SCHEDULE 1

Regulation 2(7)(a)

"CLAIM FORM FOR ALLOWANCES AND EXPENSES

Journey Details		Detailed Description of Approved Duty	Expense Items or Details of Journey	Car and Van Mileage	Boat Mileage	Motor- cycle Mileage	Bicycle Mileage	Passenger Mileage ⁽¹⁾	Subsistence	Accom- odation Details	Other Travel etc.	Other Expenses
Depart	Arrival											
Time	Time											
and	and											
Date	Date											
			Sub Total									
			Rate	£0.400	£2.000	£0.240	£0.200					
			Cash	£	£	£	£	£				
			Value of									
			Mileage									
			Claim									

⁽¹⁾ Passenger mileage is £0.050 for car, van and motorcycle passengers and £0.250 for boat passengers.