

### 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:**

<b>Home to work mileage:</b>	43
<b>Work to home mileage:</b>	43
<b>Total commute mileage:</b>	86

#### Summary (*Details overleaf/attached*)

**Period of this claim:** **From:** 1st October 2016 **To:** 31st October 2016

**Actual mileage claimed for this period (*Casual rate*):** 303.5

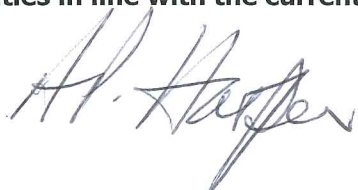
**Total subsistence claimed in this period:** £0.00

**Total accommodation claimed in this period:** £0.00

**Total other expenses claimed in this period:**

<b>Public Transport:</b>	£0.00
<b>Other:</b>	£0.00
<b>Parking:</b>	£3.00

**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:** 31<sup>st</sup> 10/2016

**Authorising Signature:**  
(*Police & Crime Commissioner*)



**Date:** 1/11/16.

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									
06.10.16	HOME CV4 7AL	CV4 7AL HOME	APACE/PACCTS Annual Seminar, Coventry	232	86	146					
11.10.16	HOME TN23 3HG	TN23 3HG WORK	E-Safety Workshop, Ashford	87	43	44					
12.10.16	HOME ME7 5QT	ME7 5QT HOME	Neglect Recognising and responding to neglect Conference, Gillingham	98	86	12					
13.10.16	WORK ME14 1XQ	ME14 1XQ WORK	Kent Community Safety Partnership, Maidstone	7	0	7	£3.00				
31.10.16	WORK	CV8 3EN	The College of Policing Collaboration Roundtables, Ryton-on-Dunsmore	137.5	43	94.5					
<b>TOTALS</b>				<b>561.5</b>	<b>258</b>	<b>303.5</b>	<b>£3.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>