

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 July 2018 **To:** 31st July 2018

Actual mileage claimed for this period (*Casual rate*): 113.1

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:	£1.67	DARTCHARGE
Parking:	£8.78	

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:

6/8/2018

Authorising Signature:
(Chief Finance Officer)



Date:

7/8/2018

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									
12.07.18	HOME	CT2 9AG	GLAA Modern Slavery Training (Canterbury)	92.1	43	49.1					
	CT2 9AG	WORK									
18.07.18	N/A	N/A	Kent Community Safety Partnership Meeting (Maidstone)	0	0	0	£4.30				
	N/A	N/A									
20.7.18	HOME	BR8 7BY	Complaints Meeting - Hertfordshire OPCC (via Swanley Rail Station to pick up Laura Steward)	150	86	64	£4.48				£1.67
	BR8 7BY	AL5 4GZ									
	AL5 4GZ	HOME									
TOTALS				242.1	129	113.1	£8.78	£0.00	£0.00	£0.00	£1.67