



Additional Costs Allowance

ACA2

Member's claim form

05/06  
20 APR 2006

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

DAVID CAIRNS

Constituency

INVERCLYDE

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 01 10 06 to 31 03 06

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 2449 : 23 p

Food

£ 450 : 00 p

Utilities

£ 220 : 00 p

Council Tax/Rates

£ 245 : 00 p

Telephone and telecommunications

£ 125 : 00 p

Cleaning

£ 224 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 235 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3948 : 23 p

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

Address of  
second home  
for Additional  
Costs Allowance

**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

19/4/06

**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



Member's claim form

0002 8VW 8 0

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DAVID CAIRNS

Constituency

INVERCLYDE

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

Please list

Please attach

Period of claim

from 1 / 3 / 06 to 30 / 6 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 1384 : 53/p (incl.)

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

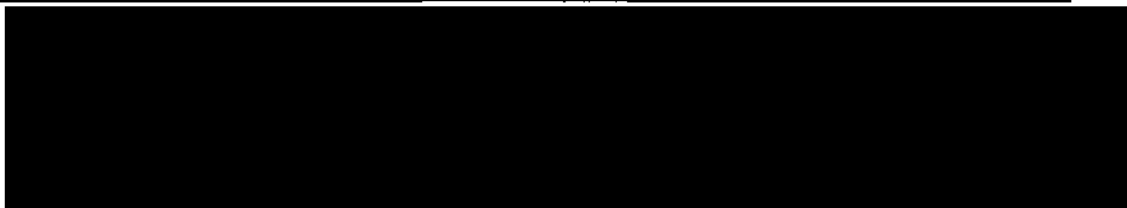
£ : p please specify

Total

£ : p

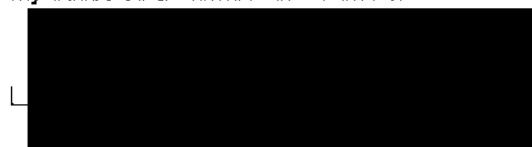
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**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

7/3/06

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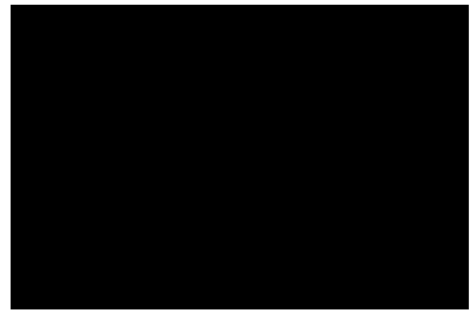
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Send your completed  
form to

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

# INVOICE & STATEMENT



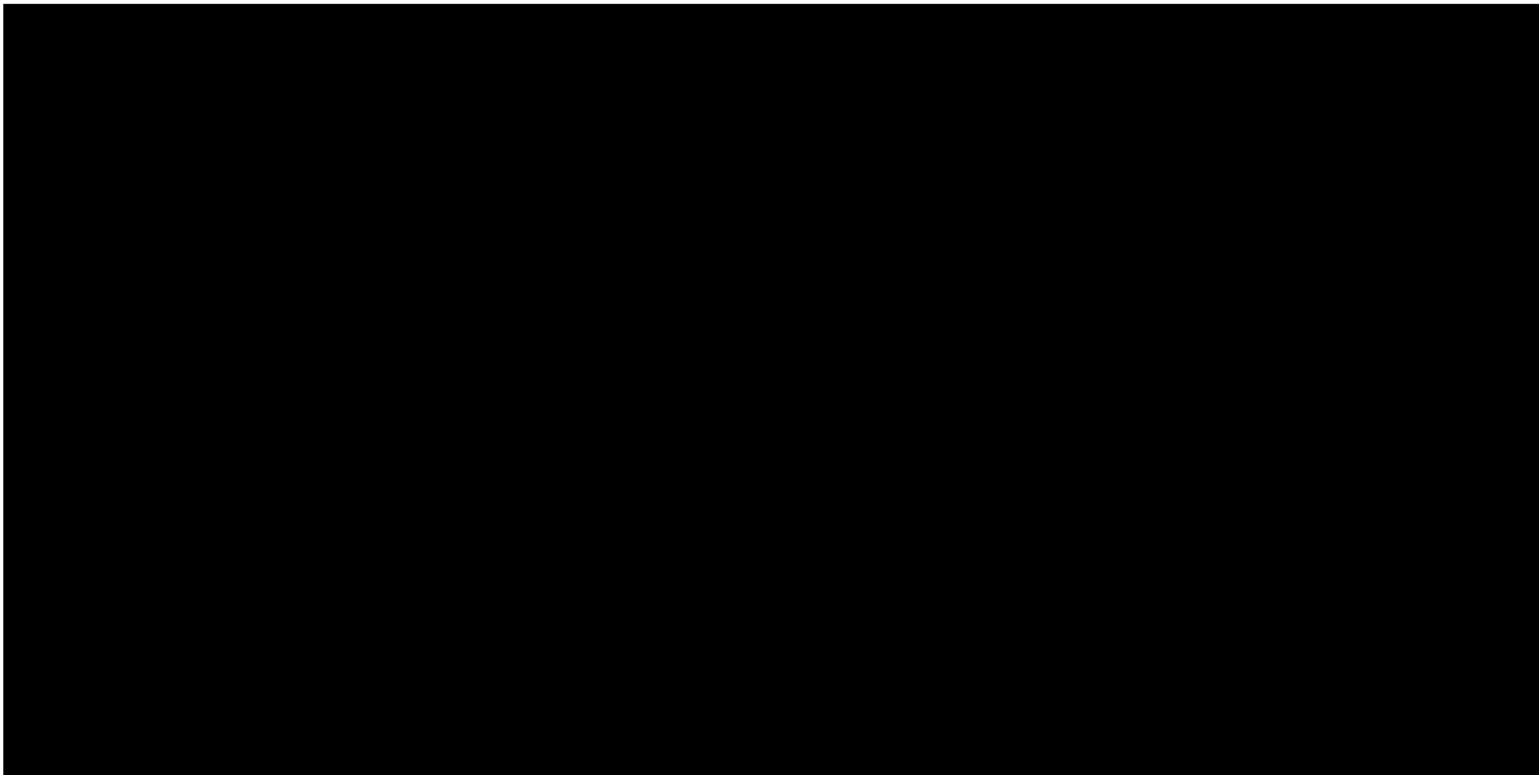
Invoice Date: 24/02/2006

Invoice No: [REDACTED]

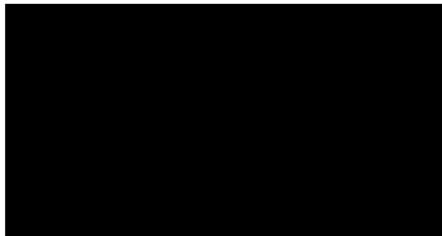
Calms	[REDACTED]
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PROPERTY: [REDACTED]


<u>From</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>	<u>Vat</u>	<u>Total</u>
01/01/2006	30/06/2006	Bi-Annual Service Charges	£1,310.69	£0.00	£1,310.69
			Balance brought forward:		£0.00
			Sub Total		£1,310.69
			Balance brought forward Total		£0.00
			TOTAL AMOUNT DUE		£1,310.69



# INVOICE & STATEMENT



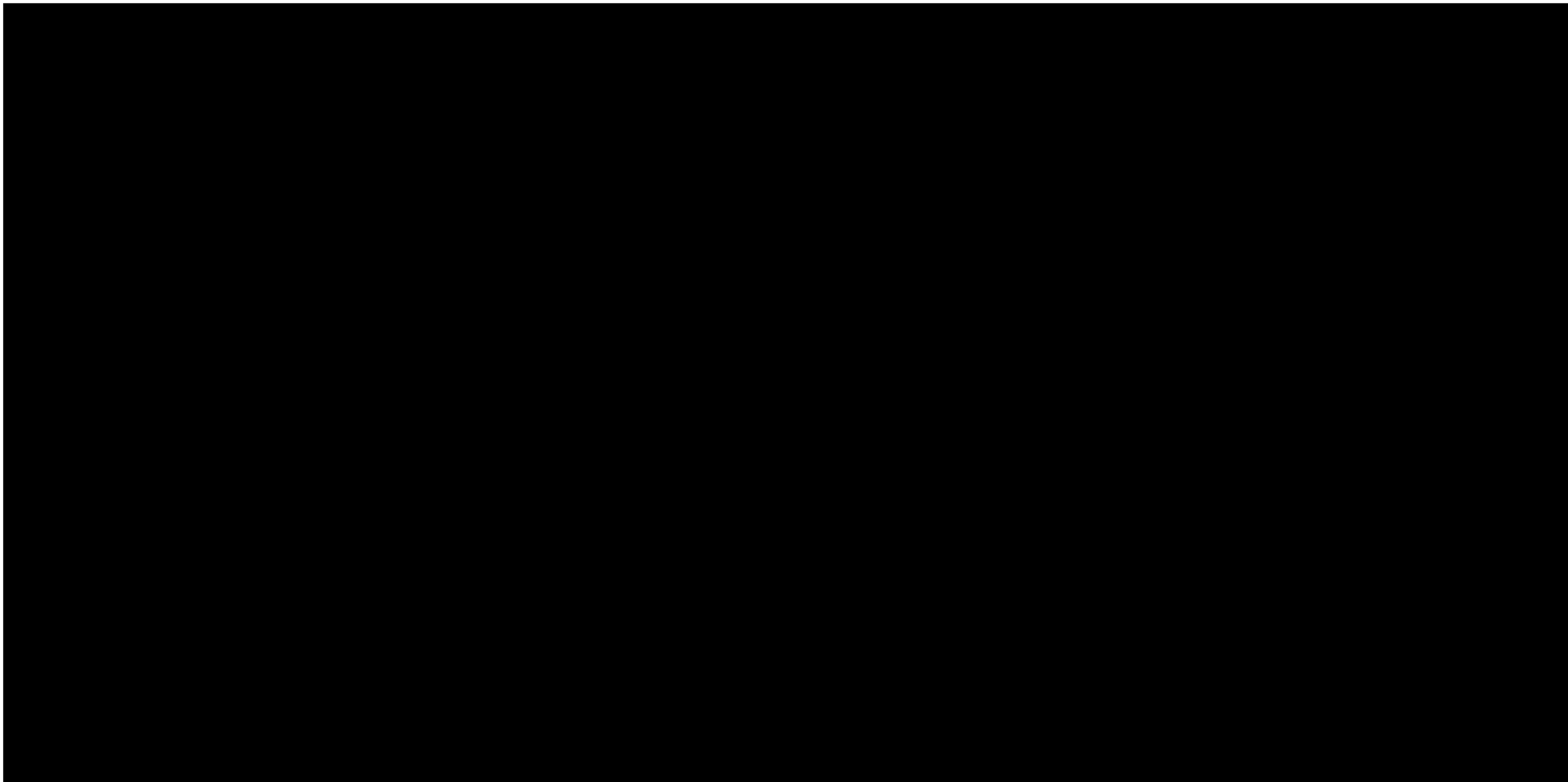
Invoice Date: 24/02/2006

Invoice No: 



PROPERTY 

<u>From</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>	<u>Vat</u>	<u>Total</u>
01/01/2006	30/06/2006	Bi-Annual Service Charges	£73.84	£0.00	£73.84
Balance brought forward:					£0.00
Sub Total					£73.84
Balance brought forward Total					£0.00
TOTAL AMOUNT DUE					£73.84





Member's claim form

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- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name in CAPITAL LETTERS

DAVID CAIRNS

Constituency

INVERCLYDE

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 / 1 / 06 to / /

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1312 : 31 p ✓

Food

£ 270 : 00 p

Utilities

£ 95 : 00 p

Council Tax/Rates

£ 133 : 00 p

Telephone and telecommunications

£ 58 : 00 p

Cleaning

£ 112 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

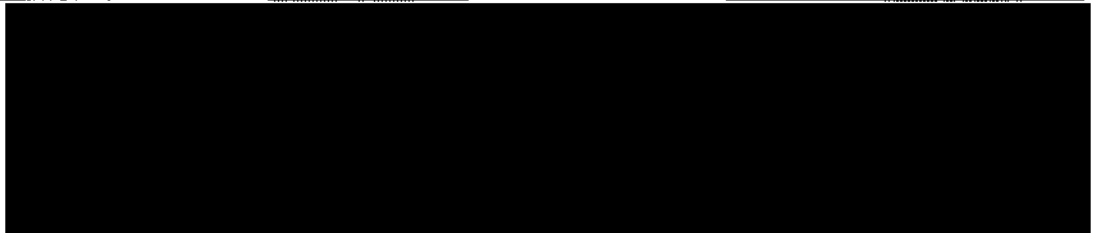
Total

£ 1980 : 31 p

08 MAR 2006

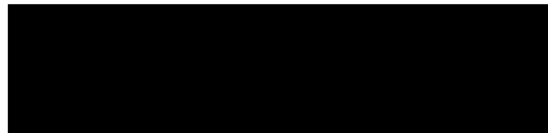
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**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

2/3/06

**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



Additional Costs Allowance

ACA2

Member's claim form

11 JAN 2006

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

Your details

Name in CAPITAL LETTERS

DAVID CAIRNS

Constituency

INVERCLYDE

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 / 12 / 05 to 31 / 12 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1154 : 02 p ✓

Food

£ 235 : 00 p

Utilities

£ 90 : 00 p

Council Tax/Rates

£ 120 : 00 p

Telephone and telecommunications

£ 50 : 00 p

Cleaning

£ 112 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1761 : 02 p

continued on page 2

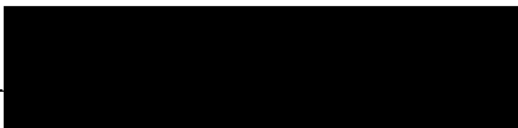
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**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

6/1/06

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form to

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

Mr J D Cairns

29 November 2005 to 28 December 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 November 2005 to 28 December 2005 which will be deducted from your account on 19 January 2006.

*Description*

Debit interest\*

*Amount(GBP)*  
1,154.02



Member's claim form

16 DEC 2005

About filling in this form

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

Your details

Name in CAPITAL LETTERS

DAVID CAIRNS

Constituency

INVERCLYDE

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 / 05 to 30 / 11 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1209 : 36 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

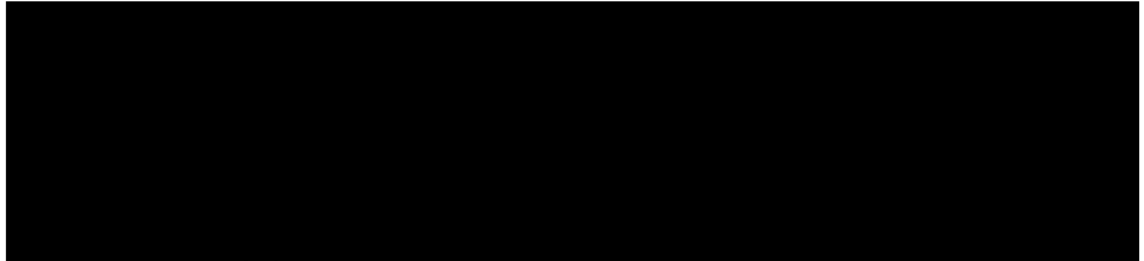
▶ please specify

Total

£ 1209 : 36 p

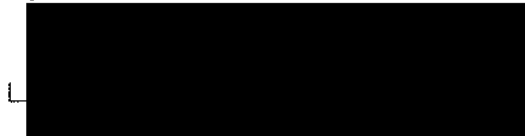
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**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

16/12/05

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Send your completed  
form to

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

first direct

Mr J D Cairns

29 October 2005 to 28 November 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 October 2005 to 28 November 2005 which will be deducted from your account on 20 December 2005.

<i>Description</i>	<i>Amount(GBP)</i>
Debit interest	1,209.36



Additional Cost

A2

Member's claim form

23 NOV 2005

About filling in this form

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Your details

Name in CAPITAL LETTERS

DAVID CAIRNS

Constituency

INVERCLYDE

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 / 10 / 05 to 31 / 10 / 05 /

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1189 : 69 p

(interest only) or rent

Food

£ 120 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ 133 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 112 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

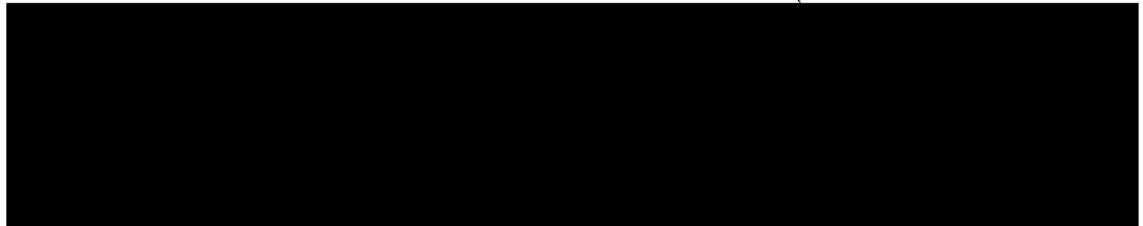
▶ please specify

Total

£ 1634 : 69 p

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

Address of  
second home  
for Additional  
Costs Allowance

**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

20/11/05

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Member's claim form

10 OCT 2005

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DAVID CAIRNS

Constituency

INVERCLYDE

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Please list

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Please attach

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

Period of claim

from 29 / 10 / 05 to 28 / 11 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 3530 : 46 p

- 3 invoices included

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

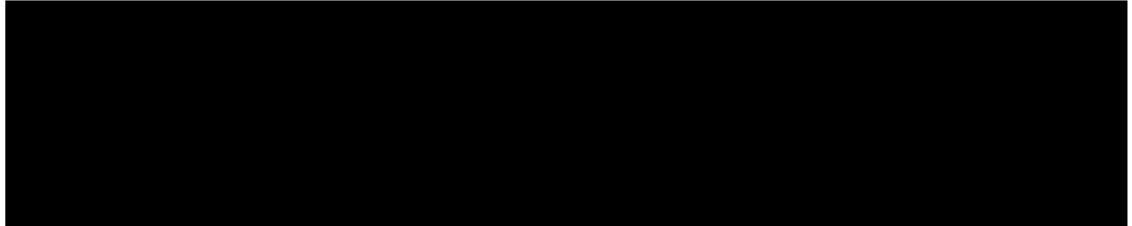
▶ please specify

Total

£ 3530 : 46 p

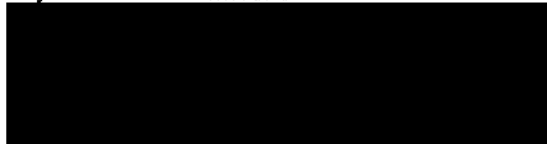
**Details of second home** *if applicable*

*f*  
*f*  
Address of  
second home  
for Additional  
Costs Allowance

**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.

*f* Signature



MP

*f* Date

14/10/05

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Send your completed  
form to

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

**first direct**

Mr J D Cairns

29 July 2005 to 28 August 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 July 2005 to 28 August 2005 which will be deducted from your account on 19 September 2005.

*Description*  
Debit interest

*Amount (GBP)*  
1,119.89

Mr J D Cairns

29 June 2005 to 28 July 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 June 2005 to 28 July 2005 which will be deducted from your account on 19 August 2005.

*Description*  
Debit interest

*Amount (GBP)*  
1,182.18

**first direct**

Mr J D Cairns

29 August 2005 to 28 September 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 August 2005 to 28 September 2005 which will be deducted from your account on 20 October 2005.

*Description*  
Debit interest

*Amount (GBP)*  
1,228.39



Additional Costs Allowance

Member's claim form

13 JUL 2005

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Your details

Name in CAPITAL LETTERS

DAVID CAIRNS

Constituency

INVERCLYDE

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 29 / 5 / 05 to 05 / 7 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1444 : 46 p (statement enclosed)

Food

£ 250 : 00 p

Utilities

£ 125 : 00 p

Council Tax/Rates

£ 133 : 00 p

Telephone and telecommunications

£ 90 : 00 p

Cleaning

£ 112 : 00 p

Service/maintenance

£ 1206 : 44 p (2 receipts enclosed)

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 3360 : 90 p

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

Address of  
second home  
for Additional  
Costs Allowance

[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

6/7/05

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form to

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

**first direct**

Mr J D Cairns

29 May 2005 to 28 June 2005

**Your offset Mortgage interest**

This summary details debit interest incurred for the period 29 May 2005 to 28 June 2005 which will be deducted from your account on 20 July 2005.

<i>Description</i>	<i>Amount(GBP)</i>
Debit interest	1,444.46

# INVOICE & STATEMENT

Invoice Date: 01/06/2005

Invoice No: [REDACTED]

[REDACTED] Cairns [REDACTED]

From	To	Description	Amount	Vat	Total
01/07/2005	31/12/2005	Bi-Annual Service Charges	£1,131.01	£0.00	£1,131.01

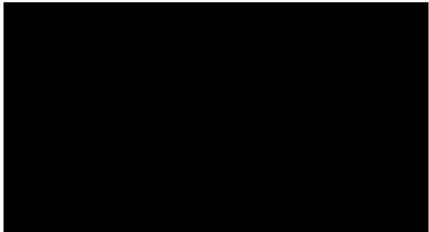
Balance brought forward: £0.00

Sub Total £1,131.01

Balance brought forward Total £0.00

**TOTAL AMOUNT DUE £1,131.01**

# INVOICE & STATEMENT



Invoice Date: 01/06/2005

Invoice No:

<b>Cairns</b>



<u>From</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>	<u>Vat</u>	<u>Total</u>
01/07/2005	31/12/2005	Bi-Annual Service Charges	£75.43	£0.00	£75.43
Balance brought forward:					£0.00
Sub Total					£75.43
Balance brought forward Total					£0.00
TOTAL AMOUNT DUE					£75.43