

PUBLIC TRANSPORT, FOOD, ACCOMODATION AND OTHER INCIDENTAL EXPENSES

Name	Simon Dennis			Month	Nov-21		Area / Department	OPFCC
Pin No				Year	2021		Section	OPFCC
Collar No							Cost Centre	
Date	Reason/s for expense eg: Meeting	Duty start time eg: 13.00	Duty finish time eg: 14.00	Total duty time (Hrs)	Description of expense incurred (Receipts must be attached)	Amount of expenditure		
19/11/2021	Taxi fare on return from APCC event	8.00	17.00	9.00	Approved by Michael Porter, taxi home from train station on return from APCC event	£10.00		
Total Claim						£10.00		