



Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORLESTER

Office use Cost/Cat 2

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 MAR 08 to 31 MAR 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p

Food

£ : p

Utilities

£ 89 : 64 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

£ 1488 : 64 p



Additional Costs Allowance

VALIDATION

ACA2

Member's claim form

RECEIVED

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Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORLESTER

Office use only

Costs/Cat

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, FEB, 2008 to 29, FEB, 2008

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 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

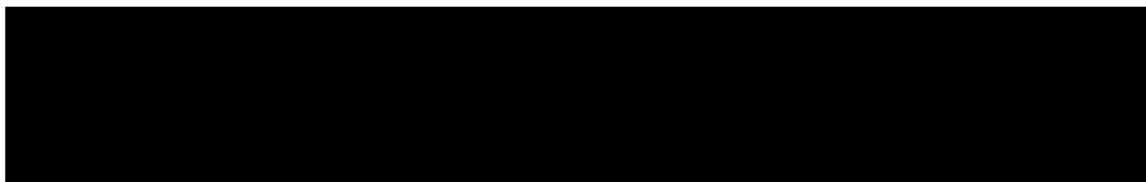
▶ please specify

Total

£ 1399 : 00 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

Signature



MP

Date

28/1/08

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

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 1340.

Your details

Name
in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER

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.
- 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 JAN 2008 to 31 JAN 2008

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 751 : 22 p

Repairs/insurance/
security

£ : p

Other

£ : p ▶ please specify _____

Other

£ : p ▶ please specify _____

Other

£ : p ▶ please specify _____

Total

£ 2150 : 22 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

Signature

MP

Date

27/12/07

Data protection

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

INVOICE

Mr M J Foster

Page 1 of 1

Tax Point Date : 01-AUG-2007
VAT Reg Number :
Issue Date :
Invoice Number :

Our Ref.:

Property	Lease	Description	Date Due	Net Amount	VAT Code / EFT Amount
	Mr Foster	On Account Service Charge 25-DEC-2007 to 24-MAR-2008	25-DEC-2007	751.22	EXE 0.00

VAT Analysis				Net	751.22
	Rate	Net	VAT	VAT	0.00
EXE ExemptSupply	0.00	751.22	0.00	Total	751.22 GBP



Member's claim form

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- 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

MICHAEL FOSTER

Constituency

WORLESTER

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 DEC 2007 to 31 DEC 2007 ✓ ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ 32 : 45 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

£ 1431 : 45 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 purchase my second home for the purpose of performing my

Signature

MP

Date

3/12/07

Data protection

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Member's claim form

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Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER

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 / NOV / 2007 to 30 / NOV / 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ 49 : 41 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

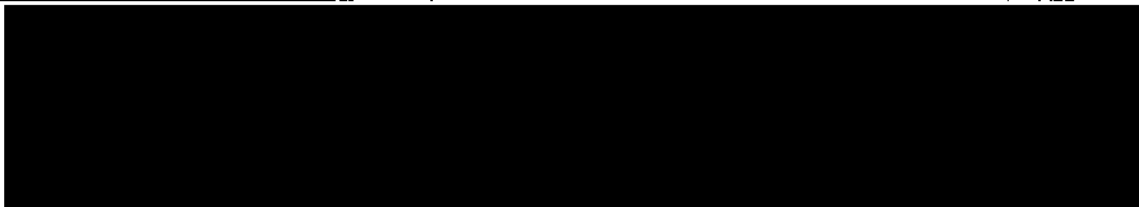
▶ please specify

Total

£ 1448 : 41 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

Signature

MP

Date

1/11/07

Data protection

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Member's claim form

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

MICHAEL FOSTER

Constituency

WORCESTER

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 OCT 2007 to 31 OCT 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 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

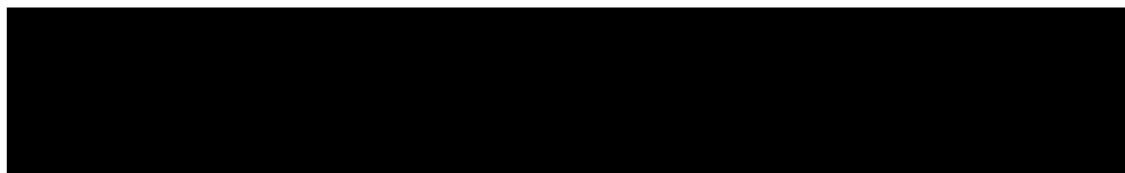
▶ please specify

Total

£ 1399 : 00 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

Signature

MP

Date

2/10/07

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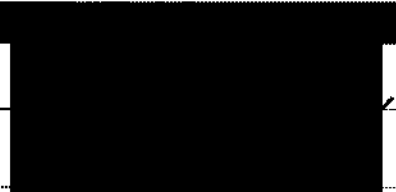
Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER ✓



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 SEPT 2007 to 30 SEPT 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ 155 : 48 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 751 : 22 p ✓

Repairs/insurance/security

£ : p

Other

£ 200 : 00 p ✓

▶ please specify Ground Rent

Other

£ 135 : 50 p ✓

▶ please specify TV licence

Other

£ : p

▶ please specify

Total

£ 2641 : 20 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

1/9/07

Data protection

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INVOICE

Mr M J Foster

Tax Point Date : 25-MAR-2007
 VAT Reg Number :
 Issue Date :
 Invoice Number :

Our Ref:

Property	Lease	Description	Date Due	Net Amount	VAT Code / Amount	EFT
	Mr Foster	On Account Service Charge 29-SEP-2007 to 24-DEC-2007	29-SEP-2007	751.22	EXE 0.00	

VAT Analysis				Net	751.22
EXE	Exempt	Rate	0.00	VAT	0.00
		Net	751.22	Total	751.22 GBP
		VAT	0.00		



Member's claim form

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Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER

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 1 AUG 2007 to 30 AUG 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 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

£ 1399 : 00 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

3/8/07

/

Data protection

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Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER ✓

Constituency

WORCESTER

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 July 2007 to 30 July 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 1500 : 38 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

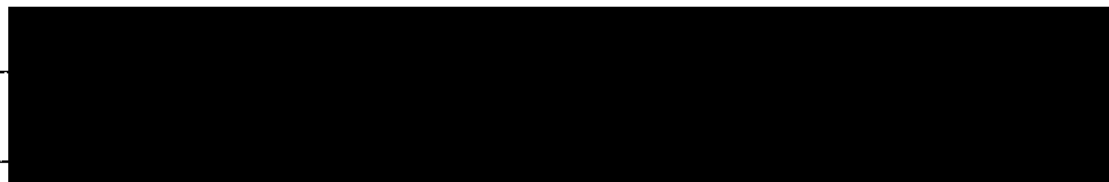
▶ please specify

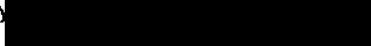
Total

£ 2899 : 38 p ✓

Details of second home *if applicable*

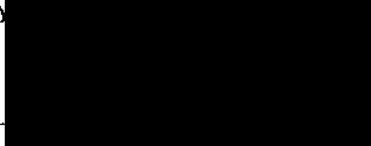
Address of
second home
for Additional
Costs Allowance

**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 .

Signature

L



MP

Date

L

7/7/07

Data protection

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INVOICE

Mr M J Foster

Tax Point Date : 25-MAR-2007
 VAT Reg Number :
 Issue Date :
 Invoice Number :

Our Ref:

Property	Lease	Description	Date Due	Net Amount	VAT Code Amount	EFT
	Mr Foster ✓	On Account Service Charge 25-MAR-2007 to 31-MAR-2007	25-MAR-2007	57.63	OS 0.00	
	Mr Foster ✓	On Account Service Charge 01-APR-2007 to 23-JUN-2007	25-MAR-2007	691.53	EXE 0.00	
	Mr Foster ✓	On Account Service Charge 24-JUN-2007 to 28-SEP-2007	24-JUN-2007	751.22	EXE 0.00	

VAT Analysis				Net	1,500.38
EXE Exempt	Rate	Net	VAT	VAT	0.00
	0.00	1,442.75	0.00	Total	1,500.38
OTH Other		57.63	0		GBP



07/08

Member's claim form

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Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER

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 JUNE, 2007 to 30 JUNE, 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ 55 : 38 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 39 : 75 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1494 : 13 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.

Signature

MP

Date

30/5/07

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



Additional Costs Allowance

07/08

CA2

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

MICHAEL FOSTER

Constituency

WORCESTER

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 MAY, 2007 to 31, MAY, 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p

Food

£ : p

Utilities

£ 23 : 53 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

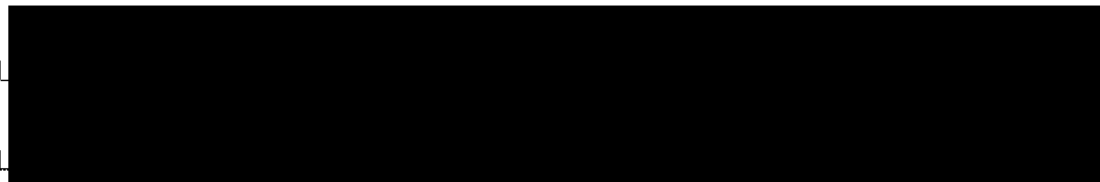
please specify

Total

£ 1422 : 53 p

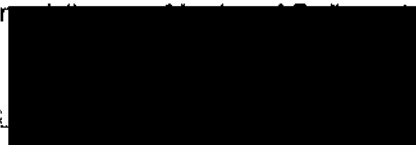
Details of second home *if applicable*

**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

Signature



MP

Date

29/4/07

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



07/08 ✓

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

MCLAIRE FOSTER

Constituency

UDALDESTON

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 APRIL 2007 to 30 APRIL 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1399 : 00 p ✓

Food

£ : p

Utilities

£ 128 : 57 p ✓

Council Tax/Rates

£ 1136 : 13 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 352 : 23 p ✓

Other

£ 100 : 00 p

▶ please specify

Management charge

Other

£ 558 : 22 p

▶ please specify

Water rates

Other

£ : p

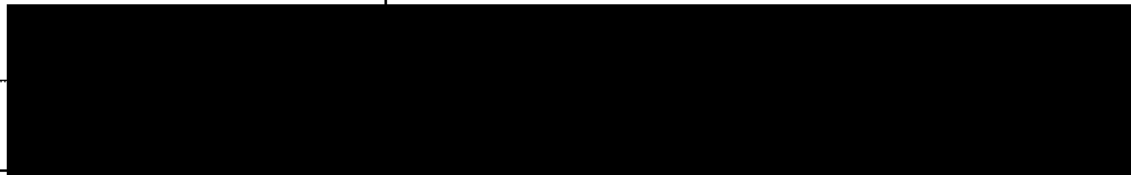
▶ please specify

Total

£ 3674 : 15 p ✓

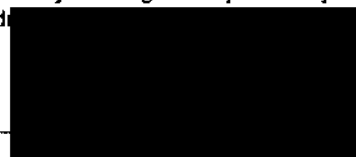
Details of second home *if applicable*

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

3/4/07

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

Account Number

MR FOSTER

Your water services bill for the year 1 April 2007 to 31 March 2008

Current charges

Please pay the total shown by 1st April 07.

£558.22

INVOICE

Mr M J Foster

Tax Point Date : 26-FEB-2007
 VAT Reg Number :
 Issue Date :
 Invoice Number :

Property	Lease	Description	Date Due	Net Amount	VAT Code	EFT Amount
	Mr Foster	Annual Ins Premiums 2007-08 01-FEB-2007 to 31-JAN-2008	26-FEB-2007	352.23	EXE	0.00

VAT Analysis

	Rate	Net	VAT	Net	
EXE Exempt	0.00	352.23	0.00	352.23	
				VAT	0.00
				Total	352.23 GBP

