

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 January 2019 **To:** 31st January 2019

Actual mileage claimed for this period (Casual rate): 141.4

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:	£4.00	DartCharge
Parking:	£8.40	

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:

5/2/2019

Authorising Signature:
(Chief Finance Officer)



Date:

5/2/2019

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									
15.01.19	N/A	N/A	Meeting with Sue Gadd - HMCTS (Guildford)	0	0	0	£2.60				
	N/A	N/A									
24.01.19	WORK	ME14 1XQ	Police & Crime Panel Informal Briefing (Maidstone)	43.6	43	0.6	£3.30				
	ME14 1XQ	HOME									
29.01.19	HOME	IP33 3YU	7F Eastern Regional Meetings (Suffolk)	226.8	86	140.8	£2.50				£4.00
	IP33 3YU	HOME									
TOTALS				270.4	129	141.4	£8.40	£0.00	£0.00	£0.00	£4.00