



Member's claim form

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 1340.

Your details

Name in CAPITAL LETTERS

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use
Costs/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.

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 1 3 1 0 8 to 3 1 1 3 1 0 8

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 950 : 00 p ✓

Food

£ 100 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ ~~30~~ : p

Cleaning

£ 30 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1080 : 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
the purpose of performing

Signature

[Redacted Signature]

Date

1.4.08

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.

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Send your completed
form to

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

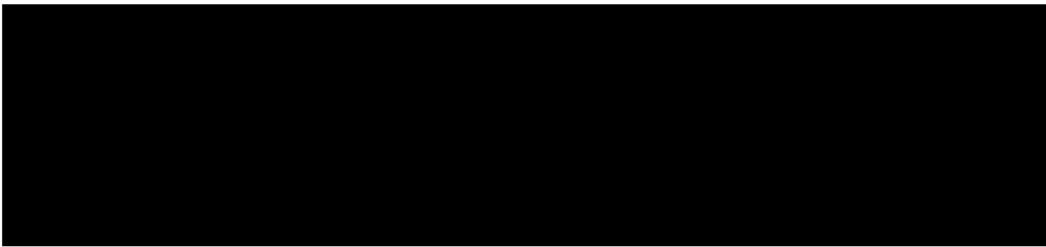
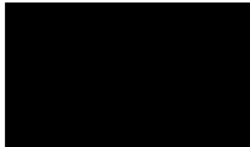
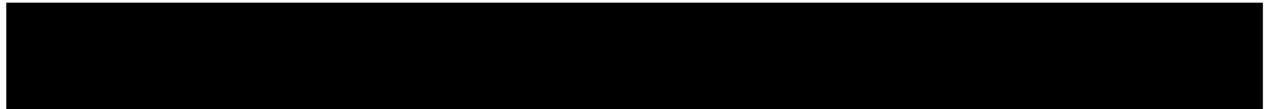
Patricia Hewitt

4th Mar 08

Invoice No

Invoice.

Cleaning of apartment on	30.00
Cleaning of apartment on	30.00
Total	60.00





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Your details

Name in CAPITAL LETTERS

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use only

Costo/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.

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 12 108 to 29 12 108

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 950 : 00 p

(interest only) or rent

Food

£ 50 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : 00 p

Service/maintenance

£ : p

Repairs/Insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

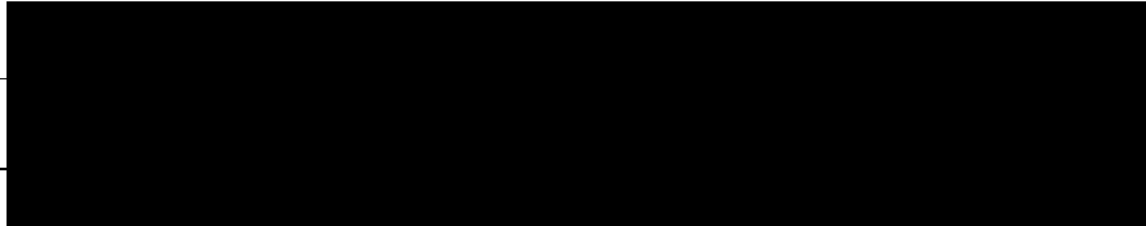
▶ please specify

Total

£ 1030 : 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  for the purpose of performing
my 

Signature

MP

Date

25.2.08

Data protection

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Member's claim form

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Your details

Name in CAPITAL LETTERS

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use
Cosic/Cat 2

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.

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- 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 / 1 / 08 to 31 / 1 / 08

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 950 : 00 p ✓

Food

£ 110 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 25 : 00 p ✓

Cleaning

£ 40 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1115 : 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
the purpose of performing

Signature

MP

Date

7.2.08

Data protection

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Your details

Name in CAPITAL LETTERS

PATRICIA HEWSTON

Constituency

LEICESTER WEST

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.

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 1¹² 11~~2~~ 107 to 31 12 07

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 950 : 00 p

Food

£ 60 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ 30 : 00 p

Cleaning

£ 35 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1075 : 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

29.12.07

Data protection

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Your details

Name in CAPITAL LETTERS

PATRICIA HEWITT ✓

Constituency

LEICESTER WEST

Office use only

Costs/Cat 2

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.

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 1/11/07 to 30/11/07

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 960 : 00 p

(interest only) or rent

Food

£ 100 : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 45 : p

Cleaning

£ 30 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

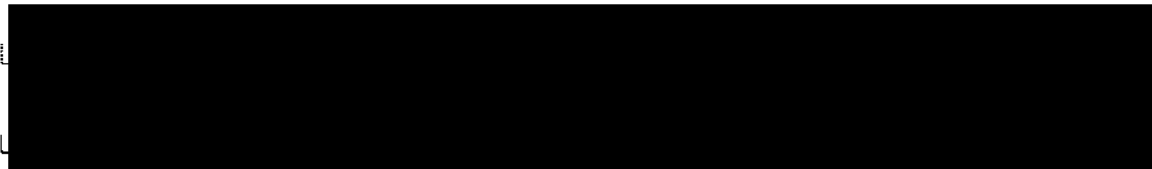
▶ please specify

Total

£ 1135 : p ✓

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

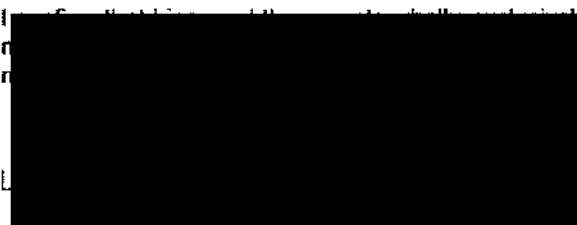


✓

Declaration

I,  hereby declare that the information provided above is true and correct and necessary to enable the House of Commons Administration to process the information for the purpose of performing

Signature



MP

Date

9.12.07.

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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

- 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

PATRICIA HEWITT

Constituency

LEICESTER WEST

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 1 110 107 to 31 110 107

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 950 : 00 p ✓

Food

£ 70 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 25 : 00 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1175 : 00 p

continued on page 2

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted]



Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
m for the purpose of performing
m

[Redacted Signature]



Signature

MP

Date

5.11.07

Data protection

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Send your completed form to

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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

P. Hewitt ✓

Constituency

Office use
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 those 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 07 to 30 Sept 07

Total cost of hotel stays
attach all receipts

£ : 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

£ 1155 : 00 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 MP

Date

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 reimbursement form



When to use this form

- Use this form to ask us to reimburse you for costs you have incurred on your Parliamentary duties.

About filling in this form

- For details of costs you can claim for, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name
in CAPITAL LETTERS

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use only



Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

You can only claim for

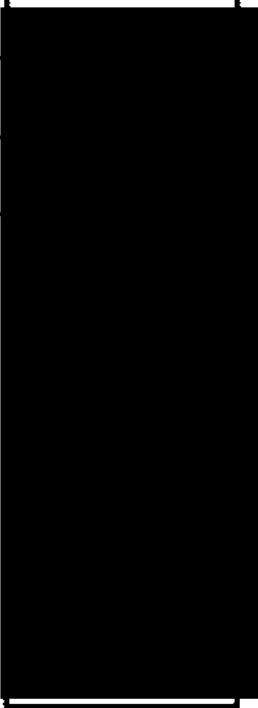
- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim from 1/9/07 to 30/9/07

Allowance year 07, 08


	Description of service or goods	Amount
Item 1	Rent on [redacted]	£ 950: 00 p
Item 2	Telephone	£ 25: 00 p
Item 3	Cleaning	£ 30: 00 p
Item 4	Food	£ 150: 00 p
Item 5		£ : p
Item 6		£ : p
Item 7		£ : p
Item 8		£ : p
Item 9		£ : p
Item 10		£ : p

Office use only
Allow or Exp/
A/c code Cat 5



Total £ 1155 : 00 p

Authorisation and declaration

I,  and wholly, exclusively and necessarily
 in  MP
 Signature  MP
 Date 1.10.07 


Data protection

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Office use only			Input subtotals per Cat 5	
Validation	Initials	Date		
Claims received	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Signature check	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Funds check	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Allowable expenditure	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Member Res ID & Costc	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Ext type/Cat 5 & subtotals added to form	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Receipts/ documentation present	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		£ <input type="text"/>
Processing				
Input	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>		
			Comments	
			<input style="width: 100%; height: 100%;" type="text"/>	



Member's claim form

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Your details

Name in CAPITAL LETTERS

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use Costc/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 118 107 to 31 8 107

Total cost of hotel stays

£ - : p

attach all receipts

Mortgage payments

£ 950 : 00 p

(interest only) or rent

Food

£ 50 : 00 p

Utilities

£ - : p

Council Tax/Rates

£ - : p

Telephone and telecommunications

£ 25 : 00 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ - : p

Repairs/insurance/security

£ - : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1055 : 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

23.9.07

✓

Data protection

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Your details

Name in CAPITAL LETTERS

PATRICK A HENRI

Constituency

LEICESTER WEST

Office use only

Costs/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 1 7 107 to 31 1 7 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 950 : 00 p ✓

Food

£ 120 : p ✓

Utilities

£ ✓ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 25 : p ✓

Cleaning

£ 35 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1130 : 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
[redacted] for the purpose of performing

Signature

[redacted signature]

MP

Date

2.8.07.

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



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

PATRICIA HEWITT

Constituency

LEICESTER WEST

Office use only

Costo/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 1 6 107 to 30 1 6 107

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 950 : 00 p

Food

£ 150 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 25 : 00 p

Cleaning

£ 35 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

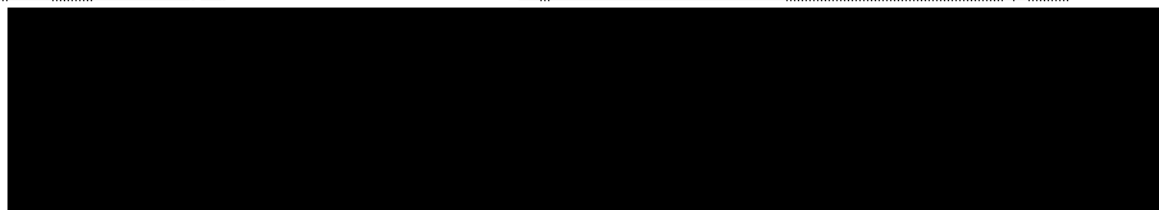
▶ please specify

Total

£ 1160 : 00 p

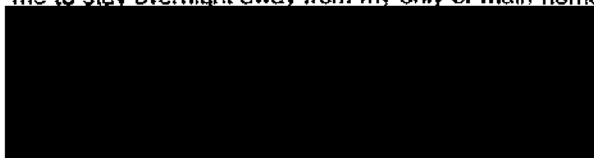
Details of second home *if applicable*

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

1 ~~8~~ 2.7.07**Data protection**

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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 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

PATRICIA HEWITT

Constituency

LEICESTER WBS.

Office use only

Costs/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 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 15 107 to 31 15 107 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 950 : 00 p ✓

Food

£ 100 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p ✓

Telephone and telecommunications

£ 25 : 00 p

Cleaning

£ 35 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1110 : 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

[Redacted Signature] MP

Date

20.6.07

Data protection

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07/08



Additional Costs Allowance

ACA2

Member's claim form

of 2

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
Constituency

PATRICIA HEWITT
LEICESTER WEST

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 01 / 04 / 06 to 31 / 05 / 07

Total cost of hotel stays
attach all receipts

£ : 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

£ 250 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 250 : 00 p

continued on page 2

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
for the purpose of performing

Signature

Date

6.4.07.

Data protection

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7th February 2007

Invoice:- 

Job Description:- Boarding of broken glass panel.



Boarding up of a large broken smashed window, internally and externally.

07/08.

Total cost inclusive of materials and labour

£250.00

