

### 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:**

<b>Home to work mileage:</b>	7.5
<b>Work to home mileage:</b>	7.5
<b>Total commute mileage:</b>	15

#### Summary (Details overleaf/attached)

**Period of this claim:** **From:** 1st July 2017 **To:** 31st July 2017

**Actual mileage claimed for this period (Casual rate):** 318.6

**Total subsistence claimed in this period:** £0.00

**Total accommodation claimed in this period:** £0.00

**Total other expenses claimed in this period:**

<b>Public Transport:</b>	£0.00
<b>Other:</b>	£0.00
<b>Parking:</b>	£9.50

**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:** 31-7-2017

**Authorising Signature:**  
(Chief of Staff) 

**Date:** 1/8/2017

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									
03.07.17 / 04.07.17	WORK CV4 7AL	CV4 7AL WORK	APAC <sup>2</sup> E Leadership Development Training (Coventry)	307.8	0	307.8					
20.07.17	HOME ME14 1XQ	ME14 1XQ HOME									
<b>TOTALS</b>			<b>333.6</b>	<b>15</b>	<b>318.6</b>	<b>£9.50</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	