



Nottinghamshire

POLICE & CRIME COMMISSIONER**TRAVELLING AND SUNDRY EXPENSES**

| Employee Number 3001823 | Name and Initials Christine Cutland | Please Delete as Appropriate <ul style="list-style-type: none"> • Authorised Essential • Authorised Casual • Ad Hoc User | Base: Arnot Hill House | Vehicle Details | | | | | | | | | | | | | | | |
|--|---|---|------------------------------------|---|---|---|--------------------------------------|-------------|--------------|----------|--------|-----|-----|---------|-------|--|-------|----|--|
| Rank & Collar No 3001823 | Division/Dept NOPCC | | Home to Base Mileage 5.6 | Make: Toyota | Model: Auris | Reg No: [REDACTED] Exact cc 1800 | | | | | | | | | | | | | |
| Sundry-Receipted Expenses – Please attach, on the reverse, original vat receipts (no photocopies or direct/credit card slips) | | | | | | | | | | | | | | | | | | | |
| Date | Reason for Claim | Amount | VAT | Date | Journey Details From – To Reason | Total Miles | Total miles less home to base | | | | | | | | | | | | |
| | | | | 01.07.15 | Arnot Hill – City | 4 | 4 | | | | | | | | | | | | |
| | | | | 04.07.15 | Home – Arnold – Home | 13 | 13 | | | | | | | | | | | | |
| | | | | 06.07.15 | Arnot Hill – Central | 3.1 | 3.1 | | | | | | | | | | | | |
| | | | | 06.07.15 | Central – Arnot Hill | 3.1 | 3.1 | | | | | | | | | | | | |
| | | | | 06.07.15 | Arnot Hill – Worksop – Arnot Hill | 51 | 51 | | | | | | | | | | | | |
| | | | | 08.07.15 | Home – Clifton – Home | 8.2 | 8.2 | | | | | | | | | | | | |
| | | | | 11.08.15 | Home – Radford - Home | 7.2 | 7.2 | | | | | | | | | | | | |
| | | | | 15.07.15 | Arnot Hill – Lincs FHQ | 40.8 | 40.8 | | | | | | | | | | | | |
| | | | | 15.07.15 | Lincs FHQ – Home | 33.2 | 33.2 | | | | | | | | | | | | |
| | | | | 16.07.15 | Home – Nuthall – Home | 18.8 | 18.8 | | | | | | | | | | | | |
| | | | | 22.07.15 | Home – City – Home | 3.2 | 3.2 | | | | | | | | | | | | |
| | | | | 23.07.15 | Arnot Hill – Radford | 2.7 | 2.7 | | | | | | | | | | | | |
| Total | | | | Total | | | 188.3 | | | | | | | | | | | | |
| I certify that: • Travelling expenses claimed are in accordance with Police Regulations or the current approved scheme for support staff and have been necessarily and reasonably incurred on Force business. The costs of the cheapest practicable mode of transport has been claimed for journeys out of force area. • My vehicle insurance policy covers business use and indemnifies the Office of the Police and Crime Commissioner against third party claims • Where subsistence is claimed, I have actually incurred expenditure because I was prevented by official duties from taking my meal in the normal way and VAT receipts for all costs are attached. | | Please mark (*) previously approved expenditure in excess of guidelines Approved by (signature)..... <i>G.A. [Signature]</i> Position..... <i>Manager</i> Date..... <i>18/8/15</i> | | For Finance Use only <table border="1"> <tr> <th>Cost Centre</th> <th>Account Code</th> <th>Job Code</th> <th>Amount</th> <th>VAT</th> <th>Tax</th> </tr> <tr> <td>31P1102</td> <td>ET407</td> <td></td> <td>84.74</td> <td>20</td> <td></td> </tr> </table> | | | | Cost Centre | Account Code | Job Code | Amount | VAT | Tax | 31P1102 | ET407 | | 84.74 | 20 | |
| Cost Centre | Account Code | Job Code | Amount | VAT | Tax | | | | | | | | | | | | | | |
| 31P1102 | ET407 | | 84.74 | 20 | | | | | | | | | | | | | | | |
| Total Expenses Claimed Total receipted expenses Total mileage <i>188.3 @ 45p</i> Essential user lump sum Less Advance No..... Amount Claimed | | Amount £ p <i>84 74</i> | | | | | | | | | | | | | | | | | |
| Signature of Claimant: <i>Christine Cutland</i> | | | | | | | | | | | | | | | | | | | |

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[illegible]