



14 MAY 2008

Member's claim form

08/09

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

402507

Your details

Name in CAPITAL LETTERS

ANDY REED

INV. A

Constituency

LOUGHBOROUGH

514602

514500

Office use only

Costs/Cat 2

M REEDALO

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

362727  
BD  
21/5/08

Period of claim

from 1 / 04 / 08

to 30 / 04 / 08

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) ~~rent~~

£ 727 : 33 p

\* see enclosed Mortgage interest contribution  
↳ As from entry to lease sheet of Freehold

Food

£ 192 : 50 p

Utilities

£ 103 : 82 p

\* see enclosed

Gas 17.67  
Elect. 86.15

Council Tax/Rates

£ 60 : 86 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1084 : 51 p

Please pay: £1084.51

continued on page 2

BM

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]

[Redacted]

Postcode

[Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted]

MP

Date

8/5/08

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



# City of Westminster

Postal enquiries should be made to:  
 Westminster City Council, Council Tax, P.O. Box 4009, London, SW1E 6QZ.  
 Payments should be sent to:  
 Westminster City Council, PO Box 397, Warrington, WA55 1GG.  
 Telephone: 0845 302 3400 Mini com: 0845 070 0281  
 (call charges will vary)  
 Email: WestminsterCouncilTax2@Capita.co.uk

Date of Issue: 17-MAR-2008

MR REED C/O THE HOLLIES	
Account reference	

Address of property	
Property reference	

## Council Tax demand notice 2008/2009

The property above has been placed in band D. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2008 to 2009 are as follows.

	Percentage (%) Change From Last Year	
City Of Westminster	0.0 % Increase	377.80
Greater London Authority	2.0 % Increase	309.82
<hr/>		
Council Tax for your property 2008 to 2009	0.9 % Increase	687.62
<hr/>		
Charge for Period 01-APR-2008 - 31-MAR-2009		687.62
<b>Adjustments</b>	<b>Period</b>	
Discount 10% : 2nd Home/Company Property	01-APR-2008 31-MAR-2009	-68.76
		<b>Total</b>
		<b>618.86</b>

Future bills can be sent by email if you send a request to [wccctax.dd@capita.co.uk](mailto:wccctax.dd@capita.co.uk) quoting your Council Tax account number(s) and the email address that you would like them sent to.

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a £50 penalty.

The amounts shown below are currently payable by Direct Debit. **NO FURTHER ACTION IS REQUIRED.**

Date of payment	Amount due	Date of payment	Amount due
01-APR-2008	60.86	01-OCT-2008	62.00
01-MAY-2008	62.00	01-NOV-2008	62.00
01-JUN-2008	62.00	01-DEC-2008	62.00
01-JUL-2008	62.00	01-JAN-2009	62.00
01-AUG-2008	62.00		



Any questions?  
**0800 096 9000**  
 Mon-Fri 8am to 8pm  
 Sat 8am to 2pm  
 account number  
 [REDACTED]

Emergency emergency  
**0800 028 0247**  
 24 hours a day 7 days a week  
 bill for **19 Dec 07 - 23 Apr 08**  
 bill date **23 Apr 08**



24411  
 MR REED  
 MRS REED

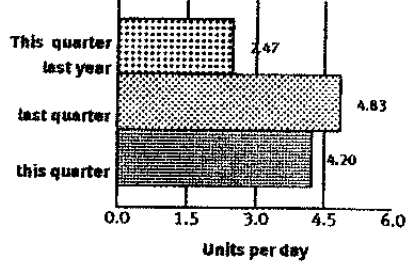


**electricity bill: -£86.15**

based on an **estimated** reading  
 Thank you for being part of our Payment Plan scheme.



**Your average daily electricity usage**



**bill summary**

Amount of last bill	<b>-£112.11</b>
Payments	<b>-£44.00</b>
Charges this period (minus discounts)	<b>£69.96</b>
<b>Total for this period</b>	<b>-£86.15</b>

**Nectar points this quarter**

Reserved Nectar points	<b>150</b>
------------------------	------------

Don't forget to register to start collecting Nectar points  
 Don't forget to register with us for Nectar or you'll miss out on the reserved points we've been saving for you.  
 It couldn't be easier to register, simply visit us at [www.edfenergy.com/nectarforhome](http://www.edfenergy.com/nectarforhome)

This meter reading is **estimated**

If you would like to supply us with an actual reading, so that you only pay for the energy you have used, please visit us at [www.edfenergy.com](http://www.edfenergy.com) or call us free on **0800 015 1736**





491

Mr & MRS REED



999250403151

**Important information about your gas prices**

You may have heard that, like other energy suppliers, we have had to increase our standard gas prices. Our new prices came into effect on 18 January 2008 and you'll find them along with our updated standard terms and conditions in the enclosed booklet.

**We can help you beat rising energy costs**

Our free Energy Savers Report could cut energy bills by up to a 1/3\*. Have a look at the enclosed leaflet or visit [britishgas.co.uk.co.uk/freereport](http://britishgas.co.uk.co.uk/freereport)

\*Based on Energy Savers Report data.



**Visit [britishgas.co.uk/billing](http://britishgas.co.uk/billing)**

Check your account 24/7, make payments, give us meter readings, switch to paperless billing or get information. Whatever you want to do, it's easier, faster and more convenient online.



**Call us on: 0845 955 5419**

Our phone lines are open Mon-Fri 8am-8pm, and on Sat 8am-6pm. Our busiest day is Monday and our busiest times are between 9am-11.30am and between 6pm-8pm. If you are able to call outside these peak hours, it will help us to answer your call more quickly.



**Customer Reference Number:**



Statement date: 13 Feb 2008

**Your gas statement**

Your current balance is in credit by **£17.67**

**Statement Period: 7 Nov 2007 - 12 Feb 2008**

Your last statement	<b>£40.29</b> in credit
Payments received - thank you	<b>£72.00</b> cr
£18.00 Direct Debit 14 Nov 2007	
£18.00 Direct Debit 11 Dec 2007	
£18.00 Direct Debit 14 Jan 2008	
£18.00 Direct Debit 12 Feb 2008	
<b>Gas you've used</b>	<b>£100.47</b>
(actual reading) Please turn over for detail	
<b>Discounts</b>	
Direct Debit discount	<b>£10.35</b> cr
VAT at 5%	<b>£4.50</b>
Amount carried forward to your next statement	<b>£17.67</b> in credit

**Your Direct Debit isn't changing**

Despite our recent price change, your Direct Debit payments will stay the same. There's no need for you to do anything as we'll keep an eye on your payments over the coming three months to make sure they still reflect how much gas you use. If it turns out we need to make any changes we'll let you know in your next statement before we do anything.





10 October 2007

Dear Mrs Reed,

Thank you for continuing to pay by monthly Direct Debit.

Payments for this licence are debited from the following account:

Sortcode: [redacted] Account number: [redacted]  
Account name: Aj & S Reed

In the panel opposite, you can see the payments that you've already made for this year's licence. You can also see the remaining amounts to be paid. Payments will be requested on or within 3 working days of the dates shown.

Next year's licence will then be paid over 12 months (six payments before the licence begins and six after). The first payment will be £11.75 due on 1 May 2008.

Following payments of £11.61 will continue to be made on the first working day of each month, until further notice.

All you need to do now is carefully check that your bank and address details above are correct, to ensure that your licence remains valid until 31 October 2008. For security reasons we have only included the last four digits of your bank account number.

If you change bank account or if any of your bank details above are incorrect, it's important that you let us know by calling 0870 850 1672. Likewise, if you move home it's important that you let us know by visiting [www.tvlicensing.co.uk/moving](http://www.tvlicensing.co.uk/moving). Alternatively, you can call 0870 850 1672 or complete the form overleaf.

Of course, if all the details above are correct and payments can commence, you need do nothing at all - your address is properly licensed.

Yours sincerely,

[redacted]  
Paul Stanfield  
Customer Services

ML92

Monthly Direct Debit

Your DD Plan Already paid

1 May 2007	£11.41
1 Jun 2007	£11.37
2 Jul 2007	£11.37
1 Aug 2007	£11.37
3 Sep 2007	£11.37
1 Oct 2007	£11.37
<b>Total =</b>	<b>£68.26</b>

Due to be paid

1 Nov 2007	£9.19
3 Dec 2007	£11.61
2 Jan 2008	£11.61
1 Feb 2008	£11.61
3 Mar 2008	£11.61
1 Apr 2008	£11.61
<b>Total =</b>	<b>£67.24</b>

Mrs S Reed



Monthly Direct Debit

£135.50

31 Oct 2008

Why not be paper-free and get your next licence by email?

Just visit [www.tvlicensing.co.uk](http://www.tvlicensing.co.uk) and follow these easy steps:

- Click on the 'Update your contact details' Menu Option
- Click on the 'Update your contact details' link
- Fill in your name, address and licence number then tick the 'Licence Format' box and submit

What this licence allows:

Your licence allows television receivers to be installed and used at the premises specified and at the other places detailed overleaf subject to the terms and conditions stated.

Colour TV Licence

P6/2581/0/0586174



Account Number



Water Services Bill  
Tel: 0845 9200 805

You can now pay this bill online today at [www.thameswater.co.uk](http://www.thameswater.co.uk), it's secure, quick and easy to use. Just go to our website and follow the simple instructions.

Why not sign-up for paperless billing via your Internet bank account, receiving and paying your bills electronically saves time and paper. Full details on our website.

JM0151450\_1SOP1\_11706  
AA54116/01700/023763

49114 233 7



MR REED



MRS REED

### Your new payment plan, starting April 2008

8 instalments  
from 1st April 08

Current  
charges

Your new payment plan covers your water services bill for the year 1 April 2008 - see below

£30.15

£241.20

The payments shown will be collected by Direct Debit from the account you have selected on or shortly after the 1st of the month

#### Service charges 1 April 2008 - 31 March 2009

	Chargeable value/rate per £	Supply charge £	Fixed charge £	Totals £
Water	266 @ 46.99p	124.99	26.00	150.99
Wastewater	266 @ 21.13p	56.21	34.00	90.21
			<b>Charges</b>	<b>£241.20</b>

?

### Your Direct Debit details...

We will collect payments from the following account:



If this is wrong, please let us know by calling 0845 9200 805

# Your British Gas HomeCare agreement

## Here's what you've chosen

	£
HomeCare 400 Caring for your central heating, plumbing, drains and electrics Annual Charge	436.10
Direct Debit Discount	-6.00
<b>Your payments summary</b> The total annual charge for your services	<b>430.10</b>

**Your first monthly Direct Debit to British Gas £35.86**

Your HomeCare number

Letter reference

Agreement Address

This agreement runs from

13 February 2008 -  
12 February 2009



Any Questions?

0845 7 365 100

Tel. outside UK (International)

+44 1698 802 101

Bank/Building Society

Co-Operative Bank

Sort Code:

Account Number:

Originator Identification

Number

Your Direct Debit schedule

12 March 2008	£35.86
12 April 2008	£35.84
12 May 2008	£35.84
12 June 2008	£35.84
12 July 2008	£35.84
12 August 2008	£35.84
12 September 2008	£35.84
12 October 2008	£35.84
12 November 2008	£35.84
12 December 2008	£35.84
12 January 2009	£35.84
12 February 2009	£35.84

**British Gas**





Additional Costs Allowance

ACA2

08/09

Member's claim form

mv

About filling in this form

- For details of costs you can claim for, see Green Book section 3V. A
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

413708  
514602  
514500

Your details

Name in CAPITAL LETTERS

ANDY REED

Constituency

Loughborough

Office use only

Costs/Cat 2 M REEDALO

Supp/Res ID

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 / 05 / 08 to 31 / 05 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 727 : 33 p

Food

£ 227 : 50 p

Utilities

£ 108 : 62 p

Council Tax/Rates

£ 62 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 15 : 00 p

Service/maintenance

£ 20 : 94 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1094 : 39 p

£ 1156.39

369271  
BD  
2416

Previous Donet Rabbit only sent.

5833557

RS 23/06/08

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted address] [Redacted address]  
Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted signature] JMP

Date

2/6/08

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

**PRIVATE AND CONFIDENTIAL**

Mr Andy Reed MP  
House of Commons  
Westminster  
London  
SW1A 0AA

Tel : 0207 219 [REDACTED]  
Fax : 0207 219 [REDACTED]  
Email : [REDACTED]@parliament.uk

19 June 2008

Dear Mr Reed

**Additional Costs Allowance (ACA) - Mortgage Interest**

Thank you for providing us with documentation from your mortgage lender, The Loughborough, in support of your claim for the mortgage interest.

I can confirm that our files have now been annotated accordingly and your claim has been processed.

However, in order to complete our records we require further documentation from your lender which will confirm

- The address on which the mortgage was raised
- The amount of the loan/loans
- Type of mortgage, e.g. interest only or repayment

I should be grateful if you will provide us with this information at your earliest convenience.

Please do not hesitate to contact me on the number shown above if you have any questions concerning this matter.

Yours sincerely

[REDACTED]

**Validation Officer**

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**  
**ELIZABETH HONER** (DEPUTY DIRECTOR)  
DIRECTORATES: **TERRY BIRD** (OPERATIONS) **CHRIS RIDLEY MBA FCCA** (FINANCIAL MANAGEMENT)  
**HEATHER BRYSON MA FCIPD** (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)  
**DEPARTMENT OF RESOURCES** HOUSE OF COMMONS LONDON SW1A 0AA



INVESTOR IN PEOPLE



Member's claim form

- 2 JUL 2008

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ANDY REED

502002

Constituency

LOUGHBOROUGH

INV. A

514602

514500

Office use only

Costc/Cat 2

M REEDALO

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

5836166

JE

917

Period of claim

from 1 / 06 / 08 to 30 / 06 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) ~~or rent~~

£ 727 : 33 p

\* Details requested for updating records from L Libero S. sec

Food

£ 280 : 00 p

Utilities

£ 109 : 76 p

(previously sent B. Gas / TV / EDF / Thames water)

Council Tax/Rates

£ 62 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 440 : 63 p

(Attached Arrears Agency)

917  
371939

Repairs/insurance/security

£ : p

Other

£ 128 : 96 p

▶ please specify Argos-telephone

Other

£ 157 : 98 p

▶ please specify Curry's - FLEESAT

Other

£ : p

▶ please specify

Total

£ 1906 : 66 p

continued on page 2

BM

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

1/7/08

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form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

Tel. [REDACTED]

e-mail: [REDACTED]

Mr and Mrs Reed  
[REDACTED]

Date: 9 Jun 2008

Our Ref: [REDACTED]

Page No: 1

### Application For Payment

RE: [REDACTED]

Date	Description	Debit	Credit	Balance
	Balance Brought Forward	440.63		440.63dr
25 Mar 2008	Direct Debit March 2008		440.63	0.00
24 Jun 2008	Interim Service Charge 24 Jun 2008 to 28 Sep 2008	190.63		190.63dr
24 Jun 2008	Interim Reserve Fund 24 Jun 2008 to 28 Sep 2008	250.00		440.63dr
	Amount Now Due			440.63dr

NOTICE IS HEREBY GIVEN pursuant to the Landlord and Tenant Act 1987 Section 48 that all notices (including notices in proceedings) may be served upon the Landlord: [REDACTED]

The Avenue Agency is a trading subsidiary of [REDACTED] Registered office [REDACTED]  
VAT Registration No [REDACTED]

**You have elected to pay this invoice by quarterly Direct Debit. The amount to be taken is shown as the Amount Now Due above and will be taken on the last date as above (not necessarily the date of this letter) or the next working day. This invoice is therefore issued for your records and does not require any action to be taken by you.**



Branch: 0176 VICTORIA (D23)  
 159 Victoria Street  
 VICTORIA, SW1E 5NA  
 08445 616263  
 www.currys.co.uk

Till: 1 Receipt: 017033 Date: 10/06/08  
 Operator: 36 Nash Time: 10:57

Thank you for shopping with Currys  
 If you require further advice or support  
 please refer to  
 www.currys.co.uk  
 or call  
 08445 616263

**SALE**

Assistant: 36 NASH  
 PANASONIC KXTG8322E B TWIN £89.99  
 1 x 0000656238 @ £89.99  
 ONE CLICK TVAIMP205 ECO £29.99  
 1 x 0000441072 @ £29.99  
 PHILIPS CR2025 LITHIUM £4.49  
 1 x 0000086226 @ £4.49  
 PHILIPS CD2016 LITHIUM £4.49  
 1 x 0000269715 @ £4.49

AMOUNT DUE £128.96  
 Visa Delta £128.96

Card [REDACTED]  
 Expiry [REDACTED] ICC PIN [REDACTED]  
 Auth No. 175102 App ID A000000031010  
 PAN Seq No. 01 App Start Date [REDACTED]  
 Merchant No. 45017652 EFT No. 000015  
 Cryptogram 04B3800896A32392 Crypto Type  
 40

TOTAL TENDERED £128.96

PLEASE KEEP THIS RECEIPT. IT MAY BE  
 REQUIRED FOR REFUNDS OR EXCHANGES



Txn Num:0176001200806100070337

DSG Retail Limited  
 Registered Office: Maylands Avenue  
 Hemel Hempstead  
 Herts, HP2 7TG  
 Registered in England No. 504877  
 VAT Number GB226 6599 33

ARGOS EXTRA  
 VICTORIA 440  
 08451657440

832/4 [RECEIVED] RAIL 107.99 7.99

532/1588 GOODMAN'S FREESAT BOX 10149.99 [RECEIVED] 149.99

534/6563 HDMI TO HDMI CABLE 100.00 [RECEIVED] 0.00

TOTAL 3 Items 157.98

VISA GBP157.98

Card: [REDACTED]  
 PIN VERIFIED  
 APSN: 01 Mer No: 8382988  
 [REDACTED] ICC  
 AID: A0000000031010  
 AL: VISA  
 CT: 40 CV: 74CEB985EE0D0886  
 TID: 24144663  
 Auth No: 104322  
 EFT: 000800

PLEASE DEBIT ACCOUNT WITH THIS SALE

CHANGE GBP0.00

**SALE**

Order available in approximately  
 7 minutes

ORDER NUMBER \* 977 \*  
 COLLECT POINT \* B \*

THANK YOU FOR  
 SHOPPING AT ARGOS

TXN:093542 Reg:02-0440 12/06/08 12:47

PLEASE KEEP THIS  
 RECEIPT AS YOUR  
 PROOF OF PURCHASE  
 AND GUARANTEE

# Register Report

01/06/08 Through 30/06/08 (in Pounds)

30/06/08

Date	Account	Num	Description	Memo	Category	Clr	Amount
			<b>EXPENSES</b>				
			Accommodation		Accommodation		<del>-440.63</del>
30/06/08	ACA Flat ...		TOTAL Accommodation				<del>-440.63</del>
			Computer Accessories		Computer Accessories		<del>-157.98</del>
30/06/08	ACA Flat ...		TOTAL Computer Acc...				<del>-157.98</del>
			Council Tax		Council Tax		<del>-62.00</del>
30/06/08	ACA Flat ...		TOTAL Council Tax				<del>-62.00</del>
			Food - work	Overnight food all...	Food - work		<del>-280.00</del>
30/06/08	ACA Flat ...		TOTAL Food - work				<del>-280.00</del>
			Gas - Utility		Gas - Utility		<del>-23.00</del> ✓
30/06/08	ACA Flat ...		TOTAL Gas - Utility				<del>-23.00</del>
			Mortgage Interest		Mortgage Interest		<del>-727.33</del>
30/06/08	ACA Flat ...		TOTAL Mortgage Inter...				<del>-727.33</del>
			Service Charge	Cover for Gas & e...	Service Charge		<del>-37.00</del> ✓
30/06/08	ACA Flat ...		TOTAL Service Charge				<del>-37.00</del>
			Telephone- Fax		Telephone- Fax		<del>-128.96</del>
30/06/08	ACA Flat ...		TOTAL Telephone- Fax				<del>-128.96</del>
			TV Licence		TV Licence		<del>-11.61</del> ✓
30/06/08	ACA Flat ...		TOTAL TV Licence				<del>-11.61</del>
			Utilities		Utilities:Electricity		<del>-8.00</del> ✓
30/06/08	ACA Flat ...		TOTAL Electricity				<del>-8.00</del>
			TOTAL Utilities				<del>-8.00</del>
			Water Rates		Water Rates		<del>-30.15</del> ✓
30/06/08	ACA Flat ...		TOTAL Water Rates				<del>-30.15</del>
			<b>TOTAL EXPENSES</b>				<del>-1,906.66</del>
			<b>OVERALL TOTAL</b>				<del>-1,906.66</del>



Member's claim form

0007 90V 9 0

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A 020507  
514602  
514500

Your details

Name in CAPITAL LETTERS

ANDY REED

Constituency

LOUGHBOROUGH

Office use only

Costs/Cat 2

M R E E D A L O

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

5841593  
SS 11/8/08

Please list

Please attach

Period of claim

from 1 / 7 / 08 to 31 / 7 / 08

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 727 : 33 p ✓

Food

£ 280 : 00 p ✓

Utilities

£ 109 : 76 p 103.62 on file

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ 160 : 64 p ✓

Cleaning

£ : p

Service/maintenance

£ 25 : 00 p ± ground rent

Repairs/insurance/  
security

£ : p

Other

£ 75 : 99 p please specify

TST server/hub

Other

£ 12 : 99 p please specify

Safety socket

Other

£ : p please specify

Total

£ 1453 : 71 p

Please pay  
£1,447.57 ✓

continued on page 2

577646  
11/8/08

RR

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted] [Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

2/8/08

**Data protection**

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

# Robert Dyas

Artillery Row Tel: 0207 222 2885

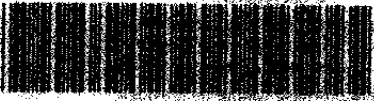
17/06/2006 10:28 400010 102 155981

134129 SMJ 10 GANG 2M £ 12.99

Total To Pay £12.99

Cash Tendered £20.00

Change £7.01



VAT No: GB742 7201 53

Thank you, please call again

[www.robertdyas.co.uk](http://www.robertdyas.co.uk)

Don't forget to pick up our  
**New Really Useful  
Catalogue**

Bringing it all together

For all our services visit [bt.com](http://bt.com)

Your account number

Statement number

Date  
**11 June 2008**

If you have a query  
please see reverse for  
our contact details.



491

MR A REED

00005391



## Your BT statement

for account number GB [REDACTED]

**Debit balance**                      **£ 160.64**

*No action is required. Please see below for more information on  
your Monthly Payment Plan.*

This bill is for:

Service: BT land line

Line number: [REDACTED]

For detailed BT services you will  
receive a separate bill.

Important changes to your bill

From 1st April BT Together, 3000's  
Direct and Standard 24/7 Evening & Weekend Plan.

As a Free 1k Evening & Weekend call  
customer, you will see a credit in the  
"Netral charges" bill section.

### Your Monthly Payment Plan

Your account is in debit, no action is required.  
This debit will be carried forward to your next  
statement.

We will continue to take your monthly payment  
amount as agreed.

At a later date if we need to change your payment  
amount, in accordance with the terms and  
conditions we will advise you.

See reverse for terms and conditions.



Contact the BT Shop at [assistance@shop.bt.com](mailto:assistance@shop.bt.com)  
 or write to Customer Services, BT Shop, NLC, Wingates Industrial Estate, Westthoughton, Solton, BL6 3XU  
 British Telecommunications plc (BT). Registered in England: 1800000 Office: 81 Newgate Street, London, EC1A 7AJ

V.A.T. Registration No GB 245 7193 48

**COPY INVOICE**

Invoice Address

Mr A Reed



Delivery Address

Mr A Reed



Invoice Date

11/02/01

Page

1 / 1

Invoice Number



Order Number

Account Number

Shipment Method

Colours Next Day

EEC Country

United Kingdom

EEC Vat Number

N/A

Purchase Order No

Quicklink	Type	Manu	Description	Qty	Price	Extension	Total Price	CC Chg	NET	V.A.T.	Rate
SPYVAT	QUICKNET	BT	BT Voyager 4110 Router (P/B/L)	1	69.99	69.99	69.99		69.99	10.42	17.50%
PAWMS	MISC	MISC	Delivery Charge	1	1.31	1.31	1.31		1.31	0.99	17.50%

IMPORTANT: All returns must have prior authorization and RMA number

Paid By



Sub Total

71.30

Premium Carriage

0.00

0.00

Net

71.30

11.31

Vat

11.31

CC Charge

Total Value

71.30

11.31

**COLLECTION OF GROUND RENTS FROM FLATS**

**1A, 2, 6, 7, 8, 9, 11 (collected by [REDACTED]), 14**

[REDACTED]

You will recall that the company collects the Ground Rent direct from each flat. Please will you let me have a cheque for £25 payable to [REDACTED] Ltd, this covers the periods March, June, September & December 2008

[REDACTED]

*Paul 28/7/08*  
[REDACTED]



Member's claim form

- 3 SEP 2008

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

538000

Your details

Name in CAPITAL LETTERS

ANDY REED

INV. A

Constituency

LOUGHBOROUGH

514602

514500

Office use only

Cost/Cat 2

M REEDALO

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 / 08 / 08

to 31 / 08 / 08

Total cost of hotel stays attach all receipts

£ : p

(interest only) or rent

£ 727 : 33 p ✓

Food

£ 35 : 00 p ✓

Utilities

£ 109 : 76 p ✓

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ 33 : 00 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 967 : 09 p ✓

5845067  
RS 05/09/08  
281782  
80  
519

BM

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted] [Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

1/9/08

**Data protection**

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

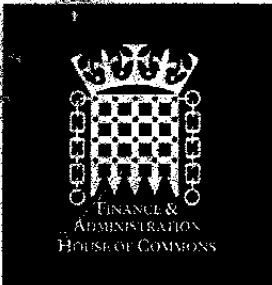
# Register Report

01/08/08 Through 31/08/08 (in Pounds)

01/09/08

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
			<b>EXPENSES</b>				
30/08/08	ACA Flat ...		Council Tax		Council Tax		-62.00
			Westminster City Cou...				-62.00
			<b>TOTAL Council Tax</b>				-62.00
30/08/08	ACA Flat ...		Food - work	Overnight food all...	Food - work		-35.00
			Food Account				-35.00
			<b>TOTAL Food - work</b>				-35.00
30/08/08	ACA Flat ...		Gas - Utility		Gas - Utility		-23.00
			British Gas				-23.00
			<b>TOTAL Gas - Utility</b>				-23.00
30/08/08	ACA Flat ...		Mortgage Interest		Mortgage Interest		-727.33
			Loughborough Buildin...				-727.33
			<b>TOTAL Mortgage Inter...</b>				-727.33
30/08/08	ACA Flat ...		Service Charge	Cover for Gas & e...	Service Charge		-37.00
			British Gas				-37.00
			<b>TOTAL Service Charge</b>				-37.00
30/08/08	ACA Flat ...		Telephone- Fax		Telephone- Fax		-33.00
			BT - Phone or Fax				-33.00
			<b>TOTAL Telephone- Fax</b>				-33.00
30/08/08	ACA Flat ...		TV Licence		TV Licence		-11.61
			BBC TV				-11.61
			<b>TOTAL TV Licence</b>				-11.61
30/08/08	ACA Flat ...		Utilities		Utilities:Electricity		-8.00
			Electricity				-8.00
			EDF				-8.00
			<b>TOTAL Electricity</b>				-8.00
			<b>TOTAL Utilities</b>				-8.00
30/08/08	ACA Flat ...		Water Rates		Water Rates		-30.15
			Thames Water				-30.15
			<b>TOTAL Water Rates</b>				-30.15
			<b>TOTAL EXPENSES</b>				-967.09
			<b>OVERALL TOTAL</b>				-967.09



Member's claim form

02 OCT 2008

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ANDY REED INV. A 551602

Constituency

LOWHAMBOROUGH 514602  
514500

Office use only

Costs/Cat 2 M REEDALO Supp/Res ID [REDACTED]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

386427  
2/9/10

Period of claim

from 1 / 09 / 08 to 30 / 09 / 08

Total cost of hotel stays attach all receipts

£ : p

(interest only) or rent

£ 727 : 33 p ✓

Food

£ - : - p

Utilities

£ 109 : 76 p ✓

Utilities as per SI sheet = £103.62. Diff: £6.14

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

6849196  
CC  
08/10/08

Service/maintenance

£ 440 : 63 p ✓

- Anone Agency - attached

Repairs/insurance/security

£ 38 : 00 p ✓

B. Gas Homecare £35.84 Diff: £2.16

Other

£ 690 : 00 p ✓

▶ please specify Furniture - attached

Other

£ 20 : 00 p ✓

▶ please specify Household Goods - attached

Other

£ : p

▶ please specify

Total

£ 2087 : 72 p ✓

continued on page 2

Bm

Files with FOI checks. Service/maintenance when files returned →

Please process waiting call from member regarding purchase of tables

02/10/08

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted] [Redacted]  
Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

1/10/05

**Data protection**

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

Registered Office: The Co-operative Bank p.l.c.,  
P.O. Box 101, 1 Balloon Street, Manchester M60 4EP.  
Registered in England and Wales No. 990937

MR A J & MRS S E REED

### Recent Items Print

#### CURRENT ACCOUNT

Account Balance

Overdraft Limit £0.00

Available Balance

(Available balance does not include your agreed overdraft limit)

Date	Transaction	Deposits	Withdrawals
01/10/2008			
01/10/2008			
30/09/2008			
29/09/2008	THE AVENUE AGENCY AUG001B		£440.63
26/09/2008			
25/09/2008			
25/09/2008			
19/09/2008			
18/09/2008			
17/09/2008			

\*Last Statement\* - CR

Note - Your available balance excludes items in transit.

To return to recent items click [here](#)

To print, please click on the print icon at the top of your screen

IBAN :

BIC :

John Lewis Leicester  
2 Bath House Lane  
Highcross  
Leicester  
LE1 4SA  
Tel: 0116 242 5777

Customer Requirement 017538194  
Sample Sales Ref - 99998  
Furniture  
877 00166 1 295.00  
Sample Sales Ref - 99998  
877 00179 1 395.00  
TOTAL 690.00

Please keep this for your records

Merchant ID 5601901  
EPS NO. 15  
VISA  
Expiry date [REDACTED]  
Tender Cancelled

Please keep this for your records

Merchant ID 5601901  
EPS NO. 15  
VISA  
Expiry date [REDACTED]  
Authorisation code 011740  
METHOD: K  
Account Number [REDACTED]  
EFT 690.00

Reg Tran Asst Brch  
862 0051 4008 065 11/09/08 16:03

CUSTOMER RECEIPT

THIS IS A SALE

Welcome to John Lewis Leicester

Welcome to John Lewis Leicester

CUSTOMER RECEIPT

Please keep this receipt for reference

Reg Tran Asst Brch  
621 3428 2050 065 29/09/08 9:57

CASH 20.00

TOTAL 20.00

10.00 1  
10.00 1

JL kanchi coaster  
774.76902  
774.76902

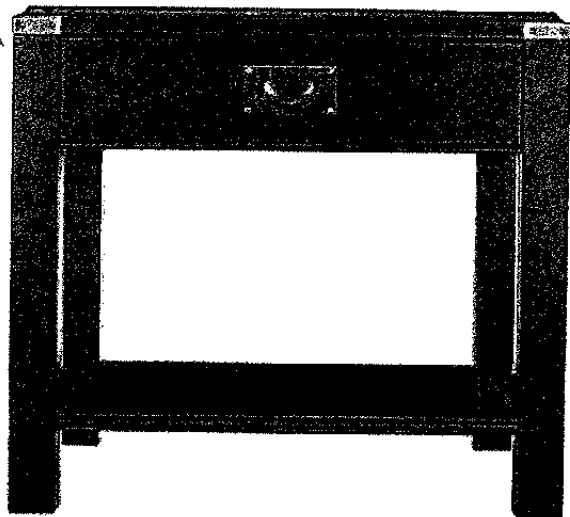
Tel: 0116 242 5777

John Lewis Leicester  
2 Bath House Lane  
Highcross  
Leicester  
LE1 4SA

# John Lewis

08456 049 049

## John Lewis Apsley Lamp Table



### Product Information

If you like your furniture style to be leaning towards the classic, this handsome lamp table is a good choice. With a drawer (base plywood) with brass corner details and drawer handle. Its sophisticated dark stain provides the perfect base for an

### Key Features

Assembly required	No
Brand	John Lewis
Dimensions	H55 x W60 x D50cm
Finish	Wood

Product code - XXXXXXXXXX  
more than 10 in stock

**£295**

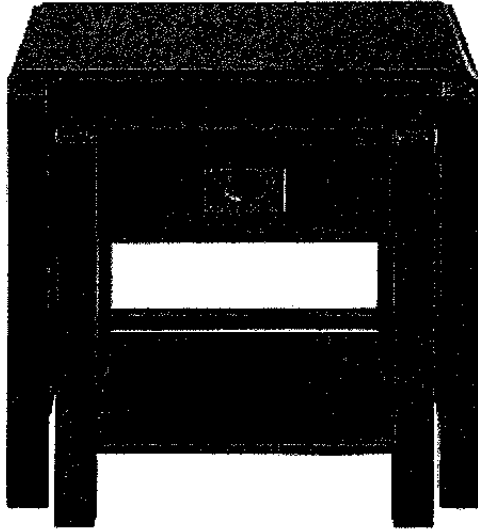
**FREE delivery usually within 7 working days**



Part of the John Lewis Apsley Living Room Furniture range

**John Lewis** ☎ 08456 049 049

**John Lewis Apsley Nest of Two Tables, Set of 2**



**Product Information**

If you like your furniture style to be leaning towards the classic, these handsome Apsley side tables are a good choice. Made from solid birch wood (drawer base plywood) with brass corner details and drawer handle, their sophisticated dark stain makes them a perfect addition to any classic living room.

**Key Features**

Assembly required

No

Brand

John Lewis

Dimensions

Overall H55 x W60 x D50cm

Finish

Wood

Product code - [REDACTED]  
more than 10 in stock

**£395**

**FREE** delivery usually within 7 working days



Part of the [John Lewis Apsley Living Room Furniture range](#)

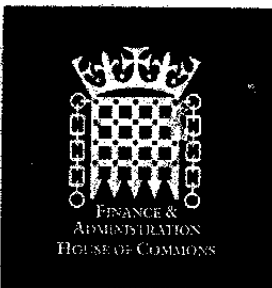
Unless  
but level out  
start, start.

in each interval  
particular interval

do not enter letter or  
intervals.

→ I mean, the question  
question for the last  
man, it's in rounded  
to, despite the interval  
it was "p" or "q"  
p-basis for all

coffee --	£250
-> Nest	£200
Lamp	£200



Additional Costs Allowance

ACA2

58 54697  
AM  
12/11

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

571604

Your details

Name in CAPITAL LETTERS

ANDY REED

INV. A

514602

Constituency

LOUGHBOROUGH

514500

Office use only

Costc/Cat 2

M REEDALO

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 / 10 / 08 to 30 / 10 / 08

Total cost of hotel stays attach all receipts

£ : p

£ 727 : 33 p ✓

(interest only) or rent

Food

£ 280 : 00 p ✓

Utilities

£ 103 : 62 p ✓  
109 : 76

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 109 : 95 p ✓

▶ please specify

Bathroom Accessories -

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1289 : 90 p

Pay: £1282.90

continued on page 2

BM

392472  
RS 14/11/08

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]  
[Redacted] / [Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

3/11/08

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

# HOUSE OF FRASER

www.houseoffraser.co.uk  
VICTORIA  
0844 800 3762  
VAT NUMBER 259976879



080257308100710597

## SALES RECEIPT

SET OF 6 W HANG  
0603 2106031544228

Mid Season Sale 10% -£0.80 £8.00  
Price to Pay £7.20  
BR ACCESSORIES  
0604 2106040685271

Mid Season Sale 20% -£7.20 £36.00  
Price to Pay £28.80  
CHRISTY TOWELS CN  
0297 5012448490263

PL BATH ACCESSORIES  
1021 2101133900415

Mid Season Sale 20% -£2.80 £14.00  
Price to Pay £11.20

**TOTAL £55.95**

VISA £55.95

PTN VERIFIED

EXPIRY DATE  
START DATE  
AUTHORISATION  
Please retain for your records

CHANGE £0.00

MAKE YOUR NEXT VISIT EVEN MORE  
REWARDING, ASK STAFF ABOUT THE  
RECOGNITION RWARD PROGRAMME

YOUR SALES ADVISER WAS  
TAMARA MOUSESIAN

STORE NO. 0802 DATE 07/10/08  
TILL NO. 573 TIME 16:22  
TRANS NO. 10597 ADVSR.NO. 374364

THANK YOU FOR SHOPPING AT  
HOUSE OF FRASER, VICTORIA  
Notified terms and conditions apply

# HOUSE OF FRASER

www.houseoffraser.co.uk  
VICTORIA  
0844 800 3762  
VAT NUMBER 259976879



080257308101410920

## SALES RECEIPT

CHRISTY TOWELS CN  
0297 0751516281529

Rebate 20% -£2.30 £11.5  
Price to Pay £9.2  
PL TOWELS  
0557 5020260097829

Mid Season Sale 20% -£4.00 £20.0  
Price to Pay £16.0  
BR ACCESSORIES  
0604 2106040685356

Mid Season Sale 20% -£7.20 £36.0  
Price to Pay £28.8

**TOTAL £54.0**

MAESTRO £54.0

PTN VERIFIED

EXPIRY DATE  
START  
AUTHORISAT  
Please retain for your records

CHANGE £0.00

MAKE YOUR NEXT VISIT EVEN MORE  
REWARDING, A STAFF ABOUT THE  
RECOGNITION REWARD PROGRAMME

YOUR SALES ADVISER WAS  
SULMAN SHAH

STORE NO. 0802 DATE 14/10/08  
TILL NO. 573 TIME 17:0  
TRANS NO. 10920 ADVSR.NO. 16346

THANK YOU FOR SHOPPING AT  
HOUSE OF FRASER, VICTORIA  
Notified terms and conditions apply

LATEST TRENDS, EXT TIPS, EXCLUSIVE OFFERS  
SIGN UP FOR HOUSE OF FRASER EMAIL  
www.houseoffraser.co.uk/signup



Additional Costs Allowance

ACA2

5859579 SP 15/12

Member's claim form

10 DEC 2008

About filling in this form

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- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A 588508  
514602  
514500

Your details

Name in CAPITAL LETTERS

ANDY REED

Constituency

LOUGHBOROUGH

Office use only

Costs/Cat 2 M R E E D A L O

Supp/Res ID

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

RR  
BC

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 / 11 / 08 to 30 / 11 / 08

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 727 : 33 p ✓

Food

£ 290 : 00 p ✓

Utilities

£ 109 : 76 p \* difference noted, £103.62 on file

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ 47 : 97 p ✓

397803  
JF  
15/12

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 118 : 75 p please specify Dawson's (enc)

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1355 : 81 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

3/12/05

**Data protection**

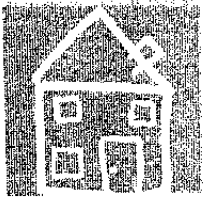
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



# Dawson's

DEPARTMENT STORE

Dawsons Department Store  
 54-56 King Street  
 Clitheroe  
 Lancashire  
 BB7 2EU  
 T: 01200 443303  
 VAT No. [REDACTED]  
 www.dawsonsdepartmentstore.co.uk

Deliver To: SARAH REED

Bill To: SARAH REED

Order Date: 28/10/2008 11:51:30

Order Ref: [REDACTED]

T: [REDACTED]

T: [REDACTED]

E: [REDACTED]

Code	Description	Qty	Sent	To Follow	Unit Price	Line Total
024010004	Greenwich Dessert/Salad Plate	4	4	0	£6.75	£27.00
024010005	Greenwich Dinner Plate	4	4	0	£7.50	£30.00
024010008	Greenwich Rimmed Bowl	4	4	0	£7.65	£30.60
<del>024010009</del>	<del>Greenwich Teapot (second)</del>	<del>1</del>	<del>1</del>	<del>0</del>	<del>£10.00</del>	<del>£10.00</del>
024010018	Greenwich Coffee Beaker	4	4	0	£6.30	£25.20
<del>024010215</del>	<del>Greenwich Large Jug</del>	<del>1</del>	<del>1</del>	<del>0</del>	<del>£19.65</del>	<del>£19.65</del>

Sub Total Inc VAT : £142.45  
 Total Ex. VAT : £121.23  
 VAT Amount : £21.22  
 Carriage Charge : £5.95  
 Total : £148.40

Delivery Instructions : If out leave with any neighbour

You may be interested in visiting our other sites:  
[www.bbqworld.co.uk](http://www.bbqworld.co.uk) : Weber, Dancook, Gas and Charcoal  
[www.justlinen.co.uk](http://www.justlinen.co.uk) : Dorma, Sheridan, Bedeck Bedlinen  
[www.gardenfurnitureworld.co.uk](http://www.gardenfurnitureworld.co.uk) : Hartman and Kettler

Thanks for shopping at dawsonsdepartmentstore.co.uk  
[www.justdenby.co.uk](http://www.justdenby.co.uk) : Denby Pottery  
[www.justpottery.co.uk](http://www.justpottery.co.uk) : Moorcroft and Royal Crown Derby  
[www.eCookshop.co.uk](http://www.eCookshop.co.uk) : Le Creuset, Royal Worcester

### Thinking of Returning an Item?

If for any reason you are unhappy with your purchase, you can return it to us in its original condition within 14 days of the date you received the item, unopened with any seals intact and we will issue a full refund for the cost of the item excluding any additional delivery charge paid. We can only accept the return of opened items if they are faulty. If you wish to return goods to us you must send them back to us at R.E.DAWSON LTD, UNIT 16, DEANFIELD WAY LINK 59 BUSINESS PARK, CLITHEROE, BB7 1QU, at your own cost and risk. We will be unable to issue credits for items that we do not receive. Please include a copy of this invoice or a note with your name and order reference attached.

TOTAL CLAIM = £118.75  
 ✓ Q(ACA)

Packages : 2

Despatched By : AS

We need to be notified of damages, shortages or incorrect items within 10 days of receipt of the goods.



Bringing it all together

Your account number

Bill number

Date  
**2 November 2008**

If you have a query  
please see reverse for  
our contact details.



491

MR A REED



## Your BT bill

for account number

Rental charges	£ 40.82
VAT	£ 7.15

**Total now due** **£ 47.97**

*This amount will be debited from your bank or building society account on or after 16 November 08.*

### This bill is for Rental charges only

#### About this bill

It shows your Rental charges for:

- BT Broadband Option 1
- the period 1 Nov 08- 31 Jan 09.

#### VAT information

The VAT on your Rental charges is at 17.5%.

Go to [www.bt.com/onlineaccount](http://www.bt.com/onlineaccount) to pay your bills online, see call details and manage your account

This amount will be debited from your bank or building society account on or after 16 Nov 08.

Thank you.





07 JAN 2009

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

602307

Your details

Name in CAPITAL LETTERS

ANDY REEP (REED)

INV. A

514602

Constituency

LOUGHBOROUGH

514500

Office use only

Costs/Cat 2

M R E E D A L O

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

5863402

SS 12/1/09

Please list

Please attach

Period of claim

from 1 / 12 / 08

to 31 / 12 / 08

Total cost of hotel stays attach all receipts

£ : p

(interest only) or rent

£ 651 : 96 p + Δ abroad

Food

£ 290 : 00 p ✓

Utilities

£ 109 : 76 p ✓

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ 33 : 40 p ✓

Cleaning

£ : p

Service/maintenance

£ 440 : 63 p ✓

Repairs/insurance/security

£ 3,030 : 29 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 4618 : 04 p ✓

402086

RS 13/01/09

(additional service charge for 2009 for refurbishment - 2.5% of total cost)

Bm

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]  
[Redacted] Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

5/1/09

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

[Redacted]

[Redacted] (Secretary)  
[Redacted] ✓

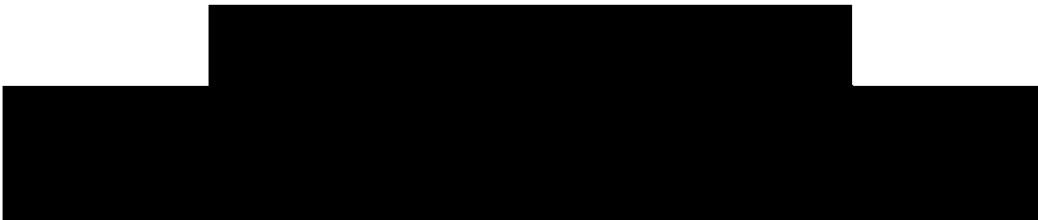
19<sup>th</sup> December 2008 ✓

Additional Funds required based on the tender from MBS, the lowest of the 5 for the 2009 refurbishment.

Flat No	%	Amount
[Redacted]	2.5%	3,030.29

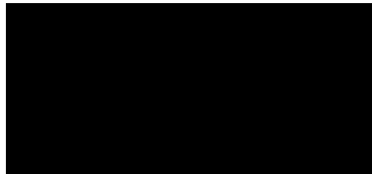
Please [Redacted]

*Recd 28/12/08*



Mr and Mrs Reed

Date: 15 Dec 2008



Our Ref: [Redacted]

Page No: 1

### Application For Payment

RE: [Redacted]

Date	Description	Debit	Credit	Balance
	Balance Brought Forward	440.63		440.63dr
29 Sep 2008	Direct Debit Sept 2008		440.63	0.00
25 Dec 2008	Interim Service Charge 25 Dec 2008 to 24 Mar 2009	190.63		190.63dr
25 Dec 2008	Interim Reserve Fund 25 Dec 2008 to 24 Mar 2009	250.00		440.63dr
	Amount Now Due			440.63dr

NOTICE IS HEREBY GIVEN pursuant to the Landlord and Tenant Act 1987 Section 48 that all notices (including notices in proceedings) may be served upon the Landlord: [Redacted]

The Avenue Agency is a trading subsidiary of [Redacted] Co No [Redacted] Registered office [Redacted]  
VAT Registration No [Redacted]

**You have elected to pay this invoice by quarterly Direct Debit. The amount to be taken is shown as the Amount Now Due above and will be taken on the last date as above (not necessarily the date of this letter) or the next working day. This invoice is therefore issued for your records and does not require any action to be taken by you.**



Bringing it all together

Your account number

Statement number

Date  
10 December 2008

If you have a query  
please see reverse for  
our contact details.



491

MR A REED



# Your BT statement

for account number GB [REDACTED]

**Debit balance** **£ 33.40**

*No action is required. Please see below for more information on your Monthly Payment Plan.*

## This bill is for:

Service • BT land line

Line number • [REDACTED]

For any other BT services you will receive a separate bill.

## Want more from Broadband?

BT Total Broadband's NEW Home Hub gives you the best wireless range of any UK broadband provider.

It makes sense to choose the UK's most complete. For more information visit [www.bt.com/getbroadband](http://www.bt.com/getbroadband).

## VAT change

Please note that your bill now reflects the reduction in VAT to 15%.

For further information please visit [www.bt.com/vat](http://www.bt.com/vat)

## Your Monthly Payment Plan

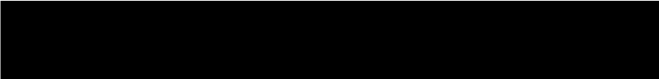
Your account is in debit, no action is required.

This debit will be carried forward to your next statement.

We will continue to take your monthly payment amount as agreed.

At a later date if we need to change your payment amount, in accordance with the terms and conditions we will advise you.

See reverse for terms and conditions.





5868045

Additional Costs Allowance S-S 9/2/09

ACA2

# Member's claim form

04 FEB 2009

### About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

618009

## Your details

Name ANDY REED INV. A  
 in CAPITAL LETTERS 514602  
 Constituency LOUGHBOROUGH 514500

**Office use only**  
 Costc/Cat 2 M REEDALO Supp/Res ID XXXXXXXXXX

## Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim from 1 11 09 to 31 11 09

Total cost of hotel stays  
attach all receipts

£ : p

XXXXXXXXXX  
(interest only) or rent

£ 651 : 96 p ✓

Food

£ 311 : 50 p ✓

Utilities

£ 109 : 76 p ✓

Council Tax/Rates

£ 62 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 105 : 00 p

▶ please specify Westminster Parking Permit

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 1240 : 22 p ✓

continued on page 2

BM

406921  
CC 10/02

✓ on file  
£103.62  
(diff. £6.14 noted)

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]

[Redacted]

Postcode

[Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted]

MP

Date

2/2/09

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



City of Westminster

Permit Details Identity Residency Insurance Your details Declaration Payment **Complete**

Renewal Complete ✓

Thank you - your payment of 105.00 has been processed and we have updated our records with your new permit expiry date.

Transaction record

Permit Reference Number: [REDACTED]

Permit Holder: Mr Andrew Reed

Payment Reference: [REDACTED]

Time of Transaction: 11:20 on 05/01/2009 ✓

Your permit will be posted to you within the next 2 working days:

If you have supplied us with a valid email account, you will shortly receive an email confirming this information. If not, you may wish to print this page and retain for your own records.

[Print This Page](#)

If you do not receive your permit within 1 week, please contact us on 020 7823 4567.

Going on holiday ? Want safe, secure, off street parking ? Park your car for only £6 per day* . See <a href="#">here</a> for details.
* Terms and conditions apply



Member's claim form

- 5 MAR 2009

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

INV. A 635504  
514602  
514500

Your details

Name in CAPITAL LETTERS

ANDY REED

Constituency

LOUGHBOROUGH

Office use only

Costs/Cat 2 M R E E D A L O

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

RR  
BC

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 12 09 to 28 12 09

Total cost of hotel stays  
attach all receipts

£ : p

413282

Mortgage payments  
(interest only) or rent

£ 551 : 38 p ✓

Food

£ 287 : 00 p ✓

Utilities

£ 109 : 76 p ✓

£103.62 on file 9/16/03

Council Tax/Rates

£ ~~62~~ : 00 p ✗

council tax claimed in full

Telephone and telecommunications

£ 46 : 26 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ ~~1056~~ : ~~64~~ p

£994.40

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature



MP

Date

3/3/09

**Data protection**

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



Bringing it all together



491

Your account number



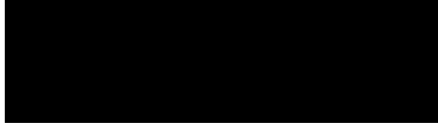
Bill number



Date  
**1 February 2009**

If you have a query  
please see reverse for  
our contact details.

MR A REED



## Your BT bill

for account number

**Total now due**

**£ 46.26**

*This amount will be debited from your bank or building  
society account on or after 15 February 09.*

### BT Total Broadband Anywhere

Wireless broadband in and out of the  
home.

NEW BT Broadband Anywhere comes with our  
top-of the range broadband at home and  
also with the new BT ToGo -a phone that  
lets you enjoy broadband on the move.  
You pay nothing extra for the phone  
-worth £150. Read your e-mails at home  
or on the train. For more information  
visit [www.bt.com/broadband/anywhere](http://www.bt.com/broadband/anywhere)

### VAT change

Please note that your bill  
reflects the reduction in VAT  
to 15%.

For further information please  
visit [bt.com/vat](http://bt.com/vat)

This amount will be debited  
from your bank or building  
society account on or after  
15 Feb 09.

Thank you.



**PRIVATE AND CONFIDENTIAL**

Mr Andy Reed MP  
House of Commons  
Westminster  
London  
SW1A 0AA

Tel : 0207 219 [REDACTED]  
Fax : 0207 219 [REDACTED]  
Email : [REDACTED]@parliament.uk

10 March 2009

Dear Mr Reed

**Additional Costs Allowance (ACA) 2008/2009**

Thank you for your Additional Costs Allowance claim dated 3 March 2009, a copy of which is attached for ease of reference.

With reference to your claim of £62.00 in respect of council tax, I note that you have claimed the full amount of the annual council tax with ten monthly instalments, therefore your claim has been reduced by £62.00.

The remainder of your claim, totalling £994.40, has been processed and should reach your account within five working days.

If you have any questions about this matter please contact the Enquiry and Advice Team on the numbers listed above.

Yours sincerely

[REDACTED]  
**Assistant Validation Officer**





Additional Costs Allowance

VALIDATION **ACA2**

Member's claim form

06 APR 2009

Page 1 of 2

RECEIVED

About filling in this form

- For details of costs you can claim for, see *Green-Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ANDY REED

Constituency

LOUGHBOROUGH

Office use only

Costs/Cat 2 M R E E D A L O

Supp/Res ID

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts – except for food for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

RR  
BC  
INV. A 653104  
514602  
514500

Period of claim

from 1 / 3 / 09 to 31 / 03 / 09

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 493 : 61 p ✓

Food

£ 280 : 00 p ✓

Utilities

£ 109 : 76 p ✓ £103.62 (on file)

Council Tax/Rates

£ - : p

Telephone and telecommunications

£ 29 : 98 p ✓

Cleaning

£ : p

Service/maintenance

£ 1331 : 89 p ✓

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 2245 : 24 p ✓

5878820  
JE  
9/4  
418850  
S-S 14-4-09

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted address line]  
[Redacted address line]  
Postcode [Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted signature] MP

Date

3/4/09

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



Bringing it all together

Your account number

Statement number

Date  
10 March 2009

If you have a query  
please see reverse for  
our contact details.



491

MR A REED

## Your BT statement

for account number GB [REDACTED]

**Credit balance - £ 29.98**

*No action is required. Please see below for more information on your Monthly Payment Plan.*

### This bill is for:

Service - BT land line

Line number - [REDACTED]

For any other BT services you will receive a separate bill.

### Want more from Broadband?

BT Total Broadband's NEW Home Hub gives you the best wireless range of any UK broadband provider.

It makes sense to choose the UK's most complete. For more information visit [www.bt.com/getbroadband](http://www.bt.com/getbroadband).

### VAT change

Please note that your bill reflects the reduction in VAT to 15%.

For further information please visit [www.bt.com/vat](http://www.bt.com/vat)

### Monthly Payment Plan - Credit balance

Your account is in credit, no action is required. This credit will be carried forward to your next statement.

We will continue to take your monthly payment amount as agreed.

At a later date if we need to change your payment amount, in accordance with the terms and conditions we will advise you.

See reverse for terms and conditions.

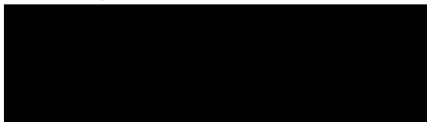
H2

sheet 1 of 2

00014536

RP Donnelley B&C 2003/03

DEMAND & STATEMENT



Mr & Mrs Reed
[Redacted]

Demand Date: 11/03/2009  
 Demand Number: [Redacted]  
 Reference: [Redacted]

Please pay within 14 days of the due date.

Late payments will incur interest in accordance with the terms of your lease.

PROPERTY: [Redacted]

**THIS DEMAND**

Charge Details	Due	Amount	VAT	Tot
[Redacted] SC 25/03/2009 to 23/06/2009	25/03/2009	£190.63	£0.00	£190.63
[Redacted] RF 25/03/2009 to 23/06/2009	25/03/2009	£250.00	£0.00	£250.00
<b>TOTAL THIS DEMAND:</b>				<b>£440.63</b>

**PREVIOUSLY DEMANDED ITEMS**

Demand No.	Description	Due	Amount	VAT	Paid	Tot
24955		25/03/2009	£891.26	£0.00	£0.00	£891.26
<b>TOTAL PREVIOUSLY DEMANDED ITEMS:</b>						<b>£891.26</b>

**TOTAL AMOUNT DUE: £1,331.89**

**HOW TO PAY:**

Please make all cheques payable to [Redacted] and ensure that the invoice number [Redacted] is written on the back.

Standing Orders and internet banking credits can be made to the following bank account:

Sort Code: [Redacted] Account Number: [Redacted] Account Name [Redacted] Client Account and should contain the reference T4834

Issued by [Redacted] as agent for [Redacted]

In accordance with sections 47 and 48 of the Landlord and Tenant Act 1987 the address at which notices may be served is as follows: [Redacted]

In accordance with the terms of your lease interest will be charged on late payments.

