## EAST LOTHIAN HOUSING ASSOCIATION EXPENSES CLAIM OTHER TRAVEL & SUNDRIES

12/12/2023

DATE	RECEIPT NO. (ATTACH TO CLAIM)*	Explanation	Subs	Transport / Parking	Entertaining*	OTHER BUSINESS EXPENSES	TOTAL
			£ Amount	£ Amount	£ Amount	£ Amount	£ Amount
24/08/2023		Working > 10 hours (Committee)	£18.91				£18.91
21/09/2023		Working > 10 hours (London - PSR)	£18.91				£18.91
14/11/2023		Working > 10 hours (London - DIN)	£18.91				£18.91
15/11/2023		Working > 10 hours (London - DIN)	£18.91				£18.91
		Totals	£75.64	£0.00	£0.00	£0.00	£75.64
*Receipt No. : Please number all receipts included in this claim				I certify that all the above expenses were wholly and necessarily			
*Entertaining : ensure you have entered details in the hospitality register.				incurred by me on Company business			
Finance Department							
receipts agreed by				Signed	Martin Po	Mhammer	^

**NAME Martin Pollhammer** 

## EAST LOTHIAN HOUSING ASSOCIATION EXPENSES CLAIM OTHER TRAVEL & SUNDRIES

DATE SUBMITTED 12/12/2023

Authorised