

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 November 2018 **To:** 30th November 2018

Actual mileage claimed for this period (Casual rate): 232.6

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:	£2.00	DART CHARGE
Parking:	£3.30	

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:

03¹²/2018

Authorising Signature:
(Chief Finance Officer)



Date:

3/12/18

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									
14.11.18	WORK	ME14 1XQ	Police and Crime Panel (Maidstone)	43.6	43	0.6	£3.30				
	ME14 1XQ	HOME									
21.11.18	WORK	CV8 3EN	APCC, NPCC and College of Policing Conference (Coventry)	275	43	232					£2.00
22.11.18	CV8 3EN	HOME									
TOTALS				318.6	86	232.6	£3.30	£0.00	£0.00	£0.00	£2.00