Nottinghamshire
POLICE & CRIME COMMISSIONER

TRAVELLING AND SUNDRY EXPENSES

Employee Number	Name and Initials Paddy Tipping	Please Delete as Appropriate • Authorised Essential • Authorised Casual • Ad Hoc User	Base: Arnot Hill House	Vehicle Details
Rank & Collar No PCC	Division/Dept NOPCC		Home to Base Mileage 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
17.05.17	Car parking	12.50	2.50
22.05.17	Car parking	3.75	~~4.50~~ 0.75.
25.05.17	Car parking	2.92	0.58
18.05.17	Car parking	~~4.80~~ 5.00	1.00
		24.17	4.83
Total		~~23.97~~	~~5.78~~

Date	Journey Details From – To Reason	Total Miles	Total miles less home to base
08.05.17	Arnot Hill – Bilsthorpe	12.2	12.2
08.05.17	Bilsthorpe – Home	15.9	12.3
09.05.17	Arnot Hill – City	4	4
09.05.17	City – Arnot Hill	4.	4
09.05.17	Arnot Hill – FHQ	4.6	4.6
09.05.17	FHQ – Arnot Hill	4.6	4.6
09.05.17	Arnot Hill – City	3.7	3.7
10.05.17	Arnot Hill – Attenboro'	10.3	10.3
10.05.17	Attenboro' – home	8.4	4.8
13.05.17	Home – Nutall	7.3	7.3
13.05.17	Nutall – Newark	31.1	31.1
13.05.17	Newark – Home	23.1	23.1
Total		129.2	122.0

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:.................. [signature]

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

Approved by (signature)........[signature]..................
Position..........Management Accountant
Date..........23/8/17..............

Total Expenses Claimed	Amount £	p
Total receipted expenses	29	00
Total mileage 122 @ 45p	54	90
Essential user lump sum		
Less Advance No..................		
Amount Claimed	83	90.

For Finance Use only

Cost Centre	Account Code	Job Code	Amount	VAT	Tax
31P1102	ET407		54.90		
31P1102	ET455		24.17	4.83.	

Nottinghamshire
POLICE & CRIME COMMISSIONER

TRAVELLING AND SUNDRY EXPENSES

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

Date	Journey Details From – To Reason	Total Miles	Total miles less home to base
15.05.17	Arnot Hill – FHQ	4.6	4.6
18.05.17	Home – FHQ	7.8	4.2
18.05.17	FHQ – Arnot Hill	4.6	4.6
18.05.17	Arnot Hill – Bridgford	4.9	4.9
18.05.17	Bridgford – City	2.4	2.4
20.05.17	Home – Attenborough – Home	15.8	15.8
21.05.17	Home – Collingham	25.5	25.5
21.05.17	Collingham – Calverton	24	24
21.05.17	Calverton – Home	7.4	7.4
22.05.17	Arnot Hill – Station	4.4	4.4
23.05.17	Home – FHQ	7.8	4.2
23.05.17	FHQ – Arnot Hill	4.6	4.6
Total		113.8	106.6

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)..
Position.........Management Accountant.
Date..........23/8/17..........................

Total Expenses Claimed	Amount £	p
Total receipted expenses		
Total mileage 106.6 @ 45	47	97
Essential user lump sum		
Less Advance No..................		
Amount Claimed	47	97

For Finance Use only

Cost Centre	Account Code	Job Code	Amount	VAT	Tax
31P1102	E7407		47.97		

Nottinghamshire
POLICE & CRIME COMMISSIONER

TRAVELLING AND SUNDRY EXPENSES

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

Date	Journey Details From – To Reason	Total Miles	Total miles less home to base
23.05.17	Arnot Hill – QMC	6.2	6.2
23.05.17	QMC – Home	3.9	0.3
24.05.17	Arnot Hill – Meadows	4.9	4.9
24.05.17	Home – St Anns – Home	4.6	4.6
25.05.17	Arnot Hill – St Anns	3.4	3.4
26.05.17	Arnot Hill – Sutton	12.2	12.2
26.05.17	Sutton - Home	15.3	11.7
30.05.17	Arnot Hill – Trowell	8.3	8.3
30.05.17	Trowell – Home	9	5.4
Total		67.8	57

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)……………………………………
Position……Management Accountant
Date……23/8/17……………

Total Expenses Claimed	Amount £	p
Total receipted expenses		
Total mileage 57 @ 45p	25	65.
Essential user lump sum		
Less Advance No………………		
Amount Claimed	25	65.

For Finance Use only

Cost Centre	Account Code	Job Code	Amount	VAT	Tax
31P1102	E1407		25-65		

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 1 22/05/17 19:29
Receipt 023176

Short-term parking tkt
MSCP - No. 014607
22/05/17 11:56
22/05/17 19:29
Period 0d18h0'

(Ust.)	£4.50
Gross total	£4.50
Payment	
Cash	£4.50
Net total	£3.75
Ust. 20%	£0.75

All amounts in GBP.
Deliv. date=Receipt date

03C7B37E - 1/1

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 1 17/05/17 17:39
Receipt 016290

Short-term parking tkt
MSCP - No. 007140
16/05/17 08:06
17/05/17 17:39
Period 2d0h0'

(Ust.)	£15.00
Gross total	£15.00

Payment
AID:A0000000031010
Visa Debit
************8055 03
ICC APPROVED
PIN VERIFIED
Auth Code:140934
Ref:8508501741
MID:***27761
TID:****0768 SALE

Net total	£12.50
Ust. 20%	£2.50

012A84DA - 1

Q-Park Talbot Street
albot Street
ottingham
otts.
G1 5GG

eceipt no. 0532/0601/00601 18/05/17 21:37

0100 Pay parking coin 6,00
/05/17 19:06 - 18/05/17 21:37
ngth of stay: 0 Dy. 2 Hr. 31 Min.
02489341089011037138688180??

Total amount	6,00
Accepted total	10,00
Change	4,00
VAT 20,00 %	1,00

Thank you
V.A.T No. GB 708 2244 52

---

intu NOTTINGHAM
NG1 3QN NOTTINGHAM
CST POF 5 25/05/17 19:23
Receipt 048258

Short-term parking tkt
WZ - No. 054313
25/05/17 17:37
25/05/17 19:23
Period 0d1h47'

(VAT)	£3.50
Gross total	£3.50
Payment	
Cash	£3.50
Net total	£2.92
VAT 20%	£0.58

All amounts in GBP.
Deliv. date=Receipt date

16D389F1 - 1/1