



08/09

Member's claim form

MUK

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 355710
514602

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

RURY ST. EDMUNDS

Office use only

Cost/Cat 2 M RUFFLEY

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.

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.

reduced for receipt

Period of claim

from 1.4.08 to 30.4.08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p

RENT

Food

£ : p

Utilities

£ [REDACTED] : [REDACTED] p

Council Tax/Rates

£ 155 : 00 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

£ 955 : 00 p

pay £800-00

5822268
AH 18/4
356693
EC 19/04

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted address fields]

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

Signature

[Redacted signature]

MP

Date

31/4/08

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



08/09

ACA2

Member's claim form

23 APR 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

DAVID RUFFLEY

INV. A 393509

Constituency

BURY ST EDMUNDS

514602

514500

Office use only

Costo/Cat 2

M RUFFEDBU

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.

5825 039

Please list

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

80

Please attach

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

815108

Period of claim

from 1 1 4 1 0 8

to 30 1 4 1 0 8

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 154 : 30 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

£ 154 : 30 p

continued on page 2

BM

09 MAY 2008

352570

Details of second home *if applicable*

Address of second home for Additional Costs Allowance

Redacted address fields including 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

X

Signature

Redacted signature

MP

Date

22/4/08

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

ST EDMUNDSBURY BOROUGH COUNCIL

SWITCHBOARD TEL: 01284 763233
COUNCIL TAX ENQUIRIES TEL: 01284 757275



St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-MAR-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
BURY ST EDMUNDS, SUFFOLK, IP33 3YS

MR DAVID RUFFLEY

Account Number

COUNCIL TAX BILL 2008/09

47552435

Re:

Reason For Bill : Annual Calculation

HOW THE TAX IS ARRIVED AT FOR BAND E		
Suffolk County Council	1312.52	3.7
St Edmundsbury B C	210.21	3.4
Bradfield Combust & Stanning	35.79	35.1
Suffolk Police Auth	182.93	9.0

Parish Number

Council Tax Band

Disabled Band

Property Reference

E

FULL AMOUNT DUE FOR THE YEAR IS £ 1741.45 4.7

Charge For Period
10% Discount Second Home

Band E

01-APR-2008 31-MAR-2009
01-APR-2008 31-MAR-2009

1741.45
-174.15

Does this discount still apply?
Please let us know if this has changed.

TOTAL AMOUNT DUE £ 1567.30



FOR INFORMATION ONLY

FIRST INSTALMENT DUE ON 01/04/2008
9 OTHER INSTALMENTS DUE FROM 01/05/2008 TO 01/01/2009

1 X 154.30
9 X 157.00

INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY



Member's claim form

13 MAY 2008
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.

402508

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY INV. A

Constituency

Bury ST. EDWARDS 514602
514500

Office use only

Costo/Cat 2 M R U F F D B U

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.

5828311
TE
2/5

Period of claim

from 1/5/08 to 30/5/08

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 800 : 00 p

MAY RENT

Food

£ ~~1200~~ p

Utilities

£ 7 : p

Council Tax/Rates

£ 155 : 00 p

Council TAX

Telephone and telecommunications

£ : p

362728

Cleaning

£ : p

BD

Service/maintenance

£ : p

21/5/08

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 955 : 00 p

Please Pay
£ 957.00

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

8/05/08 ✓

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Department of Finance & Administration, House of Commons, London SW1A 0AA

ST EDMUNDSBURY BOROUGH COUNCIL

SWITCHBOARD TEL: 01284 763233

COUNCIL TAX ENQUIRIES TEL: 01284 757275



St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-MAR-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
BURY ST EDMUNDS, SUFFOLK, IP33 3YS

MR DAVID RUFFLEY

Account Number



COUNCIL TAX BILL 2008/09

47552435

Re: Reason For Bill : Annual Calculation

HOW THE TAX IS ARRIVED AT FOR BAND E		
Suffolk County Council	1312.52	3.7
St Edmundsbury B C	210.21	3.4
Bradfield Combust & Stanning	35.79	35.1
Suffolk Police Auth	182.93	9.0

Ward Number [REDACTED]
Council Tax Band E
Unrated Band
Property Reference [REDACTED]

FULL AMOUNT DUE FOR THE YEAR IS £ 1741.45 4.7

Charge For Period	Band E	01-APR-2008 31-MAR-2009	1741.45
10% Discount Second Home		01-APR-2008 31-MAR-2009	-174.15

Does this discount still apply?
Please let us know if this has changed.

TOTAL AMOUNT DUE £ 1567.30



FOR INFORMATION ONLY

FIRST INSTALMENT DUE ON 01/04/2008
9 OTHER INSTALMENTS DUE FROM 01/05/2008 TO 01/01/2009

1 X 154.30
9 X 157.00

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INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY



Member's claim form

02 MAY 2008

08/09

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.

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY INV. A

Constituency

Bury ST. Edmunds 514602

Office use only

Costo/Cat 2

M RUFF DBU

Supp/Res ID

[Redacted]

514500

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.

5831105

S-S 10/6/08

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 1/6/08 to 30/6/08 ✓

Total cost of hotel stays

£ : p

attach all receipts

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

£ 800 : 00 p ✓

JUNE RENT

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 157 : 00 p ✓

366386

Telephone and telecommunications

£ : p

98 12/6

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 29 : 10 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 986 : 10 p ✓

continued on page 2

BM

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted Address Line 1]

[Redacted Address Line 2] Postcode 7

[Redacted Address Line 3]

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 *Member of Parliament*

Signature

[Redacted Signature] MP

Date

30/5/08

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

ST EDMUNDSBURY BOROUGH COUNCIL



SWITCHBOARD TEL: 01284 763233
COUNCIL TAX ENQUIRIES TEL: 01284 757275

St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-MAR-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
BURY ST EDMUNDS, SUFFOLK, IP33 3YS

MR DAVID RUFFLEY



Account Number



COUNCIL TAX BILL 2008/09

47552435

Reason For Bill : Annual Calculation

Re:

HOW THE TAX IS ARRIVED AT FOR BAND E		
		%
Suffolk County Council	1312.52	3.7
St Edmundsbury B C	210.21	3.4
Bradfield Combust & Stanning	35.79	35.1
Suffolk Police Auth	182.93	9.0

ish Number [Redacted]
ncil Tax Band E
abled Band
Property Reference [Redacted]

FULL AMOUNT DUE FOR THE YEAR IS £ 1741.45 4.7

Charge For Period	Band E	01-APR-2008 31-MAR-2009	1741.45
10% Discount Second Home		01-APR-2008 31-MAR-2009	-174.15

Does this discount still apply?
Please let us know if this has changed.

TOTAL AMOUNT DUE £ 1567.30



FOR INFORMATION ONLY

FIRST INSTALMENT DUE ON 01/04/2008
9 OTHER INSTALMENTS DUE FROM 01/05/2008 TO 01/01/2009

1 X 154.30
9 X 157.00

/*

INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY



Member's claim form

About filling in this form

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

514602

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

Bury ST EDMUNDS

Office use only

Costo/Cat 2 M RUFFEDBU

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 1 / 7 / 08 to 30 / 7 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p

Food

£ : p

Utilities

£ 18 : 43 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 11 : 80 p

please specify

TV lead extensions

Other

£ 30 : 95 p

please specify

Moth repellent

Other

£ : p

please specify

Total

£ 861 : 18 p

continued on page 2

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted address fields]

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

Signature

[Redacted signature]

MP

Date

~~30/08~~
21/7

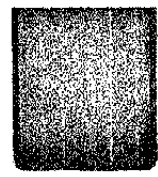
Data protection

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Send your completed form to

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

www.southern-electric.co.uk
 Your Customer Account Number
 Call us with any enquiries
 0845 600 2006



MR D RUFFLEY MP



electricity



475



Your bill is based on an actual meter reading

Meterline 0800 220 995 (24 hr)
 8am - 8pm Mon - Fri, 8am - 2pm Sat
 (You can leave a message outside office hours)

Placing our customers and the environment first

- Cheapest average dual fuel prices in the UK *
- Voted best overall energy supplier for the fourth successive time in uSwitch's customer satisfaction reports *
- We are the UK's leader in renewable energy *
- Visit our customer magazine for details and more

Dear Mr D Ruffley Mp,

This is your electricity bill for 22 February 2008 until 22 May 2008.

Please pay us £18.43. Thank you.

If we receive your payment before 6 June 2008, you will get £0.62 off your next bill. To save even more, choose monthly Direct Debit. Sign up by phoning us on 0845 600 2006.

Please turn over for details of how we have calculated your charges.



ACA

PETER JONES
Sloane Square
London
SW1W 8EL
Tel: 020 7730 3434

Coax Lead		
828. 20121	1	2.95
828. 20121	1	2.95
828:20121	1	2.95
828. 20121	1	2.95

TOTAL 11.80 ✓

CASH 20.00
CHANGE 8.20

Visit greenbee.com today

Res Iran Asst Brch ✓
328 6220 5133 002 24/05/08 17:30

Please keep this receipt for reference

CUSTOMER RECEIPT

A JOHN LEWIS DEPARTMENT STORE

ACA

PETER JONES
Sloane Square
London
SW1W 8EL
Tel: 020 7730 3434

Anti Moth Proofer		
822.30109	1	2.95
Anti Moth Sachet		
822.30103	8	28.00
	TOTAL	30.95 ✓
	CASH	40.00
	CHANGE	9.05

Visit greenbee.com today

Req Tran Asst Brch ✓
625 0478 5818 002 24/05/08 17:20

Please keep this receipt for reference

CUSTOMER RECEIPT

A JOHN LEWIS DEPARTMENT STORE

3840609
AH 4/8



Additional Costs Allowance

8201 31A2

Member's claim form

INV. A 520701
514602
514500

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

RUFFLEY

Constituency

BURY ST. EDMUNDS

Office use only

Costc M RUFFDBU

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.

Please list

- all items costing £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

RR

Period of claim

from 1 / 8 / 08 to 30 / 08 / 08

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 800 : 00 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

£ 800 : 00 p

376692

Ⓞ

418

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted address and postcode fields]

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay over my duties as a [Redacted] of performing

Signature

Date

[Redacted signature and date fields]

25 / 7 / 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



Member's claim form

200807

29 AUG 2008

29 AUG 2008

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

INV. A
514602
514500

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

Bury ST. GERMUNDS.

Office use only

Cost/Cat 2

M RUFF DBU

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

5844440
219

Period of claim

from 1 / 6 / 08 to 30 / 9 / 08

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p FOR SEPTEMBER

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : 00 p NB FOR JUNE / JULY / AUGUST.

Service/maintenance

£ 97 : 00 p Gardener for June / July

Repairs/insurance/security

£ 195 : 00 p Half of joint insurance.

Other

£ 139 : 50 p please specify TV licence

Other

£ 110 : 00 p please specify Chair repair

Other

£ : p please specify

Total

£ 1,541 : 50 p

continued on page 2

BM

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted address fields]

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

Signature

[Redacted signature]

MP

Date

24/8/08.0

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



HOUSE OF COMMONS
LONDON SW1A 0AA

CLEANING SERVICES

(OF [REDACTED], [REDACTED],

[REDACTED] [REDACTED], [REDACTED]

[REDACTED]) FOR JUNE,

JULY, AUGUST 2008

Total 200-00

[REDACTED]

15/8/08.

[REDACTED]



www.tvlicensing.co.uk

June 2008

TV Licence number:
[REDACTED]

474/635-007291/000318:004-A

47550

DD/S/E/06/08

Mr D L Ruffley



£139-50
L. paid by
debit card
on 13/08/08

Dear Mr Ruffley,

**Switch to Direct Debit and relax
as your licence is automatically renewed each year**

I'm contacting you before your TV Licence expires at the end of August to recommend an easier way to pay for future licences.

From now on, your licence can be automatically renewed each year when you pay by yearly Direct Debit.

It's ideal if you like to pay for things in one go, as you can set up your Direct Debit and forget about it.

Here's why yearly Direct Debit is so convenient and hassle free:

- Your annual TV Licence fee is automatically debited from your account each year, so you needn't worry about remembering to pay for it in the future.
- We will simply write to you once a year, when your licence is due for renewal, to let you know the amount and date on which we'll be debiting your account.
- Your Direct Debit is automatically renewed, so there's nothing for you to do – no cheque to write, no phone call to make. It's already done, year after year.
- It takes just minutes to set up, either online or over the phone.

If you'd prefer to spread the cost of your TV Licence over the year, you can pay in smaller instalments with a monthly or quarterly Direct Debit.

To set up your Direct Debit, simply visit www.tvlicensing.co.uk/dd or call 0844 800 6740 with your bank details to hand. If you have any questions, please call and we'll be happy to answer them.

I hope you take advantage of this opportunity to pay for your TV Licence in an easier way – and then you can relax knowing it's automatically renewed.

Yours sincerely,



Paul Stanfield
Customer Services Manager

Please do not write below this line.

DDE16901.169/098541/082008 DDS-1EN-3103-08

[REDACTED]

Traditional and Modern Upholstery of the Finest Contract Quality

[REDACTED]

Telephone: [REDACTED]

Customer Address

DAVID RUFFLE/
M. P

INVOICE No. [REDACTED]

15-8-08

Quantity	Description	Unit Cost	Cost
1	Recover 1 FULL SEAT 1 CUSHION ON WICKER CH	93 61	93 61
		Total	93 61
		V.A.T @ 17½%	26 39
		GRAND TOTAL	110 —

V.A.T Reg. No. [REDACTED]

Our Terms are strictly 30 days nett unless altered in writing.

Company Registration No. [REDACTED]

[REDACTED]

Garden Services

[REDACTED]

T, [REDACTED]

Invoice Number: [REDACTED]

Date: 01.08.2008

To: Mr D Ruffley,
[REDACTED]

Date and Description of work carried out:

11.07.2008. Time 1 hours,
25.07.2008. Time 1 hours,

grass cutting and general garden maintenance.

Total time taken 2 hours at £10.00 per hour.

Cheques payable to [REDACTED]

Total: £ 20.00

Many Thanks.

[REDACTED]

20.06.08

[REDACTED]

T, [REDACTED]

Invoice Number [REDACTED]

Date: 01-07-2008

10. MTD KUTTING

[REDACTED]

Date and Description of work carried out:
<p>20.06- De-weeded patio and the flower bed that runs along the fence line. Cleared flower bed under the tree, cut back bushes over hanging patio. De-weeded flower pots, swept patio down then moved the patio furniture on to the patio. Cleaned up and left neat and tidy, I also applied 1 treatment of weed killer at £7 per treatment.</p> <p>A total of 7 hours for the month of June at £10 per hour Plus 1 treatment of weed killer .</p>

Cheques payable to [REDACTED]

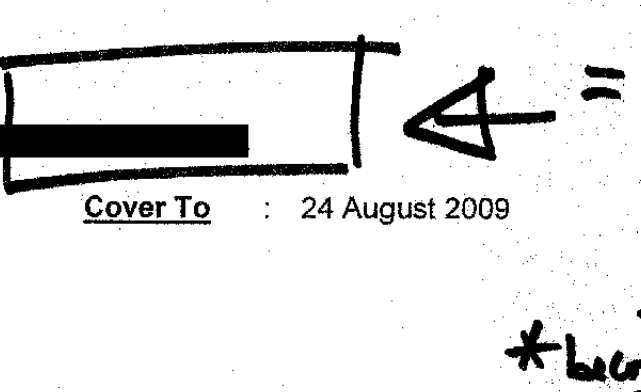
Total: £77.00

Many Thanks.

INSURANCE BROKERS

Telephone: [REDACTED]
Facsimile: [REDACTED]
E-Mail: [REDACTED]

INVOICE

Client Name : Mr D Ruffley
Date : 06 August 2008
Address : [REDACTED]
Invoice Number : [REDACTED]
Policy No : [REDACTED]
Class of Business : Household Contents
Regarding : [REDACTED] 
Cover From : 24 August 2008
Cover To : 24 August 2009
Reason for Issue : Renewal Invoice 2008
Insurer : Norwich Union (Operations)

Premium Excluding IPT	£	362.79
Policy Insurance Premium Tax	£	18.14
Personal Lines Arrangement Fee	£	10.00

TOTAL AMOUNT DUE INCLUDING IPT £ **390.93 ***

NB - INSURANCE PREMIUM TAX IS CHARGED AT THE CURRENT RATE.

To ensure continued cover please arrange **PROMPT SETTLEMENT.**

Authorised and regulated by the Financial Services Authority

*Claimed
£195.00*



Additional Costs Allowance

ACA2

Member's claim form

551608

Page 1 of 2

386280
JW
07/10/08

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
514602
514600

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

BURY ST. EDMUNDS

Office use only

Costs/Cat 2

M RUFFEDBU

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.

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.

5849015
RS 07/10/08

Period of claim

from 1 / 7 / 08 to 30 / 9 / 08

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 800 : 00 p (SEPTEMBER)

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 77 : 22 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

Other

£ : p

Other

£ : p

Total

£ 877 : 22 p

*
MONTH OF JULY = 118.04
" " AUG = 116.00
" " SEPT = 116.00
TOTAL 350.04
LESS REFUND 272.82
77.22

▶ please specify

▶ please specify

▶ please specify

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 over _____ for the purpose of performing my duties as _____

Signature _____

Date _____

26/9/08. ✓

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

ST EDMUNDSBURY BOROUGH COUNCIL

SWITCHBOARD TEL: 01284 763233
 COUNCIL TAX ENQUIRIES TEL: 01284 757275



St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-JUN-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
 BURY ST EDMUNDS, SUFFOLK, IP33 3YS,

MR DL RUFFLEY



Account Number

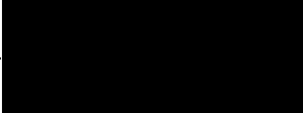


COUNCIL TAX BILL
2008/09

Re:

Reason For Bill : Change in Valuation

9 BRADFIELD HALL



HOW THE TAX IS ARRIVED AT FOR BAND D %		
Suffolk County Council	1073.88	3.7
St Edmundsbury B C	171.99	3.4
Bradfield Combust & Sta	29.28	35.1
Suffolk Police Auth	149.67	9.0

Irish Number



Council Tax Band

D

Disabled Band

Property Reference



FULL AMOUNT DUE FOR THE YEAR IS £ 1424.82 4.7

Charge For Period Adjustment	Band D	31-MAR-2007	31-MAR-2007	-0.80
10% Discount Second Home Adj		31-MAR-2007	31-MAR-2007	0.08
Charge For Period Adjustment	Band D	01-APR-2007	31-MAR-2008	-302.34
10% Discount Second Home Adj		01-APR-2007	31-MAR-2008	30.24
Charge For Period	Band D	01-APR-2008	31-MAR-2009	1424.82
10% Discount Second Home		01-APR-2008	31-MAR-2009	-142.48
<u>refund</u> - Change In Banding		09-JUN-2008		272.82
Payments Received As At Date Of Issue				<u>468.30</u>

April = 154.30

May = 157.00

June = 157.00

468.30

TOTAL AMOUNT DUE £ 814.04

FIRST INSTALMENT DUE ON 01-JUL-2008 1 X 118.04
 6 OTHER INSTALMENTS DUE ON 01-AUG-2008 TO 01-JAN-2009 6 X 116.00
 INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY

Date of Issue

10-MAR-2008

COUNCIL TAX ENQUIRIES TEL: 01284 757275

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
BURY ST EDMUNDS, SUFFOLK, IP33 3YS

St Edmundsbury
BOROUGH COUNCIL

MR DAVID RUFFLEY

Account Number

COUNCIL TAX BILL
2008/09

47552435

Reason For Bill : Annual Calculation

Re:

HOW THE TAX IS ARRIVED AT FOR BAND E		
		%
Suffolk County Council	1312.52	3.7
St Edmundsbury B C	210.21	3.4
Bradfield Combust & Stanning	35.79	35.1
Suffolk Police Auth	182.93	9.0

Wash Number [REDACTED]
Council Tax Band E
Landed Band
Property Reference [REDACTED]

FULL AMOUNT DUE FOR THE YEAR IS £ 1741.45 4.7

Charge For Period	Band E	01-APR-2008 31-MAR-2009	1741.45
10% Discount Second Home		01-APR-2008 31-MAR-2009	-174.15

Does this discount still apply?
Please let us know if this has changed.

TOTAL AMOUNT DUE £ 1567.30



FOR INFORMATION ONLY

FIRST INSTALMENT DUE ON 01/04/2008
9 OTHER INSTALMENTS DUE FROM 01/05/2008 TO 01/01/2009

1 X 154.30
~~9 X 157.00~~

INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY



DAVID RUFFLEY MP
SHADOW MINISTER FOR POLICE REFORM

House of Commons
London SW1A 0AA
Tel: 020 - 7219 [redacted]

22 OCT 2008

[redacted]

20 October 2008

Validation Officer
Department of Finance & Administration
House of Commons

Dear [redacted]

ACA2 submissions

I have recently noticed that I have mistakenly claimed for rent for September twice (once in an ACA2 form dated 24 August, and again in an ACA2 dated 26 September.) My office have contacted the Fees Office about this error and I am told that I have been paid for both these claims.

This was a clerical error of mine and thus I propose that in order to balance everything out, I will not file a claim for October – i.e. please treat the second time I claimed for September rent as October's rent instead.

Therefore the next claim I make will be for rent in November.

With kind regards, *& have this is okay.*

[redacted]

[redacted]

DAVID RUFFLEY

[Handwritten signature line]



Member's claim form

5851977
562204
Page 1 of 2
27/12

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
514602
514500

Your details

Name in CAPITAL LETTERS

DAVID KUFFLEY

Constituency

Bury St Edmunds

Office use only

Costo/Cat 2 M R U F I D B U

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

389658
28/10 AA

Period of claim

from 1 / 9 / 08 to 20 / 10 / 08

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 83 : 30 p

Council Tax/Rates

£ 116 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 20 : 00 p

Repairs/insurance/security

£ 58 : 75 p

Other

£ 14 : 00 p

Other

£ 24 : 95 p

Other

£ 24 : 00 p

Total

£ 341 : — p

Electricity
(see ~~entries~~ attached)

Gardener (dated 1/9/08)
Lock repair
please specify Ironing board
please specify Steam iron
please specify Mott repellent

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

Signature

[Redacted Signature]

MP

Date

20/10/08

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

ST EDMUNDSBURY BOROUGH COUNCIL

SWITCHBOARD TEL: 01284 763233
 COUNCIL TAX ENQUIRIES TEL: 01284 757275



St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-JUN-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
 BURY ST EDMUNDS, SUFFOLK, IP33 3YS,

MR DL RUFFLEY



Account Number

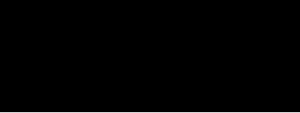


COUNCIL TAX BILL 2008/09

Re:

Reason For Bill : Change in Valuation

9 BRADFIELD HALL



HOW THE TAX IS ARRIVED AT FOR BAND D			%
Suffolk County Council	1073.88		3.7
St Edmundsbury B C	171.99		3.4
Bradfield Combust & Sta	29.28		35.1
Suffolk Police Auth	149.67		9.0

Parish Number [Redacted]
 Council Tax Band D
 Disabled Band
 Property Reference [Redacted]

FULL AMOUNT DUE FOR THE YEAR IS £ 1424.82 4.7

Charge For Period Adjustment	Band D	31-MAR-2007	31-MAR-2007	-0.80
10% Discount Second Home Adj		31-MAR-2007	31-MAR-2007	0.08
Charge For Period Adjustment	Band D	01-APR-2007	31-MAR-2008	-302.34
10% Discount Second Home Adj		01-APR-2007	31-MAR-2008	30.24
Charge For Period	Band D	01-APR-2008	31-MAR-2009	1424.82
10% Discount Second Home		01-APR-2008	31-MAR-2009	-142.48
<u>Refund</u> - Change In Banding		09-JUN-2008		272.82
Payments Received As At Date Of Issue				-468.30

TOTAL AMOUNT DUE £ 814.04

FIRST INSTALMENT DUE ON 01-JUL-2008	1 X	118.04
6 OTHER INSTALMENTS DUE ON 01-AUG-2008 TO 01-JAN-2009	6 X	116.00
INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY		

MR D RUFFLEY MP



electricity
Customer Service Centre
PO Box 6010
Basingstoke
RG21 8ZE



Your customer account number: [REDACTED]
Our reference: [REDACTED]

5 September 2008

Dear Mr Ruffley

Amount due: £83.30

Paul

The bill we sent to you recently does not appear to have been paid. If you have paid it within the last few days, please ignore this notice and accept our apologies.

However, if you have forgotten to pay, please do so straight away.

Please send your payments to Southern Electric, PO Box 13, Havant PO9 5JB.

Yours sincerely



Elaine Wickes
Credit Management

Bank Giro Credit 



Reference [REDACTED]

Credit Account Number [REDACTED]

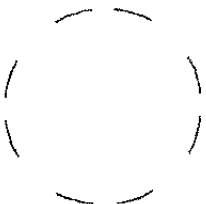
Amount due
£ 83.30

Mr D Ruffley MP

Cashier's stamp and initials

Signature

Date



 **NatWest**

Scottish & Southern Energy
Collection Account

Cash		
Cheque		
£		

Please do not write or mark below this line and do not fold this payment slip



[REDACTED]

[REDACTED]

Garden Services

[REDACTED]

T, [REDACTED]

Invoice Number: [REDACTED]

Date: 01.09.2008 ✓

To: Mr D Ruffley,
[REDACTED]

Date and Description of work carried out:
08.08.2008. Time 1 hours, 22.08.2008. Time 1 hours, grass cutting and general garden maintenance. Total time taken 2 hours at £10.00 per hour.

Cheques payable to [REDACTED]

Total: £ 20.00 ✓

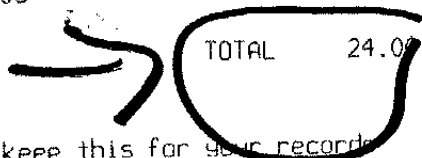
Many Thanks.

TESCO

BURY ST EDMUNDS 0845 677 9097

PETER JONES
Sloane Square
London
SW1W 8EL
Tel: 020 7730 3434

Anti Moth Sachets		
89230107	2	10.00
Anti Moth Sachet		
89230103	4	14.00
TOTAL		24.00



Please keep this for your records

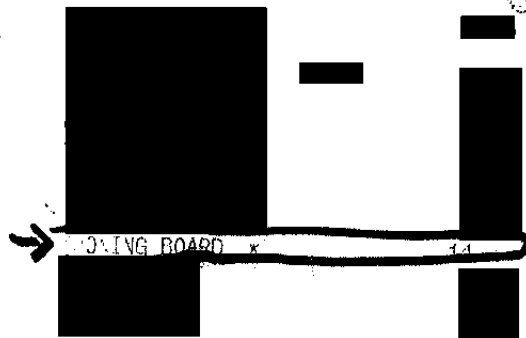
YOUR ACCOUNT WILL BE DEBITED AS SHOWN
CARDHOLDER PIN VERIFIED

Merchant ID 94424016
 AUTH ID 58
 AUTH A000000025010801
 AUTH EFFECTIVE DATE: 01/07/2006
 C1: 40 CV: 0F45D18F245BDD01

American Express
 Expiry date [REDACTED]
 Authorisation code 0086
 METHOD: I
 Account Number **** * 24.00
 EFT

Look Collection catalogue out now

Philips Asst. Serv.
0206 2353 5000 (07/09/2006) 100000



TOTAL		
BAG RE-USE	x	
50	60.00	0.00

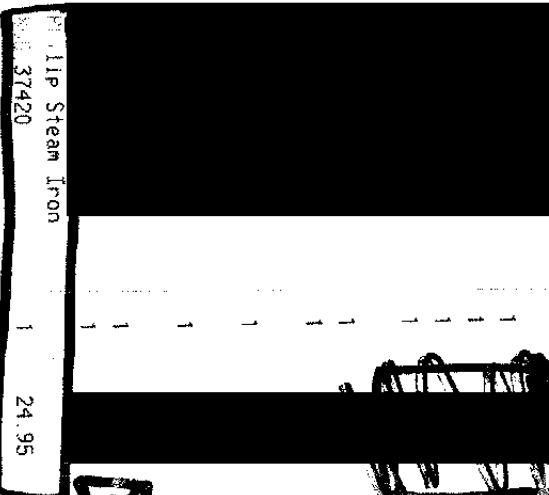
TOTAL
 American Express S.A.E.
 ACC : A000000025010801
 NUMBER : *****
 PAN SEQ NO : 00
 AUTH CODE : 0010
 MERCHANT : 425706611
 START : [REDACTED] EXPIRY : [REDACTED]
 Cardholder PIN Verified
 CHANGE DUE 0.00

SIGN UP FOR CLUBCARD
You could have earned 32
Clubcard points in this transaction



0206 2353 5000 (07/09/2006) 100000

This item is covered by
manufacturers guarantee
7 years parts and labour



PETER JONES
Sloane Square
London
SW1W 8EL
Tel: 020 7730 3434

TOTAL

24.95



Member's claim form

18 JAN 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.

608009

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

514602

Constituency

BURN ST EDMUNDS

514500

Office use only

Costs/Cat 2

M R U F F D B U

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.

5865046
CC 21/01

Period of claim

from 20/10/08

to 30/01/09 (x3)

see attached direct debit letter

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only)

£ 2,400 : 00 p

(x3) FOR: NOVEMBER 2008
DECEMBER 2008
JANUARY 2009

Food

£ : p

Utilities

£ 104 : 00 p

£26 x 4 i.e. Oct/Nov/Dec/Jan

Council Tax/Rates

£ 348 : 00 p

£116 x 3 i.e. Nov/Dec/Jan

Telephone and telecommunications

£ : p

Cleaning

£ 275 : 00 p

(x3) FOR MONTHS OF OCT/NOV/DEC

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 29 : 00 p

2 MINI FAN HEATERS

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 3,156 : 00 p

Details of second home *if applicable***Address of second home***for Additional Costs Allowance*

[Redacted]

[Redacted]

Postcode

[Redacted]

[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

[Redacted]

X

Signature

MP

Date

15/1/09

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




Oct 9th 2008: -

5 hrs worth 10¢ per hr = 50 . 00

Oct 23rd 2008: -

5 hrs work - 10¢ per hr = 50 . 00

Total: 100 . 00

Thank you: 



PETER JONES
Sloane Square
London
SW1W 8EL
Tel: 020 7730 3434

Dimplex Fan Heater
868.11301 1 14.50

This item is covered by
manufacturers guarantee
3 years parts and labour.

868.11301 1 14.50

This item is covered by
manufacturers guarantee
3 years parts and labour.

TOTAL 29.00

Please keep this for your records ✓

YOUR ACCOUNT WILL BE DEBITED AS SHOWN
CARDHOLDER PIN VERIFIED

Merchant ID 70504202
EPS NO. 3904
AID: A0000000050001
APP EFFECTIVE DATE: 01/12/07
CT: 40 CV: D40C9B71BB5763AC

MAESTRO UK
Expiry date [REDACTED]
Authorisation code 2582
MET : I
Account Number **** * [REDACTED]
EFT 29.00

Visit greenbee.com today

Reg Tran Asst Brch
625 2210 7701 002 30/11/08 15:19 ✓

CUSTOMER RECEIPT

THIS IS A SALE

Find the perfect present

Cleaning services provided

at

[REDACTED]

[REDACTED],

[REDACTED] to

Mr David Ruffley for

the month of November

2008 by

[REDACTED]

in the

sum of

one hundred
pounds.

→

£ 100 - 00

SIGNED: —

[REDACTED]

Cleaning services

provided at

[REDACTED]

[REDACTED]

[REDACTED]

to Mr David Tuffey

for the month of

December 2008 by [REDACTED]

[REDACTED]

[REDACTED]

in the

sum of SEVENTY FIVE

Pounds : £ 75-00

SIGNED :

—

[REDACTED]



Southern Electric
energy made better



www.southern-electric.co.uk

Your Direct Debit Account Number

Call us with any enquiries
0800 912 3000

MR D RUFFLEY MP



electricity

Customer Service Centre
PO Box 94
Portsmouth
PO6 2UT



475

Your customer account number: [REDACTED]

13 October 2008

Our reference: [REDACTED]

Dear Mr Ruffley

**Important confirmation of the set-up of your new payment plan
Instruction, including future payment schedule**

I am pleased you have chosen this easy and convenient way to pay your bills with the benefit of our direct debit discount.

I confirm we have arranged to collect £26.00 from your bank starting from 31 October 2008, and on the 31st of each month in the future.

I understand the account name is RUFFLEY, your sort code is [REDACTED] and your bank account number is [REDACTED]. If these details are wrong, or change at any time in the future, please phone us straight away on 0800 912 3000. You have the right to cancel your Direct Debit at any time. A copy of the Direct Debit Guarantee is on the back of this letter.

For your information, the collections will be made using the Originator Identification Number [REDACTED] and reference number [REDACTED].

As part of our commitment to customer service we review the payments you make towards your account regularly. We aim to ensure your payments are just enough to cover the electricity you will use in the next year. If you receive a statement based on an estimated meter reading, remember you can provide us with your own reading quickly and easily by phoning our Meterline on 0800 220 995. The line is open 24 hours a day, 7 days a week and all calls are free. This will help us to ensure our review is based on the most up-to-date information.

If your circumstances change and you think the amount of electricity you use will be different, please let us know and we will review your payments accordingly.

Please remember, if you used to pay by standing order, you will need to contact your bank to cancel your monthly payments, otherwise you may be paying us twice.

Yours sincerely



Carole Bampton
Customer Service

ST EDMUNDSBURY BOROUGH COUNCIL

SWITCHBOARD TEL: 01284 763233
 COUNCIL TAX ENQUIRIES TEL: 01284 757275



St Edmundsbury
BOROUGH COUNCIL

Date of Issue

10-JUN-2008

P.O. BOX 122, ST EDMUNDSBURY HOUSE, WESTERN WAY,
 BURY ST EDMUNDS, SUFFOLK, IP33 3YS,

MR DL RUFFLEY



Account Number



COUNCIL TAX BILL 2008/09

Re:

Reason For Bill : Change in Valuation



HOW THE TAX IS ARRIVED AT FOR BAND D			%
Suffolk County Council	1073.88		3.7
St Edmundsbury B C	171.99		3.4
Bradfield Combust & Sta	29.28		35.1
Suffolk Police Auth	149.67		9.0

ish Number [Redacted]
 ncil Tax Band D
 Disabled Band
 Property Reference [Redacted]

FULL AMOUNT DUE FOR THE YEAR IS £ 1424.82 4.7

Charge For Period Adjustment	Band D	31-MAR-2007	31-MAR-2007	-0.80
10% Discount Second Home Adj		31-MAR-2007	31-MAR-2007	0.08
Charge For Period Adjustment	Band D	01-APR-2007	31-MAR-2008	-302.34
10% Discount Second Home Adj		01-APR-2007	31-MAR-2008	30.24
Charge For Period	Band D	01-APR-2008	31-MAR-2009	1424.82
10% Discount Second Home		01-APR-2008	31-MAR-2009	-142.48
<u>refund</u> - Change In Banding		09-JUN-2008		272.82
Payments Received As At Date Of Issue				-468.30

TOTAL AMOUNT DUE £ 814.04

FIRST INSTALMENT DUE ON 01-JUL-2008 1 X 118.04
 6 OTHER INSTALMENTS DUE ON 01-AUG-2008 TO 01-JAN-2009 6 X 116.00
 INSTALMENTS TO BE PAID BY: DIRECT DEBIT PAYMENT MONTHLY



11 FEB 2009

Member's claim form

622204 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.

514602
514500

Your details

Name in CAPITAL LETTERS

David RUFFLEY

Constituency

BURY ST. EDMUNDS

Office use only

Costo/Cat 2 M RUFFEDBU

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

S869098
du 16/2/09

Period of claim

from 1 / 02 / 09 to 28 / 02 / 09

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payment
(interest only) or rent

£ 800 : 00 p

RENT FOR FEBRUARY

Food

£ : p

Utilities

£ 26 : 00 p

Monthly debit (see attached)

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

408075
JE

Cleaning

£ : p

1612.

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 826 : 00 p

continued on page 2

BCV
BM

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

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

9/2/09.

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.

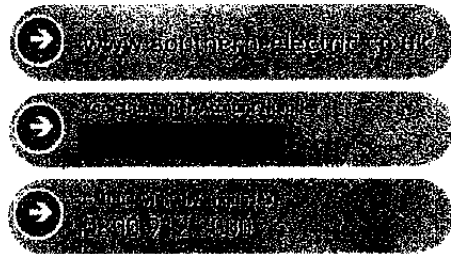
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 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



Southern Electric
energy made better



MR D RUFFLEY MP



electricity
Customer Service Centre
PO Box 94
Portsmouth
PO6 2UT



475

Your customer account number: [REDACTED]
Our reference: [REDACTED]

13 October 2008

Dear Mr Ruffley

**Important confirmation of the set-up of your new payment plan
Instruction, including future payment schedule**

I am pleased you have chosen this easy and convenient way to pay your bills with the benefit of our direct debit discount.

I confirm we have arranged to collect £26.00 from your bank starting from 31 October 2008, and on the 31st of each month in the future.

I understand the account name is RUFFLEY, your sort code is [REDACTED] and your bank account number is [REDACTED].
If these details are wrong, or change at any time in the future, please phone us straight away on 0800 912 3000. You have the right to cancel your Direct Debit at any time. A copy of the Direct Debit Guarantee is on the back of this letter.

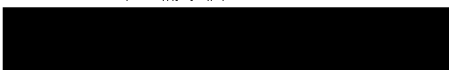
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As part of our commitment to customer service we review the payments you make towards your account regularly. We aim to ensure your payments are just enough to cover the electricity you will use in the next year. If you receive a statement based on an estimated meter reading, remember you can provide us with your own reading quickly and easily by phoning our Meterline on 0800 220 995. The line is open 24 hours a day, 7 days a week and all calls are free. This will help us to ensure our review is based on the most up-to-date information.

If your circumstances change and you think the amount of electricity you use will be different, please let us know and we will review your payments accordingly.

Please remember, if you used to pay by standing order, you will need to contact your bank to cancel your monthly payments, otherwise you may be paying us twice.

Yours sincerely



Carole Bampton
Customer Service



Additional Costs Allowance

ACA2

5876411 & 24 MAR 2009
Member's claim form 30/3/09

644000

About filling in this form

- For details of costs you can claim for, see *Green Book* section 13NV.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

A
514602
514500

Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

Bury S. & Harpendes.

Office use only

Costc/Cat 2

M RUFF D BU

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.

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.

416312
60313

Period of claim

from 1 / 2 / 09 to 28 / 2 / 09

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only)

£ 800 : 00 p ✓

Food

£ : p

Utilities

£ 26 : 00 p ✓

(See attached direct debit)

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : 00 p ✓

(see attached. £100 JANUARY £100 FEBRUARY)

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,026 : 00 p ✓

BCV
BM

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

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

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

Signature

Date

[Redacted signature]
20/3/09

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



HOUSE OF COMMONS
LONDON SW1A 0AA

For cleaning services

at



for

Mr. David Ruffley

1 January - 30 January
2009.

TOTAL

£ 100-00

SIGNED



:-





HOUSE OF COMMONS
LONDON SW1A 0AA

For cleaning services

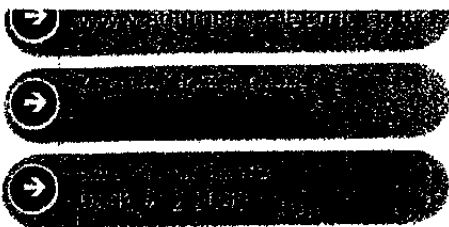
at [REDACTED] [REDACTED] [REDACTED],

for Mr. David Puffley

1 February - 28 February
2009.

Total £ 100 - 00

Signed: [REDACTED] :-



MR D RUFFLEY MP



electricity

Customer Service Centre
PO Box 94
Portsmouth
PO6 2UT



475

13 October 2008

Your customer account number: [redacted]

Our reference: [redacted]

Dear Mr Ruffley

**Important confirmation of the set-up of your new payment plan
Instruction, including future payment schedule**

I'm pleased you have chosen this easy and convenient way to pay your bills with the benefit of our direct debit discount.

I confirm we have arranged to collect £26.00 from your bank starting from 31 October 2008, and on the 31st of each month in the future.

I understand the account name is RUFFLEY, your sort code is [redacted] and your bank account number is [redacted]. If these details are wrong, or change at any time in the future, please phone us straight away on 0800 912 3000. You have the right to cancel your Direct Debit at any time. A copy of the Direct Debit Guarantee is on the back of this letter.

For your information, the collections will be made using the Originator Identification Number [redacted] and reference number [redacted].

As part of our commitment to customer service we review the payments you make towards your account regularly. We aim to ensure your payments are just enough to cover the electricity you will use in the next year. If you receive a statement based on an estimated meter reading, remember you can provide us with your own reading quickly and easily by phoning our Meterline on 0800 220 995. The line is open 24 hours a day, 7 days a week and all calls are free. This will help us to ensure our review is based on the most up-to-date information.

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Yours sincerely



Carole Bampton
Customer Service



Additional Costs Allowance

ACA2

Member's claim form

5876406 24 MAR 2009 BM 30/3/09

644001

Page 1 of 2

About filling in this form

- For details of costs you can claim for, see Green Book section 3.
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514602
514500

Your details

Name in CAPITAL LETTERS

David Kuffley

Constituency

Bury St. Edmunds.

Office use only

Costc/Cat 2

M RUFF DBU

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 / 03 / 09

to 30 / 03 / 09

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 800 : 00 p

(interest only)

Food

£ : p

Utilities

£ 26 : 00 p

(see attached direct debit)

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

416311

Service/maintenance

£ : p

4831/3

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 826 : 00 p

continued on page 2

BM

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

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

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

20/3/09

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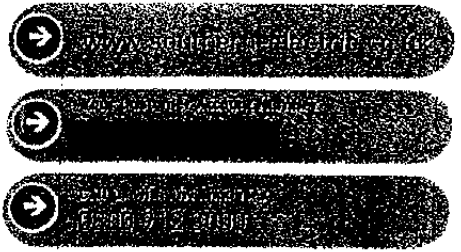
Send your completed
form to

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



Southern Electric

energy made better



MR D RUFFLEY MP



electricity

Customer Service Centre
PO Box 94
Portsmouth
PO6 2UT



475

Your customer account number: [REDACTED]
Our reference: [REDACTED]

13 October 2008

Dear Mr Ruffley

**Important confirmation of the set-up of your new payment plan
Instruction, including future payment schedule**

I am pleased you have chosen this easy and convenient way to pay your bills with the benefit of our direct debit discount.

I confirm we have arranged to collect **£26.00** from your bank starting from 31 October 2008, and on the 31st of each month in the future.

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Yours sincerely



Carole Bampton
Customer Service