

Date Received	Recipient	Nature of Gift/Hospitality Provided	Estimate Value	Received From	Relationship	Response to the Gift	Note
12/12/2013		wine/chocolate/cake	\$ 65.00	Proximity Apartments	A supplier	Other	not sure - need to
17/12/2013		food & wine	less than \$50	- Pod Leader of Arrow	Other	Shared amongst team	
18/12/2013		Gift (bottle of Bourbon)	\$ 45.00		A customer	Other	Declared and passed to manager
18/12/2013		bottle of Jim Beam	\$ 40.00		A customer	Other	Handed to team leader
23/01/2014		Two nights accommodation in a motel that customers own in Kaikoura. Usual cost \$95 per night.	\$ 190.00		A customer	Kept personally	Unlikely that I will actually use this, but thought I should declare it regardless. Unsure if this is appropriate to accept.
20/02/2014		Tickets to Crusaders / Stormers game with drinks and nibbles	\$ 60.00	KPMG hospitality event	A supplier	Kept personally	
9/04/2014		Chocolate Biscuits	\$ 1.99		A customer	Shared amongst team	
27/05/2014		Box of chocolates	\$ 20.00		A customer	Kept personally	
26/11/2014		Thank you card, chocolates, coffee syrups, mochaccino sachets, candle	less than \$50		A customer	Shared amongst team	
27/11/2014		Chocolates and hand made scarf	\$ 20.00		A customer	Shared amongst team	
17/12/2014		Bottle of wine	\$ 10.00		A customer	Kept personally	
17/12/2014		voucher for one nights accommodation and chocolates	\$ 120.00	Proximity Apartments	A supplier	Kept personally	
23/12/2014		bottle of champagne	\$ 49.00	- cleaner	A supplier	Kept personally	
5/05/2015	Linda Falwasser	Flowers to congratulate on new role with Southern Response	\$ 80.00	Chambers PR - for Arrow International	Other	Kept personally	
25/05/2015		Gift voucher	\$ 100.00		A customer	Kept personally	Been involved with these clients over several years and they have rebuilt 4-5
24/09/2015		2 x chocolate blocks	\$ 10.00		A customer	Kept personally	
1/10/2015	Linda Falwasser	Birthday present - massage voucher	\$ 90.00	- the gift was	A supplier	Kept personally	the gift was from them personally but they are a supplier (Ideas Shop)
12/11/2015		Indian restaurant gift voucher.	\$ 100.00	cleaner from Cleantastic.	A supplier	Other	Unsure whether I can accept this, which is why I am declaring it
3/12/2015		Bottle of wine Pre-packed food hamper	\$ 65.00		A customer	Kept personally	Declined in first instance, Kept hamper, Bottle of wine for the Team
4/12/2015		tea cup and saucer set	\$ 40.00	Tower Junction Motor Lodge	A supplier	Kept personally	
15/12/2015	/Sarah Giles	3 x xmas cakes	\$ 30.00	- First Security	A supplier	Put under tree for Salvation Army	
12/02/2016		thank you gift	\$ 50.00		A customer	Kept personally	Customers had recently settled and requested a meeting in which I attended at their home where they gave me a thank you gift. It would have been rude not to accept. No further involvement with customers.
4/03/2016		Invitation to their annual golf day as key customer contact	\$ 80.00	Spark Digital	A supplier	Other	No direct gift - this is a specific hospitality event for customers.
9/03/2016		Invitation to join KPMG team in a charity golf day at Pegasus	\$ 150.00	KPMG hospitality event	A supplier	Other	This is a specific invitation to me as a key customer contact with KPMG
14/04/2016		2 x tickets for Mamma Mia Musical tonight 14/4/16	\$ 160.00	Novotel Hotel, Christchurch	A supplier	Shared amongst team	
29/04/2016		Ballantynes Gift Card	\$ 100.00		A customer	Kept personally	
5/05/2016		Invitation to the Court Theatre	\$ 50.00	PWC	A supplier	Kept personally	
20/05/2016		Gift card for Farmers	\$ 25.00		A customer	Kept personally	
26/05/2016		bottle of wine	\$ 15.00		A customer	Kept personally	
2/08/2016		Movie tickets	\$ 50.00		A customer	Kept personally	spoke to who approved
23/08/2016		3 x bottles of wine	\$30-40		A customer	Kept personally	2x kept personally, 1 x donated to social club
24/09/2016		invitation to housewarming	n/a		A customer	Other	discussed with Anthony Honeybone who approved brief attendance at housewarming as post claim settlement
27/10/2016		4 small plants from her garden	less than \$50		A customer	Kept personally	
7/11/2016		Thank you - box of chocs	\$ 20.00		A customer	Shared amongst team	
9/12/2016		Pamper pack, wine, chocolates	\$ 50.00	Novotel	A supplier	Shared amongst team	
16/12/2016		Bottle of wine given to me at PC by homeowner	\$ 20.00		A customer	Kept personally	
27/03/2017		Lunch at local Indian restaurant to farewell	\$15 each	Arrow	A supplier	Shared amongst team	
19/04/2017		Gift certificate for a facial treatment as a thank you for the work in settling her claim	\$ 129.00		A customer	Kept personally	
19/04/2017		Thank you for assisting them with temporary accommodation	\$ 100.00		A customer	Kept personally	

PROACTIVELY RELEASED UNDER THE OFFICIAL INFORMATION ACT / SOUTHERN RESPONSE CLEANING SERVICES LTD

Journal Entry	Series	TRX Date	Account Number	Account Description	Credit Amount	Debit Amount	Description
3131	Purchasing	13/07/2012	801-7103-000	Gifts & Awards	-	52.17	FLOWERS FOR [REDACTED]
3924	Purchasing	19/07/2012	801-7103-000	Gifts & Awards	-	121.74	APOLOGY GIFTS FOR CLIENT
10995	Purchasing	10/08/2012	901-7103-000	Gifts & Awards	-	43.48	VARIOUS [REDACTED]
23044	Purchasing	28/09/2012	901-7103-000	Gifts & Awards	-	13.03	240912 PRIZE REQUESTED BY CEO
24808	Purchasing	30/09/2012	801-7103-000	Gifts & Awards	-	52.17	FLOWER - [REDACTED]
33158	Purchasing	26/10/2012	601-7103-000	Gifts & Awards	-	160.00	STAFF REWARDS [REDACTED]
37386	Purchasing	9/11/2012	601-7103-000	Gifts & Awards	-	182.61	STAFF REWARDS AND RECOGNITION
40571	Purchasing	23/11/2012	601-7103-000	Gifts & Awards	-	78.26	[REDACTED]
65095	Purchasing	2/02/2013	601-7103-000	Gifts & Awards	-	43.00	[REDACTED] COFFEE CARD
125606	Purchasing	9/08/2013	901-7103-000	Gifts & Awards	-	20.21	IAG ASSESSOR GIFT
139506	Purchasing	30/08/2013	801-7103-000	Gifts & Awards	-	52.17	FLOWERS FOR [REDACTED]
211872	Purchasing	24/03/2014	901-7103-000	Gifts & Awards	-	20.94	Incentives for staff
219991	Purchasing	7/04/2014	601-7103-000	Gifts & Awards	-	104.35	Cust. Flowers [REDACTED]
1443	Financial	4/07/2012	501-7103-000	Overheads-Gifts & Awa	-	8.70	Card
1443	Financial	4/07/2012	501-7103-000	Overheads-Gifts & Awa	-	9.57	Card
1443	Financial	4/07/2012	501-7103-000	Overheads-Gifts & Awa	-	69.57	Gift voucher - [REDACTED]
1443	Financial	4/07/2012	501-7103-000	Overheads-Gifts & Awa	-	9.57	Card - [REDACTED]
12775	Financial	1/07/2012	801-7103-000	Gifts & Awards	-	52.17	Rev Accl Late June Inv
16486	Financial	31/08/2012	801-7103-000	Gifts & Awards	-	65.22	Recode flowers [REDACTED]
24246	Financial	21/09/2012	801-7103-000	Gifts & Awards	-	187.60	[REDACTED] DONATION
24347	Financial	2/10/2012	901-7103-000	Gifts & Awards	-	75.00	Leaving Gift - [REDACTED]
24922	Financial	30/09/2012	601-7103-000	Gifts & Awards	-	182.61	Flowers [REDACTED]
33812	Financial	17/10/2012	501-7103-000	Overheads-Gifts & Awa	-	9.57	FAREWELL CARD
33812	Financial	17/10/2012	501-7103-000	Overheads-Gifts & Awa	-	8.70	FAREWELL CARD
33813	Financial	17/10/2012	901-7103-000	Gifts & Awards	-	30.44	SR 6 MONTH OLD
63729	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	20.00	THANK YOU - [REDACTED]
63730	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	6.30	SYMPATHY CARD - [REDACTED]
63730	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	19.90	THANK YOU TaLor TEAM
63731	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	33.80	COFFEE SHOUT KPI TARGET
63731	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	44.80	XMAS GIFT PM
63732	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	37.00	FLOWER/CARD BEVEREMENT
63734	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	20.00	ENGAGEMENT LOWERS [REDACTED]
63734	Financial	1/02/2013	901-7103-000	Gifts & Awards	-	20.00	FLOWER.SYMPATHY [REDACTED]
70196	Financial	2/02/2013	801-7103-000	Gifts & Awards	-	27.80	leaving cards x 4
70196	Financial	2/02/2013	601-7103-000	Gifts & Awards	-	117.39	flowers - [REDACTED]
87660	Financial	30/04/2013	901-7103-000	Gifts & Awards	-	184.90	TEAM INCENTIVE AUCTION PRIZE
87660	Financial	30/04/2013	901-7103-000	Gifts & Awards	-	18.10	PM GIFT BASKET
87662	Financial	1/04/2013	901-7103-000	Gifts & Awards	-	20.00	FLOWER- GETWELL
87662	Financial	1/04/2013	901-7103-000	Gifts & Awards	-	7.00	TEMP ACCOM POD COMP
87662	Financial	1/04/2013	901-7103-000	Gifts & Awards	-	137.50	EASTER BUNNY SHOUT
111627	Financial	30/06/2013	901-7103-000	Gifts & Awards	-	148.30	PRIZES FOR AUCTION
111627	Financial	30/06/2013	901-7103-000	Gifts & Awards	-	50.00	AUCTION PRIZES
111627	Financial	30/06/2013	901-7103-000	Gifts & Awards	-	7.90	THANKYOU CHOC FOR HOLIDAY STAF
125608	Financial	31/07/2013	901-7103-000	Gifts & Awards	-	8.00	Pizza Shout - Floor KPIS
125608	Financial	31/07/2013	901-7103-000	Gifts & Awards	-	20.00	Board Meeting Decoration
186599	Financial	1/01/2014	901-7103-000	Gifts & Awards	-	5.98	Random Acts of Kindness
186599	Financial	1/01/2014	901-7103-000	Gifts & Awards	-	80.00	Farewell Flowers [REDACTED]
219783	Financial	8/04/2014	601-7103-000	Gifts & Awards	-	648.00	EASTER EGGS
255934	Purchasing	9/07/2014	901-7103-000	Gifts & Awards	-	58.30	Expense reimburse
286289	Purchasing	12/09/2014	501-7103-000	Overheads-Gifts & Awa	-	29.54	Cards
294071	Purchasing	30/09/2014	901-7103-000	Gifts & Awards	-	112.54	Expense Reimbursement
296547	Purchasing	20/10/2014	901-7103-000	Gifts & Awards	-	26.98	Expense Reimbursement
303796	Purchasing	28/11/2014	901-7103-000	Gifts & Awards	-	1,349.70	Reimburse Exp- Books/Milk
306798	Financial	12/12/2014	501-7103-000	Overheads-Gifts & Awa	-	20.00	PETTY CASH CHC Oct to Dec 14

PROACTIVELY RELEASED UNDER THE ACCESS TO INFORMATION ACT / PROACTIVELY RELEASED UNDER THE ACCESS TO INFORMATION ACT

SOUTHERN RESPONSE EARTH SERVICES LTD

[REDACTED]
PAPERTREE TOWER JUNCTION

For the year ended 30 June 2016

Journal Entry	Series	TRX Date	Account Number	Account	Account Description	Debit Amount	Credit Amount	Source Document	User Who Posted	Description	Reference	Originating Master ID	Originating Master Name
361515	Purchasing	1/06/2016	501-7103-000	7103	Overheads-Gifts & Awards	898.26		- PMTRN	[REDACTED]	Mr Whippy Visit 5/04/2016	Mr Whippy Visit 5/04/2016	SONIC	SONIC & MANZ LTD

For the year ended 30 June 2017

Journal Entry	Series	TRX Date	Account Number	Account	Account Description	Debit Amount	Credit Amount	Source Document	User Who Posted	Description	Reference	Originating Master ID	Originating Master Name
362604	Purchasing	8/07/2016	801-7103-000	7103	Gifts & Awards	86.96		- PMTRN	[REDACTED]	Reimburse Coffee Vouchers	Reimburse Coffee Vouchers	WILEMM	[REDACTED]
367757	Financial	12/09/2016	601-7103-000	7103	Gifts & Awards	182.61		- CMTRN	[REDACTED]	Linda F - Flowers for customer	Visa Purchase card Aug 16	CEMAT	ANZ
372600	Purchasing	18/11/2016	801-7103-000	7103	Gifts & Awards	69.57		- PMTRN	[REDACTED]	Vouchers - Team Reward	Vouchers - Team Reward	ADASUZ	[REDACTED]
373810	Purchasing	9/12/2016	801-7103-000	7103	Gifts & Awards	113.04		- PMTRN	[REDACTED]	Team Xmas Lunch-\$10 person	Team Xmas Lunch-\$10 person	ADASUZ	[REDACTED]
374229	Purchasing	9/12/2016	801-7103-000	7103	Gifts & Awards	8.70		- PMTRN	[REDACTED]	Team monthly R&R engrave	Team monthly R&R engrave	WHIGRE	[REDACTED]
374569	Purchasing	14/12/2016	801-7103-000	7103	Gifts & Awards	139.13		- PMTRN	[REDACTED]	Reimburse R&R Expenses	Reimburse R&R Expenses	WILEMM	[REDACTED]
374570	Purchasing	14/12/2016	801-7103-000	7103	Gifts & Awards	50.52		- PMTRN	[REDACTED]	Reimburse R&R Nov.2016	Reimburse R&R Nov.2016	JOHROG	[REDACTED]
374983	Purchasing	16/12/2016	801-7103-000	7103	Gifts & Awards	90.00		- PMTRN	[REDACTED]	Reimburse R&R Dec2016	Reimburse R&R Dec2016	BANIAC	[REDACTED]
374984	Purchasing	16/12/2016	801-7103-000	7103	Gifts & Awards	55.57		- PMTRN	[REDACTED]	Team Lunch	ReimburseExp. Bus.Lunch & team	FIFLIZ	[REDACTED]
375414	Purchasing	20/12/2016	601-7103-000	7103	Gifts & Awards	99.57		- PMTRN	[REDACTED]	Reimburse R&R expenses	Reimburse R&R expenses	GILSAR	SARAH GILES

PROACTIVELY RELEASED BY SOUTHERN RESPONSE EARTHQUAKE SERVICES LTD