



# Member's claim form

05/06

## Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

Dr. Doug Naysmith

Constituency

Bristol SW

## Claim details

### Notes

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 01/03/06 to 31/03/2006

Total cost of hotel stays  
attach all receipts

£ — : — p

Mortgage payments  
(interest only) or rent

£ 1212 : 24 p

Food

£ 300 : 00 p

Utilities

£ 107 : 27 p

Council Tax/Rates

£ — : — p

Telephone and telecommunications

£ 38 : 96 p

Cleaning

£ 175 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1833 : 51 p

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

Address of  
second home  
for Additional  
Costs Allowance

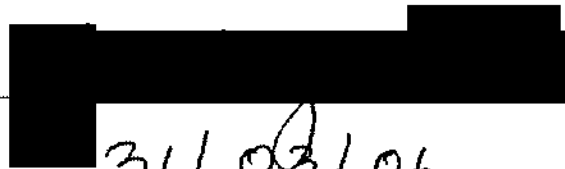


✓

**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

31/03/06

**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

We will normally keep the information you give for three years following the year in which you incurred the expense.

If you have any concerns about how your information is handled, please call our Data Protection Officer on 020 7219 3659, who acts on behalf of the Data Controller, Clerk of the House.

Send your completed  
form to

Members' Allowances Section, Operations Directorate,  
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



# Member's claim form

06 MAR 2006

## Members' Allowances

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 1592.

## Your details

Name  
in CAPITAL LETTERS

DR. DOUG NAYSMITH

Constituency

Bristol North West

## Claim details

### Notes

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 / 01 / 2006 to 31 / 03 / 2006 x 3

Total cost of hotel stays  
attach all receipts

£ / : / p

Mortgage payments  
(interest only) or rent

£ 3636 : 72 p ✓

Food

£ 300 : 00 p

Utilities

£ 95 : 12 p

Council Tax/Rates

£ / : / p

Telephone and telecommunications

£ / : / p

Cleaning

£ 100 : 00 p

Service/maintenance

£ / : / p

Repairs/insurance/  
security

£ / : / p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 4131 : 84 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

[Redacted] 5/03/06

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Member's claim form

09 DEC 2005

Members' Allowances

About filling in this form

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Your details

Name in CAPITAL LETTERS

Dr. DOUG NAYSMITH

Constituency

Bristol NW

Claim details

Notes

You can only claim for

Please list

Please attach

- 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.
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Period of claim

from 01 / 09 / 05 to 31 / 12 / 05

Total cost of hotel stays attach all receipts

£ — : — p

Mortgage payments (Interest only) or rent

£ 3636 : 72 p ✓

Food

£ 450 : 00 p ✓

Utilities

£ — : — p

Council Tax/Rates

£ — : — p

Telephone and telecommunications

£ 80 : 97 p ✓

Cleaning

£ 100 : 00 p ✓

Service/maintenance

£ — : — p

Repairs/insurance/security

£ — : — p

Other

£ 126 : 50 p

▶ please specify

TV Licence ✓

Other

£ — : — p

▶ please specify

Other

£ — : — p

▶ please specify

Total

£ 4394 : 19 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

08/12/05

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# Member's claim form

26 AUG 2005

## Members' Allowances

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## Your details

Name  
in CAPITAL LETTERS

Dr. DOUG NAYSMITH

Constituency

Bristol NW

## Claim details

### Notes

You can only claim for

- costs you have actually paid
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Please list

Please attach

Period of claim

from 01 / 05 / 05 to 31 / 08 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 4736 : 19 p ✓

Food

£ 200 : 00 p ✓

Utilities

£ 172 : 84 p ✓

Council Tax/Rates

£ 803 : 39 p ✓

Telephone and telecommunications

£ 34 : 70 p ✓

Cleaning

£ 100 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Total

£ 6047 : 12 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

25/08/05

**Data protection**

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Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

**Validation Claim Summary Sheet**

**ACA**

Please write or print clearly & attach to claim

**Member Supplier ID** [REDACTED]

**Pay recipient**

(NB Financial Processing to check whether a dedicated a/c exists)

*Text 1-30 APRIL 05 House of ad dissolution*

**Invoice No.** [REDACTED]

**Account code / Allowance**

**Members cost centre (Cat1)** [REDACTED]

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06/

**Expenditure type (Cat5) :** [REDACTED]

*Pay of 536.13*

\* Validation purposes only (please tick to indicate compliance)

|                                                 |
|-------------------------------------------------|
| Mortgage documentation held                     |
| Addresses comply with central records           |
| Invoices relate to 2 <sup>nd</sup> home address |
| Budget checked                                  |
| Claim signed                                    |
| Claim correctly dated                           |

|                                     |
|-------------------------------------|
| <input checked="" type="checkbox"/> |
| <input checked="" type="checkbox"/> |
| <input checked="" type="checkbox"/> |
| <input checked="" type="checkbox"/> |
| <input checked="" type="checkbox"/> |
| <input checked="" type="checkbox"/> |

\* Financial Processing purposes only

Registered by (initials & date)

[REDACTED] 26 MAY 2005 [REDACTED]

Posted by (initials & date)

[REDACTED] 27 MAY 2005 [REDACTED]



Member's claim form

10 MAY 2005

05/06

Members' Allowances

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Your details

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Bristol NW

Claim details

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Please list

Please attach

Period of claim

from 01 / 04 / 05 to 30 / 04 / 05

Total cost of hotel stays attach all receipts

£ — : — p

Mortgage payments (interest only) or rent

£ 1174 : 65 p ÷ 30 = £39.15 x 11 days = £430.70

Food

£ 50 : 00 p

Utilities

£ 66 : 09 p

Council Tax/Rates

£ — : — p

Telephone and telecommunications

£ 35 : 08 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ — : — p

Repairs/insurance/security

£ — : — p

Other

£ — : — p

▶ please specify

Other

£ — : — p

▶ please specify

Other

£ — : — p

▶ please specify

Total

£ 1375 : 82 p

£ 536.13

**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

7/05/05

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