

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 January 2018 **To:** 31st January 2018

Actual mileage claimed for this period (Casual rate): 286.0

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:	£6.68	DartCharge
Parking:	£2.50	

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: 5²/2018

Authorising Signature:
(Chief Finance Officer) 

Date: 5/2/18

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									
05.01.18	HOME	CM8 3HB	Essex Emergency Services Collaboration Vision Workshop	148.6	86	62.6					£3.34
	CM8 3HB	HOME									
17.01.18	HOME	IP5 3RE	Eastern Regions - Specialist Capabilities Away Day / Summit	216	86	130					£3.34
	IP5 3RE	HOME									
25.01.18	WORK	ME14 1XQ	Police & Crime Panel Briefing (Maidstone)	43.6	43	0	£2.50				
	ME14 1XQ	HOME									
30.01.18	HOME	MK44 3AL	Mental Health Regional Conference (Wyboston)	179.4	86	93.4					
31.01.18	MK44 3AL	HOME									
TOTALS				587.6	301	286	£2.50	£0.00	£0.00	£0.00	£6.68