

Expense Report for Peter Clarke: June 2018

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
06-Jun-2018	2.50 GBP	Other Travel - General	Driving own car from home to take part in the inspection of HMP Chelmsford - Dartford Toll		✓	2.50
06-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the CBH County Hotel, Chelmsford with the team during the inspection of HMP Chelmsford	✓		21.00
07-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the CBH County Hotel, Chelmsford with the team during the inspection of HMP Chelmsford	✓		21.00
08-Jun-2018	2.50 GBP	Other Travel - General	Driving own car home from Chelmsford following the inspection of HMP Chelmsford - Dartford Toll		✓	2.50
18-Jun-2018	5.90 GBP	Other Travel - General	Driving own car from home to take part in the inspection of Merseyside police custody suites - M6 toll			5.90
18-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the Holiday Inn Liverpool with the team during the inspection of Merseyside police custody suites	✓		21.00
19-Jun-2018	11.36 GBP	Other Travel - General	Travelling from Copy Lane police station back to the hotel during the inspection of Merseyside police custody suites		✓	11.36
19-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the Holiday Inn Liverpool with the team during the inspection of Merseyside police custody suites	✓		21.00
20-Jun-2018	12.00 GBP	Other Travel - General	Drove own car from Holiday Inn to HMP Liverpool. Car parking during visit.			12.00
21-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the Holiday Inn Express Wakefield with the team during the inspection of HMP Wakefield	✓		21.00
20-Jun-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Staying two nights at the Holiday Inn Express Wakefield with the team during the inspection of HMP Wakefield	✓		21.00
Total						160.26

Mileage expenses

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
06-Jun-2018	06-Jun-2018	General Mileage	Driving own car from home to the County Hotel, Chelmsford to stay two nights with the team during the inspection of HMP Chelmsford	77(Miles)	0.25			19.25
08-Jun-2018	08-Jun-2018	General Mileage	Driving own car from the County Hotel, Chelmsford to home following the inspection of HMP Chelmsford	76(Miles)	0.25			19.00
18-Jun-2018	18-Jun-2018	General Mileage	Driving own car from home to the Holiday Inn Liverpool, to take part in the inspection of Merseyside police custody suites	223(Miles)	0.25			55.75
20-Jun-2018	20-Jun-2018	General Mileage	Drove own car from HMP Liverpool to Holiday Inn Express Wakefield to join the team for two nights during the inspection of HMP Wakefield	110(Miles)	0.25			27.50
22-Jun-2018	22-Jun-2018	General Mileage	Drove own car from Holiday Inn Express Wakefield to join home following the inspection of HMP Wakefield	206(Miles)	0.25			51.50
Total								173.00