



Additional Costs Allowance

ACA2

09/10

Member's claim form

02 APR 2009

5877927 SP 7/4

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

MICHAEL FOSTER

INV. A

65090

Constituency

WORCESTER

514602

Office use only

Cost/Cat 2

M F O S T M W O

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

Period of claim

from 1 APR 2009

to 30 APR 2009

Total cost of hotel stays

attach all receipts

514631

£ : p

£ 1399 : 00 p ✓

417917

(interest only) or rent

Food

£ : p

S-S 7-4-09

Utilities

£ 201 : 94 p

08/09 GAS

514633

Council Tax/Rates

£ 1031 : 43 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

514636

Service/maintenance

£ 694 : 06 p ✓

514636

Repairs/insurance/security

£ 347 : 90 p ✓

514636

Other

£ 12 : 01 p

▶ please specify

TV LICENSE

514636

Other

£ 306 : 60 p ✓

▶ please specify

WATER

514636

Other

£ 100 : 00 p ✓

▶ please specify

Rental Income

Total

£ ~~4092~~ : 94 p

Pay; £3891.00

continued on page 2

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 a Member of Parliament.

Signature

[Redacted]

MP

Date

29/3/2007

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

Statement of Account

Mr & Mrs Foster

If you have any queries please contact

Property Name
Lease Reference

(Note) We have checked this address and the same as 2nd home (on ACA claim) see google map.

Invoice Number	Due Date	Description	From	To	Gross	VAT	Outstanding
801066	25-Mar-09	On Account Service Charge	01-Apr-09	23-Jun-09	£635.66 ✓	£0.00	£635.66
801228	25-Mar-09	Rental Income (Ground Rent)	25-Mar-09	28-Sep-09	£100.00	£0.00	£100.00
801066	25-Mar-09	On Account Service Charge	25-Mar-09	31-Mar-09	£58.40 ✓	£0.00	£58.40
795933	01-Feb-09	Insurance Premiums	01-Feb-09	31-Jan-10	£347.90 ✓	£0.00	£347.90
Total Amount Due							£1,141.96

Under the terms of your lease I can confirm that if payment is not received by the due date to the bank account detailed below, further recovery action may be taken against yourselves to recover the debt. If for any reason payment will not be received please contact the above credit controller.

*Paid
April 09
ACA
SF ✓*

Please make payments payable as per remittance advice on each application for payment. We are unable to accept any mixed rent and service charge cheques.

Rent and Insurance Account

Account Name:

Sort Code:

Account No:

Service Charge Account

Account Name:

Sort Code:

Account No:



Account Number

Water Services Bill
Tel: 0845 9200 888

If you like the convenience of using online services, you can pay your bill, tell us you're moving and more, simply log on to www.thameswater.co.uk

JM0171210_TS0P1_11198
AA59564/011198/024913

49114 879 2



MR FOSTER



MRS FOSTER

Your water services bill for the year 1 April 2009 to 31 March 2010

Current charges

£613.19

See below

Amount to pay by 1st April 09

£306.60

SF ✓ ACA
APR 09

The remaining £306.59 should be paid by 1st October 09 - we will send you a reminder nearer the time

You can pay the whole bill now if you prefer. If making full payment, please change the amount due box on the giro slip to £613.19

Service charges 1 April 2009 - 31 March 2010

	Chargeable value/rate per £	Supply charge £	Fixed charge £	Totals £
Water	776 @ 48.72p	378.07	27.00	405.07
Wastewater	776 @ 22.18p	172.12	36.00	208.12
			Charges	£613.19

Paying your bill

If paying at a bank, please allow 7 days for payment to reach us. There is no counter fee if you pay at a branch of your bank. Full details of how to pay are shown on the back.

Other ways to pay

Direct Debit is the easiest way to pay - simply call our Direct Debit Hotline on 0845 6410 055 or fill in the form on the reverse and return it to us within 7 days.



Trans cash



bank giro credit



COMMERCIAL BANK 800tfe Merseyside CIR OAA
Reference (customer account number)

Credit account number

Standard fee payable at PO Counter

[Redacted]

[Redacted]

£ 306.60

Cheque NOT acceptable at Post Office

Cashiers stamp and initials

Signature

Date

MR FOSTER



NatWest
Collection Account
Thames Water
Utilities Ltd

Cash		
Cheques		
£		

Items	Fee

Please do not write or mark below this line and do not fold this counterfoil





City of Westminster

Enquiries by post:
Westminster City Council, Council Tax, PO Box 165, Erith DA8 9DW
Send payments to:
Westminster City Council, PO Box 397, Warrington WA55 1GG
Tel: 0845 302 3400 8.30am to 6pm Monday to Friday
Minicom: 0845 070 0281 (call charges will vary)
Email: WestminsterCouncilTax1@Capita.co.uk



Date of Issue: 16-MAR-2009

MR FOSTER, MRS FOSTER

[Redacted]

[Redacted]

Account reference [Redacted]

Address of property

[Redacted] ✓

Property reference [Redacted]

Council tax demand notice 2009/2010

The property above has been placed in **band G**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

	Percentage (%) change from last year	
City of Westminster	0.0 % Increase	629.66
Greater London Authority	0.0 % Increase	516.37
Council tax for your property 2009 to 2010		1146.03
Charge for period 01-APR-2009 to 31-MAR-2010		1146.03
Adjustments	Period	
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010	-114.60

If you would like us to send your future bills by email, please send a request to wccctax.dd@capita.co.uk, quoting your council tax account number(s) and the email address that you would like them sent to.

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

The amounts shown below are currently payable by direct debit. **NO FURTHER ACTION IS REQUIRED.**

Total 1031.43

ACA
ARA
SF

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	104.43	01-OCT-2009	103.00
01-MAY-2009	103.00	01-NOV-2009	103.00
01-JUN-2009	103.00	01-DEC-2009	103.00
01-JUL-2009	103.00	01-JAN-2010	103.00
01-AUG-2009	103.00		
01-SEP-2009	103.00		

Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1%

These efficiencies equal £135 for the average Band D home.

002795



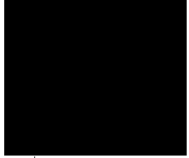
defect increases a landlord's potential liability where damage or injury is caused by disrepair. It is essential that you report immediately to us as your landlord's Managing Agents any defect or item of disrepair which might give rise to liability under the Act.



INVOICE

Acting as Agents for

Mr M J Foster & Mrs S R Foster



Tax Point Date : 11-JUL-2008
 VAT Reg Number :
 Issue Date : 11-JUL-2008
 Invoice Number :

Our Ref:

Property	Lease	Description	Date Due	Net Amount	VAT Code	EFT
	Mr & Mrs Foster 	Balancing Service Charge 01-APR-2006 to 31-MAR-2007	11-JUL-2008	1,207.57	EXE 0.00	

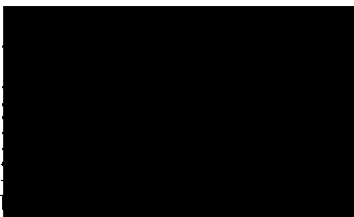
VAT Analysis				Net	Net	VAT	Total
Rate	Net	VAT					
EXE ExemptSupply 0.00	1,207.57	0.00		1,207.57	0.00		1,207.57 GBP

REMITTANCE ADVICE
TOTAL NOW DUE

1,207.57 GBP

Our Ref:
 Issue Date: 11-JUL-2008
 Invoice Number :
 Cheques to be made payable

Please note that details for electronic payments are shown on this demand under "Cheques made payable to:"

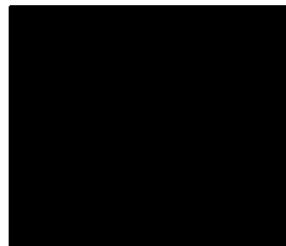


OCT
 ALA
 SF

Please remit payment to: -

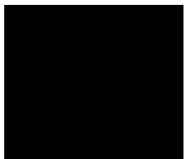
DEFECTIVE PREMISES ACT 1972

This Act increases a landlord's potential liability where damage or injury is caused by disrepair. It is essential that you report immediately to us as your landlord's Managing Agents any defect or item of disrepair which might give rise to liability under the Act.

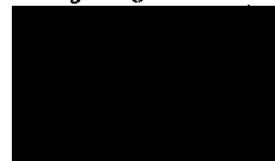


INVOICE

Mr M J Foster & Mrs SR Foster



Acting as Agents for



Tax Point Date : 28-FEB-2008
 VAT Reg Number :
 Issue Date : 28-FEB-2008
 Invoice Number :

Our Ref:

Property	Lease	Description	Date Due	Net Amount	VAT Code Amount	EFT
	Mr & Mrs Foster 	Insurance Premiums 01-FEB-2008 to 31-JAN-2009	28-FEB-2008	379.31	EXE 0.00	

Handwritten signature and date: 7/4/08

VAT Analysis				Net	379.31
	Rate	Net	VAT		
EXE ExemptSupply	0.00	379.31	0.00		
				Net VAT Total	379.31 0.00 379.31 GBP



HOUSE OF COMMONS

425774

SP
19/5

12 MAY 2009

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

Office use only
Costs/Cat5

MFOSTMWO

Allowance 514602

Supp/Res ID

675807

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

MICHAEL FOSTER WORCESTER

Claim details

Month/period to be claimed

From 01 05 2009 To 31 05 2009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5885279
JR 19/5

Mortgage interest	£ 1399.00	514 631
Hotel	£	514 ---
Rent (inc deposits)	£	514 ---
Council Tax/rates	£	514 ---

Fixtures, fittings and furnishings

DYSON CLEANER	£ 184.89	✓
	£	
	£	
	£	
	£	
Total	£ 184.89	514 634

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

TV LICENSE	£ 12.01	✓
ELECTRICITY	£ 31.51	✓
	£	
	£	
	£	
Total	£ 43.52	514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 1627.41 ✓

RE

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date 9/5/09

Data Protection

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Mon-Fri 8am to 8pm
Sat 8am to 2pm
account number

24 hours a day / 7 days a week
bill for 12 Jan 09 - 14 Apr 09
bill date 14 Apr 09



31441
MR FOSTER
[Redacted]



electricity bill: **£31.51**

based on an **estimated** reading
Please pay **£31.51**.

Page 2 of 3

G

For services at

[Redacted]

MAY
ACA ✓
SF

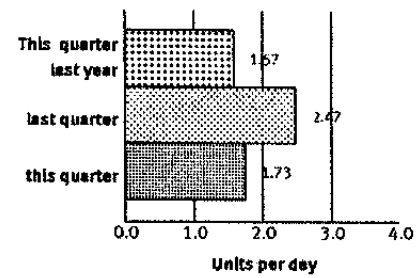
bill summary

Amount of last bill	£43.21
Payments	-£43.21
Charges this period	£31.51
Total for this period	£31.51

Payment due from the date of this bill, please ensure payment reaches us no later than 28 April 09

This meter reading is **estimated**
If you would like to supply us with an actual reading, so that you only pay for the energy you have used, please visit us at www.edfenergy.com or call us free on 0800 015 1736

→ Your estimated average daily electricity usage



Nectar points this quarter



Reserved Nectar points 50

Don't forget to register to start collecting Nectar points
Don't forget to register with us for Nectar or you'll miss out on the reserved points we've been saving for you.
It couldn't be easier to register, simply visit us at www.edfenergy.com/nectarforhome



ARGOS EXTRA
VICTORIA 440
08451557440

405/7279 DYE **RECEIVED**
10184.89 (184.89)

TOTAL 1 Items 184.89

VISA GBP184.89
Card: XXXX XXXX XXXX [REDACTED]
PIN VERIFIED
APSN: C7 Mar No: 8382988
FROM: [REDACTED] EXP [REDACTED] ICC
AID: AC000000031010
AL: VISA CREDIT
CT: 40 CV: 8C2A50D45C4FBE92
TID: 24144663
Auth No: [REDACTED]
EFT: 000054

*AA
MM
SF ✓*

PLEASE DEBIT ACCOUNT WITH THIS SALE

CHANGE SALE GBP0.00

Order available in approximately
4 minutes

ORDER NUMBER * [REDACTED] *
COLLECT POINT * B *

Exclusions may apply for GPC Discount

THANK YOU FOR
SHOPPING AT ARGOS

TXN:048294 Reg:02-0440 21/04/09 15:03

WIN 1000 POUNDS!!
TELL US ABOUT YOUR
EXPERIENCE TODAY AT
www.tellargos.co.uk



HOUSE OF COMMONS

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

VALIDATION
03 JUN 2009
RECEIVED

Office use only
Coste/Cat2
M FOSTER WOOD
Allowance 514602

PAAE 2

Supp/Res ID
684807

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

MICHAEL FOSTER

WORCESTER

Claim details

Month/period to be claimed

From 01 06 2009 To 30 06 2009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

** £1399/month is the amount - copy lodge with authorities already.*

<input checked="" type="checkbox"/> Mortgage interest	£ 1250.00	514	---
Hotel	£	514	---
Rent (inc deposits)	£	514	---
Council Tax/rates	£	514	---

Fixtures, fittings and furnishings

430294 sp 12/6

£		514	---
£			
£			
£			
£			
£			
£			
Total	£		514

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

<input checked="" type="checkbox"/> TV LICENSE	£ 10.14		
<input checked="" type="checkbox"/> GAS BILL	£ 91.98		
	£		
	£		
	£		
	£		
	£		
Total	£		514636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

£1341.98

Grand Total £ 1352.12

Authorisation and declaration

- I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date

1/6/09

Data Protection

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Freephone*

Mon - Fri, 8am - 8pm, Sat, 8am - 6pm.
Please have your latest meter reading handy.

Planning on moving home?

Call the number above and press 1

britishgas.co.uk/billing

To manage your account on line

Customer reference number

Bill date:

24 April 2009

Bill period:

28 Jan 09 - 23 Apr 09

49114 082

Mr M Foster



459 000



Your gas bill - actual

Please pay £91.98 - to reach us by 8 May 2009

Pay by this date and you'll benefit from our new Prompt Pay discount on your next bill

Before this bill

Your previous bill	£201.94 in debit
What you paid	£201.94
Balance after your last payment	£0.00

This bill

Balance brought forward	£0.00
Gas you've used this period	£87.60
VAT at 5%	£4.38
Total to pay	£91.98 in debit

For further details please turn over →

MAAE
JUNE 09
SF ✓

Message board

Great News - we've introduced a Prompt Payment Discount

As a valued customer, you can now benefit from our new prompt payment discount. Just pay this bill in full, within the next 14 days and we'll apply the discount to your next bill. Over the year you could save up to £15* per fuel.

*Electricity customers paying quarterly by either Cash or Cheque, Variable Direct Debit or Quarterly Equal Payments whose payment is received within 14 days of the bill issue date will receive a discount off their next quarters bill of 3.3% up to a maximum of £3.75.

Terms and Conditions

We have made some changes to our terms and conditions for supplying your energy. For a copy, call 0800 048 0202 or go to britishgas.co.uk/terms

Ways to pay your bill

When paying you need your customer reference number which is [redacted]

Please allow 3 working days for your payment to clear at a bank or Post Office and 5 working days if you pay by post.

Switch to Direct Debit
It's easy, convenient and saves you money. Call us on 0800 048 0202 to spread your payments over the year, or pay your bill in full each quarter.

Credit/Debit card, by phone or online
Call us on 0800 107 0224 or visit britishgas.co.uk/paymybill

Internet or phone banking
Pay directly to our account number 71584685 and sort code 40-05-30.

At any bank or by post
Make cheques payable to "British Gas Trading Ltd" and write your customer reference number on the back. Take your cheque with this completed payment slip to the bank, or send them to British Gas, Payment Area 55, Camberley, GU95 1AB. Please don't send cash in the post. Some banks charge for this service.

By PayPoint
Take your whole bill and pay by cash.

At the Post Office
Take your bill or payment card, fill in this payment slip and make your cheque payable to "Post Office Ltd".

PRIVATE AND CONFIDENTIAL

Mr Michael John Foster MP
(Worcester)
House of Commons
Westminster
London
SW1A 0AA

Tel : 020 7219 [REDACTED]
Fax : 020 7219 [REDACTED]
Email : [REDACTED]@parliament.uk

11 June 2009

Dear Mr Foster

Personal Additional Accommodation Expenditure (PAAE) 2009/2010

Thank you for your PAAE claim dated 1 June 2009, a copy of which is attached for ease of reference.

I refer to the previous correspondence from [REDACTED] Director General of Resources, dated 21 May 2009 informing Members of the changes to the rules relating to allowances as decided by the Members Estimate Committee, following Mr Speaker's statement of 19 May.

Effective from 20 May Members may now only use PAAE to claim rent, including ground rent, hotel accommodation, overnight subsistence, mortgage interest, (Capped at £1250), council tax, service charges, utility bill (gas, water, electricity, oil, telephone calls and line rental), insurance (buildings and contents).

Therefore, we can no longer reimburse the costs of a television licence. Your claim has been reduced accordingly and the remainder of your claim totalling £1,341.98 has been processed and the funds should reach your account within the next few days.

If you have any questions concerning this matter then please contact the Enquiry & Advice team on the numbers shown above.

Yours sincerely

[REDACTED]
Validation Officer

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**
DIRECTORATES: **JANET RISSEN** (BUSINESS MANAGEMENT & DEVELOPMENT) **TERRY BIRD** (OPERATIONS)
HEATHER BRYSON MA FCIPD (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)
CHRIS RIDLEY MBA FCCA (FINANCIAL MANAGEMENT) **BONNIE MOHAN MCIPS** (COMMERCIAL SERVICES)
DEPARTMENT OF RESOURCES HOUSE OF COMMONS LONDON SW1A 0AA





HOUSE OF COMMONS

M.A.

PAAE 2

Member's Reimbursement Form

Personal Additional Accommodation Expenditure (PAAE)

Office use only
Cust./Cat2

MFOST/MWO

Allowance 514682

Supp/Res ID

688103

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

MICHAEL FOSTER

WORCESTER

Claim details

Month/period to be claimed

From

01052009

To

31052009

Subsistence

(No receipts required)

Number of nights spent away from main home

7

@ £25.00 per night £

175

Exp type/
Cat5

514637

Cost of accommodation

5888933
RS 11/06

Mortgage interest £

514

Hotel £

514

Rent (inc deposits) £

514

Council Tax/rates £

514

Fixtures, fittings and furnishings

£	
£	
£	
£	
£	
£	
Total	£ 514

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

£	
£	
£	
£	
£	
£	
Total	£ 514

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 175.00

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date

1/6/09

Data Protection

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About filling in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA