



Additional Costs Allowance

Member's claim form

6002 17W
MAY 2009
INFO A

ACA2

514602 Page 1 of 2

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.

514500

671808

Your details

Name in CAPITAL LETTERS

David Gauke MP
South West Herts

Constituency

Office use only

Costs

MGAUKDHE

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.

Period of claim

from 01 / 04 / 09

to 30 / 04 / 09

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£1274 : 45 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

£ 1274 : 45 p ✓

continued on page 2

5884249

MB 13/5

424714

MB 13/5

631

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

6.05.09

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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed
form to

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



HOUSE OF COMMONS

04 JUN 2009

07/10

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

Office use only
Costs/Cat2

M GAUKDHE

Allowance 514602

Supp/Res ID

685002

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

DAVID GAUK MP

SLW HERTS

Claim details

Month/period to be claimed

From

01 05 2009

To

31 05 2009

Subsistence

(No receipts required)

Number of nights spent
away from main home

[]

@ £25.00 per night £

[]

Exp type/
Cat5

Cost of accommodation

Mortgage Int capped
Mr. Speaker's statement
17/5/09.

Mortgage interest

£ 1250.00

~~£ 224.45~~

514 631

Hotel

£ []

514 ---

Rent (inc deposits)

£ []

514 ---

Council Tax/rates

£ []

514 ---

Fixtures, fittings and furnishings

5889489
MB 1516

£ []

£ []

£ []

£ []

£ []

Total

£ []

514 ---

Other household costs

(e.g. service charges, utilities,
telecommunications, maintenance
and repairs)

430582

GR 15/10

£ []

£ []

£ []

£ []

£ []

£ []

Total

£ []

514 ---

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ ~~1,224.45~~ 1,250.00

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's
Signature

[Signature]

Date

2.06.09

Data Protection

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About filling in this form.

If you have any questions about this form,
please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA

PRIVATE AND CONFIDENTIAL

Mr David Gauke MP
House of Commons
Westminster
London
SW1A 0AA

Tel : 020 7219 [REDACTED]
Fax : 020 7219 [REDACTED]
Email : [REDACTED]@parliament.uk

12 June 2009

Dear Mr Gauke

Personal Additional Accommodation Expenditure (PAAE) 2009/2010

Thank you for your PAAE claim dated 2 June 2009, a copy of which is enclosed for ease of reference.

I refer to the previous correspondence from [REDACTED], Director General of Resources, dated 21 May 2009 informing Members of the changes to the rules relating to allowances as decided by The Members Estimate Committee, following Mr Speaker's statement of 19 May.

Effective from 20 May Members may now only use PAAE to claim rent, including ground rent, hotel accommodation, overnight subsistence, mortgage interest (which will be capped at £1,250 per calendar month) council tax, service charges, utility bills (gas, water, electricity, oil, telephone calls and line rental), insurance (buildings and contents).

Therefore, I have reduced your mortgage interest to £1,250.00. The funds should reach your account within the next few days.

If you have any questions regarding the above, please contact me or the Enquiry and Advice team on extension [REDACTED].

Yours sincerely

[REDACTED]
Assistant Validation Officer

Encl.

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**
DIRECTORATES: **JANET RISSEN** (BUSINESS MANAGEMENT & DEVELOPMENT) **TERRY BIRD** (OPERATIONS)
HEATHER BRYSON MA FCIPD (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)
CHRIS RIDLEY MBA FCCA (FINANCIAL MANAGEMENT) **BONNIE MOHAN MCIPS** (COMMERCIAL SERVICES)
DEPARTMENT OF RESOURCES HOUSE OF COMMONS LONDON SW1A 0AA





HOUSE OF COMMONS

21 MAY 2009

Office use only
Costs/Cat2

PAAE 2

Supp/Res ID

Member's Reimbursement Form

Personal Additional Accommodation Expenditure (PAAE)

M GAUKDHE

Allowance 514602

680701

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

David Gault MP

SW Herts

Claim details

Month/period to be claimed

From 01 04 2009 To 30 06 2009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

Mortgage interest £

514

Hotel £

514

Rent (inc deposits) £

514

Council Tax/rates £

514

428329
CF 3/6

Fixtures, fittings and furnishings

5887157
JF 1/6

Total £

514

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

maintenance service
charge for tax

£ 687.18

514 636

Total £

687.18

514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 687.18 ✓ BM

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Signature]

Date

19.05.09

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 HMRC. 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:

Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA

[REDACTED]

[REDACTED]

APPLICATION FOR PAYMENT

Mr D & Mrs R Gauke

[REDACTED]

Cheques should be made payable to

[REDACTED]

and sent to the above address

Reference: [REDACTED]

Location: [REDACTED]

Date: 11/03/2009

Date From	Description	Date To	Amount
01/04/2009	Building Service Charge	01/04/2009 to 30/06/2009	487.72
01/04/2009	Car Park Service Charge	01/04/2009 to 30/06/2009	69.15
01/04/2009	Building Reserves	01/04/2009 to 30/06/2009	117.07
01/04/2009	Car Park Reserves	01/04/2009 to 30/06/2009	13.24

[REDACTED]

IN ACCORDANCE WITH S47 AND S48 OF THE LANDLORD AND TENANT ACT 1987 YOUR LANDLORD IS:

[REDACTED]

THE ADDRESS IN ENGLAND AND WALES AT WHICH NOTICES (INCLUDING NOTICES OF PROCEEDINGS) MAY BE SERVED IS:

[REDACTED]

AND SERVICE CHARGES ARE DEMANDED ON BEHALF OF:

[REDACTED]

IF YOU PAY GROUND RENT, A SEPARATE SECTION 166 NOTICE IS ATTACHED WITH THIS APPLICATION FOR PAYMENT

PLEASE SEE OVERLEAF FOR IMPORTANT NOTES
PLEASE SEE ATTACHED SHEET FOR SUMMARIES OF YOUR RIGHTS AND OBLIGATIONS

✂ cut along dotted line with scissors, please do not tear.

REMITTANCE ADVICE

Mr D & Mrs R Gauke

11/03/2009



Perspective Building

[REDACTED]

PLEASE ENSURE YOU WRITE YOUR REFERENCE [REDACTED] AND PROPERTY ON THE REVERSE SIDE OF YOUR CHEQUE.
FOR A RECEIPT PLEASE RETURN THE WHOLE APPLICATION TOGETHER WITH A STAMP ADDRESSED ENVELOPE.