Expense Report for Charlie Taylor: July 2022

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Merchant Name	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
07- Jul-2022	10.00 GBP	Other Travel - General	Travelled to HMP/YOI Parc to join the team on an inspection. Travelled in the morning and took a taxi from the station to the prison due to no other transport being available.				10.00
07- Jul-2022	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP/YOI Parc.		V		21.00
08- Jul-2022	4.25 GBP	Day Subsistence - more than 5 miles	Took part in the inspection of HMP/YOI Parc with the team on 7 July, and stayed overnight having worked late. Left the hotel the next morning to travel back home.		V		4.25
			·			Total	35.25