

Domestic/Regional Travel – January 2018

Chief Executive of the Department of Planning, Transport and Infrastructure

No of travellers	Destination	Reasons for Travel	Travel Itinerary ¹	Cost of Travel ²	Travel Receipts ³
1	Sydney	<i>Various Meetings</i>	<i>Attached</i>	\$989	

Approved for publication – 20 March 2018

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



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¹ Scanned copies of itineraries to be attached (where available)

² Excludes salary costs

³ Scanned copies of all receipts/invoices to be attached

[VIEW YOUR ITINERARY ONLINE](#)

Trip on 19 Jan 18

Trip locator: PKTHVA

Date: 17 Jan 18

Traveler **Mr Michael Francis DEEGAN**

Service Center **CWT Service Centre Australia**
33 KING WILLIAM STREET ADELAIDE SA
5000

Direct +61 8 8124 9360
Emergency Travel +61 8 8124 9360
Service *Additional service fees may apply
Fax +61 8 8127 8027
Email sagdom.adl.au@contactcwt.com

YOUR TRIP IS NOW FULLY CONFIRMED

Air E-Ticket Issued
0815144559576

⚠ IMPORTANT INFORMATION

Please note a printed version of this document may be required by authorities to access check-in areas. The information provided is correct at the time of sending. By offering travel to particular international destinations, CWT. does not represent or warrant that travel to such destinations is advisable or without risk, and is not liable for damages or losses that may occur from travel to such destinations. You are responsible for ensuring that you meet foreign entry requirements and that your travel documents, such as passports and visas (transit, business, tourist, and otherwise), are in order and any other foreign entry requirements are met. CWT has no special knowledge regarding foreign entry requirements or travel documents. We urge customers to review travel prohibitions, warnings, announcements, and advisories issued by the relevant governments prior to booking travel to international destinations. When you receive your travel document, please verify it immediately. If you have any questions, contact your Service Center.

⚠ CHECK IN AND SECURITY INFORMATION

Please allow sufficient time for check-in and security procedures – minimum times vary according to suppliers, airports, train stations. Recommended times can be found on supplier website or via CWT if required.

ONLINE SERVICE (Please note some suppliers may not offer the service on some of their routes)

Qantas Airways: Check in - Time limits |

Fri 19 January, 2018

E-Ticket **0815144559576** /Booking Reference **P58YD8**



Flight QANTAS AIRWAYS QF738

DEPARTURE **Adelaide (ADL - Terminal MAIN)**

ARRIVAL

Sydney Kingsford Smith (SYD - Terminal 3 DOMESTIC)

09:15 - 19 Jan 18

11:40 - 19 Jan 18

Please allow sufficient time for check-in and security procedures

Booking status	Confirmed	Flight duration	01:55 (non-stop)
Equipment	Boeing 737-800 (Winglets)		
	Passenger		
Seat	Not specified	Frequent flyer card	QF0101563
Class	Business (D)		
Free baggage allowance for adult traveler		2PC (Pieces)	

Sun 21 January, 2018

E-Ticket **0815144559576** /Booking Reference **P58YD8**



Flight QANTAS AIRWAYS QF785

DEPARTURE **Sydney Kingsford Smith (SYD - Terminal 3 DOMESTIC)**

ARRIVAL

Adelaide (ADL - Terminal MAIN)

20:35 - 21 Jan 18

22:10 - 21 Jan 18

Please allow sufficient time for check-in and security procedures

Booking status	Confirmed	Flight duration	02:05 (non-stop)
Equipment	Boeing 737-800 (Winglets)		
	Passenger		
Seat	Not specified	Frequent flyer card	QF0101563
Class	Business (D)		
Free baggage allowance for adult traveler		2PC (Pieces)	

GENERAL INFORMATION

AIRFARE NOTE - IF YOUR RESERVATION INCLUDES AIR TRAVEL THE FARE QUOTED IS NOT GUARANTEED AND IS SUBJECT TO CHANGE UNTIL ALL TICKETS HAVE BEEN ISSUED AND E-TICKET RECEIPT VALIDATED AGAINST QUOTED AMOUNT. THE QUOTED AIRFARE MAY INCREASE AT THE TIME OF TICKETING BY THE MERCHANT FEE, SUBJECT TO THE AIRLINES/AIRFARE PAYMENT RESTRICTIONS.

ETICKETS - WE STRONGLY ADVISE YOU CARRY A PRINTED COPY OF YOUR ETICKETS FOR INTERNATIONAL TRAVEL. ACCESS TO YOUR ETICKET IS AVAILABLE ON YOUR FINAL ITINERARY.

WE RECOMMEND THE FOLLOWING AIRPORT CHECK-IN TIMES
DOMESTIC - 45 MINUTES PRIOR
INTERNATIONAL BUSINESS/FIRST CLASS - 90 MINUTES PRIOR
INTERNATIONAL ECONOMY CLASS - 2 HOURS PRIOR

PRIVACY NOTE - ALL INFORMATION PROVIDED BY YOU, OR ANY OTHER PARTY SUCH AS YOUR EMPLOYER TO CWT WILL BE USED BY CWT, ITS RELATED COMPANIES AND OTHER TRAVEL SERVICE PROVIDERS REQUIRING THIS INFORMATION, IN ORDER TO MAKE AND PROCESS YOUR REQUESTED TRAVEL ARRANGEMENTS. A COPY OF CWTS PRIVACY/DATA PROTECTION POLICY CAN BE OBTAINED ONLINE AT [HTTP://WWW.CARLSONWAGONLIT.COM](http://www.carlsonwagonlit.com) . PLEASE NOTE THAT AIRLINES MAY BE REQUIRED BY LAW TO PASS INFORMATION CONTAINED IN THIS RESERVATION TO CUSTOMS AND IMMIGRATION AUTHORITIES WHEN REQUESTED.

CARLSON WAGONLIT TRAVEL STRONGLY RECOMMENDS THAT ALL TRAVELLERS VISIT THE AUSTRALIAN DEPT OF FOREIGN AFFAIRS AND TRADE WEBSITE
[WWW.SMARTTRAVELLER.GOV.AU](http://www.smartraveller.gov.au) .
FOR THE LATEST COUNTRY SPECIFIC TRAVEL ADVICE NOTICES PASSPORT/VISA AND ENTRY REQUIREMENTS CAN BE FOUND AT
[WWW.CIBTVISSAS.COM.AU/CWTVISSATC](http://www.cibtvissas.com.au/cwtvissatc)

CWT, IN PROVIDING VARIOUS TRAVEL SERVICES ACTS SOLELY IN ITS CAPACITY AS THE AGENT OF TRAVEL SUPPLIERS. CWT DOES NOT GUARANTEE NOR IS LIABLE THAT SERVICES WILL BE PROVIDED BY ANY SUPPLIER. CWT CANNOT GUARANTEE THAT CHANGES NOT LIMITED TO PRICE, SCHEDULE, AND EQUIPMENT MAY RESULT IN SUBSEQUENT PAYMENT. CWT DISCLAIMS ALL LIABILITY FOR ERRORS OR BIAS IN BOOKING/INFORMATION WHICH IS NOT UNDER ITS CONTROL.

IMPORTANT INFORMATION FOR AUSTRALIAN TRAVELERS TO USA IF TRAVELING TO THE USA UNDER THE VISA WAIVER PROGRAM, APPLY FOR AUTHORISATION 72 HOURS PRIOR TO DEPARTURE AT ESTA WEB SITE [HTTPS://ESTA.CBP.DHS.GOV/ESTA](https://esta.cbp.dhs.gov/esta) FOR OTHER NATIONALITIES - [HTTP://TRAVEL.STATE.GOV/VISA](http://travel.state.gov/visa)

INSURANCE INFORMATION -
INSURANCE COVER IS PROVIDED BY SAICORP FOR OVERSEAS AND INTERSTATE TRAVEL ON SA GOVERNMENT BUSINESS FOR A MAXIMUM OF 180 DAYS. IF YOU REQUIRE ASSISTANCE ANYWHERE IN THE WORLD, CONTACT THE LOCAL TELEPHONE OPERATOR AND ASK FOR A REVERSE CHARGE CALL TO ACCIDENT AND HEALTH INTERNATIONAL ON 61 2 99786666 AND QUOTE POLICY NUMBER 0023171
WEBSITE - [HTTP://WWW.SAFA.SA.GOV.AU/](http://www.safa.sa.gov.au/)

CWT AFTER HOURS EMERGENCY CONTACT NUMBERS
WITHIN AUSTRALIA 1300 781 018
OUTSIDE AUSTRALIA 61 8 8124 9360

-----AIRLINE CREDIT CARD SURCHARGE-----
AIRLINES BOOKED AND TICKETED IN AUSTRALIA AND PAID FOR USING A CREDIT, CHARGE OR DEBIT CARD MAY BE SUBJECT TO A SURCHARGE APPLIED BY THE AIRLINE AT TIME OF TICKETING THE RESERVATION SYSTEM IS UNABLE TO ESTABLISH THE FORM OF PAYMENT AT THE TIME OF QUOTING THEREFORE THE CHARGE TO YOUR CARD MAY VARY DEPENDING ON THE FORM OF PAYMENT USED AND THE DESTINATION

PLEASE SEE VIRGIN AUSTRALIA PRIVACY STATEMENT FOR FLIGHT BOOKINGS AND PRIVACY POLICY FOR DETAILS ON HOW YOUR PERSONAL INFORMATION WILL BE HANDLED. AVAILABLE AT [WWW.VIRGINAUSTRALIA.COM/PRIVACY](http://www.virginaustralia.com/privacy)

CARLSON WAGONLIT ABN 83069087538
----- ITINERARY QUOTE -----

FARE QUOTE NUMBER 1
ATTENTION-TRAVEL BOOKER DPTI
DATE QUOTED-17JAN18
CONSULTANT NAME-BIANCA MINERVINI
AIRLINE-QANTAS AIRWAYS
ROUTING-ADL / SYD / ADL
FARE BASIS-DBUS
CONDITIONS -
- ADDITIONAL COLLECTION DUE CHANGE IN FLIGHT
MUST BE ISSUED BY-17JAN18
-BASE FARE - AUD 890.12 DISCOUNT - 0.00
-FEE - AUD 9.90
-GST - AUD 89.01
-TOTAL - AUD 989.03

.*ALL PRICES SUBJECT TO CHANGE AT ANYTIME WITHOUT NOTICE*

----- END QUOTE -----
VALID ON QF SERVICES
DATE, ROUTE AND BOOKING CLASS CHANGES ARE PERMITTED.

NO CHANGE FEE APPLIES.
ANY FARE AND TAX DIFFERENCE APPLIES
NAME CHANGE IS PERMITTED
FULL REFUND IS PERMITTED.

E-TICKETS AND FARE DETAILS

Ticket Number: 0815144559576

IATA: 02349804

Issued: 17 Jan 18

Traveler: MR MICHAEL FRANCIS DEEGAN

Base: AUD 1519.72

Taxes: UO 89.01, UO 67.72, QR 36.50, WG 11.06

Total Ticket: AUD 979.13

Form of payment: VIxxxxxxxxxxxx9495

Airline may charge an extra fee for credit/debit card payment

This itinerary and receipt constitutes the air "passenger ticket" for the purposes of the Montreal and Warsaw Convention Regime as well as the confirmation of the reservation for other travel services (such as hotel accommodations, car rentals, etc.). Each traveler listed on this document agrees to the terms and conditions which are part of these reservations. CWT is committed to protecting your personal data and privacy. Read CWT's Traveler Notice to understand what information CWT collects and why, how CWT uses it and stores it, and how to review and update it. For further information, please see CWT's Data Protection & Privacy Policy.

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