

Expense Claim Form

Force Number: 46058559

Name: **Adrian Harper**

Position: **Chief of Staff**

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 2017 **To:** 31st May 2017

Actual mileage claimed for this period (Casual rate): 75.1

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:	£0.00
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:

5/6/2017

Authorising Signature:
(Chief Finance Officer)



Date:

5/6/2017

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									
09.06.17	WORK	BR8 7AJ	Pick up Commissioner at Swanley Police Station	54.9	0	54.9					
	BR8 7AJ	CM2 6DA									
	CM2 6DA	BR8 7AJ	Eastern Regions Commissioners Meeting, Chelmsford	63.2	43	20.2					
	BR8 7AJ	HOME									
TOTALS				118.1	43	75.1	£0.00	£0.00	£0.00	£0.00	£0.00