

Journey Details		Time of Departure	Time of Arrival	Detailed Description of Approved Duty	Expense Items or Details of Journey	Car and Van Mileage	Motorcycle Mileage	Bicycle Mileage	Name & Passenger Mileage	Subsistence	Accommodation Details	Other Travel etc.	Other Expenses
Date	Rate												
27	1830		LIVE BORDERS	CAVERS - GALA RETURN	42								
28	0930		ED SUB CON	CAVERS - SBC RETURN	32								
6	1000		PLANNING	CAVERS - SBC RETURN	32								
13	1230		SITE VISIT	CAVERS - GALA RETURN	56								
20	1000		LRB	CAVERS - SBC RETURN	32								
27	1000 1400		P+BS	CAVERS - SBC - RTN CAVERS - SBC - RTN	32 32								
30	1830		LIVE BORDERS SBC	CAVERS - GALA - RTN CAVERS - SBC - RTN	42 32								
17	1000		LRB	CAVERS - SBC - RTN	32								
21	1000		P+BS - SITE VISIT	CAVERS - SBC - RTN	32								
24	1000		P+BS	CAVERS - SBC - RTN	32								
27	1000			CAVERS - SBC - RTN	32								
15	1000		LRB	CAVERS - SBC - RTN	32								
15	1500		SITE VISIT	CAVERS - GALA - RTN CAVERS - SBC - RTN	88								
					Total	580							