Department:	Board	Vehicle Registration	[redacted]
Region:	South East 1309	Make of Car	[redacted]
Project		Model	[redacted]
Bank Account No:		Engine CC	[redacted]
Sort Code:		Vehicle status (Please circle)	
Bank Name:		Vehicle Type. (Please circle)	LPG
Payee name:	J.A.Peel		

FINANCE
28 MAR 2008
RECEIVED

Date	Details Of Expenditure	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	1361 Subsist-ence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
06/12/2007	SEEDA Board - Guildford			-										-
10/12/2007	Appraisal with Jim Brathwait, [redacted]	74	0.40	29.60										29.60
24/01/2008	Regional Transport Board - London	92	0.40	36.80	23.80									36.80
24/01/2008	Sussex Food and Drink Awards - Uckfield	12	0.40	4.80	~~41.80~~	4.00								50.60
30 &31 January 2008	MPC and Board at Crawley	41	0.40	16.40	18 TX.									16.40
27 & 28 February	MPC and Strategy Day at Elvetham Court, Fleet	30	0.40	12.00										12.00
06/03/2008	Sustainable Business Awards - Ascot	107	0.40	42.80										42.80
12th March 2008	RTB Workshop on DfT Transport Strategy and Board Meeting, Guildford	91	0.40	36.40										36.40
19 & 20 March 2008	Overnight stay at Mandolley prior to MPC and Board, Guildford	74	0.40	29.60		4.00			105.00					33.60
		74	0.40	29.60										134.60
														-
														-
														-
														-
														-
														-
														-
														-
					0.00	0.00	0.00	105.00	0.00	0.00	0.00	0.00		392.80
														392.80

PURCHASE LEDGER

Account	Act	Project No	Net Value	VC
MILE	40	595 MILES	238.00	06
TRAINS			23.80	—
TAXI	B		18.00	—
TRAV	UK		8.00	—
SUBS	UK		105.00	VAT
			Total Net 392.80	VAT
			Invoice £ Total	

INVOICE HEADER

Reg No:	00067355
Supplier Account:	
Supplier Ref:	6/12 — 20/3/08
Order No:	
Fin Cert:	
Approval:	
Date:	
Counter Approval:	
Date:	
Passed for Payment (Finance Manager)	

SIGNATURE	PRINT NAME	DATE
[redacted]	JOHN A. PEEL	24/3/08
[redacted]		26/3/08
		27/3/08

South East England Development Agency

Expense Claim Form Serial Number 23

Please ensure VAT receipts are attached where ever possible.

Reclaimable VAT will be calculated by the accounts department

Name:	John Peel
Payroll No.	[redacted] 1309
Department:	Board
Region:	South East
Project	
Bank Account No:	
Sort Code:	
Bank Name:	
Payee name:	J.A.Peel

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

FINANCE 21 JUL 2008 RECEIVED

Date	Details Of Expenditure	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 Subsistence UK	1361 Subsistence Foreign	1371 Hospitality UK	1381 Hospitality Foreign	Other	TOTAL
				-	T. 50.20									-
08/04/2008	MPC - Thames Gateway visit	71	0.40	28.40	TX 23									28.40
07/05/2008	MPC - Oxford visit	32	0.40	12.80	~~73.20~~	14.50	*		6.08	*				106.58
08/05/2008	SEEDA Board - Guildford	74	0.40	29.60										29.60
09/05/2008	Rural Champions' Day at Petworth	89	0.40	35.60	16 TX.									35.60
16/05/2008	Regional Transport Board - London	12	0.40	4.80	23.80 T ~~39.80~~	4.00								48.60
12/06/2008	Hosted table at CBI Dinner - Effingham Park	19	0.40	7.60										7.60
18 - 19th June 2008	MPC at Farnborough, overnight stay at Holiday Inn - Board at Farnborough	105	0.40	42.00										42.00
30/06/2008	Interim Rural Board meeting - County Club - Guildford	2	0.40	0.80	~~47.40~~	36.60 T 9. TX								48.20
30th June - 1st July 2008	Visit to Canterbury - Marlow Theatre and The Beany	2	0.40	0.80	25.10	5. TX 24.10 T			82.49	*				108.39
10/07/2008	Regional Transport Board - London	12	0.40	4.80	~~23.50~~	4.00			9.50	*				41.80
			0.40	-		T 11.50								-
			0.40	-		TX 12.00								-
			0.40	-										-
			0.40	-										-
				-										-
				-										-
	Total	418		138.80	209.00	22.50	0.00	0.00	98.07	0.00	0.00	0.00	0.00	~~468.37~~

Deduct Pers.Telephn.Usage, inc.VAT	
Deduct Advances Received	
Total Amount Payable to Claimant	468.37

£ 167.20

Claimants statement

Paid 22/7/2008.

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]	13/7/08
Line Manager			21.7.08
Authorised by			

Finance Review	
Date	