



Nottinghamshire

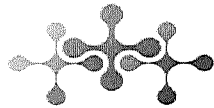
**POLICE & CRIME COMMISSIONER**

**TRAVELLING AND SUNDRY EXPENSES**

<b>Employee Number</b>	<b>Name and Initials</b> Paddy Tipping	<b>Please Delete as Appropriate</b> <ul style="list-style-type: none"> <li>• Authorised Essential</li> <li>• Authorised Casual</li> <li>• Ad Hoc User</li> </ul>	<b>Base: Arnot Hill House</b>	<b>Vehicle Details</b>
<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
01/11/18	Car parking	11.67	2.33	08.11.18	Arnot Hill House to County Hall	5.1	5.1
07/11/18	Car parking	7.50	1.50	09.11.18	Arnot Hill House to Cotgrave and return	20	20
12/11/18	Car parking	7.50	1.50	10.11.18	Home to City and return	6	6
19/11/18	Car parking	7.50	1.50	13.11.18	Arnot Hill House to FHQ	4.6	4.6
27/11/18	Car parking	7.50	1.50	13.11.18	FHQ to Oxtou	4.8	4.8
				13.11.18	Home to Mansfield and return	24	24
				14.11.18	Home to City and return	6	6
				16.11.18	Arnot Hill House to Stapleford and return	18	18
				17.11.18	Home to Blidworth and return	24.6	24.6
				17.11.18	Home to Ruddington and return	13.4	13.4
				17.11.18	Home to University and return	9.8	9.8
<b>Total</b>		<b>41.67</b>	<b>8.33</b>	<b>Total</b>		<b>136.3</b>	<b>136.3</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.	Please mark (*) previously approved expenditure in excess of guidelines	For Finance Use only																	
	Approved by (signature) <i>P. Tipping</i> Position <i>Management &amp; Technical Accountant</i> Date <i>11/12/18</i>	<table border="1"> <thead> <tr> <th>Cost Centre</th> <th>Account Code</th> <th>Job Code</th> <th>Amount</th> <th>VAT</th> <th>Tax</th> </tr> </thead> <tbody> <tr> <td>31P1102</td> <td>E7455</td> <td></td> <td>50.00</td> <td>8.33</td> <td></td> </tr> <tr> <td>31P1102</td> <td>E7407</td> <td></td> <td>61.34</td> <td></td> <td></td> </tr> </tbody> </table>	Cost Centre	Account Code	Job Code	Amount	VAT	Tax	31P1102	E7455		50.00	8.33		31P1102	E7407		61.34	
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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
					20.11.18	Arnot Hill House to Lowdham	7.3	7.3
					20.11.18	Home to City and return	6	6
					22.11.18	Home to Ryton and return	108.80	101.6
					22.11.18	Home to University and return	9.8	9.8
					24.11.18	Home to Cotgrave and return	14.8	14.8
					25.11.18	Home to St Anns and return	2.6	2.6
					26.11.18	Arnot Hill House to County Hall and return	10.2	10.2
					26.11.18	Arnot Hill House to Retford	27.5	27.5
					26.11.18	Retford to Home	31	27.4
<b>Total</b>					<b>Total</b>		<b>218</b>	<b>207.2</b>

I certify that: <ul style="list-style-type: none"> <li>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.</li> <li>My vehicle insurance policy covers business use and indemnifies the Office of the Police and Crime Commissioner against third party claims</li> <li>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.</li> </ul>	Please mark (*) previously approved expenditure in excess of guidelines  Approved by (signature) <i>G.A. Heenan</i> Position <i>Management &amp; Financial Accountant</i> Date <i>11.12.18</i>	For Finance Use only																																																																	
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Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 1 07/11/18 19:08  
Receipt 051732

Short-term parking tkt  
MSCP - No. 050093  
07/11/18 06:25  
07/11/18 19:08  
Period 1d0h0'  
(Ust.) £9.00  
-----  
Gross total £9.00

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICCVIC APPROVED  
PIN VERIFIED  
Auth Code:342338  
Ref:87C41249CA  
MID:\*\*\*27761  
TID:\*\*\*\*0768

Net total £7.50  
Ust. 20% £1.50

26CB99AE

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 1 01/11/18 16:19  
Receipt 040986

Short-term parking tkt  
MSCP - No. 040371  
31/10/18 14:34  
01/11/18 16:19  
Period 1d18h0'  
(Ust.)

Gross total £14.00  
-----  
£14.00

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICCVIC APPROVED  
PIN VERIFIED  
Auth Code:294787  
Ref:87C07EBFAF  
MID:\*\*\*27761  
TID:\*\*\*\*0768

Net total £11.67  
Ust. 20% £2.33

25A23033

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 1 19/11/18 15:16  
Receipt 071249

Short-term parking tkt  
MSCP - No. 067697  
19/11/18 06:10  
19/11/18 15:16  
Period 1d0h0'  
(Ust.) £9.00  
-----  
Gross total £9.00

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICCVIC APPROVED  
PIN VERIFIED  
Auth Code:243847  
Ref:87CB395E76  
MID:\*\*\*27761  
TID:\*\*\*\*0768

Net total £7.50  
Ust. 20% £1.50

26F552C1

Nottingham Train Station

NG1 Nottingham  
Tax code GB435757819

POF 7 12/11/18 20:32  
Receipt 060161

Short-term parking tkt  
MSCP - No. 057386  
12/11/18 05:04  
12/11/18 20:32  
Period 1d0h0'  
(Ust.) £9.00  
-----  
Gross total £9.00

Payment  
AID:A0000000031010  
Visa Debit  
\*\*\*\*\*8055 04  
ICCVIC APPROVED  
PIN VERIFIED  
Auth Code:369106  
Ref:87C70E25B7  
MID:\*\*\*27761  
TID:\*\*\*\*0774

Net total £7.50  
Ust. 20% £1.50

26F552C1