L0077357
28/11/08

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
18 NOV 2008
RECEIVED

Name:	[redacted]
Payroll No.	
Department:	GC
Region:	
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	[redacted]

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	[redacted]
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	[redacted]

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable	1300	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK	1361 Subsist-ence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
				-											-
September 14 2007	meeting with [redacted] to discuss US business plan 08/09	138	0.11	15.18											15.18
September 18 / 19	visit to HEP Chilworth & SAIC London	263	0.11	28.93											28.93
September 20 2007	meeting ROI, Canada and Think London	21	0.11	2.31											2.31
September 27 2007	ITSA business plans Fareham	131	0.11	14.41											14.41
October 19 2007	visit to region by [redacted], UKTI New York	125	0.11	13.75											13.75
October 24/25 2007	duty tour with [redacted] Canada [redacted] Chicago; TVEP,	362	0.11	39.82											39.82
November 2 2007	HEP meeting with [redacted]	87	0.11	9.57											9.57
November 6 / 7 2007	visit to Wipro, Silver Levene, London; meeting for oseas reps visit	19	0.11	2.09											2.09
November 12 2007	meeting with K.Rice Accountants, BABI members	65	0.11	7.15											7.15
November 13 2007	meeting with Samba Financial ,London, from IBDG EVENT	39	0.11	4.29											4.29
November 14 2007	Dorney Lake & Fairfax County reception	61	0.11	6.71											6.71
November 16 2007	Nortel meeting with [redacted]	63	0.11	6.93											6.93
November 19 2007	Cranfield University visit, Boeing project	182	0.11	20.02											20.02
November 21 2007	IBDG meeting (finacial services programme)	174	0.11	19.14											19.14
November 27 2007	US Airways visit Gatwick	89	0.11	9.79											9.79
				-											-
	Total	**1819**		**200.09**	**0**	[redacted]		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**200.09**

Deduct Pers.T[redacted] inc.VAT	
Deduct Advance[redacted]	
Total Amount Pay[redacted]ant	200.09

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGNATURE	PRINT NAME	DATE
Claimant	[redacted]	[redacted]	14.11.08
Line Manager	[redacted]	[redacted]	17/11/8.
Authorised by			

Finance Review
Date

L00777332
28/11/08

East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
18 NOV 2008
RECEIVED

Name:	[redacted]
Payroll No.	
Department:	GC
Region:	
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	

1209

Vehicle Registration	[redacted]
Make of Car	
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable	1300 UK Taxis & Trains	1322 Other UK Travel	1321 European Travel	1331 Non UK & Europe Travel	1341 Subsist-ence UK	1351 Subsist-ence Foreign	1361 Hospitality UK	1371 Hospitality Foreign	1381 Other	TOTAL
				-										
December 02 2007	collect [redacted] from Heathrow	82	0.11	9.02										-
December 03 2007	TVEP reception	30	0.11	3.30										9.02
December 04 2007	Dinner with Boeing management London	43	0.11	4.73										3.30
December 05 2007	overseas reps breakfast meeting	20	0.11	2.20										4.73
December 07 2007	overseasreps to St Annes Manor Wokingham	102	0.11	11.22										2.20
December 14 2007	US team visit to sub regional partners	189	0.11	20.79										11.22
December 18 2007	Boeing Farnborough meeting	24	0.11	2.64										20.79
Jan 10 2008	Global markets away day	58	0.11	6.38										2.64
Jan 18 2008	Regus open day Farnborough	24	0.11	2.64										6.38
Jan 22 2008	visit to Langstone Park Fareham	86	0.11	9.46										2.64
Jan 24 2008	Enviro business Crawley	75	0.11	8.25										9.46
Jan 28 2008	Financial Services event London	59	0.11	6.49										8.25
Feb 05 2008	Farnborough Air show meeting	56	0.11	6.16										6.49
Feb 08 2008	TVEP 08/09 US review	71	0.11	7.81										6.16
Feb 12 2008	meeting with IMK	165	0.11	18.15										7.81
				-										18.15
	Total	**1084**		**119.24**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**-**
														119.24

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Adva[redacted]	
Total Amount [redacted] Claimant	119.24

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGNATURE	**PRINT NAME**	**DATE**
Claimant	[redacted]	[redacted]	14.11.08
Line Manager			17/11/8
Authorised by			

Finance Review
Date

400775536
28/11/08

East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	[redacted]
Payroll No.	
Department:	GC
Region:	
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	LEASE
Vehicle Type. (Please circle)	DIESEL

FINANCE
18 NOV 2008
RECEIVED

					1300	1322	1321	1331	1341	1351	1361	1371	1381		
Date	Details Of Expenditure	No. Business Miles	Mileage Rate	Mileage Payable	UK Taxis & Trains	Other UK Travel	European Travel	Non UK & Europe Travel	Subsist-ence UK	Subsist-ence Foreign	Hospitality UK	Hospitality Foreign	Other	TOTAL
				-										-
2/18/2008	meeting with Capita Finance, Southampton	125	0.11	13.75										13.75
2/19/2008	meeting at Fareham council, Hampshire Economic Council	98	0.11	10.78										10.78
2/21/2008	Financial Services event, LIK & SEMN, London	81	0.11	8.91										8.91
25/26 Feb 2008	meeting with Toroto CG and RIM official opening, Slough	72	0.11	7.92										7.92
2/28/2008	visit to Hythe, Palmer Johnson location	144	0.11	15.84										15.84
3/4/2008	Financial Services review & introduction to LIK new finance support	118	0.11	12.98										12.98
5-Mar-08	BABI & UKTI meeting London	14	0.11	1.54										1.54
7-Mar-08	meeting FSE, Blackwater & Farnborough reception location,Wentworth	24	0.11	2.64										2.64
~~6-Mar-08~~	~~coffee waterloo station prior to BABI event~~								4.08					~~4.08~~
~~6-Mar-08~~	~~car park, prior to BABI event~~			-									~~4.8~~	~~4.80~~
~~14-Nov-07~~	~~taxi, waterloo to Fairfax County networking event,London~~			-	~~8~~									~~8.00~~
~~29-Aug-07~~	~~US team meeting/lunch;welcome arrival~~ [redacted]			-										-
	[redacted]			-									~~83.19~~	~~83.19~~
14-Dec-07	car park P'Mouth, US reps visit			-									3	3.00
~~31-Jan-08~~	~~coffee waterloo station prior to Aconite meeting London~~			-					~~4.08~~					~~4.08~~
				-										-
	Total	**676**		**74.36**	**8**	**0**	**0**	**0**	**8.16**	**0**	**0**	**0**	**90.99**	~~181.51~~ 77.36
	Deduct Pers.Tele[redacted] inc.VAT													
	Deduct Advanc[redacted]													
	Total Amount P[redacted]													~~181.51~~ 77.36

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	PRINT NAME	DATE
Claimant	[redacted]	14.11.08
Line Manager	[redacted]	17/11/8
Authorised by		

Finance Review
Date

40077333
28/11/08

South[illegible]t England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
18 NOV 2008
RECEIVED

Name:	[redacted]
Payroll No.	1209
Department:	GC
Project	
Bank Account No:	[redacted]
Sort Code:	[redacted]
Bank Name:	[redacted]
Payee name:	[redacted]

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	Project Number	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK (includes hotels)	1361 Subsist-ence Foreign (includes hotels)	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
March 10 2008	International Trade Forum Holiday Inn Fareham (JETRON W'SOR)		105	0.11	11.55										11.55
March 12 2008	Oceanology International, Excel London		47	0.11	5.17										5.17
March 14 2008	meeting at St Bernards composites		40	0.11	4.40										4.40
March 17 2008	UKTI Business opportunities,Copthorne Slough		35	0.11	3.85										3.85
March 25 2008	Inward Investment away day		38	0.11	4.18										4.18
March 26 2008	FAC annual conference & dinner		32	0.11	3.52										3.52
April 1 2008	Disney Club Penguin, London		10	0.11	1.10										1.10
April 2 2008	Economic Development Forum,Crawley,FSE Wentworth		133	0.11	14.63										14.63
April 4 2008	Allergan meeting Marlow		67	0.11	7.37										7.37
April 8 2008	IBDG meeting London		34	0.11	3.74										3.74
April 9 2008	meeting with Omniglobe networks		22	0.11	2.42										2.42
April 10 2008	TVEP meeting Reading		61	0.11	6.71										6.71
April 16 2008	Lockheed Martin dinner Reading		116	0.11	12.76										12.76
April 17 2008	Johnson Matthey and QinetiQ visit		58	0.11	6.38										6.38
April 28 2008	meeting with Bolton -Stevens accountants		36	0.11	3.96										3.96
May 2 2008	Oxfordshire Bio Science network		180	0.11	19.80										19.80
May 8 2008	US team away day lunch		53	0.11	5.83										5.83
	Total		1067		117.37	0.00	[illegible]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	117.37
						Deduct Pers.Teleph[illegible]					c.VAT				
						Deduct Advances R[illegible]									117.37
						Total Amount Paya[illegible]nt									

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as [illegible] the Road Traffic Act 1988.

	PRINT NAME	DATE
Claimant	[redacted]	14.11.08
Line Manager		17/11/08

28/11/08

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
18 NOV 2008
RECEIVED

Name:	[redacted]
Payroll No.	
Department:	GC
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	Project Number	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK (includes hotels)	1361 Subsist-ence Foreign (includes hotels)	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
June 2 2008	UKTI Duty tour dinner		37	0.11	4.07										4.07
June 4 2008	Disney meeting Brighton		153	0.11	16.83										16.83
June 5 2008	meeting Silver Levene solicitors		10	0.11	1.10										1.10
June 9 /10 2008	visit to LIK,SEGRO,Slough,UK clean energy reception		247	0.11	27.17										27.17
June 11 2008	Network reception duty tour, Brighton		148	0.11	16.28										16.28
June 12 2008	Boeing composite seminar		27	0.11	2.97										2.97
June 13 2008	meeting Firetrace Virginia Water		53	0.11	5.83										5.83
June 18 2008	Royal Aeronautical Society, Abingdon		118	0.11	12.98										12.98
July 2 2008	BABI meeting London		23	0.11	2.53										2.53
July 3 2008	meeting with Eginix Slough		55	0.11	6.05										6.05
July 4 2008	meeting with LIK , KCC		220	0.11	24.20										24.20
July 7 2008	visit to FAC		29	0.11	3.19										3.19
July 8 2008	HSBC event Reading		135	0.11	14.85										14.85
July 10 2008	Primus London		39	0.11	4.29										4.29
July 13 2008	US representatives lunch		65	0.11	7.15										7.15
July 14/17	F'borough air show; Gov.Virginia network;Wentworth dinner		135	0.11	14.85										14.85
July 18 2008	SEGRO Slough		63	0.11	6.93										6.93
	Total		1557		171.27	0.00	[redacted]	.00	0.00	0.00	0.00	0.00	0.00	0.00	171.27
						Deduct Pers.Tele[redacted]T									
						Deduct Advances									
						Total Amount Pa[redacted]									171.27

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

		PRINT NAME	DATE
Claimant	[redacted]	[redacted]	14.11.08
Line Manager			
Authorised by			17/11

Finance Review Date

18/11/08

So... st England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
18 NOV 2008
RECEIVED

Name: [redacted]
Payroll No. 1209
Department: GC
Project
Bank Account No: [redacted]
Sort Code:
Bank Name:
Payee name:

Vehicle Registration [redacted]
Make of Car
Model
Engine CC
Vehicle status (Please circle)
Vehicle Type. (Please circle)

Date	Details Of Expenditure	Project Number	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK (includes hotels)	1361 Subsist-ence Foreign (includes hotels)	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
July 29 2008	Legal and Genaeral meeting London		40	0.11	4.40										4.40
July 30 2008	meeting with Primus, [redacted]		51	0.11	5.61										5.61
August 1 2008	meeting in Reading with HSBC, TVEP		63	0.11	6.93										6.93
August 6/7 2008	meeting Envirobus, Crawley, B'Stoke Council		235	0.11	25.85										25.85
August 19 2008	Jon Gorst meeting London		40	0.11	4.40										4.40
August 21 2008	Set Squared Southampton, HSBC Eton		163	0.11	17.93										17.93
August 26 2008	PJ meeting at Marine SE		195	0.11	21.45										21.45
August 28 2008	AB Ports Southampton		164	0.11	18.04										18.04
October 30 2008	taxi cab Waterloo to Imperial College (SEHT)				-		18.00	TX							18.00
October 30 2008	taxi Imperial College to Waterloo station				-		15.00	TX							15.00
October 30 2008	taxi Guildford station to SEEDA				-		5.00	TX							5.00
November 12 2008	coffee prior to US Embassy meeting London				-					4.30	8				4.30
November 12 2008	lunch with [redacted] following US Embassy meeting				-					10.00	/				10.00
					-										-
					-										-
					-										-
					-										-
	Total		951		104.61	0.00	38.[redacted]	0.00	0.00	14.30	0.00	0.00	0.00	0.00	156.91

Deduct Pers.Telephn.Us... VAT	
Deduct Advances Rec...	
Total Amount Payab...	156.91

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as required by the Road Traffic Act 1988.

	PRINT NAME	DATE
Claimant	[redacted]	14.11.08
Line Manager		
Authorised by	[redacted]	17/11/8

Finance Review Date

29/1/09

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	[redacted]
Payroll No.	
Department:	GC
Project	
Bank Account No:	[redacted]
Sort Code:	[redacted]
Bank Name:	[redacted]
Payee name:	[redacted]

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	LEASE
Vehicle Type. (Please circle)	DIESEL

FINANCE
21 JAN 2009
RECEIVED

Date	Details Of Expenditure	Project Number	No. Business Miles	Mileage Rate	1300 Mileage Payable	1322 UK Taxis & Trains	1321 Other UK Travel	1331 European Travel	1341 Non UK & Europe Travel	1351 Subsist-ence UK (includes hotels)	1361 Subsist-ence Foreign (includes hotels)	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
9/16/2008	UKTI NY & Platinum meeting Readin[redacted]		74	0.17	12.58										12.58
10/7/2008	Silicon Valley to Oxford		156	0.17	26.52										26.52
10/24/2008	Farnborugh Tech/Primus meeting		23	0.17	3.91										3.91
10/27/2008	Duty Tour network dinner		41	0.17	6.97										6.97
10/28/2008	MareNet, Historic Docks,Portsmouth		135	0.17	22.95										22.95
10/30/2008	Launch of health technologies,Imperial College		37	0.17	6.29										6.29
10/31/2008	meeting with FAC, Farnborough		16	0.17	2.72										2.72
11/5 & 11/6 /2008	UKTI Duty Tour, Southampton/Brighton		253	0.17	43.01										43.01
11/11/2008	UKTI US security visitors to the region		83	0.17	14.11										14.11
11/12/2008	meetings with US Embass[redacted] UKTI, Fairfax		15	0.17	2.55										2.55
11/13/2008	meeting with Oury Clarke Reading		70	0.17	11.90										11.90
11/17/2008	Bright Point visit to Slough & Reading		114	0.17	19.38										19.38
11/20/2008	Fairfax County reception & Silver Levene/Digital Discovery visit		23	0.17	3.91										3.91
11/24/2008	Silicon Valley comes to Oxford		110	0.17	18.70										18.70
11/25 & 26/2008	Renewables awards dinner & Renewables conference Bristol		299	0.17	50.83										50.83
11/28/2008	meeting with Onx and visit programme,[redacted]		135	0.17	22.95										22.95
12/2/2008	meeting with DRS, with[redacted] UKTI,PERA ,		58	0.17	9.86										9.86
	Total		1642		279.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	~~279.14~~ 250.22

REDUCED

Deduct Pers.Telephn.Usa	
Deduct Advances Receiv	
Total Amount Payable to	~~279.14~~

Claimants statement

482 @ £0.11p.
1160 @ £0.17p.

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	SIGN	PRINT NAME	DATE
Claimant	[redacted]	[redacted]	16.1.09
Line Manager			21/1/09
Authorised by			

Finance Review Date

29/1/08

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

Name:	[redacted]
Payroll No.	
Department:	GC
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	DIESEL

Date	Details Of Expenditure				1300	1322	1321	1331	1341	1351	1361	1371	1381		
		Project Number	No. Business Miles	Mileage Rate	Mileage Payable	UK Taxis & Trains	Other UK Travel	European Travel	Non UK & Europe Travel	Subsist-ence UK (includes hotels)	Subsist-ence Foreign (includes hotels)	Hospitality UK	Hospitality Foreign	Other	TOTAL
3/12/2008	FAC networking dinner		13	0.17	2.21										2.21
4/12/2008	Primus/SEGRO ; FAC meetings		23	0.17	3.91										3.91
15/12/2008	Lakeside 1000, meeting Portsmouth		131	0.17	22.27										22.27
17/12/2008	meeting with FAC/F'boro College, Primus		23	0.17	3.91										3.91
9/1/2009	meeting with Southampton City Council		114	0.17	19.38										19.38
13/01/2009	meeting with SEGRO		60	0.17	10.20										10.20
15/01/2009	meeting with SAICLondon,UKTI Victoria		11	0.17	1.87										1.87
9/12/2008	Taxi fare from Wokingham /Crowthorne following BABI lunch				-	15.00	TR								15.00
9/12/2008	coffee prior to BABI function				-					6.05	X				6.05
9/1/2009	car parking x 2 for meeting with Southampton Council				-									4.40	4.40
					-										-
					-										-
					-										-
					-										-
					-										-
					-										-
					-										-
					-										-
					-										-
	Total		375		63.75	15.00	0.00	0.00	0.00	6.05	0.00	0.00	0.00	4.40	89.20

Deduct Pers.Telephn.Usa	VAT
Deduct Advances Receiv	
Total Amount Payable to	89.20

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

		PRINT NAME	DATE
Claimant	[redacted]	[redacted]	16.1.09
Line Manager			21/1/09
Authorised by			

Finance Review Date

400826715
24/3/09

South East England Development Agency
Expense Claim Form

Please ensure VAT receipts are attached where ever possible.
Reclaimable VAT will be calculated by the accounts department

FINANCE
19 MAR 2009
RECEIVED

Name:	[redacted]
Payroll No.	
Department:	GC
Project	
Bank Account No:	[redacted]
Sort Code:	
Bank Name:	
Payee name:	

1209

Vehicle Registration	[redacted]
Make of Car	[redacted]
Model	
Engine CC	
Vehicle status (Please circle)	
Vehicle Type. (Please circle)	

Date	Details Of Expenditure	Project Number	No. Business Miles	Mileage Rate	Mileage Payable 1300	UK Taxis & Trains 1322	Other UK Travel 1321	European Travel 1331	Non UK & Europe Travel 1341	Subsist-ence UK (includes hotels) 1351	Subsist-ence Foreign (includes hotels) 1361	Hospitality UK 1371	Hospitality Foreign 1381	Other	TOTAL
16/01/2009	meeting with Cubic Corp, Eur.HQ,& Esben Bay-Andersen		74	0.17	12.58										12.58
21/01/2009	meeting with SEGRO (discussion on Primus)		32	0.17	5.44										5.44
23/01/2009	meeting with LWG [redacted]		102	0.17	17.34										17.34
26/01/2009	Local Area Propositions (Gatwick Diamond)		113	0.17	19.21										19.21
10/2/2009	Local Area Proposition (PUSH) & Marenet meeting S'ton		127	0.17	21.59										21.59
11/2/2009	visit to region by [redacted] San Fran Consulate)		108	0.17	18.36										18.36
19/02/2009	networking event Pinewood/Shepperton Studios (SEMN)		110	0.17	18.70										18.70
24/26 /02/2009	meeting with UKTI aerospace/materials group with FAC CEO				-										-
	meeting with Screen South,discuss film investment into the SE				-										-
	meeting with [redacted] Brighton Bus. Forum, [redacted]				-										-
	IDM East Sussex [redacted]		338	0.17	57.46										57.46
12/3/2009	meeting with Harwell / Goodmans regarding the ESA research				-										-
	centre locating into the Harwell campus		105	0.17	17.85										17.85
4/3/2009	meeting with MDA space and FSE, European investment.		31	0.17	5.27										5.27
09 /10 /03/2009	UK Embassy DC/& Consulate Boston visit to FAC & SEEDA				-										-
	Scoping mission by UK,US based aerospace representatives				-										-
	to Harwell ,ref US company visits		125	0.17	21.25										21.25
	Total		1265		215.05	0.00	[redacted]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	215.05

Deduct Pers.Teleph... [redacted] VAT	
Deduct Advances R...	
Total Amount Paya...	215.05

Claimants statement

I confirm that the vehicle used by me for business purposes, and to which this claim relates, was at all relevant times in a roadworthy condition and covered by appropriate insurance as requested by the Road Traffic Act 1988.

	PRINT NAME	DATE
Claimant	[redacted]	12.3.09
Line Ma...		16.3.09
Authorised by		

Finance Review Date