



Nottinghamshire

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

Employee Number	Name and Initials Paddy Tipping	Please Delete as Appropriate		Base: Arnot Hill House	Vehicle Details		
Rank & Collar No PCC	Division/Dept NOPCC	<ul style="list-style-type: none"> • Authorised Essential • Authorised Casual • Ad Hoc User 		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	Date	Journey Details From – To Reason	Total Miles	Total miles less home to base
05/09/18	Car parking	7.08	1.42	2.9.18	Home to Sherwood and return	7	7
06/09/18	Car parking	4.17	0.83	3.9.18	Arnot Hill to Kirkby in Ashfield	10.9	10.9
11/09/18	Car parking	7.50	1.50	3.9.18	Kirkby in Ashfield to Arrow Centre	4.3	4.3
13/09/18	Car parking	7.50	1.50	3.9.18	Arrow Centre to Arnot Hill	7.5	7.5
28/09/18	Car parking	4.17	0.83	4.9.18	Arnot Hill to City	3.7	3.7
				6.9.18	FHQ to City	8.3	8.3
				7.9.18	Arnot Hill to City and return	7.4	7.4
				10.9.18	Arnot Hill to FHQ and return	9.2	9.2
				14.9.18	Arnot Hill to FHQ	4.6	4.6
				15.9.18	Home to Basford	3.7	3.7
				15.9.18	Basford to Bulwell	5.8	5.8
				15.9.18	Bulwell to Home	4.3	4.3
Total		30.42	6.08	Total		76.7	76.7

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) <i>G. Adair-Werner</i> Position..... <i>Management & Technical Accountant</i> Date..... <i>11/2/18</i>		For Finance Use only					
		Total Expenses Claimed Amount £ p		Cost Centre	Account Code	Job Code	Amount	VAT	Tax
		Total receipted expenses 36 50 Total mileage 76.7 @ 45p 34 52 Essential user lump sum Less Advance No..... Amount Claimed 71 02		31P1102	E7455		36.50	6-08	
				31P1102	E7407		34.52		
Signature of Claimant:..... <i>Paddy Tipping</i>									



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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
				17.9.18	Arnot Hill to FHQ	4.6	4.6
				17.9.18	FHQ to City	8.3	8.3
				17.9.18	Home to Sutton in Ashfield and return	31.20	31.20
				18.9.18	Arnot Hill to FHQ	4.6	4.6
				18.9.18	FHQ to Mour Hotel then home	18.1	14.5
				20.9.18	Arnot Hill to Worksop and return	49	49
				20.9.18	Home to Beeston and return	12.4	12.4
				21.9.18	Arnot Hill to Edwinstowe	15.7	15.7
				21.9.18	Edwinstowe to FHQ	12.7	12.7
				21.9.18	FHQ to City	8.3	8.3
				21.9.18	Home to EM Conference Centre and return	11.2	11.2
				28.9.18	Arnot Hill to Bestwood Lodge and return	4.4	4.4
				28.9.18	Home to City and return	6	6
Total				Total		186.50	182.90

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) *[Signature]*
Position..... *Managerial & Technical Accountant*
Date..... *6/12/18*

Total Expenses Claimed	Amount £	p
Total receipted expenses		
Total mileage <i>182.9 @ 45p</i>	<i>82</i>	<i>31</i>
Essential user lump sum		
Less Advance No.....		
Amount Claimed	<i>82</i>	<i>31</i>

For Finance Use only

Cost Centre	Account Code	Job Code	Amount	VAT	Tax
<i>31P1102</i>	<i>E7407</i>		<i>£82.31</i>		



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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		Date	Journey Details From – To Reason	Total Miles	Total miles less home to base												
					29.9.18	Home to Newark	19.9	19.9												
					29.9.18	Newark to City then home	24.8	24.8												
Total					Total		44.7	44.7												
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) <i>[Signature]</i> Position..... <i>Management & Technical Accountant</i> Date..... <i>11/12/18</i>			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>31P1102</td> <td>ET607</td> <td></td> <td>20.12</td> <td></td> <td></td> </tr> </table>				Cost Centre	Account Code	Job Code	Amount	VAT	Tax	31P1102	ET607		20.12		
Cost Centre	Account Code	Job Code	Amount	VAT	Tax															
31P1102	ET607		20.12																	
		Total Expenses Claimed Amount £ p																		
		Total receipted expenses Total mileage <i>44.7 @ 45p</i>		20 12																
		Essential user lump sum Less Advance No.....																		
		Amount Claimed		20 12.																
Signature of Claimant:..... <i>[Signature]</i>																				

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 6 06/09/18 16:45
Receipt 051816

Short-term parking tkt
MSCP - No. 061646
06/09/18 14:43
06/09/18 16:45
Period 0d18h0'
(Ust.) £5.00

Gross total £5.00

Payment
AID:A0000000031010

Visa Debit
*****8055 04
ICC APPROVED
PIN VERIFIED
Auth Code:179024
Ref:879F1E81ED
MID:***27761
TID:***0773 SALE

Net total £4.17
Ust. 20% £0.83

07DDA33

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 1 05/09/18 19:01
Receipt 050576

Short-term parking tkt
MSCP - No. 059334
05/09/18 06:40
05/09/18 19:01
Period 1d0h0'
(Ust.) £8.50

Gross total £8.50

Payment
AID:A0000000031010

Visa Debit
*****8055 04
ICC APPROVED
PIN VERIFIED
Auth Code:339263
Ref:879E8547FF
MID:***27761
TID:***0768 SALE

Net total £7.08
Ust. 20% £1.42

0850DE64

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 1 13/09/18 19:46
Receipt 063041

Short-term parking tkt
MSCP - No. 070327
13/09/18 06:02
13/09/18 19:46
Period 1d0h0'
(Ust.) £9.00

Gross total £9.00

Payment
AID:A0000000031010

Visa Debit
*****8055 04
ICC APPROVED
PIN VERIFIED
Auth Code:159165
Ref:87A349D8DE
MID:***27761
TID:***0768 SALE

Net total £7.50
Ust. 20% £1.50

0C73BB94

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 7 11/09/18 16:57
Receipt 059245

Short-term parking tkt
MSCP - No. 068106
11/09/18 08:40
11/09/18 16:57
Period 1d0h0'
(Ust.) £9.00

Gross total £9.00

Payment
AID:A0000000031010

Visa Debit
*****8055 04
ICC APPROVED
PIN VERIFIED
Auth Code:174697
Ref:87A219A3EA
MID:***27761
TID:***0774 SALE

Net total £7.50
Ust. 20% £1.50

06DE4CFD

Nottingham Train Station

NG1 Nottingham
Tax code GB435757819

POF 6 28/09/18 18:15
Receipt 086413

Short-term parking tkt
MSCP - No. 092271
28/09/18 16:22
28/09/18 18:15
Period 0d18h0'
(Ust.) £5.00

Gross total £5.00

Payment
AID:A0000000031010

Visa Debit
*****8055 04
ICC APPROVED
PIN VERIFIED
Auth Code:124465
Ref:87AC3B760A
MID:***27761
TID:***0773 SALE

Net total £4.17
Ust. 20% £0.83

07DCB5CF