

Thinking Cap Inc.

758 27th Avenue East
Vancouver, BC V5V 2K9
604.709.9009
info@thinkcap.com

Invoice

Date	Invoice #
03/12/2008	a602

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Mayor's Communiques Oct. 1, Oct 27, Nov 5, Nov 10, Nov 11 (Open Letter), Nov 23, Dec. 3	1,725.00T
Video capture, render post on website Sept 28, 30, Oct. 20, 30, Nov. 3, 6, 11, 17	255.00T
Post clippings and releases, Sept 27, 28, 29, 30, Oct 1, 8, 9, 10, 15, 20, 21, 22, 23, 24, 27, 30, Nov. 1, 3, 4, 5, 7, 10, 11, 12, 13, 17, 18, 19, 21, 23, 24, Dec. 2, 3	255.00T
Sullivan tribute video, scripting, editing, tribute on-site AV support	1,999.00T
Total GST	211.70
Business Number: 881434617	
Thank you.	Total \$4,445.70


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Date	Invoice #
6/1/2006	a348

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Email services monthly retainer fee 3 mos. @ \$125 (June - August)	375.00T
Hosting mayorsamsullivan.com (6 month @ \$13.95/month: June - December 2006)	83.70T
Mayorsamsullivan.com design update: photo gallery set up; post newsletter archives; database set-up	1,106.25T
Google ad Feb 25 - Apr 30	30.00
Total GST	109.55
Business Number: 881434617	
	
Thank you.	Total \$1,704.50

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Date	Invoice #
23/02/2006	a315

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Email design, database set-up	250.00T
Domain name purchases - mayorsamsullivan.ca. .com	36.00
Email services monthly retainer fee 3 mos. @ \$125	375.00T
Total GST	43.75
Business Number: 881434617	
Thank you.	Total \$704.75

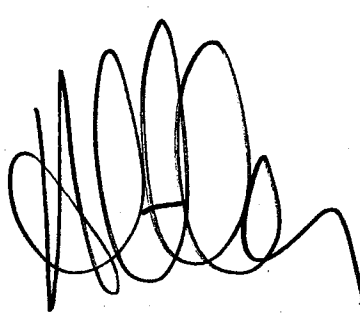
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Date	Invoice #
7/5/2006	a362

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Domain name registrations, ecodensity.org, .ca., .com	60.00
Ecodensity site pages	337.50T
Total GST	23.63
Business Number: 881434617	
	
Thank you.	Total \$421.13

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Invoice

Date	Invoice #
10/28/2006	a390

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Domain samsullivan.ca renewed to Nov. 2007	19.00
Email services monthly retainer fee 3 mos. @ \$125 (Sept-November)	375.00T
Website: Mayorsamsullivan.ca communication, design and production; posting content	2,962.50T
Website: Video rendering and posting online	150.00T
Public Order: Survey set-up; results reporting	750.00T
311: 311 web page and graphic	150.00T
Total GST	263.25
Business Number: 881434617	
Thank you.	Total \$4,669.75

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Invoice

Date	Invoice #
1/21/2007	a410

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Domain renewals: mayorsamsullivan.ca + .com	40.00T
Project Civil City: survey results (Oct 29)	37.50T
Project Civil City: message to survey respondents (Oct 31)	37.50T
Project Civil City: survey results final (Nov 1)	37.50T
Project Civil City: Survey email, update web page (Nov 1)	56.25T
Project Civil City: Post survey results and news release (Nov 20)	75.00T
new home page, pdf save, social housing graphic (Nov 25)	75.00T
Email blast format and delivery (Nov 27)	75.00T
updates to website; post releases	37.50T
Phone call re: newsletter	37.50T
Email drafts, sourcing content, community calendar, etc. (Dec. 18)	225.00T
Email final edits, posting images (Dec. 19)	75.00T
Post releases to site (Jan 15)	18.75T
State of the City updates, update home page template, format/post state of city, screen grab (Jan 16)	168.75T
Render/post audiocast (Jan 17)	75.00T
post press release; check audio d/l stats (Jan 18)	18.75T
Total GST	65.40
Business Number: 881434617	
Thank you.	Total \$1,155.40

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Invoice

Date	Invoice #
02/04/2007	a448

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
One year hosting, Jan 1 - Dec. 31/07 @ \$13.95/month	167.40T
Website updates, support calls and email list services, Jan. 22 - Apr. 2 (timesheet attached)	1,020.00T
Total GST Business Number: 881434617	71.24
Thank you.	Total \$1,258.64

Single Client/Project Time Breakdown

Client/Project Name: **Sam Sullivan** Report Start Date: 22 Jan 2007
 Department: All Departments Report End Date: 08 Apr 2007

Employee: **Michael Klassen**

Total Time (this Employee): 12hrs 00

Date:	Task:	Duration:	100%
22 Jan 2007	E-business Maintenance Notes Added 1430-1445 - Post release	0hrs 15	100%
24 Jan 2007	Phone Call Notes Added 1715-1730 - with Anna Notes Added 1730-1745 - with Anna Notes Added 1745-1800 - with Anna	0hrs 45	100%
25 Jan 2007	E-business Maintenance Notes Added 1600-1615 - post Ecodensity stories	0hrs 15	100%
26 Jan 2007	E-business Maintenance Notes Added 1200-1215 - eco-link	0hrs 15	100%
29 Jan 2007	Phone Call Notes Added 1430-1445 - Anna	0hrs 15	100%
04 Feb 2007	Phone Call Notes Added 1100-1115 - web strategy call	0hrs 15	100%
08 Feb 2007	E-business Maintenance Notes Added 1100-1115 - post up releases Notes Added 1115-1130 - post up releases	0hrs 30	100%
13 Feb 2007	E-business Maintenance Notes Added 1015-1030 - post articles, update home page Notes Added 1030-1045 - post articles, update home page Notes Added 1145-1200 - update pages Notes Added 1200-1215 - update pages	1hrs 00	100%
15 Feb 2007	E-business Maintenance	4hrs 15	100%

Single Client/Project Time Breakdown

Client/Project Name: **Sam Sullivan** Report Start Date: 22 Jan 2007
 Department: All Departments Report End Date: 08 Apr 2007

Notes Added 0815-0830 - set up survey		
Notes Added 0830-0845 - set up survey		
Notes Added 0845-0900 - set up survey		
Notes Added 0900-0915 - set up survey		
Notes Added 0915-0930 - set up survey		
Notes Added 0930-0945 - set up survey		
Notes Added 0945-1000 - set up survey		
Notes Added 1000-1015 - set up survey		
Notes Added 1015-1030 - set up survey		
Notes Added 1030-1045 - set up survey		
Notes Added 1045-1100 - set up survey		
Notes Added 1100-1115 - set up survey		
Notes Added 1115-1130 - set up survey		
Notes Added 1130-1145 - set up survey		
Notes Added 1145-1200 - set up survey		
Notes Added 2015-2030 - survey setup		
20 Feb 2007	Phone Call	0hrs 15
	Notes Added 0945-1000 - Anna re: newsletter	
23 Mar 2007	Email List Service	4hrs 00
		100%
		100%

Single Client/Project Time Breakdown

Client / Project Name: Sam Sullivan Report Start Date: 22 Jan 2007
Department: All Departments Report End Date: 08 Apr 2007

Time Summary:

Total Number of Employees on Report: 1
Total Time covered by Report: 12hrs 00

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Date	Invoice #
12/07/2007	a475

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
ecodensity.com/.org renewal	38.00
post Sun & Maclean's articles - June 18/07	21.25T
post photos - June 21/07	21.25T
edit Paralympic petition form - June 22/07; create torch banner graphic	297.50T
set up and edit Torch page - June 25/07	233.75T
posting releases, calls to MO and Helen; post paralympic torch/Chines version - Jun 26/07	191.25T
paralympic torch promo/email - June 27/07	212.50T
draft/send e-blast - June 27/07	85.00T
releases posted July 9/10	42.50T
email blast July 12	42.50T
Total GST	68.85
Business Number: 881434617	
<i>Daniel</i> <i>07/16/07</i> <i>Please approve</i>	
Thank you.	Total \$1,254.35

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Invoice

Date	Invoice #
28/08/2007	a486

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Mayor's Communique #1 (Jul 18)	63.75T
Email blast and website updates; Mayors communique and update navigation (July 20)	233.75T
Mayors Communique Jul 25	55.25T
Mayors Communique Jul 27	55.25T
E-blast Aug 15/07	63.75T
Mayors Communique Aug 10	85.00T
Mayors Communique Aug 15	63.75T
post communique, news - Aug 21/07	63.75T
phone call re: Wikipedia questions - Aug 22/07	21.25T
mayorsamsullivan.ca, projectcivilcity.ca domain transfers	40.00T
Total GST	44.73
Business Number: 881434617	
<i>David Dettiel OK. to pay? OK</i>	
Thank you.	Total \$790.23

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Invoice

Date	Invoice #
29/10/2007	a502

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Email & post communique - Sept. 4/07	85.00T
Post news - Oct.3/07	42.50T
Post letter - Oct. 4/07	21.25T
Communique final edits, deliver, post on web - Oct. 5/07	255.00T
Homeless Shelter announcement photos; post release - Oct. 12/07	85.00T
Communique Newsletter - Oct.19/07	85.00T
Mayor's survey draft	106.25T
Total GST	40.80
Business Number: 881434617	
Thank you.	Total \$720.80

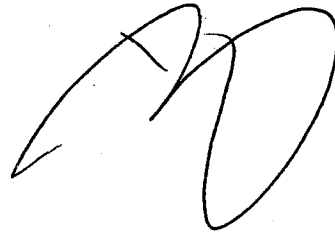
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Date	Invoice #
28/12/2007	a518

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

OK


Description	Amount
post news item, Oct 30	21.25T
post ltr to Finance Min; emails; post Queen E Theatre images + releases, post more releases; survey set up, Nov 1	191.25T
Survey questions editing, post draft pages, Nov. 1	170.00T
Survey edits, Nov. 2	191.25T
Survey report, Email draft message, Nov. 5	85.00T
Survey check, call w/Dave, website template edits, Nov. 6	63.75T
Email message from Mayor; email edits, Nov. 6	148.75T
Compile survey results and distribute, Nov. 7/8	63.75T
calls, emails and design drafts, Nov 13/14	425.00T
Survey results analysis and report, Nov 17	276.25T
Post survey results, Nov. 23	21.25T
EcoDensity newsletter, Nov. 27	148.75T
Calls, edits, test and send e-blast, Nov. 28	63.75T
E-blast, Dec. 10	42.50T
Post release, Dec. 11	21.25T
Mayor site updates (Five Goals 2007); call w/Daniel, newsletter edits, Dec. 18	425.00T
E-blast, Dec. 19	42.50T
Total GST	144.08
Business Number: 881434617	
Thank you.	Total \$2,545.33

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Date	Invoice #
25/06/2008	a567

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
Communique - Mar.14/08	148.75T
Communique - Mar. 26/08	297.50T
Earth Hour web and email blast - Mar.29/08	127.50T
Communique - Apr. 12/08	361.25T
Photo gallery - Apr. 20/08	21.25T
post stories on website - Apr. 23/08	42.50T
Communique - Apr.25/08	170.00T
Communique draft - May 5/08	191.25T
Post stories on web, upload files - May 15/08	85.00T
Communique, Jean Chretien - May 22/08	255.00T
post news items and photos, Jun 2	127.50T
Set up EcoDensity survey, Jun 3	467.50T
Video production, consultations, draft script re: EcoDensity implementation, May 31	340.00T
Website postings, Jun 5, 11, 12, 25	85.00T
Total GST	136.00
Business Number: 881434617	
<i>David Daniel</i> <i>Please approve.</i> <i>The Son of [Signature]</i> <i>Miki Klassen</i>	
Thank you.	Total \$2,856.00

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Date	Invoice #
18/09/2008	a589

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Mike Klassen

Description	Amount
News releases, news clippings and video posts mayorsamsullivan.ca: Jun 25, 27; Jul 8, 11, 16, 18; Aug 7, 15, 19, 20, 21, 23, 24, 25, 27, 28; Sept 4, 5, 6, 10, 12, 16, 18, 20, 22, 23	340.00T
Photo gallery updates: Jul 15, 23; Aug 7, 24, 25, 27; Sept 6, 12, 15	127.50T
EcoDensity audio recording, video editing	850.00T
EcoDensity paper ad; photo shoot	255.00T
Communique Jun 27, Aug 7	552.50T
Communique Aug 28, Sep 12	552.50T
Total GST Business Number: 881434617	133.88
<p><i>David</i></p> <hr/> <p><i>o.k. to pay?</i></p> <p><i>OK.</i></p>	
Thank you.	Total \$2,811.38

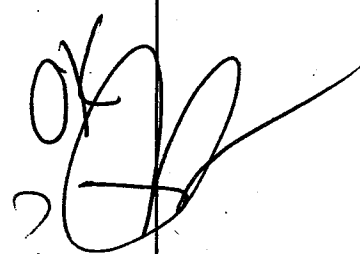
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Invoice

Date	Invoice #
13/03/2008	a530

Bill To
Office of the Mayor Vancouver City Hall Vancouver, BC

Description	Amount
One year hosting, Dec. 31/07 - Dec. 31/08 @ \$13.95/month	167.40T
Email - re: photos - Jan. 7	21.25T
Meeting with Dave - Jan. 7	85.00T
Collect digital photos - Jan. 8	85.00T
MayorSamSullivan.ca site design update, final design and page templates, Jan 21, 22, 23	712.50T
Anna Luc. message - Jan. 30	42.50T
Anna Luc. email - Jan. 31	21.25T
Communique - Feb. 5	233.75T
DVD authoring for CTV appearance - Feb. 6	85.00T
Flickr Pro account (1-year, to Feb. 2009)	30.00
Facebook Earth Hour promo set up - Feb. 27/08	106.25T
Email list promotion, list management, email copywriting - Feb.29/08	552.50T
UBC Line survey graphics and documentation	467.50T
Post changes to site - Mar. 1, 3/08	63.75T
Draft UBC Line email, re-format newsletter - Mar. 4/08	127.50T
Phone calls - re: news video clippings - Mar. 6/08	21.25T
Total GST	139.62
Business Number: 881434617	
<i>David</i> <i>OK - to pay?</i> 	
Thank you.	Total \$2,962.02

Nuki Klassen