

Details of Travel/Approved Duty					Mode of Travel	Use of Own Vehicle				Use of Public Transport Please <input type="checkbox"/> and attach receipt/ticket	Travelling		Subsistence	
Date	Place	Time Left Home	Time Arrived Home	Name of Meeting		Miles	Mileometer Readings	Rate 45p	Shared Vehicle		£	p	£	p
11/2/15	BASE - CIVIC CENTRE			RESOURCES	CAR	36*			<input checked="" type="checkbox"/>					
16/2/15	GROUP MEETING			BASE TO CIVIC		29.5			<input checked="" type="checkbox"/>					
17/2/15	BASE - CIVIC CENTRE			D. G.		29.5								
19/2/15				Full Council		29.5			<input checked="" type="checkbox"/>					
					Total	124.5								

If an allowance is claimed for travel in your own vehicle please state:

(1) Registration No. GL 64 FRG (2) Model of Car \_\_\_\_\_

(3) Councillors travelling out of the authority on approved duties should travel by the most cost-effective methods that meet the needs of their travel requirements.

\* If accompanied by another Member and/or officer please tick the box and state name: \_\_\_\_\_  
(Fuel VAT receipts are required in order to make payment)

Mileage = 124.5 x 0.45 = 56.03

**I DECLARE THAT**  
 I have necessarily incurred expenditure on travelling and subsistence or performed an approved duty as a member of Shepway DC.  
 I have actually made the payments claimed.  
 The amounts claimed accord with the rates and limits determined by the Council's scheme of allowances.  
 I have not made, and will not make, any other claim for allowances in connection with the duties indicated above.  
 My vehicle is covered for business use on my car insurance.

SIGNED [Signature] NAME PETER SINNON DATE \_\_\_\_\_

£	£
Approved for payment	
Head of Democratic Services and Policy	

Petrogas Ashford  
35 North Street  
Ashford  
Kent  
TN24 8LQ  
VAT: 991256690

TILL : 1 RCPT NO: 171  
MID : \*\*\*51043 TID : \*\*\*\*6741

PLEASE KEEP THIS COPY FOR YOUR RECORDS

06/02/15 10:11 00087717  
VISADEBIT (VISA DEBIT)  
APP ID: A0000000031010  
PAN SEQ: 00  
TC: ED5A85E283D744C4  
\*\*\*\* \*\* 4947

SALE	
AMOUNT	GBP60.61
TOTAL	GBP60.61

YOUR ACCOUNT WILL BE DEBITED  
WITH THE ABOVE AMOUNT

TRANSACTION CONFIRMED

AUTH CODE:006940  
ICC CP PIN VERIFIED

CUSTOMER COPY

Thank You  
Please Come Again  
Drive Carefully

Cliff P Simmons

FROM AND TO NEU ROMNEY CONCESSIONARY BUS TRIP FOR TRIPS AFTER 7.30 am

2nd JANUARY/  
FEBRUARY 2015

SHEPWAY DISTRICT COUNCIL - CLAIM FOR TRAVELLING AND SUBSISTENCE FOR APPROVED DUTIES

Details of Travel/Approved Duty					Mode of Travel	Use of Own Vehicle				Use of Public Transport Please ✓ and attach receipt/ticket	Travelling		Subsistence	
Date	Place	Time Left Home	Time Arrived Home	Name of Meeting		Miles	Mileometer Readings	Rate 45p	Shared Vehicle *		£	p	£	p
27/1	CIVIC CENTRE	11.00 am	7.45 pm	FINANCE FUNCTIONS MEETING, then INFORMATION CABINET	BUS							4	05	
4/2	" "	8.30 am	2 pm	FINANCE MEETING	BUS					4	50			
3/2	TRAV. CLUB LONDON	10.00 am	7.30 pm	LGTM UNIVERSAL CLUBS SEMINAR	RAIL/TUBE					27	65			
6/2	INSTITUTE OF MATERIALS LONDON	8.30 am	8.30 pm	SEEC LEADERS' MEETING	RAIL/TUBE (prepaid) TAXI home					40	00			
10/2	CCHA LONDON	9.00 am	5.45 pm	FINANCE SETTLEMENT SEMINAR	RAIL/TUBE					24	35			
11/2	CIVIC CENTRE	3.30 pm	10.30 pm	RESOURCES SCRUMBY CTR	BUS							2	55	
<b>Total</b>										96	50	6	60	

If an allowance is claimed for travel in your own vehicle please state:

(1) Registration No. \_\_\_\_\_ (2) Model of Car \_\_\_\_\_

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(Fuel VAT receipts are required in order to make payment)

Public Transport 96.50  
Subsistence 6.60

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 I have necessarily incurred expenditure on travelling and subsistence or performed an approved duty as a member of Shepway DC.  
 I have actually made the payments claimed.  
 The amounts claimed accord with the rates and limits determined by the Council's scheme of allowances.  
 I have not made, and will not make, any other claim for allowances in connection with the duties indicated above.  
 My vehicle is covered for business use on my car insurance.

SIGNED [Signature] NAME R.D. TILSON DATE 24/2/15

£ 96.50	£ 6.60
<b>Approved for payment</b>	
Head of Administration	

Received with thanks

2  
DUNBY  
2-00  
R

Cliff R  
Tillson



11/2/15

bacon sand

Cliff R Tillson

4 18 2.55

Cliff R Tillson

L.E CAFE GANMAC  
121 Sandgate Road  
VAT - 445012584

REG 27-01-2015 14:59  
000096  
CT 1

1 COFFEE -1.70  
1 COFFEE -1.70  
1 COFFEE -1.70 ✓  
TL -5.10  
CASH -5.20  
CG -0.10

Cliff R Tillson

L.E CAFE GANMAC  
121 Sandgate Road  
VAT - 445012584

REG 27-01-2015 15:04  
000097  
CT 1

1 SANDWICH COL -2.35  
TL -2.35 ✓  
CASH -2.35  
CG -0.00

Total: £4.05