

SENIOR STAFF EXPENSES Quarter 1 2015-16 (Aug, Sep, Oct 2015)

Professor Anthony Forster
Vice-Chancellor

Date incurred (DD Month)	Amount £ (see note 1 below)	Expense Type (see note 2 below)	Reason for expenditure (see note 3 below)
08-Sep	£63.75	Entertainment	Lunch with Registrar & Secretary and Phillip Tolhurst *
08-Sep	£340.00	Conference Fee	Attendance at UUK Annual Conference *
14-Sep	£159.00	Visa	Overseas visit to China *
24-Sep	£108.75	Accommodation	One night accommodation at Thistle London Heathrow Airport Terminal 5 *
24-Sep	£18.45	Subsistence	Dinner at Thistle London Heathrow Airport Terminal 5 *
25-Sep	£5.00	Travel	Pod from Thistle London Hotel to Heathrow Airport Terminal 5 *
25-Sep	£435.51	Airfare	Return flights from Heathrow - Rome *
25-Sep	£21.89	Travel	Taxi Fare from Rome Airport to Hotel *
26-Sep	£43.81	Travel	Taxi Fare from Hotel to Rome Airport *
26-Sep	£5.85	Subsistence	Lunch following flight back from Rome *
03-Oct	£20.00	Oyster Card	Top-up *
14-Oct	£4,596.36	Airfare	Return flights from Heathrow - China *
15-Oct	£902.98	Accommodation	Three nights accommodation in Beijing including breakfast*
18-20 Oct	£343.20	Airfare	Internal flights within China *
18-Oct	£101.71	Accommodation	One night accommodation in Chongqing, China including breakfast*
19-Oct	£96.79	Train tickets	Train tickets within China *
19-Oct	£54.67	Accommodation	One night accommodation in Chengdu, China including breakfast*
20-Oct	£465.00	Accommodation	Three nights accommodation in Nanjing, China including breakfast *
21-Oct	£21.28	Subsistence	Laundry service, China *
23-Oct	£206.25	Accommodation	One night accommodation in Shanghai, China including breakfast*

* not out of pocket expenses