



Claim for reimbursement of mileage and other expenses - Elected Member

(Forms should be submitted on a monthly basis)

Journey Details																			
Col A	Col B	Col C	Col D	Col E	Col F	Col G	Col H	Col I	Col J	Col K	Col L	Col M	Col N	Col O	Col P	Col Q			
Date (Note 1)	Time of Departure (Note 2)	Time of Arrival (Note 2)	Detailed Description of Approved Duty (Note 3)	Expense Items or Details of Journey (Note 4)	Car Mileage Travelled	Car Mileage Claimed (EVN)	Non Reimbursed Miles	Home to Cunningham House	Boat Mileage	Motorcycle Mileage	Bicycle Mileage	Passenger Mileage (Note 5)	Meals (Note 6) £ (4044)	Accommodation £ (Note 6) 4045/4023)	Other Travel (Note 7) £ (4038)	Other Expenses (Note 8) £			
11/03/2014			Snp Group Meeting	Mileage Largs to Irvine Return	40	40		40											
18/03/2014			Attending Group Meeting	Mileage Largs to Irvine Return	40	40		40											
19/03/2014			Seminar on Taxes and Revenues	Mileage Largs to Irvine Return	40	40		40											
21/03/2014			West of Scotland Loan Fund Board Meeting	Mileage Largs to Kilmarnock Return	64	64													
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
							0												
				Sub Total	184	184	0	120											
				Rate		£0.450			£2.000	£0.240	£0.200	£0.050							
				Cash Value of Mileage Claim		£82.80													



