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|--|----------|--|--|---------------------------------------|---|-------------|--|--|--|--------------|--|
| NORTH YORKSHIRE POLICE | | | | Month | 1 | | | | | FORM REF: 31 | |
| BUSINESS MILEAGE CLAIM FORM | | | | Year | 25 | Cost Centre | | | | | |
| (This form is not for re-location claims) | | | | Car Reg | | | | | | | |
| Name | Jo Coles | | | Date of change of car (If applicable) | | | | | | | |
| Pin No | | | | Engine CC | This must be the actual Engine CC from your V5 Reg document | | | | | | |
| Collar No | | | | Home post code | | | | | | | |

| 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) |
|------|------------------------|------------------|-----------|----------------|-------------------------|-------------------|-----------|---|----------------------|--|---------------------------|
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| 21.01.25 | HOME | 11:00 | HOMW | HARROGATE PS | HARROGATE | 12:00 | HG3 1FR | MEETINGS | 25 | 0 | 25 |
| 21.01.25 | HARROGATE | 18:00 | HG3 1FR | HARROGATE PS | HOME | 19:00 | HOME | MEETINGS | 25 | 0 | 25 |
| 25.01.25 | HOME | 09:00 | HOME | HARROGATE | HARROGATE | 10:00 | HG2 0LW | SERVICE | 21.9 | 0 | 21.9 |
| 25.01.25 | HARROGATE | 14:00 | HG2 0WL | HARROGATE | HOME | 15:00 | HOME | SERVICE | 21.9 | 0 | 21.9 |
| 24.01.25 | HOME | 10:00 | HOME | YORK HACKNESS ROAD | HACKNESS ROAD | 10:15 | | PRIVATE MEETING | 3.6 | 0 | 3.6 |
| 24.01.25 | HACKNESS ROAD | 13:00 | PRIVATE | YORK HACKNESS ROAD | HOME | 13:15 | HOME | PRIVATE MEETING | 3.6 | 0 | 3.6 |
| 27.01.25 | HOME | 09:00 | HOME | YORK HACKNESS ROAD | HACKNESS ROAD | 09:15 | | PRIVATE MEETING | 3.6 | 0 | 3.6 |
| 27.01.25 | HACKNESS ROAD | 11:00 | PRIVATE | YORK HACKNESS ROAD | HOME | 11:15 | HOME | PRIVATE MEETING | 3.6 | 0 | 3.6 |
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