

# Expense Reimbursement

Name: Anne Tandy

Expense Period

20/03/2026

16/04/2023

Business Purpose:

## Itemised Expenses

DATE	DESCRIPTION	NET	VAT	GROSS
01/04/2026	Working at Home Allowance April 2026			26.00
10/03/2026	Travel Expenses - Agenda Meeting, Station Road 26mls @ 0.45ppm			11.70
09/04/2026	Travel Expenses - APM Cantley VH 24mls @0.45ppm			10.80
16/04/2026	Travel Expenses - Council meeting Cantley VH 24mls @ 0.45ppm			10.80
10/03/2026	Refreshments - APM			6.20

£ 65.50

**Don't forget to attach receipts!**

*Anne Tandy*

Claimants Signature

Approval Signature