTE THE FOLLOWING IMPORTANT -

- INFORMATION -

- --THE DOCUMENTS AND E-TICKETS FOR THIS --ITINERARY WILL BE ISSUED ON 21FEB
- -----IF YOU WISH TO CANCEL OR AMEND THESE TRAVEL
- ----ARRANGEMENTS
- -PLEASE CONTACT QBT PRIOR TO 21FEB
- -TO AVOID POTENTIAL CANCELLATION AND OR
- --AMENDMENT FEES

#### Fare Conditions

Fare Information: CRTDE Frankfurt-Sydney

#### TICKETING AND ADVANCE PURCHASE

Latest reservation date before departure: Friday Mar 10, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Friday Mar 10, 2017 11:59 PM

#### ADVANCE PURCHASE

Latest reservation date before departure: Friday Mar 10, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Friday Mar 10, 2017 11:59 PM



Printed: 14-Feb-2017

#### CHANGE CONDITIONS

#### Prior to departure of first flight

- Reissue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
- Penalty fee between: 0.00 AUD / 139.00 AUD
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM
- Revalidation: Allowed with restrictions

#### No-show for first flight

- Reissue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
- Penalty fee between: 139.00 AUD / 139.00 AUD
- Revalidation: Allowed with restrictions
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM

#### After departure of first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 139.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

- No-show for subsequent flight(s)
   Reissue: Allowed with restrictions
  - Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
     Penalty fee between: 139.00 AUD / 139.00 AUD

  - Revalidation: Not applicable (See reissue conditions)
  - Maximum Refund penalty fee for entire ticket; 701.00 AUD
  - Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

#### Penalty may apply

#### REFUND CONDITIONS

#### Prior to departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 430.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

#### No-show for first flight

- Refund: Allowed with restrictions
   Penalty fee between: 430.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

#### After departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 430.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

  No-show for subsequent flight(s)

   Refund: Allowed with restrictions

- Penalty fee between: 430.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430,00 AUD

Please contact QBT to find out more information on specific fare rules

Eare Information: WAPDE Melbourne-Frankfurt

#### ADVANCE PURCHASE

Latest reservation date before departure: Friday Mar 10, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Friday Mar 10, 2017 11:59 PM

#### TICKETING AND ADVANCE PURCHASE

Latest reservation date before departure: Friday Mar 10, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Friday Mar 10, 2017 11:59 PM



Printed: 14-Feb-2017

#### MINIMUM STAY

Travel must commence after: Sunday Mar 19, 2017 12:00 AM from MEL

#### MAXIMUM STAY

Travel must commence before: Saturday Mar 17, 2018 12:00 AM from MEL

#### CHANGE CONDITIONS

#### Prior to departure of first flight

- Reissue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
- Penalty fee between: 285.00 AUD / 299,00 AUD
- Penalty fee between: 285.00 AUD / 701.00 AUD
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM
- Revalidation: Allowed with restrictions

#### No-show for first flight

- Reissue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
- Penalty fee between: 701.00 AUD / 701.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM

#### After departure of first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 299.00 AUD / 701.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 701.00 AUD
   Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

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

- Relssue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 299.00 AUD
- Penalty fee between: 701.00 AUD / 701.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Refund penalty fee for entire ticket: 701.00 AUD
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

#### Penalty may apply

#### REFUND CONDITIONS

#### Prior to departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 430.00 AUD / 430,00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

#### No-show for first flight

- Refund: Allowed with restrictions
- Penalty fee between: 416.00 AUD / 416.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

#### After departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 430.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

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

- Refund: Allowed with restrictions
- Penalty fee between: 416.00 AUD / 430.00 AUD
- Maximum Refund penalty fee for entire ticket: 430.00 AUD

Please contact QBT to find out more information on specific fare rules

Additional Information (Please read your itinerary carefully)



Printed: 14-Feb-2017

#### Ticketing Policy:

- Our QBT business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itlnerary 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

 For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check in (international):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport.
 Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 14-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- ~ An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au-

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.gbt.travel">www.gbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



Printed: 14-Feb-2017

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



Printed: 14-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

	nti	

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

**DFAT** 

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

Booking	Details
---------	---------

Order Date:

14 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	. Departure	Arrival	Status	Other Info
*	Qatar Airways QR218 s 22(1)(a)(ii)	11:50 17/03/2017 Fri Zagreb: Zagreb Airport	19:05 17/03/2017 Fri Doha: Doha International Airport	BUSINESS (I) Confirmed	Aircraft type: AIRBUS INDUSTRIE A320-100/200 Flight Duration: 5:15 Meal Type: (M) Meal Number of stops: 0 Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
<del>}</del>	Qatar Airways QR908 s 22(1)(a)(ii)	20:55 17/03/2017 Fri Doha: Doha International Airport	19:00 18/03/2017 Sat Terminal 1 t Sydney: Kingsford Smith	BUSINESS (I) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 14:5 Meal Type: (M) Meal Number of stops: 0 Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
**	Qatar Airways QR905 s 22(1)(a)(ii)	23:10 25/03/2017 Sat Terminal 2 Melbourne: Tullamarine Airport	05:25 26/03/2017 Sun Doha: Doha International Airport	BUSINESS (I) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 14:15 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 40K



Printed: 14-Feb-2017

Product	Flight Details	Departure	Arrival	Status	Other info
*	Qatar Airways QR217 s 22(1)(a)(ii)	07:20 -26/03/2017 Sun Doha: Doha International Air	12:15 26/03/2017 Sun Zagreb: Zagreb port Airpori	BUSINESS (I) Confirmed	Aircraft type: AIRBUS INDUSTRIE A321 Flight Duration: 5:55 Meal Type: (M) Meal Number of stops: 0 Baggage allowance: 40K



Printed: 14-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Tax	GST	Total
Air Fare (ZAG/DOH/SYD/MEL/DOH/ZAG) for s 47F(1)	AUD	6426.00	860.21	0.00	7286.21

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### **Booking Remarks**

——QATAR AIRWAYS TICKET AND FARE CONDITIONS——
THE ITINERARY MAY HAVE TO BE RE-PRICED.
CANCELLATION PENALTY BEFORE DEPARTURE USD300
CANCELLATION PENALTY AFTER DEPARTURE USD300
NO SHOW PENALTY IS USD500
CHANGE FEE BEFORE DEPARTURE USD200
CHANGE FEE AFTER DEPARTURE USD200
CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY.
ADDITIONAL FARE DIFFERENCES MAY APPLY.
ROUTING AND AIRLINE RESTRICTIONS MAY APPLY.

PLEASE NOTE ON TRANSACTIONS WHERE A CREDIT CARD IS NOT PERMITTED, A 2.5% MERCHANT FEE WILL BE APPLIED BASED ON THE TOTAL VALUE OF THAT SPECIFIC TRANSACTION. ASK YOUR QBT BUŞINESS CONSULTANT FOR MORE INFORMATION.

- ----PLEASE NOTE THE FOLLOWING IMPORTANT ----
- -----INFORMATION -
- ----THE DOCUMENTS AND E-TICKETS FOR THIS
- ----ITINERARY WILL BE ISSUED ON 28FEB
- ----IF YOU WISH TO CANCEL OR AMEND THESE TRAVEL
- ----ARRANGEMENTS
- ----PLEASE CONTACT QBT PRIOR TO 28FEB
- ----TO AVOID POTENTIAL CANCELLATION AND OR
- ----AMENDMENT FEES

#### Fare Conditions

Fare Information: IJR2R1RE Melbourne-Zagreb Zagreb-Sydney

#### ADVANCE PURCHASE

#### MINIMUM STAY

Travel must commence after: Monday Mar 20, 2017 12:00 AM from MEL

#### **MAXIMUM STAY**

Travel must commence before: Sunday Sep 17, 2017 12:00 AM from MEL



Printed: 14-Feb-2017

#### CHANGE CONDITIONS

#### Prior to departure of first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 913.00 AUD
- Maximum Reissue penalty fee for entire ticket: 913.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

#### No-show for first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 652.00 AUD / 913.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 913.00 AUD
- Revalidation/Reissue request must be made prior to: Wednesday Feb 14, 2018 12:00 AM

#### After departure of first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 913.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 913.00 AUD
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

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

- Reissue: Allowed with restrictions
   Penalty fee between: 652.00 AUD / 913.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Refund penalty fee for entire ticket: 913.00 AUD
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

#### Penalty may apply

#### REFUND CONDITIONS

#### Prior to departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 391.00 AUD / 391.00 AUD
- Maximum Refund penalty fee for entire ticket: 391.00 AUD

#### No-show for first flight

- Refund: Allowed with restrictions
- Penalty fee between: 1043.00 AUD / 1043.00 AUD
- Maximum Refund penalty fee for entire ticket: 1043.00 AUD

#### After departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 1043.00 AUD / 1043.00 AUD
- Maximum Refund penalty fee for entire ticket: 1043.00 AUD

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

- Refund: Allowed with restrictions
- Penalty fee between: 1043,00 AUD / 1043,00 AUD
- Maximum Refund penalty fee for entire ticket: 1043.00 AUD

Penalty may apply. Please check the complete fare rules.

#### Additional Information (Please read your itinerary carefully)

#### 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,

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.



Printed: 14-Feb-2017

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

#### Travelling to the US:

- ESTA Authorities for Individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.



Printed: 14-Feb-2017

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 immitgration purposes. See QBT's Privacy Statement at <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

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



Printed: 16-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Α	tte	n	ti	o	r

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

16 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Emirates EK164 s 22(1)(a)(ii)	20:50 11/03/2017 Sat Terminal 2 Dublin: Dublin Airport	08:15 12/03/2017 Sun Terminal 3 Dubai: Dubai International Airport	BUSINESS (C) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 7:25 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
*	Emirates EK412 s 22(1)(a)(ii)	10:15 12/03/2017 Sun Terminal 3 Dubai: Dubai International Airpor	07:00 13/03/2017 Mon Terminal 1 Sydney: Kingsford t Smith	BUSINESS (C) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 13:45 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 3 Baggage allowance: 40K
Product	Flight Details	. Departure	Arrival	Status	Other Info
*	Emirates EK407 s 22(1)(a)(ii)	22:25 26/03/2017 Sun Terminal 2 Melbourne: Tullamarine Airport	05:30 27/03/2017 Mon Terminal 3 Dubai: Dubal International Airport	BUSINESS (J) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 14:5 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 40K



Printed: 16-Feb-2017

Product	Flight Details	Departure	Arrival	Status	Other Info
<del>}</del>	Emirates	07:15	12:05	BUŚINESŚ (J)	Aircraft type: BOEING 777-300ER
7	EK161	27/03/2017	27/03/2017	Confirmed	Flight Duration: 7:50
	s 22(1)(a)(ii)	Mon	Mon		Meal Type: (M) Meal
	(,(,,,	Terminal 3	Terminal 2		Number of stops: 0
		Dubai: Dubai	Dublin: Dublin Ai	iport	Check-in terminal: Terminal 3
		International Airp	oort		Baggage allowance: 40K



Printed: 16-Feb-2017

Pricing Description	Curr	Price	Tax	GST		Total
Service fees are excluded						
Air Fare (DUB/DXB/SYD/MEL/DXB/DUB) for s 47F(1)	AUD	6868.00	1287,83	0,00	*	8155,83

(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

**EMPLOYEE** 

; s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### **Booking Remarks**

----EMIRATES FARE --THIS FARE PERMITS CHANGES SUBJECT TO AVAILABILITY THIS FARE IS FULLY REFUNDABLE THIS FARE DOES NOT HAVE A NO SHOW PENALTY TICKETING DEADLINE IS 24 FEBRUARY ----EMIRATES FARE --THIS FARE PERMITS CHANGES SUBJECT TO AVAILABILITY THIS FARE IS FULLY REFUNDABLE THIS FARE DOES NOT HAVE A NO SHOW PENALTY NO SHOW PENALTY IS EUR150.00 -PLEASE NOTE THE FOLLOWING IMPORTANT---- INFORMATION ----THE DOCUMENTS AND E-TICKETS FOR THIS ITINERARY WILL BE ISSUED ON 24 FEBRUARY ---IF YOU WISH TO CANCEL OR AMEND THESE TRAVEL -ARRANGEMENTS PLEASE CONTACT QBT PRIOR TO 24 FEBRUARY -TO AVOID POTENTIAL CANCELLATION AND OR -AMENDMENT FEES.

#### Fare Conditions

Fare Information: CEWEFIE1 Dublin-Sydney

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Saturday Feb 25, 2017 11:59 PM

Printed: 16-Feb-2017

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Friday Feb 16, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Friday Feb 16, 2018 12:00 AM

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Sunday Mar 11, 2018 12:00 AM

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Sunday Mar 11, 2018 12:00 AM

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: Allowed with restrictions
- Maximum Refund penalty fee for entire ticket: 208.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 208.00 AUD
- Maximum Refund penalty fee for entire ticket: 208.00 AUD

Please contact QBT to find out more information on specific fare rules

Fare Information: JEWEFIE1 Melbourne-Dublin

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Saturday Feb 25, 2017 11:59 PM

#### MAXIMUM STAY

Travel must commence before: Sunday Mar 11, 2018 12:00 AM from MEL

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Friday Feb 16, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Friday Feb 16, 2018 12:00 AM

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Sunday Mar 11, 2018 12:00 AM No-show for subsequent flight(s)
  - Relssue: Allowed with restrictions
  - Revalidation: Allowed with restrictions
  - Revalidation/Reissue request must be made prior to: Sunday Mar 11, 2018 12:00 AM

Penalty may apply



Printed: 16-Feb-2017

#### 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: Allowed with restrictions

- Penalty fee between: 0.00 AUD / 208.00 AUD

Maximum Refund penalty fee for entire ticket; 208.00 AUD

No-show for subsequent flight(s)

- Refund; Allowed with restrictions

- Penalty fee between: 0.00 AUD / 208.00 AUD

Maximum Refund penalty fee for entire ticket: 208.00 AUD

Please contact QBT to find out more information on specific fare rules

#### Additional Information (Please read your itinerary carefully)

#### **Ticketing Policy:**

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### Booking Changes:

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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



Printed: 16-Feb-2017

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (1-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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



Printed: 16-Feb-2017

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the Information QBT holds about you by contacting your dedicated Account Manager.

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



Printed: 17-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

a	. + + • •	1	•	_	
~	tte			v	ы

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

**DFAT** 

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

17 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

Customer Number:

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>→</b>	Emirates EK158 s 22(1)(a)(ii)	17/03/2017	22:55 17/03/2017 Fri Terminal 3 <sup>-</sup> Dubai: Dubai International Airport	BUSINESS (J) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 6:20 Meal Type: (M) Meal Number of stops: 0 s 22(1)(a)(ii) Check-in terminal: Terminal 5 Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
*	Emirates EK414 s 22(1)(a)(ii)	01:55 18/03/2017 Sat Terminal 3 Dubai: Dubai International Airport	22:30 18/03/2017 Sat Terminal 1 Sydney: Kingsford t Smith	BUSINESS (J) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 13:35 Meal Type: (M) Meal Number of stops: 0 S 22(1)(a)(ii) Check-in terminal: Terminal 3 Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Emirates EK407 s 22(1)(a)(ii)	22:25 26/03/2017 Sun Terminal 2 Melbourne: Tullamarine Airport	05:30 27/03/2017 Mon Terminal 3 Dubai: Dubai International Airport	BUSINESS (C) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 14:5 Meal Type: (M) Meal Number of stops: 0 s 22(1)(a)(ii) Check-in terminal: Terminal 2 Baggage allowance: 40K



Printed: 17-Feb-2017

Product	Flight Details	Departure	Arrival ,	Status	Other Info
<b>&gt;</b>	Emirates EK157 s 22(1)(a)(ii)	08:15 27/03/2017 Mon Terminal 3 Dubai: Dubai International Airp	12:45 27/03/2017 Mon Terminal 5 Stockholm: Arlanda port Airport	BUSINESS (C) Confirmed	Alrcraft type: BOEING 777-300ER Flight Duration: 6:30 Meal Type: (M) Meal Number of stops: 0 s 22(1)(a)(ii) Check-in terminal: Terminal 3
					Baggage allowance: 40K



Printed: 17-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded					
Air Fare (ARN/DXB/SYD/MEL/DXB/ARN) for s 47F(1)	AUD	5955.00	1260.13	0.00	7215.13

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP .

: s 22(1)(a)(ii)

#### **Booking Remarks**

--- FARE CONDITIONS --CHANGES AND CANCELLATIONS PERMITTED
FARE DIFFERENCE MAY APPLY TO ANY CHANGES.
NO-SHOW: PENALTY SEK1350.00.

----PLEASE CONTACT QBT PRIOR TO 01MAR17
----TO AVOID POTENTIAL CANCELLATION AND OR

----AMENDMENT FEES.

PLEASE NOTE:

ALL FARES AND SCHEDULES ARE SUBJECT TO CHANGE WITH OR WITH OUT NOTICE AT THE DISCRETION OF THE TICKETING AIRLINES UNTIL BOOKING CREATED AND TICKETS HAVE BEEN ISSUED.

### Fare Conditions

Fare Information: CE1YFSE1 Melbourne-Stockholm

#### MAXIMUM STAY

Travel must commence before: Saturday Mar 17, 2018 12:00 AM from MEL



Printed: 17-Feb-2017

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Feb 17, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Saturday Feb 17, 2018 12:00 AM

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

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: Allowed with restrictions Penalty fee between: 0.00 AUD / 197.00 AUD
- Maximum Refund penalty fee for entire ticket: 197.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 197.00 AUD
- Maximum Refund penalty fee for entire ticket: 197.00 AUD

Please contact QBT to find out more information on specific fare rules

Fare Information: JE1YFSE1 Stockholm-Sydney

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Feb 17, 2018 12:00 AM
   Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Saturday Feb 17, 2018 12:00 AM

After departure of first flight

- Relssue: Allowed with restrictions
   Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

Penalty may apply



Printed: 17-Feb-2017

#### 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: Allowed with restrictions
- Maximum Refund penalty fee for entire ticket: 197.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 197.00 AUD
- Maximum Refund penalty fee for entire licket: 197.00 AUD

Please contact QBT to find out more information on specific fare rules

#### Additional Information (Please read your itinerary carefully)

#### Ticketing Policy:

- Our QBT business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your litinerary 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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



Printed: 17-Feb-2017

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (i-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
   on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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



Printed: 17-Feb-2017

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details, You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

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



Printed: 20-Feb-2017

**QBT Pty Limited** ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

/\ <del>++</del> ^	ntin	m
Atte	nuc	ч

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

**DFAT** 

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

20 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

roduct	Flight Details	Departure	Arrival	Status	Other Info
<del>-</del>	Qantas QF8126	22:00 16/03/2017	06:40 17/03/2017	BUSINESS (D) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 5:40
•	-•	10/03/2017 Thu	Fri	Committee	Meal Type: (M) Meal
	s 22(1)(a)(ii)	Vienna: Vienna	Terminal 3		Number of stops: 0
		International Airport			s 22(1)(a)(ii)
			International Airport .		Baggage allowance: 40K
					Flight Operated By:
					EMIRATES(EK126)
Product	Flight Details	Departure	Arrival	Status	Other Info
	Qantas	09:35	06:30	BUSINESS (D)	Aircraft type: AIRBUS INDUSTRIE
	QF2	17/03/2017	18/03/2017	Confirmed	A380-800
	s 22(1)(a)(ii)	Fri	Sat		Flight Duration: 13:55 Number of stops: 0
		Terminal 3	Terminal 1		s 22(1)(a)(ii)
		Dubai: Dubai	Sydney: Kingsford	•	Check-in terminal: Terminal 3
		International Airport	t Smith	•	Baggage allowance; 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
	Qantas	23:55	07:05	BUSINESS (J)	Aircraft type: AIRBUS INDUSTRIE
	QF9	26/03/2017	27/03/2017	Confirmed	- A380-800
	s 22(1)(a)(ii)	Sun	Mon		Flight Duration: 14:10
		Terminal 2	Terminal 3		Number of stops: 0
		Melbourne:	Dubai: Dubai		s 22(1)(a)(ii) Check-in terminal: Terminal 2
		Tullamarine Airport	International Airport		Greck-in terminal: Terminal Z



Printed: 20-Feb-2017

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Qantas QF8127 s 22(1)(a)(ii)	08:55 27/03/2017 Mon Terminal 3 Dubai: Dubai International Airp	12:55 27/03/2017 Mon Vienna: Vienna International Airport	BUSINESS (J) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 6:0 Meal Type: (M) Meal Number of stops: 0 s 22(1)(a)(ii) Check-in terminal: Terminal 3 Baggage allowance: 40K Flight Operated By: EMIRATES(EK127)



Printed: 20-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded .					
Air Fare (VIE/DXB/SYD/MEL/DXB/VIE) for s 47F(1)	AUD	7495.00	1411.29	0.00	8906.29

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### **Booking Remarks**

----QANTAS TICKET AND FARE CONDITIONS--TICKETING DEADLINE IS 23FEB.
THE ITINERARY MAY HAVE TO BE RE-PRICED.
CANCELLATION PENALTY BEFORE DEPARTURE EURO.00
CANCELLATION PENALTY AFTER DEPARTURE EURO.00
NO SHOW PENALTY IS EUR200
CHANGE FEE BEFORE DEPARTURE EURO.00
CHANGE FEE AFTER DEPARTURE EURO.00
CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY.
ADDITIONAL FARE DIFFERENCES MAY APPLY.
ROUTING AND AIRLINE RESTRICTIONS MAY APPLY.

#### **Fare Conditions**

Fare Information: DAT Vienna-Sydney

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Saturday Mar 11, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Tuesday Feb 28, 2017 11:59 PM

#### **CHANGE CONDITIONS**

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 140.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 140.00 AUD

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 140.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Refund penalty fee for entire ticket: 140.00 AUD

Please contact QBT to find out more information on specific fare rules



Printed: 20-Feb-2017

#### 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: Allowed with restrictions

- Maximum Refund penalty fee for entire ticket: 280.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions

- Penalty fee between: 0.00 AUD / 280.00 AUD

- Maximum Refund penalty fee for entire ticket: 280.00 AUD

Please contact QBT to find out more information on specific fare rules

Fare Information: JRT Melbourne-Vienna

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Saturday Mar 11, 2017 11:59 PM All tickets will be issued at latest 1 business day prior to: Tuesday Feb 28, 2017 11:59 PM

#### MAXIMUM STAY

Travel must commence before: Friday Mar 16, 2018 12:00 AM from MEL

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Penalty fee between; 0.00 AUD / 140.00 AUD
- Revalidation: Not applicable (See reissue conditions)
- Maximum Reissue penalty fee for entire ticket: 140.00 AUD

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Maximum Refund penalty fee for entire ticket: 140.00 AUD

Please contact QBT to find out more information on specific fare rules

#### 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: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 280.00 AUD
- Maximum Refund penalty fee for entire ticket: 280.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions
- Penalty fee between: 0.00 AUD / 280.00 AUD
- Maximum Refund penalty fee for entire ticket: 280.00 AUD

Please contact QBT to find out more information on specific fare rules



Printed: 20-Feb-2017

#### Additional Information (Please read your itinerary carefully)

#### **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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 illinerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 20-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa walver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Walver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (1-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au .

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### 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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 20-Feb-2017

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

**QBT** Business travel made simple

s 47F(1)

Airline Booking Reference: Qatar Airways: \$ 22(1)(a)(ii)

**Endorsements:** 

/C1-2\*4-5 NON END/CHNG PENALTIES AS PER RULE

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

20 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Qatar Airways

For:

QBT WOAG

Reservation Number:

s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Zagreb/ZAG	Qatar Airways QR218	Doha/DOH	Baggage Allowance: 40K
Croatia	BUSINESS (I)	Qatar	Duration: 05 hours, 15 minutes
Friday, 17 March 11:50	Confirmed (HK)	Friday, 17 March 19:05	Airbus A320v
Doha/DOH	Qatar Airways QR908	Sydney / SYD	Baggage Allowance: 40K
Qatar	BUSINESS (I)	Terminai 1	Duration: 14 hours, 05 minutes
Friday, 17 March 20:55	- Confirmed (HK)	Kingsford Smith Arpt, Australia	Airbus A380-800
	• .	Saturday, 18 March 19:00	
Melbourne / MEL	Qatar Airways QR905	Doha/DOH	Baggage Allowance: 40K
Terminal 2	BUSINESS (I)	Qatar	Duration: 14 hours, 15 minutes
Tullamarine Arpt, Australia	Confirmed (HK)	Sunday, 26 March 05:25	Boeing 777-300ER
Saturday, 25 March 23:10	•		·
Doha / DOH	Qatar Airways QR217	Zägreb / ZAG	Baggage Allowance: 40K
Qatar	BUSINESS (I)	Croatia	Duration: 05 hours, 55 minutes
Sunday, 26 March 07:20	Confirmed (HK)	Sunday, 26 March 12:15	Airbus A321

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.
ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE. PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 20 Feb 2017

PAYMENT			
Air Fare		AUD	6395.00
Taxes	670,60 YQ 10.40 YR 50.42 WY 55.00 AU 4.14 WG 37.20 HR 1.90 MI 25.00 G4 1.40 PZ	AUD	856.06
Service Fees		AUD	0.00
TOTAL		AUD	7251.06

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey lavolves an utitimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the Eability of Carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 21-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Δ	tte	n	tī	^	۳
~	LLG	LI	ш	u	Ł

# DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

21 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 22(1)(a)(ii)

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Qantas QF1472 s 22(1)(a)(ii)	11:15 19/03/2017 Sun Canberra: Canberra Airport	12:10 19/03/2017 Sun Terminal 3 Sydney: Kingsford Smith	ECONOMY (B) Confirmed	Aircraft type: DE HAVILLAND DHC-8 400 SERIES Flight Duration: 0:55 Meal Type: (R) Refreshments - complimentary Number of stops: 0 s 22(1)(a)(ii) (adult) / FF No: QF s 47F(1) Baggage allowance: 2PC
Product	Flight Details	Departure	Arrìval	Status	Other Info
**	Qantas QF1542 s 22(1)(a)(ii)	19:05 25/03/2017 Sat Terminal 1 Melbourne: Tullamarine Airport	20:10 25/03/2017 Sat Canberra: Canberra Airport	ECONOMY (B) Confirmed	Aircraft type: BOEING 717 Flight Duration: 1:5 Meal Type: (D) Dinner/(VLML) s 22(1)(a)(ii) Number of stops: 0 Seat Information: 19A Check-in terminal: Terminal 1 s 22(1)(a)(ii) (adult) / FF No: QF s 47F(1) Baggage allowance: 2PC



Printed: 21-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Тах	GST	Total
Air Fare (CBR/SYD/MEL/CBR) for \$ 22(1)(a)(ii)	AUD	209,48	72.04	27.75	309.27

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

; s 22(1)(a)(ii)

# **Fare Conditions**

Fare Information: BFXGOV61

Canberra-Sydney Melbourne-Canberra

# TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Tuesday Feb 28, 2017 11:59 PM

# CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Wednesday Feb 21, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Wednesday Feb 21, 2018 12:00 AM

# After departure of first flight

- Reissue: Not allowed
- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Monday Mar 19, 2018 12:00 AM

# No-show for subsequent flight(s)

- Reissue: Not allowed Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Monday Mar 19, 2018 12:00 AM

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
  - Refund: Allowed with restrictions
- No-show for subsequent flight(s)
  - Refund: Not allowed
  - Refund: Allowed with restrictions

Please contact QBT to find out more information on specific fare rules



Printed: 21-Feb-2017

# Additional Information (Please read your itinerary carefully)

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

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from International terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

### 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.

### **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.

## **Booking Changes:**

 Please call 1300 770 631 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.

# 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 check-in, 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.

# Seating & Meals:

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

# Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 21-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (1-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

## **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

### Baggage & Quarantine:

 Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

## 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

# Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

# **Booking Arrangements:**

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

# **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



Printed: 21-Feb-2017

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



s 47F(1)

Airline Booking Reference: Etihad Airways:S 22(1)(a)(ii)

**Endorsements:** 

VALID ON EY ONLY NON END CHG 200EUR NO SHOW NOT ALLWD

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

21 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Etihad Airways

QBT WOAG

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Frankfurt / FRA	Etihad Airways EY2	Abu Dhabi / AUH	Baggage Allowance: 2PC
Terminal 2	BUSINESS (C)	Control 3	Duration: 06 hours, 40 minutes
Germany	Confirmed (HK)	United Arab Emirates	Airbus A330-200
Friday, 17 March 10:45		Friday, 17 March 20:25	
Abu Dhabi / AUH	Etihad Airways EY454	Sydney / 5YD	Baggage Allowance: 2PC
Terminal 3	BUSINESS (C)	Terminai 1	Duration: 14 hours, 00 minutes
United Arab Emirates	Confirmed (HK)	Kingsford Smith Arpt, Australia	Airbus A380-800
Friday, 17 March 22:15		Saturday, 18 March 19:15	
Melbourne/MEL	Etihad Airways EY463	Abu Dhabi / AUH	Baggage Allowance: 2PC
Terminal 2	BUSINESS (W)	🚟 🦿 Terminal 3	Duration: 14 hours, 05 minute:
Tullamarine Arpt, Australia	Confirmed (HK)	United Arab Emirates	Boeing 777-300ER
Sunday, 26 March 16:50		Sunday, 26 March 23:55	
Abu Dhabi / AUH	Etihad Alrways EY1	Frankfurt / FRA	Baggage Allowance: 2PC
Terminal 3	BUSINESS (W)	- Terminal 2	Duration: 07 hours, 05 minute
United Arab Emirates	Confirmed (HK)	Germany	Airbus A330-300
Monday, 27 March 02:00		Monday, 27 March 07:05	

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 21 Feb 2017

PAYMENT				
Air Fare			AUD ~	6223.00
Taxes		471.40 YQ 50.42 WY 55.00 AU 3.95 WG 58.20 DY 13.30 DE 46.60 RA 25.00 F6	AUD	723.87
Service Fees			AUD	0.00
TOTAL	•		AUD	6946.87

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 22-Feb-2017

G A

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention . E	Booking Details
---------------	-----------------

DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

Order Date: 22 Feb 2017

QBT Booking Reference: s 22(1)(a)(ii)

Customer Number: s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 22(1)(a)(ii)

**DFAT** 

Product	Flight Details	Departure	Arrival	Status	Other info
<b>&gt;&gt;</b>	Qantas QF1474 S 22(1)(a)(ii)	12:15 19/03/2017 Sun Canberra: Canberra Alrport	13:10 19/03/2017 Sun Terminal 3 Sydney: Kingsford Smith	ECONOMY (B) Confirmed	Aircraft type: DE HAVILLAND DHC-8 400 SERIES Flight Duration: 0:55 Meat Type: (R) Refreshments - complimentary Number of stops: 0 \$ 22(1)(a)(ii) (adult) / FF No: QF \$ 47F(1) Baggage allowance: 2PC
Product	Flight Details	Departure	Arrival	Status	Other Info
<b>&gt;</b>	Qantas QF826 s 22(1)(a)(ii)	16:55 26/03/2017 Sun Terminal 1 Melbourne: Tullamarine Airport	18:00 26/03/2017 Sun Canberra: Canberra Airport	ECONOMY (B) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:5 Meal Type: (R) Refreshments - complimentary Number of stops: 0 Seat Information: 17C Check-in terminal: Terminal 1 s 22(1)(a)(ii) (adult) / FF No: QF s 47F(1) Baggage allowance: 2PC



Printed: 22-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Tax	GST	Total
Air Fare (CBR/SYD/MEL/CBR) for s 22(1)(a)(ii)	AUD	209.48	72.04	27.75	309.27

(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**

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

s 22(1)(a)(ii)

# **Fare Conditions**

Fare Information: BFXGOV61

Canberra-Sydney Melbourne-Canberra

### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 01, 2017 11:59 PM

# CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Thursday Feb 22, 2018 12:00 AM
- Revalidation: Not applicable (See relssue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Thursday Feb 22, 2018 12:00 AM

# After departure of first flight

- Reissue: Not allowed
- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Monday Mar 19, 2018 12:00 AM

# No-show for subsequent flight(s)

- Reissue: Not allowed
- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Monday Mar 19, 2018 12:00 AM

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
- Refund: Allowed with restrictions

No-show for subsequent flight(s)

- Refund: Not allowed
- Refund: Allowed with restrictions

Please contact QBT to find out more information on specific fare rules



Printed: 22-Feb-2017

# Additional Information (Please read your itinerary carefully)

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

### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

# **Booking Changes:**

- Please call 1300 770 631 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.

# 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 check-in, 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.

## Seating & Meals:

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

## Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 22-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

# Baggage & Quarantine:

 Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

# 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids. Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

## Air Travel

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

## **Booking Arrangements:**

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

# **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



Printed: 22-Feb-2017

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



Printed: 23-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention

**Booking Details** 

Order Date:

DEPARTMENT OF FOREIGN AFFAIRS AND TRADE.

23 Feb 2017

DFAT

QBT Booking Reference:

**Customer Number:** 

s 22(1)(a)(ii)

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status .	Other Info
<u> </u>	Thai Airways International	13:50	06:20	BUSINESS (J)	Aircraft type: BOEING 777-300
7	TG951	17/03/2017	18/03/2017	Confirmed	Flight Duration: 10:30
	s 22(1)(a)(ii)	Fri	Sat		Meal Type: (M) Meal
		Terminal 3	Bangkok:		Number of stops: 0
		Copenhagen:	Suvarnabhumi		s 22(1)(a)(ii)
		Copenhagen	International Airport		Check-in terminal: Terminal 3
		Airport			Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
$\overline{\mathcal{T}}$ .	Thai Airways International	07:25	20:45	BUSINESS (J)	Aircraft type: BOEING 747-400
7	TG471	18/03/2017	18/03/2017	Confirmed	Flight Duration: 9:20
_	s 22(1)(a)(ii)	Sat	Sat		Meal Type: (M) Meal
		Bangkok:	Terminal 1		Number of stops: 0
	•	Suvarnabhumi	Sydney: Kingsford	*	s 22(1)(a)(ii)
		International Airport	Smith		Baggage allowance: 40K
 Product	Flight Details	Departure	Arrival	Status	Other Info
<u></u>	Thai Airways International	16:15	21:45	BUSINESS (D)	Aircraft type: BOEING 777-200/300
7	TG466	26/03/2017	26/03/2017	Confirmed	Flight Duration: 9:30
-	s 22(1)(a)(ii)	Sun	Sun		Meal Type: (M) Meal
	\'\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	Terminal 2	Bangkok:		Number of stops: 0
		Melbourne:	Suvarnabhumi		s 22(1)(a)(ii)
		Tullamarine Airport	International Airport		Check-in terminal: Terminal 2
					Baggage allowance: 40K



Printed: 23-Feb-2017

Product	Flight Details	Departure	Arrival	Status	Other Info
<del>}</del>	Thai Airways International	01:20	07:40	BUSINESS (D)	Aircraft type: BOEING 777-300
<b>'</b>	TG950	27/03/2017	27/03/2017	Confirmed	Flight Duration: 11:20
	s 22(1)(a)(ii)	Mon	Mon		Meal Type: (M) Meal
	•	Bangkok:	Terminal 3		Number of stops: 0
		Suvarnabhumi	Copenhagen:		s 22(1)(a)(ii)
		International Airport	Copenhagen Airport		Baggage allowance: 40K



Printed: 23-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Tax	GST	Total
Air Fare (CPH/BKK/SYD/MEL/BKK/CPH) for s 47F(1)	AUD	5838.00	146.17	0.00	5984.17

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

# **Booking Remarks**

---THAI AIRWAYS TICKET AND FARE CONDITIONS—
TICKETING DEADLINE IS 24FEB.
THE ITINERARY MAY HAVE TO BE RE-PRICED.
CANCELLATION PENALTY BEFORE DEPARTURE DDK 750.00
CANCELLATION PENALTY AFTER DEPARTURE DDK 750.00
NO SHOW PENALTY IS FARE WILL BE REASSESED BY THE AIRLINE CHANGE FEE BEFORE DEPARTURE NIL
CHANGE FEE AFTER DEPARTURE NIL
CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY.
ADDITIONAL FARE DIFFERENCES MAY APPLY.
ROUTING AND AIRLINE RESTRICTIONS MAY APPLY.

# Fare Conditions

Fare Information; DRYEYDK Melbourne-Copenhagen

# MAXIMUM STAY

Travel must commence before: Saturday Mar 17, 2018 12:00 AM from MEL

# CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)

Please contact QBT to find out more information on specific fare rules



Printed: 23-Feb-2017

#### 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: Allowed with restrictions

No-show for subsequent flight(s)

- Refund: Allowed with restrictions

Please contact QBT to find out more information on specific fare rules

Fare Information: JRYEYDK Copenhagen-Sydney

# CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions

- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions

- Revalidation: Not applicable (See reissue conditions)

After departure of first flight

- Reissue: Allowed with restrictions

- Revalidation: Not applicable (See reissue conditions)

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions

- Revalidation: Not applicable (See reissue conditions)

Please contact QBT to find out more information on specific fare rules

# 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: Allowed with restrictions

No-show for subsequent flight(s)

- Refund: Allowed with restrictions

Please contact QBT to find out more information on specific fare rules

# Additional Information (Please read your itinerary carefully)

# Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

# Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.



Printed: 23-Feb-2017

### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

#### **Booking Changes:**

 Please call 1300 770 631 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.

# 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

# Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

# Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- WWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

# **Contact Details:**

- Please provide local phone contact numbers for stopover cities.



Printed: 23-Feb-2017

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further Information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

### **Booking Arrangements:**

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

### **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 alrlines, 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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

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



s 47F(1)

Airline Booking Reference: Qantas Airways:s 22(1)(a)(ii)

**Endorsements:** 

CARRIER RESTRICTIONS APPLY FEES APPLY

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

23 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Qantas Airways

For:

QBT WOAG

Reservation Number: S 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Vienna / VIE Austria Thursday, 16 March 22:00	Qantas Airways QF8126 S 22(1)(a)(ii) Operated by Emirates Confirmed (HK)	Dubai / DXB  Terminal 3  United Arab Emirates  Friday, 17 March 06:40	Baggage Allowance: 40K Duration: 05 hours, 40 minute: Boeing 777-300ER
Dubai / DXB Terminal 3 United Arab Emirates Friday, 17 March 09:35	Qantas Airways QF2 s 22(1)(a)(ii) Confirmed (HK)	Sydney / SYD Terminal 1 Kingsford Smith Arpt, Australia Saturday, 18 March 06:30	Baggage Allowance: 40K Duration: 13 hours, 55 minute: Airbus A380-800
Melbourne / MEL Terminal 2 Tuliamarine Arpt, Australia Sunday, 26 March 23:55	Qantas Airways QF9 s 22(1)(a)(ii) Confirmed (HK)	Dubai / DXB Terminal 3 United Arab Emirates Monday, 27 March 07:05	Baggage Allowance: 40K Duration: 14 hours, 10 minute Airbus A380-800
Dubai / DXB Terminal 3 United Arab Emirates Monday, 27 March 08:55	Qantas Airways QF8127 S 22(1)(a)(ii) Operated by Emirates Confirmed (HK)	Vienna / VIE Austria Monday, 27 March 12:55	Baggage Allowance: 40K Duration: 06 hours, 00 minute Airbus A380-800

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 23 Feb 2017

PAYMENT			
Air Fare		AUD	7379.00
Taxes	110Z.40 YQ 50.65 WY 55.00 AU 4.14 WG 25.50 ZY 48.30 QD 11.60 AT 25.00 F6	AUD	1322.59
Airline Card Payment Fees	. 70.00 OBFCA	AUD	70.00
Service Fees	•	AUD	0.00
TOTAL	•	AUD	8771.59

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.



s 47F(1)

Airline Booking Reference: Emirates:s 22(1)(a)(ii)

Endorsements:

NON-END/FLEX PLUS 107843

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

24 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

**Emirates** 

For:

Q8T WOAG

Reservation Number: \$ 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Stockholm / ARN Terminal 5 Stockholm (Arlanda), Sweden Friday, 17 March 13:35	Emirates EK158 S 22(1)(a)(ii) Confirmed (HK)	Dubai / DXB  Terminal 3  United Arab Emirates Friday, 17 March 22:55	Baggage Allowance: 40K Duration: 06 hours, 20 minutes Boeing 777-300ER
Dubai / DXB Terminal 3 United Arab Emirates Saturday, 18 March 01:55	Emirates EK414 S 22(1)(a)(ii) Confirmed (HK)	Sydney / SYD  Terminal 1  Kingsford Smith Arpt, Australia Saturday, 18 March 22:30	Baggage Allowance: 40K Duration: 13 hours, 35 minutes Airbus A380-800
Melbourne / MEL Terminal 2 Tullamarine Arpt, Australia Sunday, 26 March 22:25	Emirates EK407 s 22(1)(a)(ii) Confirmed (HK)	Dubai / DXB Terminal 3 United Arab Emirates Monday, 27 March 05:30	Baggage Allowance: 40K Duration: 14 hours, 05 minutes Airbus A380-800
Dubal / DXB Terminal 3 United Arab Emirates Monday, 27 March 08:15	Emirates EK157 s 22(1)(a)(ii) Confirmed (HK)	Stockholm / ARN Terminal 5 Stockholm (Arlanda), Sweden Monday, 27 March 12:45	Baggage Allowance: 40K Duration: 06 hours, 30 minutes Boeing 777-300ER

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE. PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 24 Feb 2017

PAYMENT			
Air Fare		AUD	0.00
Taxes	1096.40 YQ 51.09 WY 55.00 AU 4.14 WG 22.80 YA 24.80 F6	AUD	1254.23
Service Fees		AUD	5918.00
TOTAL	'	AUD	7172.23

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.



Business travel made simple

s 47F(1)

Airline Booking Reference:

Thai Airways International:s 22(1)(a)(ii)

**Endorsements:** 

NON ENDORSE/ REBKG/REISSUE FOC / REFUND CHARGE DKK750 /RFND

NOT LATERTHAN 90 DAYS AFTER TKT EXPIRY

Ticket no.

For:

s 22(1)(a)(ii)

Date of Issue:

24 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Thai Airways International

istaca on Denati Di.

i nai Airways internatio

- -- -

QBT WOAG

Reservation Number: S 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Copenhagen / CPH Terminal 3 Denmark Friday, 17 March 13:50	Thai Airways International TG951 s 22(1)(a)(ii) Confirmed (HK)	Suvarnabhumi, Thalland	Baggage Allowance: 40K Duration: 10 hours, 30 minutes Boeing 777-300
Bangkok / BKK Suvarnabhumi, Thailand Saturday, 18 March 07:25	Thai Airways International TG471 S 22(1)(a)(ii) Confirmed (HK)	Terminal 1	Baggage Allowance: 40K Duration: 09 hours, 20 minutes Boeing 747-400
Melbourne / MEL Terminal 2 Tullamarine Arpt, Australia Sunday, 26 March 16:15	Thai Airways International TG466 s 22(1)(a)(ii) Confirmed (HK)	Suvarnabhumi, Thailand	Baggage Allowance: 40K Duration: 09 hours, 30 minutes Boeing 777
Bangkok / BKK Suvarnabhumi, Thailand Monday, 27 March 01:20	Thai Airways International TG950 s 22(1)(a)(ii)  Confirmed (HK)	· · Terminal 3	Baggage Allowance: 40K Duration: 11 hours, 20 minutes Boeing 777-300

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE. PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 24 Feb 2017

PAYMENT			
Air Fare		AUD	5808.00
Taxes	50.42 WY 55.00 AU 3.95 WG 32.90 ZO 2.60 E7 1.20 G8	AUD	146,07
Service Fees		AUD	0.00
TOTAL		AUD	5954.07

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





s 47F(1)

Airline Booking Reference: Emirates: s 22(1)(a)(ii)

Endorsements:

NON-END/FLEX PLUS 108238

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

24 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Emirates

For:

**OBT WOAG** 

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Dublin / DUB	Emirates EK164	Dubai / DXB	Baggage Allowance: 40K
Terminal 2	s 22(1)(a)(ii)	Terminal 3	Duration: 07 hours, 25 minutes
Ireland		United Arab Emirates	Boeing 777-300ER
Sunday, 12 March 20:50	Confirmed (HK)	Monday, 13 March 08:15	
Dubai / DXB	Emirates EK412	Sydney/SYD	Baggage Allowance: 40K
Terminal 3	s 22(1)(a)(ii)	- Terminal 1	Duration: 13 hours, 45 minutes
United Arab Emirates	,	Kingsford Smith Arpt, Australia	Airbus A380-800
Monday, 13 March 10:15	Confirmed (HK)	Tuesday, 14 March 07:00	•
Melbourne / MEL	Emirates EK407	Dubai / DXB	Baggage Allowance: 40K
Terminal 2	s 22(1)(a)(ii)	Terminal 3	Duration: 14 hours, 05 minutes
Tullamarine Arpt, Australia		United Arab Emirates	Airbus A380-800
Sunday, 26 March 22:25	Confirmed (HK)	Monday, 27 March 05:30	
Dubai / DXB	Emirates EK161	Dublin / DUB	Baggage Allowance: 40K
Terminal 3	s 22(1)(a)(ii)	·- Terminal 2	Duration: 07 hours, 50 minutes
United Arab Emirates		Ireland	Boeing 777-300ER
Monday, 27 March 07:15	Confirmed (HK)	Monday, 27 March 12:05	

THIS E-TICKET MINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE. PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 24 Feb 2017

PAYMENT			
Air Fare	· · · · · · · · · · · · · · · · · · ·	AUD	0.00
Taxes	1123.80 YQ 51.09 WY 55.00 AU 4.14 WG 17.80 UP 24.80 F6	AUD	1276.63
Service Fees	,	AUD	6729.00
TOTAL		AUD	8005.63

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention
-----------

# DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
*	Virgin Australia VA874 s 22(1)(a)(ii)	18:00 22/03/2017 Wed Terminal 2 Sydney: Kingsford Smith	19:35 22/03/2017 Wed Terminal 3 Melbourne: Tullamarine Airport	ECONOMY (L) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:35 Meal Type: (S) Snack or Brunch Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Tax	GST	Total
Air Fare (SYD/MEL) for s 47F(1)	AUD	127.09	21.29	14.63	163.01

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

# Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

# TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

# CHANGE CONDITIONS .

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)



### Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check in (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check in (international):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

# 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 illnerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to check-in, 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.

# Seating & Meals:

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

## Passport

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 27-Feb-2017

### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Walver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typicalty requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form i-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

# 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

## Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

## **Booking Arrangements:**

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

## **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2017

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



Printed: 17-Mar-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded					
Air Fare (CDG/DXB/SYD) for s 47F(1)	AUD	4451.00	733.62	0.00	5184.62
Air Fare (MEL/SIN/CDG) for s 47F(1)	AUD	3207.00	495.29	0.00	3702.29
Air Fare (CDG/NTE) for \$ 47F(1)	AUD	399.00	51.90	0.00	450.90

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

# **Booking Remarks**

-AIR FRANCE TICKET AND FARE CONDITIONS----THE ITINERARY MAY HAVE TO BE RE-PRICED. CANCELLATION PENALTY BEFORE DEPARTURE NIL CHANGE FEE BEFORE DEPARTURE NIL CHANGE FEE AFTER DEPARTURE NIL CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY. ADDITIONAL FARE DIFFERENCES MAY APPLY. ROUTING AND AIRLINE RESTRICTIONS MAY APPLY. SINGAPORE AIRLINES TICKET AND FARE CONDITIONS---THE ITINERARY MAY HAVE TO BE RE-PRICED. CANCELLATION PENALTY BEFORE DEPARTURE AUD270 **CANCELLATION PENALTY AFTER DEPARTURE AUD270** NO SHOW PENALTY IS AUD270 CHANGE FEE BEFORE DEPARTURE NIL CHANGE FEE AFTER DEPARTURE NIL CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY. ADDITIONAL FARE DIFFERENCES MAY APPLY. ROUTING AND AIRLINE RESTRICTIONS MAY APPLY. -----PLEASE NOTE THE FOLLOWING IMPORTANT-- INFORMATION ------THE DOCUMENTS AND E-TICKETS FOR THIS
-----ITINERARY WILL BE ISSUED ON 21FEB -----IF YOU WISH TO CANCEL OR AMEND THESE TRAVEL -ARRANGEMENTS ----- PLEASE CONTACT QBT PRIOR TO 21FEB TO AVOID POTENTIAL CANCELLATION AND OR ---AMENDMENT FEES.

PLEASE NOTE ON TRANSACTIONS WHERE A CREDIT CARD IS NOT PERMITTED, A 2.5% MERCHANT FEE WILL BE APPLIED BASED ON THE TOTAL VALUE OF THAT SPECIFIC TRANSACTION. ASK YOUR QBT BUSINESS CONSULTANT FOR MORE INFORMATION.

# Fare Conditions

Fare Information: A1FFFR

ADVANCE PURCHASE



, Printed: 17-Mar-2017

# CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Wednesday Feb 21, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Wednesday Feb 21, 2018 12:00 AM

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

Fare Information: JOOWFFR1

## TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Saturday Mar 18, 2017 12:31 AM

# **CHANGE CONDITIONS**

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

Penalty may apply



Printed: 17-Mar-2017

#### 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: Allowed with restrictions

No-show for subsequent flight(s)

- Refund: Allowed with restrictions

- Penalty fee between; 0.00 AUD / 140.00 AUD

- Maximum Refund penalty fee for entire ticket: 140.00 AUD

Please contact QBT to find out more information on specific fare rules

Fare Information: UCROW7

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Maximum Revalidation penalty fee for entire ticket: 270.00 AUD
- Penalty fee between: 270.00 AUD / 270.00 AUD
- Revalidation: Allowed with restrictions
- Maximum Reissue penalty fee for entire ticket: 270.00 AUD
- Revalidation/Reissue request must be made prior to: Saturday Mar 17, 2018 12:00 AM

After departure of first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Monday Mar 26, 2018 12:00 AM

No-show for subsequent flight(s)

- Reissue: Allowed with restrictions
- Penalty fee between: 270.00 AUD / 270.00 AUD
- Revalidation: Allowed with restrictions
- Maximum Refund penalty fee for entire ticket: 270.00 AUD
- Revalidation/Reissue request must be made prior to: Monday Mar 26, 2018 12:00 AM

Penalty may apply

# REFUND CONDITIONS

Prior to departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 270.00 AUD / 270.00 AUD
- Maximum Refund penalty fee for entire ticket: 270.00 AUD

No-show for first flight

- Refund: Allowed with restrictions
- Penalty fee between: 540.00 AUD / 540.00 AUD
- Maximum Refund penalty fee for entire ticket: 540.00 AUD

After departure of first flight

- Refund: Allowed with restrictions
- Penalty fee between: 270.00 AUD / 270.00 AUD
- Maximum Refund penalty fee for entire ticket: 270.00 AUD

No-show for subsequent flight(s)

- Refund: Allowed with restrictions
- Penalty fee between: 540.00 AUD / 540.00 AUD
- Maximum Refund penalty fee for entire ticket: 540.00 AUD

Penalty may apply. Please check the complete fare rules.

Additional Information (Please read your itinerary carefully)



Printed: 17-Mar-2017

### Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> to the airline time limit advised on your illnerary 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

### Check In (International):

- For International flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

# **Booking Changes:**

- Please call 1300 770 631 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.

## 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 check-in, 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.

## Seating & Meals:

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

# Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 17-Mar-2017

### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Walver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all Individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website, Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight ( I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

# Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website,
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

Please provide local phone contact numbers for stopover cities.

### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

# 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

## Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

# **Booking Arrangements:**

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

# 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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 17-Mar-2017

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

Confirmed (HK)



Boeing 737-800

s 47F(1)

Airline Booking Reference: Virgin Australia:s 22(1)(a)(ii)

Kingsford Smith Arpt, Australia

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

**QBT WOAG** 

Reservation Number: s 22(1)(a)(ii)

Tullamarine Arpt, Australia

DEPART **FLIGHT DETAILS** ARRIVE Sydney / SYD Melbourne / MEL Virgin Australia VA874 Baggage Allowance: 2PC Terminal 2 · Terminal 3 ECONOMY (L) Duration: 01 hours, 35 minutes

Wednesday, 22 March 18:00 Wednesday, 22 March 19:35

THIS E-TICKET MINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 27 Feb 2017

PAYMENT			•
Air Fare .		AUD	127.09
Taxes	7.41 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees	2.10 OBFCA	AUD	2.10
Service Fees	•	AUD	0.00
TOTAL.		AUD	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's Journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

. Д	.fte	nti	on

# **DEPARTMENT OF FOREIGN AFFAIRS AND TRADE**

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date: 27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>→</b>	Virgin Australia VA874 s 22(1)(a)(ii)	18:00 22/03/2017 Wed Terminal 2 Sydney: Kingsford Smith	19:35 22/03/2017 Wed Terminal 3 Melbourne: Tullamarine Airport	ECONOMY (L) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:35 Meal Type: (S) Snack or Brunch Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded	,				
Air Fare (SYD/MEL) for s 47F(1)	DUA	127.09	21.29	14.63	163.01

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

# Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

# TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

### - CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)



Printed: 27-Feb-2017

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

#### Check in (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from International terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

 Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website;

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt



s 47F(1)

Airline Booking Reference: Virgin Australia: s 22(1)(a)(ii)

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

issued on behalf of:

VIRGIN AUSTRALIA

For:

**QBT WOAG** 

Reservation Number: S 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney / SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	· ··· Terminal 3	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Works and a Takkersh 10-00		Wada-ada, 22 March 10:25	<del>-</del>

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 27 Feb 2017

PAYMENT			
Air Fare		AUD	· 127.09
Taxes	7.41 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees .	2.10 OBFCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL		AUD	163.01

. Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention
-----------

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date: 27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 22(1)(a)(ii)

Product	Flight Details	Departure	Arrival	Status	Other Info
*	Virgin Australia VA874 s 22(1)(a)(ii)	18:00 22/03/2017 Wed Terminal 2 Sydney: Kingsford Smith	19:35 22/03/2017 Wed Terminal 3 Melbourne: Tullamarine Airport	ECONOMY (L) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:35 Meal Type: (S) Snack or Brunch Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description Service fees are excluded	•	Curr	Price	Тах	GST	Total
Air Fare (SYD/MEL) fors 22(1)(a)(ii)		AUD	127.09	21,29	14.63	163.01

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)



#### Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For International flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### Booking Changes:

- Please call 1300 770 631 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.

#### 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 illnerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to check-in, 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.

#### Seating & Meals

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

#### Passport

A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport.
 Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs

on arrival into the USA.

- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### Contact Details:

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au .

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### 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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2011

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

# e-ticket itinerary/receipt



s 22(1)(a)(ii)

Airline Booking Reference: Virgin Australia:s 22(1)(a)(ii)

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

**QBT WOAG** 

Reservation Number: s 22(1)(a)(ii)

DEPART FLIGHT DETAILS ARRIVE

Sydney / SYD Terminal 2 Kingsford Smith Arpt, Australia

Wednesday, 22 March 18:00

Virgin Australia VA874 ECONOMY (L)

Confirmed (HK)

Melbourne / MEL

Terminal 3 -Tullamarine Arpt, Australia

Wednesday, 22 March 19:35

Baggage Allowance: 2PC

Duration: 01 hours, 35 minutes

Boeing 737-800

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 27 Feb 2017

PAYMENT						
Air Fare	-			•	AUD	127.09
Taxes			7.41 QR 8.03 QR	3.75 WG 14,63 UO	AUD	33,82
Airline Card Payment Fees			,	210 OBFCA	AUD	2.10
Service Fees		•			AUD	0.00
TOTAL			•		AUD	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits



# e-ticket itinerary/receipt

**QBT** Business travel made simple

s 22(1)(a)(ii)

Frequent Flyer Membership: s 47F(1)

Airline Booking Reference: Qantas Airways: § 22(1)(a)(ii)

**Endorsements:** 

VALID OF ONLY /NON END

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

Qantas Airways

For:

QBT WOAG

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Canberra / CBR Australia Sunday, 19 March 11:15	Qantas Airways QF1472 ECONOMY (B) Confirmed (HK)	Sydney / SYD  Terminal 3  Kingsford Smith Arpt, Australia Sunday, 19 March 12:10	Baggage Allowance: 2PC Duration: 00 hours, 55 minutes DHC8 Dash 8-400
Melbourne / MEL Terminal 1 Tullamarine Arpt, Australia Saturday, 25 March 19:05	Qantas Airways QF1542 s 22(1)(a)(ii) Confirmed (HK)	Canberra / CBR Australia Saturday, 25 March 20:10	Baggage Allowance: 2PC Duration: 01 hours, 05 minutes S 22(1)(a)(ii) Boeing 717

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 27 Feb 2017

PAYMENT			
Air Fare		AUD	209.48
Taxes	26.87 QR 30.11 QR 11.06 WG 27.75 UD	AUD	95.79
Airline Card Payment Fees Incl GST	4.00 OBFCA	AUD	4.00
Service Fees		AUD	0.00
TOTAL		AUD	309.27

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICEs If the passenger's journey involves an utilimate destination or stop in a country other than the country of departure the Warsaw, Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Δ	tte	n	ŧi	n	n
_			ы	v	

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date: 27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 22(1)(a)(ii)

Product '	Flight Details	Departure	Arrival	Status	Other Info
1	Virgin Australia	18:00	19:35	ECONOMY (L)	Aircraft type: BOEING 737-800
7	VA874	22/03/2017	22/03/2017	Confirmed	Flight Duration: 1:35
_	TKT: s 22(1)(a)(ii)	Wed	Wed		Meal Type: (S) Snack or Brunch
	s 22(1)(a)(ii)	Terminal 2	Terminal 3		Number of stops: 0
		Sydney: Kingsford	Melbourne:		Check-in terminal: Terminal 2
		Smith	Tullamarine Airport		Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded			•	•	
Air Fare (SYD/MEL) for s 22(1)(a)(ii)	AUD	127.09	21.29	14.63	163.01

(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**

**EMPLOYEE** 

; s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### **CHANGE CONDITIONS**

Prior to departure of first flight

- Reissue: Allowed with restrictions.
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

After departure of first flight

- Reissue: Not allowed
- Revalidation: Not applicable (See relssue 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)



Printed: 27-Feb-2017

#### **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 cirline ticketing dates, QBT will issue all tickets in accordance with the <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check in (international):

- For international flights departing from Australia, and domestic sectors of flights departing from International terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### 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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Walver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (1-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form 1-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Ptease provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

 Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### Passenger Security:

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

- Some countries have made changes to securify 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, visit the Australian Government's travel security website:

#### http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt

**QBT** Business travel made simple

s 22(1)(a)(ii)

Airline Booking Reference: Virgin Australia:S 22(1)(a)(ii)

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

issued on behalf of:

VIRGIN AUSTRALIA

For:

QBT WOAG

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney / SYD Terminal 2 Kingsford Smith Arpt, Australia	Virgin Australia VA874 ECONOMY (L) Confirmed (HK)	Melbourne / MEL  A Total Terminal 3  Title Tullamarine Arpt, Australia	Baggage Allowance: 2PC Duration: 01 hours, 35 minutes Boeing 737-800
Wednesday, 22 March 18:00		Wednesday, 22 March 19:35	

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED.

ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 27 Feb 2017

PAYMENT			
Air Fare		AUD	127.09
Taxes	7.41 QR8.03 QR3.75 WG 14.63 UO	DUA	33.82
Airline Card Payment Fees	2,10 OBFCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL		AUD	163.01

Can lage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to beggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Atte	ntion
------	-------

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

**DFAT** 

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date: 27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other info
7	Virgin Australia VA874	18:00 22/03/2017	19:35 22/03/2017	ECONOMY (L) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:35
-	s 22(1)(a)(ii)	Wed Terminal 2	Wed Terminal 3		Meal Type: (S) Snack or Brunch Number of stops: 0
		Sydney: Kingsford Smith	Melbourne: ` Tuilamarine Airport		Check-in terminal: Terminal 2 Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description	•	Curr	Price	Tax	GST	Total
Service fees are excluded	•					
Air Fare (SYD/MEL) for s 47F(1)	•	AUD	127.09	21.29	14.63	163.01

(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

EMPLOYEE

s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### **CHANGE CONDITIONS**

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)

Printed: 27-Feb-2017

#### Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> to the airline time limit advised on your litinerary 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check in (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form 1-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### Contact Details:

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au .

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt

Business travel made simple

s 47F(1)

Airline Booking Reference: Virgin Australia: s 22(1)(a)(ii)

**Endorsements:** NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

**QBT WOAG** 

Reservation Number: § 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney / SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	Terminal 3	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Wednesday, 22 March 18:00		Wednesday, 22 March 19:35	-

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED, ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 27 Feb 2017

PAYMENT			
Air Fare		AUD	127.09
Taxes	7.41 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees	2.10 D8FCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL		AUD	. 163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier,

NOTICE: If the passenger's Journey Involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention	Booking Details	
DEPARTMENT OF FOREIGN AFFAIRS AND TRADE	Order Date:	27 Feb 2017
	QBT Booking Reference:	s 22(1)(a)(ii)
DFAT	Customer Number:	s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
*	Virgin Australia VA874 s 22(1)(a)(ii)	18:00 22/03/2017 Wed Terminal 2 Sydney: Kingsford Smith	19:35 22/03/2017 Wed Terminal 3 Melbourne: Tullamarine Airport	ECONOMY (L) Confirmed	Aircraft type: BOEING 737-800 Flight Duration: 1:35 Meal Type: (S) Snack or Brunch Number of stops: 0 Check-in terminal: Terminal 2 Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description	Curr	Price	Тах	GST	Total
Service fees are excluded  Air Force (SVD)MEL) force 4.75 (4)	ALID	407.00	04.00	44.00	400.04
Air Fare (SYD/MEL) for s 47F(1)	AUD	127.09	21.29	14.63	163.01

(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**

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions
- No-show for first flight
  - Reissue: Allowed with restrictions
  - Revalidation: Allowed with restrictions
  - Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)

Printed: 27-Feb-2017

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

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in
by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for
Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your
reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals

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

#### Passport;

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Walver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

 Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt

Business travel made simple

s 47F(1)

Airline Booking Reference: Virgin Australia:s 22(1)(a)(ii)

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

**Issuing Agency:** 

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

QBT WOAG

Reservation Number: \$ 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney / SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	Terminal 3	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Wednesday, 22 March 18:00		Wednesday, 22 March 19:35	-

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUISSED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 27 Feb 2017

PAYMENT			
Air Fare		AUD	127.09
Taxes	7.A1 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees	2.10 OBFCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL		AUD .	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Α	ŧŧ	er	ıti	o	n

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date: 27 Feb 2017

QBT Booking Reference: S 2

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Dotails	Departure	Arrival	Status	Other Info
$\overline{L}$	Virgin Australia	18:00	19:35	ECONOMY (L)	Aircraft type: BOEING 737-800
<b>&gt;&gt;</b>	VA874	22/03/2017	22/03/2017	Confirmed	Flight Duration: 1:35
	s 22(1)(a)(ii)	Wed	Wed		Meal Type: (S) Snack or Brunch
		Terminal 2	Terminal 3		Number of stops: 0
		Sydney: Kingsford	Mélbourne:		Check-in terminal: Terminal 2
•		Smith	Tullamarine Airport	•	Baggage allowance: 2PC

Printed: 27-Feb-2017

Pricing Description Service fees are excluded	Curr .	Price	Tax	GST	Total
Air Fare (SYD/MEL) for S 47F(1)	AUD	127.09	21.29	14.63	163.01

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### **Fare Conditions**

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

After departure of first flight -

- Reissue: Not allowed
- Revelidation: 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)



Printed: 27-Feb-2017

#### Ticketing Policy:

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. • Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

 Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight ( I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs
  on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Printed: 27-Feb-2017

\*\*\*\*\*\*\* |tinerary End \*\*\*\*\*\*\*

# e-ticket itinerary/receipt

Business travel made simple

s 47F(1)

Airline Booking Reference: Virgin Australia: s 22(1)(a)(ii)

Endorsements: NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

QBT WOAG

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney/SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	· ······ Terminal 3	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Wednesday, 22 March 18:00		Wednesday, 22 March 19:35	-

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE. PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 27 Feb 2017

PAYMENT				
Alr Fare	•		AUD	127.09
Taxes		7.41 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees		2.10 OBFCA	AUD	2.10
Service Fees			AŲD	0.00
TOTAL		•	AUD	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier,

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention
-----------

#### DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

27 Feb 2017

QBT Booking Reference:

s 22(1)(a)(ii)

**Customer Number:** 

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<del>-</del>	Virgin Australia	18:00	19:35	ECONOMY (L)	Aircraft type: BOEING 737-800
	VA874	22/03/2017	22/03/2017	Confirmed	Flight Duration: 1:35
	s 22(1)(a)(ii)	Wed	Wed		Meal Type: (S) Snack or Brunch
		Terminal 2	Terminal 3	•	Number of stops: 0
		Sydney: Kingsford	Melbourne:		Check-in terminal: Terminal 2
		Smith	Tuliamarine Airport	•	Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description Service fees are excluded	Curr	Price	Tax	GST	Total
Air Fare (SYD/MEL) fors 47F(1)	AUD	127.09 .	21.29	14.63	163.01

(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**

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

#### Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

#### CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)



Printed: 27-Feb-2017

#### **Ticketing Policy:**

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check in (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check In (International):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals:

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.

Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Walver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight (I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website.
- Even If a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- ~ An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### Contact Details:

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

## **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



**QBT** Business travel made simple

# Your Itinerary

Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt



s 47F(1)

Airline Booking Reference: Virgin Australia: § 22(1)(a)(ii)

**Endorsements:** NON ENDORSABLE Ticket no. s 22(1)(a)(ii)

Date of Issue: 27 February 2017

Issuing Agency: Air Tickets IATA: 02362323

Issued on behalf of: VIRGIN AUSTRALIA

For: **QBT WOAG** 

Reservation Number: S 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Sydney/SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	Section 13	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Wednesday, 22 March 18:00	÷	Wednesday, 22 March 19:35	-

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 27 Feb 2017

•			
PAYMENT			
Air Fare		AUD	127.09
Taxes	7.41 QR 8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees	2.10 OBFCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL		AUD	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 27-Feb-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

Attention	Booking Details			
DEPARTMENT OF FOREIGN AFFAIRS AND TRADE	Order Date:	27 Feb 2017	_	
DEL ANTIGERE OF TONEION AT MINO AND TIMBE	QBT Booking Reference:	s 22(1)(a)(ii)		
DFAT	Customer Number:	s 22(1)(a)(ii)		

We are pleased to advise the following travel arrangements

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
1	Virgin Australia	18:00	19:35	ECONOMY (L)	Aircraft type: BOEING 737-800
7	VA874	22/03/2017	22/03/2017	Confirmed	Flight Duration: 1:35
	s 22(1)(a)(ii)	Wed	Wed		Meal Type: (S) Snack or Brunch
		Terminal 2	Terminal 3	•	Number of stops: 0
	•	Sydney: Kingsford	Melbourne:		Check-in terminal: Terminal 2
		Smith	Tullamarine Airport		Baggage allowance: 2PC



Printed: 27-Feb-2017

Pricing Description	Curr	Price	Tax	GST	Total
Service fees are excluded					
Air Fare (SYD/MEL) fors 47F(1)	AUD	127.09	21.29	14.63	163.01

(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

**EMPLOYEE** 

: s 22(1)(a)(ii)

TRIP

: s 22(1)(a)(ii)

## Fare Conditions

Fare Information: LFLXWG Sydney-Melbourne

#### TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Wednesday Mar 22, 2017 03:00 PM

## CHANGE CONDITIONS .

Prior to departure of first flight

- Reissue: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM
- Revalidation: Allowed with restrictions

No-show for first flight

- Reissue: Allowed with restrictions
- Revalidation: Allowed with restrictions
- Revalidation/Reissue request must be made prior to: Tuesday Feb 27, 2018 12:00 AM

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)



Printed: 27-Feb-2017

#### **Ticketing Policy:**

- Our QBT business standard is to issue airline tickets <u>1 business day prior</u> 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 <u>earliest</u> date shown. Please note there may be instances where QBT will need to issue your ticket <u>earlier</u> than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

#### Check In (Domestic):

- For domestic flights departing from Australian domestic terminals - make sure you have checked in by the check-in 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.

#### Check in (international):

- For international flights departing from Australia, and domestic sectors of flights departing from international terminals - make sure you have checked in by the check-in deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

#### 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.

#### **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.

#### **Booking Changes:**

- Please call 1300 770 631 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.

#### 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 check-in, 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.

#### Seating & Meals

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

#### Passport:

- A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a re-entry visa for Australia.



Printed: 27-Feb-2017

#### Travelling to the US:

- ESTA Authorities for individual travel to the USA under the Visa Waiver Program.
- US Customs will introduce new enhanced security requirements for travellers entering the USA under the visa waiver program. It is mandatory for all individuals who plan to travel to the USA under the Visa Waiver Program to receive an authorisation through the ESTA website before travel to the USA. Applications can be made at any time at the ESTA website. Applicants will be asked to answer basic biographical and eligibility questions typically requested on the current paper form completed on board the flight ( I-94W form). The system will advise the applicant whether their travel to the USA is Authorised, Not Authorised or Authorisation pending.
- For more information visit the US Department of State website.

#### Other points of note:

- An application fee applies when applying for an ESTA. Please refer to the US Department of State website,
- Even if a traveller has an ESTA they will still be required to complete a paper form I-94W and present it to US Customs on arrival into the USA.
- Accompanied and unaccompanied children, regardless of age, will be required to obtain an independent ESTA approval.
- VWP nationals who have valid visas, and other nationals that require visas, will not be required to apply for an ESTA.
- An ESTA is valid for two years (unless the passport data limits validity) and will be considered acceptable for multiple use.
- US Customs recommends that ESTA applications be submitted no less than 72 hours before travel.

If you would like to find out more about the ESTA program refer to the ESTA website.

#### **Contact Details:**

- Please provide local phone contact numbers for stopover cities.

#### Baggage & Quarantine:

- Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

#### 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, visit the Australian Government's travel security website:

http://travelsecure.infrastructure.gov.au

- For further information on Liquids, Aerosols and Gels please refer to the travel secure website:

http://travelsecure.infrastructure.gov.au.

#### Air Travel:

- Air travel is subject to the conditions and limitations of liability set out in the airline's conditions of carriage, available on the applicable airline's website or from its offices.

#### **Booking Arrangements:**

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

#### **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 <a href="https://www.qbt.travel">www.qbt.travel</a> for more details. You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.



Printed: 27-Feb-2017

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

# e-ticket itinerary/receipt



s 47F(1)

Airline Booking Reference: Virgin Australia:s 22(1)(a)(ii)

**Endorsements:** NON ENDORSABLE Ticket no.

s 22(1)(a)(ii)

Date of Issue:

27 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

VIRGIN AUSTRALIA

For:

QBT WOAG

Reservation Number: \$ 22(1)(a)(ii)

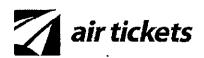
DEPART	FLIGHT DETAILS	ARRIVE	
Sydney/SYD	Virgin Australia VA874	Melbourne / MEL	Baggage Allowance: 2PC
Terminal 2	ECONOMY (L)	: Terminal 3	Duration: 01 hours, 35 minutes
Kingsford Smith Arpt, Australia	Confirmed (HK)	Tullamarine Arpt, Australia	Boeing 737-800
Wednesday, 22 March 18:00		Wednesday, 22 March 19:35	

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT. CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS. Itinerary as at 27 Feb 2017

PAYMENT			
AirFare		AUD	127.09
Taxes	7.41 QR8.03 QR 3.75 WG 14.63 UO	AUD	33.82
Airline Card Payment Fees	2.10 OBFCA	AUD	2.10
Service Fees		AUD	0.00
TOTAL	•	AUD	163.01

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the Issuing carrier.

NOTICE: If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.



# e-ticket itinerary/receipt



s 22(1)(a)(ii)

Frequent Flyer Membership: s 47F(1)

Airline Booking Reference: Qantas Airways: § 22(1)(a)(ii)

**Endorsements:** 

VALID OF ONLY /NON END

Ticket no.

s 22(1)(a)(ii)

Date of Issue:

28 February 2017

Issuing Agency:

Air Tickets IATA: 02362323

Issued on behalf of:

**Qantas Airways** 

For:

**QBT WOAG** 

Reservation Number: s 22(1)(a)(ii)

DEPART	FLIGHT DETAILS	ARRIVE	
Canberra / CBR Australia Sunday, 19 March 12:15	Qantas Airways QF1474 ECONOMY (B) Confirmed (HK)	Sydney / SYD  Terminal 3  Kingsford Smith Arpt, Australia Sunday, 19 March 13:10	8aggage Allowance: 2PC Duration: 00 hours, 55 minutes DHC8 Dash 8-400
Melbourne / MEL Terminal 1 Tullamarine Arpt, Australia Sunday, 26 March 16:55	Qantas Airways QF826 S 22(1)(a)(ii) Confirmed (HK)	Canberra / CBR Australia Sunday, 26 March 18:00	Baggage Allowance: 2PC Duration: 01 hours, 05 minutes Boeing 737-800

THIS E-TICKET ITINERARY/RECEIPT MAY BE REQUIRED AT CHECK-IN AND MUST BE PRESENTED TO CUSTOMS AND IMMIGRATION IF REQUESTED. ALL TIMES SHOWN ARE LOCAL TIMES AT THE DEPARTURE AND ARRIVAL POINT, CHANGES DO OCCUR FROM TIME TO TIME AND IT IS ADVISABLE TO CHECK ALL FLIGHT DETAILS IN ADVANCE OF TRAVELLING. BAGGAGE ALLOWANCE AND CHARGES FOR CHECKED IN AND/OR CARRIED ON BAGGAGE VARY BY AIRLINE, PLEASE REFER TO THE SPECIFIC AIRLINE WEBSITE FOR FULL DETAILS.

Itinerary as at 28 Feb 2017

PAYMENT				
Air Fare .			AUD	209.48
Taxes	٠.	26.87 QR 30.11 QR 11.06 WG 27.75 UO	AUD	95.79
Airline Card Payment Fees incl GST		4.00 OBFCA	AUD	4.90
Service Fees		•	AUD	0.00
TOTAL		•	AUD	309.27

Carriage and other Services provided by the carrier are subject to conditions of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

NOTICE: If the passenger's Journey involves an ultimate destination or stop in a country other than the country of departure the Warsaw Convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.





Printed: 17-Mar-2017

QBT Pty Limited ABN: 50 128 382 187

Level 6, 197 - 201 Coward St Mascot NSW 2020

Tel: 1300 770 631

				_	
Αſ	ιτε	п	U	0	п

## DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

DFAT

John Mcewen Crescent, R G Casey Building, Barton ACT 0221

**Booking Details** 

Order Date:

17 Mar 2017

QBT Booking Reference:

s 22(1)(a)(ii)

Customer Number:

s 22(1)(a)(ii)

We are pleased to advise the following travel arrangements

Name of Passenger

s 47F(1)

Product	Flight Details	Departure	Arrival	Status	Other Info
<b>+</b>	Air France AF7725 \$ 22(1)(a)(ii)	11:35 17/03/2017 Fri Nantes: Nantes Atlantique	12:40 17/03/2017 Fri Terminal 2F Paris: Charles De Gaulle International Airport	PREMIUM (W) Confirmed	Aircraft type: AIRBUS INDUSTRIE A321 Flight Duration: 1:5 Number of stops: 0 s 47F(1) (adult) / FF No: AF s 22(1)(a)(ii)
Product	Flight Details	Departure	Arrival .	Status	Other Info
<b>+</b>	Emirates EK74 s 22(1)(a)(ii)	14:25 17/03/2017 Fri Terminal 2C Paris: Charles De Gaulle International Airport	00:15 18/03/2017 Sat Terminal 3 Dubai: Dubai International Airport	BUSINESS (J) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 6:50 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 2C Baggage allowance: 40K
Product	Flight Details	Departure	. · Arrival	Status	Other info
*	Emirates EK414 s 22(1)(a)(ii)	01:55 18/03/2017 Sat Terminal 3 Dubai: Dubai International Airpor	22:30 18/03/2017 Sat Terminal 1 Sydney: Kingsford t Smith	BUSINESS (J) Confirmed	Aircraft type: AIRBUS INDUSTRIE A380-800 Flight Duration: 13:35 Meal Type: (M) Meal Number of stops: 0 Check-in terminal: Terminal 3 Baggage allowance: 40K

Printed: 17-Mar-2017

Product	Flight Details	Departure	Arrival	Status .	Other Info
<del>}</del>	Singapore Airlines SQ228	16:40 26/03/2017	21:30 26/03/2017	BUSINESS (U) Confirmed	Aircraft type: BOEING 777-300ER Flight Duration: 7:50
	s 22(1)(a)(ii)	Sun	Sun		Meal Type: (M) Meal
		Terminal 2	Terminal 0		Number of stops: 0
		Melbourne:	Singapore: Changi		s 22(1)(a)(ii)
		Tullamarine Airport	International Airport		Check-in terminal: Terminal 2
					Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
<del>-</del>	Singapore Airlines	00:10	07:30	BUSINESS (U)	Aircraft type: AIRBUS INDUSTRIE A380-800
•	SQ336	27/03/2017	27/03/2017	Confirmed	Flight Duration: 13:20
	s 22(1)(a)(ii)	Mon	Mon		Meai Type: (M) Meal
		Terminal 3	Terminal 1		Number of stops: 0
		Singapore: Changi	Paris: Charles De		•
		International Airport	Airport		s 22(1)(a)(ii) Check-in terminal: Terminal 3
			7 Miporc	•	Baggage allowance: 40K
Product	Flight Details	Departure	Arrival	Status	Other Info
	Air France	09:30	10:35	PREMIUM (A)	Aircraft type: AIRBUS INDUSTRIE
	AF7720	27/03/2017	27/03/2017	Confirmed	A321
	s 22(1)(a)(ii)	Mon	Mon		Flight Duration: 1:5
		Terminal 2F	Nantes: Nantes	•	Number of stops: 0
		Paris: Charles De	Atlantique		Check-in terminal: Terminal 2F
		Gaulle International Airport		-	s 47F(1)
					_



179 Normanby Road, South Melbourne, VIC, 3205 Ph: 1300 767 869 / +61 3 9867 9695 Fax: 03 9867 9559 ABN: 23 106 495 498

## **BOOKING CONFIRMATION - TRAVEL VOUCHER**

s22(1)(a)(ii) **Booking Reference:** s 47F(1) Travel Itinerary for: (Adult) s47F(1)(Adult) s 47F(1) (Adult) s 47F(1) (Adult) s 47F(1) (Adult) (Adult) s 47F(1) s 47F(1) (Àdult) s 22(1)(a)(ii) (Adult) s 22(1)(a)(ii) (Adult) 29 Mar 17 Date Issued:

Please ensure you check the booking details carefully.

Important: Accommodation and authorised ancillary charges will be billed to AOT Hotels; do not pay for these charges on check out, ensure any non-authorised ancillary charges are settled directly with the accommodation provider.

Some hotels do not have 24 hour Reception and Check-in. To avoid any inconvenience, AOT Hotels recommend if arrival is outside of the indicated reception hours to contact the property directly prior to arrival to confirm after hours procedure.

Once your travel has commenced our Customer Care Team are here to assist 24 | 7 on your booking. AOT Hotels Customer Care 1300 767 869.

If at any time you are not satisfied with the room allocated to you, we recommend you immediately contact the Hotel Front Desk to resolve. Alternatively if you would prefer AOT Hotels to handle on your behalf, please contact our Customer Care Team advising of the issue who will address any concerns with the accommodation supplier.

<del> </del>			Confirmed	
Property:	Pullman Sydne 36 College Stre New South Wal 02 9361 8400			
Booking Reference:	s 22(1)(a)(ii)	•		
Booking for:	s 47F(1)	(Adult)		
Check In: Check Out:	Saturday, 18 Ma Wednesday, 22		•	
Service:	Superior 1 Queen-size bed  ation: PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25			
Service Information:				
	CHARGE BACK	TO AOT		

**Cancellation Policy:** 

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night,

Service Cost:

AUD \$1,187.00

Confirmed

Property:

**Pullman Sydney Hyde Park** 

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

Booking Reference:

s 22(1)(a)(ii)

**Booking for:** 

s 47F(1)

(Adult)

Check in: Check Out: Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

**Cancellation Policy:** 

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost:

AUD \$1,187.00

Confirmed Confirmed

Property:

Puliman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT

AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

Cancellation Policy:

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost:

AUD \$1,187.00

Confirmed

Property: Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

DFAT - DECLASSIFIED

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

Cancellation Policy:

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost:

AUD \$1,187.00

Confirmed

Property:

Pullman Sydney Hyde Park

36 College Street Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

CHARGE BACK TO AOT

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT

AND FULL BREAKFAST BUFFET \$25

Cancellation Policy:

No cancellation charge until 1 day prior to arrival, 18:00, Ther eafter: hotel

will charge the first night.

Service Cost:

AUD \$1,187.00

Confirmed

Property:

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

(Adult)

Booking for:

s 47F(1)

ynauty

Check In: Check Out: Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

**Cancellation Policy:** 

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

DFAT – DECLASSIFIED

will charge the first night.

Service Cost:

AUD \$1,187.00

Confirmed Confirmed

Property: Puilman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

Booking Reference: s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In:

Saturday, 18 Mar 2017 Wednesday, 22 Mar 2017

Check Out:

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT

AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

Cancellation Policy: No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost: AUD \$1,187.00

Government Extras Confirmed

Property: Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BREAKFAST AND UPGRADE FEE

Service Cost: AUD \$143.23

Government Extras Confirmed

Property: Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

Booking Reference:

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BREAKFST & UPDGRADE FEE

Service Cost:

AUD \$143.23

**Government Extras** 

Confirmed

Confirmed

Confirmed

Confirmed

Property:

Pullman Sydney Hyde Park 36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

**Ancillaries** 

Ancillaries: BRKFST & UPGRADE FEE

Service Cost:

Property:

AUD \$143,23

Government Extras

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST & UPGRADE FEE

**Service Cost:** 

Property:

AUD \$143.23

**Government Extras** 

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST & UPGRADE FEE

Service Cost:

Property:

AUD \$143.23

**Government Extras** 

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s47F(1)

(Adult)

Saturday, 18 Mar 17

DFAT - DECLASSIFIED

Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST & UPGRADE FEE

Service Cost:

Property:

AUD \$143.23

**Government Extras** 

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

Booking Reference:

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Confirmed

Saturday, 18 Mar 17 Saturday, 18 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST & UPGRADE FEE

Service Cost:

AUD \$143,23

Confirmed

Property:

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Check In:

Check Out:

Sunday, 19 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

**Cancellation Policy:** 

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost:

AUD \$828.00

Confirmed

Property:

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Check In: Check Out: Sunday, 19 Mar 2017 Wednesday, 22 Mar 2017

Service:

Superior 1 Queen-size bed

DFAT - DECLASSIFIED

Service Information:

PLEASE INCLUDE WIFI \$10 PER NIGHT AND FULL BREAKFAST BUFFET \$25

CHARGE BACK TO AOT

Cancellation Policy:

No cancellation charge until 1 day prior to arrival, 18:00. Ther eafter: hotel

will charge the first night.

Service Cost:

Property:

AUD \$828.00

**Government Extras** 

Confirmed
Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Sunday, 19 Mar 17 Sunday, 19 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST & UPDGRADE FEE

Service Cost:

Property:

AUD \$107.43

Confirmed

**Government Extras** 

Pullman Sydney Hyde Park

36 College Street, Sydney

New South Wales, Australia, 2010

02 9361 8400

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Sunday, 19 Mar 17 Sunday, 19 Mar 17

Service:

**Ancillaries** 

Ancillaries: BRKFST & UPGRADE FEE

Service Cost:

AUD \$107.43

## **PRICING SUMMARY**

Total Cost of Booking:

Cost Inclusive of GST

**GST** 

AUD \$11,182.47

\$1,016.59

#### IMPORTANT INFORMATION

#### Check In Requirements:

Upon check-in, many hotels require a security bond in the form of a credit card imprint to cover any non-authorised ancillary charges.

Some hotels do not have 24 hour Reception and check-in. To avoid any inconvenience AOT Hotels recommend if arrival is outside of the indicated reception hours to contact the property directly prior to arrival to advise accordingly and receive any after hour procedure that may apply.

#### Special Requests & Bedding Request:

DFAT – DECLASSIFIED COPY ISSUED UNDER FOI Act 1982 Please ensure any Special/Bedding requests have been noted for any applicable services. Whilst our suppliers will endeavour to meet these requests, they cannot be guaranteed. Charges for additional requirements including, but not limited to rollaway beds may be applied by the Service Provider and are billed to AOT with the room charge.

## **Ancillary Charges:**

AOT Hotels provides the ability to request ancillary services for authorised travellers including but not limited to Breakfast, Wi-Fi and Car Parking directly with the service provider. Whilst our suppliers will endeavour to meet these requests, the ability to request such services does not imply the service provider is able to accommodate the ancillary request.

Thank you for booking with AOT Hotels.



179 Normanby Road, South Melbourne, VIC, 3205 Ph: 1300 767 869 / +61 3 9867 9695 Fax: 03 9867 9559 ABN: 23 106 495 498

## OKING CONFIRMAT

**Booking Reference:** s 22(1)(a)(ii) Travel Itinerary for: s 47F(1) (Adult) s 47F(1) (Adult) s 47F(1) (Adult) (Adult) s47F(1)s 47F(1) (Adult) s47F(1)(Adult) s47F(1)(Adult) s 22(1)(a)(ii) (Adult) s 22(1)(a)(ii) (Adult) 30 Mar 17

Date Issued:

Please ensure you check the booking details carefully.

Important: Accommodation and authorised ancillary charges will be billed to AOT Hotels; do not pay for these charges on check out, ensure any non-authorised ancillary charges are settled directly with the accommodation provider.

Some hotels do not have 24 hour Reception and Check-in. To avoid any inconvenience, AOT Hotels recommend if arrival is outside of the indicated reception hours to contact the property directly prior to arrival to confirm after hours procedure.

Once your travel has commenced our Customer Care Team are here to assist 24 1,7 on your booking. AOT Hotels Customer Care 1300 767 869.

If at any time you are not satisfied with the room allocated to you, we recommend you immediately contact the Hotel Front Desk to resolve. Alternatively if you would prefer AOT Hotels to handle on your behalf, please contact our Customer Care Team advising of the issue who will address any concerns with the accommodation supplier.

		Confirmed
Property:	Stamford Plaza Melbourne 111 Little Collins Street,Melbourne Victoria, Australia, 3000 03 9659 1000	
Booking Reference:	s 22(1)(a)(ii)	•
Booking for:	s 22(1)(a)(ii) (Adult)	
Check in: Check Out:	Wednesday, 22 Mar 2017 Saturday, 25 Mar 2017	
Number of Nights:	3	
Service:	One Bedroom Queen Suite Last Minute Rate	·
Service Information:	Our spacious one-bedroom suite features a mast	er bedroom with Queen

size bed, separate lounge and dining areas, kitchen with cook top.

microwave and dishwasher and a bathroom completed with bath-spa.
PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

**Cancellation Policy:** 

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

- For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)
- For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.
- For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.
- For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

Cancel up to 3 days prior - no charge.

- Cancel up to 2 days prior 1 night cancellation fee.
- Cancel within 2 days of arrival 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information: This service is subject to Last Minute Terms and Conditions Booked through and payable by NeedltNow.com.au.

Service Cost:

AUD \$1,021,00

Confirmed Confirmed

Property:

Stamford Plaza Melbourne
111 Little Collins Street.Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Wednesday, 22 Mar 2017 Saturday, 25 Mar 2017

Number of Nights:

3

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS LATE CHECK OUT OF 3PM - PLEASE CHARGE BACK TO AOT HOTELS

Cancellation Policy:

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on

the property's size and location:

- For suppliers in capital cities and suburbs over 40 rooms,

DFAT - DECLASSIFIED

- cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)
- For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.
- For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.
- For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

#### Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

- Cancel up to 3 days prior no charge.
- Cancel up to 2 days prior 1 night cancellation fee.
- Cancel within 2 days of arrival 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information: Service Cost: This service is subject to Last Minute Terms and Conditions

(Adult)

Booked through and payable by NeedltNow.com.au.

AUD \$1,021.00

Confirmed		1	
	<u>.                                    </u>		Confirmed

Stamford Plaza Melbourne Property:

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

Booking Reference: s 22(1)(a)(ii)

s 22(1)(a)(ii) Booking for:

Check in: Wednesday, 22 Mar 2017 Saturday, 25 Mar 2017 Check Out:

Number of Nights:

One Bedroom Queen Suite Service:

Last Minute Rate

Our spacious one-bedroom suite features a master bedroom with Queen Service Information:

size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

Cancellation Policy: Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on

the property's size and location:

For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)

For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.

For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.

For suppliers in regional areas under 20 rooms, cancellations and

amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

- Cancel up to 3 days prior - no charge.

Cancel up to 2 days prior - 1 night cancellation fee.

- Cancel within 2 days of arrival - 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information: This service is subject to Last Minute Terms and Conditions Booked through and payable by NeedltNow.com.au.

Service Cost:

AUD \$1,021.00

Confirmed

Property:

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

Booking Reference:

s 22(1)(a)(ii)

Booking for:

s47F(1)

(Adult)

Check In:

Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Check Out:

\_

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Number of Nights:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

**Cancellation Policy:** 

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

- For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)
- For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.
- For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.
- For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

- Cancel up to 3 days prior no charge.
- Cancel up to 2 days prior 1 night cancellation fee.
- Cancel within 2 days of arrival 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

important information: This service is subject to Last Minute Terms and Conditions Booked through and payable by NeedltNow.com.au.

**Service Cost:** 

AUD \$1,581.00

Confirmed

Property:

Stamford Plaza Melbourne 111 Little Collins Street, Melbourne Victoria, Australia, 3000 .

**Booking Reference:** 

03 9659 1000 s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Number of Nights:

- 4

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

Cancellation Policy:

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

- For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)
- For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.
- For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.
- For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

- Cancel up to 3 days prior no charge.
- Cancel up to 2 days prior 1 night cancellation fee.
- Cancel within 2 days of arrival 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information:

This service is subject to Last Minute Terms and Conditions . Booked through and payable by NeedltNow.com.au,

Service Cost:

AUD \$1,581.00

-

Confirmed

Property:

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

Booking Reference:

s 22(1)(a)(ii)

Booking for:

s47F(1)

(Adult)

Check In: Check Out: Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Number of Nights:

4

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa.

PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

**Cancellation Policy:** 

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

- For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)
- For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.
- For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.
- For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

- Cancel up to 3 days prior no charge.
- Cancel up to 2 days prior 1 night cancellation fee.
- Cancel within 2 days of arrival 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information:

This service is subject to Last Minute Terms and Conditions

Booked through and payable by NeedltNow.com.au.

**Service Cost:** 

AUD \$1,581.00

Confirmed

Property:

Stamford Plaza Melbourne
111 Little Collins Street Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Number of Nights:

4

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIF! AND BREAKFAST TO AOT HOTELS

Cancellation Policy:

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

 For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)

 For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.

 For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.

 For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

Cancel up to 3 days prior - no charge.

Cancel up to 2 days prior - 1 night cancellation fee.
 Cancel within 2 days of arrival - 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information:

This service is subject to Last Minute Terms and Conditions Booked through and payable by NeedltNow.com.au.

Service Cost:

AUD \$1,581.00

Confirmed

Property:

Stamford Plaza Melbourne
111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check in: Check Out: Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Number of Nights:

4

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen

DFAT - DECLASSIFIED

size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFLAND BREAKFAST TO AOT HOTELS

Cancellation Policy:

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on the property's size and location:

 For suppliers in capital cities and suburbs over 40 rooms, cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)

 For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.

 For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.

 For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

Cancel up to 3 days prior - no charge.

- Cancel up to 2 days prior - 1 night cancellation fee.

- Cancel within 2 days of arrival - 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information: This service is subject to Last Minute Terms and Conditions Booked through and payable by NeedltNow.com.au.

Service Cost:

AUD \$1,581.00

Confirmed

Property:

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Check In: Check Out: Wednesday, 22 Mar 2017 Sunday, 26 Mar 2017

Number of Nights:

4

Service:

One Bedroom Queen Suite

Last Minute Rate

Service Information:

Our spacious one-bedroom suite features a master bedroom with Queen size bed, separate lounge and dining areas, kitchen with cook top, microwave and dishwasher and a bathroom completed with bath-spa. PLEASE CHARGE BACK TO WIFI AND BREAKFAST TO AOT HOTELS

**Cancellation Policy:** 

Short Stay Policy (1-6 Nights)

For Short-stay bookings, the following cancellation policy will apply based on

the property's size and location:

For suppliers in capital cities and suburbs over 40 rooms,

DFAT – DECLASSIFIED COPY ISSUED UNDER FOI Act 1982 cancellations and amendments may be made without penalty up to 2pm on the day of arrival. (Default policy)

For suppliers in regional areas over 40 rooms and in capital cities and suburbs of 40 rooms or less, cancellations and amendments may be made without penalty up to 2pm the day prior to arrival.

For suppliers in regional areas between 40 and 20 rooms, cancellation and amendments may be made without penalty up to 2pm two days prior to arrival.

For suppliers in regional areas under 20 rooms, cancellations and amendments may be made without penalty up to 2pm three days prior to arrival.

Long Stay Policy (7+ Nights)

For Long-stay bookings, the following cancellation conditions will apply:

Cancel up to 3 days prior - no charge.

Cancel up to 2 days prior - 1 night cancellation fee.

Cancel within 2 days of arrival - 2 night cancellation fee.

Any cancellations, or amendments whilst in house, within these periods or no shows will result in a fee as per the above.

Important Information:

Property:

This service is subject to Last Minute Terms and Conditions

Booked through and payable by NeedltNow.com.au.

Service Cost:

**Government Extras** Confirmed

> Stamford Plaza Melbourne 111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET 24,95 AND BRKFST \$72

Service Cost:

Property:

AUD \$99.19

AUD \$1,581.00

Government Extras

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 22(1)(a)(ii)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

**Ancillaries** 

Ancillaries: INTERNET

Service Cost:

AUD \$76.58

Government Extras

Confirmed

Property:

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET\$99.8

**BRKFST \$36** 

LATE CHKOUT \$90

Service Cost:

Property:

AUD \$231.02

Confirmed

Confirmed

Government Extras

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET

**Service Cost:** 

AUD \$102.11

**Government Extras** 

Confirmed

Property:

Stamford Plaza Melbourne 111 Little Collins Street, Melbourne

Victoria, Australia, 3000

02 0050 4000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

**Booking for:** 

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET \$24.95 & BRKFAST \$72

Service Cost:

Property:

AUD \$99.19

**Government Extras** 

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Wednesday, 22 Mar 17

DFAT - DECLASSIFIED

Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET \$99.8 & BRKFAST\$108

Service Cost:

Property:

AUD \$212.60

Confirmed

Confirmed

Confirmed

Government Extras

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: BRKFAST

Service Cost:

AUD \$147.33

**Government Extras** 

Stamford Plaza Melbourne

Property:

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

**Booking for:** 

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: BRKFST

Service Cost:

Property:

AUD \$147,33

Government Extras

Stamford Plaza Melbourne

111 Little Collins Street, Melbourne

Victoria, Australia, 3000

03 9659 1000

**Booking Reference:** 

s 22(1)(a)(ii)

Booking for:

s 47F(1)

(Adult)

Wednesday, 22 Mar 17 Wednesday, 22 Mar 17

Service:

Ancillaries

Ancillaries: INTERNET\$99.8 & BRKFST \$36

Service Cost:

AUD \$138.94

**PRICING SUMMARY** 

Total Cost of Booking:

Cost Inclusive of GST

GST

DFAT - DECLASSIFIED

## IMPORTANT INFORMATION

## Check in Requirements:

Upon check-in, many hotels require a security bond in the form of a credit card imprint to cover any non-authorised ancillary charges.

Some hotels do not have 24 hour Reception and check-in. To avoid any inconvenience AOT Hotels recommend if arrival is outside of the indicated reception hours to contact the property directly prior to arrival to advise accordingly and receive any after hour procedure that may apply.

## Special Requests & Bedding Request:

Please ensure any Special/Bedding requests have been noted for any applicable services. Whilst our suppliers will endeavour to meet these requests, they cannot be guaranteed. Charges for additional requirements including, but not limited to rollaway beds may be applied by the Service Provider and are billed to AOT with the room charge.

#### **Ancillary Charges:**

AOT Hotels provides the ability to request ancillary services for authorised travellers including but not limited to Breakfast, Wi-Fi and Car Parking directly with the service provider. Whilst our suppliers will endeavour to meet these requests, the ability to request such services does not imply the service provider is able to accommodate the ancillary request.

Thank you for booking with AOT Hotels.