

Expense Claim Form

Force Number: 46058559
Name: Adrian Harper
Position: Chief Executive
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 April 2018 **To:** 30th April 2018

Actual mileage claimed for this period (*Casual rate*): 65.2

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:	£3.34	DartCharge
Parking:	£2.50	

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:

3⁵/2018

Authorising Signature:
(Chief Finance Officer)



Date:

3/5/18

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									
04.04.18	HOME	CM8 3HB	Eastern Region Meeting (Witham)	144.4	86	58.4					£3.34
	CM8 3HB	HOME									
25.04.18	WORK	ME14 1XQ	Police & Crime Panel (Maidstone)	6.8	0	6.8	£2.50				
	ME14 1XQ	WORK									
TOTALS				151.2	86	65.2	£2.50	£0.00	£0.00	£0.00	£3.34