



Member's claim form

05/06

Members' Allowances

About filling in this form

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

Your details

Name in CAPITAL LETTERS

M WOOD

Constituency

Barrow in Furness

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.
- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 1 2 1 6 to 3 1 3 1 6 X2

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 986 : 58 p ✓

Food

£ 526 : 45 p ✓

Utilities

£ 112 : 82 p ✓  
168 : 96 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 180 : 60 p ✓

Other

£ 158 : 99 p please specify Bedding

Other

£ : p please specify

Other

£ : p please specify

Total

£ 2134 : 40 p

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

Address of  
second home  
*for Additional  
Costs Allowance*

[Redacted]

Postcode

[Redacted]

✓

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay at [Redacted] the purpose of performing my duties as [Redacted]

Signature

[Redacted]

Date

10.5.6.

**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



Members' Allowances Form

02 11 2003

Members' Allowances

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- For details of costs you can claim for, see *Green Book* section
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Your details

Name in CAPITAL LETTERS

M Wood

Constituency

Bartley & Speen

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.

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 / 11 / 05

to ~~28 / 12 / 06~~ 31 / 1 / 06  
Nov, Dec, Jan x3

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1709 : 28 p ✓

Food

£ 596 : 40 p ✓

Utilities

£ 179 : 73 p  
150 : 36 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 150 : 83 p

Cleaning

£ 155 : 00 p

Service/maintenance

£ 198 : 60 p  
213 : 45 p

Repairs/insurance/  
security

£ 175 : 00 p

Other

£ 309 : 00 p ✓

▶ please specify

beds (not previously claimed)

Other

£ 126 : 50 p ✓

▶ please specify

TV Licence

Other

£ 209 : 99 p ✓

▶ please specify

household goods

Total

£ 4174 : 14 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

1.3.6.

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# BEDS LTD

PURCHASED GOODS STORED FOR 7 DAYS ONLY

V.A.T. No. [REDACTED]

**Description of Bed:**

2-5.  
4'6" LAYZEE VENUS  
BED FRAME WITH  
BESTAD SUPREME MATT

299

DATE: 26/3/05

PLEASE SUPPLY TO ME AT:

Delivery Address:

[REDACTED]

[REDACTED]

£ 299  
£ 10  
£ 309

Customer's Telephone No. Home

[REDACTED]

Company



Member's claim form

15 OCT 2005 VALIDATION 15 NOV 2005

Members' Allowances

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RECEIVED

Your details

Name in CAPITAL LETTERS Constituency

H. WOOD Batley & Spen

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 1 / 7 / 05 to 31 / 10 / 05 x4

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 2281 : 04 p x4

Food

£ 590 : 26 p

Utilities

£ 150 : 36 p
£ 170 : 82 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 155 : 42 p

Cleaning

£ 245 : 00 p

Service/maintenance

£ 1076 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 4668 : 90 p

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

Address of  
second home  
for Additional  
Costs Allowance

[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 Signature]

MP

Date

14.11.5.

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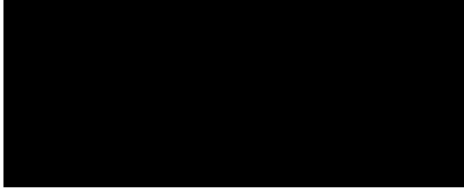
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Mr M Wood



Reference

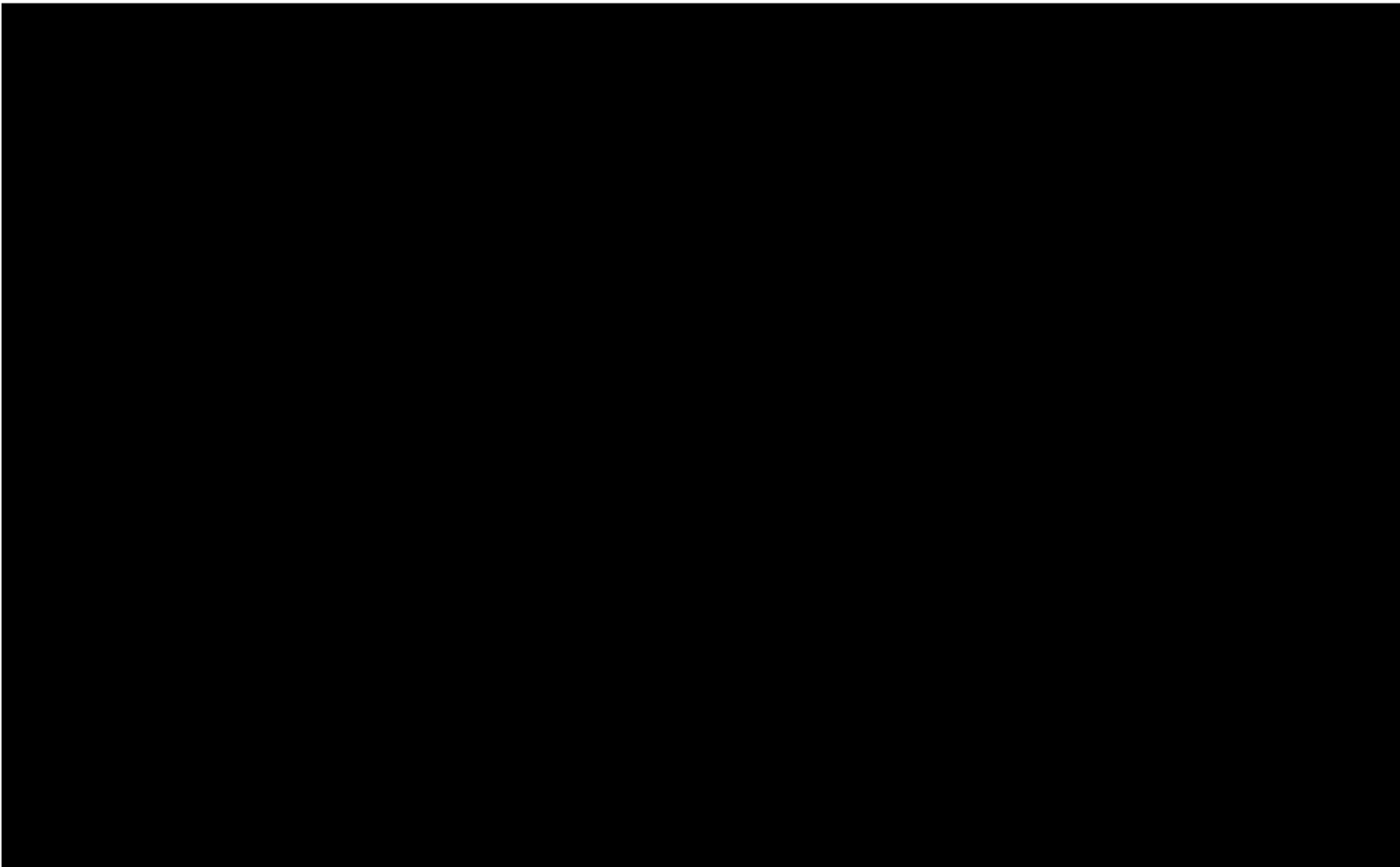


## Application for Payment of Service Charges

For



| Date               | Narrative                        | CR£ | DR£      | Balance          |
|--------------------|----------------------------------|-----|----------|------------------|
| 10/10/05 ✓         | Balance c/f                      |     |          | 0.00             |
| 11/10/05           | Service charge 01/10/05-30/09/06 |     | 1,076.00 |                  |
| <b>Balance Due</b> |                                  |     |          | <b>£1,076.00</b> |





Member's

12 JUL 2005

Members' Allowances

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- If you have any doubt about whether you can claim for a cost,

Your details

Name in CAPITAL LETTERS

MIKE WOOD

Constituency

Batley & Spe...

Claim details

Notes

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- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 / 4 / 5 to 30 / 6 / 5 x 3

Total cost of hotel stays  
attach all receipts

£ 1710 : 78 p  $\div \frac{67}{91} = £1259.59$

Mortgage payments  
(interest only) or rent

£ 587 : 46 p  
136 : 97 ✓ - Electricity  
195 : 11 ✓ - Gas  
£ 876 : 77 p  $\frac{34}{365} = £819.12$

Food

Utilities

Council Tax/Rates

Telephone and telecommunications

£ 160 : 90 p

Cleaning

water/sewerage  
Service/maintenance

£ 225 : 90 p  
232 : 00  $\div \frac{67}{91} = £170.82$

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

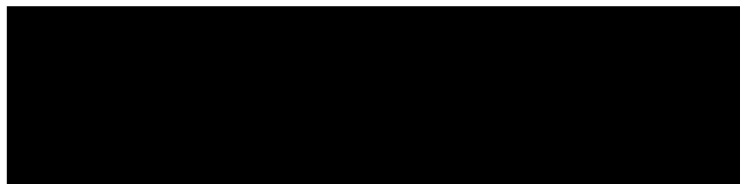
£ : p ▶ please specify

Total

£ ~~4125.89~~ <sup>Pay</sup> £3555.87

**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



MP

Date

11.7.05

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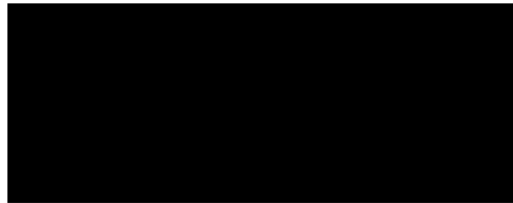
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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

# Final notice for 2005/06



## Council Tax

Your Account Number



MR MICHAEL R WOOD



Date:

**16 May 2005**

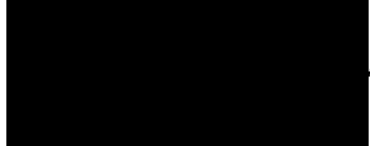
Account enquiries:



342

006129

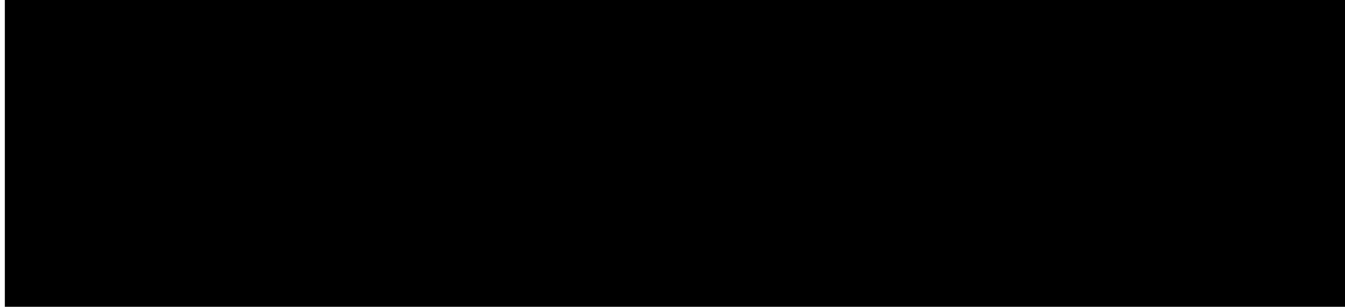
Property subject to council tax:



Your PayPoint reference:



Our records show that you have previously been asked to pay council tax for the above property for the period 1 April 2005 to 31 March 2006. As at 15 May 2005 the amount shown below remains unpaid. Your entitlement to pay by instalments has been cancelled and you will have to pay the total in full. Please pay £876.77 by 26 May 2005. See overleaf for details of how to pay.



**Total amount due now: £876.77**

