

Research budget – travel form

**Important: Please ensure that you also return your completed NHS expense claim form to the Programme Assistant - Placements in order to be reimbursed for costs incurred.**

This form is only to be used to outline travel outside the North West region that will be taken from your research budget. For these purposes the North-West region is defined as Cumbria, Cheshire/Wirral, Merseyside, Greater Manchester and Lancashire.

|  |  |
| --- | --- |
| **Date form submitted** |  |
| **Name** |  |
| **Cohort** |  |
| **Purpose of travel: SRP/thesis** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Details of travel** | **Date** | **Address from (inc County)** | **Address to (inc County)** | **Mileage** | **Costs incurred (28p/mile)** |
| **Journey (1)** |  |  |  |  |  |
| **Journey (2)** |  |  |  |  |  |
| **Journey (3)** |  |  |  |  |  |
| **Journey (4)** |  |  |  |  |  |
| **Journey (5)** |  |  |  |  |  |
| **Journey (6)** |  |  |  |  |  |
| **Journey (7)** |  |  |  |  |  |
| **Journey (8)** |  |  |  |  |  |
| **Journey (9)** |  |  |  |  |  |
| **Journey (10)** |  |  |  |  |  |
|  |  |  |  | **Subtotal** |  |