

Expense Report for Charlie Taylor: May 2023

Non-mileage expenses

Date	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
09-May-2023	Overnight Subsistence - more than 5 miles	Visited a prison in Holland. Member of HMIP Unit, therefore receipts are not currently required for subsistence. Claims can be based upon period of time away as opposed to receipted amounts up to daily limits. Refer to Sian Goundiam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
09-May-2023	Other Travel - General		<input type="checkbox"/>	<input type="checkbox"/>	22.00
16-May-2023	Overnight Subsistence - more than 5 miles	Governing Governor Forum. Member of HMIP Unit and therefore receipts are not currently required for subsistence. Claims can be based upon period of time away as opposed to receipted amounts up to daily limits. Refer to Sian Goundiam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
18-May-2023	Day Subsistence - more than 5 miles	Attended Grendon inspection. Member of HMIP Unit, therefore receipts are not currently required for subsistence. Claims can be based upon period of time away as opposed to receipted amounts up to daily limits. Please refer to Sian Goundiam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	13.55
18-May-2023	Other Travel - General	Attended Grendon prison inspection	<input type="checkbox"/>	<input type="checkbox"/>	20.00
Total					97.55

Overseas travel for May 2023

Date	Receipt Amount	Expense Type	Other Information	Merchant Name	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
09-May-2023	15.22 GBP	Overseas Travel - Public Transport			<input type="checkbox"/>	<input type="checkbox"/>	15.22
Total							15.22