



PEMBROKE COLLEGE · CAMBRIDGE
 Postcode CB2 1RF Telephone (01223) 338100

MILEAGE REINBURSEMENT CLAIM

Name:	Car:	Engine Size:
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DATE	DESTINATION	MILES	ACCOUNT CODE

Total miles this claim:	
Miles brought forward from any previous claims made during the current tax year (6 th April to 5 th April):	
Grand total for this tax year: Make a note of this total as you may need it for your next claim in the current tax year.	

This claim.....miles, at.....(rate) = £.....

I confirm the mileage was incurred in the travelling listed, which was undertaken on behalf of Pembroke College.

Signed.....Date of claim.....

Authorised by.....Date.....

