

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 August 2018 **To:** 31st August 2018

Actual mileage claimed in this period (casual rate): 102.9

- 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:

3/9/18

Authorising Signature:
(Chief Finance Officer)



Date:

3/9/18

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							
16.06.18	WORK	CT1 3EN	33.6	Y	84.2	23	61.2	61.2	CXK Ltd -Dragons Den Event (Canterbury)
	CT11 3EN	HOME	50.6	Y					
31.08.18	WORK	TN26 3LR	15.7	Y	64.7	23	41.7	41.7	Rural Kent Coffee morning (Ashford)
	TN26 3LR	TN23 1YB	9.6	Y					Street Stall County Square Shopping Centre (Ashford)
	TN23 1YB	HOME	39.4	Y					Meeting with Damian Green MP (Ashford)
TOTALS:					148.9		102.9	102.9	