



Additional Costs Allowance

23 APR 2009

Member's claim form

2009/10

ACA2

4 22875
665608

BM
1/5/09

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1. A
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

514602
514500

Your details

Name in CAPITAL LETTERS

ROBERT GOODWILL

Constituency

SCARBOROUGH & WHITBY

Office use only

Costc

M 400DRSC

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, 2, 09 to 30, 3, 09 (x2)

Total cost of hotel stays
attach all receipts

£ : p

~~Interest payments~~
(interest only) or rent

£ ~~2330.64~~ p ✓

Food

£ ~~800.00~~ p ✓

Utilities

£ ~~127.20~~ p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

514636

£ 1121 : 55 p

Repairs/insurance/security

£ : p

Other

£ ~~589.00~~ p

▶ please specify

BED

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ ~~4968.39~~ p

pay: £1121.55

continued on page 2

BM

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 pay from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

_____ MP

Date

23/4/09. _____

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.

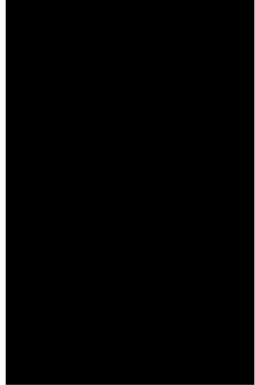
For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

INVOICE



To: Mr R Goodwill



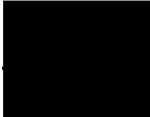
*Paid 7/9/09
100686
£1121-SSP.*

Date	10/03/2009
Prev Ref	[REDACTED]
Account Ref	[REDACTED]
Invoice No.	[REDACTED]

Premises: [REDACTED]

Due Date	Description	From	To	Amount		VAT %	VAT Payable
25/03/2009	Service Charge	25/03/2009	28/09/2009	1,052.55	E		0.00
25/03/2009	Sinking Fund Charge	25/03/2009	28/09/2009	69.00	E		0.00

Notice is hereby given pursuant to the Landlord and Tenant Act 1987 Section 48 that all notices (including notices in proceedings) may be served upon the Landlord:



TOTAL	1,121.55
ADD VAT	
AMOUNT DUE	1,121.55

**PLEASE NOTE
INTEREST MAY BE CHARGED
ON LATE PAYMENT**

Please turn over for payment terms and conditions.
If sub-letting and we have not already been informed then please provide full details.
A Licence to Alter maybe required for any alterations to the premises including the replacement of windows and the installation of external TV aerials or satellite dishes.