

## Expense Report for Charlie Taylor: April and May 2021

### Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
08-Apr-2021	9.30 GBP	Day Subsistence - more than 5 miles	Travelled to HMP High Down for the day, to take part in inspection. Train tickets purchased through DigiTS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9.30
20-Apr-2021	21.00 GBP	Overnight Subsistence - more than 5 miles	Travelled to HMP Thorn Cross to take part in an inspection, and stayed overnight with the team. Train tickets purchased through DigiTS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
20-Apr-2021	5.89 GBP	Other Travel - General	Travelled to HMP Thorn Cross to take part in an inspection. Taxi from station to hotel.	<input type="checkbox"/>	<input type="checkbox"/>	5.89
21-Apr-2021	4.25 GBP	Day Subsistence - more than 5 miles	Travelled to HMP Thorn Cross to take part in an inspection. Stayed overnight and travelled home on the second day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4.25
21-Apr-2021	5.71 GBP	Other Travel - General	Travelled to HMP Thorn Cross to take part in an inspection. Taxi from prison back to the station.	<input type="checkbox"/>	<input type="checkbox"/>	5.71
27-Apr-2021	21.00 GBP	Overnight Subsistence - more than 5 miles	Travelled to HMP Parc to take part in an inspection, and stayed overnight with the team. Train tickets purchased through DigiTS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
27-Apr-2021	7.80 GBP	Other Travel - General	Travelled to HMP Parc to take part in an inspection. Taxi from station to hotel.	<input type="checkbox"/>	<input type="checkbox"/>	7.80
28-Apr-2021	4.25 GBP	Day Subsistence - more than 5 miles	Travelled to HMP Parc to take part in an inspection. Stayed overnight and travelled home on the second day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4.25
20-May-2021	9.30 GBP	Day Subsistence - more than 5 miles	Travelled to HMP Send for the day, to take part in inspection. Drove own car and returned home the same day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9.30

21-May-2021	4.25 GBP	Day Subsistence - more than 5 miles	Travelled to HMP Send for the day, to take part in inspection. Drove own car and returned home the same day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4.25
26-May-2021	21.00 GBP	Overnight Subsistence - more than 5 miles	Travelled to HMP Oakwood to take part in an inspection, and stayed two nights with the team. Train tickets purchased through DigiTS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
26-May-2021	11.00 GBP	Other Travel - General	Travelled to HMP Oakwood to take part in an inspection. Taxi from station to hotel.	<input type="checkbox"/>	<input type="checkbox"/>	11.00
27-May-2021	21.00 GBP	Overnight Subsistence - more than 5 miles	Travelled to HMP Oakwood to take part in an inspection, and stayed two nights with the team. Train tickets purchased through DigiTS.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
Total						145.75

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
20-May-2021	20-May-2021	General Mileage	Drove own car to HMP Send to take part in inspection. Drove home in the evening.	68(Miles)	0.25	<input type="checkbox"/>		17.00
21-May-2021	21-May-2021	General Mileage	Drove own car to HMP Send to take part in inspection (second day). Drove home in the afternoon.	68(Miles)	0.25	<input type="checkbox"/>		17.00
Total								34.00