

Additional Costs Allowance

ACA2

88109 · 30 JUN 2009

Member's claim form

Scanned

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.

INV. A

514602

514500

Your details

Name in CAPITAL LETTERS

PHIL HAMMOND

Constituency

Office use only

Costc

MHAMMPRU

Supp/Res ID

[Redacted]

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 £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

Period of claim

from 1 14 108 to 30 16 1 (x3)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 6,625 : 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

£ 6,625 : 00 p

continued on page 2

B.m

SR 35495
RS 03/07/08
37112
317

Details of second home *if applicable*Address of
second home for Additional
Costs AllowanceCopy claim sent to Member for completion.

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

24.06.08**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. 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



0 5 JUL 2008

PRIVATE AND CONFIDENTIAL

Mr Philip Hammond MP



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

1 July 2008

Dear Mr Hammond

Additional Costs Allowance (ACA) 2008/2009

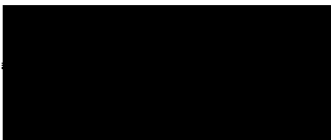
Thank you for your Additional Costs Allowance claim, dated 24 June 2008, a copy of which is attached for ease of reference.

I note that you have omitted to fill in the address of your second home on the reverse of your claim form. We have, on this occasion, processed your claim and the funds should be in your account within the next few days. I should be grateful if you will now complete the enclosed copy of your claim and return it to the Department of Resources for our records.

In order to avoid delays in the processing of future claims, I should like to remind you of the importance of completing your claim forms in full, as outlined in 'The Green Book' page 11, section 3.8.2.

If you have any questions about this matter please contact the Enquiry and Advice team on the numbers listed above.

Yours sincerely



Assistant Validation Officer

Encl.





Additional Costs Allowance

AGA2

058109 30 JUN 2010

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INV. A

514602
514500

Your details

Name in CAPITAL LETTERS

PHIL HAMMOND

Constituency

Office use only

Costc

M HAMMPRU

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.

Please list

- all items costing £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

Period of claim

from 1 1 4 1 0 8 to 30 1 6 1 (x3)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 6,625 : 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

£ 6,625 : 00 p

continued on page 2

PAID

→
For completion of
2nd home address
only.

Details of second home *if applicable*



Address of second home
for Additional
Costs Allowance

[Redacted address line]
[Redacted address line] Postcode [Redacted postcode]

Declaration

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

Signature

[Redacted signature] MP

Date

24.06.08

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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

16 OCT 2008

Member's claim form
unscanned

About filling in this form

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INV. A 589808
514602
514500

Your details

Name in CAPITAL LETTERS

PHILIP HAMMOND

Constituency

RUNNYMEDE & WEYBRIDGE

Office use only

Costs

M HAMMPRU

Supp/Res ID

[Redacted]

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 £25 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel costs.

Please list

Please attach

585000 +
up 20/10

Period of claim

from 1, 7, 08 to 30, 9, 08

Total cost of hotel stays
attach all receipts

£ : p £3

Mortgage payments (interest only) or rent

£ 6,625.00 p interest per quarter on file

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

£ 6,625.00 p

388 709
RS 22/10/08



Additional Costs Allowance

ACA2

6007 NPI LU
17 JAN 2009

Member's claim form

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601004

Your details

Name in CAPITAL LETTERS

PHILIP HAMMOND INV. A

Constituency

Longmead + Uxbridge 514602
514500

Office use only

Costc

MHAMMPRY

Supp/Res ID

[Redacted]

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.

5863266
S-S 12/1/09

Please list

- all items costing £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

Period of claim

from 1 110 108 to 31 12 108 (x3)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 6,625 : 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

£ 6,625 : 00 p ✓

401985
S-S 12/1/09

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]
[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

1/1/09

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Member's claim form

01 APR 2009

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649202

Your details

Name in CAPITAL LETTERS
Constituency

PHILIP HAMMOND INV. A
 Runnymede & Weybridge 514602
 514500

Office use only
 Costc M HAMMPRU Supp/Res ID

Claim details

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 £25 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel costs.

Period of claim from 1 1 109 to 31 3 109 (x3)

Total cost of hotel stays attach all receipts £ : p

Mortgage payments (interest only) or rent £ 4,125: — p ✓

Food £ : p 5877862

Utilities £ : p MB

Council Tax/Rates £ : p 07.04

Telephone and telecommunications £ : p

Cleaning £ : p 417862

Service/maintenance £ : p RS 07102

Repairs/insurance/security £ : p

Other £ : p ▶ please specify

Other £ : p ▶ please specify

Other £ : p ▶ please specify

Total £ 4,125: — p ✓

BCV
 PM

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted]

[Redacted] 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

Signature

[Redacted] MP

Date

31.3.09

/

Data protection

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