



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 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

PETER VIGGERS

Constituency

GEOSPORT

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 / 2 / 2006 to 28 / 2 / 2006 (1 month)

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

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other Pest control

£ 55 : 99 p

Other Gardening

£ : p

Other

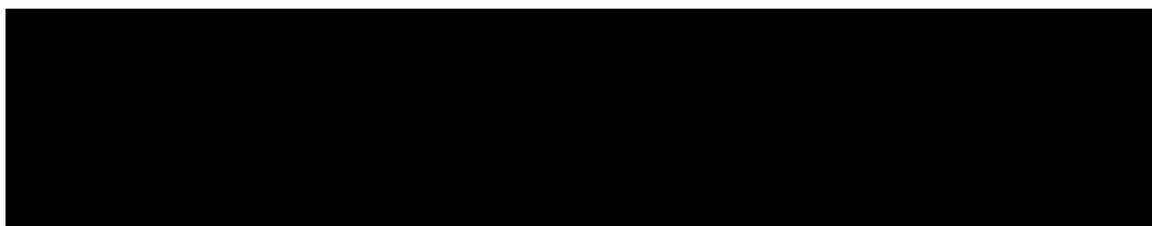
£ : p

- ▶ please specify
- ▶ please specify
- ▶ please specify

Pay £400.01

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



Date

16/3/2006

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

05/06

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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

PETER VIGGERS

Constituency

GOSPORT

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 each item

Period of claim

from 1 / 2 / 2006 to 31 / 3 / 2006 (2 months)

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 544 : 84 p (invoice)

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 303 : 10 p (invoice)

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 494 : 04 p (invoice)

Gardening/other

£ 1160 : p

please specify [redacted] parking car/mooring (anticoast)

Other

As scheduled in [redacted] please specify

Other

list of annual/monthly costs detach please specify

Total

[redacted]

Please pay £ 2956.07

16 MAY 2006 [redacted]

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



Date

9/5/2006

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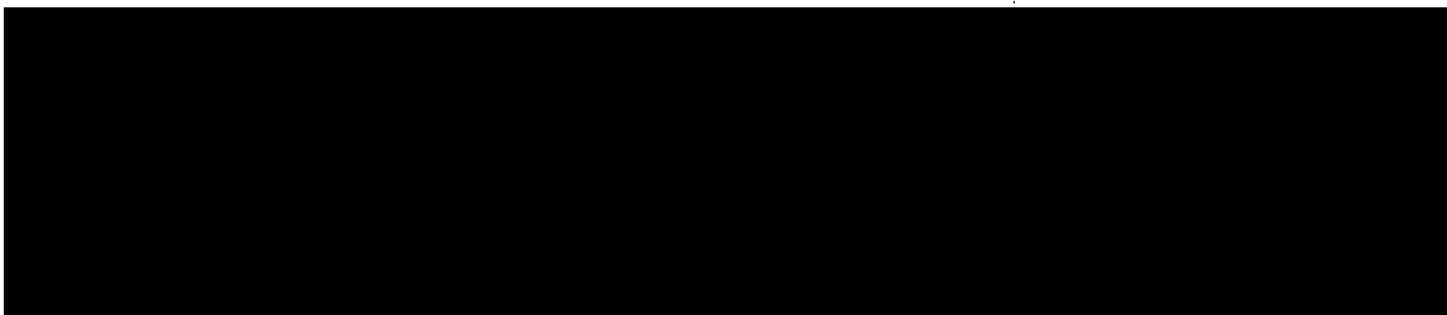
Peter Viggo M.P. Costs of maintenance

		Per annum
Electricity (direct debit)	£ 480	£40
Gas (direct debit)	£ 1200	£100
Water (direct debit)	£ 612	£51
Council Tax (████████████████████)	£ 1818.58	£151.55
Cleaning @ £20 pm	£ 1040	£86.67
Insurance (invoice)	£ 2966.71	£247.22
████████████████████	£ 510	£42.50
Roof Control	£ 460	£38.33
Gardening - ██████████ Garden services		
£520 pm for 8 months; £720 for 4 months		
(sample invoices)	£ 6960	£580
Grass cutting ██████████		
£300 pm for 6 months	£ 1800	£150
Window cleaners	£ 700	£58.33
Gas maintenance contract	£ 293.40	£24.45
Miscellaneous maintenance and repairs:		
Garden irrigation	£ 250	
Garden design/inspection	£ 533.23	
Plants	£ 222	
Chimney maintenance	£ 150	
Decorating	£ 750	
landscaping repairs	£ 285	
████████████████████		
	<u>£ 2055.23</u>	
	£ 1500	
	£ 171.27	
Mortgage interest (Alliance + Halifax)	£ 3269.04	
	£ 272.42	
	<u>£ 24164.96</u>	
	÷ 6 =	£ 4027.49
	<u>£ 20,136.51</u>	
████████████████████		
		9/5/2006


Mr Peter John Viggers



Date: 7 November 2005



PAYMENT DETAILS - AGREEMENT MODIFYING A CREDIT AGREEMENT AND REGULATED BY THE CONSUMER CREDIT ACT 1974

Agreement to continue to pay insurance premiums by instalments between the customer whose name and address is shown above (the Customer) 

Monthly Premium Reference 

Balance Outstanding 

Premium Adjustment 

Charge for Credit 

Total Amount Payable

£2,966.71

APR 0.0 %

The amount payable will be collected on or after the 23rd of each month, commencing with a payment of £301.81 in November, followed by 10 monthly payments of £266.49 thereafter. The figures given above assume that instalment payments are up to date. If not the existing balance will be collected or refunded in addition to or separately from the instalments shown here.



**Alliance
Leicester**

Mr P J [REDACTED] Viggers

Date: 21 February 2006

Account Number [REDACTED]

**Your Alliance &
Leicester Mortgage**

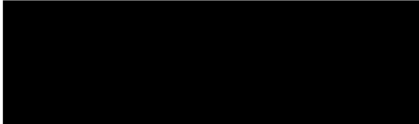
Dear Mr Viggers [REDACTED]

Following completion of your mortgage on 20 February 2006 I would like to take this opportunity of welcoming you as a new Alliance & Leicester mortgage customer.

Your first payment of £351.56 is due on the 20 March 2006 and subsequent payments of £272.42 will be collected on the 20th of each month thereafter.

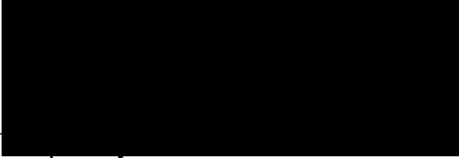
Your home may be repossessed if you do not keep up the repayments on your mortgage.

25.8.05
M. Viggers



Plant list 45.00
40.00

Lawnmowing + Lawnmower



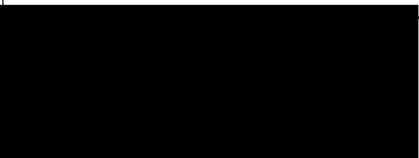
240.00
30.00

Lawnmower Hedgecutting Weed spray



Lawnmowing + Lawnmower

40.00



240.00
10.00

Lawnmower

3 x 2 tonnes of manure

105.00

Total

£750.00

Mr. Viggers

29.9.05

[Redacted]

+ Lawn mower

40.00

3 x 2 Tines Planter

240.00

105.00

[Redacted]

Feed + Lawn mower

22.50

Weed Spray

10.00

[Redacted]

+ Lawn mower

40.00

[Redacted]

Lawn mower

40.00

[Redacted]

Planter

240.00

35.00

Lawn mower

10.00

Total £782.50

MR PJ VIGGERS

REFERENCE: [REDACTED]

DATE OF ISSUE: 08-MAR-2006

BREAKDOWN OF ANNUAL CHARGE

Last year

This year

Increase

PERIOD	CHARGES/ADJUSTMENTS	AMOUNT £
01-APR-2006 31-MAR-2007	Charge For Period	2020.65
01-APR-2006 31-MAR-2007	Second Homes Discount (10%)	-202.07

REASONS FOR BILL: Annual

AMOUNT PAYABLE: £ 1818.58



Member's claim form

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Your details

Name in CAPITAL LETTERS

PETER VIGGERS

Constituency

GOSPORT

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 / / 2005 to 31 / 03 / 2006

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

Telephone and telecommunications

£ 544 : 84 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

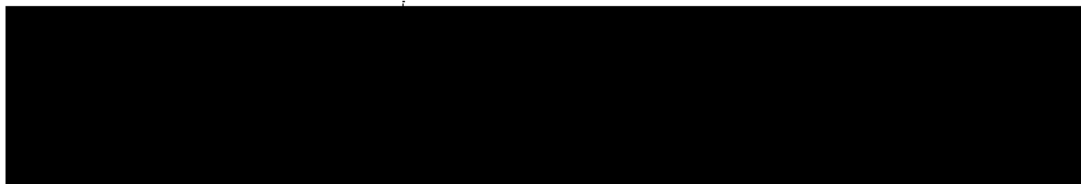
Total

£ 544 : 84 p

30 MAY 2006

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



Date

23/5/2006

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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

11 MAY 2006

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

PETER VIGGERS

Constituency

GOSPORT

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 12 05 to 31 3 2006

Allowance year

2005/2006

Description of service or goods Amount

Item 1

The costs of maintaining : p

Item 2

Item 3

Item 4

Item 5

Item 6

Item 7

Item 8

Item 9

the house costs are subject p

Item 10

to an ACA claim. : p

Total

£544.84



Member's claim form

17 FEB 2006

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name in CAPITAL LETTERS

PETER VIGGERS

Constituency

GOSPORT

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.

Please list

Please attach

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

Period of claim

from 1 / 11 / 2005 to 31 / 1 / 2006 X3

Total cost of hotel stays attach all receipts

£ : P

Mortgage payments (interest only) or rent

£ 2649 : 99 P ✓

Food

£ : P

Utilities

£ Elec £180 Gas £168 Water £36 P ✓

Council Tax/Rates

£ 518 .01 : 01 P ✓

Telephone and telecommunications

£ : P

Cleaning

£ 240 : 00 P ✓

Services

Insurance

£ 525 P ✓

Repairs/insurance/ security

£ : P

Postcard

£ 111 : 99 P ✓

Other

£ : P

Gardening

£ 1800 : 00 P ✓

Other

£ : P

Other

£ : P

▶ please specify

▶ please specify

▶ please specify

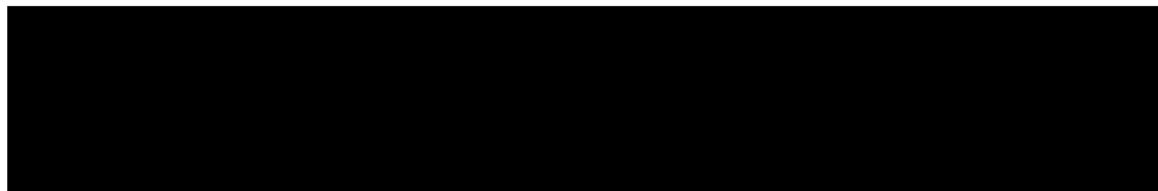
Claim limited to:

Total

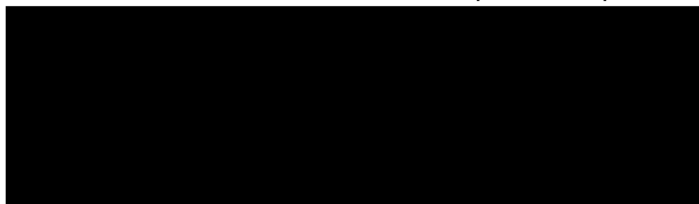
£ 5250 : 00 P

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
purpose of performing



Signature

Date

15/2/2006

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Member's claim form

23 NOV 2005

About filling in this form

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Your details

Name in CAPITAL LETTERS

PETER VIGGERS

Constituency

GOSSPORT

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.

Please list

Please attach

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

Period of claim

from 1 / 7 / 2005 to 31 / 10 / 2005 x4

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 3533 : 32 p (Receipt)

Food

£ : p

Utilities

£ Gas £224 p

Council Tax/Rates

£ 690 : 68 p

Telephone and telecommunications

£ : p

Cleaning

£ 320 : 00 (Confirmation)

Service/maintenance

£ Insurance ~~480~~ 700.00 p (Receipt)

Repairs/insurance/security

£ Security 155 : 80 p

Other

£ Pet control 149 : 32 p

Gardening

£ 2400 : (Receipt) p

Other

£ : p please specify

Total

£ 7000 : p

Claim limited to

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

Date

22/11/2005

Data protection

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Validation Team, Operations Directorate,
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31st October 2005

Mr Peter Viggers &

Mortgage roll number:

Please use this number when you contact us about your mortgage

Your contractual payment will continue to be £2,067.81. This is made up of:

Monthly Mortgage Payment	£2,067.81
--------------------------	-----------

List of transactions since last statement

04.01.2005	Direct debit	1,887.97
31.01.2005	Interest	

11,180.91

Renewal Date 23 October 2004
Policyholder Mr Peter [REDACTED] Viggers
Policy Number [REDACTED]

Sheet 1 of 1

[REDACTED]

Total premium (amount of credit)	£2346.04
Charge for this credit (0.00% APR)	£0.04
Total amount payable	£2346.00

Payable as 12 monthly instalments of £195.50

Next instalment due on 23 October 2004

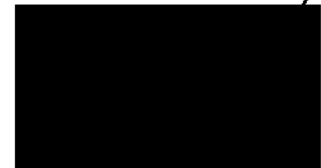
.15 AUG 2005

08/08/2005

INVOICE

Invoice No. [REDACTED]

Mr Peter Viggers



To professional fees in connection with Visit of Inspection
including travelling and expenses.

	454.20
VAT @ 17.5%	<u>79.03</u>
Total due	<u>£533.23</u>

27.10.05
Garden Services

Mr Vigners

Copy

Lawnmowing

£16 per.
40.00

£15 per.
240.00

Scariffing Machine Hire Receipt 40.00
+ fuel + lawn mower £78.00 17.00

Lawnmowing

40.00

240.00

Weed spray, (Bank, Drive,) Receipt 10.00
Broad Leaf lawn Spray Receipt 2.00
Lawn mower bill to mow the lawn 0.00

Total £649.00

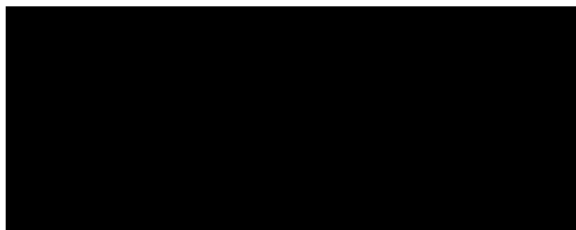
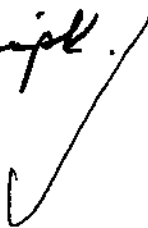


I confirm that I pay our
cleaner at



£20 per week. There is no

written agreement and no
receipt.



22/11/2005.



Additional Costs Allowance

ACA2

Member's claim form

06 JUL 2005

05/06

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Your details

Name in CAPITAL LETTERS

PETER VIGGERS

Constituency

GOSPORT

Claim details

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- costs you have actually paid
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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 6 / 5 / 2005

to 30 / 6 / 2005 (1 4/5 months) x2

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1589 : 99 p

Food

£ : p

Elec. 120. 60

Utilities

£ 100 : 80 p

Water 21 60

Council Tax/Rates

£ 310 : 78 p

Telephone and telecommunications

£ : p

Cleaning

£ 144 : 00 p

Gardening

1377 00

Service/maintenance

£ 180 : 99 p

Pest control

67 19

Repairs/insurance/security

£ 216 : 00 p

Other

£ : p

Other

£ : p

Other

£ : p

please specify

please specify

All payments are scaled up by 1 4/5 based on monthly amounts.

Claim limited to Total

£ 3245 : 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



Date

4/7/2005

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form to**

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

Mr. P. Viggers

30.6.05

Lawn mowing

40.00

Lawnmower

240.00

10.00

Lawn mowing

40.00

Lawn mowing

40.00

Hedge cutter

240.00

10.00

Shopping

30.00

Plants Supplied

6 mixed Hardy Ferns at £5.00

30.00

1 Large Gunnera Manicata

18.00

1 Viburnum Bodnantense Dawn

20.00

1 Amelanchier Canadensis

25.00

1 Sambucus Nigra Black Beauty

10.00

3 Iris. Gerald Darby

12.00

3 Petasites Paradoxica

0

2 Inula Magnifica

0

1 Bucket of pond weed

0

Total £765.00

Financial Processing }

Transaction No. .

Registration No. .

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated

Text

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :

04_05 05_06

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

<i>Mortgage documentation held</i>	<input checked="" type="checkbox"/>
<i>Addresses comply with central records</i>	<input checked="" type="checkbox"/>
<i>Invoices relate to 2nd home address</i>	<input checked="" type="checkbox"/>
<i>Budget checked</i>	<input checked="" type="checkbox"/>
<i>Claim signed</i>	<input checked="" type="checkbox"/>
<i>Claim correctly dated</i>	<input checked="" type="checkbox"/>

** Financial Processing purposes only*

Registered by (initials & date)

Posted by (initials & date)

22/4

22 APR 2005



Member's claim form

12 APR 2005

Members' Allowances

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 1592.

Your details

Name in CAPITAL LETTERS

PETER VIGGERS

Constituency

GOSPORT

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 / 12 / 2004 to 11 / 04 / 2005 (4 1/3 months)

Total cost of hotel stays attach all receipts

£ 853.33 x 4 1/3 months

Mortgage payments (interest only) or rent

£ 3827 : 47 p

Food

£ 290.11

Utilities

£ Gas £242.48 p

Water £ 51.96

Council Tax

£ 747.61 p

Telephone and telecommunications

£ : p

Cleaning

£ 346 : 40 p

Insurance

£ 519 : 60

Service/maintenance

£ 433 : 00 p

Repairs/insurance/security

[Redacted]

Other Post Control

£ 161 : 33 p

Other Gardening

£ 866 : 00 p

Other

£ : p

please specify

please specify

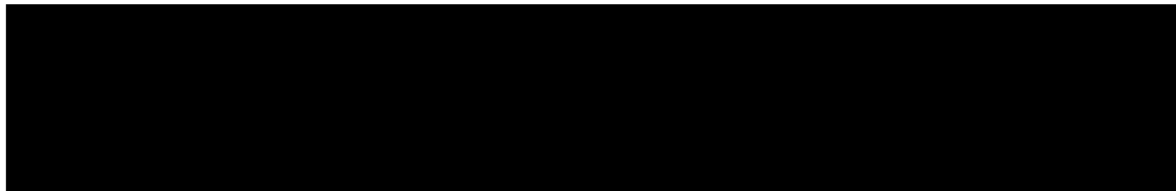
Limited to: Total

[Redacted]

£ 530.92

Details of second home *if applicable*

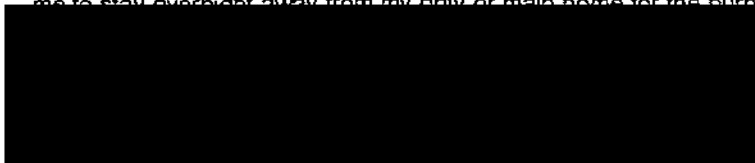
Address of
second home
*for Additional
Costs Allowance*



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



Date

10th April 2005.

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