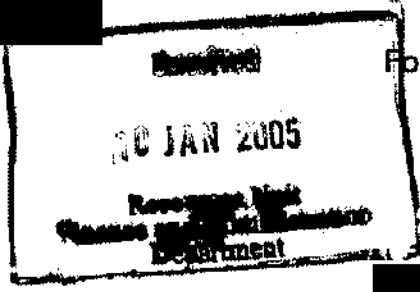




Member's claim form



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: RICHARD G. CABORN
Constituency: SHEFFIELD CENTRAL

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 10 / 1 / 05 to 31 / 3 / 05

Total cost of hotel stays £ : p

Mortgage payments (interest only) or rent £ 2662 : 50 p

Food £ 400 : 00 p

Utilities £ 240 : 00 p

Council Tax/Rates £ 215 : 00 p

Telephone and telecommunications £ 240 : 00 p

* Cleaning £ 268 : 52 p

Service/maintenance £ 240 : 00 p

Repairs/insurance/security £ 195 : 00 p

Other £ 235 : 00 p

Other £ 193 : 00 p

Other £ 225 : 00 p

Total £ 5247 : 02 p

Handwritten calculations: 505, £2662.41, £500, 1137.22, 105.00, PARKING, T.V. LICENCE 28.00

Other items: REFRIGERATOR, MICROWAVE

Details of second home *if applicable*

**Address of
second home**

*for Additional
Costs Allowance*

[Redacted]

Declaration

Signature

[Redacted]

rily to enable
se of performing

Date

10th JANUARY 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:

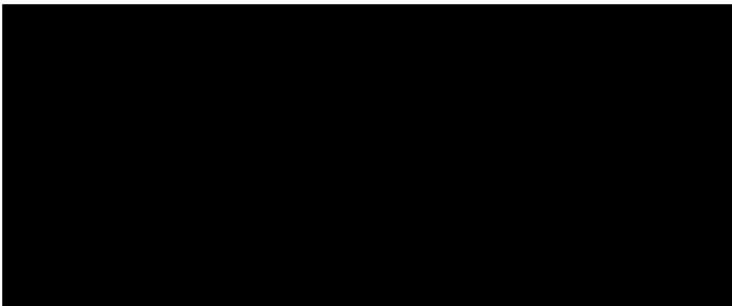
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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



Mr. Caborn,



Invoice No.



Client A/C Ref.

Invoice Date.

06/01/05

Services Provided at

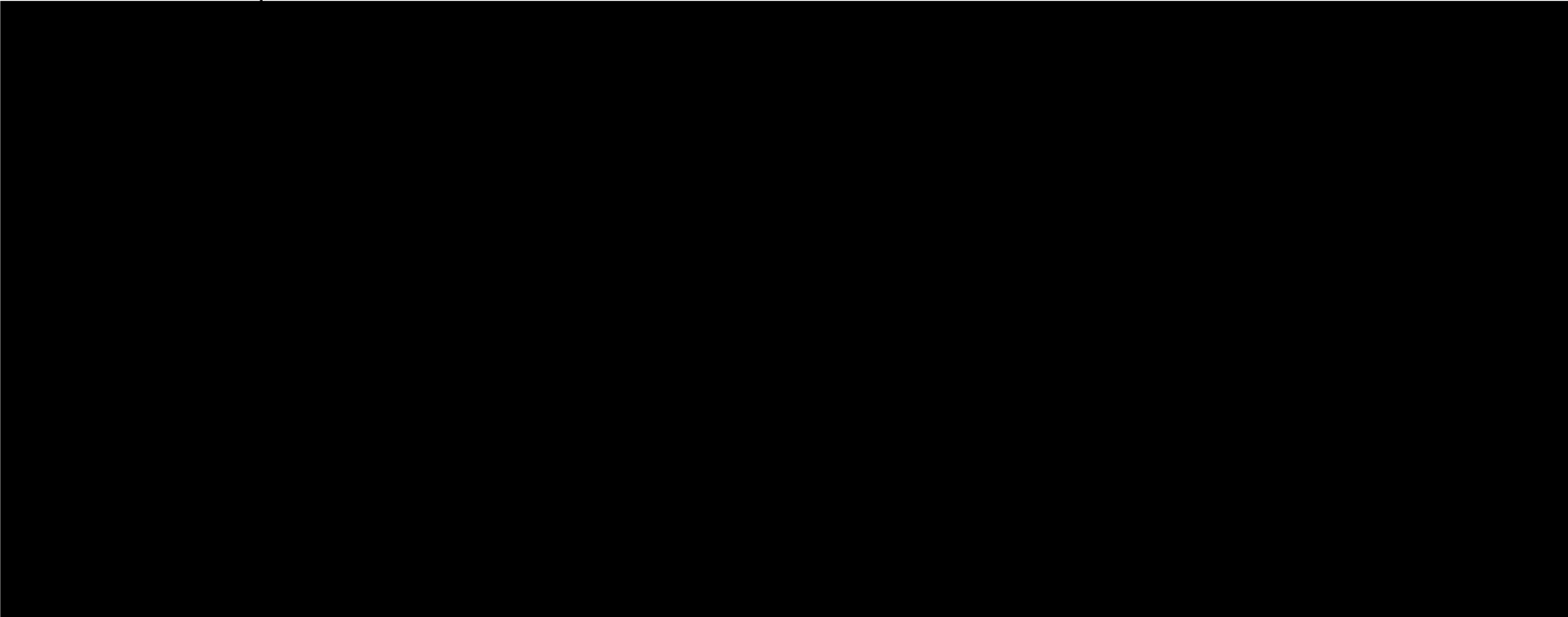


Dec 29 Fortnightly cleaning services

35.25

Total Net	£	35.25
Vat @ 17.5%	£	6.17
Invoice Total	£	41.42

Terms 7 days net!





Member's claim form

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

RICHARD G. CABORN

Constituency

SHEFFIELD CENTRAL

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 10 1 04

to 1 12 1 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 2662 : 50 p

Food

£ 400 : 00 p

Utilities

£ 240 : 00 p

Council Tax/Rates

£ 215 : 50 p

Telephone and telecommunications

£ 169 : 50 p

Cleaning

£ 268 : 52 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/
security

£ 195 : 00 p

Other

£ 235 : 00 p

▶ please specify DVD.

Other

£ 240 : 00 p

▶ please specify UPHOLSTERED CHAIR

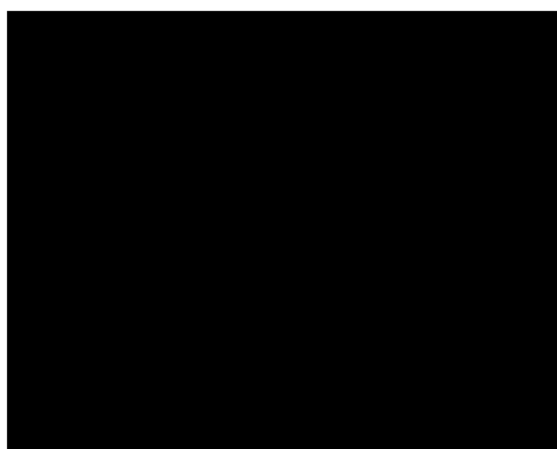
Other

£ 200 : 00 p

▶ please specify DUVET/PILLOWS

Total

£ 5026 : 02 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

10. OCTOBER 2004**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.

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**Send your completed
form to**Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

R G CABORN ESQ

PREMISES

PAYMENT IS DUE ON 29/09/04

Description	Basic Charges	VAT Rate	VAT Charges
RENT (ADV) FOR PERIOD FROM 29/09/2004 TO 24/12/2004	2662.50	E	0.00
	TOTAL AMOUNT		
	VAT TOTAL		
	AMOUNT B/F		0.00
	TOTAL DUE		2662.50

Mr. Caborn,

Invoice No.

Client A/C Ref.

Invoice Date.

01/10/04

Services Provided at

Sep 20 Fortnightly cleaning services

35.25

Total Net

Vat @ 17.5%

Invoice Total

£

£

£

35.25

6.17

41.42

Terms 7 days nett.

10 APR 1974
 RECEIVED
 Finance and Administration
 Department



I wish to claim reimbursement of the following amounts in respect of additional costs which I have necessarily incurred for overnight stays away from my main home (as notified to the Fees Office) on Parliamentary duties during the period from APRIL 04 to JUNE 04 made up as follows:-

3 months

Hotel Accommodation

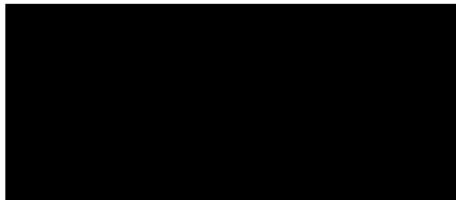


£

Residential Accommodation

£

(i) Rent/Rates	Water/Council tax	850
(ii) Heat and Light		900
(iii) Telephone		
(iv) Cleaning		950
(v) Repairs and Maintenance		1000
(vi) Other (please specify)		



Food

1100

£

Other Expenses (please specify)

NEW BEDDING
 CLEANER

276
 93

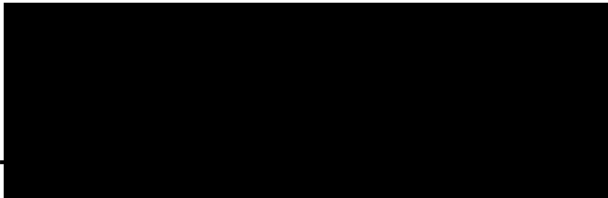
} 369 PAID

£

Total £

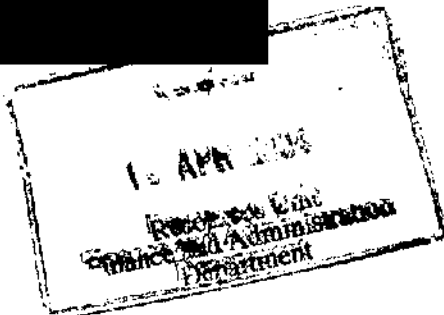
=====

SignedM.P.



Print Name.....RICHARD G. CABORN.....

Date ...14...4...04...Constituency...SHEFFIELD CENTRAL.



I wish to claim reimbursement of the following amounts in respect of additional costs which I have necessarily incurred for overnight stays away from my main home (as notified to the Fees Office) on Parliamentary duties during the period from APRIL...04. to JUNE...04. made up as follows:-

Hotel Accommodation

[Redacted] £

Residential Accommodation

£

- (i) Rent/Rates *Water/Council Tax* 850
- (ii) Heat and Light 900
- (iii) Telephone
- (iv) Cleaning 950
- (v) Repairs and Maintenance 1000
- (vi) Other (please specify)

Food

1100

Other Expenses (please specify)

NEW BEDDING
CLEANER

276
93

} 369 PAID

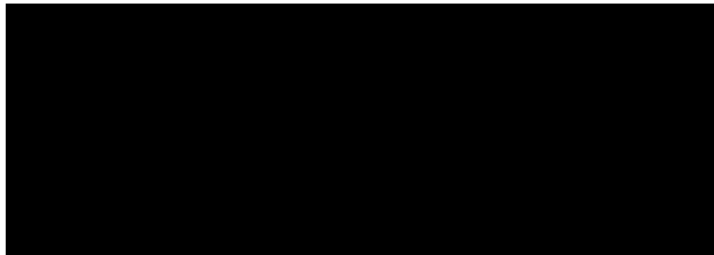
Total £

=====

Signed [Redacted]M.P.

Print Name..... RICHARD G. CABORN

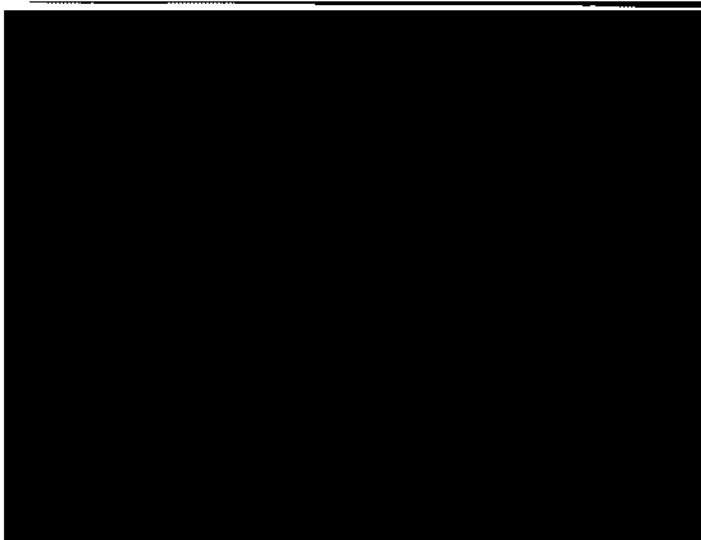
Date ... 14 ... 04 ... Constituency ... SHEFFIELD CENTRAL ...



Jnl Natural Pillow	4
608.11302	
Jonelle Duvet	1
602.50603	
Jnl Mattress Cover	1
607.60103	
Duvet Cover	1
616.57411	
Cotton Pillowcase	2
607.51001	
Fine Cotton Sheet	1
605.21502	
Fine Cotton Sheet	1
605.21512	
Cotton Duvet Cover	1
606.14211	
Cotton Pillowcase	4
605.21521	

Total 276.00





TOTAL 93.00

