



Nottinghamshire  
**POLICE & CRIME COMMISSIONER**

**TRAVELLING AND SUNDRY EXPENSES**

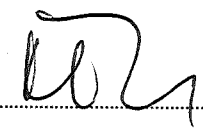
<b>Employee Number</b>	<b>Name and Initials</b> Paddy Tipping	Please Delete as Appropriate • Authorised Essential • Authorised Casual • Ad Hoc User	<b>Base:</b> Arnot Hill House	<b>Vehicle Details</b> Audi
<b>Rank &amp; Collar No</b> PCC	<b>Division/Dept</b> NOPCC		<b>Home to Base Mileage</b> 3.6	

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
02/08/2018	Car parking	7.08	1.42	2.8.18	Arnot Hill to City return	7.2	7.2
09/08/2018	Car parking	7.08	1.42	2.8.18	Arnot Hill to City	3.5	3.5
30/08/2018	Car parking	7.08	1.42	20.8.18	City to FHQ	10.0	10.0
				31.8.18	Arnot Hill to West Bridgford return	10.0	10.0
				31.8.18	Arnot Hill to Bulwell	4.4	4.4
<b>Total</b>		<b>21.24</b>	<b>4.26</b>	<b>Total</b>		<b>35.1</b>	<b>35.1</b>

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.

Signature of Claimant: 

Please mark (\*) previously approved expenditure in excess of guidelines

Approved by (signature): 

Date: 5/12/18

Total Expenses Claimed	Amount
	£
Total receipted expenses	25.50
Total mileage 35.1 @ 45p	15.80
Amount Claimed	41.30

For Finance Use only

Cost Centre	Account Code	Job Code	Amount	VAT	Tax
31P1102	ET455		25	50	4.26
31P1102	ET407		15	80	

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 4 09/08/18 17:09  
Receipt 008026

Short-term parking tkt  
MSCP - No. 021036  
09/08/18 06:53  
09/08/18 17:09  
Period 1d0h0'  
(Ust.) £8.50

Gross total £8.50

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICC APPROVED  
PIN VERIFIED  
Auth Code:295100  
Ref:878E6DC56F  
MID:\*\*\*27761  
TID:\*\*\*0771

Net total £7.08  
Ust. 20% £1.42

PA609C11 - 1

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 8 02/08/18 11:32  
Receipt 097546

Short-term parking tkt  
MSCP - No. 011447  
02/08/18 08:23  
02/08/18 11:32  
Period 1d0h0'  
(Ust.) £8.50

Gross total £8.50

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICC APPROVED  
PIN VERIFIED  
Auth Code:106778  
Ref:878A4253D7  
MID:\*\*\*27761  
TID:\*\*\*0775

Net total £7.08  
Ust. 20% £1.42

2BD4A77F - 1

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 1 30/08/18 15:28  
Receipt 041485

Short-term parking tkt  
MSCP - No. 050820  
30/08/18 06:11  
30/08/18 15:28  
Period 1d0h0'  
(Ust.) £8.50

Gross total £8.50

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICC APPROVED  
PIN VERIFIED  
Auth Code:157177  
Ref:879AF1BE2A  
MID:\*\*\*27761  
TID:\*\*\*0768

Net total £7.08  
Ust. 20% £1.42

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