

Expense Claim Form

Force Number: 46058559
Name: Adrian Harper
Position: Chief Executive
Main Work Address: Kent Police Headquarters, Sutton Road, Maidstone, Kent ME15 9BZ
Car Capacity: 2000cc **Car Registration:**

Home to work mileage:	43
Work to home mileage:	43
Total commute mileage:	86

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st May 2018 **To:** 31st May 2018

Actual mileage claimed for this period (Casual rate): 96.2

Total subsistence claimed in this period: £0.00

Total accommodation claimed in this period: £0.00

Total other expenses claimed in this period:

Public Transport:	£0.00	
Other:	£6.68	DARTCHARGE
Parking:	£0.00	

I declare I have actually and necessarily incurred the expenses claimed, in the course of business related activities in line with the current expenses claim policies in force and I enclose supporting receipts.

Signature: 

Date: 4th June/18

Authorising Signature:
(Chief Finance Officer) 

Date: 14-6-18

Date	Journey Details		Activity/Event	Total Journey Mileage (a)	Commute Mileage (b)	Actual Mileage Claimed (a)-(b)	Parking £	Public Transport £	Subsistence £	Accommodation £	Other £
	From	To									
11.05.18	HOME	CM1 1GU	Strategic Athena Management Board (SAMB) (Chelmsford)	120.2	86	34.2					£3.34
	CM1 1GU	HOME									
16.05.18	HOME	CM8 3HB	OPE Provision of Classroom Facilities SCOPING WORKSHOP (Witham)	148	86	62					£3.34
	CM8 3HB	HOME									
TOTALS				268.2	172	96.2	£0.00	£0.00	£0.00	£0.00	£6.68