

Expense Reimbursement

Name: Anne Tandy

Expense Period
17/07/2026
17/09/2026

Business Purpose:

Itemised Expenses

DATE	DESCRIPTION	NET	VAT	GROSS
01/08/2026	Working at Home Allowance August 2026			26.00
01/09/2026	Working at Home Allowance September 2026			26.00
23/07/2026	Travel Expenses - Press call, Staithe, Station Road 26mls @0.55ppm			14.30
08/09/2026	Travel Expenses - Agenda Meeting, Station Road 26mls @ 0.55ppm			14.30
17/09/2026	Travel Expenses - Council meeting Cantley VH 24mls @ 0.55ppm			13.20

£ 93.80

Don't forget to attach receipts!

Anne Tandy

Claimants Signature

Approval Signature