



07/08 11 JUN 2007

ACA2

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

JAMES BROKENSHIRE MP

Constituency

HORNCHURCH

Office use only

Costs



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 09 105 107 to 18 105 107 ✓

Total cost of hotel stays attach all receipts

£ 202:92 p ✓

Mortgage payments (interest only) or rent

£ : 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

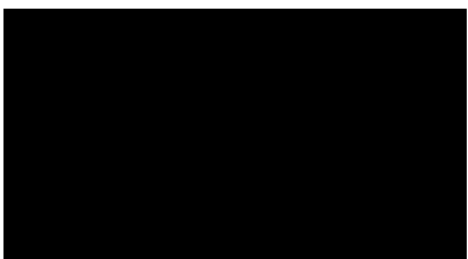
Other

£ : p

▶ please specify

Total

£ 202:92 p



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

[Redacted Signature]

Date

07/06/07

✓

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

Mr. James Brokenshire

Room No. :
Arrival :
Departure :
Cashier :
Page :

INVOICE NO.

Date	Description	Debit	Credit
	-Accommodation	85.00	85.00
		Balance	£0.00

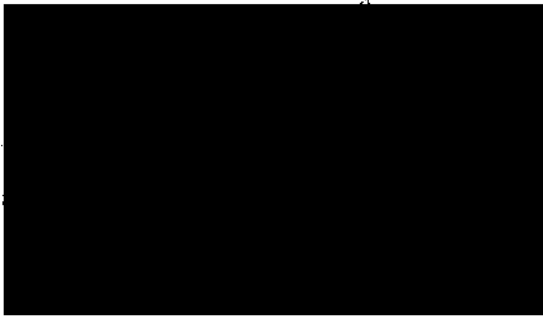
VAT Breakdown

Net at 17.5%	£	72.34
Net at 3.5%	£	0.00
Net at 0.0%	£	0.00
Net at Exempt	£	0.00
Total Amount Net	£	72.34
VAT 17.5%	£	12.66
VAT 3.5%	£	0.00
TOTAL BILL STERLING		85.00
TOTAL BILL EURO		143.31



TOTAL

£117.92



Mr. James Brockenshire

Room No. :
Arrival :
Departure :
Cashier :
Page :

INVOICE NO.

Date	Description	Debit	Credit
	Accommodation	105.00	
	Gengis F/Breakfast	12.92	
			117.92
	Balance	£0.00	

VAT Breakdown

Net at 17.5%	£	100.36
Net at 3.5%	£	0.00
Net at 0.0%	£	0.00
Net at Exempt	£	0.00
Total Amount Net	£	100.36
VAT 17.5%	£	17.56
VAT 3.5%	£	0.00
TOTAL BILL STERLING		117.92
TOTAL BILL EURO		197.54



Member's claim form

26 JUL 2007

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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

JAMES BRIDGES MP

Constituency

HORNWATER

Office use only

Costs

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 16 / 07 / 07

to / /

Total cost of hotel stays
attach all receipts

£ 165 : - p

Mortgage payments
(interest only) or rent

£ : 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

£ 165 : - p

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

Signature

[Redacted Signature]

Date

24/07/07

Data protection

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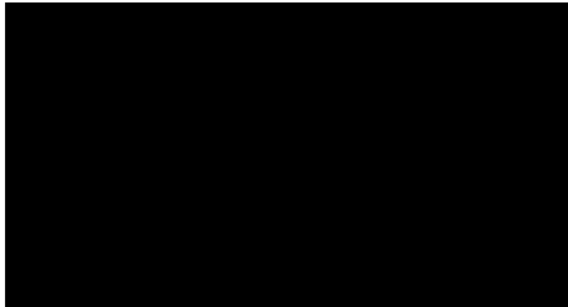
Send your completed form to

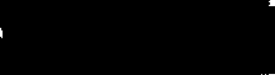
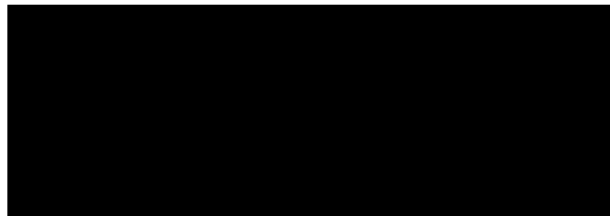
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA



TOTAL

£165.00

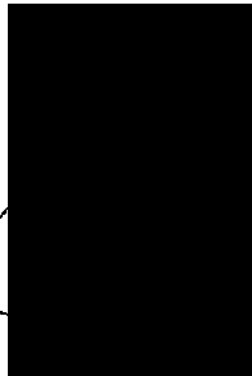




Mr James Brokenshire



Room No. :
 Arrival :
 Departure :
 Folio No. :
 Cashier No. :
 Page No. :
 Invoice Date :
 PO/Voucher :
 VAT No :



INVOICE

Date	Description	Debit	Credit
[Redacted]	Accommodation	140.43	
		24.57	
			165.00

Balance 0.00

VAT Breakdown

Net @ 17.5%	140.43
Total Amount Net	140.43
VAT @ 17.5%	24.57
Total Amount VAT	24.57
Total Bill	165.00
Total Bill In EURO	276.46