



Expense Claim Form

Force Number: 46058559
Name: Adrian Harper
Position: Chief of Staff
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 September 2016 **To:** 30th September 2016

Actual mileage claimed for this period (*Casual rate*): 74

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:	£4.60

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: 30th September 2016

Authorising Signature: 
(*Police & Crime Commissioner*)

Date: 30 September 2016



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									
08.09.16	WORK ME14 1XQ	ME14 1XQ WORK	Police & Crime Panel, Maidstone	6.5	0	6.5					
13.09.16	WORK TN1 1RS	TN1 1RS WORK	Meeting with Chief Exec. and Cllr Weatherly from Tunbridge Wells BC	36	0	36					
22.09.16	WORK ME15 6AW	ME15 6AW WORK	KSS CRC Official opening of Maidstone Corporate Centre (Networking event)	4.5	0	4.5	£1.50				
29.09.16	HOME AL5 4GZ	AL5 4GZ HOME	Extraordinary Strategic Athena Management Board, Harpenden	113	86	27	£3.10				
TOTALS				160	86	74	£4.60	£0.00	£0.00	£0.00	£0.00