

NORTH YORKSHIRE POLICE				Month	February				Cost Centre 7200				FORM REF: 31						
BUSINESS MILEAGE CLAIM FORM				Year	2022														
(This form is not for re-location claims)				Car Reg															
Name				Zoe Metcalfe				Date of change of car (If applicable)											
Pin No								Engine CC				1984				This must be the actual Engine CC from your V5 Reg document			
Collar No				8493				Home post code				Home							

Date	Journey Start Location	Start Time 00:00	Post Code	Places visited	Journey Finish Location	Finish Time 00:00	Post Code	Reason/s for Journey eg: Meeting (Drop Down fields)	A Miles Travelled	B Home to Work Mileage to Deduct Ref: Point 1	Miles Claimed (A minus B)
09/02/2022	Home	08:30	Home	Skipton Fire Station	Skipton	09:30	BD23 1RU	Meeting	32	11	21
09/02/2022	Skipton	12:30	BD23 1RU	Ings Community Primary & Nursery School	Skipton	13:00	BD23 1TE	Meeting	2	0	2
09/02/2022	Skipton	15:00	BD23 1TE	OPFCC	Harrogate	16:00	HG1 4ST	Meeting	22	0	22
10/02/2022	Home	10:30	Home	York Race Course	York	12:00	YO23 1EX	Meeting	31	11	20
10/02/2022	York	14:00	YO23 1EX	HQ	Northallerton	15:30	DL6 1BF	Award Ceremony	33	0	33
10/02/2022	Northallerton	20:00	DL6 1BF	HQ	Home	21:00	Home	Award Ceremony	23	11	12
11/02/2022	Home	13:00	Home	Fulford Road Police Station	York	14:00	YO10 4BY	Visit	19	11	8
11/02/2022	York	16:00	YO10 4BY	Fulford Road Police Station	Home	17:00	Home	Visit	19	11	8
14/02/2022	Home	08:00	Home	HQ	Northallerton	09:00	DL6 1BF	Meetings	23	11	12
14/02/2022	Northallerton	15:00	DL6 1BF	HQ	Home	16:00	Home	Meetings	23	11	12
17/02/2022	Home	10:00	Home	HQ	Northallerton	11:00	DL6 1BF	Meetings & Award Ceremony	23	11	12
17/02/2022	Northallerton	20:00	DL6 1BF	HQ	Home	21:00	Home	Meetings & Award Ceremony	23	11	12
21/02/2022	Home	08:00	Home	HQ	Northallerton	09:00	DL6 1BF	Meetings	23	11	12
21/02/2022	Northallerton	16:00	DL6 1BF	HQ	Home	17:00	Home	Meetings	23	11	12
26/02/2022	Home	09:30	Home	York St John University	York	10:00	YO31 7EX	Conference	19	11	8
26/02/2022	York	17:00	YO31 7EX	York St John University	Home	17:30	Home	Conference	19	11	8
28/02/2022	Home	09:00	Home	HQ	Northallerton	10:00	DL6 1BF	Meetings	23	11	12
28/02/2022	Northallerton	18:00	DL6 1BF	HQ	Home	19:00	Home	Meetings	23	11	12
									Total Miles		238

				I CERTIFY THAT: 1. I have checked (If not line manager check with claimant they have produced these documents for checking) that the claimant has a current full licence to drive the vehicle used, has a valid MOT certificate			
Name of Claimant		Zoe Metcalfe		Name of Authoriser (Line Manager)			
Collar No		8493		Collar No			
Date		09/11/2022		Date			

Point 1 : would normally be incurred by travelling to and from your normal place of work
ion and return to your home location you must reduce your claim by your normal home to work mileage.
our journey at your normal place of work you must reduce your claim by your normal distance travelled to work only.
n complete your journey at your home location you must reduce your claim by your normal distance travelled to home only.