



Scottish Information
Commissioner

EXPENSE CLAIM FORM	FORENAME(S) Margaret
	SURNAME Keyse

SECTION A: TRAVEL EXPENSES - MILEAGE / TOLL / PARKING

Date of journey	Reason for journey, start point, places visited, end point	Mileage incurred	Cost per mile (see	Value Mileage Claimed	Bridge Tolls	Parking	Total Travel Expenses
01/02/2018	Parking at Dundee Railway Station - Greater Glasgow and Clyde Roadshow in Glasgow		0.45	0.00		8.70	8.70
08/02/2018	Parking at Dundee Railway Station - judicial review hearing at the Court of Session		0.45	0.00		8.70	8.70
			0.45	0.00			0.00
			0.45	0.00			0.00
	Claim for a passenger:		0.05	0.00			0.00
TOTAL		0		0.00	0.00	17.40	17.40

SECTION B: OTHER TRAVEL / OVERNIGHT EXPENSES / MEALS / REFRESHMENTS

Date of Expenses	Detail / Reason for Expenses	Rail	Taxi or public transport	Accommodation	Meals / Soft Drinks	Alcohol with meal	Total Overnight / Meals
18/01/2018	Taxi from Waverly Station to Victoria Quay - meeting with Scottish Government		8.35				8.35
20/02/2018	Bus from Leuchars Railway Station to St Andrews - following Fife Roadshow in Kirkcaldy		3.00				3.00
05/03/2018	Return rail travel from Dundee to Glasgow - Scottish Public Information Forum (unable to order through CST as office closed because of snow)	38.70					38.70
TOTAL		38.70	11.35	0.00	0.00	0.00	50.05

SECTION C: OTHER BUSINESS EXPENSES

Date of Expenses	Detail / Reason for Expenses						Total Other
							0.00
							0.00
							0.00
							0.00
	TOTAL	0.00	0.00	0.00	0.00	0.00	0.00

SECTION D: CLAIM TOTAL

TOTAL VALUE OF CLAIM

67.45
