

Expense Claim Form

Force number: 46059547
Name: Matthew Scott
Position: Kent Police & Crime Commissioner
Work address: Kent Police Headquarters, Sutton Road, Maidstone, Kent ME15 9BZ

Home to work mileage:	23
Work to home mileage:	23
Total commute mileage:	46

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st January 2018 **To:** 31st January 2018

Actual mileage claimed in this period (casual rate): 188

- I declare I have actually and necessarily incurred the expenses claimed in the course of business related activities in line with the published Police and Crime Commissioner's travel and subsistence policy.
- I have also submitted supporting receipts.

Signature:



Date:

6/2/18

Authorising Signature:
(Chief Executive)



Date:

6/2/2018

Date	Journey Details		Journey Mileage	Claimed (Y/N)	Total Journey Mileage (a)	Commute Mileage (b)	Eligible Mileage (a - b)	Actual Mileage Claimed	Activity/Event
	From	To							
12.01.18	WORK	CT2 7PE	30.3	Y	77.6	23	54.6	54.6	Kent Business Summit 2018 (Canterbury)
	CT2 7PE	HOME	47.3	Y					
24.01.18	HOME	TN24 8RY	39.6	Y	121.3	23	98.3	98.3	Meeting with KM re: Ashford Police Station (Ashford)
	TN21 8RY	CT14 6AB	32.6	Y					White Cliffs Country U3A meeting (Deal)
	CT14 6AB	WORK	49.1	Y					
28.01.18	HOME	ME1 1SX	17.4	Y	34.8	0	34.8	34.8	Blue Light' Choral Evensong (Rochester)
	ME1 1SX	HOME	17.4	Y					
TOTALS:					233.7		187.7	187.7	