

NAME Martin Pollhammer

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

DATE SUBMITTED

07/06/2023

DATE	RECEIPT NO. (ATTACH TO CLAIM)*	Explanation	Subs £ Amount	Transport / Parking £ Amount	Entertaining* £ Amount	OTHER BUSINESS EXPENSES £ Amount	TOTAL £ Amount
23/02/2023		Working > 10 hours (Committee)	£17.97				£17.97
23/03/2023		Working > 10 hours (Committee)	£17.97				£17.97
Totals			£35.94	£0.00	£0.00	£0.00	£35.94

*Receipt No. : Please number all receipts included in this claim
 *Entertaining : ensure you have entered details in the hospitality register.

I certify that all the above expenses were wholly and necessarily incurred by me on Company business

Finance Department
 receipts agreed by

Signed *Martin Pollhammer*

Authorised

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