

Domestic/Regional Travel (1 February 2019 – 28 February 2019)

Minister Ridgway MLC and Ministerial Staff

No of travellers	Destination	Reasons for Travel	Total Cost of Travel	Travel Receipts
1	Melbourne	Meeting with Mr Ross Pelligra and Minister Pisoni	Minister: Flights: \$416.09 Accommodation/Meals: \$271.29	See Attached

Approved for publication – 10 March 2019

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



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VIEW YOUR ITINERARY ONLINE

Trip on 22 Feb 19

Trip locator:

Date: 11 Feb 19

Traveler Mr John David Wickham RIDGWAY
Service Center CWT Service Centre Australia
 33 KING WILLIAM STREET ADELAIDE SA
 5000
Direct +61 8 8124 9360
Emergency Travel Service +61 8 8124 9360
 *Additional service fees may apply .
Fax +61 8 8127 8027
Email sagdom.adl.au@contactcwt.com

YOUR TRIP IS NOW FULLY CONFIRMED

Hotel Confirmation
 STAMFORD PLAZA MELBOURNE 129435732

IMPORTANT INFORMATION

Please note a printed version of this document may be required by authorities to access check-in areas. The information provided is correct at the time of sending.

By offering travel to particular international destinations, CWT does not represent or warrant that travel to such destinations is advisable or without risk, and is not liable for damages or losses that may occur from travel to such destinations.

You are responsible for ensuring that you meet foreign entry requirements and that your travel documents, such as passports and visas (transit, business, tourist, and otherwise), are in order and any other foreign entry requirements are met. CWT has no special knowledge regarding foreign entry requirements or travel documents. We urge customers to review travel prohibitions, warnings, announcements, and advisories issued by the relevant governments prior to booking travel to international destinations.. When you receive your travel document, please verify it immediately. If you have any questions, contact your Service Center.

CHECK IN AND SECURITY INFORMATION

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

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

Qantas Airways : Check in - Time limits

Fri 22 February, 2019

Flight QANTAS AIRWAYS QF686

DEPARTURE Adelaide (ADL - Terminal MAIN) **ARRIVAL** Melbourne (MEL - Terminal 1)
 13:35 - 22 Feb 19 15:25 - 22 Feb 19

Please allow sufficient time for check-in and security procedures

Booking status	Confirmed (ticket not yet issued)	Flight duration	01:20 (non-stop)
Equipment	Boeing 737-800 (Winglets)	Meal available	Refreshment
Seat	Passenger	Frequent flyer card	
Class	Not specified		
Free baggage allowance for adult traveler	Economy/Coach (S)		
	Not specified		

Notes:

Fri 22 February, 2019

Hotel STAMFORD PLAZA MELBOURNE

LOCATION 111 LITTLE COLLINS ST, MELBOURNE AU 3000, **CONTACT** Tel. 61 3 96591000
 AU Fax 61-3-96590999

Booking status	Confirmed	Night(s)	1
Departure date	Sat 23 Feb 19	Room rate	22 Feb AUD 215.00
Room type	NOK	Total amount	AUD 215.00
Rate description	SOUTH AUSTRALIAN GOVERNMENT IN SUPERIOR QUEEN ROOM 215.00 DAILY RATE STARTING 22FEB FOR 1 NIGHT 215.00 TOTAL RATE STARTING 22FEB FOR 1 NIGHT SA GOVERNMENT RATE INCLUDES SERVICE CHARGE		

AND TAXES .GST..
 INC. USE OF POOL, SPA,
 SAUNA, GYM .
 COMPLIMENTARY
 NEWSPAPER
 THANK YOU FOR CHOOSING
 STAMFORD PLAZA
 MELBOURNE.
 YES
Guaranteed
Rate code
Cancellation policy 06P CANCEL BY 6 PM DAY OF
 ARRIVAL

Notes:
 PAYMENT CHARGEBACK TO CWT
 GUARANTEED BY CWT
 CANCELLATION POLICY PLEASE SEE DETAILS BELOW IN NOTES FIELD
 CANCELLATION RULES BOOKING MUST BE CANCELLED PRIOR TO 06-P
 LOCAL TIME TO AVOID CHARGES CXL PENALTY IS 1 NIGHTS
 ROOM RATE DESCRIPTION SUPERIOR QUEEN ROOM
 COST/NIGHT ROOM 215.00 AUD
 CHARGEBACK ROOM ONLY
 CHARGEBACK ROOM ONLY

Sat 23 February, 2019

Flight QANTAS AIRWAYS QF685

DEPARTURE	Melbourne (MEL - Terminal 1)	ARRIVAL	Adelaide (ADL - Terminal MAIN)
	14:05 - 23 Feb 19		14:55 - 23 Feb 19

Please allow sufficient time for check-in and security procedures

Booking status	Confirmed (ticket not yet issued)	Flight duration	01:20 (non-stop)
Equipment	Boeing 737-800 (Winglets)	Meal available	Refreshment
	Passenger		
Seat	Not specified	Frequent flyer card	
Class	Economy/Coach (Q)		
Free baggage allowance for adult traveler		Not specified	

Notes:

GENERAL INFORMATION

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

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

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

PRIVACY NOTE - ALL INFORMATION PROVIDED BY YOU, OR ANY
 OTHER PARTY SUCH AS YOUR EMPLOYER TO CWT WILL BE USED
 BY CWT, ITS RELATED COMPANIES AND OTHER TRAVEL SERVICE
 PROVIDERS REQUIRING THIS INFORMATION, IN ORDER TO MAKE
 AND PROCESS YOUR REQUESTED TRAVEL ARRANGEMENTS. A COPY
 OF CWT'S PRIVACY/DATA PROTECTION POLICY CAN BE OBTAINED
 ONLINE AT [HTTP://WWW.CARLSONWAGONLIT.COM](http://www.carlsonwagonlit.com) .
 DATA PROTECTION NOTICE YOUR PERSONAL DATA WILL BE
 PROCESSED IN ACCORDANCE WITH THE APPLICABLE CARRIERS
 PRIVACY POLICY AND IF YOUR BOOKING IS MADE VIA A
 RESERVATION SYSTEM PROVIDER,GDS,WITH ITS PRIVACY POLICY.
 THESE ARE AVAILABLE AT [WWW.IATATRAVELCENTER.COM/PRIVACY](http://www.iatatravelcenter.com/privacy)
 OR FROM THE CARRIER OR GDS DIRECTLY.
 YOU SHOULD READ THIS DOCUMENTATION WHICH APPLIES TO YOUR
 BOOKING AND SPECIFIES FOR EXAMPLE HOW YOUR PERSONAL DATA
 IS COLLECTED STORED USED DISCLOSED AND TRANSFERRED
 APPLICABLE FOR INTERLINE CARRIAGE.

CARLSON WAGONLIT TRAVEL STRONGLY RECOMMENDS THAT ALL
 TRAVELLERS VISIT THE AUSTRALIAN DEPT OF FOREIGN AFFAIRS
 AND TRADE WEBSITE
WWW.SMARTTRAVELLER.GOV.AU .
 FOR THE LATEST COUNTRY SPECIFIC TRAVEL ADVICE NOTICES
 PASSPORT/VISA AND ENTRY REQUIREMENTS CAN BE FOUND AT
WWW.CIBTVISAS.COM.AU/CWTVISATC

CWT IN PROVIDING VARIOUS TRAVEL SERVICES ACTS SOLELY

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

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

INSURANCE INFORMATION -

INSURANCE COVER IS PROVIDED BY SAICORP FOR OVERSEAS AND
INTERSTATE TRAVEL ON SA GOVERNMENT BUSINESS FOR A
MAXIMUM OF 180 DAYS. IF YOU REQUIRE ASSISTANCE ANYWHERE
IN THE WORLD, CONTACT THE LOCAL TELEPHONE OPERATOR AND
ASK FOR A REVERSE CHARGE CALL TO ACCIDENT AND HEALTH
INTERNATIONAL ON 61 2 99786666 AND QUOTE POLICY
NUMBER 0023171

FOR MORE INFORMATION PLEASE CONTACT SAICORP
TELEPHONE 08 8226 9444
EMAIL SAICORP2@SA.GOV.AU
WEBSITE - [HTTP://WWW.SA.GOV.AU/](http://www.sa.gov.au)

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

AIRLINE CREDIT CARD SURCHARGE

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

PLEASE SEE VIRGIN AUSTRALIA PRIVACY STATEMENT FOR
FLIGHT BOOKINGS AND PRIVACY POLICY FOR DETAILS ON HOW
YOUR PERSONAL INFORMATION WILL BE HANDLED. AVAILABLE AT
WWW.VIRGINAUSTRALIA.COM/PRIVACY

CARLSON WAGONLIT ABN 83069087538

DATE QUOTED-11FEB19

CONSULTANT NAME-GRAHAM

AIRLINE-QANTAS AIRWAYS

ROUTING-ADL / MEL / ADL

FARE BASIS-SPTSAG03 QPTSAG03

MUST BE ISSUED BY-11FEB19

-BASE FARE - AUD 276.96 DISCOUNT - 0.00

-TAX - AUD 41.30

-FEE - AUD 66.00

-GST - AUD 31.83

-TOTAL - AUD 416.09

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

END QUOTE

QANTAS RED DEAL FARE CONDITIONS

VALID FOR ALL ACCOUNTS WITH QCI NUMBER IN TICKET IMAGE.

VALID ON QF SERVICES

PRIOR TO THE DAY OF DEPARTURE REBOOKING AND REROUTING

IS PERMITTED SUBJECT TO CLASS AVAILABILITY BUT WILL

WILL INCUR A CHANGE FEE OF AUD99.00 INCL GST PLUS ANY

INCREASE IN PRICE FROM THE ORIGINAL FARE PURCHASED.

TICKETING MUST OCCUR WITHIN THE SAME TRANSACTION.

REBOOKING AND/OR REROUTING ON THE DAY OF DEPARTURE IS

NOT PERMITTED. THERE IS NO REFUND FOR CANCELLATIONS

PRIOR TO THE DAY OF DEPARTURE BUT THE TICKET VALUE IS

VALID FOR 12 MONTHS. THIS TICKET CAN BE HELD IN CREDIT

AND CAN ONLY BE USED FOR ONE NEW TRIP. ANY APPLICABLE

CHANGE FEES WILL APPLY AT THE TIME OF REBOOKING.

IN THE CASE OF NO SHOW OR CANCELLATION ON THE DAY OF

DEPARTURE THE FARE PAID IS FORFEITED.

NAME CHANGE IS PERMITTED BUT WILL NEED TO UPGRADE

TO FLEX FARE OR ABOVE AT CHANGE FEE OF

BREAKFAST in

MOVIE First Data

ABN 26798571334

RISHAM GROUP PTY LTD

71 ERROL ST

NORTH MELBOURNE

VIC 3051

MID: 42298585393734

TID: 25340501

Version: 0.7.50E

CUSTOMER COPY

FEB 23, 19 10:24
BATCH: 000202
INV: 13373
STAN: 013767
ACCOUNT TYPE CREDIT
RRN: 102436013767
VISA

Visa Credit

SALE AUD \$55.20
SURCHRG AUD \$1.09
TOTAL AUD \$56.29

APPROVED 00
APPROVAL CODE 936874
ARQC: A191EF6BDCFB9B5A
APSN:00 , ATC:0014

A Surcharge of
\$1.09
inc. GST was applied

PLEASE RETAIN RECEIPT