

9 June 2025

Dear [REDACTED]

LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT Request: 2025-20

Thank you for your email of 30 April 2025 to the Carterton District Council requesting the following information:

1. **"Mayor's Expenses:** A detailed record of all expenses incurred by the Mayor, including but not limited to travel, accommodation, meals, entertainment, and other reimbursements, for the period from 1 January 2023 to 31 December 2024.
2. **Chief Executive's Expenses:** A detailed record of all expenses incurred by the Chief Executive, including but not limited to travel, accommodation, meals, entertainment, and other reimbursements, for the same period.

Please provide these records in a digital format, such as PDF or Excel, and include any available supporting documentation (e.g., receipts, invoices, or summaries) that detail the nature and purpose of each expense. ...'

Your request has been considered under the Local Government Official Information and Meeting Act 1987 (the Act).

In response to your request, we have identified 38 documents within scope of your request. The attached excel spreadsheet itemises the information that is being released, along with our decision to withhold the information in **Appendix A**.

From 1 January 2023 to 31 December 2024 expenses for the Mayor, and the Chief Executive were:

1. \$11,199.88
2. \$9,266.86.

These 38 documents released are attached as **Appendix B**. Where the information has been withheld from the documents, some of the information is not within scope of your request, and some of the information has been withheld under the following sections of the Act:

- s7(2)(a), to protect the privacy of natural persons,
- s7(2)(b)(ii), to protect information where the making available of the information who is the subject of the information.

28 Holloway Street, Carterton, Wairarapa | PO Box 9, Carterton, 5743
info@cdc.govt.nz | 06 379 4030 | www.cdc.govt.nz

LGOIMA ID: 2025-20

Where information has been withheld under section 7(2), I have considered, as required under section 7(1) of the Act, the public interest considerations favouring its release. I have identified no public interest considerations which outweigh the need to withhold information at this time.

Please note, the Council proactively publishes LGOIMA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Geoff Hamilton', with a stylized flourish at the end.

Geoff Hamilton
Chief Executive
Carterton District Council

1 January 2022 to 31 December 2023

	Runfile ID	YYYYMM	Original GL	GL Name	Transaction Date	Value GST				Value relating to	Reference	
					Date	Excl	Details		Value GST Incl	RM or GH	Document	Purpose
2022/2023	CRJUL0017	202306	125121	Conference & Seminars	03/07/2023	195.13	AP BNZ01 Brnz Visa 110707 RF17 110707/01 G Hamilton West Plaza		224.40	224.40	GH 01	West Plaza 8 June 2023
2023/2024	CRSEP7929	202309	125121	Conference & Seminars	01/08/2023	566.96	AP BNZ01 Brnz Visa 111366 RF7929 111366/01 G Hamilton Fable Hotel LGNZ		652.00	652.00	GH 02	Fable Hotel LGNZ Accom July
2023/2024	CRSEP7929	202309	125121	Conference & Seminars	01/08/2023	641.39	AP BNZ01 Brnz Visa 111366 RF7929 111366/01 G Hamilton AIR NZ LGNZ		737.60	737.60	GH 03	Air NZ - Flights for LGNZ conference (July 2023)
2024/2025	CRDEC6940	202412	810121	Conference & Seminars	02/12/2024	443.48	AP BNZ01 Brnz Visa 115779 RF6940 115779/01 Geoff Hamilton West Plaza Wellington		510.00	510.00	GH 04	Accom West Plaza 20 - 22 November 2024
2024/2025	CRAUG9290	202408	125121	Conference & Seminars	01/08/2024	1,713.42	AP BNZ01 Brnz Visa 115314 RF9290 115314/01 s7(2)(a) LGNZ superlocal 2024 conference		1,970.43	1,970.43	GH 05	LGNZ Super Local 24 Conference - Registration
2024/2025	CRNOV8454	202411	810121	Conference & Seminars	19/11/2024	125.00	AP LGN02 Local Governmen 116030 RF8454 116030/01 Registration for Combined Sector Mtg/R &P,Wgt		143.75	143.75	GH 06	Combined Sector Meeting 21 - 22 October 2024
2022/2023	CRJUN9194	202306	125225	Subscriptions	12/06/2023	1,395.65	AP LGN05 Local Governmen 110383 RF9194 110383/01 Local Government Conference - Christchurch 2		1,605.00	1,605.00	GH 07	LGNZ Super Local 23 Conference
2023/2024	CRAUG8586	202308	125121	Conference & Seminars	27/07/2023	52.17	AP LGN05 Local Governmen 110947 RF8586 110947/01 LGNZ Conference - Christchurch		60.00	60.00	GH 08	LGNZ Super Local 23 Fortysouth Breakfast session
2022/2023	CRJUN8914	202306	125121	Conference & Seminars	06/06/2023	180.00	AP SOL04 Solgm 110142 RF8914 110142/01 CE Gala Dinner		207.00	207.00	GH 09	Taituara - Gala Dinner 8 Jun 2023
2023/2024	CRAUG8831	202308	125174	Materials, consumables	20/08/2023	51.00	AP GHA02 Hamilton 0 RF8831 EXPENSE CLAIM		58.65	58.65	GH 10	Provisions Mayor dinner 27 Jul 2023 and Provision s7(2)(b)(ii) meeting 1 Aug 2023
2023/2024	CRAUG8831	202308	125249	Travel Costs	20/08/2023	59.30	AP GHA02 Hamilton 0 RF8831 EXPENSE CLAIM		68.20	68.20	GH 10	Taxi LGNZ Conference in Chch
2024/2025	CRAUG9118	202408	125121	Conference & Seminars	08/07/2024	825.22	AP GHA02 Hamilton 115191 RF9118 115191/01 Chartered Accounts CAANZ Membership		949.00	949.00	GH 11	Exp Claim 202408 - CAANZ Membership
2023/2024	CRAUG8514	202308	810249	Travel Costs - Staff	04/08/2023	47.82	AP GHA02 Hamilton 0 RF8514 EXPENSE CLAIM		54.99	54.99	GH 12	Exp Claim 202308 - Parking x 2
2023/2024	CRAUG8514	202308	310225	Subscriptions	04/08/2023	689.98	AP GHA02 Hamilton 0 RF8514 EXPENSE CLAIM		793.48	793.48	GH 12	Exp Claim 202308 - CAANZ Membership
2023/2024	CRJUN9281	202406	810249	Travel Costs - Staff	05/06/2024	230.78	AP GHA02 Hamilton 0 RF9281 EXPENSE CLAIM		265.40	265.40	GH 13	Exp Claim 202406 - Parking & Breakfast - Taituara Conf and Accom March Mayoral Forum
2022/2023	CRMAY7031	202305	125121	Conference & Seminars	03/04/2023	257.22	AP BNZ01 Brnz Visa 109950 RF7031 109950/01 G Hamilton West Plaza		295.80	295.80	GH 14	West Plaza 2 Mar 2023 Accom Rural & Provincial
2023/2024	CRJUN9504	202406	125121	Conference & Seminars	31/05/2024	583.62	AP BNZ01 Brnz Visa 114525 RF9504 114525/01 Geff Hamilton Rydge wellington for forum		671.16	671.16	GH 15	Rydges Wgtn Accom 8-9 May 2024 Working with Council- Controlled Orgn
	Runfile ID	YYYYMM	Original GL	GL Name	Transaction Date	Value GST				Value relating to	Reference	
					Date	Excl	Details		Value GST Incl	RM or GH	Document	Purpose
2022/2023	CRJUL0017	202306	120121	Conference & Seminars	03/07/2023	1,628.22	AP BNZ01 Brnz Visa 110707 RF17 110707/01 R Mark LGNZ Conference		1,872.45	1,872.45	RM 01	LGNZ Conference 2023
2022/2023	CRJUL0017	202306	120121	Conference & Seminars	03/07/2023	213.91	AP BNZ01 Brnz Visa 110707 RF17 110707/01 R Mark Quest on Lambton Quay		246.00	246.00	RM 02	Public Trust Event June 2023 - Quest
2022/2023	CRJUL0017	202306	120121	Conference & Seminars	03/07/2023	156.52	AP BNZ01 Brnz Visa 110707 RF17 110707/01 R Mark the Angus		180.00	180.00	RM 03	Wgtn Regional Mayoral Forum - The Angus
2023/2024	CRSEP7929	202309	120121	Conference & Seminars	01/08/2023	242.61	AP BNZ01 Brnz Visa 111366 RF7929 111366/01 R Mark AIR NZ CHCH LGNZ		279.00	279.00	RM 04	Air NZ - Flight change for LGNZ conference (July 2023)
2023/2024	CRSEP7929	202309	120121	Conference & Seminars	01/08/2023	561.44	AP BNZ01 Brnz Visa 111366 RF7929 111366/01 R Mark Distinction CHCH LGNZ		645.66	645.66	RM 05	Distinction Chch - LGNZ Accom 26 - 29 Jul 2023
2023/2024	CRSEP7929	202309	120249	Travel Costs - Staff & Councillors	01/08/2023	133.91	AP BNZ01 Brnz Visa 111366 RF7929 111366/01 Parts out of Scope		154.00	99.00	RM 06	Parts out of Scope - Wgtn Airport LGNZ conference July
2023/2024	CRDEC6572	202312	120121	Conference & Seminars	01/11/2023	204.35	AP BNZ01 Brnz Visa 112548 RF6572 112548/01 R Mark Quest on L Quay NZ Celebration National Day Republic		235.00	235.00	RM 07	Accom Quest Nation Day of the Republic of China 5 October 2023
2023/2024	CRDEC6572	202312	120121	Conference & Seminars	01/11/2023	400.02	AP BNZ01 Brnz Visa 112548 RF6572 112548/01 R Mark Atura Wellington Meetings in parliament		460.02	460.02	RM 08	Accom Aura Wgtn Hotel 17 Oct 2023 Parliament Meetings / Radio
2023/2024	CRMAR7456	202403	120121	Conference & Seminars	01/03/2024	246.96	AP BNZ01 Brnz Visa 113512 RF7456 113512/01 R Mark AccomMeeting with Hon Simon Brown		284.00	284.00	RM 09	Accom Atura - Meeting with Hon Simon Brown
2024/2025	CRDEC6940	202412	120121	Conference & Seminars	02/12/2024	-186.96	AP BNZ01 Brnz Visa 115779 RF6940 115779/01 s7(2)(a) Refund on accomation	-	215.00	- 215.00	RM 10	Refund Accom West Plaza 21 Nov 2024
2024/2025	CRDEC6940	202412	120121	Conference & Seminars	02/12/2024	173.91	AP BNZ01 Brnz Visa 115779 RF6940 115779/01 s7(2)(a) Mayor Ron Mark accommdation		200.00	200.00	RM 11	Naumi Hotels Accom 1 Dec 2024 HONO
2024/2025	CRDEC6940	202412	120121	Conference & Seminars	02/12/2024	182.61	AP BNZ01 Brnz Visa 115779 RF6940 115779/01 s7(2)(a) Mayor will require one night accommodation o		210.00	210.00	RM 12	Naumi Hotels Accom 25 Nov 2024 AGM Wgtn Free Ambulance and Wgtn Regional Mtgs
2024/2025	CRDEC6940	202412	120121	Conference & Seminars	02/12/2024	399.13	AP BNZ01 Brnz Visa 115779 RF6940 115779/01 s7(2)(a) Mayor Ron Mark accommdation for LGNZ sector m		459.00	459.00	RM 13	Bay Plaza Accom 20 Nov 2024
2024/2025	CRSEP8466	202409	120121	Conference & Seminars	03/09/2024	215.53	AP BNZ01 Brnz Visa 115651 RF8466 115651/01 Quest accomdation		247.86	247.86	RM 14	Quest on Lambton Accom 2 Sep 2024 Mtgs in Wellington
2024/2025	CROCT8219	202410	120121	Conference & Seminars	02/10/2024	-30.43	AP BNZ01 Brnz Visa 116013 RF8219 116013/01 Return purchase accomadtion	-	34.99	- 34.99	RM 14	Quest on Lambton Accom 2 Sep 2024 Part Refund
2024/2025	CRSEP8466	202409	120121	Conference & Seminars	03/09/2024	970.43	AP BNZ01 Brnz Visa 115651 RF8466 115651/01 s7(2)(a) Ron Mark accom for LGNZ conference		1,115.99	1,115.99	RM 15	Cophthorne Accom 20 to 24 Aug 2024 LGNZ Super Local Conference
2024/2025	CRAUG9290	202408	120121	Conference & Seminars	01/08/2024	128.70	AP BNZ01 Brnz Visa 115314 RF9290 115314/01 Ron Mark accommodation for recreation in parliament grand ha		148.01	148.01	RM 16	Atura Accom 1 Aug 2024 Sport and Recreation in Parliament Grand Hall
2024/2025	CRAUG9290	202408	120121	Conference & Seminars	01/08/2024	2,934.36	AP BNZ01 Brnz Visa 115314 RF9290 115314/01 s7(2)(a) LGNZ superlocal 2024 conference		3,374.51	1,687.26	RM 17	LGNZ Super Local 24 Conference - Registration
2023/2024	CRJAN6644	202401	120121	Conference & Seminars	21/09/2023	100.00	AP LGN02 Local Governmen 111279 RF6644 111279/01 FFLG building consensus event		115.00	115.00	RM 18	FFLG building consensus event 17 - 18 September 2023
2024/2025	CRNOV8480	202411	120121	Conference & Seminars	19/11/2024	125.00	AP LGN02 Local Governmen 116161 RF8480 116161/01 LGNZ Combined Sector Meeting		143.75	143.75	RM 19	Combined Sector Meeting 21 - 22 October 2024
2022/2023	CRMAY7031	202305	120249	Travel Costs - Staff & Councillors	03/04/2023	22.17	AP BNZ01 Brnz Visa 109950 RF7031 109950/01 Ron Mark Parking west plaza		25.50	25.50	RM 20	Japanese Emperor's Birthday Reception 7 Mar 2023
2022/2023	CRMAY7031	202305	120249	Travel Costs - Staff & Councillors	03/04/2023	257.22	AP BNZ01 Brnz Visa 109950 RF7031 109950/01 Ron Mark West Plaza		295.80	295.80	RM 20	West Plaza Accom 21 Nov 2024 Combined Sector meeting organised by LGNZ
2024/2025	CRNOV8311	202411	120121	Conference & Seminars	02/11/2024	186.96	AP BNZ01 Brnz Visa 116334 RF8311 116334/01 Ron Mark combined sector and sector meeting orgasied by LGNZ		215.00	215.00	RM 21	Oats Wellington Hotel 21-22 November 2024
2023/2024	CRMAY7593	202405	120121	Conference & Seminars	14/05/2024	334.38	AP BNZ01 Brnz Visa 114365 RF7593 114365/01 Ron Mark accomodation for Ettie rout guardian angel of ANZA		384.54	384.54	RM 22	Atura Accom 10 Apr 2024 Ettie Rout Guardian Angel of ANZACs
2023/2024	CRAPR6896	202404	120121	Conference & Seminars	02/04/2024	190.24	AP BNZ01 Brnz Visa 113945 RF6896 113945/01 R Mark Quest		218.78	218.78	RM 23	Accom Quest Two days Rural & Provincial Section mtg 11 & 12 April 2025
2023/2024	CRAPR6896	202404	120121	Conference & Seminars	02/04/2024	165.22	AP BNZ01 Brnz Visa 113945 RF6896 113945/01 Ron Mark accomodation		190.00	190.00	RM 24	Accom Riddiford Hotel 22 March 2024 - Wgtn Region Mayoral Forum
									20,716.74	20,716.74		

1 January 2024 to 31 December 2024

Appendix A - 2025-20 –information to be withheld under section of LGOIMA

Reference Documents	Information withheld See – Appendix B	Section of LGOIMA
	CE's information	
GH 01	No information withheld	-
GH 02	Staff name: Former staff names: Staff signature: Former staff signature: Former Deputy Mayor	Withheld under s7(2)(a) Out of scope
GH 03	Former staff signature.	Withheld under s7(2)(a)
GH 04	Staff names	Withheld under s7(2)(a)
GH 05	Staff names: Former Staff External name:	Withheld under s7(2)(a)
GH 06	No information withheld	
GH 07	External name.	Withheld under s7(2)(a)
GH 08	External name.	Withheld under s7(2)(a)
GH 09	No information withheld	
GH 10	Former Deputy Mayor Former staff signatures: Privacy/Commercially Sensitive	Part/s out of scope Withheld under s7(2)(a) Withheld under s7(2)(b)(ii)
GH 11	CE's residential address Former staff signature.	Withheld under s7(2)(a)
GH 12	CE's residential address CE's car registration number	Withheld under s7(2)(a)
GH 13	Former staff names. Staff signature. Former staff signatures. External name. CE's car registration number	Withheld under s7(2)(a)
GH 14	Staff name. Former staff names. Staff signature. Former staff signatures.	Withheld under s7(2)(a)
GH15	Staff name. Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)
	MAYOR's information	
RM 01	Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)
RM 02	Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)

Appendix A - 2025-20 –information to be withheld under section of LGOIMA

Reference Documents	Information withheld See – Appendix B	Section of LGOIMA
RM 03	Staff name. Staff signature. Former staff signatures.	Withheld under s7(2)(a)
RM 04	Staff signature. Former staff signatures.	Withheld under s7(2)(a)
RM 05	Staff name. Staff signature. Former staff name Former staff signatures. Former Deputy Mayor	Withheld under s7(2)(a) Parts out of scope
RM 06	Staff signature. Former staff names. Former staff signatures. Former Deputy Mayor	Withheld under s7(2)(a) Parts out of scope
RM 07	Staff signature. Former staff signatures. External name.	Withheld under s7(2)(a)
RM 08	Staff signature. Former staff names Former staff signatures. External name.	Withheld under s7(2)(a)
RM 09	Staff signature. Former staff name and signature. External name.	Withheld under s7(2)(a)
RM 10	Staff names.	Withheld under s7(2)(a)
RM 11	Staff names. Former staff name External name.	Withheld under s7(2)(a)
RM 12	Staff names. Staff signature. Former staff name	Withheld under s7(2)(a)
RM 13	Staff names. Former staff name. External name.	Withheld under s7(2)(a)
RM 14	Staff names. Staff signature. Former staff name. External name.	Withheld under s7(2)(a)
RM 15	Staff names. Staff signature. Former staff name.	Withheld under s7(2)(a)
RM 16	Staff names. Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)

Appendix A - 2025-20 –information to be withheld under section of LGOIMA

Reference Documents	Information withheld See – Appendix B	Section of LGOIMA
RM 17	Staff names. Former staff name. External name.	Withheld under s7(2)(a)
RM 18	No information withheld	
RM 19	No information withheld	
RM 20	Staff signature. Former staff signature. Mayor's residential address	Withheld under s7(2)(a)
RM 21	Staff names. Staff signature. Former staff name. External name.	Withheld under s7(2)(a)
RM 22	Staff name. Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)
RM 23	Staff name. Staff signature. Former staff name and signature. External name.	Withheld under s7(2)(a)
RM 24	Staff name. Staff signature. Former staff signature. External name.	Withheld under s7(2)(a)

WEST PLAZA HOTEL

LOCATION • COMFORT • STYLE

110 Wakefield Street
Wellington 6011 New Zealand
Phone: +6444731440
E-Mail: reservations@westplaza.co.nz

Page 1 of 1

Tax Invoice

GST: 60-225-435

Geoff Hamilton
28 Holloway Street
Carterton, Wellington 5713
New Zealand

Room	Invoice	CheckIn	CheckOut	Balance
305	125559	08/06/2023	09/06/2023	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
08/06/2023	305	Parking - X1 Night 1st Floor	25.00	0.00	25.00
08/06/2023	305	Accommodation	195.00	0.00	220.00
09/06/2023	305	Credit Card Surcharge	4.40	0.00	224.40
09/06/2023	305	Visa - ...3684 AP: 363565	0.00	224.40	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales	195.13		
		GST - 15%	29.27		

BB
09/06/2023 06:45 AM

Thank you for staying at the West Plaza Hotel!
Please use the invoice number as the reference
Bank Account 02- 0500-0092749-00



TE KĀUMIHĒRA A ROHŌ O KĀPATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form
PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	<div>s 7(2)(a)</div> On behalf of Chief Executive Geoff Hamilton
Name of Supplier	The Fable
Purpose of Request (i.e. a description of what you are purchasing)	Accommodation for LGNZ conference
Code(s) to be Charged To	125121
\$ Amount	\$652.00
Date of Transaction	29/07/2023

s 7(2)(a)

Signed by Applicant

s 7(2)(a)

Cardholder's authorisation


Signed by Manager

5/9/23
Date of authorisation

From: [The Reservations Department](#)
Sent: Thursday, 20 July 2023 1:48 pm
To: s.7(2)(a)
Subject: Booking Confirmation

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

fable.

Dear MR GLOFF HAMILTON

Thank you for choosing the Fable Christchurch for your upcoming visit. Please review your reservation information carefully and contact us if we can be of further assistance or if any information is incorrect. We look forward to welcoming you at the Fable Christchurch.

Reservation No	46360	Guest Name	MR GLOFF HAMILTON	
Arrival Date	Check-in Time	Departure Date	Check-out Time	Total nights
26th July 2023	2:00PM	29th July 2023	11:00AM	3
Room Type	Total Rate (NZD)	Package Detail	Adults	Children
Superior King Room	\$627.00		1	0
Special Request				
Comments				

Reservation Status: Your reservation is currently held on a confirmed basis. If you wish to change or cancel the booking, please contact the hotel directly. Please note that the cancellation policy can change according to rate type.

Reception hours are: 24 hours

Check-in is anytime from: 2:00PM on the day of arrival

Check-out is anytime before: 11:00AM on the day of departure

Credit Card Surcharge: If you are paying by credit card or paywave, please be aware that a surcharge of 2.50% of the applies. You can choose to settle the account with cash or EFTPOS as these do not attract a fee.

Cancellation Policy:

Non-Refundable Rates: Full pre-payment is required at the time of booking and the full prepaid amount is non-refundable (non-cancellable and non-modifiable). The Hotel can provide an invoice with full charge applied if cancelled or in case of

a no show.

Flexible Rates: Pre payment is not required at the time of booking and there is no fees for cancellation if cancelled within the flexible timeframe.

The Hotel can provide an invoice with full charge applied if cancelled outside the flexible timeframe or in case of a no show.

All our Hotel rooms are non-smoking/ non vaping and a charge will apply to guests smoking inside the premises in order to cover any cost relative to cleaning or room being improper to use for next guest.

A valid photo ID (passport, NZ driver's licence, or ID+ card) and a valid credit card are required on arrival.

Please contact the hotel for more information on figures and policies.

If you have any questions, please do not hesitate to contact us on the details below.

Fable Christchurch
166 Gloucester Street Christchurch 8011
64 3 943 3888
reservations@fablechristchurch.com



CHRISTCHURCH

Credit Card Authorization Form

To prevent unauthorized transaction on your credit card, CPG group requires this authorization form to be completed in full. Please attach a copy of the front and back of your Credit Card for name recognition and a valid form of ID.

Date 25 - 29 July 2023

Guests Full Name Mayor Ron Mark and

s 7(2)(a)
OUT OF SCOPE

JOSEPH HAMILTON
(E)

Hotel Fable Christchurch

Booking details

Arrival date 25 July 2023

Departure date 29 July 2023

Number of people: 2 people

Charges accepted:

☐ All charges

☒ Accommodation and breakfast only

☐ Bond

☒ Other (Please Specify) Will be for two separate rooms.

Credit Card Details:

Card Number 4999 1465 2061 3684 Expiry Date 03/26

Cardholder Full Name

s 7(2)(a)

Please note that a 2.5% credit card transaction fee will apply

Email Address if needed

I, Kelly Vatsellas, agree to pay the total amount (including credit card surcharges) according to the card issuer agreement. I hereby authorize CPG group to charge above credit card for goods and services incurred by the nominated guest/s. I agree to be bound by CPG group's terms of use and CPG group instructions for this transaction, and agree to follow the instructions for the return of any service and merchandise.

CANCELLATION POLICY:

Cancellation can be done up to 1800H (6pm) local hotel time the day before the arrival. If reservation is cancelled afterwards, the card number provided would be charged for the first night's stay as penalty.

Signature

s 7(2)(a)



CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Geoff Hamilton
Name of supplier	Air New Zealand Flight to Christchurch 26 July 2023 and Wellington - 29 July 2023
Purpose of Request	Attending the LGNZ SuperLocal23 Conference – Christchurch Dates: 26 to 28 July 2023
Code(s) to be Charged To	125121
\$ Amount (if known)	\$737.60
Date of Transaction	20 July 2023

Betty New 20 July 2023
Signed by Applicant

[Redacted Signature]
Signed by Manager

[Redacted Signature]

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date 20/7/23

Summary

Passenger information 1x Adult

1 MR GEOFFREY HAMILTON
Tkt No: 0862314814659

Helpful Information

[Download the Air New Zealand app](#)
<https://www.airnewzealand.co.nz/air-nz-app>

[Domestic check-in](#)
<https://www.airnewzealand.co.nz/domestic-check-in>

[Fare rules](#)
<https://www.airnewzealand.co.nz/fare-rules>

[Baggage options and rules](#)
<https://www.airnewzealand.co.nz/baggage>

Bags and Flight Add-ons

# Wellington to Christchurch	Carry-on bags	Checked bags	Add-ons
MR GEOFFREY HAMILTON	1 x 7kg	1 x 23kg	

# Christchurch to Wellington	Carry-on bags	Checked bags	Add-ons
MR GEOFFREY HAMILTON	1 x 7kg	1 x 23kg	

Itinerary

MR GEOFFREY HAMILTON

Ticket number 0862314814659



Booking Reference NYJD2H

Wellington to Christchurch WLG CHC

🕒 Check in & Bag Drop closes at 10 00am

✈️ Departs

10:30am



✈️ Arrives

11:35am

Wed, 26 Jul 2023

Wed, 26 Jul 2023

Economy flexichange fare

Operator
AIR NEW ZEALAND

Flight Number
NZ5347

Flight Duration
1h 5m

Booking Class Y

Status: Confirmed

Christchurch to Wellington CHC WLG

🕒 Check in & Bag Drop closes at 8 05am

✈️ Departs

8:35am



✈️ Arrives

9:25am

Sat, 29 Jul 2023

Sat, 29 Jul 2023

Economy flexichange fare

Operator
AIR NEW ZEALAND

Flight Number
NZ338

Flight Duration
50m

Booking Class: M

Status: Confirmed

Flight Details

Information

Check In

Online check in opens 24 hours before any flight. You can check in via your Air New Zealand mobile app, or by clicking on the link in your Air New Zealand online check in email. Alternatively you can check in at the airport at the self-service kiosks or counter. The final check in time applies even if you only have carry-on luggage and includes tagging your checked-in bags and dropping them off if you have them. Failure to check in prior to the final check in time may result in you being unable to travel as planned. See your app or e-ticket for your final check in time. Please remember to carry proof of identity as you may be required to present this at check in, security or when boarding.

Baggage

If you are checking in a bag you can use our self service kiosks at the airport. The kiosk will print your boarding passes and bag tags. At airports that don't have self service kiosks please use counter check in. If you don't have bags to check in, you can go straight to the gate after completing check in.

Your checked baggage allowance is shown in the Bags and Flight Add-ons section and shows any free allowance and any pre-paid extra baggage purchased. Each piece of baggage may weigh up to a maximum of 23kgs (50lbs) with linear dimensions of (length + width + height) of 158cm (62"). Heavier bags up to 32kgs (70lbs) may be accepted for carriage at Air New Zealand's discretion, but will be subject to additional charges. See airnewzealand.co.nz. Excess baggage beyond your free and pre-paid allowance will be subject to space availability on the day of travel and will incur additional charges.

On board you may carry one bag per person with maximum weight 7kgs (15lbs) and maximum total dimensions 118cm (46.5") plus one small personal item. Air New Zealand Elite, Gold and Star Alliance Gold customers are permitted to carry two pieces weighing a maximum combined total of 14kgs (30lbs), with one of those items weighing up to 10kgs (22lbs) (total dimensions 118cm (46.5") each), plus one small personal item. Small items may include a handbag, slimline laptop or duty free goods (where permitted). For specific details visit airnewzealand.co.nz.

Airpoints Elite, Gold, Star Alliance Gold and Koru Club with checked baggage are entitled to one additional piece without charge when traveling in Economy or Premium Economy on Air New Zealand ticketed and operated flights when Air New Zealand baggage rules apply. This offer is not applicable to fares which do not have a baggage allowance e.g. 'seat only' fares.

Prepaid Extra Bag refunds

airnewzealand.co.nz

New Zealand: 0800 737 000 (within NZ)
+64 9 357 3000 (outside NZ)

A STAR ALLIANCE MEMBER

Extra Bag fees are non-refundable unless we change or cancel your flight and we are unable to carry your Extra Bag(s).
Visit airnewzealand.co.nz for full Extra Bag terms and conditions

RELEASED UNDER LGOMIA

Flight Rules

Information

Domestic FlexiChange Fare Rules

Airpoints

Eligible for Airpoints Dollars except when purchased with Airpoints Dollars or airfares booked in F class. Eligible for Status Points except when purchased with Airpoints Dollars.

Changes

Changes permitted at any time prior to departure: You will need to pay any difference between the original fare and the new fare per passenger if changes are made prior to the day of departure. Service fee applies unless changed online.

On day of departure: Can change to earlier or later flight on same route, same day only, subject to availability. No booking change fee or additional fare difference is payable for this change. Service fee applies unless changed online or at the airport.

Cancellation

No refund

Conditions of Carriage

Carriage on Air New Zealand services is subject to Air New Zealand's Conditions of Carriage available at airnewzealand.co.nz.

Refer to [Important Notices](#) that relate to this itinerary/receipt which includes a summary of some of the key matters contained within the Conditions of Carriage.

Receipt

MR GEOFFREY HAMILTON

Tkt No: 0862314814659

Payment		Modified Tax Invoice (RD Approved (GST No: 10-795-889))	
Fare		NZD	636.52
Card payment fee and other fee	(4.86%YR)	NZD	4.86
GST		NZD	96.22
Total Payment		NZD	737.60
NZD 737.60 has been charged to KELLY VITSELIAS's Visa card			

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	CE Geoff Hamilton
Name of supplier	West Plaza Hotel Wellington 20 to 22 November 2024
Purpose of Request	Combined Sector and Sector Meeting organised by LGNZ
Code(s) to be Charged To	810121
\$ Amount (if known)	\$450.00
Date of Transaction	10 October 2024

s 7(2)(a)

Signed by Applicant

Signed by Manager

s 7(2)(a)

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date 10/10/2024

[REDACTED]

From: Geoff Hamilton
Sent: Friday, 11 October 2024 3:23 pm
To: [REDACTED]
Subject: FW: West Plaza Hotel Confirmation - Thank You for booking direct

Follow Up Flag: Follow up
Flag Status: Flagged

Ngā mihi / Kind regards

[REDACTED] | Democratic Services Officer / Executive Assistant | CARTERTON DISTRICT COUNCIL
Waea. 06 379 4030 | Waea pūkuro: 027 444 1561 | Imera [s7\(2\)\(a\)@cdc.govt.nz](mailto:s7(2)(a)@cdc.govt.nz)
PO Box 9 Carterton 5743 | 28 Holloway Street Carterton 5713 | Website www.cdc.govt.nz



From: West Plaza Hotel <donotreply@book-directonline.com>
Sent: Friday, October 11, 2024 3:21 PM
To: Geoff Hamilton <geoffh@cdc.govt.nz>
Subject: West Plaza Hotel Confirmation - Thank You for booking direct

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Reservation confirmation

Thank you, your reservation at West Plaza Hotel has been confirmed

Check-in

20 Nov 2024

from 3:00pm (15:00)

Check-out

22 Nov 2024

Address and contact

110 Wakefield Street, Wellington Central, 6011, New Zealand
04 473 1440

reservations@westplaza.co.nz

West Plaza Hotel is located in the heart of Wellington, opposite the Town Hall and Michael Fowler Centre. Lambton Quay, Cuba Street and many retail stores, restaurants and cafes are a 3-minute walk away. West Plaza Hotel is a spacious, 5 level property located in Wellington CBD, just 3 minutes walk from Te Papa Museum. The hotel features an onsite restaurant and 24-hour reception with luggage storage facilities. Guests enjoy free WiFi throughout the property.

Accommodation

Booking reference number: BB24101117012644

Queen Room / Bed & Breakfast Queen Room

1 adult

450.00 NZD

Reservation details

Guest details

Geoff Hamilton
geoffh@cdc.govt.nz
28 Holloway Street, Carterton, New Zealand, Carterton, 5713, New Zealand
0274441586

Cardholder

s 7(2)(a)

Booked on

11 Oct 2024

Personal request

Could we request that the car parking be charged to the same credit card that is being charged to the room.

Charges

Queen Room / Bed & Breakfast Queen Room	
20 Nov 2024	245.00 NZD
21 Nov 2024	205.00 NZD

Fees

	Total
	450.00 NZD
GST (15.0%) included	58.70 NZD

Policies

Cancellation

Bed & Breakfast Queen Room - Queen Room

Cancellation Policy:

All cancellations and amendments must be received in writing
reservations@westplaza.co.nz

If the booking is cancelled by 4pm, 1 day prior to the arrival at the hotel - no

charge will incur. If the booking is NOT cancelled by 4pm, 1 day prior to the commencement of stay the hotel does reserve the right to charge for the equivalent of one night's accommodation to the credit card used to make the booking. 2% credit card fee applies.

Terms, conditions and Privacy Policy

Standard check-in time 2.00pm

Standard check-out time, 10.00am

Parking Policy

Car parking is available at \$25 per night. Parking can only be arranged on arrival; it cannot be reserved in advance.

Please note our parking is located to the rear of the hotel on 25 Bond Street. Please pull into the tiled entrance of the hotel to check in. If we do not have any parks available on-site, the staff can arrange parking at the Lombard Parking Building (located directly behind the hotel).

We will do this at reception for \$25 on arrival. A 1.8 metre height restriction applies.

Please be advised due to construction being undertaken on the Wellington Town Hall, the section of Wakefield Street outside the front of the hotel is closed for Vehicles from June 2024 – September 2024. We recommend entering 25 Bond Street into google maps for information regarding alternative routes to our parking area.

Guaranteed Reservations

All reservations made on via westplaza.co.nz require a valid credit details to guarantee the reservation. Your card details will be held as a security for the reservation. It will not be charged at the time of reservation however it may be used for payment for late cancellation or no-show fees.

On check-in, we require a valid credit card and photo identification to be provided. This must match the name the reservation is booked under. If the guarantee card is not under the occupants name and is to be used for payment, please email reservations@westplaza.co.nz to request a credit card authorisation form.

For guests traveling without a credit card, full cash payment of accommodation plus a bond of \$200 for incidental charges will be required at check-in. Cash payments include EFTPOS & Debit Cards. The bond will be refunded on departure if hotel services were not used or damaged.

Please note that for all contactless payments & credit card transactions, a surcharge of 2.0% applies. Guests may choose to change their method of payment on check-out to cash or EFTPOS as these methods do not attract this fee.

[Modify reservation](#)

[Cancel reservation](#)

Follow us



RELEASED UNDER E.O. 13526

Tax Invoice

GST: 60-225-435

Geoff Hamilton
28 Holloway Street
Carterton, Wellington 5713
New Zealand

Room	Invoice	CheckIn	CheckOut	Balance
501	147980	20/11/2024	22/11/2024	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
20/11/2024	501	Parking - 2x Nights - Ground Floor	50.00	0.00	50.00
20/11/2024	501	Credit Card Surcharge	10.00	0.00	60.00
20/11/2024	501	Visa - ...3732 AP: 623368	0.00	510.00	-450.00
20/11/2024	501	Accommodation	245.00	0.00	-205.00
21/11/2024	501	Accommodation	205.00	0.00	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales	443.47		
		GST - 15%	66.53		

s 7(2)(a)

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Thursday, 18 July 2024 1:06 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: Receipt_165.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-39

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: LGNZ SuperLocal 2024 Conference
- GL Code to be charged: 125121
- Purpose of Request:

SuperLocal 2024 - Registration confirmation - invoice attached

- Purchase Value: \$1604.25 NZD
- Date of Transaction: 18/07/2024

This was approved by

- s 7(2)(a) on the 18 July 2024
- Cardholder: s 7(2)(a) on the 18 July 2024



Receipt

Geoff Hamilton
Carterton District Council
28 Holloway Street

Carterton
New Zealand

Receipt number LGNZ Conference – New Zealand Local Government Association Inc
LGNZ24-165 PO Box 1214
Receipt date Wellington 6140
Jul 18, 2024 New Zealand
Reference/ID
424

Details	Total NZD
Community Boards Dinner and Awards Night - Purchase	276.00
SuperLocal full access ticket Member Early bird	1,604.25
WREMO/NCMC - Attending	40.25
Visa fee - <424: Hamilton, Mr Geoffrey>	49.93
Payment details	Amount: 1970.43
	Payment type: Visa
	Description: Online credit card payment
	Authorisation: 436636
	Gateway receipt number: 00000001736db3fb

The following paperwork has been attached

Receipt_165.pdf

Flowingly

<http://www.flowingly.io>

RELEASED UNDER LGOMIA



TAX INVOICE

Carterton District Council
 PO Box 9
 Carterton
 Carterton 5743
 NEW ZEALAND

Invoice Date 19 Nov 2024 Invoice Number INV-2704 Reference 116030 GST Number 49455479	New Zealand Local Government Association Inc (trading as Local Government New Zealand) P O Box 1214 Wellington 6140
--	--

Description	Quantity	Unit Price	Amount NZD
Combined Sector Meeting - 21-22 October 2024 - Registration(s) for:			
- Geoff Hamilton	1.00	125.00	125.00
Subtotal			125.00
TOTAL GST 15%			18.75
TOTAL NZD			143.75

Due Date: 20 Dec 2024
 Payment can be made directly to the following account:
 New Zealand Local Government Association Inc
 01-0527-0008244-00
 ANZ North End, Wellington
 SWIFT Code: ANZBNZ22

Any enquiries to:
 office@lgnz.co.nz or 04 9241200

<div> </div>											
PAYMENT ADVICE											
To: New Zealand Local Government Association Inc (trading as Local Government New Zealand) P O Box 1214 Wellington 6140	<table> <tr> <td>Customer</td><td>Carterton District Council</td></tr> <tr> <td>Invoice Number</td><td>INV-2704</td></tr> <tr> <td>Amount Due</td><td>143.75</td></tr> <tr> <td>Due Date</td><td>20 Dec 2024</td></tr> <tr> <td>Amount Enclosed</td><td></td></tr> </table>	Customer	Carterton District Council	Invoice Number	INV-2704	Amount Due	143.75	Due Date	20 Dec 2024	Amount Enclosed	
Customer	Carterton District Council										
Invoice Number	INV-2704										
Amount Due	143.75										
Due Date	20 Dec 2024										
Amount Enclosed											
	Enter the amount you are paying above										

Tax invoice

Mr Geoff Hamilton
Carterton District Council
28 Hollowasy Street

Carterton 5713
New Zealand

Invoice date

Jun 12, 2023

Invoice number

LGNZ23-484

Reference/ID

604

GST number

086-305-208

Purchase order

110189

Local Government Conference 2023

C/- Conference Innovators

228 Papanui Road, Merivale

Christchurch, 8014

New Zealand

Description	Quantity	Price	15% GST	Amount NZD
LGNZ member standard	1	1,395.65	209.35	1,605.00
	TOTAL	1,395.65	209.35	1,605.00

Payment policy

Payment is due 20th of the month following the date of invoice or prior to the conference (whichever comes first).

Direct credit payment

Account name: Local Government Conference Account

Account number: 06-0821-0558108-000

Bank: ANZ Bank NZ Ltd

Branch: Papanui

20 Main North Road, Papanui, Christchurch 8052, New Zealand

Swift code: ANZBNZ22

Credit card payment

Visa, MasterCard or American Express

'Conference Innovators Ltd' will appear on your credit card statement.

Please note a surcharge applies.

Please quote your invoice number: LGNZ23-484

Tax invoice

Mr Geoff Hamilton
Carterton District Council
28 Hollowasy Street

Carterton 5713
New Zealand

Invoice date

Jul 27, 2023

Invoice number

LGNZ23-724

Reference/ID

604

GST number

086-305-208

Purchase order

Local Government Conference 2023

C/- Conference Innovators

228 Papanui Road, Merivale

Christchurch, 8014

New Zealand

Description	Quantity	Price	15% GST	Amount NZD
Fortysouth breakfast session with guest speaker Frances Valentine - Ticket	1	52.17	7.83	60.00
	TOTAL	52.17	7.83	60.00

Payment policy

Payment is due 20th of the month following the date of invoice or prior to the conference (whichever comes first).

Direct credit payment

Account name: Local Government Conference Account

Account number: 06-0821-0558108-000

Bank: ANZ Bank NZ Ltd

Branch: Papanui

20 Main North Road, Papanui, Christchurch 8052, New Zealand

Swift code: ANZBNZ22

Credit card payment

Visa, MasterCard or American Express

'Conference Innovators Ltd' will appear on your credit card statement.

Please note a surcharge applies.

Please quote your invoice number: LGNZ23-724

TAX INVOICE

Carterton District Council
PO Box 9
Holloway Street
Carterton 5743

Invoice Date
6 Jun 2023

Invoice Number
17154

Reference
110142

GST Number
049-723-490

NZ Society of Local
Government Managers
PO Box 10373
The Terrace
Wellington 6143
NEW ZEALAND

Description	Amount NZD
1 seat for Mr Geoff Hamilton to Gala Dinner in TSB Arena, 4 Queens Wharf, Te Whanganui-a-Tara Wellington, New Zealand on 08 Jun 23	180.00
Subtotal	180.00
TOTAL GST 15%	27.00
TOTAL NZD	207.00

Due Date: 20 Jun 2023

Bank: 12 3192 0052393 00, ASB- Wellington Commercial Banking, Level 15, Cnr Jervois Quay And Hunter Streets, Wellington

All accounts related correspondence can be sent to accounts@taituara.org.nz or phone 04 978 1287 if you have any queries.

For training and events, payments are due 7 working days before the course starts.

For others, unless due date has been specified, our terms are on the 20th of the month following the date of the invoice.

PAYMENT ADVICE

To: NZ Society of Local Government Managers
PO Box 10373
The Terrace
Wellington 6143
NEW ZEALAND

Customer	Carterton District Council
Invoice Number	17154
Amount Due	207.00
Due Date	20 Jun 2023
Amount Enclosed	

Enter the amount you are paying above

Once completed and approved, please scan and email the form and receipt, to creditors@cdc.govt.nz

Chch CBD - Airport

CORPORATE CABS LIMIT
CHRISTCHURCH 8023
GST NO. 071 367 827
New Zealand

MID 30665800
TSP 306658000001
INV# 7h6d97
TIME 29JUL2023 06:59
TRAN 004731 CREDIT
ANZ Visa Debit
VISA C
CARD 1277
AID A0000000031010
TVR 0000000000
TSI 0000
ARQ B705052A82C20AFD
AUTH 590917
PURCHASE NZD\$66.40
SURCHARGE NZD\$1.79
TOTAL NZD\$68.19

(0000) APPROVED

CUSTOMER COPY

Cool Out of Scope

Mayer Dinner - hlvz

The Little Fiddle (Wireless)
132 Oxford Terrace Christchurch

* - - - EFTPOS - - -
TERMINAL 0004
27 Jul 23 21:21
VISA CONTACTLESS
AID A0000000031010
APP LABEL ANZ Visa Debit
CARD ****0000000000001277
PAN SEQ Number 00
AUTHORISATION 502120
DPSTKNREF 0000000075609013
REFERENCE 040132
PURCHASE NZD28.00
SURCHARGE NZD0.56
TOTAL NZD28.56

APPROVED

NO CARDHOLDER VERIFICATION

CUSTOMER COPY

PLEASE RETAIN
FOR YOUR RECORDS

David Beehive Meeting

KOKODELI CAFE
GST#135-454-586
GREYTOWN

DATE: 11AUG23
TIME: 04:54
INV: 10410000000000000000
TRAN: 021000
VISA CREDIT
CARD: 1277

CONTACTLESS

APPL: Visa Debit

PRD: A000000000

PIX: 1010

ANQC DISSET 158950154382

TVR: 000000000000

ATC: 0058

TSI: 0000

AUTH: 647203

PURCHASE

TOTAL

NZ\$ 30.10

NZ\$ 30.10

ACCEPTED

INVOICE NUM

021509

CUSTOMER COPY

Dear - CD
received by - Mr
Lawrence S

Once completed and approved, please scan and email the form and receipt, to creditors@cdc.govt.nz

Level 7,
Chartered Accountants House
50 Customhouse Quay
PO Box 11342
Wellington 6142
New Zealand

Email
service@charteredaccountantsnz.com
Phone
0800 469 422 (New Zealand)
+64 4 474 7840 (If Overseas)
Fax
+64 4 473 6303

TAX INVOICE

GST No: 115-682-359

Geoffrey Hamilton

s 7(2)(a)

New Zealand

Invoice Number
INVNZ546863
Invoice Date
30/05/2024
Customer ID
3136165
Total Amount Due
\$0.00
Currency
NZD

Member Number 28425

Description	Year	Ex GST	GST	Total
Chartered Accountant Annual Subscription Fee New Zealand	2024 - 2025	\$825.22	\$123.78	\$949.00
Invoice Total			\$123.78	\$949.00
			Amount Paid	\$949.00
			Invoice Amount to Pay:	\$0.00

How To Pay

Pay Online

Payment is to be made using a credit card via the members portal
www.charteredaccountantsnz.com/

Pay by Credit Card



Invoice Number INVNZ546863

Customer ID: 3136165

Amount Due: \$0.00

Other Payment Options

Pay by Direct Debit

Electronic Payments can be made to our
Westpac Account 03-0506-0222278-003
Swift Code: WPACNZ2W

Please use your Customer ID as the payment reference

Please send Remittance Advice to
debtors@charteredaccountantsnz.com

CARTERTON DISTRICT COUNCIL EXPENSE CLAIM



Name:

Geoff Hamilton

Date of Expense	Description	GL Code	Amount \$
			\$ -
			\$0.00
29/6/23	Chartered Accountant - Annual subscription	810225	\$793.48
2/6/23	Parking - WRCC - CEO Forum	810249	23.91
13/6/23	Parking - WRCC - Mayoral Forum	810249	23.91
2/6/23	Mileage - home - WRCC Forum in Cuba St Wellington. (home - Cuba St = 95km each) (CDC - Cuba St = 86km each) used CDC - Cuba Street 86km each way = 172km @ 95c/km		163.40
		Total Excluding GST:	1004.40
		GST:	126.20 ✓
		Total Including GST:	1130.60
Employee Signature:		Date:	20/7/23.
Managers Approval:		Date:	31/7/23.
Finance Signature:		Date:	

No GST?

841.30

967.50

Total \$848.47
incl GST

No mileage (through payroll)



Chartered Accountants Australia and New Zealand

Level 7,
Chartered Accountants House
50 Customhouse Quay
PO Box 11342
Wellington 6142
New Zealand

Email:
service@charteredaccountantsnz.com
Phone:
0800 489 422 (New Zealand)
+64 4 474 7840 (If Overseas)
Fax:
+64 4 473 6303

Geoffrey Hamilton

s 7(2)(a)

New Zealand

Invoice Number: INVNZ492686
Invoice Date: 29/06/2023
Customer ID: 3136185
Total Amount Due: \$0.00
Currency: NZD

Member Number 28425

Description	Year	Ex GST	GST	Total
Chartered Accountant - Annual Subscription Fee - New Zealand	2023 - 2024	\$793.48	\$119.02	\$912.50
Invoice Total			\$119.02	\$912.50
		Amount Paid		\$912.50
		Invoice Amount to Pay:		\$0.00

How To Pay

Pay Online

Payment is to be made using a credit card via the members portal
www.charteredaccountantsnz.com/

Pay by Credit Card



Invoice Number: INVNZ492686

Customer ID: 3136185

Amount Due: \$0.00

Other Payment Options

Pay by Direct Debit

Electronic Payments can be made to our
Westpac Account: 03-0555-0222278-003
Swift Code: WPACNZ2W

Please use your Customer ID as the payment reference

Please send Remittance Advice to
debtors@charteredaccountantsnz.com

Wilson Parking New Zealand Limited
29 Custom Street West
Auckland

DATE: 2-Jun-23 06:05
INVOICE #: 115638637

GST no. 056-897-631

DESCRIPTION	AMOUNT
Service: Wilson Parking	
s 7(2)(a) / Ghuznee Street, Earlybird Parking. expiry: 02 Jun 2023 7.00pm, max stay 775. Source: ParkMate	\$27.00
Transaction Fee	\$0.50
Payment using VISA **** 155	

Parking - Wellington Regional Leadership Forum
- CEO Forum
- Civil defence / welcome

Civil defence offices - all day 2/6/23.

Total Excl GST	\$23.91
GST	\$3.59
Total	\$27.50

Printed 2 Jun 23 06 05

If you have any questions concerning this invoice, please contact support@parkmate.co.nz

Thank you for parking with us!

Wilson Parking New Zealand Limited
29 Custom Street West
Auckland

DATE: 13-Jun-23 08:30
INVOICE #: 115729667

GST no: 056-897-631

DESCRIPTION	AMOUNT
Service: Wilson Parking	
s 7(2)(a) / Ghuznee Street, Earlybird Parking, expiry: 13 Jun 2023 7:00pm, max stay 630. Source: ParkMate	\$27.00
Transaction Fee	\$0.50
Payment using VISA **** 165	

Wellington Regional Leadership Forum
Meeting - (Mayoral Forum)
Council offices, Cuba St Wellington

Total Excl GST	\$23.91
GST	\$3.59
Total	\$27.50

Printed 13 Jun 23 08:30

If you have any questions concerning this invoice, please contact support@parkmate.co.nz

Thank you for parking with us!

Reimbursement to: Geoff Hamilton

Once completed and approved, please scan and email the form and receipt, to creditors@cdc.govt.nz

Mujos:

RYDGES

NZ Hotel Wellington Management LP
Trading as Rydges Wellington
IRD number 135-079-522 Company No 50083149
75 Featherston Street
Wellington, WEL 6011
New Zealand
Tel : +64 4 499 8686 / Fax : +64 4 499 8687
www.rydges.co.nz/Wellington

Geoffrey Hamilton
New Zealand

Tax Invoice 161513

Room No : 1016
Arrival Date : 07/05/24
Departure Date : 09/05/24
Confirmation no : 11262310
Cashier : s 7(2)(a)
Voucher #
Rydges Wellington 09/05/24

Date	Description	Amount
07/05/24	Deposit Transferred on C/I	-13.16
07/05/24	Credit Card Transaction Fee	13.16
07/05/24	Deposit Transferred on C/I	-658.00
07/05/24	Accommodation	329.00
08/05/24	Portlander Breakfast Food Room# 1016 . CHECK# 1264 35.00 Split Into 25.00 and 10.00	25.00
08/05/24	Accommodation	329.00
09/05/24	Visa Card	-25.00

* indicates non-taxable supply

Due Amount 0.00

Total Nett	605.96 NZD
GST	90.80 NZD
Total Incl GST	696.76 NZD
Balance Due	0.00 NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person

Guest Signature _____



ANZ
Rydges Wellington
75 Featherston Street
Wellington
New Zealand

MID 44170700
TSP 441707000002
TIME 09MAY24 06:54
TRAN 039166 CREDIT
ANZ Visa Debit
VISA
CARD.....1267
RID A00000000003
PIX 1016
TVR 0000000000
TSI 0000
ARO 186850C143A22CA0
AUTH 835111
PURCHASE NZD25.00
TOTAL NZD25.00

(000) APPROVED

CUSTOMER COPY

COBBLER
wellington

The Cobbler Hotel

Guest: Hamilton, Geoff
I.D: 3968
Reference: 171022883348579
Source: Website
Arrival: 21/3/2024
Departure: 22/3/2024

The Cobbler Hotel
3 Eva Street,
Te Aro,
Wellington 6011
+64 4 910 8536
stay@thecobblerhotel.co.nz
GST number 133-660-810

Summary

	Total
Accommodation	\$379.80
Extras	\$0.00
Includes GST 15%	
Total charges	\$379.80
Less payments	\$379.80
Amount outstanding	\$0.00

Charges (Accommodation)

Room	Rate	Total
12	1 night @ \$379.80	\$379.80
Total accommodation (incl GST)		\$379.80

Charges (Extras)

Extra	Date	Unit Price	QTY	Total
There are no extras attached to this booking				
Total extras (incl GST)				\$0.00

Payments

Date	Payment method	Total
12/3/2024	Visa/MasterCard GEOFF HAMILTON ,7155	\$379.80
Total payments taken		\$379.80

claim 1/2 or \$189.90

From: no-reply@primeparking.co.nz
Sent: Tuesday, 7 May 2024 6:54 pm
To: Geoff Hamilton
Subject: E-Receipt from Stout Street Carpark

Categories: Print

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

PRIME PARKING
STOUT ST HOLDINGS LTD
STOUT STREET CARPARK
9-13 STOUT STREET
WELLINGTON
Stout Street

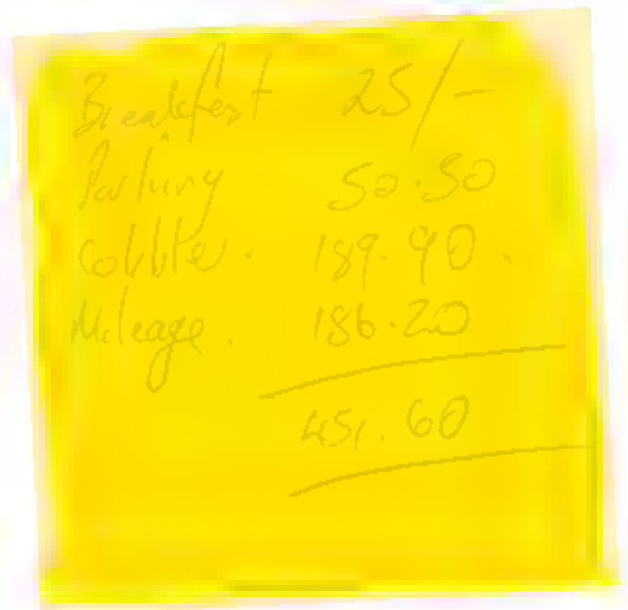
-----EFTPOS-----

TERMINAL ****0002
07 May 24 18:52
Contactless VISA
AID A0000000031010
APP LABEL ANZ Visa Debit
CARD *****1277
PAN SEQ Number 00
AUTHORISATION 517890
REFERENCE 104663
PURCHASE NZD50.50
TOTAL NZD50.50

APPROVED

NO CARDHOLDER VERIFICATION

GST No: 89-113-814
Exp by: 9 May 2024 6:47pm
Vehicle ID: s 7(2)(a)
Passcode



CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	E.A. [REDACTED] s 7(2)(a) on behalf of GE. Geoff Hamilton
Name of supplier	West Plaza Hotel
Purpose of Request	Accommodation for Rural & Provincial 12/13/23
Code(s) to be Charged To	125121
\$ Amount (if known)	\$265 Correct amount is: \$295.80
Date of Transaction	7/2/23

[REDACTED] s 7(2)(a)
Signed by Applicant

Signed by Manager

[REDACTED] s 7(2)(a)
Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date 7/2/23

WEST PLAZA HOTEL

LOCATION • COMFORT • STYLE

110 Wakefield Street
Wellington 6011 New Zealand
Phone: +6444731440
E-Mail: reservations@westplaza.co.nz

Page 1 of 1

Tax Invoice (Copy)

GST: 60-225-435

Geoff Hamilton
28 Holloway Street
Carterton, Wellington 5713
New Zealand

Room	Invoice	CheckIn	CheckOut	Balance
(217)	120843	02/03/2023	03/03/2023	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
02/03/2023	217	Parking - X1 Night First Floor	25.00	0.00	25.00
02/03/2023	217	Accommodation	265.00	0.00	290.00
03/03/2023	217	Credit Card Surcharge	5.80	0.00	295.80
03/03/2023	217	Visa - ...3684 AP: 348166	0.00	295.80	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales	257.22		
		GST - 15%	38.58		

HB
03/05/2023 10:49 AM

Thank you for staying at the West Plaza Hotel!
Please use the invoice number as the reference
Bank Account 02- 0500-0092749-00



Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Geoff Hamilton CE
Name of Supplier	Rydges Wellington
Purpose of Request (i.e. a description of what you are purchasing)	Accommodation required for Forum: Working with Council-Controlled Organisations from 8-9 May 2024 in Wellington
Code(s) to be Charged	120121 12 5121
\$ Amount	\$372.00 (accommodation) (this does not include parking) which will come later with the receipt.
Date of Transaction	22 March 2024

Signed by Applicant

Cardholder's authorisation

Signed by Manager

Date of authorisation

✓ Thank you for your booking



PRINT



ADD TO CALENDAR

SHARE VIA MESSENGER

Confirmation Number: 62715677

Booking details

Name

Geoffrey Hamilton

Phone

0274442586

Email

s 7(2)(a) @cdc.govt.nz

Room Name

Superior King

Occupants

1 adult(s)

Rate Description

Best Flexible Rate

Comments

Geoff Hamilton, Chief Executive Carterton District Council attending the Forum; Working with Council-Controlled Organisations held on 8-9 May 2024. Mr Hamilton will be arriving on 7 May 2024 after 2pm and will require 2 nights accommodation. All meals and non alcoholic drinks to be charged to the credit card number provided with his accommodation. Grateful if you can email all receipts to: s 7(2)(a) @cdc.govt.nz. Thanking you in advance. s 7(2)(a) , Democratic Services Carterton District Council.

Check-in ⓘ

3:00 pm

Check-out

10:00 am

Arrival Date

Tuesday, 7 May 2024

Arrival Time

3:00 pm

Thursday, 9 May 2024



Cookie Disclaimer

This site uses cookies to provide you with the best possible experience. If you have cookies disabled, we recommend you accept cookies in your browser's policy settings.

ROOM PRICE

NZ\$ 658.00

TOTAL COST

NZ\$ 658.00

Hotel details

Hotel Info

Hotel name

Rydges Wellington

Phone

+64 4 4998686

Address

75 Featherston St
WELLINGTON 6011

Email

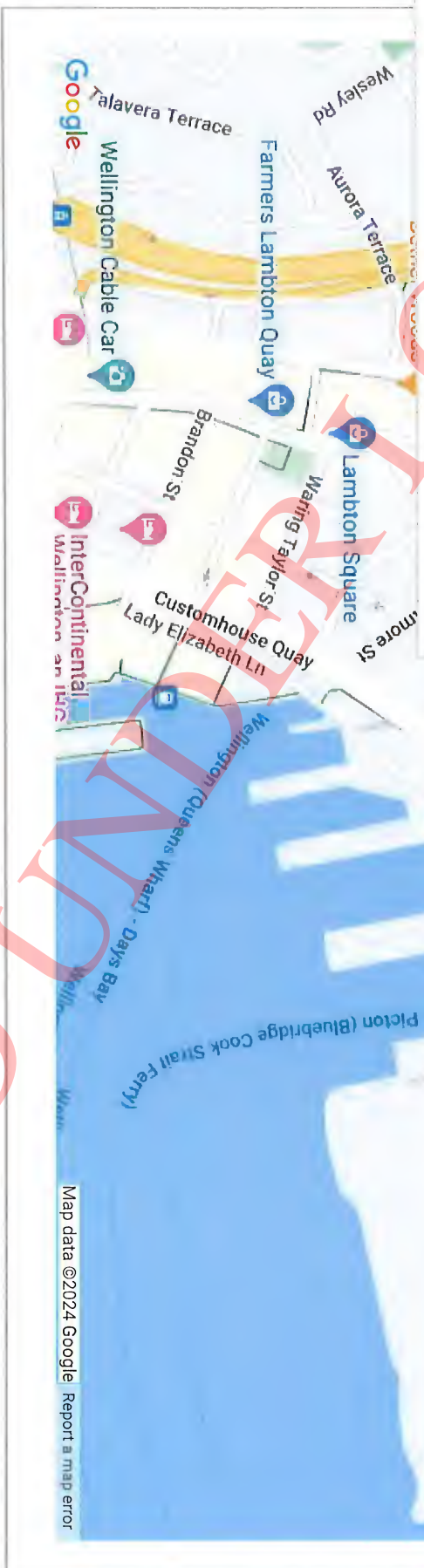
reservations_rydgeswellington@evt.com





Cookie Disclaimer

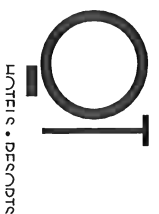
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Map data ©2024 Google Report a map error



RYDGES
HOTELS • RESORTS



- 10% off best rates
- Up to 20% off dining

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LEARN MORE

It only takes 10 seconds!

ATURA
Hotels

INDEPENDENT
COLLECTION 

RELEASED UNDER E.O. 13526

RYDGES

WELLINGTON

NZ Hotel Wellington Management LP
Trading as Rydges Wellington
IRD number 135-078-522 Company No 50083149
75 Featherston Street
Wellington, WEL 6011
New Zealand
Tel : +64 4 499 8686 / Fax : +64 4 4998687
www.rydges.co.nz/Wellington

Karon Ashforth
5713
New Zealand

Information Copy Only

Room No : 0721
Arrival Date : 07/05/24
Departure Date : 09/05/24
Confirmation no : 11782302
Cashier :
Voucher # : s7(2)(a)

Rydges Wellington 07/05/24

Date	Description	Amount
07/05/24	Credit Card Transaction Fee XXXXXXXXXXXX3732 XX/XX	13.16
07/05/24	Visa Card XXXXXXXXXXXX3732 XX/XX	-671.16

* indicates non-taxable supply

Due Amount -658.00

Total Nett	11.44 NZD
GST	1.72 NZD
Total Incl GST	13.16 NZD
Balance Due	-658.00 NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person.

Guest Signature : _____





TE KAUNIHERA Ā ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

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Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	LGNZ Super Local Conference 2023
Purpose of Request (i.e. a description of what you are purchasing)	LGNZ member early bird - \$1,495.00 Conference Opening and Simpson Grierson Welcome Reception - Additional ticket - 85.00 Fortysouth breakfast session with guest speaker Francis Valintine – Ticket - \$60.00 Fulton Hogan Conference Dinner and LGNZ SuperLocal Awards - Additional ticket - \$185.00
Code(s) to be Charged To	120121
\$ Amount	\$ 1,825.00
Date of Transaction	22 June 2023

s 7(2)(a)

22/6/23

Signed by Applicant

s 7(2)(a)

Cardholder's authorisation

Date of authorisation

22/6/23

s 7(2)(a)

Signed by Manager

RELEASED UNDER LGOMIA



Tax invoice

Mayor Ron Mark
28 Holloway Street
Carterton 5713
New Zealand

Invoice date
May 22, 2023
Invoice number
LGNZ23-217
Reference/ID
277
GST number
086-305-208
Purchase order
109997

Local Government Conference 2023
C/- Conference Innovators
228 Papanui Road, Merivale
Christchurch, 8014
New Zealand

Description	Quantity	Price	15% GST	Amount NZD
LGNZ member early bird	1	1,300.00	195.00	1,495.00
Conference Opening and Simpson Grierson Welcome Reception - Additional ticket	1	73.91	11.09	85.00
Fortysouth breakfast session with guest speaker Francis Valintine - Ticket	1	52.17	7.83	60.00
Fulton Hogan Conference Dinner and LGNZ SuperLocal Awards - Additional ticket	1	160.87	24.13	185.00
	TOTAL	1,586.95	238.05	1,825.00

Payment policy

Payment is due 20th of the month following the date of invoice or prior to the conference (whichever comes first).

Direct credit payment

Account name: Local Government Conference Account
Account number: 06-0821-0558108-000
Bank: ANZ Bank NZ Ltd
Branch: Papanui
20 Main North Road, Papanui, Christchurch 8052, New Zealand
Swift code: ANZBNZ22

Credit card payment

Visa, MasterCard or American Express
'Conference Innovators Ltd' will appear on your credit
card statement.
Please note a surcharge applies.

Please quote your invoice number: LGNZ23-217

conference.innovators

Enquiries and remittances to **S 7(2)(a)**
P – +64 3 353 2829
E – **S 7(2)(a)**@conference.nz



Receipt

Mayor Ron Mark
Carterton District Council
28 Holloway Street

Carterton 5713
New Zealand

Receipt number
LGNZ23-185

Receipt date
Jun 22, 2023

Reference/ID
277

Local Government Conference 2023
C/- Conference Innovators
228 Papanui Road, Merivale
Christchurch, 8014
New Zealand

Details	Total NZD
Visa fee - <277: Mark, Mayor Ron>	47.45
Fulton Hogan Conference Dinner and LGNZ SuperLocal Awards - Additional ticket	185.00
LGNZ member early bird	1,495.00
Conference Opening and Simpson Grierson Welcome Reception - Additional ticket	85.00
Fortysouth breakfast session with guest speaker Francis Valentine - Ticket	60.00
Payment details	
Amount:	1872.45
Payment type:	Visa
Description:	Online credit card payment
Authorisation:	746362
Gateway receipt number:	0000000751a7b6c2

Enquiries to **S / (2)(a)**
P - +64 3 353 2829
E - **S / (2)**@conference.nz

conference.
innovators



TE KAUNIHERA A ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address

Name of Applicant	Mayor Ron Mark
Name of Supplier	Quest on Lambton Quay [for one night accommodation] 13 June 2023
Purpose of Request (i.e. a description of what you are purchasing)	Public Trust Event Wellington Lambton Quay – 5:00 pm to 7:30 pm
Code(s) to be Charged To	120121
\$ Amount	\$246.00 [estimate cost]
Date of Transaction	TBC

Signed by Applicant

Signed by Manager

Cardholder's authorisation

Date of authorisation

QUEST

Quest on Lambton
43 The Terrace
Wellington Wellington 6143

GST: 112 303 359
Phone: +64 4 931 2999
reservations@questonlambton.co.nz
www.questonlambton.co.nz

Tax Invoice (NZD)

Invoice No: 35502

Billed To:

Ron Mark
28 Holloway Street
Carterton 5713
New Zealand

Date: 13 Jun 2023
Room: 4-5 - QOL
Adults: 1
Arrive Date: 13 Jun 2023
Depart Date: 14 Jun 2023
Voucher No: BB23060113983993
Account No: 4263781
Reservation No: 2029721
Cashier: s 7(2)(a)

Date	Detail	GST	Amount (Inc. GST)
13 Jun 2023	EFTPOS Receipt #56568, Visa #3684		-\$246.00
	Cancellation Fee.	\$32.09	\$246.00
		NET	\$213.91
		GST	\$32.09
		Total	\$246.00
		Balance	\$0.00

Thank you for staying with us at Quest On Lambton Serviced Apartments. We Trust you enjoyed your stay.

For Direct Credit Payments: 03-0823-0015588-00
Please quote Tax Invoice Number.

If you have any account enquiries please feel free to contact me on info@questonlambton.co.nz

s 7(2)(a)

From: s 7(2)(a)
Sent: Wednesday, 21 June 2023 3 12 pm
To: Quality Hotel The Angus via Booking.com
Subject: Receipt request for: Reservation 3891899238 - Ron Mark 15 June 2023

Kia ora,

Grateful if you could email us the final receipt payment for Reservation 3891899238 - Ron Mark for one night accommodation on 15 June 2023.

We require the receipt for our end of the financial period by 23 June 2023.

Thanking you in advance.



s 7(2)(a)

| Democratic Services Officer | Executive Assistant to Mayor

CARTERTON DISTRICT COUNCIL

Email [s 7\(2\)\(a\)@cdc.govt.nz](mailto:s 7(2)(a)@cdc.govt.nz)

PO Box 9 Carterton 5743 | 28 Holloway Street Carterton 5713 | Website www.cdc.govt.nz



TE KAUNIHĀRA A ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cde.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Quality Hotel the Angus [for one night accommodation 15 June 2023]
Purpose of Request (i.e. a description of what you are purchasing)	Wellington Regional Mayoral Forum Trentham – 9am to 12:30pm
Code(s) to be Charged To	120121
\$ Amount	\$176 [estimate cost] \$180.00 s 7(2)(a)
Date of Transaction	TBC

Signed by Applicant
8/6/23

8/6/23
Date of authorisation

Signed by Manager
s 7(2)(a)

Cardholder's authorisation

Your confirmed booking at **Quality Hotel The Angus** ★★ ★ 3-star hotel

Business trip

Coronavirus (COVID-19) update

We understand you may have concerns about your trip. Try our self-service tools or check with the property to make changes to your booking

- Contact property
- Change dates
- Request to cancel

CNR Waterloo Rd & Cornwall St
5040 Lower Hutt
New Zealand

Show map

Confirmation number 3591599238
PIN code 1409

Check-in
Thursday, 15 June 2023
14 00 - 00 00

Check-out
Friday, 16 June 2023
03 00 - 10 00

★ **Get a better room** for just NZD 5

Price
1 night, 1 room
NZD 180

What's included in this price?

Cancellation is free
For 5 days 11 hours 46 minutes
To cancel for free, you must cancel **before 13 Jun at 23 59 Lower Hutt time** After that time, you will have to pay NZD 180 to cancel.
FREE ● Today
NON-REFUNDABLE 14 Jun

Cancel your booking

Got a question?
+64 4 560 1100

Email the property

Need help?
Contact Customer Service

Change dates

Update card

View policies

View confirmation

Print confirmation

Get to the property

From Wellington Airport (WLG)

Airport taxi
Up to 4 passengers
Free cancellation available
One-way from
NZD 154.52

Trip savings
Car rental - Save 10%
Suzuki S-Cross (or similar)
Free cancellation available
1 day from
~~NZD 96.78~~ NZD 86.20

Add more to your trip

Find things to do
Free cancellation available

Top attractions in
Lower Hutt

Tickets from

Experience the best of Lower Hutt, with attractions, tours, activities and more



Tickets for 2 things to do

NZD 20.30



Book a flight

Flexible options available

Compare thousands of flights, all with no hidden fees

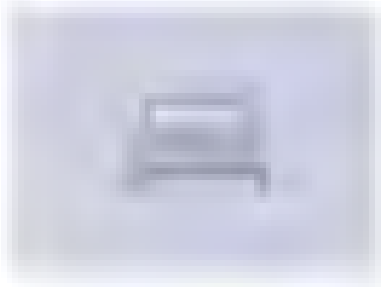
Want a better experience booking your trip?

Let us know what type of trip you've just booked to help us better serve you in the future

Tell us a little more about your trip No, thanks



No need to print your booking confirmation - save it to your phone or tablet in the app! [Click here to send a link to your phone](#)



Superior King Room

[Sign in](#) to see the full details of your booking

Non-smoking room

Toilet paper

Bed Size(s): 1 extra-large double bed

[Get a better room](#)

Important information

Food & beverage services at this property may be limited or unavailable due to Coronavirus (COVID-19)

Before you go: Tips & house rules

You've chosen a great place to stay for your trip. You'll get more privacy, more space and a home away from home that's all yours. Well done! We want to make sure you're aware of some things before you go.

Got kids or furry friends?

All children are welcome. Please check the Children and extra beds policy for details on where your little ones will sleep.

Pets are not allowed

If you still have questions or an urgent issue, your host would be happy to help — feel free to contact them directly: +64 4 560 1100

Travel with peace of mind

Looking for information about travelling safely? The Safety resource centre can help you prepare for your trip and enjoy a safe, relaxing stay.

You can find the local emergency phone numbers to help give you complete peace of mind during your stay in New Zealand

Frequently asked questions

Coronavirus-related support

Cancellations

Payment

Booking details

Communications

Room types

Pricing

Credit cards

Property policies

Extra facilities

Security and awareness

Contact property

For most of your questions, the property is usually the best place to ask

 **Email property**
Send a message to the property, they'll respond as soon as possible
[Send an Email](#)

 **Call property**
+64 4 560 7100

Need help?

② We're here to help answer your questions and manage your booking

[Contact Customer Service](#)

Enjoy the best attractions in


You've got access to top tours, museums and landmarks. Explore what you can enjoy now!

[Discover Lower Hutt attractions](#)

RELEASED UNDER LGOMA

Summary

Passenger information 1x Adult

 HON RON MARK
Tkt No. 0862314956786

Helpful Information


[Download the Air New Zealand app](https://www.airnewzealand.co.nz/air-nz-app)
<https://www.airnewzealand.co.nz/air-nz-app>

[Domestic check-in](https://www.airnewzealand.co.nz/domestic-check-in)
<https://www.airnewzealand.co.nz/domestic-check-in>

[Fare rules](https://www.airnewzealand.co.nz/fare-rules)
<https://www.airnewzealand.co.nz/fare-rules>

[Baggage options and rules](https://www.airnewzealand.co.nz/baggage)
<https://www.airnewzealand.co.nz/baggage>

Bags and Flight Add-ons

 Christchurch to Wellington	Carry-on bags	Checked bags	Add-ons
HON RON MARK	1 x 7kg	1 x 23kg	

Itinerary

HON RON MARK

Ticket number: 0862314956786



Booking Reference: **D5SBRH**

Christchurch to Wellington CHC - WLG

🕒 Check in & Bag Drop closes at 8:05am

➤ **Departs**
8:35am

Sun, 30 Jul 2023

Operator
AIR NEW ZEALAND



➤ **Arrives**
9:25am

Sun, 30 Jul 2023

Flight Number
✈ NZ338

Flight Duration
50m

Economy - flexichange fare

Booking Class: Y

Status: Confirmed

Flight Details

Information

Check in

Online check in opens 24 hours before any flight. You can check in via your Air New Zealand mobile app, or by clicking on the link in your Air New Zealand online check in email. Alternatively, you can check in at the airport at the self-service kiosks or counter. The final check in time applies even if you only have carry-on luggage and includes tagging your checked-in bags and dropping them off if you have them. Failure to check in prior to the final check in time may result in you being unable to travel as planned. See your app or e-ticket for your final check in time. Please remember to carry proof of identity as you may be required to present this at check in, security or when boarding.

Baggage

If you are checking in a bag you can use our self-service kiosks at the airport. The kiosk will print your boarding passes and bag tags. At airports that don't have self-service kiosks, please use counter check in. If you don't have bags to check in, you can go straight to the gate after completing check in.

Your checked baggage allowance is shown in the Bags and Flight Add-ons section and shows any free allowance and any pre-paid extra baggage purchased. Each piece of baggage may weigh up to a maximum of **23kgs (50lbs)** with linear dimensions of (length + width + height) of **158cm (62")**. Heavier bags up to **32kgs (70lbs)** may be accepted for carriage at Air New Zealand's discretion, but will be subject to additional charges. See airnewzealand.co.nz. Excess baggage beyond your free and pre-paid allowance will be subject to space availability on the day of travel and will incur additional charges.

On board you may carry one bag per person with maximum weight **7kgs (15lbs)** and maximum total dimensions **118cm (46.5")** plus one small personal item. Air New Zealand Elite, Gold and Star Alliance Gold customers are permitted to carry two pieces weighing a maximum combined total of **14kgs (30lbs)**, with one of those items weighing up to **10kgs (22lbs)** (total dimensions **118cm (46.5")** each), plus one small personal item. Small items may include a handbag, slimline laptop or duty free goods (where permitted). For specific details visit airnewzealand.co.nz.

Airpoints Elite, Gold, Star Alliance Gold and Koru Club with checked baggage are entitled to one additional piece without charge when traveling in Economy or Premium Economy on Air New Zealand ticketed and operated flights when Air New Zealand baggage rules apply. This offer is not applicable to fares which do not have a baggage allowance e.g. 'seat only' fares.

Prepaid Extra Bag refunds

Extra Bag fees are non-refundable unless we change or cancel your flight and we are unable to carry your Extra Bag(s). Visit airnewzealand.co.nz for full Extra Bag terms and conditions.

Flight Rules

Information

Domestic FlexiChange Fare Rules

Airpoints

Eligible for Airpoints Dollars except when purchased with Airpoints Dollars or airfares booked in F class. Eligible for Status Points except when purchased with Airpoints Dollars.

Changes

Changes permitted at any time prior to departure: You will need to pay any difference between the original fare and the new fare per passenger if changes are made prior to the day of departure. Service fee applies unless changed online.

On day of departure: Can change to earlier or later flight on same route, same day only, subject to availability. No booking change fee or additional fare difference is payable for this change. Service fee applies unless changed online or at the airport.

Cancellation

No refund.

Conditions of Carriage

Carriage on Air New Zealand services is subject to Air New Zealand's Conditions of Carriage available at airnewzealand.co.nz.

Refer to [Important Notices](#) that relate to this itinerary/receipt which includes a summary of some of the key matters contained within the Conditions of Carriage.

Receipt

HON RON MARK

Tkt No. 0862314956786

Payment		Modified Tax Invoice IRD Approved (GST No: 10-795-869)
GST		0.00
Total Payment		0.00



TE KAIHIERA Ā ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cde.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Air New Zealand Change travel date from CHCH to WG on 29 July 2023 to Sunday 30 July 2023.
Purpose of Request (i.e. a description of what you are purchasing)	Returning to Wellington from CH from the LGNZ SuperLocal23 Conference held on 26 to 28 July 2023.
Code(s) to be Charged To	120121
\$ Amount	Additional payment \$279.00
Date of Transaction	27 July 2023

Signed by Applicant

Date of authorisation

Signed by Manager

Cardholder's authorisation

Summary

Passenger information 1x Adult

✈ HON RON MARK

Tkt No 0862314956786

Helpful Information

[Download the Air New Zealand app](#)

<https://www.airnewzealand.co.nz/air-nz-app>

[Domestic check in](#)

<https://www.airnewzealand.co.nz/domestic-check-in>

[Fare rules](#)

<https://www.airnewzealand.co.nz/fare-rules>

[Baggage options and rules](#)

<https://www.airnewzealand.co.nz/baggage>

Bags and Flight Add-ons

✈ Christchurch to Wellington

Carry-on bags

Checked bags

Add-ons

HON RON MARK

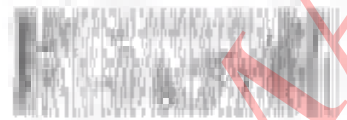
1 x 7kg

1 x 23kg

Itinerary

HON RON MARK

Ticket number 0862314856786



Booking Reference: D55BRH

Christchurch to Wellington CHC WLG

🕒 Check in & Bag Drop closes at 1:35pm

✈️ Departs 2:05pm Sun 30 Jul 2023	➔	✈️ Arrives 2:55pm Sun, 30 Jul 2023	Economy flexichange fare
Operator AIR NEW ZEALAND		Flight Number # NZ360	Flight Duration 50m
		Booking Class: Y	Status: Confirmed

Flight Details

Information

Check in

Online check in opens 24 hours before any flight. You can check in via your Air New Zealand mobile app, or by clicking on the link in your Air New Zealand online check in email. Alternatively, you can check in at the airport at the self-service kiosks or counter. The final check in time applies even if you only have carry-on luggage and includes tagging your checked in bags and dropping them off if you have them. Failure to check in prior to the final check in time may result in you being unable to travel as planned. See your app or e ticket for your final check in time. Please remember to carry proof of identity as you may be required to present this at check in, security or when boarding.

Baggage

If you are checking in a bag you can use our self-service kiosks at the airport. The kiosk will print your boarding passes and bag tags. At airports that don't have self-service kiosks, please use counter check in. If you don't have bags to check in, you can go straight to the gate after completing check in.

Your checked baggage allowance is shown in the Bags and Flight Add-ons section and shows any free allowance and any pre-paid extra baggage purchased. Each piece of baggage may weigh up to a maximum of 23kgs (50lbs) with linear dimensions of (length + width + height) of 158cm (62"). Heavier bags up to 32kgs (70lbs) may be accepted for carriage at Air New Zealand's discretion, but will be subject to additional charges. See airnewzealand.co.nz. Excess baggage beyond your free and pre-paid allowance will be subject to space availability on the day of travel and will incur additional charges.

On board you may carry one bag per person with maximum weight 7kgs (15lbs) and maximum total dimensions 118cm (46.5") plus one small personal item. Air New Zealand Elite, Gold and Star Alliance Gold customers are permitted to carry two pieces weighing a maximum combined total of 14kgs (30lbs) with one of those items weighing up to 10kgs (22lbs) (total dimensions 118cm (46.5") each) plus one small personal item. Small items may include a handbag, slimline laptop or duty free goods (where permitted). For specific details visit airnewzealand.co.nz.

Airpoints Elite, Gold, Star Alliance Gold and Koru Club with checked baggage are entitled to one additional piece without charge when traveling in Economy or Premium Economy on Air New Zealand ticketed and operated flights when Air New Zealand baggage rules apply. This offer is not applicable to fares which do not have a baggage allowance e.g. seat only fares.

Prepaid Extra Bag refunds

Extra Bag fees are non refundable unless we change or cancel your flight and we are unable to carry your Extra Bag(s). Visit airnewzealand.co.nz for full Extra Bag terms and conditions.

Flight Rules

Information

Domestic FlexiChange Fare Rules

Airpoints

Eligible for Airpoints Dollars except when purchased with Airpoints Dollars or airfares booked in F class. Eligible for Status Points except when purchased with Airpoints Dollars

Changes

Changes permitted at any time prior to departure: You will need to pay any difference between the original fare and the new fare per passenger if changes are made prior to the day of departure. Service fee applies unless changed online

On day of departure: Can change to earlier or later flight on same route, same day only, subject to availability. No booking change fee or additional fare difference is payable for this change. Service fee applies unless changed online or at the airport

Cancellation

No refund

Conditions of Carriage

Carriage on Air New Zealand services is subject to Air New Zealand's Conditions of Carriage available at airnewzealand.co.nz

Refer to [Important Notices](#) that relate to this itinerary/receipt which includes a summary of some of the key matters contained within the Conditions of Carriage

Receipt

RON RON MARK

Tkt No 0862314956786

Payment		Modified Tax Invoice IRD Approved (GST No. 10-795-869)	
Fare Balance		NZD	346.95
Prepaid card payment fee and/or other fees*	(4.85%R)		
Additional Costs			
Additional Fare		NZD	216.52
Service fee		NZD	26.09
GST		NZD	36.39
Additional Payment		NZD	279.00
*Does not include any Service Fees that you have previously paid to Air New Zealand. Refer to your previous Electronic Ticket/Receipts for details.			
Payments highlighted in grey were processed at an earlier date.			
0862314956786 Issued in exchange of ticket number 0862313539635			
NZD 279.00 has been charged to KELLY VATSELIAS's Visa card			



TE KAUNIHERA-A-ROHE O TAIRĀHITI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Distinction Christchurch Hotel Accommodation
Purpose of Request (i.e. a description of what you are purchasing)	LGNZ Conference (Christchurch) 26-28 July 2023 Accommodation for two extra nights 25 & check out 29 July 2023
Code(s) to be Charged To	120121
\$ Amount	\$784.00 [estimate cost]
Date of Transaction	TBC

Signed by Applicant

Signed by Manager

Cardholder's authorisation

Date of authorisation

Tax Invoice 174737

Main Account
GST No. 119-298-903



DISTINCTION CHRISTCHURCH

• HOTEL •

Arrival: 26/07/2023
Departure: 29/07/2023
Voucher: 277
PO#

Page 1 Room 814

Date	Description	Reference	Comment	Amount
26/07/2023	Accommodation	GCRPRO		\$211.00
27/07/2023	Accommodation	GCRPRO		\$211.00
28/07/2023	Accommodation	GCRPRO		\$211.00
29/07/2023	Credit Card Fee	****3684	Payment	\$12.56
29/07/2023	Visa Card	****3684	Payment	(\$645.56)
Total NZ Dollars including 15% GST				\$0.00
GST Total				\$82.56

Charge Account:

Signature _____

Reservation: 1/4/3/

Distinction Christchurch Hotel



Thank you for choosing to stay at Distinction Christchurch Hotel. We are pleased to confirm your reservation as follows:

Guest Name(s): Mark, Ron;

Arrival: 26/07/2023

Departure: 29/07/2023

Adults: 1

Children: 0

Infants: 0

Room Type: Classic Twin

Total Charge (including 15% GST): \$633.00

Payment Type: Charge Back

Car parking: On-site valet car parking is available at a cost of \$30 per night.

Check In Time: the check in time is from 15:00 hours (3pm). If you require an earlier check in time, please contact the Hotel and we will endeavour to meet your request, subject to availability.

Check Out Time: the check out time is 11:00 hours (11am). A later check out time can be arranged in advance but this is subject to the availability of your room and it may incur additional charges.

Rate Conditions:

Your credit card details will be held on your booking as a guarantee. You may amend or cancel your booking up to 48-hours prior to arrival. In the case of a no show or a cancellation inside 48-hours, the total price of the reservation will be charged to the card held as guarantee.

Payment Conditions:

- All guests must present a valid credit card on arrival. To stay with us you must be 18 years or older or staying with an adult.
- Please note that all credit card transactions incur a 2% processing fee.
- Eftpos and Cash payments are free of any processing fee. If paying by Cash or Eftpos prepayment for accommodation and a bond will be required on arrival.

Our Bank Account details are at the bottom of this page, if you make an advance accommodation payment please enter the Confirmation number in the Reference field. A valid credit card and/or security deposit will remain a check-in request.

We look forward to welcoming you to Distinction Christchurch Hotel. Please do not hesitate to contact us should you have any queries.

Distinction Christchurch Hotel | 14 Cathedral Square | PO Box 1174 | Christchurch | New Zealand
Ph: +64 3 3777 000 | Email reservations@distinctionchristchurch.co.nz | www.distinctionchristchurch.co.nz
Bank Account Distinction Christchurch Ltd BNZ 02-0912-0333908-00



Authorization to Charge Credit Card

Guests Names: Mayor Ron Mark and [REDACTED] Out of Scope

Arrival Date: 26 July 2023 Departure Date: 29 July 2023

Point of Contact: [REDACTED] s 7(2)(a) EA to the Mayor

Point of Contact's Telephone Number: 0274441586

Point of Contact's Email Address: [REDACTED] s 7(2)(a) @cdc.govt.nz

Billing Address: Carterton District Council, 28 Holloway Street, Carterton 5713

Name of Card Holder: [REDACTED] s 7(2)(a)

Credit Card Number: 4999 1465 2061 3684

Expiry Date: 3/26 CCV2: 455 Credit Card Type: BNZ Visa

Please circle a billing plan:

- Room Only
- Room and Breakfast
- Room and Meals
- Non-Alcoholic Beverages
- Room, Meals & All Beverages
- Parking
- All charges

Please note credit card surcharges apply. Visa & Mastercard 1.85%, all other credit cards 3.5%. For long stay guests credit card payments are taken weekly in advance.

(If no selection made, we will charge all charges to the credit card)

Additional Notes:

I authorize Distinction Christchurch Limited to bill the above charges to my credit card.

Card Holder's Signature [REDACTED] s 7(2)(a)

*** Please include a LEGIBLE photocopy of the front & back of the Credit Card***

Phone +64 3 3777 000

Email: reservations@distinctionchristchurch.co.nz

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Out of Scope
Name of supplier	Out of scope
Purpose of Request	Out of Scope the Mayor and CE travelling via Air NZ to Christchurch to attend LGNZ SuperLocal23 Conference. Departing 26 July and returning 29 July 2023.
Code(s) to be Charged To	120249 ?
\$ Amount (if known)	\$171.00 (may change)
Date of Transaction	20 July 2023

s 7(2)(a)

Signed by Applicant

s 7(2)(a)

Signed by Manager

s 7(2)(a)

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date 20/7/23

Out of scope

RELEASED UNDER E.O. 13526

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Mayor Ron Mark
Name of supplier	Quest on Lambton Quay Wellington
Purpose of Request	One night accommodation for 5 October 2023 - attending Taipei Economic and Cultural Office New Zealand Celebration of the 112 th National Day of the Republic of China (Taiwan)
Code(s) to be Charged To	120121
\$ Amount (If known)	\$235.00 (estimate cost)
Date of Transaction	12 September 2023

Signed by Applicant

Signed by Manager

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date

12/9/23

QUEST

Quest on Lambton
43 The Terrace
Wellington Wellington 6143

GST: 112 303 359
Phone: +64 4 931 2999
reservations@questonlambton.co.nz
www.questonlambton.co.nz

Tax Invoice (NZD)

Invoice No: 36412

Billed To:

Ron Mark
28 Holloway Street
Carterton 5713
New Zealand

Date: 05 Oct 2023
Room: 3-3 - QOL
Adults: 1
Arrive Date: 05 Oct 2023
Depart Date: 06 Oct 2023
Voucher No: BB23091314640854
Account No: 4453446
Reservation No: 2151877
Cashier: s 7(2)(a)

Date	Detail	GST	Amount (Inc. GST)
04 Oct 2023	EFTPOS Receipt #58564, Visa #7154		-\$235.00
05 Oct 2023	Accommodation - (05-Oct-23). Cancellation fee	\$30.65	\$235.00
		NET	\$204.35
		GST	\$30.65
		Total	\$235.00
		Balance	\$0.00

Thank you for staying with us at Quest On Lambton Serviced Apartments. We Trust you enjoyed your stay.

For Direct Credit Payments: 03-0823-0015588-00
Please quote Tax Invoice Number.

If you have any account enquiries please feel free to contact me on info@questonlambton.co.nz



Thank you! Your reservation has been confirmed.

We've sent a confirmation to the e-mail address Mayor@cdc.govt.nz.

Reference number : #BB23091314640854

Please, keep your reference number accessible for check-in

Booking summary

Accommodation

Prices are in NZD

Studio

Best Flexible Rate

Adults: 1 Children: 0 Infants: 0

NZD 235.00

Total

NZD 235.00

Taxes included

GST

NZD 30.65

Reservation details

Check-in

Thu, 5 Oct 2023

Check-out

Fri, 6 Oct 2023

Number of nights

1

Reservation date

Wed, 13 Sept 2023

Name

Ron Mark

E-mail

Mayor@cdc.govt.nz

Terms, conditions and privacy policy

1. Confirming bookings

All bookings are held in good faith to the arrival and departure date listed in the reservation, at the rate specified. To confirm reservations, either current valid credit card details or a cash deposit equal to the first night's accommodation 10 days prior to arrival are required. Variations to this may apply during peak periods at the property's absolute discretion.

2. Cancellations

A cancellation fee of one night's accommodation will apply to any booking cancelled within 48 hours of arrival time. If no arrival time is specified, 10pm of that day will be deemed the arrival time. Any cancellation fee will automatically be charged to the credit card details provided for confirmation, or deducted from the reservation deposit.

Any property may at their absolute discretion alter these terms and conditions for specific bookings, and advise in writing, the terms and conditions that will apply (e.g. to group bookings or for peak period reservations).

No refund, changes or cancellation is permitted for bookings using 'Advance Purchase' rate.

3. Checking in

Upon arrival, each guest will be required to sign a standard Quest

Property details

-  [120 Lambton Quay](#)
[Wellington, North Island, 6143](#)
-  [+64 4 931 2999](#)
-  [0800 50 80 11](#)
-  [E-mail us](#)
-  [Visit website](#)
http://www.questapartments.co.nz/Accommodation/155/New_Ze

Instructions to the location

Quest on Lambton is located within walking distance of the Queens Wharf Events Centre and Victoria University of Wellington Museum of New Zealand, Westpac Trust Stadium and

registration form, and accept the terms and conditions therein for his/her stay. Check-in time is 2pm unless otherwise arranged with property.

4. Payment

Please check with the property as to which credit cards it accepts. On arrival a pre-authorisation of your credit card for your accommodation amount may be required.

All credit card payments will attract an additional charge 2% of the total invoice. If paying in cash, a room security bond will be required upon arrival. Although a minimum of the first night's accommodation is typically required, this amount may vary from property to property.

Please check with reception at the time of check-in.

Cheques are not accepted as payment for accommodation unless received, banked and cleared 10 days prior to arrival as a full pre-paid deposit. Please check with the property before sending a cheque.

5. Earning Air NZ Airpoints

Every booking is eligible to earn Air NZ Airpoints for stays up to 7 nights.

The points are earned by the Airpoints number of the person staying and not the person booking.

The Airpoints earn is 2.5 Airpoints Dollars for each \$100 of accommodation spend.

Only the cost of accommodation qualifies for Airpoints Dollar earn.

Additional costs including carparking, Wi-Fi, Restaurant chargeback, Pantry shopping or Breakfast packs aren't included and do not qualify for Airpoints Dollars. For any accrual issues please contact Quest Apartment Hotels on 0800 944 400.

Property's cancellation policy

Studio - Best Flexible Rate

A cancellation fee of one night's accommodation will apply to any booking cancelled within 48 hours of arrival time. If no arrival time is specified, 2pm of that day will be deemed the arrival time. Any cancellation fee will automatically be charged to the credit card details provided for confirmation, or deducted from the reservation deposit.

Please note: This excludes advance purchase bookings which are non-refundable, non-cancellable and non-amendable.

Any property may at their absolute discretion alter these terms and conditions for specific bookings, and rate types and advise in writing, the terms and conditions that will apply (e.g. to group bookings or for peak period reservations).

RM 08

ATURA

Wellington

Atura Wellington

24 Hawkestone St, Thorndon, Wellington 6011, New Zealand

Credit Card Authorisation

Please complete all fields on this form. Once complete, use the Submit

Guest Name	Mayor Ron Mark
Confirmation number	61321352
Event Name/ Block Code	One night accommodation
Arrival or Event Date	17 October 2023
Email Address	Mayor@cdc.govt.nz
Contact Telephone Number	06 379 4020
Name as it appears on Credit Card	s 7(2)(a) Carterton District
Charges Approved	Please click "Submit Here" to add your payment information
<input type="checkbox"/> Deposit for Conference in the amount of \$ <input type="checkbox"/> Final Payment of Conference Total <input type="checkbox"/> Accommodation Only <input type="checkbox"/> Accommodation and Breakfast <input checked="" type="checkbox"/> Accommodation, Breakfast, and Parking <input type="checkbox"/> Accommodation and Meals <input type="checkbox"/> All Charges (Excluding Mini Bar) <input type="checkbox"/> All Charges <input type="checkbox"/> Other (Please Specify)	
<p>When settling your account with credit card, a 2% transaction fee applies for Visa, MasterCard, American Express, JCB, and China Union Pay. Fees are subject to change.</p> <p>Authorisation: I hereby authorise the hotel to deduct payment for charges from my credit card relating to this reservation/event as per the information above. I also agree that any additional ancillary or related charges for the reservation/event will be processed from my credit card upon the guest departure/conclusion of the event, and the hotel may place an authorisation on my card during the guest stay/event, for the expected total cost.</p>	
Cardholder's Signature	Date 18/10/23

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Mayor Ron Mark
Name of supplier	Aura Wellington Hotel - 17/10/23
Purpose of Request	Meetings in Parliament re-Carterton/Radio
Code(s) to be Charged To	120121
\$ Amount (if known)	\$393.00 ^{s 7(2)} \$426.00 + Car parking \$25.00
Date of Transaction	16/10/2023

30/11/2023

Signed by Applicant

Signed by Manager

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date

ATURA

Wellington



Wellington Hotel Investments Ltd
Trading as Atura Wellington
GST 116-356 082
24 Hawkestone Street / PO Box 12442
Thorndon, WEL 6011
New Zealand
Tel : +64 4 473 2208 / Fax : +64 4 473 3892
<https://www.aturahotels.com/wellington>

Ron Mark
5713
New Zealand

Information Copy Only 77542

Room No : 802
Arrival Date : 17/10/23
Departure Date : 18/10/23
Confirmation no : 11593863
Cashier : s 7(2)(a)
Voucher # :

Atura Wellington 18/10/23

Date	Description	Amount
17/10/23	Accommodation	426.00
17/10/23	Car Parking	25.00
18/10/23	Credit Card Transaction Fee XXXXXXXXXXXX7154 XX/XX	9.02
18/10/23	Visa Card XXXXXXXXXXXX7154 XX/XX	-460.02
* Indicates non-taxable supply		

Due Amount 0.00

Total Nett 400.01 NZD
GST 60.01 NZD
Total Incl GST 460.02 NZD
Balance Due 0.00 NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me is being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person

Guest Signature : _____





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Name	Ron Mark
Phone	0274442994
Email	mayor@cdc.govt.nz
Room Name	Superior King Room
Occupants	1 adult(s)
Rate Description	To Be Continued.
Check-in	3:00 pm
Check-out	10:00 am
Arrival Date	Tuesday, 17 October 2023
Arrival Time	3:00 pm
Departure Date	Wednesday, 18 October 2023

ROOM PRICE	TOTAL COST
------------	------------

✓ Thank you for your booking



PRINT



ADD TO CALENDAR

SHARE VIA MESSENGER

NZ\$426.00

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+64 4 473 2208
24 Hawkestone StThorndon
WELLINGTON WEL 6011
reservations_aturawellington@evr.com

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Map data ©2023 Google Report a map error



HOTELS • RESORTS



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- Up to 20% off dining
- Collect & redeem points
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TE KAUNIHERA-A-RŌHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form
PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Ature Wellington Hotel – 14 Feb 2024 (one night)
Purpose of Request (i.e. a description of what you are purchasing)	Meeting with Hon Simon Brown - Minister of Local Government (7pm 14 Feb 2024)
Code(s) to be Charged To	120121
\$ Amount	NZ\$259-\$260
Date of Transaction	5 February 2024

Signed by Applicant

Signed by Manager

Cardholder's authorisation

Date of authorisation

✓ Thank you for your booking

 PRINT

 ADD TO CALENDAR

 SHARE VIA MESSENGER

Confirmation Number: 62277353

Booking details

Name	Ron Mark
Phone	0274441586
Email	mayor@cdc.govt.nz
Room Name	Classic King Room
Occupants	1 adult(s)
Rate Description	Best Flexible Rate
Comments	Our Carterton Mayor Hon Ron Mark would like a car park included for the night Grateful if you could his EA S7(2) @cdc.govt.nz your hotel credit card authorisation form for Carterton District Council to complete
Check-in	3 00 pm
Check-out	10:00 am
Arrival Date	Wednesday, 14 February 2024

Arrival Time

3 00 pm

Departure Date

Thursday, 15 February 2024

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ROOM PRICE

NZ\$ 259.00

TOTAL COST

NZ\$ 259.00

Hotel details

Hotel Info

Hotel name

Atura Wellington

Phone

+64 4 473 2208

Address

24 Hawkestone StThorndon
WELLINGTON WEL 6011

Email

reservations_aturawellington@evt.com

Katherine Mansfield
House & Garden

Line Track

Ahumairangi

1 Ave

stown Rd

Lipad L
Rou

ATURA

Wellington

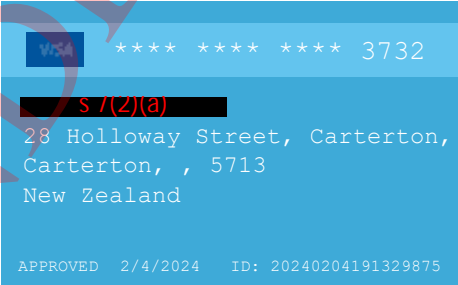


Atura Wellington

24 Hawkestone St, Thorndon, Wellington 6011, New Zealand

Credit Card Authorisation

Please complete all fields on this form. Once complete, use the Submit.

Guest Name	
Confirmation number	
Event Name/ Block Code	
Arrival or Event Date	
Email Address	
Contact Telephone Number	
Name as it appears on Credit Card	s 7(2)(a)
Charges Approved: Deposit for Conference in the amount of \$ Final Payment of Conference Total Accommodation Only Accommodation and Breakfast Accommodation, Breakfast, and Parking Accommodation and Meals All Charges (Excluding Mini Bar) All Charges Other (Please Specify):	Please click "Submit Here" to add your payment information: 
<p>When settling your account with credit card, a 2% transaction fee applies for Visa, MasterCard, American Express, JCB, and China Union Pay. Fees are subject to change.</p> <p>Authorisation: I hereby authorise the hotel to deduct payment for charges from my credit card relating to this reservation/event as per the information above. I also agree that any additional ancillary or related charges for the reservation/event will be processed from my credit card upon the guest departure/conclusion of the event, and the hotel may place an authorisation on my card during the guest stay/event, for the expected total cost.</p>	
Cardholder's Signature:	<div><div>E-Signed : 2024-02-05 12:36 GMT+11:00 s 7(2)(a) s 7(2)(a)@cdc.govt.nz IP: 219.89.113.134 Sertifi Electronic Signature DocID: 20240204190815619</div><div>Date: 2024-02-05</div></div>

Wellington Hotel Investments Ltd
Trading as Atura Wellington
GST 116-356-082
24 Hawkestone Street / PO Box 12442
Thorndon, WEL 6011
New Zealand
Tel : +64 4 473 2208 / Fax : +64 4 473 3892
<https://www.aturahotels.com/wellington>

Ron Mark
5713
New Zealand

Copy of Tax Invoice # 83762

Room No : 313
Arrival Date : 14/02/24
Departure Date : 15/02/24
Confirmation no : 11726077
Cashier : s 7(2)(a)
Voucher # :

Atura Wellington 13/03/24

Date	Description	Amount
14/02/24	Accommodation	259.00
14/02/24	Car Parking	25.00
15/02/24	Visa Card	-284.00

XXXXXXXXXXXX3732 XX/XX

* indicates non-taxable supply

Due Amount 0.00

Total Nett 246.96 NZD
GST 37.04 NZD
Total Incl GST 284.00 NZD
Balance Due 0.00 NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person.

Guest Signature : _____

s 7(2)(a)

From: s 7(2)(a)
Sent: Tuesday, 3 December 2024 2:32 pm
To: Creditors
Cc: s 7(2)(a)
Subject: FW: Your Reservation Has Been Cancelled - Itinerary Number: 9053594207685 West Plaza Hotel

Hi s 7(2)(a),

As requested see email below –confirmation that the accommodation West Plaza Hotel cancelled and we were refunded \$215.00 on 14 November 2024.



s 7(2)(a) | Democratic Services Officer | Executive Assistant to Mayor
CARTERTON DISTRICT COUNCIL
Email: s 7(2)(a)@cdc.govt.nz
PO Box 9 Carterton 5743 | 28 Holloway Street Carterton 5713 | Website: www.cdc.govt.nz

From: West Plaza Hotel <reservations@hotelsone.com>
Sent: Thursday, 14 November 2024 10:21 am
To: Mayor - Ron Mark <Mayor@cdc.govt.nz>
Subject: Your Reservation Has Been Cancelled - Itinerary Number: 9053594207685 West Plaza Hotel

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.



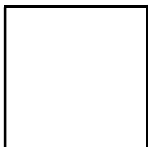
Your reservation has been cancelled.

HotelsOne Itinerary Number: 9053594207685
Check-in: 21 Nov 2024 2:00 PM
Check-out: 22 Nov 2024 10:00 AM
Total rooms: 1
Nights: 1
Guests: 1 adult

Please include the itinerary number in the subject line for all correspondence with HotelsOne.

[Manage your booking online](#)

Hotel



West Plaza Hotel

110 Wakefield Street, Wellington, 6011 NZ

Telephone: +64-44-731440

[Driving Directions](#)

Additional benefits

- Free breakfast
- Free WiFi

Room Details

Room 1 - **Cancelled**

Room Type:	Standard Double Room
Bed:	1 Queen Bed
Smoking:	No
Reserved for:	Ron Mark, 1 adult
Status:	Cancelled, 338436628
Refundable:	Yes

Cancellation Policy

Room 1

We understand that sometimes your travel plans change. We do not charge a change or cancel fee. However, this property (West Plaza Hotel) imposes the following penalty to its customers that we are required to pass on:

Cancellations or changes made after 11:59 PM (GMT+13:00) on 19-11-2024 are subject to a 1 Night Room & Tax penalty. If you fail to check-in for this reservation, or if you cancel or change this reservation after check-in, you may incur penalty charges at the discretion of the property of up to 100% of the booking value.

Refund Information

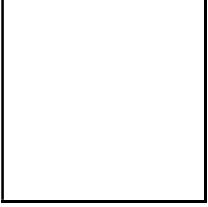
Total refund:

NZD215.00

If you are due a refund, we have issued a refund request. Refunds will process on our side within 24 hours and will return to the form of payment used at the time of booking within 3-7 days or on your next billing cycle.

All amounts are displayed in NZD.

HotelsOne / 827 Union Pacific / Laredo, Texas, 78045 / United States



RELEASED UNDER LGOMIA

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Wednesday, 4 December 2024 1:41 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: nsw_folio_vat_curr_4_en_27222755.PDF

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-131

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: Naumi Studio, 213 Cuba Street Wellington
- GL Code to be charged: 120121
- Purpose of Request:

Hi s 7(2)(a),

As the Deputy Chairman of Wellington Regional CDEM Group and the mayor of CDC, I need to attend this launch. Can you organise accommodation in Wellington for me on the night of 1 Dec 24?

Thank you,

Ron

From the organisers;

Tēnā Koutou Ron,

Re: Karakia Whakatuwheratanga ki te 'HONO'

This invite is a placeholder for the opening of the HONO Māori Emergency Management Network to be held at, T27 Building, Massey University, E Entrance Tasman Street, at 5am on 2 Dec 2024.

It is an iwi partnership space for the uplift of Iwi Māori and communities in the kaupapa of emergency management to bio hazards, natural hazards, climate change and all events that require collaboration, training and education for our rangatahi and pakeke.

Hono is an independent Māori led, owned and operated network.

Hono ' is a network that will provide peacetime emergency management programmes that will serve whanau, hapu, marae, and iwi to enhance current abilities in all areas of science, research and emergency management response. The vision is to lead from within our own communities in this kaupapa.

Hono offices and training rooms will be utilised for this kaupapa amongst any iwi, whanau, hapu, marae who is interested in partnering with the network.

You are invited to the opening karakia that will be facilitated by mana whenua. Please respond with your availability for catering purposes (note there are 72 other guests from across the Wgtn Region including all Mayors).

I will send a reminder with an update as soon as I have more details for you. I needed this in calendars now that we are ready to launch the network.

Nga manaakitanga,

s 7(2)(a)

Major (rtd), HW, the Hon Ron Mark, OSRE (Oman), DSPA (MFO), JP.

Cell phone; +6421570846

The information contained in this email and any attachments is confidential and may be legally privileged. It is intended solely for the addressee(s). Access to this email by anyone else is unauthorised. If you are not the intended recipient, any disclosure, copying, distribution, or any action taken or omitted to be taken on reliance on it, is prohibited and may be unlawful. If you have received this email in error, please notify the above-named sender immediately.

- Purchase Value: \$150 NZD
- Date of Transaction: 26/11/2024

This was approved by

- s 7(2)(a) on the 25 November 2024
- Cardholder: s 7(2)(a) on the 25 November 2024

The following paperwork has been attached

nsw_folio_vat_curr_4_en_27222755.PDF

Flowingly
<http://www.flowingly.io>

**Copy of Tax Invoice****GST No:** 126-321-430

Mr Ron Mark
28 Holloway Street, Carterton, New Zealand
Carterton 5713

Folio No: 68630
Room No: 236
Arrival: 01/12/24
Departure: 02/12/24
Reference:

Company Name
Account No.

Date	Description	Reference	Charges NZD	Credits NZD
01/12/24	Deposit Transferred at Check-In			200.00
01/12/24	Accommodation		200.00	
Total			200.00	200.00
Balance			0.00	NZD
GST			26.09	NZD
Total incl. GST			200.00	NZD

Account Name: Naumi Hotels Wellington Pty Ltd.
SWIFT Code: BKNZNZ22
BSB: 020108
Account No: 0436818000

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Guest Signature: _____

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Tuesday, 26 November 2024 1:08 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: nsw_folio_vat_curr_4_en_26744165.PDF; Naumi Studio Wellington 25 Nov 2024.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-129

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: Naumi Studio, Cuba Street Wellington
- GL Code to be charged: 120121
- Purpose of Request:

Mayor will require one night accommodation on 25 to 26 November 2024 to attend AGM Wellington Free Ambulance in Wellington on 25 November, and Wellington Regional Meetings all day on 26 November 2024. Ron will be Chairing at the Civil Defense Emergency meeting.

- Purchase Value: \$220 NZD
- Date of Transaction: 25/11/2024

This was approved by

- [REDACTED] s 7(2)(a) on the 24 November 2024
- Cardholder: [REDACTED] s 7(2)(a) on the 24 November 2024

The following paperwork has been attached

nsw_folio_vat_curr_4_en_26744165.PDF, Naumi Studio Wellington 25 Nov 2024.pdf

Flowingly

<http://www.flowingly.io>





Mayor/Deputy Mayor Approval Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services for the Mayor/Deputy Mayor. If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to Flowing

Name of Applicant
Mayor Ron Mark
Name of Supplier
Naumi Studio Wellington – 213 Cuba Street.
Purpose of Request (i.e. a description of what you are purchasing)
25 November 2024 - Attending Free Ambulance AGM from 4pm to 6:30pm 26 November 2024 – 9:00 am -Wellington Regional meeting, 11am Civil Defence Emergency Management, 1pm Regional Transport Committee, 2:30pm Regional Transport Committee workshop.
Code(s) to be Charged To
120121
\$ Amount
NZ\$210.00
Date of Transaction

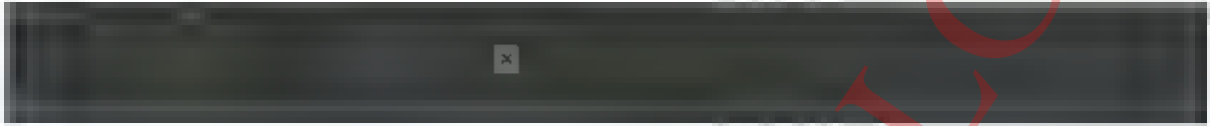
Note: Mayor approval to be signed by Deputy Mayor & CE.
Deputy Mayor to be signed by Mayor

Signed by applicant	Signature	Date of Authorisation
s 7(2)(a)	s 7(2)(a)	25/11/2024
Signed by Deputy Mayor Steve Cretney		25/11/2024
CE Geoff Hamilton		25/11/24

s 7(2)(a)

From: Naumi Studio Wellington <noreply@roomstay.io>
Sent: Monday, 25 November 2024 9 14 am
To: Mayor - Ron Mark
Subject: Ron Mark, We look forward to seeing you!

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.



We look forward to
seeing you!

Itinerary number RS366491



Room 1

Zest Queen

Getaway Deal

Mon 25 Nov, Tue 26 Nov

1 Adult and 0 Children

Rates (per night)

NZ\$210.00

Room total

NZ\$210.00

Total

NZ\$210.00

Including taxes & fees.



Ron Mark - 1 Adult



Mayor@cdc.govt.nz

[View your Itineraries](#)

[Cancel Reservation](#)

Policies

Check-in

After 3:00 PM

Check-out

Before 10:00 AM

Room 1 Zest Queen - Getaway Deal

Guarantee Policy

- Full prepayment is required upon confirmation of booking.
- **BOND** A credit card pre-authorisation of the total cost plus \$100.00 bond per night for a maximum of 3 nights is required on check in. Kindly note credit card holds may take up to 10 working days to reflect on the statement after departure. The bond will be refunded on check out subject to your account balance settlement.
- Credit card used for pre-payment has to be produced during check-in for verification purpose. In the absence of the stipulated card, it will result in the cancellation of the previous transaction and a replacement credit card has to be supplied for payment.
- If you would like to pay on behalf of, please email reservationsnz@naumihotels.com for further information.

House Policy

- Room rates are applicable for up to 2 persons
- In line with Naumi Hotels privacy policy, your data will not be shared with third parties and you can opt out of receiving updates at any time

Cancellation Policy

- Full amount of the reservation will be charged on your credit card shortly after your booking is confirmed. This reservation cannot be cancelled nor modified.
- In case of no-show, a penalty of 100% will apply.
- Payments by credit card will incur a transaction fee reflecting bank charges incurred by the hotel for card payments. Current fees are 2.5% in NZ and 1.1% in AU of the transaction total for Visa, Mastercard, Diners, American Express and JCB Cards.

For all hotel policies & FAQs visit <https://naumihotels.com/studiowellington/faq/>



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RELEASED UNDER LGOMIA

**Tax Invoice****GST No:** 126-321-430

Mr Ron Mark
28 Holloway Street, Carterton, New Zealand
Carterton 5713

Folio No: 68159
Room No: 337
Arrival: 25/11/24
Departure: 26/11/24
Reference:

Company Name
Account No.

Date	Description	Reference	Charges NZD	Credits NZD
26/11/24	Visa	NOW SHOW CHARGE NOW SHOW CHARGE XXXXXXXXXXXX3732		210.00
26/11/24	No Show Charge		210.00	
Total			210.00	210.00
Balance			0.00	NZD
GST			27.39	NZD
Total incl. GST			210.00	NZD

Account Name: Naumi Hotels Wellington Pty Ltd.
SWIFT Code: BKNZNZ22
BSB: 020108
Account No: 0436818000

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Guest Signature: _____



Tax Invoice**GST No:** 126-321-430

Mr Ron Mark
28 Holloway Street, Carterton, New Zealand
Carterton 5713

Folio No: 68159
Room No: 337
Arrival: 25/11/24
Departure: 26/11/24
Reference:

Company Name
Account No.

Merchant ID
Transaction ID 15371232
Approval Code 365464
Approval Amount 210.00

Credit Card # XXXXXXXXXXXXX3732
Credit Card Expiry XX/XX
Capture Method Manual
Transaction Amount 210.00

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Thursday, 14 November 2024 11:06 am
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: Bay Plaza Hotel accommodation 20 to 22 November 2024_Mayor Ron Mark confirmed.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-120

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: Bay Plaza - Oriental Parade
- GL Code to be charged: 120121
- Purpose of Request:

Mayor Ron Mark requests to be in Wellington on 20 November 2024, he has a 7:30am meeting scheduled in Wellington and will require an additional accommodation - a day before the LGNZ Combine sector meeting which starts on 21 November.

Ron is booked with WestPlaza from 21 to 22 November 2024. Unfortunately, WestPlaza does not have any rooms available for 20 November 2024.

Therefore, based on Ron's request to be in town a day before the meeting a room will need to be booked with Bay Plaza hotel - they have rooms available.

- Purchase Value: \$205 NZD
- Date of Transaction: 15/11/2024

- This was approved by
• [REDACTED] s 7(2)(a) on the 13 November 2024
- Cardholder: [REDACTED] s 7(2)(a) on the 13 November 2024

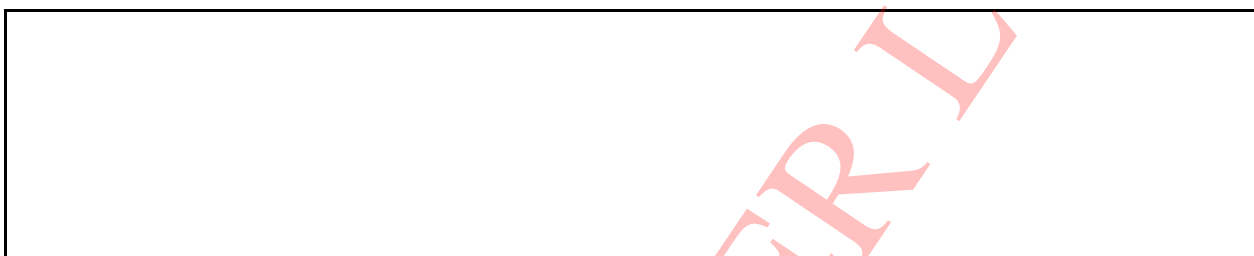
The following paperwork has been attached

Bay Plaza Hotel accommodation 20 to 22 November 2024_Mayor Ron Mark confirmed.pdf

Flowingly
<http://www.flowingly.io>

From: Reservations <Reservations@bayplaza.co.nz>
Sent: Thursday, 14 November 2024 10:35 am
To: s 7(2)(a)
Subject: Booking Confirmation

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.



[Rooms and Services](#) | [Restaurant & Bar](#) | [How to find Us](#) | [Contact Us](#)

Dear MR RON MARK,

Thank you for choosing The Bay Plaza Hotel, Wellington. We are pleased to confirm the following accommodation arrangements:

Reserved for: MR RON MARK
Booking Number: 25061
Rate: 20/11/24 - 21/11/24 : \$ 205.00

Total: \$410.00
Room Type: KING
No. of guest/s: 1 adult/s 0 child/Children
Arrival Date: Wednesday 20th November 2024
Departure Date: Friday 22nd November 2024
Share with:

Comments/Special Requests: RM+BFAST+DINNER+C/PARK EX ALCOHOL CB TO CC ENDING IN 3732

Please note the date of your arrival and departure dates. Should you wish to extend your stay please advise reception at least 24 hours prior to your departure.

CHECK IN TIME IS - 2.00pm ON THE DAY OF ARRIVAL

CHECK OUT TIME IS - 10.00am ON THE DAY OF DEPARTURE

We look forward to welcoming you to the Bay Plaza Hotel. Please notify us if you require any charges to be made to the above reservation.

Car parking for guests is available at the Bay Plaza Hotel at NZ \$20.00 per night. Car parks are limited and cannot be reserved at the time your booking is made. Carparking can be accessed via the front entrance of the hotel on 40-44 Oriental Parade or guests can go directly to the back entrance via 27 Roxburgh St.

A valid credit card is required to guarantee your booking. No payment is charged to the card unless this has been requested at the time of booking. The same card must be presented on arrival to the Hotel with valid photo identification corresponding to the booking name.

Cash payments include Eftpos & Debit cards. For cash payments, a 50% deposit of your entire stay may be required to be sent to the hotel in advance to secure your booking, with the balance being paid on arrival at the Bay Plaza Hotel.

We may require an additional bond payment of up to \$200.00 to cover any miscellaneous charges. This amount will be refunded in full on your departure if hotel services were not used or damaged.

Our terms and conditions may differ over Premier Events or if a discounted room is booked. Please check the terms when making a booking.

Please note that for all credit card or contactless transactions; a surcharge of 2% applies. Guests may choose to change their method of payment on check-out to cash or Eftpos as these methods do not attract this fee.

If you require any further assistance, please contact the hotel on 0064 4 385 7799

Kind Regards,

s 7(2)(a)

CANCELLATION & HOTEL POLICIES

All cancellations and amendments must be received in writing to reservations@bayplaza.co.nz. If the booking is cancelled by 4pm 1 day (24 hours) prior to the arrival at the hotel - no charge will incur. If the booking is NOT cancelled 1 day (24 hours) prior to the commencement of stay the hotel does reserve the right to charge for the equivalent of one night's accommodation to the credit card used to make the booking.

If the booking is received by the hotel from a third party booking source you will need to contact the company who you have made the booking with to discuss the terms of your booking, cancellation and or refund.

Follow us on
Facebook and X



THE BAY PLAZA HOTEL | 40 Oriental Parade | Wellington | New Zealand

reservations@bayplaza.co.nz | <http://www.bayplaza.co.nz> | [Feed Back](#)

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Thursday, 5 September 2024 1:17 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: scan s 7(2)(a) 2024-09-05-11-44-42.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-58

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

Recurring Credit Card Usage Request

- Name of Supplier: Quest on Lampton - Wellington
- GL Code to be charged: 120121
- Purpose of Request: One night accommodation to be booked for Ron on Monday 2 September 2024, for Ron to attend the Wellington Regional meeting booked and confirmed for Tuesday 3 September 2024 from 9am to 2:30 pm.
- Purchase Value: \$208 NZD
- Date of Transaction: 21/08/2024

This was approved by

- s 7(2)(a) on the 20 August 2024
- Cardholder: s 7(2)(a) on the 20 August 2024

The following paperwork has been attached

scan_serah_2024-09-05-11-44-42.pdf

Flowingly

<http://www.flowingly.io>

RELEASED UNDER LGOMA



Mayor/Deputy Mayor Approval Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of supplier	One night accommodation at the Quest on Lambton
Purpose of Request	Mayor attending the following meetings: <ul style="list-style-type: none">Wellington Regional meeting,Civil Defence Emergency ManagementRegional Transport Meeting starts at 9am to 3pm in the afternoon.
Code(s) to be Charged To	120121
\$ Amount (if known)	\$273 – which includes accommodation, breakfast and carpark
Date of Transaction	21 August 2024

Signed by Applicant

Signed by Deputy Mayor Steve Cretney

21 August 2024

Date of authorisation

4 September 2024

Date of authorisation

**Quest on Lambton**

43 The Terrace
Wellington Wellington 6143

GST: 112 303 359
Phone: +64 4 931 2999
reservations@questonlambton.co.nz
www.questonlambton.co.nz

Tax Invoice (NZD)**Invoice No: 38551****Billed To:**

Mr Ron Mark
28 Holloway Street
Carterton WG 5713
New Zealand

Date: 03 Sep 2024
Room: 5-1. - QOL
Adults: 1
Arrive Date: 02 Sep 2024
Depart Date: 03 Sep 2024
Voucher No: 905017395
Account No: 5047928
Reservation No: 2522777
Cashier: s 7(2)(a)

Date	Detail	GST	Amount (Inc. GST)
01 Sep 2024	EFTPOS Receipt #63664, Visa #3732		-\$247.86
	- EFTPOS Transaction Fee.	\$0.63	\$4.86
02 Sep 2024	Accommodation - (02-Sep-24).	\$27.13	\$208.00
03 Sep 2024	EFTPOS Refund #2011, Visa #3732		\$35.00
		NET	\$185.10
		GST	\$27.76
		Total	\$212.86
		Balance	\$0.00

Thank you for staying with us at Quest On Lambton Serviced Apartments. We Trust you enjoyed your stay.

For Direct Credit Payments: 03-0823-0015588-00
Please quote Tax Invoice Number.

If you have any account enquiries please feel free to contact me on info@questonlambton.co.nz

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Monday, 22 July 2024 10:39 am
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: Mayor Ron SuperLocal 2024 Accommodation credit form.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-27

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: Copthorne Wellington Oriental Bay
- GL Code to be charged: 120121
- Purpose of Request: Four-night accommodation required for Mayor Ron Mark to attend the LGNZ conference - SuperLocal 2024.
- Purchase Value: \$1116 NZD
- Date of Transaction: 31/07/2024

This was approved by

- s 7(2)(a) on the 08 July 2024
- Cardholder: s 7(2)(a) on the 08 July 2024

The following paperwork has been attached

Flowingly

<http://www.flowingly.io>

RELEASED UNDER LGOMA

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Mayor Ron Mark
Name of supplier	Accommodation place of stay Copthorne Wellington Oriental Bay
Purpose of Request	Four-night accommodation required, check in on 20 and check out 24 August. Mayor attending the LGNZ conference - SuperLocal 2024
Code(s) to be Charged To	120121
\$ Amount (if known)	\$1,116.00
Date of Transaction	

s 7(2)(a)

18/7/2024

Signed by Applicant

22 / 7 / 2024

Signed by Deputy Mayor Steve Cretney

COPY OF TAX INVOICE

GST REG NO. 65-715-759

Ron Mark
New Zealand

ROOM NO: 0806
ARRIVAL: 20/08/24
DEPARTURE: 24/08/24
ORDER NO.:
INVOICE DATE: 24/08/24
CONF NO: 22317536
INV/FOLIO NO: 271- 268558

PAGE (S) 1 of 1

DATE	DESCRIPTION	REFERENCE	DEBIT	CREDIT
20/08/24	Deposit transfer at check-in			1,116.00
20/08/24	Accommodation		279.00	
21/08/24	Accommodation		279.00	
22/08/24	Accommodation		279.00	
23/08/24	POS One80 Bar Dinner Food	1 Tray Charge 5.001 K.F.C 28.001 Shoestring Fries 12.00	40.00	
23/08/24	POS Room Service Delivery Charge	Room# 0806 : CHECK# 32619494	5.00	
23/08/24	Accommodation		279.00	
24/08/24	XXX Visa Card	****7647		45.00

TOTAL 1,161.00 1,161.00

TOTAL CHARGES 1,161.00

GST 151.43

BALANCE 0.00 GST INCLUDED

* INDICATES NON-TAXABLE SUPPLY

GUEST SIGNATURE

Errors and omissions excepted.

CARTERTON DISTRICT COUNCIL

Application to use Council credit card

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services. If ordering over the internet, please print as much detail as possible including receipts or confirmation slips and file with this form.

Name of Applicant	Mayor Hon. Ron Mark
Name of supplier	Atura Wellington – one night accommodation 22 July 2024. 1 August 2024 <u>24 Hawkestone St Thorndon,</u> <u>Wellington 6011, New Zealand</u>
Purpose of Request	Invitation by Hon. Chris Bishop, Minister of Housing, infrastructure, Sport & Recreation in Parliament Grand Hall
Code(s) to be Charged To	120121
\$ Amount (if known)	\$160.00 (accommodation and breakfast) (this does not include parking – receipt will come later)
Date of Transaction	10 June 2024

Signed by Applicant

Signed by Manager

Authorised by cardholder (Corporate Services Manager / Chief Executive)

Date

From: Atura Hotels <noreply@reservations.aturahotels.com>
Sent: Tuesday, 23 July 2024 8:36 am
To: Mayor - Ron Mark
Subject: Your booking confirmation number: 63726809 at Atura Wellington

Follow Up Flag: Follow up
Flag Status: Flagged

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

PLEASE CHECK YOUR CONFIRMATION DETAILS

12:12:11 PM - 23/07/2024

Atura Wellington

24 Hawkestone St, Wellington, 6011

64 4 473 2208

☐ Send us an email

CONFIRMATION NUMBER
11917541

Thank you for choosing to stay at Atura Wellington - we look forward to welcoming you soon. Your reservation details are outlined below, please contact us directly if you have any queries



GETTING HERE



BOOKING & ROOM DETAILS

Guest Name

Ron Mark

Check In

Thursday, 1 August 2024

Check out

Friday, 2 August 2024

Estimated time of arrival

3 00pm

Estimated time of departure

10 00am

Number of Rooms: 1

1 Adults / 0 Kids / Superior King

Rate Booked

Make Your Escape

Includes

Room and Tax

Dear Ron,

We can't wait to welcome you to Atura Wellington

Atura Hotels are a fresh collection of urban, industrial and art inspired hotels, high on character, service and value. Escape the humdrum and step into somewhere that's always full of surprises.

For any specific questions about reservations, please contact our reservations department at Atura Wellington directly

s 7(2)(a)

General Manager - Atura Wellington

PRICE

Daily Rate \$148.00 01/08/2024

Total NZD \$ inc. GST \$148.00

* All amounts are shown in New Zealand Dollars

IMPORTANT CONDITIONS & POLICIES IN REGARD TO YOUR BOOKING
COVID Safe Action Plan

Please note that travel restrictions and vaccine mandates vary by state, territory and country across Australia & New Zealand.

For the health and safety of our guests in our New Zealand Hotels before you book or travel, ensure you check the latest Government travel requirements, which may include mandatory health declarations, vaccinations, COVID-19 tests, use of face masks, entry permits pre-approval and quarantine (possibly at your own expense), or you could be denied entry.

The following links contain useful information about navigating travel across Australia & New Zealand:

<https://www.health.govt.nz/><https://www.airnewzealand.com.au/covid19>

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Arrival Date

Monday, 22 July 2024

Arrival Time

3:00 pm

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X

Tuesday, 23 July 2024

ROOM PRICE

NZ\$ 148.00

TOTAL COST

NZ\$ 148.00

Hotel details

Hotel Info

Hotel name

Atura Wellington

Phone

+64 4 473 2208

Address

24 Hawkestone St
Thorndon
WELLINGTON WEL 6011

Email

reservations_aturawellington@vt.com

Atura Track

Atura Street

Atura Rd

Atura Ave

Katherine Mansfield
House & Garden

IRIDE

[]

Thank you for your booking

Confirmation Number: 63350536

Booking details

Name

Ron Mark

Phone

0274441586

Email

mayor@cdc.govt.nz

Room Name

Classic King Room

Occupants

1 adult(s)

Rate Description

Bed & Breakfast Flash Sale

Comments

Hon. Ron Mark will require a car park. Statefull if we could reserve a car park for our Mayor for the evening. Payments for the reserved park to be charged to the same card used for our Mayor's accommodation. Receipts to be emailed to mayor@cdc.govt.nz Kind regards

Democratc Services Officer/ Executive Assistant to Mayor CARTERTON DISTRICT COUNCIL Email:

57(2)(a) cdc.govt.nz PO Box 9 Carterton 5743 | 28 Holloway Street Carterton 5713 |

Website

Check-in

3:00 pm

Check-out

10:00 am

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Thursday, 18 July 2024 1:03 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: Receipt_167.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-42

The following Creditor Usage form has been submitted by:

- s 7(2)(a)
- s 7(2)(a)@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: LGNZ SuperLocal 2024 Conference
- GL Code to be charged: 120121
- Purpose of Request: Noting original invoice amount was \$1920.50. Mayor Ron Mark will not be attending Community Boards Dinner and Awards Night which cost \$276.00. \$1920.50 minus \$270.00 = \$1644.50 which is the total cost of Mayor's registration. Please refer to invoices attached.
- Purchase Value: \$1644.5 NZD
- Date of Transaction: 18/07/2024

This was approved by

- s 7(2)(a) on the 18 July 2024
- Cardholder: s 7(2)(a) on the 18 July 2024



Receipt

Hon Ron Mark
Carterton District Council
28 Holloway Street, Carterton, New Zealand

Carterton

Receipt number LGNZ Conference – New Zealand Local Government Association Inc
LGNZ24-167
Receipt date PO Box 1214
Jul 18, 2024 Wellington 6140
Reference/ID New Zealand
425

Details	Total NZD
Visa fee - <425: Mark, Hon Ron>	42.76
SuperLocal full access ticket Member Early bird	1,604.25
WREMO/NCMC - Attending	40.25
Payment details	
Amount:	1687.26
Payment type:	Visa
Description:	Online credit card payment
Authorisation:	202366
Gateway receipt number:	00000001736e8951

The following paperwork has been attached

Receipt_167.pdf

Flowingly

<http://www.flowingly.io>

RELEASED UNDER LGOMIA

RM 18



TAX INVOICE

Carterton District Council
 PO Box 9
 Carterton
 Carterton 5743
 NEW ZEALAND

Invoice Date
 21 Sep 2023

Invoice Number
 INV-2194

Reference
 111279

GST Number
 49455479

New Zealand Local
 Government Association Inc
 (trading as Local Government
 New Zealand)
 P O Box 1214
 Wellington 6140

Description	Quantity	Unit Price	Amount NZD
Let's build consensus on FFLG Event - Wellington 17 - 18 September 2023 - Registration(s) for:			
Mayor Ron Mark	1.00	100.00	100.00
		Subtotal	100.00
		TOTAL GST 15%	15.00
		TOTAL NZD	115.00

Due Date: 20 Oct 2023

Payment can be made directly to the following account:
 New Zealand Local Government Association Inc
 01-0527-0008244-00
 ANZ North End, Wellington
 SWIFT Code: ANZBNZ22

Any enquiries to:
 office@lgnz.co.nz or 04 9241200



PAYMENT ADVICE

To: New Zealand Local Government Association Inc
 (trading as Local Government New Zealand)
 P O Box 1214
 Wellington 6140

Customer	Carterton District Council
Invoice Number	INV-2194
Amount Due	115.00
Due Date	20 Oct 2023
Amount Enclosed	

Enter the amount you are paying above

RM 19



TAX INVOICE

Carterton District Council
PO Box 9
Carterton
Carterton 5743
NEW ZEALAND

Invoice Date
19 Nov 2024

Invoice Number
INV-2693

Reference
116161

GST Number
49455479

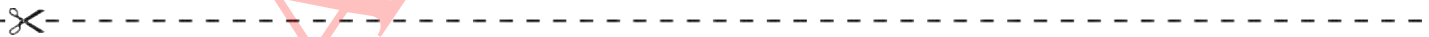
New Zealand Local
Government Association Inc
(trading as Local Government
New Zealand)
P O Box 1214
Wellington 6140

Description	Quantity	Unit Price	Amount NZD
Combined Sector Meeting - 21-22 October 2024 - Registration(s) for:			
- Ron Mark	1.00	125.00	125.00
Subtotal			125.00
TOTAL GST 15%			18.75
TOTAL NZD			143.75

Due Date: 20 Dec 2024

Payment can be made directly to the following account:
New Zealand Local Government Association Inc
01-0527-0008244-00
ANZ North End, Wellington
SWIFT Code: ANZBNZ22

Any enquiries to:
office@lgnz.co.nz or 04 9241200



PAYMENT ADVICE

To: New Zealand Local Government Association Inc
(trading as Local Government New Zealand)
P O Box 1214
Wellington 6140

Customer	Carterton District Council
Invoice Number	INV-2693
Amount Due	143.75
Due Date	20 Dec 2024
Amount Enclosed	

Enter the amount you are paying above

RM 20



TE KAUNIHERA A ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address

Name of Applicant	Mayor Ron Mark
Name of Supplier	West plaza, Wellington
Purpose of Request (i.e. a description of what you are purchasing)	Invitation received in Mayor's inbox from Japanese Embassy to attending Japanese Emperor's Birthday Reception, 7 March 2023
Code(s) to be Charged To	120249
\$ Amount	\$200 - \$295.80
Date of Transaction	2 March 2023

Signed by Applicant

Signed by Manager

Cardholder's authorisation

WEST PLAZA HOTEL

LOCATION • COMFORT • STYLE

110 Wakefield Street
Wellington 6011 New Zealand
Phone: +6444731440
E-Mail: reservations@westplaza.co.nz

Page 1 of 1

Tax Invoice

GST: 60-225-435

Mayor Ron Mark

s 7(2)(a)

New Zealand

Room	Invoice	CheckIn	CheckOut	Balance
(320)	121156	07/03/2023	08/03/2023	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
07/03/2023	320	Deposit Transfer - Advance Deposit	0.00	290.00	-290.00
		02/03/2023 Credit Card Surcharge 5.80			
		02/03/2023 Visa (...3684) -295.80			
07/03/2023	320	Parking - X1 Night Parking Lombard	25.00	0.00	-265.00
07/03/2023	320	Accommodation	290.00	0.00	25.00
08/03/2023	320	Credit Card Surcharge	0.50	0.00	25.50
08/03/2023	320	Visa - ...3684 AP: 315064	0.00	25.50	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales	274.35		
		GST - 15%	41.15		

SHE

08/03/2023 07:44 AM

Thank you for staying at the West Plaza Hotel!
Please use the invoice number as the reference
Bank Account 02- 0500-0092749-00

From: Credit Card Usage Flow <notifications@flowingly.net>
Sent: Wednesday, 23 October 2024 12:54 pm
To: Creditors
Subject: Creditor Card Usage Forms and Paperwork
Attachments: Mayor Ron Mark 21-22 November 2024.pdf

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Workflow ID: FLOW-95

The following Creditor Usage form has been submitted by:

- [REDACTED]
- [REDACTED]@cdc.govt.nz

Type of Credit Card Transaction

One off Credit Card Usage Request

- Name of Supplier: Oats Wellington Hotel - 89 Courtney Place, Wellington
- GL Code to be charged: 120121
- Purpose of Request:

Accommodation required for one night 21-22 November to attend the Combined Sector and Sector meetings organised by LGNZ.

Accommodation cost is between \$297.00 and \$350.00. Hope to book accommodation within 5 working days so that we can get a good deal.

- Purchase Value: \$311 NZD
- Date of Transaction: 31/10/2024

This was approved by

- [REDACTED] s 7(2)(a) on the 10 October 2024
- Cardholder: [REDACTED] s 7(2)(a) on the 10 October 2024

The following paperwork has been attached

Mayor Ron Mark 21-22 November 2024.pdf, Mayor Ron Mark 21-22 November 2024.pdf

Flowingly

<http://www.flowingly.io>

RELEASED UNDER LGOMIA





Mayor/Deputy Mayor Approval Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services for the Mayor/Deputy Mayor. If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to Flowing.

Name of Applicant Mayor Ron Mark
Name of Supplier Accommodation - West Plaza Hotel, Wellington, 21 to 22 November 2024
Purpose of Request (i.e. a description of what you are purchasing) Combined Sector and Sector meeting organised by LGNZ
Code(s) to be Charged To 120121
\$ Amount \$230.00
Date of Transaction 10 October 2024 Flow-95

Note: Mayor approval to be signed by Deputy Mayor & CE.
Deputy Mayor to be signed by Mayor

Signed by applicant	Signature	Date of Authorisation
s 7(2)(a)	s 7(2)(a)	10 October 2024
Signed by Mayor & CE or Deputy		
CE Geoff Hamilton		21/10/24
Deputy Mayor Steve Cretney		23/10/24

s 7(2)(a)

From: Reservations <reservations@westplaza.co.nz>
Sent: Friday, 18 October 2024 12:38 pm
To: Mayor - Ron Mark
Cc: s 7(2)(a)
Subject: FW: Expedia Booking for # 338436628 for Mark, Ron, Arriving 21-Nov-2024

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kia Ora s 7(2)(a)

Please see below confirmation for the Expedia booking in place.

Should you need to amend this reservation or require a receipt, please contact Expedia directly on 0800 998 799

Kind regards,

s 7(2)(a)

Group Reservations & Revenue Manager | West Plaza and Bay Plaza Hotel

Phone: +64 4 917 6544

Web: westplaza.co.nz and bayplaza.co.nz

West Plaza: 110 Wakefield Street, Te Aro, Wellington 6011

Bay Plaza: 40-44 Oriental Parade, Oriental Bay, Wellington 6011

*Celebrate
Christmas at
West Plaza Hotel!*

Let us make this year one to
remember!

Get your friends, colleagues
with a **\$49pp** buffet lunch
or something tailored to you

Available from Mid-November - Mid-December
FREE private dining space with 30 guests max
& **FREE** meal for the organiser with 20 guests

Contact us to start planning

WEST PLAZA HOTEL
• WELLINGTON •

cont

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This email message and any accompanying attachments may contain confidential information. If you are not the intended recipient, do not read, use, distribute or copy this message or attachments. If you have received this message in error, please notify the sender immediately and delete this message. Any views expressed in this message are those of the individual sender. Before opening any attachments, please check them for viruses and defects.

From: no-reply@siteminder.com <no-reply@siteminder.com>
Sent: Friday, 11 October 2024 3:03 PM
To: Reservations <reservations@westplaza.co.nz>
Subject: Expedia Booking for # 338436628 for Mark, Ron, Arriving 21-Nov-2024

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.



New Reservation

Ron Mark
West Plaza Hotel | Expedia Affiliate Network
Check-in: 21-Nov-2024
Check-out: 22-Nov-2024

RESERVATION DETAILS

Booked On: 11-Oct-2024
Booking Confirmation Id: 338436628

Guarantee Information:
GuaranteeType: VIRTUAL CREDITCARD

Guest Count:
Number of adults: 1

Total Price:
215.00 NZD

ROOM - Standard Double Room - Breakfast included - Standalone - SellRate

Check In Date: 21-Nov-2024
Check Out Date: 22-Nov-2024

Guest:
Ron Mark
Guest Count:
Number of adults: 1

Total Price:
215.00 NZD

Smoking:
No

Remarks:
Payment Method: VirtualCard, Remittance Model: Gross, Expedia Collect Booking, 1 Queen Bed, Non-Smoking, Remittance amount: 215.00, Expedia Virtual Card will be activated from the day of Check in.

Daily Room Rate Breakdown:				
Date	Rate Id	Name	Description	Price
21-Nov-2024	230240821			215.00 NZD

PAYMENT DETAILS

Total Booking Cost:
215.00 NZD

Credit Card Type:
MC

Name:
Expedia VirtualCard

Credit Card Number: Expiry:
XXXX-XXXX-XXXX-5208 XX29

CVC:
007

Payment method:
Virtual Card

Balance:
215.00 NZD

Activation date:
20-Nov-2024

Deactivation date:

BOOKER CONTACT DETAILS

Booker Name:
Mark, Ron

Booker Phone:
64 0274447586

Booker Email:
h6342b99ta@m.expediapartnercentral.com

The payment card details will be obtainable from The Channel Manager Reservation Search Tool or via the reservation hyperlink below.

Click the following link to retrieve reservation payment card details:

<http://app-apac.siteminder.com/web/42db340/EXP/4507524e-8114-11e5-8827-02b1347ffa5b/338436628>

Payment card details for this reservation can be obtained by authorised users within The Channel Manager.

support@siteminder.com



TE KAUNIHERA A ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cde.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Atura Hotel, Wellington
Purpose of Request (i.e. a description of what you are purchasing)	Accommodation required for commemoration of Ettie Rout Guardian Angel of ANZACS held in Parliament 10 April 2024 in Wellington
Code(s) to be Charged To	120121
\$ Amount	\$352.00 (accommodation and breakfast) (this does not include parking) which will come later with the receipt.
Date of Transaction	5 April 2024 2024

Signed by Applicant

s 7(2)(a)

Signed by Manager

Cardholder's authorisation

Date of authorisation

✓ Thank you for your booking



PRINT



ADD TO CALENDAR

SHARE VIA MESSENGER

Confirmation Number: 62796901

Booking details

Name Ron Mark
Phone 0274442586
Email **s 7(2)** @cdcc.govt.nz
Room Name Classic Accessible Room
Occupants 1 adult(s)
Rate Description Bed and Breakfast
Comments Hi, Grateful if our Mayor Hon. Ron Mark could have a car park reserved for him when he arrives. Charges for the car park to be charged to the credit card that is used to book his accommodation. If any questions you are welcome to email his EA **s 7(2)(a)** at Carterton District Council on **s 7(2)** @cdcc.govt.nz Kind regards **s 7(2)(a)**
Check-in 3:00 pm
Check out 10:00 am
Arrival Date Wednesday, 10 April 2024
Arrival Time 3:00 pm
Departure Date Thursday, 11 April 2024

ROOM PRICE

NZ\$ 352.00

TOTAL COST

NZ\$ 352.00

Hotel details

Hotel Info

Hotel name Atura Wellington
Phone +64 4 473 2208
Address 24 Hawkestone St Thorndon
WELLINGTON WEL 6011
Email reservations_aturawellington@wt.com



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Wellington Hotel Investments Ltd

Trading as Atura Wellington

GST 116-356-082

24 Hawkestone Street / PO Box 12442

Thorndon, WEL 6011

New Zealand

Tel : +64 4 473 2208 / Fax : +64 4 473 3892

<https://www.aturahotels.com/wellington>

Ron Mark

5713

New Zealand

Information Copy Only 87157

Room No : 111

Arrival Date : 10/04/24

Departure Date : 11/04/24

Confirmation no : 11793563

Cashier : s 7(2)(a)

Voucher # :

Atura Wellington 09/05/24

Date	Description	Amount
10/04/24	Credit Card Transaction Fee XXXXXXXXXXXX3732 XX/XX	7.54
10/04/24	Visa Card XXXXXXXXXXXX3732 XX/XX	-384.54
10/04/24	Accommodation Package 26884145	352.00
10/04/24	Car Parking	25.00
	* indicates non-taxable supply	

Due Amount 0.00

Total Nett	334.39	NZD
GST	50.15	NZD
Total Incl GST	384.54	NZD
Balance Due	0.00	NZD

I agree that I am personally liable for the payment of the foregoing statement and if the person, company or association indicated by me as being responsible for payment of the same does not do so, that my liability for such payment shall be joint and several with such person.

Guest Signature : _____





Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address

Name of Applicant	Mayor Ron Mark
Name of Supplier	Quest Wellington plus offsite parking reservations required
Purpose of Request (i.e. a description of what you are purchasing)	Two days Rural & Provincial Section meeting, 11 & 12 April 2024 Wellington
Code(s) to be Charged To	120121
\$ Amount	NZ\$205 (this does not include parking) which will come later with the receipt.
Date of Transaction	14 March 2024

Signed by Applicant

Signed by Manager

Cardholder's authorisation

Date of authorisation

From: Quest Wellington <reservations@hotelsone.com>
Sent: Thursday, 14 March 2024 3:10 pm
To: Mayor - Ron Mark
Subject: Thanks! Your booking is confirmed at Quest Wellington

Caution: This email originated from outside the council. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Your reservation is confirmed.

The booking you recently made on the HotelsOne website is confirmed. Your reservation details are below.

HotelsOne Itinerary Number:	9040347986665
Check-in:	11 Apr 2024 2:00 PM
Check-out:	12 Apr 2024 10:00 AM
Total rooms:	1
Nights:	1
Guests:	1 adult

Please include the itinerary number in the subject line for all correspondence with HotelsOne.

[Manage your booking online](#)

Hotel



Quest Wellington

Quest Wellington 33 Hunter St, Wellington, 6011 NZ

Telephone: +64-4-9160700

[Driving Directions](#)

Additional benefits

- Free WiFi

Room Details

Room 1 - Confirmed

Room Type: Studio - No Daily Service or Housekeeping

Bed: 1 Queen Bed

Smoking: No

Reserved for: Mayor Hon. Ron Mark, 1 adult

Status: Confirmed, 194496956

Refundable: No

Requests to the hotel: We request carparking to be reserved for our Mayor Hon. Ron Mark for 11 April 2024. Car parking, Breakfast & dinner excluding Alcohol to be charged to the credit card Thank you.

Please note: Preferences and special requests cannot be guaranteed. Special requests are subject to availability upon check-in and may incur additional charges.

Charges

Cost per night per room

(excluding tax recovery charges and service fees)

Date	Room 1	Total per night
11 Apr 2024	NZD155.65	NZD155.65
Total per room	NZD155.65	NZD155.65

Tax Recovery Charges and Service Fees

Tax Recovery Charges and Service Fees *	NZD23.35
---	----------

*) This charge includes estimated amounts the travel service provider (i.e. hotel, car rental company) pays for their taxes, and/or taxes that we pay, to taxing authorities on your booking (including but not limited to sales, occupancy, and value added tax). This amount may also include any amounts charged to us for resort fees, cleaning fees, and other fees and/or a fee we, the hotel supplier and/or the website you booked on, retain as part of the compensation for our and/or their services, which varies based on factors such as location, the amount, and how you booked. For more details, please see the Terms and Conditions

Total cost for entire stay

NZD179.00 PAID

All amounts are displayed in NZD.

Payment Information

We have charged your credit card for the full payment of this reservation.

Card Holder Name:

s 7(2)(a)

Billing Address:

Carterton 5713

Telephone Number:

+0274441586

Email:

mayor@cdc.govt.nz

Your credit card statement will show your itinerary number and HotelsOne in the descriptor of this charge.

Check-in instructions

The front desk is open during the following times

- Monday - Friday 9:00 AM - 7:00 PM
- Friday - Sunday: 9:00 AM - 5:00 PM

This property doesn't offer after-hours check-in. To make arrangements for check-in please contact the property at least 72 hours before arrival using the information on the booking confirmation. Guests must contact the property in advance for check-in instructions. Front desk staff will greet guests on arrival.

- Extra-person charges may apply and vary depending on property policy
- Government-issued photo identification and a credit card, debit card, or cash deposit may be required at check-in for incidental charges
- Special requests are subject to availability upon check-in and may incur additional charges; special requests cannot be guaranteed
- This property accepts credit cards; cash is not accepted
- This property is professionally cleaned
- Safety features at this property include a fire extinguisher and a smoke detector

- Please note that cultural norms and guest policies may differ by country and by property, the policies listed are provided by the property

Check-in: 2:00 PM - 7:00 PM

Check-out: 10:00 AM

Minimum check-in age is 18

- Fee for continental breakfast: approximately NZD 15 per person
- Nearby parking fee: NZD 39 per day (656 ft away)
- Crib (infant bed) fee: NZD 10.0 per night
- Rollaway bed fee: NZD 40.0 per night
- Credit card charges are subject to a surcharge of 2 percent

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

- The property is professionally cleaned.
- Contactless check-out is available.
- This property welcomes guests of all sexual orientations and gender identities (LGBTQ+ friendly).

Cancellation Policy

Room 1

This rate is non-refundable. If you choose to change or cancel this booking you will not be refunded any of the payment.

Manage your booking online

HotelsOne / 827 Union Pacific / Laredo, Texas 78045 / United States

RELEASED UNDER LGOIMA

QUEST

Quest Wellington
33 Hunter Street
Wellington Wellington 6011

GST: 68-775-855
Phone: +64 4 916 0700
reservations@questwellington.co.nz
www.questwellington.co.nz

Receipt (NZD)

Receipt No: 67611

Billed To

Hon Mayor Ron Mark

New Zealand

Date: 16 Apr 2024 10:43 AM
Room Type: Studio - WEL
Room: 7D - WEL
Adults: 1
Arrive Date: 11 Apr 2024
Depart Date: 12 Apr 2024
Voucher No: 194496956
Account No: 4779415
Reservation No: 2354546
Cashier: s 7(2)(a)

Date	Tax Inv	Details	Charge	Payment	Amount (Inc. GST)
19 Mar 2024		EFTPOS Receipt #67611, Visa #3732 - EFTPOS Transaction Fee.[GST: 0.10]	\$0.78	\$39.78	-\$39.00
				Account Balance	\$0.00

Thank you for choosing Quest Wellington Serviced Apartments
we look forward to hosting you again sometime in the future.



Quest Wellington
33 Hunter Street
Wellington Wellington 6011

GST: 68-775-855
Phone: +64 4 916 0700
reservations@questwellington.co.nz
www.questwellington.co.nz

Receipt (NZD)

Receipt No: 67932

Billed To

Expedia

Guest: Hon Mayor Ron Mark
Date: 16 Apr 2024 10:43 AM
Room Type: Studio - WEL
Room: 7D - WEL
Adults: 1
Arrive Date: 11 Apr 2024
Depart Date: 12 Apr 2024
Voucher No: 194496956
Account No: 4779415
Reservation No: 2354546
Cashier: s 7(2)(a)

Date	Tax Inv	Details	Charge	Payment	Amount (Inc. GST)
11 Apr 2024		EFTPOS Receipt #67932, Mastercard #0929		\$179.00	\$0.00
			Account Balance		\$0.00

Thank you for choosing Quest Wellington Serviced Apartments
we look forward to hosting you again sometime in the future.

s 7(2)(a)

From: s 7(2)(a)
Sent: Tuesday, 26 March 2024 11:30 am
To: Creditors
Subject: Mayor Ron Mark: credit card form and receipt for accommodation at the Riddiford Hotel in Lower Hutt on 22 March 2024.
Attachments: Mayor_Riddiford Hotel.pdf

Hi s 7(2)(a)

Attached, Ron's credit card form and receipt for his accommodation at the Riddiford Hotel in Lower Hutt on 22 March 2024.

Cheers in advance.



Te Kaunihera-ā-Rohe o Taratahi
CARTERTON
DISTRICT COUNCIL

s 7(2)(a)

| Democratic Services Officer | Executive Assistant to Mayor

CARTERTON DISTRICT COUNCIL

Email: s 7(2)(a)@cdc.govt.nz

PO Box 9 Carterton 5743 | 28 Holloway Street Carterton 5713 | Website: www.cdc.govt.nz



TE KAUNIHERA-Ā-ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Riddiford Hotel, Lower Hutt
Purpose of Request (i.e. a description of what you are purchasing)	Accommodation required for Wellington Region Mayoral Forum 22 March 2024 in Lower Hutt
Code(s) to be Charged To	120121
\$ Amount	\$190.00 (accommodation) (this does not include parking) which will come later with the receipt.
Date of Transaction	19 March 2024

Signed by Applicant

Signed by Manager

19 March 2024

Cardholder's authorisation

Date of authorisation

Tax invoice

Invoice no : 3383-1
Date : Fri, 22 Mar 2024 07:27
Page no : 1 of 1
Voucher/order no : 4290878906
Reservation no : 4471 (Checked out)
Arr./dep. date : 21/03/24 - 22/03/24, Room 101

Riddiford Hotel
21- 29 Knights Road
Lower Hutt, Wellington

Ron Mark

PO Box 30860
Lower Hutt 5010

Email : riddifordhotel@xtra.co.nz
Phone : 64 4 5866318
Facsimile: 64 4 5863838
GST: 76 - 571 - 201

Date & Time	Description	Details	Credit	Debit	
				Exclude GST	Include GST
21 March	Accommodation	1 Adlt, 0 Chld; custom price		\$165.22	\$190.00
22 Mar 07:27	Payment - Master	Checkout Payment	\$190.00		
Total:			\$190.00	\$165.22	\$190.00
GST:					\$24.78
Total Including GST:					\$190.00
Less Credit:					\$190.00
Balance Due:					\$0.00



TE KAUNIHERA-Ā-ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Credit Card Request Application Form

PLEASE USE A SEPARATE FORM FOR EACH TRANSACTION

This form is to be completed BEFORE ordering goods or services.

Please complete the form, attach relevant receipts, and once approved, scan and email the PDF to creditors@cdc.govt.nz

If ordering over the internet, please also email supporting documents, including receipts or confirmation slips, to the above email address.

Name of Applicant	Mayor Ron Mark
Name of Supplier	Riddiford Hotel, Lower Hutt
Purpose of Request (i.e. a description of what you are purchasing)	Accommodation required for Wellington Region Mayoral Forum 22 March 2024 in Lower Hutt
Code(s) to be Charged To Alcohol	120121
\$ Amount	\$190.00 (accommodation) (this does not include parking) which will come later with the receipt.
Date of Transaction s 7(2)(a)	19 March 2024

Signed by Applicant

s 7(2)(a)

Cardholder's authorisation

Signed by Manager

19 March 2024

Date of authorisation