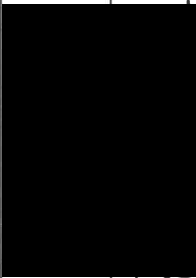


TAMESIDE MBC

[illegible]

Authorisation Declarations

I can confirm that the claimant is entitled to the expenses claimed in accordance with the Travel and Subsistence Policy.

Signature: (First Deputy (Performance & Finance))		Print Name:	<i>N. Fairclough</i>	Date:	<i>23/10/18</i>
Signature: (Executive Director Finance)		Print Name:	<i>T. Wilkinson</i>	Date:	<i>15/10/18</i>

Guidance

Subsistence allowance is only payable when a Member is carrying out an Approved Duty and for conferences/seminars organised by the bodies to which the Council has appointed representatives, or which are included in the Standing List of Conferences approved annually by the Council, these will automatically be classed as an approved duty.

The claim should be for actual expenditure up to the maximum figures quoted below.

Payments will not be made without receipts and appropriate authorisation from the First Deputy (Performance & Finance) and the Executive Director of Finance/Borough Treasurer.

Allowance Rates		
Breakfast	£ 6.06	
Lunch	£ 8.37	
Evening Meal – standard	£10.00	
Where an overnight stay is involved	£20.00	
If overnight stay is in London	£30.00	
LGA conference	£30.00	
Out of Pocket Expense (per overnight stay)	£ 5.00	
Car Mileage Rates		
	451 – 999cc	1000cc +
Per mile first 10,000 miles	45.0p	45.0p
Per mile after 10,000 miles	25.0p	25.0p

MIDLAND EXPRESSWAY LIMITED	
Operations Centre, Express Way, Weeford, Lichfield WS14 0PQ	
Phone: 0330 660 0790	Web Site: www.mbtoll.co.uk
Company No. 2309767	VAT No GB-778-5336-80
Receipt	
Veh. Class: 2	Amount exc. VAT £5.33
Tariff: WEEKDAY	VAT (20.00%) £1.07
	Amount inc. VAT £6.40
Payment(s): Cash	£6.40

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Total Paid: £6.40

GREAT WYRLEY 28/09/2018 17:06
TID/Lane: 105 Trans. No: 01.105.0011411672
Operator: 0047 Receipt No: 01.105.0004286830