



Member's claim form

05/06

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.1
- If you have any doubt about whether you can claim for a cost please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

MARK PRITCHARD

Constituency

THE WREKIN

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 28 / 02 / 06 to 31 / 03 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (Interest only) or rent

£ 1451 : 00 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ 100 : 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

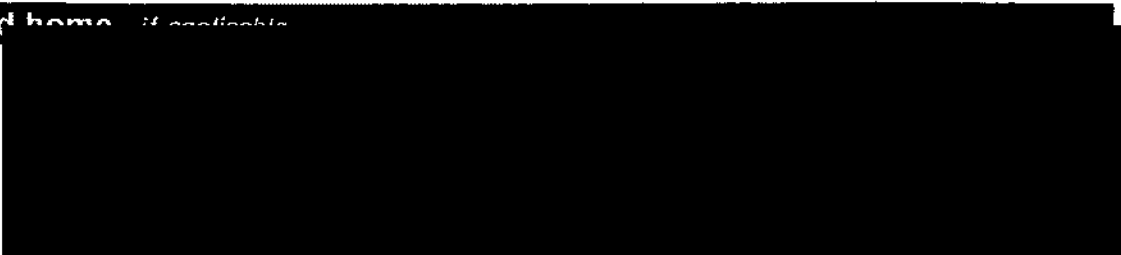
£ 1951 : 00 p

Plus £ 878.14 ✓

12 MAY 2006

**Details of second home** *(if applicable)*

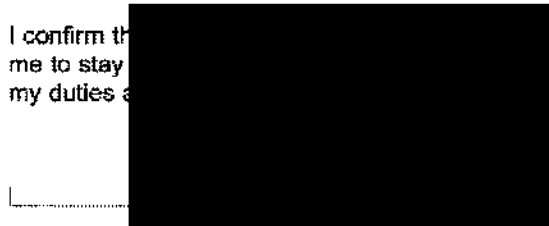
Address of  
second home  
for Additional  
Costs Allowance



**Declaration**

I confirm that I have provided the information above truthfully and necessarily to enable me to stay in my duties and to receive my income for the purpose of performing my duties as a Member of Parliament.

Signature



MP

Date

4/07/06

**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. 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.

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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

About filling in this form

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Your details

Name in CAPITAL LETTERS

MARK PRITCHARD

Constituency

The Wrekin

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 28/01/06 to 28/02/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1457:65 p ✓

Food

£ 400:00 p ✓

Utilities

£ 124:00 p

Council Tax/Rates

£ : p ✓

Telephone and telecommunications

£ 62:00 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

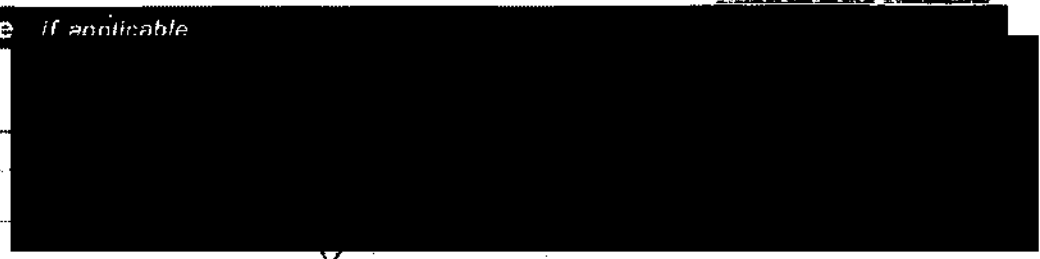
▶ please specify

Total

£ 2,037:65 p

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

Address of second home  
for Additional Costs Allowance



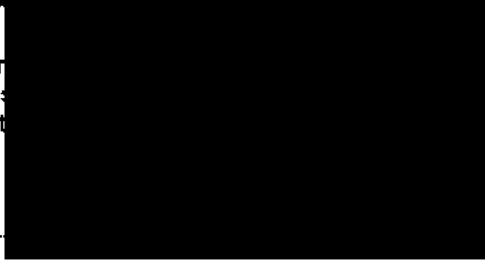
**Declaration**

I confirm  
me to  
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ely and necessarily to enable  
me for the purpose of performing

Signature

MP



Date

28/1/06

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



Additional Costs Allowance

31 JAN 2006 SS ACA2

Member's claim form

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

MARK PRITCHARD MP

Constituency

The Wrekin

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 28, 12, 2005 to 28, 01, 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,645.00 p £ 1451.66 12 Jun 05 - Rental document.

Food

£ 400.00 p ✓

Utilities

£ 72.65 p ✓

Council Tax/Rates

£ 48.28 p ✓

Telephone and telecommunications

£ 66.85 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 2232.78 p £ 2039.44 ✓

Spoke to Member & given authority to change amount Date 01/02/06

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that  
me to stay over  
my duties as

sarily to enable  
pose of performing

Signature

Date

28/1/2006.

**Data protection**

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Additional Costs Allowance

ACA2

Member's claim form

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Your details

Name in CAPITAL LETTERS

MARK PRITCHARD

Constituency

The Wrekin

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 28 / 11 / 05 to 28 / 12 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,600 : 00 p ✓

Food

£ 240 : 75 p ✓

Utilities

£ : p

Council Tax/Rates

£ 84 : 00 p ✓

Telephone and telecommunications

£ 62 : 00 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 60 : 05 p ✓

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 2,046 : 80 p

11 JAN 2006

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm  
me to sta  
my duties

arily to enable  
ose of performing

Signature

Date

28/12/2005

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Member's claim form

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Your details

Name in CAPITAL LETTERS

MARK PRITCHARD

Constituency

The Wrekin

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 28 / 10 / 05 to 28 / 11 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,575 : 00 p ✓

Food

£ 245 : 00 p ✓

Utilities

£ 53 : 00 p ✓

Council Tax/Rates

£ 75 : 00 p ✓

Telephone and telecommunications

£ 152 : 00 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2,100 : 00 p ✓

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

Address of  
second home  
for Additional  
Costs Allowance

L

L

**Declaration**

I confirm  
me to s  
my duti

... necessarily to enable  
... purpose of performing

Signature

L

Date

L

28/11/00

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Member's claim form

07 OCT 2005

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Your details

Name in CAPITAL LETTERS

MARK PATCHEARD MP

Constituency

THE WREKIN

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 28 / 08 / 05 to 28 / 09 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,457 : 66 p

Food

£ 250 : 00 p

Utilities

£ 35 : 00 p

Council Tax/Rates

£ 70 : 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

£ 4,806 : 66 p

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm  
me to state  
my duties

necessarily to enable  
purpose of performing

Signature

Date

28/9/05

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Member's claim form

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Your details

Name in CAPITAL LETTERS

MARK MITCHELL MP

Constituency

THE WALKER

Claim details

You can only claim for

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- 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 28 / 08 / 05 to 28 / 09 / 05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 1,451 : 66 p

Food

£ 250 : 00 p

Utilities

£ 30 : 00 p

Council Tax/Rates

£ 60 : 00 p

Telephone and telecommunications

£ 28 : 00 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

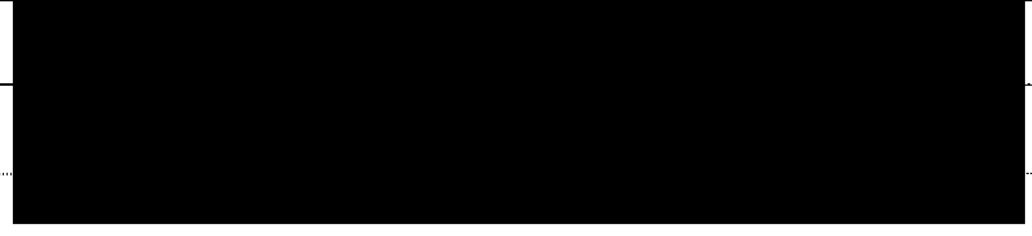
▶ please specify

Total

£ 1,819 : 66 p

**Details of second home**

Address of second home  
for Additional Costs Allowance



**Declaration**

I confirm that the information provided is true and correct to the best of my knowledge.

Signature



Signature

Date

1/9/05

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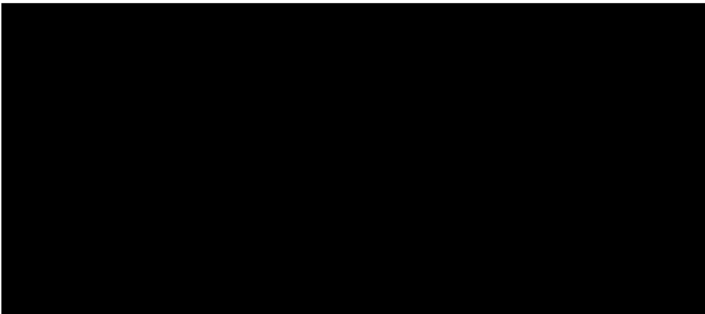
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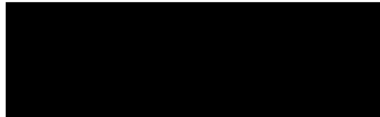
Financial Processing }



**Validation Claim Summary Sheet**

**ACA**

Please write or print clearly & attach to claim



**Member Supplier ID**

**Pay recipient**



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

**Text**



**Invoice**

**Account code / Allowance**

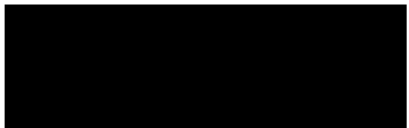


**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**



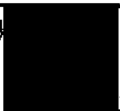
*\* Validation purposes only (please tick to indicate compliance)*

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

N/A
✓
✓
✓
✓
✓

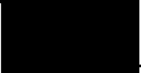
*\* Financial Processing purposes only*

Registered by (initials & date)



24/08

Posted by (initials & date)



24/10/05



Member's claim form

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Your details

Name in CAPITAL LETTERS

MARK PROTZMAN MP

Constituency

THE WREKIN

Claim details

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- 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: 12/06/05

to: 11/06/06

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ 175.00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Deposit for hotel

Other

£ 2,904.32 p ✓

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

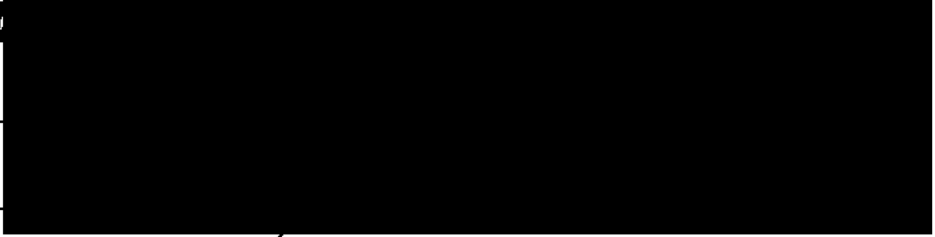
Total

£ 3,079.32 p

3,079.32

**Details of second home**

Address of second home  
for Additional Costs Allowance



**Declaration**

I confirm that I am to stay in my duties

to enable the efficient use of performing

Signature



Date

9/6/06

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Our Ref

8<sup>th</sup> June 2005

Mr Mark Pritchard

**RENT DEMAND**

RE:

First calendar months rent  
Deposit  
Check-in / Check-out Fee  
Administration Fee including VAT

£1,451.66

£1,451.66

£2,775.00<sup>32</sup>

£ 746.87

£2,902.32

**TOTAL MONIES DUE**

~~£3,125.19~~

Received £2902.32 - 26.05.



Additional Costs Allowance

ACAZ

Member's claim form

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Your details

Name in CAPITAL LETTERS

MARK PITCHARD MP

Constituency

THE WYREKING

Claim details

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- 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 28 / 07 / 05 to 28 / 08 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1,451 : 66 p ✓

Food

£ 80 : 55 p ✓

Utilities

£ 70 : 00 p ✓

Council Tax/Rates

£ 60 : 00 p ✓

Telephone and telecommunications

£ 110 : 00 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

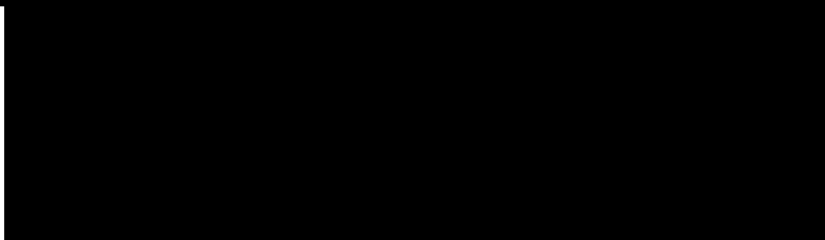
Total

£ 1,772 : 21 p

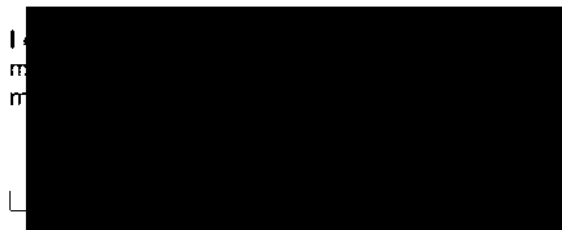
continued on page 2

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature



I declare that the information provided is true and necessarily to enable  
me for the purpose of performing

MP

Date

20/8/05

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form to

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



Additional Costs Allowance

ACA2

01 AUG 2005

Member's claim form 27 JUL 2005

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

MARK PRITCHARD MP

Constituency

THE WILKIN

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 28/10/05 to 28/10/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,451 : 66 p ✓

Food

£ 250 : 00 p

Utilities

£ 70 : 00 p

Council Tax/Rates

£ 30 : 00 p

Telephone and telecommunications

£ 45 : 00 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

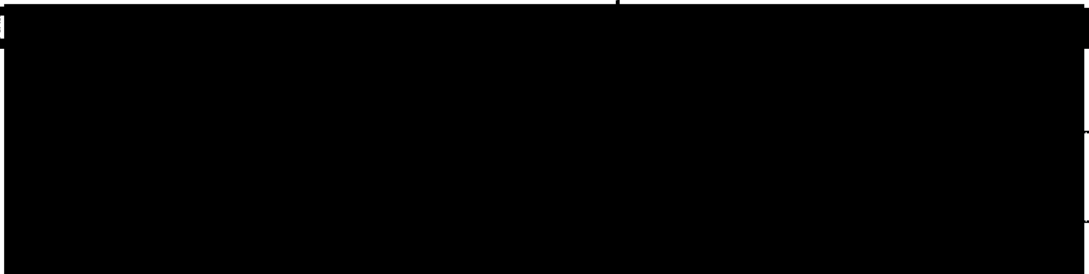
▶ please specify

Total

£ 1,846 : 66 p

**Details of second**

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

**Declaration**

I confirm  
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my duti

and necessarily to enable  
for the purpose of performing

**Signature**

\_\_\_\_\_

MP

**Date**

\_\_\_\_\_

25/7/00

**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



Additional Costs Allowance

07 JUL 2005 **ACA2**

Member's claim 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

MARK PITCHAM ✓

Constituency

THE WREKIN

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.
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Please list

Please attach

Period of claim

from 28 / 05 / 05 to 28 / 06 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,451 : 66 p ✓

Food

£ 250 : 00 p

Utilities

£ 135 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 25 : 00 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,861 : 66 p

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm [redacted] necessarily to enable  
me to stand [redacted] purpose of performing  
my duties [redacted]

Signature

Date

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