Payroll Number		Travelling and Subsistence Claim month Ending	sistence Ch	aim month Endin	inding October	October 2013	20	2013		Make & Model for Car	ar		
	Cllr Gordon Yarranton	iton	Directorate		C	C.C. Rating		- 1		If car changed since previous claim state date	previous claim	state date	
Date T	Details of Journey	TJourney	A ile	/Specialisms	Purpose	Purpose and Passengers Carried	I Format District Council	People	Additional People Carried	Time Abrest	<u>_</u>	Subsistence and other expenses	
	From	To		(c)	ay be common to	Employees)	Employees)	ę .	Miles	From	<u> </u>	Parking Fee	Amount
05.08.13	Bewdley to Kidderminster			10 Licensing Committee	nittee			1	1	+	-		
13.08.13	Bewdley to Kidderminster	ıster ▼		10 Working Group and Planning Committee	and Planning Co	mmittee		-					
_	Bewdley to Kidderminster	ıster •	1	10 Finance and Property Working Group	perty Working (Group		-					
Ц	Bewdley to Kidderminster	nster •	10	10 Strategic Review Committee	v Committee								
11.09.13	Bewdley to Kidderminster	ıster ▼	10	Strategic Review Committee	v Committee								
	Bewdley to Kidderminster	ıster •	20	Finance and Pro	perty Working (Group and Visit to St	Finance and Property Working Group and Visit to Stourport Leisure Centre						
_	Bewdley to Kidderminster	ıster ▼	10	Members Forum and Licensing	and Licensing								
25.09.13	Bewdley to Kidderminster	ıster •	1	10 Full Council									
_	Bewdley to Kidderminster	ıster ▼	1	10 Planning Committee	ittee			-					
_	Bewdley to Kidderminster	ıster •	10	Strategic Review Committee	v Committee			-					
14.10.13	Bewdley to Kidderminster	nster ▼	1(10 Members Briefing	Ū		ু কুবোট						
	Bewdley to Kidderminster	nster •	10	Member and Staff Meeting	aff Meeting]					TOTAL £	£	£0.00
		1		0		和		100		Receipts must be kept for evidence	t be kept fo	r evidence	
) C						ADSel		Subsistence, Breakfast, Lunch Etc	Amount
		4					TOWN THE WORLD	8	Ū.				
		4		0				+			1		
		4		0									
		-		0									
		1		0				Г					
		TOTAL	130	O TOTAL with additional Passengers	ditional Passer	gers			0		3 LATOT	PD.	€0.00
ease do not	Please do not add lines use a separate sheet if necessary	separate sheet if i	ecessan										
										Office Only	Totals for e	Office Only - Totals for each Expenditure Code	ode
ubmit this for	submit this form electronically to my authorised officer and confirm:	o my authorised of	icer and c	onfirm:	13	130 miles at 40 p	52.00	8		ltem	Code		
the above c	a) the above details are a correct record of official journeys and that	ect record of offic	ial journe	ys and that		0 miles at 5 p	0.	0.00		Mileage	37010		52.00
ot been prev	not been previously reimbursed.	d.				TOTAL £	£52.00	8_		Train/Bus/Taxi	35010		11
) During the pecified on t	 b) During the period of this claim the vehicle was insured and had a valid MOT certificate, that specified on the certificate of insurance and that I held a current driving license. I acknowledge 	im the vehicle w insurance and tha	as insure	ed and had a v			ertificate, that business use was	S		Subsistence	47010		0.00
roduce these	produce these documents if requested by WFDC	quested by WFD	Ω			Ġ.				PAYABLE	m		£52.00
					The Authorised are reasonable.	Signato	y must type their na	ame in t	he box	to certify the	ourneys, m	ry must type their name in the box to certify the journeys, mileage and expenses claimed	ses claim
Approved (Authorised Signatory)	ised Signatory)	Louisa Bright			Using th	Using the drop down mer	nu under "OFFICE	BUTTO)N" (To	p left hand co	rner of scre	Using the drop down menu under "OFFICE BUTTON" (Top left hand corner of screen), choose send, e-mail to "Wore Forest Payroll"	, e-mail to
	sime must be recei	and by Payroll on	hofore t	Please note claims must be received by Payroll on or before the 6th of the month in which payment is rea	onth in which	navment is real	nired	1					