

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 December 2018 **To:** 31st December 2018

Actual mileage claimed for this period (Casual rate): 86.4


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: 2-1-19

Authorising Signature:
(Chief Executive) 

Date: 2/1/2019

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									
04.12.18	HOME	TN23 1BT	Commissioning Interviews/Strategy (Ashford)	34	7.5	26.5					
	TN23 1BT	WORK									
04.12.18	WORK	ME14 1XQ	KPCG Half Yearly review meeting and charges with KCC (Maidstone)	5.8	0	5.8					
	ME14 1XQ	WORK									
18.12.18	WORK	ME4 4UH	VRC 3rd Advisory Panel (Chatham)	24.2	0	24.2					
	ME4 4UH	WORK									
20.12.18	HOME	TN24 OPS	Special Constabulary Awards (via Ashford International Station to pick up Commissioner)	29.9	0	29.9					
	TN24 OPS	TN24 8UX									
	TN24 8UX	HOME									
TOTALS				93.9	7.5	86.4	£0.00	£0.00	£0.00	£0.00	£0.00