



Nottinghamshire

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

<b>Employee Number</b> 3001822	<b>Name and Initials</b> Paddy Tipping	<b>Please Delete as Appropriate</b>		<b>Base: Arnot Hill House</b>	<b>Vehicle Details</b>	
<b>Rank &amp; Collar No</b> PCC	<b>Division/Dept</b> NOPCC	<ul style="list-style-type: none"> <li>• Authorised Essential</li> <li>• Authorised Casual</li> <li>• Ad Hoc User</li> </ul>		<b>Home to Base Mileage</b> 4.9	<b>Make: Audi Model: A4</b> <b>Reg No: [REDACTED] Exact cc</b>	
<b>Sundry-Receipted Expenses – Please attach, on the reverse, original vat receipts (no photocopies or direct/credit card slips)</b>						
<b>Date</b>	<b>Reason for Claim</b>	<b>Amount</b>	<b>VAT</b>	<b>Date</b>	<b>Journey Details From – To Reason</b>	<b>Total Miles</b>
						<b>Total miles less home to base</b>
				02.07.15	Arnot Hill – Loxley Hs	4.1
				02.07.15	Loxley Hs – Arnot Hill	4.1
				02.07.15	Arnot Hill – Mansfield	13.1
				02.07.15	Mansfield – FHQ	9.2
				02.07.15	FHQ – Home	9
				03.07.15	Home – Newark	27
				03.07.15	Newark – Arnot Hill	23.2
				03.07.15	Home – City - Home	4.2
				06.07.15	Arnot Hill – City	3.9
				07.07.15	Arnot Hill – Linby	6.1
				07.07.15	Linby – Home	10.8
				09.07.15	Arnot Hill – FHQ	4.3
<b>Total</b>				<b>Total</b>		<b>104.3</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  Approved by (signature)..... Position..... Date.....		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>3P1102</td> <td>ET407</td> <td></td> <td>46-94</td> <td></td> <td></td> </tr> </table>				Cost Centre	Account Code	Job Code	Amount	VAT	Tax	3P1102	ET407		46-94		
Cost Centre	Account Code	Job Code	Amount	VAT	Tax														
3P1102	ET407		46-94																
Total Expenses Claimed Total receipted expenses Total mileage 104.3 @ 0.45p Essential user lump sum Less Advance No..... Amount Claimed		Amount £ p 46 94																	

Signature of Claimant.....



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<b>Rank &amp; Collar No</b> PCC	<b>Division/Dept</b> NOPCC	<ul style="list-style-type: none"> <li>• Authorised Essential</li> <li>• Authorised Casual</li> <li>• Ad Hoc User</li> </ul>		<b>Home to Base Mileage</b> 4.9	<b>Make: Audi Model: A4</b> <b>Reg No: [REDACTED] Exact cc</b>	
<b>Sundry-Receipted Expenses – Please attach, on the reverse, original vat receipts (no photocopies or direct/credit card slips)</b>						
<b>Date</b>	<b>Reason for Claim</b>	<b>Amount</b>	<b>VAT</b>	<b>Date</b>	<b>Journey Details From – To Reason</b>	<b>Total Miles</b>
						<b>Total miles less home to base</b>
				09.07.15	FHQ – Cambridge	93.5
				09.07.15	Cambridge – Home	88.8
				10.07.15	Arnot Hill – Bulwell	4.6
				10.07.15	Bulwell – Sutton	14.4
				10.07.15	Sutton – Newark	22.5
				10.07.15	Newark – Home	20.7
				11.07.15	Home – Hucknall – Home	17.8
				16.07.15	Home – Nuthall – Home	17
				20.07.15	Arnot Hill – Beeston	7
				20.07.15	Beeston – Home	5.1
				21.07.15	Home – FHQ	9
				21.07.15	FHQ – Arnot Hill	4.3
<b>Total</b>				<b>Total</b>		<b>285.1</b>

  

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Cost Centre	Account Code	Job Code	Amount	VAT	Tax														
31P1102	ET407		128-30																
Total Expenses Claimed Amount £ p Total receipted expenses Total mileage 285.1 @ 0.45p 128 30 Essential user lump sum Less Advance No..... Amount Claimed																			

Signature of Claimant: .....



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<b>Employee Number</b> 3001822	<b>Name and Initials</b> Paddy Tipping	<b>Please Delete as Appropriate</b>		<b>Base: Arnot Hill House</b>	<b>Vehicle Details</b>	
<b>Rank &amp; Collar No</b> PCC	<b>Division/Dept</b> NOPCC	<ul style="list-style-type: none"> <li>• Authorised Essential</li> <li>• Authorised Casual</li> <li>• Ad Hoc User</li> </ul>		<b>Home to Base Mileage</b> 4.9	<b>Make: Audi Model: A4</b> <b>Reg No: [REDACTED] Exact cc</b>	
<b>Sundry-Receipted Expenses – Please attach, on the reverse, original vat receipts (no photocopies or direct/credit card slips)</b>						
<b>Date</b>	<b>Reason for Claim</b>	<b>Amount</b>	<b>VAT</b>	<b>Date</b>	<b>Journey Details From – To Reason</b>	<b>Total Miles</b>
						<b>Total miles less home to base</b>
				21.07.15	Arnot Hill – FHQ	4.3
				21.07.15	FHQ – Home	9
				23.07.15	Home – FHQ	9
				23.07.15	FHQ – Arnot Hill	4.3
				23.07.15	Arnot Hill – City	3.7
				24.07.15	Home – Beeston	6.3
				24.07.15	Beeston – Home	6.3
				25.07.15	Home – City – Home	5
				26.07.15	Home – City – Home	3.8
				27.07.15	Home – FHQ	9
				27.07.15	FHQ – Arnot Hill	4.3
				27.07.15	Arnot Hill – Edwinstowe	15.6
<b>Total</b>				<b>Total</b>		<b>56.1</b>

  

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Cost Centre	Account Code	Job Code	Amount	VAT	Tax																
31P1102	ET407		25-25																		
Total Expenses Claimed Amount £ p Total receipted expenses Total mileage <i>56.1 @ 0.45p</i> <i>25</i> <i>25</i> Essential user lump sum Less Advance No..... Amount Claimed																					

Signature of Claimant: *[Signature]*



Nottinghamshire

**POLICE & CRIME COMMISSIONER**

### TRAVELLING AND SUNDRY EXPENSES

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Rank & Collar No PCC	Division/Dept NOPCC		Home to Base Mileage 4.9	Make: Audi Model: A4 Reg No: [REDACTED] Exact cc					
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		
				28.07.15	Arnot Hill – County H	5	5		
				28.07.15	County H – Arnot Hill	5	5		
				29.07.15	Arnot Hill – County H	5	5		
				29.07.15	Home – Radcliffe – Home	13	13		
				30.07.15	Home – FHQ	9	4.1		
				30.07.15	FHQ – Arnot Hill	4.3	4.3		
				30.07.15	Arnot Hill – Sneinton	3.8	3.8		
				30.07.15	Home – Kimberley – Home	19.6	19.6		
				31.07.15	Arnot Hill – Newark	17.2	17.2		
				31.07.15	Newark – Home	21.5	16.6		
Total				Total			93.6		
I certify that:		Please mark (*) previously approved expenditure in excess of guidelines		For Finance Use only					
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Signature of Claimant:..... Date:.....		Total Expenses Claimed Amount £ p Total receipted expenses Total mileage 93.6 @ 0.45 / 42 12 Essential user lump sum Less Advance No..... Amount Claimed		31P1102	ET407		42.12		