

VANCOUVER 2010 SUITE CONFIRMATION FORM



The undersigned hereby confirms that *BC Olympic & Paralympic Secretariat* will accept the allocation of a VANOC Suite in accordance with the below noted events, corresponding fee structure, and conditions of sale. I further agree to comply with the provisions of VANOC's Suite Use Terms and Conditions, as amended from time to time, a current copy of which is attached to this request form.

VENUE	SUITE #	N° OF EVENTS	N° TICKETS PER EVENT	TOTAL PRICE
<i>Pacific Coliseum</i>	S15, S19	15	S17	S17, S21
<i>Canada Hockey Place</i>	S15, S19	33	S17	S17, S21

PAYMENT TERMS FOR SUITES

I shall provide payment for the Suites as follows:

- The amount of the order will be calculated in Canadian currency and payment must be made in Canadian currency.
- VANOC will invoice me for the corresponding total amount pursuant to the following schedule:

<u>PAYMENT DATE</u>	<u>AMOUNT DUE</u>
April 10, 2009	25% of total
May 15, 2009	Balance in full

- The allocation of a specific suite location to the suite-holder may be subject to change in the event of adjustments resulting from the production of the Games so require. In such a case, VANOC shall endeavor to relocate the suite-holder, but shall not be obligated to allocate to the suite-holder a substitute suite of similar size or value. In the event VANOC is unable to allocate a Suite of similar value or otherwise acceptable to the Suiteholder, VANOC's sole obligation to the Suiteholder shall be to refund all monies paid by the Suiteholder to VANOC (which refund shall be prorata in the event partial use of the Suite has occurred).
- I understand the amount payable relates only to *BC Olympic & Paralympic Secretariat's* use of the suite for the sessions allocated. Any other services requested by *BC Olympic & Paralympic Secretariat* in connection with the use of the suite (for example, food and beverage services), shall be subject to separate and additional charges which I agree to pay in conformity with VANOC's policies and procedures of general application relating thereto.
- If payment is not made in full by May 15, 2009, I understand and agree VANOC shall have the right to terminate my right to the use of the Suite and no refund of monies previously paid by me shall be required or made after providing written notice of such default to the BC Olympic & Paralympic Secretariat and the BC Olympic & Paralympic Secretariat failing to cure such default within 10 days of receiving such notice.
- By signing below, I accept the foregoing and acknowledge that I have read, understand, and agree to be bound by the attached terms and conditions.

Signature:

Print Name and Title:

Tom Lee

Strategic Lead, Operations & Business Programs

Company name:

BC Olympic & Paralympic Winter Games Secretariat

Date:

April 20, 2009

INVOICE



ATTN: Tom Lee
Bill to: BC Olympic & Paralympic Secretariat (Sui
Finance
PO Box 9397 Stn Prov Govt
Victoria, BC V8W 9M9 Canada

Invoice Number: TKT30327
Invoice Date: April 02, 2009
Due Date: May 15, 2009
Account Number: 149133
Total pages in this invoice: 1

Suite #	Venue	Sessions	Capacity	Total
S15, S19	Canada Hockey Place	33	S17, S21	S17, S21

Session dates and times are subject to change

GST # 87515 9808 RT0001
*Canadian GST included: \$0.00
Total confirmed ticket allocation value: S17, S21

This invoice is the second of two, representing the remaining 75% of your confirmed suite allocation. Amount Due: S17, S21
Date Due:

Please remit payment via the payment details listed below. Thank you for your continuing support of the Vancouver 2010 Olympic Winter Games.

Payment Details:

Bank Name: Royal Bank of Canada
Bank Address: 1025 West Georgia Street, Vancouver, BC Canada
SWIFT Code: ROYCCAT2
Beneficiary: VANOC Ticketing
Transit Number: S15, S17
Account Number:

Note: Use account number S15, S17 when wiring funds (no breaks between the 12 digits).

Please note that all payments must be in Canadian Dollars and net of all bank fees.

Vancouver Organizing Committee for the 2010 Olympic and Paralympic Winter Games (VANOC)
Comité d'organisation des jeux olympiques et paralympiques d'hiver de 2010 à Vancouver (COVAN)

400-3585 Gravelly Street
Vancouver, BC Canada V5K 5J5

400-3585 rue Gravelley
Vancouver, C.-B. Canada V5K 5J5

VANCOUVER 604 409 2010
WHISTLER 604 932 2010
TOLL-FREE 877 408 2010
FAX 778 328 2010

VANCOUVER 604 409 2010
WHISTLER 604 932 2010
SANS-FRAIS 877 408 2010
TÉLÉCOPIEUR 778 328 2010

Invoice Number: TKT30327

Page 1 of 1

HLS-09-039-002

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Finance
PO Box 9397 Stn Prov Govt
Victoria, BC V8W 9M9 Canada

Invoice Number: TKT30329
Invoice Date: April 17, 2009
Due Date: May 15, 2009
Account Number: 149133
Total pages in this invoice: 1

Suite #	Venue	Sessions	Capacity	Total
S15, S19	Pacific Coliseum	15	S17, S21	S17, S21

Session dates and times are subject to change

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Invoice Number: TKT30329

Page 1 of 1

HLS-09-039-003

Limion, Karla HLS:EX

From: Chris Stairs [Chris_Stairs@vancouver2010.com]
Sent: Tuesday, April 21, 2009 3:54 PM
To: Limion, Karla FIN:EX
Subject: RE: BC Place Suite Opportunities

No worries. It's actually 14 events... Opening, Closing and 12 Victory Ceremony nights. Each of the VC nights represents 2-3 hours of entertainment with the medaling awards, and then a concert of some sort. Exact talent and programming yet to be determined. But I understand our Ceremonies team is looking to source highly recognizable, national talent.

Hope that helps.

Chris

From: Limion, Karla FIN:EX [mailto:Karla.Limion@gov.bc.ca]
Sent: April 21, 2009 3:48 PM
To: Chris Stairs
Subject: RE: BC Place Suite Opportunities

And a final question (sorry) - how many events will be taking place at BC Place? Just looked at the competition schedule on the specialty client website and can't seem to source this info?

Thanks!
Karla

From: Chris Stairs [mailto:Chris_Stairs@vancouver2010.com]
Sent: Monday, April 20, 2009 11:19 AM
To: Limion, Karla FIN:EX
Subject: RE: BC Place Suite Opportunities

Hey, Karla ... Well, once again a tough answer given that we are contending with so many unknowns.

But, in theory, we would likely ask for a 25% deposit upon confirmation. Then, so as to provide our S16, S17, S21 Partners some room to manage payments, we would likely defer final payment until August 14th when all balances are due for both tickets.

Chris

From: Limion, Karla FIN:EX [mailto:Karla.Limion@gov.bc.ca]
Sent: April 20, 2009 10:12 AM
To: Chris Stairs
Subject: RE: BC Place Suite Opportunities

Hi Chris,

Thanks for this information! I'm going to run through it with Tom to see what he's thinking.

Can you give me an idea of the timing for payment of invoices for BC Place as well?

Thank you,
Karla

From: Chris Stairs [mailto:Chris_Stairs@vancouver2010.com]
Sent: Friday, April 17, 2009 5:14 PM
To: Limion, Karla FIN:EX
Subject: BC Place Suite Opportunities

Dear Karla – A bit late in the day, but I know I promised you some approximations regarding suite opportunities at BC Place. As I mentioned over the phone, we are still trying to lock-down the impact of PavCo renovations. But it appears that we will have quite a wide assortment of suites available that will range in capacity and revenue as follows:

S17, S21

Suites would include access to Opening, Closing and 12 Victory Ceremonies.

Tom was originally considering a suite S17, S21 Having said that, am I
to assume that the BC Secretariat might consider one of the larger suites? Know also that there would be the opportunity
to purchase two mid-ranged suites S17, S21 in order to reach a total capacity closer to the
original figure. As you can see, we may be able to entertain a few different scenarios.

I hope that helps at least somewhat in your planning.

Have a good weekend.

Chris

****Please note that as of November 17, 2008, my new phone number will be 604.403.2392****

Chris Stairs

Director, Ticket Sales

Vancouver Organizing Committee for the 2010 Olympic and Paralympic Winter Games

Comité d'organisation des Jeux olympiques et paralympiques d'hiver de 2010 à Vancouver

3585 Graveley Street | 3585 rue Graveley

Vancouver, BC (C.-B.) V5K 5J5

Tel. (604) 403-2392 Fax: (778) 328-2011

E-mail: chris_stairs@vancouver2010.com

www.vancouver2010.com

This transmission, or any part of it, is solely for the named addressee. The copying and distributing of this transmission or any information it contains, by anyone other than the addressee, is prohibited. If you have received this transmission in error, please let me know by telephone (604) 403-2392 or by reply email. If you are not the named addressee, you must destroy the original transmission and its contents.

Limion, Karla HLS:EX

From: Chris Stairs [Chris_Stairs@vancouver2010.com]
Sent: Thursday, May 7, 2009 2:47 PM
To: Limion, Karla FIN:EX
Subject: BC Place Suite / Reporting Note..

Hey, Karla – Sorry for the delay in returning your call. I have our tech team looking into your reporting challenge. Let me know if anything has changed as of yet.

In the meantime, I wanted to reach out regarding BC Place suites. When you or Tom has a moment, I was hoping to discuss your further options at that venue.

I know Tom is looking for something with a capacity of around S17, S21. We do have a handful of suites in that range. They are between the 40 yard lines and have private restrooms. However, there are site-line issues for the Victory Ceremonies with these particular suites. As a solution, we would relocate suites holders into prime seating in the bowl for those 12 VC events. The alternative that some clients are entertaining, however, is the purchase of two smaller adjacent suites S17, S21 closer to the ends of the field where they are guaranteed a luxury suite experience for all 14 events.

In short, there are some pros/cons to both solutions. I wanted to get a sense of what would work best for the BC Secretariat. Let me know if there would be a good time to call and talk through more of the details.

Thanks in advance.

Chris

****Please note that as of November 17, 2008, my new phone number will be 604.403.2392****

Chris Stairs
Director, Ticket Sales
Vancouver Organizing Committee for the 2010 Olympic and Paralympic Winter Games
Comité d'organisation des Jeux olympiques et paralympiques d'hiver de 2010 à Vancouver
3585 Graveley Street | 3585 rue Graveley
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Limion, Karla HLS:EX

From: Chris Stairs [Chris_Stairs@vancouver2010.com]
Sent: Wednesday, May 13, 2009 2:13 PM
To: Limion, Karla FIN:EX
Subject: RE: Suite at BC Place

Karla – I'm actually just waiting for the latest suite capacities from BC Place. At this stage, it does not look promising. But it depends on how many "standing room" guests will be permitted based on fire codes. There are a few suites on the latest list marked with a capacity of 17, 21. However, I am not certain if that figure includes the standard 4 "standing room" or not. It could be the case that these suites represent S17, S21. These same suites would be available for all events at BC Place.

Unfortunately, until I know that the architects, construction teams, and PavCo are all on the same page, I wouldn't want to commit at this stage. You should know that the latest list I am waiting for is coming from the PavCo suite sales team, and so would represent the final capacities they want to publish and sell.

Horribly vague, I know. Thanks for your patience.

Chris

From: Limion, Karla FIN:EX [mailto:Karla.Limion@gov.bc.ca]
Sent: May 13, 2009 1:58 PM
To: Chris Stairs
Subject: Suite at BC Place

Hi Chris,

Just wanted to confirm with you – you said in our last conversation that there *may* be a suite with a capacity of 17, 21 that would have sight lines to all events at BC Place. Just wanted to confirm that this is indeed a possibility, as Tom wants to supply our CEO with all possible options.

Thank you!!

Karla

Karla Limion

Operations & Business Programs

BC Olympic & Paralympic Winter Games Secretariat

Phone: (250) 953-4164

Cell: (250) 415-2963

email: Karla.Limion@gov.bc.ca

As of March 31st, my new phone #: 250-953-4164

2009/2010 Olympic Community Engagement and Leveraging – Program Approval Form

Project Name: Olympic Ticketing Strategy
Ministry: Ministry of Finance, BC Olympic and Paralympic Winter Games Secretariat

1.) Program Rationale/Objectives

Rationale

To ensure a controlled and measurable distribution method, amongst several government ministries and agencies, for the \$17, \$21 Olympic tickets the Province has purchased from VANOC and the \$17, \$21 tickets that are currently on-request from VANOC for events taking place February 12-28, 2010.

Objectives

The province has purchased \$17, \$21 individual tickets and \$17, \$21 tickets in suites at GM Place and the Pacific Coliseum for the 2010 Olympic Games. The province has also requested and is awaiting confirmation on \$17, \$21 tickets in a suite at BC Place.

S13

With the purchase of \$17, \$21 Olympic tickets, the Provincial Olympic Ticketing Strategy aims to:

- Enhance provincial business or investment strategies
- Encourage diplomacy between British Columbia and other jurisdictions
- Engage BC communities and residents in the excitement of the Olympic Games

2.) Scope

The BC Olympic and Paralympic Winter Games Secretariat (the Secretariat) will distribute the province's Olympic ticket allocation amongst various government organizations. Specific purposes areas for ticket distribution will include:

- Business and economic development
- Diplomacy and international relations
- Engagement of BC communities

Each participating organization will provide a detailed ticket distribution plan to the Secretariat that outlines a purpose, objectives, action plan, budget, performance measures, and evaluation.

The Ministry of Small Business, Technology, and Economic Development and the Intergovernmental Relations Secretariat have created an Integrated Hosting Strategy, which outlines plans for business and dignitary hosting in 2010. In addition, each organization has submitted a detailed ticket distribution plan. The Olympic Games Secretariat will review each organization's ticket distribution plan and ensure that it meets the following criteria:

2009/2010 Olympic Community Engagement and Leveraging – Program Approval Form

Project Name: Olympic Ticketing Strategy
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S17

Tickets will also be provided to MLAs and Cabinet Ministers for the purposes of hosting business leaders and dignitaries during the 2010 Olympic Games.

ActNow BC has submitted a detailed plan for ticket distribution to BC communities by way of contesting. The Olympic Games Secretariat will review this community ticket distribution plan and ensure that it meets the following criteria:

S17

3.) Scale

S17, S21

S17, S21

S17, S21

S17, S21

4.) Schedule

- January 2009 – Discussion begins between the Olympic Games Secretariat and IGRS/STED.
- February-March 2009 – IGRS/STED/ActNow BC submit their detailed ticket distribution strategies to the OGS
- June 2009 – STED/IGRS/OGS complete an Integrated Hosting Strategy, for review and approval by the Deputy Minister's Committee on the Olympics.
- July 2009 – OGS Olympic Ticketing Strategy and Integrated Hosting Strategy are reviewed/approved by the Minister's Office.
- November 2009 to January 2010 – OGS receives physical tickets from VANOC and distributes physical allocations to Ministries.

2009/2010 Olympic Community Engagement and Leveraging – Program Approval Form

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- April 30, 2010 – After the Olympic Games are complete, Ministries who received tickets provide a final report to the Secretariat, outlining use of tickets and results.

5.) Key Strategies and Deliverables

- The Olympic Games Secretariat will write an over-arching strategy piece, outlining the criteria that each Ministry must meet to obtain an allocation of individual and/or suite tickets.
- Each Ministry must provide the Olympic Games Secretariat with its own individual plan on how it plans to distribute Olympic tickets. Each of these plans will be reviewed by the OGS and must receive endorsement and approval from the Minister's Office.
- Ministries receiving tickets will also be required to report back to the OGS, outlining the outcomes achieved as a result of distributing tickets for community use or for dignitary/business hosting.

6.) Measuring Success

- As an overarching measurement, the province will measure success in the following way:

S17
- STED/IGRS have included performance measures in their ticketing strategies. OGS' success will depend on each Ministry meeting their own measures of success, outlined below.

S17

**2009/2010 Olympic Community Engagement and Leveraging –
Program Approval Form**

Project Name: Olympic Ticketing Strategy
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S17

Community Engagement:

ActNow BC Contesting - World Healthy Living Challenge and GamesTown 2010:
Performance will be measured based on the number of Healthy Living pledges committed both offline and online, and diversity of regions which those pledges represent.

S17

7.) Key Risks and Related Mitigation Strategies

S15, S17, S21, S18

8.) Funding/Budget Summary

S17, S21

**2009/2010 Olympic Community Engagement and Leveraging –
Program Approval Form**

Project Name: Olympic Ticketing Strategy
Ministry: Ministry of Finance, BC Olympic and Paralympic Winter Games Secretariat

	# of TICKETS	\$ VALUE
Pacific Coliseum Suite		
Canada Hockey Place (GM Place) Suite		
BC Place Suite		
GamesTown 2010 Prizing		
Opening Ceremonies – Countdown to 2010 event prize (2003)	\$17, \$21	\$17, \$21
Remaining individual tickets		
TOTALS		

Key assumptions of the budget estimate are based on ticket and suite prices already supplied to the province by VANOC. No contingency allowance provisions have been included in the program budget as the ticket prices have been fixed and we have been guaranteed to purchase them at this rate. OGS/IGRS/ and STED are currently developing a hosting strategy which will integrate government hosting activities and ticket use. ActNow BC has developed a ticketing strategy which outlines ticket use for community contesting.

- the amount of funding requested from the Province: \$17
- the amounts of financial and value-in-kind contributions expected to be received from other partners: \$17
- any other funding sources (e.g., fees collected from participants/clients): \$17

Requirement of Approval:

Prepared By:	Date:
<hr/> Name:	

**2009/2010 Olympic Community Engagement and Leveraging –
Program Approval Form**

**Project Name: Olympic Ticketing Strategy
Ministry: Ministry of Finance, BC Olympic and Paralympic Winter Games Secretariat**

Initial Approval By: <hr/>	Date:
Name:	
Approved By: <hr/>	Date:
Executive Financial Officer of the BC Secretariat	
Final Approval By: Approved / Not Approved <hr/>	Date:
President and CEO of the BC Secretariat	
Final Approval By: Approved / Not Approved <hr/>	Date:
Deputy Minister, Ministry of Finance	

Pages 14 to 42 were severed in their entirety under s. 12 and 13.