





UET Expenses

Name:

Role:

Quarter period:

Narrative	Amount	Notes
<u>UK Travel</u> Car Hire		
Rail - First Class Rail - Standard Class		
Flights - First Class Flights - Business Class Flights - Economy Class		
Taxis/private hire		
<u>Other public transport (incl car parking)</u>		
Mileage allowance - long distance		
Mileage allowance - short distance		
UK Accommodation UK Subsistence Number of nights in hotels [insert]		
<u>Overseas Travel</u> Car Hire		
Rail - First Class Rail - Standard Class		
Flights - First Class Flights - Business Class Flights - Economy Class		
Taxis/private hire		
<u>Other public transport</u>		
Overseas Accommodation Overseas Subsistence Number of nights in hotels [insert]		
<u>Entertaining</u>		
<u>Gifts</u>		
<u>Spending on University accommodation</u>	Nil	BU does not provide University accommodation to UET
<u>Other (specify in notes)</u>		
<b>Total</b>	<b>19.1</b>	

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