

Journey Details		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	Time of Departure											
10/22/3	9:30	10:00	(PENSION FUN) (AD)MIN	MAXTON - NEWTON ST. B.	5							
11/23	9:00	10:00	PLASA - (CONFERENCE IN E)INGUBA.	MAXTON - (TUST) BANN	10						12.00	
										TAXI FARE - (TUST) BANN TO ENJUSLON.		
					Total 15.							
											712.	