

Expense Claim Form

Force Number: 46059722

Name: **Rob Phillips**

Position: **Chief Finance Officer**

Main Work Address: Kent Police Headquarters, Sutton Road, Maidstone, Kent ME15 9BZ

Car Capacity: 2000cc **Car Registration:**

Home to work mileage:	7.5
Work to home mileage:	7.5
Total commute mileage:	15

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st November 2018 **To:** 30th November 2018

Actual mileage claimed for this period (Casual rate): 43.8

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:	£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: 3/12/18

Authorising Signature:
(Chief Executive) 

Date: 03¹²/2018

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									
05.11.18	WORK	ME15 6XB	Domestic Abuse and Sexual Violence Executive Group (Maidstone)	12.3	7.5	4.8					
	ME15 6XB	HOME									
14.11.18	WORK	ME14 1XQ	Police and Crime Panel (Maidstone)	6.6	0	6.6	£3.30				
	ME14 1XQ	WORK									
16.11.18	HOME	CT1 3XE	Kent Finance Officers Group (Canterbury)	47.4	15	32.4					
	CT1 3XE	HOME									
TOTALS				66.3	22.5	43.8	£3.30	£0.00	£0.00	£0.00	£0.00