Allowances for Subsistence and Mileage

Overnight Accommodation and breakfast

|  |  |
| --- | --- |
|  | Maximum Reimbursement |
| Rate per night | £125 |

Other Meals

|  |  |
| --- | --- |
| Meals | Maximum Reimbursement |
| Breakfast\*\* | £8 |
| Lunch\*\* | £10 |
| Dinner\* | £30 |

\*\*The University does not have a fixed daily subsistence rate but have set a maximum limit of £35 per day, to cover breakfast, lunch and dinner.

Mileage allowances for use of the claimant’s own vehicle

|  |  |
| --- | --- |
| Type of Vehicle | Rate per mile |
| Motor Car | 45p |
| Motor Cycle | 24p |
| Bicycle | 20p |
| Official Passenger | 5p |