



Tuesday 03 October 2023 11:50 - Sydney, NSW

**Itinerary for**  
 MOHAMED/JUSTIN

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Consultant:** CTM Travel Consultant  
**Booked By:** s 22(1)(a)(ii)  
**Departure Date:** 28 Nov 23  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** s 47E(d)  
**Return Date:** 08 Dec 23  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)

**Contact Details and Amendments**

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.  
 Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

**Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com**

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Tuesday 28 Nov 23	Flight	<b>Airline:</b> EMIRATES AIRLINES <b>Departure Date:</b> Tue 28 Nov 23 at 22:30 <b>Arrival Date:</b> Wed 29 Nov 23 at 05:40 <b>Aircraft:</b> Airbus A380-800 <b>Class:</b> I - Business Class <b>Stops:</b> Non-Stop <b>Airline Reference:</b> s 47E(d) <b>Status:</b> Confirmed <b>Baggage:</b> 40 kilos <b>Details:</b> MELBOURNE, AUSTRALIA (TERMINAL - 2) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 28-11-2023 22:30, Arrival Time 29-11-2023 05:40 - Travelling time: 14 hrs 10 mins - Meal Service: Meal <b>Seats:</b> 08J - MOHAMED/JUSTIN	<b>Flight</b> EK0407 MELBOURNE, AUSTRALIA DUBAI, UNITED ARAB EMIRATES	
Tuesday 28 Nov 23	Hotel	<b>Hotel Name:</b> s 47E(d) <b>Check-In Date:</b> Tue 28 Nov 23 <b>Check-Out Date:</b> Thu 07 Dec 23 <b>Hotel Address:</b> s 47E(d) DUBAI 413311, United Arab Emirates s 47E(d) <b>Room Type:</b> MINIMUM 1 KING BED <b>Rooms:</b> 1 <b>Booking Reference:</b> s 47E(d) <b>Status:</b> Confirmed <b>Payment Method:</b> Traveller to Pay Direct <b>Local Rate:</b> AED16166.25 Total <b>Rate:</b> AUD6818.69 Total <b>Duration:</b> 9 (Nights)		

<b>Thursday</b> 07 Dec 23	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Status:</b> <b>Baggage:</b> <b>Details:</b> <b>Seats:</b>	<b>EMIRATES AIRLINES</b> <b>Thu 07 Dec 23 at 10:00</b> <b>Fri 08 Dec 23 at 06:25</b> Airbus A380-800 I - Business Class Non-Stop <b>s 47E(d)</b> Confirmed 40 kilos DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) MELBOURNE, AUSTRALIA (TERMINAL - 2), Dept Time 07-12-2023 10:00, Arrival Time 08-12-2023 06:25 - Travelling time: 13 hrs 25 mins - Meal Service: Meal 15B - MOHAMED/JUSTIN	<b>Flight</b> EK0406 DUBAI, UNITED ARAB EMIRATES MELBOURNE, AUSTRALIA
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**Frequent Flyer Numbers**

MOHAMED/JUSTIN **s 47F(1)**

**Ticket Numbers**

**s 47E(d)** - MOHAMED/JUSTIN - ADULT - MEL-DXB-MEL

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Service Fee	Simple Int Bundled	140.86	0.00	0.00	140.86
Service Fee	WoAG Admin Int	3.00	0.00	0.30	3.30
Ticket	EK - I - Business Class <b>s 47E(d)</b> - 28 Sep 23 - ADULT 28 Nov 23 MELBOURNE- DUBAI- MELBOURNE	7878.00	243.19	0.00	8121.19
<b>Due</b>		<b>8021.86</b>	<b>243.19</b>	<b>0.30</b>	<b>8265.35</b>

Pay Direct	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Hotel	<b>s 47E(d)</b>  DUBAI Date: 28 Nov 23/07 Dec 23	6818.69	0.00	0.00	6818.69
<b>Total Booking Cost Inc Pay Direct</b>				<b>0.30</b>	<b>15084.04</b>

**Final Ticket Date:** 22 Sep 23

**E-TICKETS**

**E-TICKET EK**

ELECTRONIC TICKET RECORD

INV : **s 47E(d)** PNR: **s 47E(d)**  
 TKT: **s 47E(d)** ISSUED : 28SEP23 IATA : **s 47E(d)**  
 NAME: MOHAMED/JUSTIN FF : **s 47F(1)**

CPN	A/L	FLT	CLS	DATE	FROMTO	TIME	ST	F/BASIS	STAT
1	EK	0407	I	28NOV	MELDXB	22:30	OK	IXEBSAU1	OPEN
2	EK	0406	I	07DEC	DXBMEL	10:00	OK	IWEBSAU1	OPEN

Endorsements:



**E-TICKETS****Passport, Visas and Travel Warnings**

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

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from [www.cibtvisas.com.au](http://www.cibtvisas.com.au) or by contacting your travel consultant for information. It is also recommended that you check [www.smarttraveller.gov.au](http://www.smarttraveller.gov.au) for health and consular travel warnings for all destinations.

**Ticketing Policy**

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline.

When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

**Important Information**

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

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

**What items can I pack in my carry-on baggage?** Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

**CTM Privacy Notice**

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/> CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at [privacy@travelctm.com](mailto:privacy@travelctm.com)



**United Nations**  
Climate Change Secretariat

**Nations Unies**  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany



Registration code: **s 47E(d)**

**To Diplomatic Missions:** Please take note of the registration code **s 47E(d)** that may be used to confirm this registration. Please log into the system to find the most updated information.

## ACKNOWLEDGEMENT OF PARTICIPANT'S NOMINATION / UNFCCC VISA SUPPORT LETTER

This is to acknowledge that a National Focal Point (NFP) nominated the individual to attend the meeting session United Nations Climate Change Conference 28, Dubai, United Arab Emirates, from 24 Nov 2023 to 12 Dec 2023 as specified below.

Full name **s 47F(1)**

Ms. Catherine Rogers

Date of Birth:

**s 47F(1)**

Document identification number:

**s 47F(1)**

Country of Nationality:

Australia

Party or observer State

Australia

Registration type:

Party delegate

Attendance starts:

24 Nov 2023

Attendance ends

12 Dec 2023

Diplomatic missions of the Host Country have been informed about these sessions. In this context, the United Nations Framework Convention on Climate Change Secretariat (UNFCCC Secretariat) requests the customary assistance of the Host Government to speed up the process of issuance of a visa to the said representative to facilitate such participation.

This note has been generated automatically by the online registration system of the United Nations Framework Convention on Climate Change Secretariat. For queries on visa, please contact the secretariat of UNFCCC.

The above participant has been duly nominated to attend United Nations Climate Change Conference 28.

At the registration counter of the conference, participants must provide this document (either printed or from a mobile device) and a personal identification document in the form of a valid passport or a nationally approved photo identification card. Please note that the details provided to the UNFCCC Secretariat using the Online Registration System (ORS) must match with the identification document.

Nominations can be cancelled or replaced by the nominating NFP at any time until a badge is printed and issued. For registration, the UNFCCC Secretariat will use the latest information provided using the ORS.

In the interest of safety and security of all participants and the smooth and efficient conduct of the sessions, the UNFCCC Secretariat reserves the right to deny and/or restrict access to the conference premises, or to request participants to leave the conference premises. The UNFCCC Secretariat shall not be responsible for any expenses incurred by participants who are requested to leave the premises or are refused registration or access to the sessions for which they have been nominated and/or registered as participants.





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To apply for the COP 28 visa, please use the specific link which is included in the registration confirmation email which was sent to the email address of the delegate provided during registration.

Please note that participants will need to follow the Code of Conduct, relevant health guidelines prevalent at the time of the conference. For details, please refer to the Information for Participant (IFP) posted on the UNFCCC website.



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Full name: <b>s 22(1)(a)(ii)</b>		
Date of Birth: <b>s 47F(1)</b>	Document identification number: <b>s 47F(1)</b>	Country of Nationality: Australia
Party or observer State: Australia		
Registration type: Party delegate	Attendance starts: 24 Nov 2023	Attendance ends: 12 Dec 2023

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**From:** [UNFCCC Online Registration](#)  
**To:** s 22(1)(a)(ii)  
**Subject:** [EXTERNAL] Registration confirmation for UNFCCC COP 28  
**Date:** Monday, 30 October 2023 9:55:16 AM

**CAUTION:** This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

## Registration confirmation for UNFCCC COP 28

Dear s 22(1)(a)(ii),

You have been registered for UNFCCC United Nations Climate Change Conference 28.

You will need to show the acknowledgement letter at the registration counter in paper or electronic form to obtain your conference badge. The acknowledgement letter can be downloaded by clicking on the link below. By clicking on that link to download your acknowledgement letter, you agree and confirm:

- That you will abide by secretariat's Code of Conduct, as amended from time to time, which can be accessed from [here](#);
- That the secretariat will share your personal data from the on-line registration system with the host government for the purposes of organizing the UNFCCC United Nations Climate Change Conference 28 and issuance of related visa;
- That if your name is included in the List of Participants, the secretariat will publish other related details provided during registration such as your title, your home organization, and your relationship to the organization that nominates you.

You can download the acknowledgement letter by clicking [here](#).

To apply for visa, [please click here](#). For more information please refer to the [Information for Participants \(IFP\)](#).

Kind regards,

UNFCCC secretariat

\*\*\* This is an automated email. Please do not reply to it. \*\*\*



s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii) on behalf of Justin Mohamed  
**Sent:** Wednesday, 1 November 2023 5:01 PM  
**To:** s 22(1)(a)(ii)  
**Subject:** FW: [EXTERNAL] Registration confirmation for UNFCCC COP 28 [SEC=OFFICIAL]

## OFFICIAL

**From:** UNFCCC Online Registration s 47E(d) @unfccc.int>  
**Sent:** Monday, 30 October 2023 9:55 AM  
**To:** Justin Mohamed <Justin.Mohamed@dfat.gov.au>  
**Subject:** [EXTERNAL] Registration confirmation for UNFCCC COP 28

**CAUTION:** This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

# Registration confirmation for UNFCCC COP 28

Dear Mr. Justin s 47F(1) Mohamed,

You have been registered for UNFCCC United Nations Climate Change Conference 28.

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You can download the acknowledgement letter by clicking [here](#).

**To apply for visa, [please click here](#).** For more information please refer to the [Information for Participants \(II\)](#)

Kind regards,

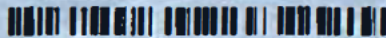
UNFCCC secretariat

\*\*\* This is an automated email. Please do not reply to it. \*\*\*





Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany



Registration code

s 47E(d)

To Diplomatic Missions: Please take note of the registration code **s 47E(d)** that may be used to confirm this registration. Please log into the system to find the most up-to-date information.

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Full name: <b>s 22(1)(a)(ii)</b>		
Date of Birth: <b>s 47F(1)</b>	Document identification number: <b>s 47F(1)</b>	Country of Nationality: Australia
Party or observer State: Australia		
Registration type: Party delegate	Attendance starts: 24 Nov 2023	Attendance ends: 12 Dec 2023

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This note has been generated automatically by the online registration system of the United Nations Framework Convention on Climate Change Secretariat. For queries on visa, please contact the secretariat of UNFCCC.

The above participant has been duly nominated to attend United Nations Climate Change Conference 28.

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s 22(1)(a)(ii)

**From:** UNFCCC Online Registrations [s 47E\(d\) @unfccc.int](mailto:s47E(d)@unfccc.int)  
**Sent:** Tuesday, October 31, 2023 12:55 PM  
**To:** Kristin Tilley <kristin.tilley@dfat.gov.au>  
**Subject:** [EXTERNAL] Registration confirmation for UNFCCC COP 28

**CAUTION:** This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

## Registration confirmation for UNFCCC COP 28

Dear Ms. Kristen Tilley,

You have been registered for UNFCCC United Nations Climate Change Conference 28.

You will need to show the acknowledgement letter at the registration counter in paper or electronic form to obtain your conference badge. The acknowledgement letter can be downloaded by clicking on the link below. By clicking on that link to download your acknowledgement letter, you agree and confirm:

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- That the secretariat will share your personal data from the on-line registration system with the host government for the purposes of organizing the UNFCCC United Nations Climate Change Conference 28 and issuance of related visa;
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Kind regards,

UNFCCC secretariat

\*\*\* This is an automated email. Please do not reply to it. \*\*\*



ABN: 50 128 382 187

Wednesday 01 November 2023 12:52 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	13/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	01/11/2023	<b>Due Date</b>	01/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	ROGERS/CATHERINE <sup>s 47E(1)</sup> DR
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Simple Int Bundled Paid by s 47E(d) - Catherine Rogers	\$140.86	\$0.00	\$0.00	\$140.86
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by s 47E(d) - Catherine Rogers	\$3.00	\$0.00	\$0.30	\$3.30
3 Ticket EMIRATES AIRLINES Ticket Class: D - Business Itinerary: CANBERRA- MELBOURNE- DUBAI- MELBOURNE- CANBERRA Ticket No: s 47E(d) Passenger: ROGERS/CATHERINE <sup>s 47E(1)</sup> DR Issue Date: 01-11-2023 Paid by s 47E(d) - 9954.45 - Catherine Rogers Airline Credit Card Fees (Inc GST): \$89.80	\$9701.80	\$252.65	\$0.00	\$9954.45

<b>Invoice Total</b>	<b>\$9845.66</b>	<b>\$252.65</b>	<b>\$0.30</b>	<b>\$10098.61</b>
		<b>Total(ex GST)</b>		<b>\$10098.31</b>
		<b>GST</b>		<b>\$0.30</b>
		<b>Total Inc GST</b>		<b>\$10098.61</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.

Page 1 of 1

QBT Pty Ltd Trading as CTM Travel  
Level 11, 120 Spencer Street  
Melbourne, VIC, 3000

Email do\_not\_reply@travelctm.com  
Internet: www.travelctm.com.au  
ABN: 50 128 382 187





ABN: 50 128 382 187

Wednesday 01 November 2023 01:56 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Purpose of travel:** CONFERENCE, CONVENTION, SUMMIT OR MEETING  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	01/12/2023	<b>Return Date</b>	11/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	01/11/2023	<b>Due Date</b>	01/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Simple Int Air Paid by CCs 47E(d) -s 22(1)(a)	\$108.94	\$0.00	\$0.00	\$108.94
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by CCs 47E(d) -s 22(1)(a)	\$3.00	\$0.00	\$0.30	\$3.30
3 Ticket QANTAS AIRWAYS Ticket Class: Y - Economy Class Itinerary: CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA Ticket No: s 47E(d) Passenger: s 22(1)(a)(ii) Issue Date: 01-11-2023 Paid by CCs 47E(d) - 10332.66 -s 22(1)(a)(ii) Airline Credit Card Fees (Inc GST): \$103.40	\$10043.40	\$289.26	\$0.00	\$10332.66

<b>Invoice Total</b>	<b>\$10155.34</b>	<b>\$289.26</b>	<b>\$0.30</b>	<b>\$10444.90</b>
		<b>Total(ex GST)</b>		<b>\$10444.60</b>
		<b>GST</b>		<b>\$0.30</b>
		<b>Total Inc GST</b>		<b>\$10444.90</b>

Page 1 of 2

Tax Invoice - s 47E(d)

Wednesday 01 November 2023 01:56 - Sydney, NSW

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**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



United Nations  
Climate Change Secretariat

Nations Unies  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany



Registration code: **s 47E(d)**

**To Diplomatic Missions:** Please take note of the registration code **s 47E(d)** that may be used to confirm this registration. Please log into the system to find the most updated information.

## ACKNOWLEDGEMENT OF PARTICIPANT'S NOMINATION / UNFCCC VISA SUPPORT LETTER

This is to acknowledge that a National Focal Point (NFP) nominated the individual to attend the meeting session United Nations Climate Change Conference 28, Dubai, United Arab Emirates, from 24 Nov 2023 to 12 Dec 2023 as specified below.

Full name: <b>s 22(1)(a)(ii)</b>		
Date of Birth: <b>s 47F(1)</b>	Document identification number: <b>s 47F(1)</b>	Country of Nationality: Australia
Party or observer State: Australia		
Registration type: Party delegate	Attendance starts: 24 Nov 2023	Attendance ends: 12 Dec 2023

Diplomatic missions of the Host Country have been informed about these sessions. In this context, the United Nations Framework Convention on Climate Change Secretariat (UNFCCC Secretariat) requests the customary assistance of the Host Government to speed up the process of issuance of a visa to the said representative to facilitate such participation.

This note has been generated automatically by the online registration system of the United Nations Framework Convention on Climate Change Secretariat. For queries on visa, please contact the secretariat of UNFCCC.

The above participant has been duly nominated to attend United Nations Climate Change Conference 28.

At the registration counter of the conference, participants must provide this document (either printed or from a mobile device) and a personal identification document in the form of a valid passport or a nationally approved photo identification card. Please note that the details provided to the UNFCCC Secretariat using the Online Registration System (ORS) must match with the identification document.

Nominations can be cancelled or replaced by the nominating NFP at any time until a badge is printed and issued. For registration, the UNFCCC Secretariat will use the latest information provided using the ORS.

In the interest of safety and security of all participants and the smooth and efficient conduct of the sessions, the UNFCCC Secretariat reserves the right to deny and/or restrict access to the conference premises, or to request participants to leave the conference premises. The UNFCCC Secretariat shall not be responsible for any expenses incurred by participants who are requested to leave the premises or are refused registration or access to the sessions for which they have been nominated and/or registered as participants.



**United Nations**  
Climate Change Secretariat

**Nations Unies**  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany

To apply for the COP 28 visa, please use the specific link which is included in the registration confirmation email which was sent to the email address of the delegate provided during registration.

Please note that participants will need to follow the Code of Conduct, relevant health guidelines prevalent at the time of the conference. For details, please refer to the Information for Participant (IFP) posted on the UNFCCC website.





ABN: 50 128 382 187

Monday 06 November 2023 15:45 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	12/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	06/11/2023	<b>Due Date</b>	06/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Simple Int Air Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$108.94	\$0.00	\$0.00	\$108.94
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$3.00	\$0.00	\$0.30	\$3.30
3 Ticket QANTAS AIRWAYS Ticket Class: Y - Economy Class Itinerary: CANBERRA- MELBOURNE- DUBAI- MELBOURNE- CANBERRA Ticket No: s 47E(d) Passenger: s 22(1)(a)(ii) Issue Date: 06-11-2023 Paid by CCs 47E(d) - 8723.35 -s 22(1)(a)(ii) Airline Credit Card Fees (Inc GST): \$87.30	\$8471.30	\$252.05	\$0.00	\$8723.35

<b>Invoice Total</b>	<b>\$8583.24</b>	<b>\$252.05</b>	<b>\$0.30</b>	<b>\$8835.59</b>
		<b>Total(ex GST)</b>		<b>\$8835.29</b>
		<b>GST</b>		<b>\$0.30</b>
		<b>Total Inc GST</b>		<b>\$8835.59</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



ABN: 50 128 382 187

Wednesday 08 November 2023 09:01 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 47E(d)

**Tax Invoice -s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	15/12/2023	<b>Consultant</b>	s 22(1)(a)(ii)
<b>Issue Date</b>	08/11/2023	<b>Due Date</b>	08/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Simple Int Air Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$108.94	\$0.00	\$0.00	\$108.94
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$3.00	\$0.00	\$0.30	\$3.30
3 Ticket QANTAS AIRWAYS Ticket Class: J - Business Class Itinerary: CANBERRA- MELBOURNE- DUBAI- MELBOURNE- CANBERRA Ticket No: s 47E(d) Passenger: s 22(1)(a)(ii) Issue Date: 08-11-2023 Paid by CCs 47E(d) - 8846.65 -s 22(1)(a)(ii) Airline Credit Card Fees (Inc GST): \$88.50	\$8595.50	\$251.15	\$0.00	\$8846.65
<b>Invoice Total</b>	<b>\$8707.44</b>	<b>\$251.15</b>	<b>\$0.30</b>	<b>\$8958.89</b>
		<b>Total(ex GST)</b>		<b>\$8958.59</b>
		<b>GST</b>		<b>\$0.30</b>
		<b>Total Inc GST</b>		<b>\$8958.89</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.

**From:** [03889, Reservations](#)  
**To:** [03889, Reservations](#)  
**Subject:** Reservation Confirmation **s 47E(d)** for **s 47E(d)** Hotel, Dubai  
**Date:** Friday, 10 November 2023 5:46:24 PM

[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)

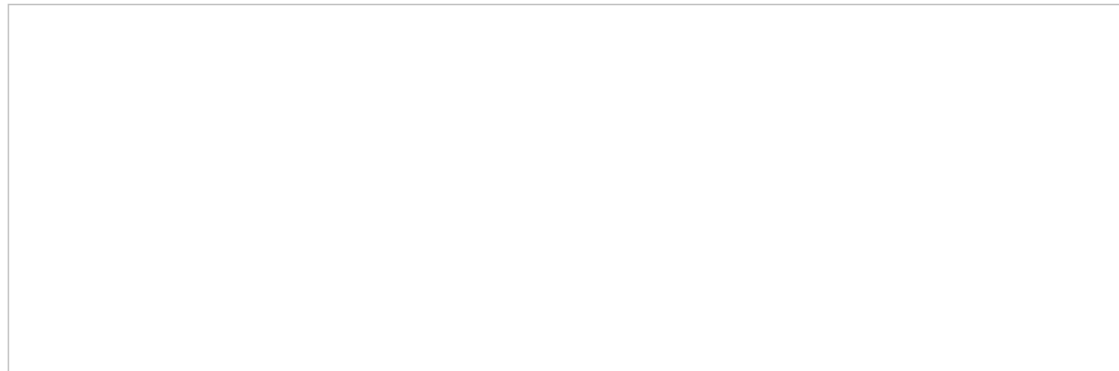
**s 47E(d)**

Thank you for booking with us, **s 22(1)(a)(ii)**

Explore the world with us.

Tue, Dec 12, 2023 – Thu, Dec 14, 2023

Confirmation Number: **s 47E(d)**



Check-In: Tuesday, December 12, 2023 03:00 PM

Check-Out: Thursday, December 14, 2023 12:00 PM

Number of rooms 1 Room

Guests per room 1 Adult

Guarantee Method Guaranteed to property

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Total for Stay (all rooms)

2,796.25 AED

Room 1

---

[Room Type](#)

Deluxe Room, Guest room, 1 King

Guaranteed Requests:

Non-Smoking Room

[ALL REQUESTS](#)

[Modify or Cancel Reservation](#)

## Important Information About Your Stay

- In order to prepare for your upcoming stay, we invite you to [learn more](#) about what to expect when you arrive and the experiences that await you.
- A tourism fee of AED 20 is payable for each additional bedroom in all room types consisting of more than 1 bedroom.

s 22(1)(a)(ii)



Opens in a new window

Go Now

Enhance your stay

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

## Summary Of Charges

Tuesday, December 12, 2023 – Wednesday, December 13, 2023

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1 Night at 1,500.00 AED per night per room

Local Corporate Rate, includes breakfast per person daily, prepay in full, non-refundable if cancelled more than 1 day after booking, see Rate details



Wednesday, December 13, 2023 – Thursday, December 14, 2023

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1 Night at 750.00 AED per night per room

Local Corporate Rate, includes breakfast per person daily, see Rate details

#### Taxes & Fees (per night per room)

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Estimated Government Taxes & Fees	61.88 AED
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Service charge	112.50 AED
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Convention / Tourism Fee	20.00 AED
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Local Government Fee	78.75 AED
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#### Totals

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Total for Stay (all rooms)	2,796.25 AED
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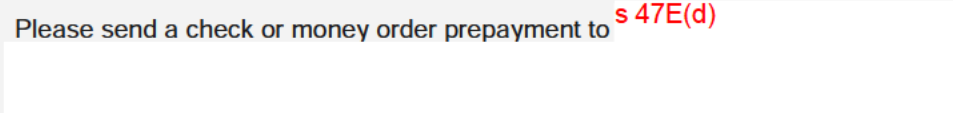
#### Other Charges

Complimentary off-site parking

Complimentary on-site parking

Complimentary valet parking

## Rate Details & Cancellation Policy

- To ensure that you receive this special rate, we will charge your credit card a prepayment of 1,575.00 AED on Friday, November 10, 2023. If the date presented is a past date, the deposit will be due and processed upon confirmation.
- Please send a check or money order prepayment to **s 47E(d)**  

- You may cancel your reservation for no charge before 11:59 PM local hotel time on Friday, November 10, 2023.  
Please note we will assess a fee if you must cancel after this deadline.
- Please note that we will assess a fee of 2,362.50 AED if you must cancel after this deadline. If you have made a prepayment, we will retain all or part of your prepayment. If not, we will charge your credit card. This fee equals your room charge plus tax for all the nights of your reservation.
- Please be prepared to show proof of eligibility for your rate (such as a membership card, corporate or government identification card, or proof of your age).
- Please note that a change in the length or dates of your reservation may result in a rate change.

### Rate Guarantee Limitation(s)

- Changes in taxes or fees implemented after booking will affect the total room price.

### Additional Information

- Upon check-in an authorization request will be placed on your credit or debit card (where accepted) in an amount equal to the cost of the room, tax and incidental charges for the length of your stay (up to seven nights). If your stay exceeds seven nights, an additional authorization may be requested for the entire amount of your stay (room, tax and incidentals). Upon check-out, your payment card will be charged for the actual amount incurred during your stay.

Enjoy instant benefits because you booked directly with

s 22(1)(a)(ii)

#### Contact Us

This email confirmation is an auto-generated message. Replies to automated messages are not monitored. Our [Internet Customer Care](#) team is available to assist you 24 hours per day, 7 days per week.

#### Confirmation Authenticity

We're sending you this confirmation notice electronically for your convenience. **s 47E(d)** keeps an official record of all electronic reservations. We honor our official record only and will disregard any alterations to this confirmation that may have been made after we sent it to you.

#### Email Unsubscribe

You may opt out of promotional emails at any time [here](#). Each email also includes a link to unsubscribe. Please note: should you unsubscribe, you will continue to receive emails such as reservation confirmations, hotel stay receipts and changes to program terms and conditions.

**s 47E(d)**



ABN: 50 128 382 187

Saturday 11 November 2023 07:20 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	10/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	11/11/2023	<b>Due Date</b>	11/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 47F(1)
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Simple Int Air Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$108.94	\$0.00	\$0.00	\$108.94
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by CCs 47E(d) -s 22(1)(a)(ii)	\$3.00	\$0.00	\$0.30	\$3.30
3 Ticket QANTAS AIRWAYS Ticket Class: D - Business Class Itinerary: CANBERRA- MELBOURNE- DUBAI- SYDNEY- CANBERRA Ticket No: s 47E(d) Passenger: s 22(1)(a)(ii) Issue Date: 11-11-2023 Paid by CCs 47E(d) - 8869.38 -s 22(1)(a)(ii) Airline Credit Card Fees (Inc GST): \$88.70	\$8595.70	\$273.68	\$0.00	\$8869.38
<b>Invoice Total</b>	<b>\$8707.64</b>	<b>\$273.68</b>	<b>\$0.30</b>	<b>\$8981.62</b>
		<b>Total(ex GST)</b>		<b>\$8981.32</b>
		<b>GST</b>		<b>\$0.30</b>
		<b>Total Inc GST</b>		<b>\$8981.62</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



Tuesday 21 November 2023 13:16 - Sydney, NSW

**Itinerary for**  
**s 22(1)(a)(ii)**

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Consultant:** CTM Travel Consultant  
**Booked By:** s 22(1)(a)(ii)  
**Departure Date:** 29 Nov 23  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** s 47E(d)  
**Return Date:** 07 Dec 23  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)

**Contact Details and Amendments**

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.  
 Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

**Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com**

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details
Wednesday 29 Nov 23	Hotel	<p> <b>Hotel Name:</b> s 47E(d)  <b>Check-In Date:</b> Wed 29 Nov 23  <b>Check-Out Date:</b> Thu 07 Dec 23  <b>Hotel Address:</b> s 47E(d)             DUBAI            413311, United Arab Emirates            s 47E(d)         </p> <p> <b>Room Type:</b> MINIMUM 1 KING BED  <b>Rooms:</b> 1  <b>Booking Reference:</b> s 47E(d)  <b>Status:</b> Confirmed  <b>Payment Method:</b> Traveller to Pay Direct  <b>Local Rate:</b> AED15931.88 Total  <b>Rate:</b> AUD6674.08 Total  <b>Duration:</b> 8 (Nights)         </p>



Tuesday 21 November 2023 13:16 - Sydney, NSW

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Service Fee	WoAG Admin Int	3.00	0.00	0.30	3.30
Service Fee	International Non Air	53.92	0.00	0.00	53.92
	<b>Due</b>	<b>56.92</b>	<b>0.00</b>	<b>0.30</b>	<b>57.22</b>

Pay Direct	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Hotel	s 47E(d)	6674.08	0.00	0.00	6674.08

DUBAI

Date: 29 Nov 23/07 Dec 23

<b>Total Booking Cost Inc Pay Direct</b>	<b>0.30</b>	<b>6731.30</b>
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**Final Ticket Date:** 16 Oct 23

### Passport, Visas and Travel Warnings

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

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from [www.cibtvisas.com.au](http://www.cibtvisas.com.au) or by contacting your travel consultant for information. It is also recommended that you check [www.smarttraveller.gov.au](http://www.smarttraveller.gov.au) for health and consular travel warnings for all destinations.

### Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

### Important Information

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

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

**What items can I pack in my carry-on baggage?** Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

### CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/>. CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at [privacy@travelctm.com](mailto:privacy@travelctm.com)



ABN: 50 128 382 187

Tuesday 21 November 2023 13:16 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)

**Tax Invoice -s 47E(d)**

<b>Departure Date</b>	29/11/2023	<b>Return Date</b>	07/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	21/11/2023	<b>Due Date</b>	21/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: International Non Air Paid by CC s 47E(d) -s 22(1)(a)(ii)	\$53.92	\$0.00	\$0.00	\$53.92
2 Service Fee Fee Type: Booking Fee Fee Description: WoAG Admin Int Paid by CC s 47E(d) -s 22(1)(a)(ii)	\$3.00	\$0.00	\$0.30	\$3.30
<b>Invoice Total</b>	<b>\$56.92</b>	<b>\$0.00</b>	<b>\$0.30</b>	<b>\$57.22</b>

**Total(ex GST)** \$56.92

**GST** \$0.30

**Total Inc GST** \$57.22

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.





Thursday 23 November 2023 11:35 - Sydney, NSW

**Itinerary for**  
MOHAMED/JUSTIN

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Consultant:** CTM Travel Consultant  
**Booked By:** s 22(1)(a)(ii)  
**Departure Date:** 28 Nov 23  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** s 47E(d)  
**Return Date:** 28 Nov 23  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)

#### Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.  
 Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

**Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com**

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Tuesday 28 Nov 23	Flight	<b>Airline:</b>	<b>QANTAS AIRWAYS</b>	<b>Flight</b> QF1515
		<b>Departure Date:</b>	<b>Tue 28 Nov 23 at 09:50</b>	CANBERRA, AUSTRALIA
		<b>Arrival Date:</b>	<b>Tue 28 Nov 23 at 11:00</b>	MELBOURNE, AUSTRALIA
		<b>Aircraft:</b>	Boeing 717	
		<b>Class:</b>	K - Economy FLEX	
		<b>Stops:</b>	Non-Stop	
		<b>Airline Reference:</b>	s 47E(d)	
		<b>Status:</b>	Confirmed	
		<b>Baggage:</b>	1 piece	
		<b>Details:</b>	CANBERRA, AUSTRALIA (TERMINAL - ) MELBOURNE, AUSTRALIA (TERMINAL - 1), Dept Time 28-11-2023 09:50, Arrival Time 28-11-2023 11:00 - Travelling time: 1 hr 10 mins - Meal Service: Hot meal	
		<b>Seats:</b>	- MOHAMED/JUSTIN	

#### Frequent Flyer Numbers

MOHAMED/JUSTIN

s 47F(1)

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	QF - K - Economy FLEX 28 Nov 23 CANBERRA- MELBOURNE	317.23	49.97	36.71	403.91
	<b>Due</b>	<b>317.23</b>	<b>49.97</b>	<b>36.71</b>	<b>403.91</b>
	<b>Total Booking Cost Inc Pay Direct</b>			<b>36.71</b>	<b>403.91</b>

**Final Ticket Date:** 25 Nov 23



**Ticketing Policy**

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

**Important Information**

**Pricing Information** - Service fees may be excluded from the total booking cost. All prices are subject to final payment being received.

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

**Booking Arrangements** - Please provide local phone contact numbers for stopover cities.

**Photo Identification** - Is required when travelling on an electronic ticket. Failure to ensure the full booking name matches the photo identification may result in cancellation fees and/or loss of reservation.

**Booking Conditions** - No show and cancellation fees may apply to air hotels and car rental bookings on your itinerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to checkin, so please notify the relevant service provider if you will not be able to use the booking in order to minimise any fees that may be payable. Any seating and meal requests shown on your itinerary are subject to confirmation upon check in.

**DOMESTIC CHECK IN (QF/JQ/VA/ZL)****QANTAS**

QANTAS domestic flights check-in closes 30 minutes prior to scheduled departure time - except for flights numbered QF2000-QF2299 and QF7000-QF7299 departing from Sydney, check-in time is 1 hour. Online check-in is now available for QANTAS and QANTAS Link Australian domestic bookings between 24 hours and 1 hour before your flight departure.

<http://www.qantas.com.au/travel/airlines/checkin/global/en>

**JETSTAR**

Check-in for Jetstar flights leaving from any domestic Australian destination is a minimum (recommended 60 minutes) before your scheduled flight. Check in opens 2 hours prior to the scheduled flights and closes 40 minutes prior to scheduled departure time.

<http://www.jetstar.com/au/en/planning-and-booking/checking-in/web-check-in>

NOTE: Check in for domestic flights departing from an international terminal closes 60 minutes prior to departure.

[www.jetstar.com/au/en/planning-and-booking/checking-in/domestic](http://www.jetstar.com/au/en/planning-and-booking/checking-in/domestic)

**VIRGIN AUSTRALIA**

Virgin Australia domestic flights check-in closes 30 minutes prior to scheduled departure time. Virgin Australia online check-in is available and opens 24 hours before departure of your flights. Passengers wanting to utilise this facility must present a print out of your boarding pass at check in.

<http://www.virginaustralia.com/Personal/Services/Check-inoptions/index.htm>

**REX AIRLINES**

As stated in the Rex Conditions of Carriage, all counters will stop accepting passengers for check-in:

60 minutes prior to scheduled departure time at Burketown airport

30 minutes prior to scheduled departure time at major city airports (Adelaide, Melbourne, Sydney, Perth) and Queensland airports (with the exception of Burketown above)

20 minutes prior to scheduled departure time at regional airports in NSW, SA, TAS, VIC and WA

[https://www.rex.com.au/flightinfo/check\\_in.aspx](https://www.rex.com.au/flightinfo/check_in.aspx)

**CTM Privacy Notice**

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/> CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at [privacy@travelctm.com](mailto:privacy@travelctm.com)



United Nations  
Climate Change Secretariat

Nations Unies  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany



Registration code: **s 47E(d)**

**To Diplomatic Missions:** Please take note of the registration code **s 47E(d)** that may be used to confirm this registration. Please log into the system to find the most updated information.

## ACKNOWLEDGEMENT OF PARTICIPANT'S NOMINATION / UNFCCC VISA SUPPORT LETTER

This is to acknowledge that a National Focal Point (NFP) nominated the individual to attend the meeting session United Nations Climate Change Conference 28, Dubai, United Arab Emirates, from 24 Nov 2023 to 12 Dec 2023 as specified below.

Full name:

**s 22(1)(a)(ii)**

Date of Birth:

**s 47F(1)**

Document identification number:

**s 47F(1)**

Country of Nationality:

Australia

Party or observer State:

Australia

Registration type:

Party delegate

Attendance starts:

24 Nov 2023

Attendance ends:

12 Dec 2023

Diplomatic missions of the Host Country have been informed about these sessions. In this context, the United Nations Framework Convention on Climate Change Secretariat (UNFCCC Secretariat) requests the customary assistance of the Host Government to speed up the process of issuance of a visa to the said representative to facilitate such participation.

This note has been generated automatically by the online registration system of the United Nations Framework Convention on Climate Change Secretariat. For queries on visa, please contact the secretariat of UNFCCC.

The above participant has been duly nominated to attend United Nations Climate Change Conference 28.

At the registration counter of the conference, participants must provide this document (either printed or from a mobile device) and a personal identification document in the form of a valid passport or a nationally approved photo identification card. Please note that the details provided to the UNFCCC Secretariat using the Online Registration System (ORS) must match with the identification document.

Nominations can be cancelled or replaced by the nominating NFP at any time until a badge is printed and issued. For registration, the UNFCCC Secretariat will use the latest information provided using the ORS.

In the interest of safety and security of all participants and the smooth and efficient conduct of the sessions, the UNFCCC Secretariat reserves the right to deny and/or restrict access to the conference premises, or to request participants to leave the conference premises. The UNFCCC Secretariat shall not be responsible for any expenses incurred by participants who are requested to leave the premises or are refused registration or access to the sessions for which they have been nominated and/or registered as participants.



**United Nations**  
Climate Change Secretariat

**Nations Unies**  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany

To apply for the COP 28 visa, please use the specific link which is included in the registration confirmation email which was sent to the email address of the delegate provided during registration.

Please note that participants will need to follow the Code of Conduct, relevant health guidelines prevalent at the time of the conference. For details, please refer to the Information for Participant (IFP) posted on the UNFCCC website.



ABN: 50 128 382 187

Tuesday 28 November 2023 09:13 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)@dfat.gov.au  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	29/11/2023	<b>Return Date</b>	12/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	28/11/2023	<b>Due Date</b>	28/11/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	TILLEY/KRISTIN s 47F(1) MS
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Description	Fare	Tax	GST	Due
1 Service Fee Fee Type: Booking Fee Fee Description: Amendment Int Paid by CCs s 47E(d) - Kristin Tilley	\$27.51	\$0.00	\$0.00	\$27.51
2 Ticket QANTAS AIRWAYS Ticket Class: Y - Economy Class Itinerary: CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA Ticket No: s 47E(d) Passenger: TILLEY/KRISTIN s 47F(1) MS Issue Date: 28-11-2023 Paid by CCs s 47E(d) - 389.00 - Kristin Tilley Ticket Credits Used: Original Ticket: s 47E(d)	\$389.00	\$0.00	\$0.00	\$389.00
3 Ticket QANTAS AIRWAYS Ticket Class: Y - Economy Class Itinerary: CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA Ticket No: s 47E(d) Passenger: TILLEY/KRISTIN s 47F(1) MS Issue Date: 28-11-2023 Paid by CCs s 47E(d) - 250.00 - Kristin Tilley	\$250.00	\$0.00	\$0.00	\$250.00
<b>Invoice Total</b>	<b>\$666.51</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$666.51</b>
		<b>Total</b>		<b>\$666.51</b>
		<b>GST</b>		<b>\$0.00</b>

Page 1 of 2

Tax Invoice - s 47E(d)

Tuesday 28 November 2023 09:13 - Sydney, NSW

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**Total**

**\$666.51**

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.





Dear s 22(1)(a)(ii)  
 Thank you for choosing Qatar Airways.  
 We look forward to welcoming you onboard.

**E-TICKET RECEIPT**

Booking Reference **s 47E(d)**  
 Ticket Number **s 47E(d)**

Flight / Operated By	Departs / Arrives	Class	Fare Basis	Travel Not Valid	Special Services
QR202 Qatar Airways Confirmed	BUD (BUD), Liszt Ferenc International Wed, 29 Nov 2023 09:15 DOH (DOH), Hamad International Airport Wed, 29 Nov 2023 16:30	ECONOMY (N) Baggage Allowance 25 Kg	s 47E(d)	Before - 29-Nov-23 After -	
QR1034 Qatar Airways Confirmed	DOH (DOH), Hamad International Airport Wed, 29 Nov 2023 18:15 SHJ (SHJ), Sharjah International Airport Wed, 29 Nov 2023 20:25	ECONOMY (N) Baggage Allowance 25 Kg	s 47E(d)	Before - 29-Nov-23 After -	

Receipt		Contact Details	
Ticket Fare	HUF 95000.00	Date of Purchase	27-Nov-23
Taxes and Carrier imposed Fees	HUF 24500.00 YQ , HUF 7800.00 YR , HUF 2000.00 FE , HUF 10700.00 HU , HUF 5800.00 Passenger Facility Charge PFC (G4AF) , HUF 200.00 PZ , HUF 5800.00 QA , HUF 1000.00 R9 , HUF 500.00 ZR	Office	Visit <a href="http://www.qatarairways.com/contactus">www.qatarairways.com/contactus</a>
Total	HUF 153300.00		
Payment	CREDITCARD s 47E(d)		

This ticket was purchased on qatarairways.com. If you did not pay for this ticket directly through qatarairways.com or received this ticket from a travel agent, please contact the nearest Qatar Airways office immediately.

- PAX /C1-2 VALID ON QR SERVICES ONLY R2R1

Note: Qatar Airways may request additional payment verification for itineraries paid for with credit cards..

**Purchase conditions:**

- Check-in and Boarding  
 Arrive at least three hours before your flight. There may be delays at the airport due to extra check-in procedures. Ensure you have plenty of time to check-in safely and make your way to your gate.
  - For more information on baggage rules and restrictions on Qatar Airways flights, please click here.
  - Baggage allowance may differ for flights operated by another carrier. Please click here for more details.
  - Should you wish to change your booking, and the originally purchased fare or booking class is not available for your new flights, difference of fare will be collected on top of the change fee if the rule permits changes.
  - If you have a stopover in Doha, please click here for more information.
  - An additional administrative/service fee for rebooking/cancellation may apply.
  - When a ticket is booked with a combination of fares, the most restrictive cancellation rule will apply.
  - Fares are not guaranteed until full payment is received and tickets are issued.
  - Where applicable, local airport taxes will be collected at time of check-in.
  - Additional card transaction fees may apply and is dependant on the card issuer.
  - You should carry a copy of this booking confirmation while you travel as it may be required for immigration purposes.
  - Remember to check your immigration and health requirements before you travel and ensure you carry the required travel documents.
  - If you are holding a non-Qatar Airways ticket for a connection afterwards, you will need to hold immigration approval to land at the final city in your itinerary that is ticketed by Qatar Airways.
    - In the event of any taxes, fees or charges, which you have paid to us at the time of the ticket issuance are abolished or reduced such that they no longer apply to you, or a lesser amount is due, or you have not used the relevant portion of the ticket, you will be entitled to claim a refund of those.
    - Please be advised that in the event you do not show up for any flight without advising us in advance with minimum three hours prior to flight departure, your return or onward

**Notice**

- To make a change to your booking, you can use the 'Manage Booking' option on qatarairways.com or contact the nearest Qatar Airways office. Please refer to [qatarairways.com/contact](http://qatarairways.com/contact) for details.
- You can check Qatar Airways flights' status at [fs.qatarairways.com/flightstatus](http://fs.qatarairways.com/flightstatus)
- For feedback and complaints please visit [qatarairways.com/tell-us](http://qatarairways.com/tell-us)

**Data Protection Notice:** Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <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).

**Infant bassinet information:** The following conditions will apply to customers travelling on Qatar Airways operated flights who have requested for a bassinet seat for the infant;

- The maximum body weight of an infant should not exceed 11kgs (24lbs);
- The infant must be less than 2 years old, and;
- The infant must fit within the confines of the baby bassinet.

**NEXT STEPS**

Manage your booking  
[qatarairways.com/managemybooking](http://qatarairways.com/managemybooking)

Check-in Online  
[qatarairways.com/checkinonline](http://qatarairways.com/checkinonline)



# Ticket & receipt



Ticket number: **s 47E(d)**  
Scan the bar code or use the ticket number above at the self check-in points in the airport.

Passenger name  
**s 22(1)(a)(ii)**

Issued by / Date  
**s 47E(d)**  
30NOV2023EKWWWWW DUBAI / EMIRATES IBE

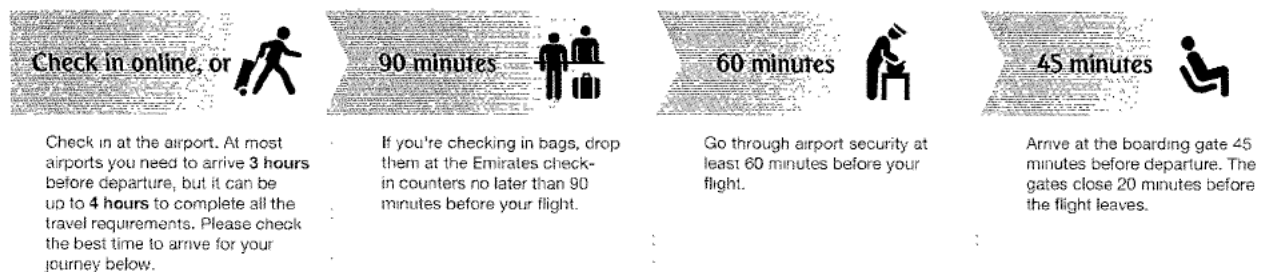
Your booking reference: **s 47E(d)**

Your ticket is stored in our booking system. This receipt is your record of your ticket and is part of your conditions of carriage. For more information you can read the [notices and conditions of contract](#).

You might need to show this receipt to enter the airport or to prove your return or onwards travel to immigration.

Check with your departure airport for restrictions on the carriage of liquids, aerosols and gels in hand baggage and check your visa requirements.

Please check our Dangerous Goods information to find out what you can and can't bring on board. Some substances and certain items are restricted, like portable electronic devices, spare batteries or smart bags.



## Your travel information

All times shown are local for each city

→ **Departing - From Dubai, United Arab Emirates**

Leg 1 of 2 | Dubai (DXB) to Sydney (SYD) | Operated by Emirates (equipment owner - Emirates)

Flight <b>EK 412</b> Business Flex	Check-in at 12Dec2023 <b>07:15</b>	Departure 12Dec2023 <b>10:15</b>		<b>DUBAI</b> Departing DXB, Dubai International Airport Terminal 3
Seat	Status Confirmed	Arrival 13Dec2023 <b>07:00</b>		<b>SYDNEY</b> Arriving SYD, Kingsford Smith Airport Terminal 1 International
Coupon validity: not before 12Dec2023 / not after 12Dec2023		<b>Baggage 40Kgs</b>		

Leg 2 of 2 | Sydney (SYD) to Canberra (CBR) | Operated by Qantas Airways (equipment owner - Qantas Airways)

Flight <b>EK 5256</b> <b>QF1429</b> Economy Flex	Check-in at 13Dec2023 <b>05:10</b>	Departure 13Dec2023 <b>09:10</b>		<b>SYDNEY</b> Departing SYD, Kingsford Smith Airport Terminal 3 Qantas Domestic
Seat	Status Confirmed	Arrival 13Dec2023 <b>10:05</b>		<b>CANBERRA</b> Arriving CBR, Canberra International Airport
Coupon validity: not before 13Dec2023 / not after 13Dec2023		<b>Baggage 40Kgs</b>		



Ticket number: **s 47E(d)**  
Scan the bar code or use the ticket number above at the self check-in points in the airport



**Baggage allowance**

Enjoy discounted rates when you purchase extra baggage online.



**Emirates Skywards**

Earn Miles on every flight and enjoy a world of benefits.



**Dining**

Explore the world in every bite of our regionally inspired meals.



**Young flyers**

Kids get top flight treatment with packs, special meals and more.

## Fare information

<b>Fare</b> AED18760	<b>Equivalent fare</b> -	<b>Taxes / Fees / Charges (TFC)</b> AED5-TP AED110-QR AED5-ZR AED35-F6 AED75-AE AED110-WY AED2720-YQ	<b>Total fare (Incl. TFC)</b> AED21820	<b>Form of payment</b> CREDIT CARD
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**Fare calculation**  
DXB EK X/SYD EK CBR5107.75ISSOSAE1/EOL4 NUC5107.75 END ROE3.672750

**Additional information**  
NON-END/FLEX

## Baggage allowance

Passenger type	Route	Baggage allowance
ADULT	EK DXBCBR 40K	<a href="https://www.emirates.com/english/before-you-fly/baggage/">HTTPS://WWW.EMIRATES.COM/ENGLISH/BEFORE-YOU-FLY/BAGGAGE/</a>
Passenger type	Route	Carry on baggage
ADULT	EK DXBSYD 2PC	BAG 1 - NO FEE CARRY7KG 15LB UPTO45LI 115LCM BAG 2 - NO FEE CARRY7KG 15LB UPTO45LI 115LCM
Passenger type	Route	Carry on baggage
ADULT	QF SYDCBR 1PC	BAG 1 - NO FEE
Passenger type	Route	Embargo
ADULT	QF SYDCBR	<a href="https://www.qantas.com/us/en/travel-info/baggage/checked-baggage.html">HTTPS://WWW.QANTAS.COM/US/EN/TRAVEL-INFO/BAGGAGE/CHECKED-BAGGAGE.HTML</a>

If you go over the baggage allowance you may be charged. If you purchase extra baggage on emirates.com, you could get a discount. Alternatively you can pay for any extra baggage charges at check-in. For more information please visit our baggage section.



Ticket number: **s 47E(d)**  
Scan the bar code or use the ticket number above at the self check-in points in the airport.

## Hazardous materials and substance control policy

The carriage of certain hazardous materials like aerosols, fireworks and inflammable liquids aboard the aircraft is forbidden. Personal motorised vehicles such as hoverboards, mini-Segways and smart or self-balancing wheels are also forbidden on our flights as they contain large lithium batteries. For safety reasons, we can't accept these as part of checked-in baggage or as hand luggage. If you do not understand this restriction, further information may be obtained from your airline.

The United Arab Emirates (UAE) has a very strict, zero-tolerance, anti-drugs policy. All airports within the UAE conduct thorough searches using highly sensitive equipment. Possession of any amounts of illegal drugs by travellers entering or transiting the UAE will be subject to punishment.

## Emirates cabin baggage allowances

### Economy Class:

One piece of carry-on baggage is permitted with maximum dimensions 55 x 38 x 22cm (22 x 15 x 8 inches) and maximum weight 7kg (15lb)

Note: If you're boarding in India, your carry-on baggage may not exceed 115cm or 45.3 inches (length + width + height). If your itinerary originates from Brazil, you're allowed a carry-on weighing 10kg (22lb).

### Premium Economy:

One piece of carry-on baggage is permitted with maximum dimensions 55 x 38 x 22cm (22 x 15 x 8 inches) and maximum weight 10kg (22lb)

Note: If you're boarding in India, your carry-on baggage may not exceed 115cm or 45.3 inches (length + width + height).

### First Class and Business Class:

Two pieces of carry-on baggage permitted: one briefcase plus either one handbag or one garment bag. The briefcase may not exceed 45 x 35 x 20cm (18 x 14 x 8 inches); the handbag may not exceed 55 x 38 x 22cm (22 x 15 x 8 inches); the garment bag can be no more than 20cm (8 inches) thick when folded. The weight of each piece must not exceed 7kg (15lb). The total combined weight of both pieces may not be more than 14kg (30lb).

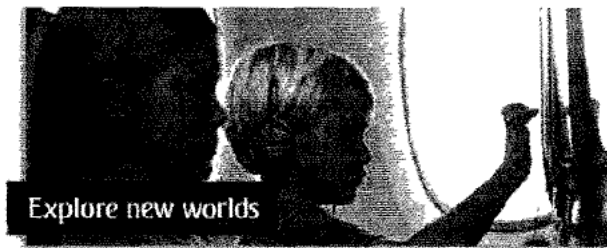
Infants in all cabin classes are permitted one checked-in bag: maximum weight 23kg (50lb) with total dimensions (length + width + height) not exceeding 115cm (45 inches); and one carry-on bag for inflight food and disposable items (weight not to exceed 5kg (11lb) and maximum dimensions 55 x 38 x 22cm (22 x 15 x 8 inches).



Scan the bar code or use the ticket number above at the self check-in points in the airport.

Ticket number

**s 47E(d)**



## Inflight entertainment

Fall in love with a classic romance or immerse yourself in the latest edge-of-the-seat blockbuster - let our ice inflight entertainment take you to places you won't find on a map. Choose from over 6,500 channels of movies, TV shows and music from around the world and in multiple languages. Or challenge other passengers to a range of gripping games.





ABN: 50 128 382 187

Sunday 03 December 2023 10:35 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 47E(d)

### Tax Invoice - s 47E(d) - Credit Note

<b>Departure Date</b>	31/05/2023	<b>Return Date</b>	02/06/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	03/12/2023	<b>Due Date</b>	03/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Ticket	-\$543.05	\$0.00	-\$54.31	-\$597.36

QANTAS AIRWAYS  
Ticket Class: B - Economy Class  
Itinerary: CANBERRA- BRISBANE- CANBERRA  
Ticket No: s 47E(d)  
Passenger: s 22(1)(a)(ii)  
Issue Date: 24-11-2023

<b>Invoice Total</b>	<b>-\$543.05</b>	<b>\$0.00</b>	<b>-\$54.31</b>	<b>-\$597.36</b>
		<b>Total(ex GST)</b>		<b>-\$543.05</b>
		<b>GST</b>		<b>-\$54.31</b>
		<b>Total Inc GST</b>		<b>-\$597.36</b>

#### Invoice Payment

Please be aware that this invoice is a record of your transaction only and does not require any further payment.





Tuesday 05 December 2023 14:03 - Sydney, NSW

**Itinerary for**  
TILLEY/KRISTIN s 47F(1) MS

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Consultant:** CTM Travel Consultant  
**Booked By:** s 22(1)(a)(ii)@dfat.gov.au  
**Departure Date:** 29 Nov 23  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** s 47E(d)  
**Return Date:** 09 Dec 23  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

### Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.

Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

**Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com**

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Wednesday 29 Nov 23	Flight	<b>Airline:</b>	<b>QANTAS AIRWAYS</b>	<b>Flight</b> QF1506
		<b>Departure Date:</b>	<b>Wed 29 Nov 23 at 17:40</b>	CANBERRA, AUSTRALIA
		<b>Arrival Date:</b>	<b>Wed 29 Nov 23 at 18:35</b>	SYDNEY, AUSTRALIA
		<b>Aircraft:</b>	Boeing 717	
		<b>Class:</b>	Y - Economy Class	
		<b>Stops:</b>	Non-Stop	
		<b>Airline Reference:</b>	s 47E(d)	
		<b>Status:</b>	Schedule Change	
		<b>Details:</b>	CANBERRA, AUSTRALIA (TERMINAL - ) SYDNEY, AUSTRALIA (TERMINAL - ), Dept Time 29-11-2023 17:40, Arrival Time 29-11-2023 18:35	
Wednesday 29 Nov 23	Flight	<b>Airline:</b>	<b>QANTAS AIRWAYS</b>	<b>Flight</b> QF1450
		<b>Departure Date:</b>	<b>Wed 29 Nov 23 at 17:55</b>	CANBERRA, AUSTRALIA
		<b>Arrival Date:</b>	<b>Wed 29 Nov 23 at 18:50</b>	SYDNEY, AUSTRALIA
		<b>Aircraft:</b>	De Havilland Canada DHC-8-400 Dash 8Q	
		<b>Class:</b>	Y - Economy Class	
		<b>Stops:</b>	Non-Stop	
		<b>Airline Reference:</b>	s 47E(d)	
		<b>Status:</b>	Confirmed	
		<b>Baggage:</b>	40 kilos	
		<b>Details:</b>	CANBERRA, AUSTRALIA (TERMINAL - ) SYDNEY, AUSTRALIA (TERMINAL - 3), Dept Time 29-11-2023 17:55, Arrival Time 29-11-2023 18:50 - Travelling time: 0 hr 55 mins - Meal Service: Refreshment	
		<b>Seats:</b>	- TILLEY/KRISTIN s 47F(1) MS	

<b>Wednesday</b> <b>29 Nov 23</b>	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Code Share:</b> <b>Status:</b> <b>Baggage:</b>	<b>QANTAS AIRWAYS</b> <b>Wed 29 Nov 23 at 21:10</b> <b>Thu 30 Nov 23 at 04:30</b> Airbus A380-800 D - Business Class Non-Stop s 47E(d) EMIRATES AIRLINES Confirmed 40 kilos	<b>Flight</b> QF8417 SYDNEY, AUSTRALIA DUBAI, UNITED ARAB EMIRATES
		<b>Details:</b>	SYDNEY, AUSTRALIA (TERMINAL - 1) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 29-11-2023 21:10, Arrival Time 30-11-2023 04:30 - Travelling time: 14 hrs 20 mins - Meal Service: Meal	
		<b>Seats:</b>	08B - TILLEY/KRISTIN s 47F(1) MS	
<b>Thursday</b> <b>07 Dec 23</b>	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Code Share:</b> <b>Status:</b> <b>Baggage:</b>	<b>QANTAS AIRWAYS</b> <b>Thu 07 Dec 23 at 10:25</b> <b>Fri 08 Dec 23 at 06:40</b> Airbus A380-800 D - Business Class Non-Stop s 47E(d) EMIRATES AIRLINES Confirmed 40 kilos	<b>Flight</b> QF8434 DUBAI, UNITED ARAB EMIRATES BRISBANE, AUSTRALIA
		<b>Details:</b>	DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) BRISBANE, AUSTRALIA (TERMINAL - I), Dept Time 07-12-2023 10:25, Arrival Time 08-12-2023 06:40 - Travelling time: 14 hrs 15 mins - Meal Service: Meal	
		<b>Seats:</b>	12J - TILLEY/KRISTIN s 47F(1) MS	
<b>Saturday</b> <b>09 Dec 23</b>	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Status:</b> <b>Baggage:</b>	<b>QANTAS AIRWAYS</b> <b>Sat 09 Dec 23 at 11:05</b> <b>Sat 09 Dec 23 at 13:55</b> Embraer 190 B - Economy Class Non-Stop s 47E(d) Confirmed 2 pieces	<b>Flight</b> QF1905 BRISBANE, AUSTRALIA CANBERRA, AUSTRALIA
		<b>Details:</b>	BRISBANE, AUSTRALIA (TERMINAL - D) CANBERRA, AUSTRALIA (TERMINAL - ), Dept Time 09-12-2023 11:05, Arrival Time 09-12-2023 13:55 - Travelling time: 1 hr 50 mins - Meal Service: Hot meal	
		<b>Seats:</b>	04B - TILLEY/KRISTIN s 47F(1) MS	

## Frequent Flyer Numbers

TILLEY/KRISTIN s 47F(1) MS

s 47F(1)

## Ticket Numbers

s 47E(d) - TILLEY/KRISTIN s 47F(1) MS - ADULT - DXB-BNE  
 - TILLEY/KRISTIN MS - ADULT - CBR-SYD-DXB-SYD-CBR  
 - TILLEY/KRISTIN MS - ADULT - CBR-SYD-DXB-SYD-CBR  
 - TILLEY/KRISTIN MS - ADULT - CBR-SYD-DXB-SYD-CBR  
 - TILLEY/KRISTIN MS - ADULT - BNE-CBR  
 - TILLEY/KRISTIN MS - ADULT - DXB-BNE

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Service Fee	Simple Int Air	108.94	0.00	0.00	108.94
Service Fee	WoAG Admin Int	3.00	0.00	0.30	3.30
Service Fee	Amendment Int	27.51	0.00	0.00	27.51
Service Fee	Amendment Int	27.51	0.00	0.00	27.51
Ticket	QF - Y - Economy Class s 47E(d) - 23 Oct 23 - ADULT 28 Nov 23 CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA	7995.00	373.36	0.00	8368.36
Ticket	QF - Y - Economy Class s 47E(d) - 28 Nov 23 - ADULT 29 Nov 23 CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA	389.00	0.00	0.00	389.00
Ticket	QF - Y - Economy Class s 47E(d) - 28 Nov 23 - ADULT 29 Nov 23 CANBERRA- SYDNEY- DUBAI- SYDNEY- CANBERRA	250.00	0.00	0.00	250.00
Ticket	QF - B - Economy Class s 47E(d) - 05 Dec 23 - ADULT 09 Dec 23 BRISBANE- CANBERRA	228.82	54.93	28.37	312.12
Ticket	QF - Y - Economy Class s 47E(d) - 05 Dec 23 - ADULT 07 Dec 23 DUBAI- BRISBANE	250.00	0.00	0.00	250.00
Ticket	QF - D - Business Class s 47E(d) - 05 Dec 23 - ADULT 07 Dec 23 DUBAI- BRISBANE	6.00	3.94	0.00	9.94
<b>Due</b>		<b>9285.78</b>	<b>432.23</b>	<b>28.67</b>	<b>9746.68</b>
<b>Total Booking Cost Inc Pay Direct</b>				<b>28.67</b>	<b>9746.68</b>

Final Ticket Date: 04 Oct 23

**E-TICKETS**

**E-TICKET QF**

ELECTRONIC TICKET RECORD

INV : s 47E(d)

PNR: s 47E(d)

TKT: ISSUED : 28NOV23 IATA : s 47E(d)

NAME: TILLEY/KRISTIN s 47F(1) MS FF : s 47F(1)

CPN	A/L	FLT	CLS	DATE	FROMTO	TIME	ST	F/BASIS	STAT
1	QF	1450	Y	29NOV	CBRSYD	17:55	NO	DXME1UQ1	OPEN
2	QF	8417	D	29NOV	SYDDXB	21:10	OK	DXME1UQ1	OPEN

Endorsements:

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E-TICKETS

E-TICKET QF

ELECTRONIC TICKET RECORD

INV : s 47E(d) PNR: s 47E(d) IATA : s 47E(d)
TKT: ISSUED : 05DEC23 FF : s 47F(1)
NAME: TILLEY/KRISTIN s 47F(1) MS
CPN A/L FLT CLS DATE FROMTO TIME ST F/BASIS STAT
1 QF 1905 B 09DEC BNECBR 11:05 OK BFXGOV61 OPEN

Endorsements:

E-TICKET QF

ELECTRONIC TICKET RECORD

INV : s 47E(d) PNR: s 47E(d) IATA : s 47E(d)
TKT: ISSUED : 05DEC23 FF : s 47F(1)
NAME: TILLEY/KRISTIN s 47F(1) MS
CPN A/L FLT CLS DATE FROMTO TIME ST F/BASIS STAT
1 QF 8434 D 07DEC DXBBNE 10:25 OK DWME1UQ1 OPEN

Endorsements:

### Passport, Visas and Travel Warnings

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

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from [www.cibtvisas.com.au](http://www.cibtvisas.com.au) or by contacting your travel consultant for information. It is also recommended that you check [www.smarttraveller.gov.au](http://www.smarttraveller.gov.au) for health and consular travel warnings for all destinations.

### Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

### Important Information

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

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

**What items can I pack in my carry-on baggage?** Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

### CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/>. CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at [privacy@travelctm.com](mailto:privacy@travelctm.com)





ABN: 50 128 382 187

Tuesday 05 December 2023 13:29 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)@dfat.gov.au  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	29/11/2023	<b>Return Date</b>	09/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	05/12/2023	<b>Due Date</b>	05/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	TILLEY/KRISTIN s 47F(1) MS
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Description	Fare	Tax	GST	Due
1 Service Fee	\$27.51	\$0.00	\$0.00	\$27.51
Fee Type: Booking Fee Fee Description: Amendment Int Paid by CCs s 47E(d) - Kristin Tilley				
<b>Invoice Total</b>	<b>\$27.51</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27.51</b>
		<b>Total</b>		<b>\$27.51</b>
		<b>GST</b>		<b>\$0.00</b>
		<b>Total</b>		<b>\$27.51</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



ABN: 50 128 382 187

Tuesday 05 December 2023 13:31 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)@dfat.gov.au  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	29/11/2023	<b>Return Date</b>	09/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	05/12/2023	<b>Due Date</b>	05/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	TILLEY/KRISTIN s 47F(1) MS
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Description	Fare	Tax	GST	Due
1 Ticket QANTAS AIRWAYS Ticket Class: Y - Economy Class Itinerary: DUBAI- BRISBANE Ticket No: s 47E(d) Passenger: TILLEY/KRISTIN s 47F(1) MS Issue Date: 05-12-2023 Paid by CCs 47E(d) - 250.00 - Kristin Tilley	\$250.00	\$0.00	\$0.00	\$250.00
2 Ticket QANTAS AIRWAYS Ticket Class: D - Business Class Itinerary: DUBAI- BRISBANE Ticket No: s 47E(d) Passenger: TILLEY/KRISTIN s 47F(1) MS Issue Date: 05-12-2023 Paid by CCs 47E(d) - 9.94 - Kristin Tilley Ticket Credits Used: Original Ticket: s 47E(d)	\$6.00	\$3.94	\$0.00	\$9.94
<b>Invoice Total</b>	<b>\$256.00</b>	<b>\$3.94</b>	<b>\$0.00</b>	<b>\$259.94</b>
		<b>Total</b>		<b>\$259.94</b>
		<b>GST</b>		<b>\$0.00</b>
		<b>Total</b>		<b>\$259.94</b>

Tax Invoice - I.0000840563

Tuesday 05 December 2023 13:31 - Sydney, NSW

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**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



ABN: 50 128 382 187

Tuesday 05 December 2023 14:02 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)@dfat.gov.au  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)  
**Travel Bookers Name:** s 22(1)(a)(ii)  
**Trip ID:** s 47E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	29/11/2023	<b>Return Date</b>	09/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	05/12/2023	<b>Due Date</b>	05/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	TILLEY/KRISTIN s 47F(1) MS
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Description	Fare	Tax	GST	Due
1 Ticket	\$231.73	\$52.02	\$28.37	\$312.12
QANTAS AIRWAYS Ticket Class: B - Economy Class Itinerary: BRISBANE- CANBERRA Ticket No: s 47E(d) Passenger: TILLEY/KRISTIN s 47F(1) MS Issue Date: 05-12-2023 Paid by CCs 47E(d) - 312.12 - Kristin Tilley Airline Credit Card Fees (Inc GST): \$3.20				
<b>Invoice Total</b>	<b>\$231.73</b>	<b>\$52.02</b>	<b>\$28.37</b>	<b>\$312.12</b>
		<b>Total(ex GST)</b>		<b>\$283.75</b>
		<b>GST</b>		<b>\$28.37</b>
		<b>Total Inc GST</b>		<b>\$312.12</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.



ABN: 50 128 382 187

Thursday 07 December 2023 10:43 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 4/E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	10/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	07/12/2023	<b>Due Date</b>	07/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Ticket	\$123.00	\$21.53	\$0.00	\$144.53

QANTAS AIRWAYS  
Ticket Class: D - Business Class  
Itinerary: DUBAI- SYDNEY- CANBERRA  
Ticket No: s 47E(d)  
Passenger: s 22(1)(a)(ii)  
Issue Date: 07-12-2023  
Paid by CCs 47E(d) - 144.53 - s 22(1)(a)(ii)  
~~Ticket Credits Used-~~  
Original Ticket: s 47E(d)

<b>Invoice Total</b>	<b>\$123.00</b>	<b>\$21.53</b>	<b>\$0.00</b>	<b>\$144.53</b>
		<b>Total</b>		<b>\$144.53</b>
		<b>GST</b>		<b>\$0.00</b>
		<b>Total</b>		<b>\$144.53</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.





ABN: 50 128 382 187

Thursday 07 December 2023 10:44 - Sydney, NSW

Department of Foreign Affairs and Trade  
John Mcewen Crescent  
R G Casey Building  
Barton Act 0221  
Australia

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** DFAT  
**Booked By:** s 22(1)(a)(ii)  
**Trip Number:** s 4/E(d)

**Tax Invoice - s 47E(d)**

<b>Departure Date</b>	27/11/2023	<b>Return Date</b>	10/12/2023	<b>Consultant</b>	CTM Travel Consultant
<b>Issue Date</b>	07/12/2023	<b>Due Date</b>	07/12/2023	<b>Terms</b>	Zero Days

<b>Passengers</b>	s 22(1)(a)(ii)
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Description	Fare	Tax	GST	Due
1 Ticket	\$250.00	\$0.00	\$0.00	\$250.00

QANTAS AIRWAYS  
Ticket Class: Y - Economy Class  
Itinerary: DUBAI- SYDNEY- CANBERRA  
Ticket No: s 47E(d)  
Passenger: s 22(1)(a)(ii)  
Issue Date: 07-12-2023  
Paid by CC s 47E(d) - 250.00 - s 22(1)(a)(ii)

<b>Invoice Total</b>	<b>\$250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250.00</b>
		<b>Total</b>		<b>\$250.00</b>
		<b>GST</b>		<b>\$0.00</b>
		<b>Total</b>		<b>\$250.00</b>

**Invoice Payment**

Please be aware that this invoice is a record of your transaction only and does not require any further payment.

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
 United Arab Emirates

Cate Rogers  
 Australian Consulate Dubai AR #  
 s 47E(d)

TAX INVOICE  
 s 47E(d)

TRN. s 47E(d) 12.12.23

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai

United Arab Emirates

s 22(1)(a)(ii)

Australian Consulate Dubai

AR #

s 47E(d)

TAX INVOICE

s 47E(d)

12.12.23

TRN. s 47E(d)

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
United Arab Emirates

s 22(1)(a)(ii)

Australian Consulate Dubai AR #

TAX INVOICE  
s 47E(d)

12.12.23

TRN. s 47E(d)

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
United Arab Emirates

Kristin Tilley  
Australian Consulate Dubai AR #

ITAX INVOICE  
s 47E(d)

12.12.23

TRN. s 47E(d)

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)



s 47E(d)

Australian Consulate Dubai  
United Arab Emirates

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

s 22(1)(a)(ii)

Australian Consulate Dubai AR #  
s 47E(d)

TAX INVOICE  
s 47E(d)

12.12.23

TRN. s 47E(d)

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
United Arab Emirates

s 22(1)(a)(ii)

Australian Consulate Dubai AR #

TAX INVOICE  
s 47E(d)

TRN. s 47E(d) 12.12.23

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
United Arab Emirates

s 22(1)(a)(ii)

Australian Consulate Dubai AR #  
s 47E(d)

TAX INVOICE  
s 47E(d)

12.12.23

TRN. s 47E(d)

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

s 47E(d)

Room	s 47E(d)
Tax Invoice No.	
Arrival	28.11.23
Departure	12.12.23
Adults/ Children	1/0
Conf.No:	s 47E(d)
Voucher no	
Checked Out By	254

Australian Consulate Dubai  
United Arab Emirates

s 22(1)(a)(ii)

Australian Consulate Dubai AR #

TAX INVOICE  
s 47E(d)

TRN. s 47E(d) 12.12.23

Date	Description	Debit AED	Credit AED
28-Nov-23	Accommodation	969.99	
29-Nov-23	Accommodation	969.99	
30-Nov-23	Accommodation	969.99	
1-Dec-23	Accommodation	969.99	
2-Dec-23	Accommodation	969.99	
3-Dec-23	Accommodation	969.99	
4-Dec-23	Accommodation	969.99	
5-Dec-23	Accommodation	969.99	
6-Dec-23	Accommodation	969.99	
7-Dec-23	Accommodation	969.99	
8-Dec-23	Accommodation	969.99	
9-Dec-23	Accommodation	969.99	
10-Dec-23	Accommodation	969.99	
11-Dec-23	Accommodation	969.99	
	<b>Total</b>	<b>13,579.86</b>	-
	<b>Total Balance</b>	<b>13,579.86</b>	AED
	VAT Excl. Amt	<b>12,982.72</b>	AED
	5 % VAT	<b>597.14</b>	AED

s 47E(d)

Signature: \_\_\_\_\_

Guest Signature \_\_\_\_\_

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Total Tourism Dirham Paid During Stay:

Tourism Dirham 280.00

s 47E(d)

Room	s 47E(d)		<b>Ms Catherine Rogers</b>	
Tax Invoice No.	s 47E(d)		s 47F(1)	
Arrival	12.12.23	Time : 08:34		
Departure	14.12.23	Time : 06:48		
Adults/Children	1	/ 0	A/R NO :	
Conf. No.	s 47E(d)		s 47E(d)	
Voucher.no			TAX INVOICE	
Checked Out By	254		s 47E(d)	14.12.23 Page :1 of 2
			TRN. s 47E(d)	

Date	Description	Debit AED	Credit AED
12.12.23	Standard Retail [Add: 10%.(B)]	1,917.53	
13.12.23	Standard Retail [Add: 10%.(B)]	1,245.00	
14.12.23	Visa Card(3C)		3,162.53
<b>Total</b>		3,162.53	3,162.53
		Total Balance	0.00 AED
		VAT Excl. Amt	3,022.33 AED
		5 % VAT	140.20 AED

s 47E(d)

All prices are inclusive of 7% Municipality fees, 5% VAT and 10% Service Charge.

Guest Signature\_\_\_\_\_

Total Tourism Dirham Paid During Stay:

Tourism Dirham 40.00

s 47E(d)



Room	s 47E(d)		<b>Ms Catherine Rogers</b>	
Tax Invoice No.	s 47E(d)		s 47F(1)	
Arrival	12.12.23	Time : 08:34		
Departure	14.12.23	Time : 06:48		
Adults/Children	1	/ 0	A/R NO :	
Conf. No.	s 47E(d)		s 47E(d)	
Voucher.no			<b>TAX INVOICE</b>	
Checked Out By	254		s 47E(d)	14.12.23 Page :2 of 2
			<b>TRN</b> s 47E(d)	

Date	Description		Debit AED	Credit AED
Signature: _____	Merchant ID		Credit Card #	s 47E(d)
	Transaction ID	s 47E(d)	Credit Card Expiry :	
	Approval Code		Capture Method :	Manual
	Approval Amount :	3162.53	Transaction Amount :	3162.53
	Amount :		Exchange Rate :	

I have chosen not to use the VisaCard currency conversion process and agree that i will have no recourse against VisaCard concerning this conversion inclusive 3.6% margin or its disclosure.

s 47E(d)

## TAX INVOICE

s 47E(d)

s 22(1)(a)(ii)

**Australia**

Membership No. :  
 A/R Number :  
 Company Name :  
 Voucher No. :

VAT Regn. No. : s 47E(d)  
 Room No. :  
 Arrival : 29-11-23  
 Departure : 07-12-23  
 No of Pax : 1 /0  
 Page No. : 1 of 3  
 Tax Invoice No. : s 47E(d)  
 Conf. No. :  
 User Name :

24-JAN-24 11:20:47

Date	Description	Charges (AED)	Credits (AED)
29-11-23	Master Card 3C s 47E(d)		1,520.63
29-11-23	Accommodation Charges	1,225.00	
29-11-23	Municipality Fee 7%	85.75	
29-11-23	Service Charge 10% - Accommodation	122.50	
29-11-23	VAT 5%	67.38	
29-11-23	Tourism Dirham	20.00	
30-11-23	Visa Card 3C s 47E(d)		14,411.26
30-11-23	Accommodation Charges	1,800.00	
30-11-23	Municipality Fee 7%	126.00	
30-11-23	Service Charge 10% - Accommodation	180.00	
30-11-23	VAT 5%	99.00	
30-11-23	Tourism Dirham	20.00	
01-12-23	Accommodation Charges	1,800.00	
01-12-23	Municipality Fee 7%	126.00	
01-12-23	Service Charge 10% - Accommodation	180.00	
01-12-23	VAT 5%	99.00	
01-12-23	Tourism Dirham	20.00	
02-12-23	Accommodation Charges	1,600.00	
02-12-23	Municipality Fee 7%	112.00	
02-12-23	Service Charge 10% - Accommodation	160.00	
02-12-23	VAT 5%	88.00	

s 47E(d)

s 47E(d)

## TAX INVOICE

s 47E(d)

s 22(1)(a)(ii)

**Australia**

Membership No. :  
 A/R Number :  
 Company Name :  
 Voucher No. :

VAT Regn. No. : s 47E(d)  
 Room No. :  
 Arrival : 29-11-23  
 Departure : 07-12-23  
 No of Pax : 1 /0  
 Page No. : 2 of 3  
 Tax Invoice No. : s 47E(d)  
 Conf. No. :  
 User Name :

24-JAN-24 11:20:47

Date	Description	Charges (AED)	Credits (AED)
02-12-23	Tourism Dirham	20.00	
03-12-23	Accommodation Charges	1,800.00	
03-12-23	Municipality Fee 7%	126.00	
03-12-23	Service Charge 10% - Accommodation	180.00	
03-12-23	VAT 5%	99.00	
03-12-23	Tourism Dirham	20.00	
04-12-23	Accommodation Charges	1,600.00	
04-12-23	Municipality Fee 7%	112.00	
04-12-23	Service Charge 10% - Accommodation	160.00	
04-12-23	VAT 5%	88.00	
04-12-23	Tourism Dirham	20.00	
05-12-23	Accommodation Charges	1,525.00	
05-12-23	Municipality Fee 7%	106.75	
05-12-23	Service Charge 10% - Accommodation	152.50	
05-12-23	VAT 5%	83.88	
05-12-23	Tourism Dirham	20.00	
06-12-23	Accommodation Charges	1,525.00	
06-12-23	Municipality Fee 7%	106.75	
06-12-23	Service Charge 10% - Accommodation	152.50	
06-12-23	VAT 5%	83.88	
06-12-23	Tourism Dirham	20.00	

s 47E(d)

**TAX INVOICE**

s 47E(d)

s 22(1)(a)(ii)

**Australia**

Membership No. :  
 A/R Number :  
 Company Name :  
 Voucher No. :

VAT Regn. No. : s 47E(d)  
 Room No. :  
 Arrival : 29-11-23  
 Departure : 07-12-23  
 No of Pax : 1 /0  
 Page No. : 3 of 3  
 Tax Invoice No. : s 47E(d)  
 Conf. No. :  
 User Name :

24-JAN-24 11:20:47

Date	Description	Charges (AED)	Credits (AED)
	<b>Total (AED)</b>	<b>15,931.89</b>	<b>15,931.89</b>
	<b>Total Balance in AED</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Net Amount</b>	<b>14162.50</b>	<b>14162.50</b>
	<b>VAT 5% on (Net Amount + 10% Service Charge)</b>	<b>708.14</b>	<b>708.14</b>
	<b>Municipality Fees 7%</b>	<b>901.25</b>	<b>901.25</b>
	<b>Tourism Dirham</b>	<b>160.00</b>	<b>160.00</b>
	<b>Total Amount (AED)</b>	<b>15,931.89</b>	<b>15,931.89</b>

Guest Signature

I acknowledge personal liability for payment of the above statements and, if the person, company, or party indicated by me as being responsible for payments does not make payment, I shall upon demand make payment immediately to you.

All Prices Inclusive of 10% Service Charges, 7% Municipality Fee & 5% VAT.

Thank You For Staying With Us

s 47E(d)



United Nations  
Climate Change Secretariat

Nations Unies  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany



Registration code: s 47E(d)

**To Diplomatic Missions:** Please take note of the registration codes s 47E(d) that may be used to confirm this registration. Please log into the system to find the most updated information.

## ACKNOWLEDGEMENT OF PARTICIPANT'S NOMINATION / UNFCCC VISA SUPPORT LETTER

This is to acknowledge that a National Focal Point (NFP) nominated the individual to attend the meeting session United Nations Climate Change Conference 28, Dubai, United Arab Emirates, from 24 Nov 2023 to 12 Dec 2023 as specified below.

Full name: s 22(1)(a)(ii)		
Date of Birth: s 47F(1)	Document identification number: s 47F(1)	Country of Nationality: Australia
Party or observer State: Australia		
Registration type: Party delegate	Attendance starts: 24 Nov 2023	Attendance ends: 12 Dec 2023

Diplomatic missions of the Host Country have been informed about these sessions. In this context, the United Nations Framework Convention on Climate Change Secretariat (UNFCCC Secretariat) requests the customary assistance of the Host Government to speed up the process of issuance of a visa to the said representative to facilitate such participation.

This note has been generated automatically by the online registration system of the United Nations Framework Convention on Climate Change Secretariat. For queries on visa, please contact the secretariat of UNFCCC.

The above participant has been duly nominated to attend United Nations Climate Change Conference 28.

At the registration counter of the conference, participants must provide this document (either printed or from a mobile device) and a personal identification document in the form of a valid passport or a nationally approved photo identification card. Please note that the details provided to the UNFCCC Secretariat using the Online Registration System (ORS) must match with the identification document.

Nominations can be cancelled or replaced by the nominating NFP at any time until a badge is printed and issued. For registration, the UNFCCC Secretariat will use the latest information provided using the ORS.

In the interest of safety and security of all participants and the smooth and efficient conduct of the sessions, the UNFCCC Secretariat reserves the right to deny and/or restrict access to the conference premises, or to request participants to leave the conference premises. The UNFCCC Secretariat shall not be responsible for any expenses incurred by participants who are requested to leave the premises or are refused registration or access to the sessions for which they have been nominated and/or registered as participants.





**United Nations**  
Climate Change Secretariat

**Nations Unies**  
Secrétariat sur les changements climatiques

Secretariat of the United Nations Framework Convention on Climate Change / Platz der Vereinten Nationen 1 / 53113 Bonn, Germany

To apply for the COP 28 visa, please use the specific link which is included in the registration confirmation email which was sent to the email address of the delegate provided during registration.

Please note that participants will need to follow the Code of Conduct, relevant health guidelines prevalent at the time of the conference. For details, please refer to the Information for Participant (IFP) posted on the UNFCCC website.



Monday 23 October 2023 11:48 - Sydney, NSW

**Itinerary for**  
s 22(1)(a)(ii)

**Booking Number:** s 47E(d)  
**PNR Reference:**  
**Consultant:** CTM Travel Consultant  
**Booked By:** Prudence  
**Departure Date:** 28 Nov 23  
**Debtor:** Department of Foreign Affairs and Trade  
**Department:** s 47E(d)  
**Return Date:** 12 Dec 23  
**Employee ID:** s 47F(1)  
**Trip Number:** s 47E(d)

### Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.  
 Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

**Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com**

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
<b>Tuesday</b> <b>28 Nov 23</b>	<b>Flight</b>	<b>Airline:</b> QANTAS AIRWAYS <b>Departure Date:</b> Tue 28 Nov 23 at 17:40 <b>Arrival Date:</b> Tue 28 Nov 23 at 18:35 <b>Aircraft:</b> Boeing 717 <b>Class:</b> B - Economy Class <b>Stops:</b> Non-Stop <b>Airline Reference:</b> s 47E(d) <b>Status:</b> Confirmed <b>Baggage:</b> 2 pieces	<b>Flight</b> QF1506 CANBERRA, AUSTRALIA SYDNEY, AUSTRALIA	<b>Details:</b> CANBERRA, AUSTRALIA (TERMINAL - ) SYDNEY, AUSTRALIA (TERMINAL - 3), Dept Time 28-11-2023 17:40, Arrival Time 28-11-2023 18:35 - Travelling time: 0 hr 55 mins - Meal Service: Hot meal
<b>Tuesday</b> <b>28 Nov 23</b>	<b>Flight</b>	<b>Airline:</b> EMIRATES AIRLINES <b>Departure Date:</b> Tue 28 Nov 23 at 21:10 <b>Arrival Date:</b> Wed 29 Nov 23 at 04:30 <b>Aircraft:</b> Airbus A380-800 <b>Class:</b> I - Business Class <b>Stops:</b> Non-Stop <b>Airline Reference:</b> s 47E(d) <b>Status:</b> Confirmed <b>Baggage:</b> 40 kilos	<b>Flight</b> EK0417 SYDNEY, AUSTRALIA DUBAI, UNITED ARAB EMIRATES	<b>Details:</b> SYDNEY, AUSTRALIA (TERMINAL - 1) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 28-11-2023 21:10, Arrival Time 29-11-2023 04:30 - Travelling time: 14 hrs 20 mins - Meal Service: Meal

Monday 23 October 2023 11:48 - Sydney, NSW

<b>Monday</b> 11 Dec 23	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Status:</b> <b>Baggage:</b>	<b>EMIRATES AIRLINES</b> <b>Mon 11 Dec 23 at 10:15</b> <b>Tue 12 Dec 23 at 07:00</b> Airbus A380-800 I - Business Class Non-Stop s 47E(d) Confirmed 40 kilos	<b>Flight</b> EK0412 DUBAI, UNITED ARAB EMIRATES SYDNEY, AUSTRALIA
		<b>Details:</b>	DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) SYDNEY, AUSTRALIA (TERMINAL - 1), Dept Time 11-12-2023 10:15, Arrival Time 12-12-2023 07:00 - Travelling time: 13 hrs 45 mins - Meal Service: Meal	
<b>Tuesday</b> 12 Dec 23	<b>Flight</b>	<b>Airline:</b> <b>Departure Date:</b> <b>Arrival Date:</b> <b>Aircraft:</b> <b>Class:</b> <b>Stops:</b> <b>Airline Reference:</b> <b>Status:</b> <b>Baggage:</b>	<b>QANTAS AIRWAYS</b> <b>Tue 12 Dec 23 at 09:35</b> <b>Tue 12 Dec 23 at 10:30</b> De Havilland Canada DHC-8-300 Dash 8/8Q B - Economy Class Non-Stop s 47E(d) Confirmed 2 pieces	<b>Flight</b> QF1431 SYDNEY, AUSTRALIA CANBERRA, AUSTRALIA
		<b>Details:</b>	SYDNEY, AUSTRALIA (TERMINAL - 3) CANBERRA, AUSTRALIA (TERMINAL - ), Dept Time 12-12-2023 09:35, Arrival Time 12-12-2023 10:30 - Travelling time: 0 hr 55 mins - Meal Service: Refreshment	

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	QF - B - Economy Class 28 Nov 23 CANBERRA- SYDNEY- CANBERRA	253.26	104.72	35.78	393.76
Ticket	EK - I - Business Class 28 Nov 23 SYDNEY- DUBAI- SYDNEY	7761.00	271.30	0.00	8032.30
<b>Due</b>		<b>8014.26</b>	<b>376.02</b>	<b>35.78</b>	<b>8426.06</b>
<b>Total Booking Cost Inc Pay Direct</b>				<b>35.78</b>	<b>8426.06</b>

**Final Ticket Date:** 21 Oct 23

### Passport, Visas and Travel Warnings

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

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from [www.cibtvisas.com.au](http://www.cibtvisas.com.au) or by contacting your travel consultant for information. It is also recommended that you check [www.smarttraveller.gov.au](http://www.smarttraveller.gov.au) for health and consular travel warnings for all destinations.

### Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline.

When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

### Important Information

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

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

**What items can I pack in my carry-on baggage?** Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

### CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/>. CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at [privacy@travelctm.com](mailto:privacy@travelctm.com)