

3 APR 12

# Expenses Claim Form

Dianna Wallis MEP

Name of claimant:

Angela Hunter, Constituency Assistant

Department:

Yorkshire & The Humber

Claimant's Reference

10

Period from:

01.03.2010

To:

31.03.2010

Date	Voucher No.	Details	(inc. mileage @ rate claimed)	Total	A/c code
	1	Broadband connection		16.62	
	2	Lease of laptop for office use		30	
	3	Electricity		10	
16.03.10	4	Postage		1.24	
22.03.10	5	Postage		1.3	
	6				
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				

Total expenditure 59.16  
 Less any advance received  
 Total due 59.16

Total due 59.16

### Mileage Record

Paid at 35p for first 4,000 miles  
 in the tax year, 25p thereafter.

Total previous mileage  
 in tax year :

Total new mileage  
 claimed this month :

New total mileage  
 carried forward :

Line Managers signature

Date

Claimants signature

Date

For Finance Office use

Payment reference

100917

Payment date

22/04/10

Authorised by

Date