

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Callie Stewart Carroll
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 25th
 OF EACH MONTH

FOR ALLOWANCES FOR THE MONTH OF: February

PERIOD DATE	COVERED BY CLAIM TIME FROM TO	PLACE WHERE DUTY WAS PERFORMED	REASON(S) FOR CLAIM DESCRIPTION OF APPROVED DUTY	PLEASE STATE WHICH OFFICER ARRANGED THIS MEETING IF NOT DEMOCRATIC SERVICES	TRAVEL ALLOWANCE CLAIMED	
					PRIVATE CAR Mileage	PUBLIC TRANSPORT (Receipts must be attached)
01/02/18		LONDON, PUBLIC HEALTH ENGLAND	Prevention to contact Public Health England + speaker input attended in my capacity as a member for Attale Services, Public Health and Communication at Attale as a Mental Health Champion	Teresa Salamoni - or make booking for bus/m	N/A	29 p 30
				SUB TOTAL		29 30
				TOTALS CLAIMED		29 30

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

Signature of Member: [REDACTED] ...
 Date: 20/02/2018

VAT RECEIPT ATTACHED
 *Please delete as appropriate

For Office Use Only	
Democratic Services:	Authorised for Payment: [REDACTED] Date: <u>1/3/18</u>
Payroll:	Input by: _____ Date: _____ Checked by: _____ Date: _____