

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 March 2019 **To:** 31st March 2019

Actual mileage claimed for this period (Casual rate): 58.4

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: 1/4/2019

Authorising Signature:
(Chief Executive) 

Date: 1/4/2019

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									
21.03.19	HOME	ME7 1NE	Minister of State for Policing & Fire Service visit (Gillingham)	35.7	7.5	28.2					
	ME7 1NE	WORK									
22.03.19	HOME	TN23 1BT	Visit to Compass House (Ashford)	27.4	15	12.4					
	TN23 1BT	HOME									
28.03.19	HOME	TN24 OLH	Modern Day Slavery Conference (Ashford)	32.8	15	17.8					
	TN24 OLH	HOME									
TOTALS				95.9	37.5	58.4	£0.00	£0.00	£0.00	£0.00	£0.00