

## **POLICE & CRIME COMMISSIONER**

## TRAVELLING AND SUNDRY EXPENSES

| Employee Number Name and Initials  |  | 3                     | Please Delete as Appropriate          |   |             |                 |           | ase: Arn    | ot Hill Ho               | use   Vel           | Vehicle Details           |                       |        |                       |     |  |  |
|--|--|-----------------------|---------------------------------------|---|-------------|-----------------|-----------|-------------|--------------------------|---------------------|---------------------------|-----------------------|--------|-----------------------|-----|--|--|
| 3001823 Christine Cutland  |  | d                     | •                                     | Autho   | rised Esser | ntial           |           |             |                          |                     |                           |                       |        |                       |     |  |  |
| Rank & Collar No Division/Dept   |  |                       | <ul> <li>Authorised Casual</li> </ul> |   |             |                 |           |             |                          |                     | Make: Toyota Model: Auris |                       |        |                       |     |  |  |
| 3001823 NOPCC  |  |                       |                                       | Ad Hoc User   |             |                 |           |             |                          |                     | Reg                       | Reg No: 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 – Total Miles Total miles less hon |  |                       |                                       |   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
|  |  |                       | Amoui                                 |   |             |                 |           | Date Journ  |                          | rney Details From - |                           | - Total Miles         |        | Total miles less home |     |  |  |
| Toucon for orann   |  |                       |                                       |   |             |                 |           |             |                          | Reason              |                           |                       |        | to base               |     |  |  |
|  |  |                       |                                       |   |             | 1               |           | 01.07.15    | Arnot                    | Hill - City         | у                         | 4                     |        | 4                     |     |  |  |
|  |  |                       |                                       |   |             | 1               |           | 04.07.15    | Home                     | - Arnold            | - Home                    | 13                    |        | 13                    |     |  |  |
|  |  |                       |                                       |   |             | 1               |           | 06.07.15    | Arnot                    | Hill - Cer          | ntral                     | 3.1                   |        | 3.1                   |     |  |  |
|  |  |                       |                                       |   |             |                 |           | 06.07.15    | .15 Central – Arnot Hill |                     | Hill                      | 3.1                   |        | 3.1                   |     |  |  |
|  |  |                       |                                       |   |             |                 | Ì         |             |                          | t Hill – Worksop –  |                           | 51                    |        | 51                    |     |  |  |
|  |  |                       |                                       |   |             |                 |           |             | Arno                     |                     |                           |                       |        |                       |     |  |  |
|  |  |                       |                                       |   |             |                 |           | 08.07.15    | Home                     | Home - Clifton - Ho |                           | 8.2                   |        | 8.2                   |     |  |  |
|  |  |                       |                                       |   |             |                 |           | 11.08.15    | Home                     | Home - Radford -    |                           | 7.2                   |        | 7.2                   |     |  |  |
|  |  |                       |                                       |   |             |                 |           |             | Home                     | 9                   |                           |                       |        |                       |     |  |  |
|  |  |                       |                                       |   |             |                 | Ī         | 15.07.15    | Arnot Hill - Lincs Fl    |                     | cs FHQ                    | 40.8                  |        | 40.8                  |     |  |  |
|  |  |                       |                                       |   |             |                 |           | 15.07.15    | Lincs                    | FHQ - Ho            | ome                       | 33.2                  |        | 33.2                  |     |  |  |
|  |  |                       |                                       |   |             |                 | [         | 16.07.15    | 5 Home - Nuthall -       |                     | I –                       | 18.8                  |        | 18.8                  |     |  |  |
|  |  |                       |                                       |   |             |                 |           |             | Home                     | 9                   |                           |                       |        |                       |     |  |  |
|  |  |                       |                                       |   |             |                 |           | 22.07.15    | Home                     |                     |                           |                       |        | 3.2                   |     |  |  |
|  |  |                       |                                       |   |             | 1               |           | 23.07.15    | Arno                     | t Hill - Rad        | dford                     | 2.7                   |        | 2.7                   |     |  |  |
| Total  |  |                       |                                       |   |             | 1               |           | Total       |                          |                     |                           |                       |        | 188.3                 |     |  |  |
| I certify that   |  |                       |                                       |   | (*) previo  | usly approved e | expenditu | re in exces | s of                     | For Financ          | e Use only                |                       |        |                       |     |  |  |
|  |  | claimed are in accord |                                       | uidelines   |             | 1               | 011       |             |                          |                     |                           |                       |        |                       |     |  |  |
| with Police Regulations or the current approved scheme for support staff and have been   |  |                       | acon Ar                               | onroved by  | (signature  | e) THY          | whe       | mon         |                          | Cost                | Account                   | Job Code              | Amount | VAT                   | Tax |  |  |
| necessarily and reasonably incurred on Force   |  |                       | orce Po                               | osition   | NG          | magene          | le!       | Acca        | what                     | Centre              | Code                      |                       |        |                       |     |  |  |
| business.  |  |                       | Da                                    | ate   | 18.18       | inagene         |           |             |                          | 318110              | ET40                      | $\neg$                | 84-7   | 1. On                 |     |  |  |
| The costs of the cheapest practicable mode of  |  |                       | ie of —                               | otal Expens   |             |                 | Amour     |             |                          | 011 11080           | ~ 170                     | 4                     | 04 /   | 4                     |     |  |  |
| transport has been claimed for journeys out of force area.   |  |                       | ut or                                 | £   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
| My vehicle insurance policy covers business use  |  |                       |                                       | Total receipted expenses                                |             |                 |           | 011. 7.6    |                          |                     |                           |                       |        |                       |     |  |  |
| and indemnifies the Office of the Police   |  |                       |                                       | Total mileage 1 & § . 3 @ 4 S P Essential user lump sum |             |                 | -         | 84          | 73                       |                     |                           |                       |        |                       |     |  |  |
| and Crime Commissioner against third party claims  |  |                       |                                       | Less Advance No   |             |                 |           |             |                          | -                   |                           |                       |        |                       |     |  |  |
| Where subsistence is claimed, I have actually  |  |                       |                                       | Amount Claimed  |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
| incurred expenditure because I was prevented by  |  |                       | d by                                  |   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
| official duties from taking my meal in the normal way and VAT receipts for all costs are attached.   |  |                       | rmal                                  |   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
|  |  | ^                     |                                       |   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |
| Signature of Claimant: Cultanol  |  |                       |                                       |   |             |                 |           |             |                          |                     |                           |                       |        |                       |     |  |  |



## **POLICE & CRIME COMMISSIONER**

## TRAVELLING AND SUNDRY EXPENSES

| Employee Number Name and Initials 3001823 Christine Cutland  |               |  | Please            |   | as Approp  |            | E        | Base: Arnot Hill House |             |            | se Vehi            | cle Details     |              |         |                       |     |
|--|---------------|--|-------------------|---|------------|------------|----------|------------------------|-------------|------------|--------------------|-----------------|--------------|---------|-----------------------|-----|
| Rank & Collar No Division/Dept   |               | <u>u</u>                                     |                   |   | rised Casu |            | F        | Home to Base Mileage   |             |            | ge Mak             | e: Toyota       | Model        | : Auris |                       |     |
| 3001823 NOPCC  |               |  | •                 | Ad Ho   |            |            |          | 5.6                    |             |            | _                  | Reg No: Exa     |              |         |                       |     |
| Sundry-R   | eceipted Ex   | kpenses – Please                             | attach,           | n, on the reverse, original vat receipts (no photocopies or direct/credit card slips) |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
|  |               |  | Amou              |   | VAT        |            | Da       |                        |             |            | ney Details From – |                 | Total Miles  |         | Total miles less home |     |
|  |               |  |                   |   |            |            |          |                        |             | To Reason  |                    |                 |              |         | to base               |     |
| 14.07.15 Car parking &-  |               | 5-   | 5-3L <sub>4</sub> |   |            | 28.0       |          | Home                   |             | lill –     | 11.2               |                 | 11.2         |         |                       |     |
|  |               |  | ,                 |   |            |            | 29.07.1  |                        | Arnot       | Hill - Cou | ınty H             | 5               |              | 5       |                       |     |
|  |               |  |                   |   |            |            |          | 29.07.1                |             |            | ty H – Arnot Hill  |                 | 5            |         | 5                     |     |
|  |               |  |                   |   |            |            |          | 23.07.1                |             |            | to Ollerton        |                 | 24.3         |         | 18.7                  |     |
|  |               |  |                   |   |            |            | -        | 23.07.1                | 5 (         | Ollert     | on to Arno         | ot Hill         | 16.8         |         | 16.8                  |     |
|  |               |  |                   |   |            |            | -        |                        | +           |            |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            | F        |                        | +           |            |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            | F        |                        | $\neg$      |            |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
|  |               |  |                   | -34   | 1-06       |            |          | Total                  |             |            |                    |                 |              |         | 56.7                  |     |
| I certify that:  |               | ease mårk<br>iidelines                       | (*) previou       | usly approved of  | expenditu  | re in exce | ss of    |                        | For Finance | Use only   |                    |                 |              |         |                       |     |
| Travelling expenses claimed are in accordance<br>with Police Regulations or the current approved   |               |  |                   |   |            | 101        | 2.11     | Mouse                  |             |            | 01                 | A               | I lab O a da |         | 1.44=                 | 1 - |
| scheme for support staff and have been   |               |  |                   | proved by   | (signature | nagemen    | NI       | man                    | 2.1         |            | Cost<br>Centre     | Account<br>Code | Job Code     | Amount  | VAT                   | Tax |
| necessarily and reasonably incurred on Force business.   |               |  |                   | osition   |            | 21811      | A)/A     |                        | we          |            |                    | r. TI 2         |              | 200     |                       |     |
| The costs of the cheapest practicable mode of  |               |  | e of              |   |            | - 1011 2   |          |                        |             |            | 31/1102            | ET40            |              | 25-5    | 7                     |     |
| transport has been claimed for journeys out of   |               |  |                   | Total Expenses Claimed 1  |            |            |          | Amount<br>£ p          |             |            | 21 01100           | ~ ~~            |              |         | , , , ,               |     |
| force area.  • My vehicle insurance policy covers business use                                     |               |  |                   | Total receipted expenses  |            |            |          |                        |             |            | 31/1102            | EYSIC           |              | 5-31    | 1-06                  |     |
| and inde   | To            | Total mileage 56.7@ USS                      |                   |   | -          | 25         | 50       | 2                      |             |            |                    |                 | , , , ,      |         |                       |     |
| and Crim   | - 611115      | Essential user lump sum Less Advance No      |                   |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
|  |               | claimed, I have act<br>ecause I was prevente |                   | Amount Claimed  |            |            | <u> </u> | 2 1                    | C           | 1 1        |                    |                 |              |         |                       |     |
| official duties from taking my meal in the normal way and VAT receipts for all costs are attached. |               |  |                   |   |            |            |          | 31                     | 9           | 12         |                    |                 |              |         |                       |     |
|  |               |  |                   |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |
| Signature o  | f Claimant: ( | les Cutare                                   | Å .               |   |            |            |          |                        |             |            |                    |                 |              |         |                       |     |