

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: 1700cc **Car Registration:**

Home to work mileage:	71
Work to home mileage:	71
Total commute mileage:	142

Summary (Details overleaf/attached)

Period of this claim: **From:** 1st September 2019 **To:** 30th September 2019

Actual mileage claimed for this period (Casual rate): 83.3

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:	£4.80

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: 30-9-2019

Authorising Signature:
(Chief Executive) 

Date: 30/9/2019

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									
02.09.19	WORK	ME15 6XB	Domestic Abuse and Sexual Violence Executive Group	72.2	71	1.2					
	ME15 6XB	HOME									
05.09.19	WORK	ME17 1RE	Recruitment uplift & associated workstreams discussion	10.2	0	10.2					
	ME17 1RE	WORK									
06.09.19	WORK	CT20 2QY	Kent Finance Officers Group meeting (Folkestone)	136.5	71	65.5					
	CT20 2QY	HOME									
24.09.19	WORK	ME14 1XQ	Police & Crime Panel (Maidstone)	6.4	0	6.4	£4.80				
	ME14 1XQ	WORK									
TOTALS				225.3	142	83.3	£4.80	£0.00	£0.00	£0.00	£0.00