

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 May 2018 **To:** 31st May 2018

Actual mileage claimed for this period (*Casual rate*): 330.2

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:	£3.34	DARTCHARGE
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:

4-6-18

Authorising Signature:
(Chief Executive)



Date:

4th June/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									
01.05.18	WORK	CV8 3EN	College of Policing, Enabling Transformational Change Roundtables event, Coventry	137.4	0	137.4					£1.67
02.05.18	CV8 3EN	HOME	College of Policing, Enabling Transformational Change Roundtables events, Coventry	149.3	7.5	141.8					£1.67
11.05.18	WORK	ME15 8XB	Domestic Abuse and Sexual Violence Executive Group (Maidstone)	4.8	0	4.8					
	ME15 8XB	WORK									
23.05.18	WORK	ME16 8AQ	Business Crime Advisory Group (Maidstone)	14.2	7.5	6.7					
	ME16 8AQ	HOME									
24.05.18	WORK	DA11 8BD	SCD Awards Ceremony (Northfleet)	47	7.5	39.5					
	DA11 8BD	HOME									
TOTALS				352.7	22.5	330.2	£0.00	£0.00	£0.00	£0.00	£3.34