



Additional Costs Allowance

Member's claim form

VALIDATION

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.

RECEIVED

Your details

Name in CAPITAL LETTERS

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

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 those for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

07/08

Period of claim

from 01 / 03 / 08 to 31 / 03 / 08

✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1364 : 29 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p ✓

▶ please specify FURNITURE PAYMENT

Other

£ : p

▶ please specify

Other

£ : p

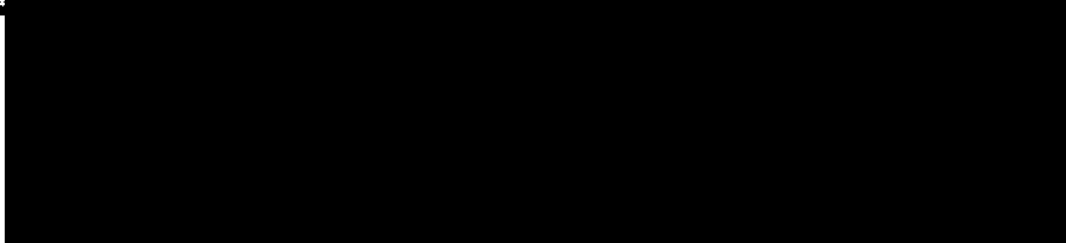
▶ please specify

Total

£ 1821 : 79 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 my duties as a Member of Parliament

Signature



MP

Date

2/4/08

**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

[REDACTED]

28th November 2007

Dr Roberta Blackman-Woods

[REDACTED]

Dear Dr Blackman-Woods

[REDACTED]

Further to our letter of 14th November 2007 regarding your Intelligent Finance mortgage please be advised the amount of interest applied to the interest only Part 2 of your mortgage on 5th November 2007 was £751.09.

As previously advised the amount of interest applied to the capital & interest Part 1 of your mortgage on 5th November 2007 was £613.20.

[REDACTED]

[REDACTED]



Member's claim 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

ROBERTA BLACKMAN-WOODS M

Constituency

CITY OF DURHAM

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.

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 / 02 / 08 to 29 / 02 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1364 : 29 p ✓

Food

£ 300 : 00 p

Utilities

£ 102 : 46 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

▶ please specify FURNITURE PAYMENT

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1824 : 25 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 my duties as a Member of Parliament.

Signature

Date

18 / 3 / 08

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Send your completed  
form to

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

bill date 18 Feb 08

Page 2 of 3

MRS ROBERTA WOODS

electricity bill: **£102.46**

Please pay **£102.46**.



Additional Costs Allowance

ACA2

Member's claim form

VALIDATION

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

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

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.

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 / 01 / 08 to 31 / 01 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1364 : 29 p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

please specify

FURNITURE PAYMENT

Other

£ : p

please specify

Other

£ : p

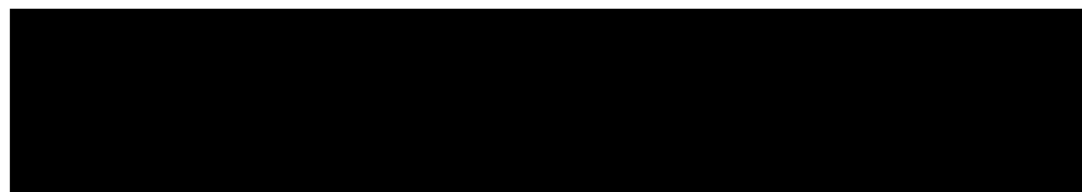
please specify

Total

£ 1821 : 79 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 my duties as a Member of Parliament.

Signature



Date

21/2/08. ✓

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Send your completed  
form to

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



Travel/Additional Costs Allowance  
**Notification of Member's  
home addresses**

ACA1



for travel entitlements and Additional Costs Allowance

When to use  
this form

- the address of your main home
- the address of your second home, if you intend to claim Additional Costs Allowance for it.

**Your details**

Name

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

**Address details**

Address of  
main home

Address of  
second home  
for Additional Costs  
Allowance (if claimed)

**Declaration**

- I confirm that my address details I have given above are correct.
- I understand that I must tell the Members' Allowances Section about any changes to the above arrangements.
- I understand that I must tell the Members' Allowances Section in advance about any substantive change to the financial arrangements for these homes, such as changes to the value of mortgages and bank loans.
- I confirm that I have read the rules on Additional Costs Allowance as set out in the *Green Book*, Section 3.
- I intend to claim Additional Costs Allowance for the second home I have given above.

If you intend  
to claim Additional  
Costs Allowance for a  
second home

Signature

Date

21/2/08

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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

12

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

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

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 / 12 / 07

to 31 / 12 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(Interest only) or rent

£ 1364 : 29 p

Food

£ 300 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 135 : 50 p

Cleaning

£ : p

Service/maintenance

£ 786 : 30 p

Repairs/insurance/  
security

£ : p

Other

£ 57 : 50 p

please specify

FURNITURE PAYMENT

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 2593 : 59 p

continued on page 2

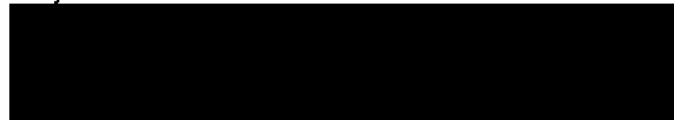
**Details of second home** *if applicable*

**Address of  
second home**  
*for Additional  
Costs Allowance*

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable 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**

16/4/08

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**Send your completed  
form to**

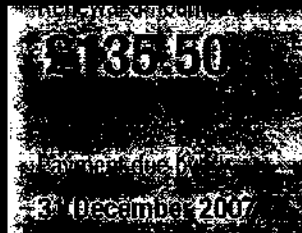
Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

# Renewal notice

Dr R.C Woods

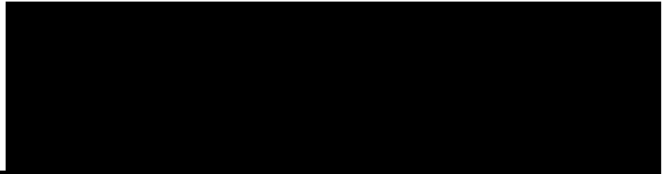
Please renew your TV Licence  
because it expires on 31 December 2007.

Dear Doctor Woods,



# APPLICATION FOR PAYMENT

Prof R C Blackman-Woods

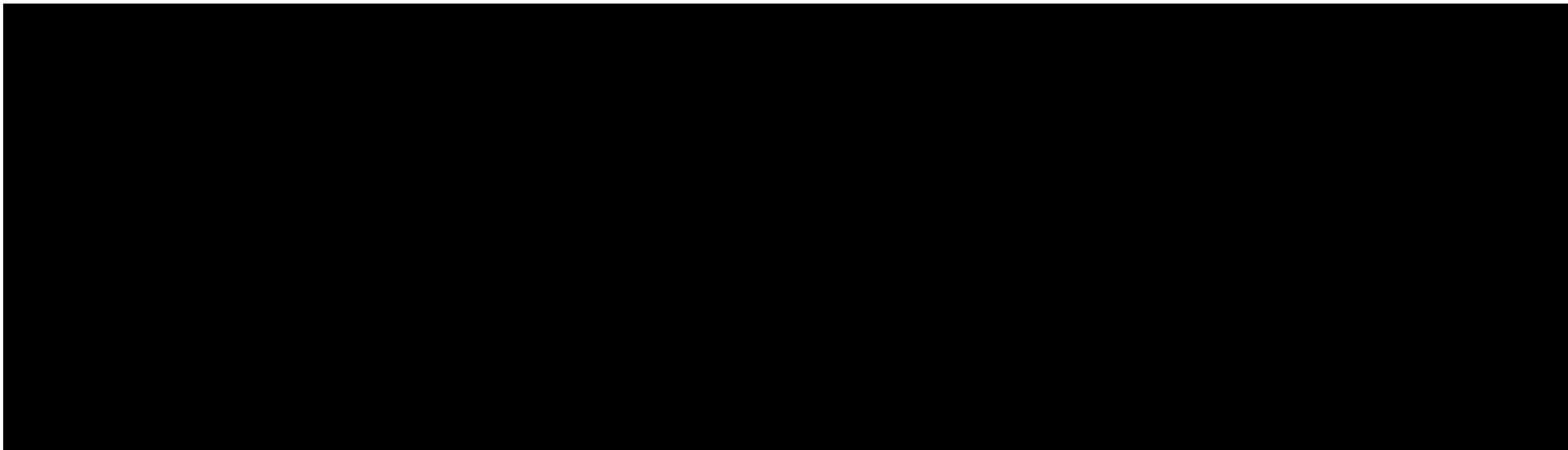
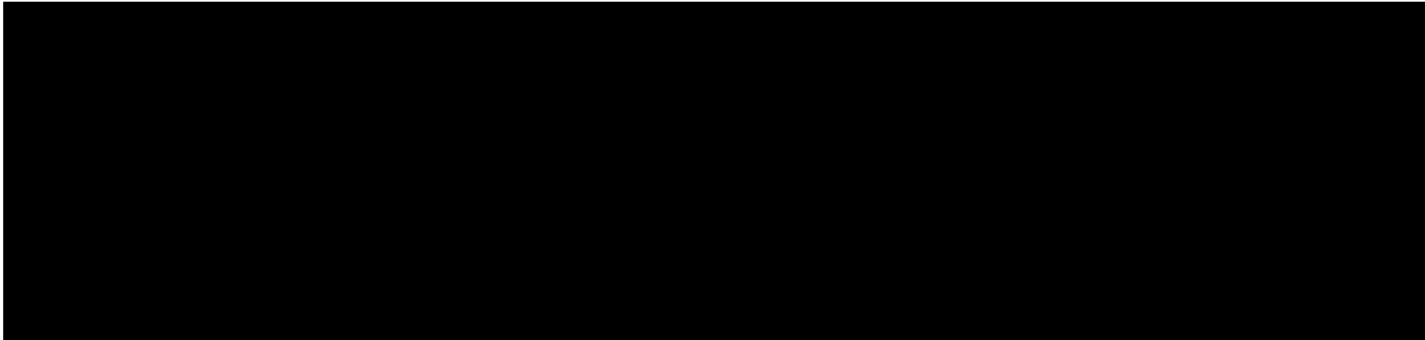


Reference:

Location:

Date: 01/01/2008

Due Date	Description	Period	Amount
01/01/2008	Car Park	01/01/2008 to 30/06/2008	131.00
01/01/2008	Car Park Reserve	01/01/2008 to 30/06/2008	16.26
<b>Total Due</b>			<b>147.26</b>



**APPLICATION FOR PAYMENT**

**Prof R C Blackman-Woods**

Reference:  
Location:

Date: 01/01/2008

Due Date	Description	Period	Amount
01/01/2008	Service Charge	01/01/2008 to 30/06/2008	226.38
01/01/2008	Service Charge	01/01/2008 to 30/06/2008	731.56
01/01/2008	Reserve Charge	01/01/2008 to 30/06/2008	185.65
01/01/2008	Reserve Charge	01/01/2008 to 30/06/2008	181.75
Total Due €			1325.34



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 please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ROBERTA BLAIDMAN - WOODS

Constituency

CITY OF DURHAM

Office

Cost

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 £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.

Period of claim

from 01/11/07 to 30/11/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1364 : 29 p

Food

£ 400 : 00 p

Utilities

£ 79 : 19 p Electricity Bill phone

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ ~~50~~ : ~~50~~ p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p please specify FURNITURE PAYMENT

Other

£ : p please specify

Other

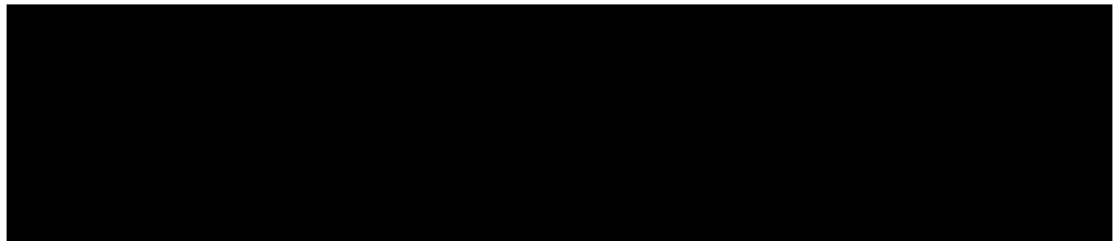
£ : p please specify

Total

£ 1900 : 98 p

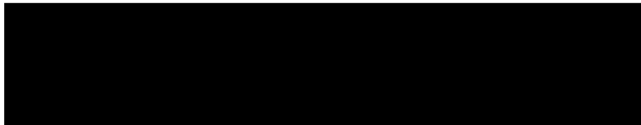
**Details of second home** *if applicable*

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 my duties as a Member of Parliament.

Signature



MP

Date

13 / 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

AC/A2

Member's claim form

1 of 2

About filling in this form

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

Your details

Name in CAPITAL LETTERS

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

Office u

Cost

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 01/10/2007 to 31/10/2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1106 : 81 p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 50 : 00 p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

please specify FURNITURE PAYMENT

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1614 : 31 p

continued on page 2

**Details of second home** *if applicable*

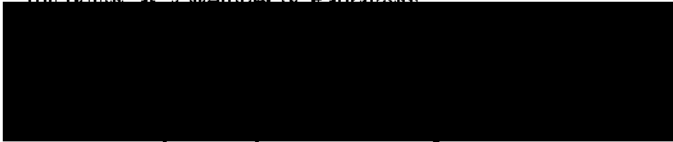
Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable 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

  
22/11/07 ✓

**Data protection**

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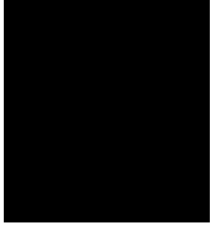
Send your completed  
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Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

# INTELLIGENT FINANCE®

12 January 2006

Dr Roberta Carol Blackman-Woods



Dear Dr Blackman-Woods

Plan Number



We would like to advise that we are not able to issue a certificate of interest for your mortgage accounts until after 5th April 2006.

We have however listed below your interest payments for these accounts.

Mortgage sub account

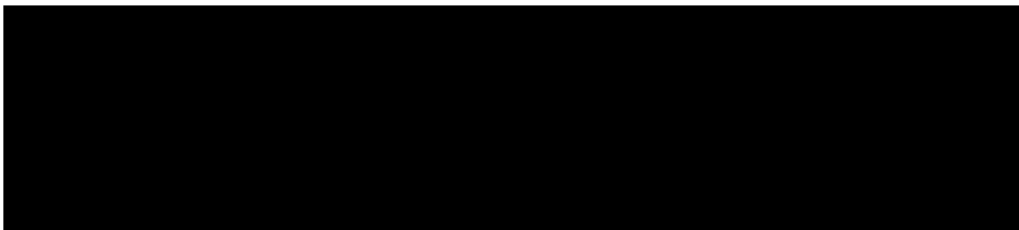


05.11.2005	05.11.2005	M INTEREST CHARGE O	35.90
05.12.2005	06.12.2005	M INTEREST CHARGE O	269.43
05.01.2006	05.01.2006	M INTEREST CHARGE O	278.26

Mortgage sub account



05.11.2005	05.11.2005	M INTEREST CHARGE O	106.91
05.12.2005	06.12.2005	M INTEREST CHARGE O	802.26
05.01.2006	05.01.2006	M INTEREST CHARGE O	828.55



[REDACTED]

Prof R C Blackman-Woods

[REDACTED]

Our Ref: [REDACTED]

1<sup>st</sup> November 2007

Dear Prof R C Blackman-Woods

[REDACTED]

We note from our records that charges due from you and amounting to £50.00 remain outstanding and we would be grateful to receive settlement by return of post.

[REDACTED]

[REDACTED]

[REDACTED]



Additional Costs Allowance

ACA2

Member's claim form

VALIDATION

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- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

RECEIVED

Your details

Name in CAPITAL LETTERS

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF ARLHAM

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.
- 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 01/09/2007 to 30/09/2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1106 : 81 p

Food

£ : p

Utilities

£ 115 : 89 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

please specify FURNITURE PAYMENT

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1280 : 20 : 40 p

Please pay £1280.20

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 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

17/10/07

**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

bill date 13 Aug 07

Page 2 of 3

MRS ROBERTA WOODS

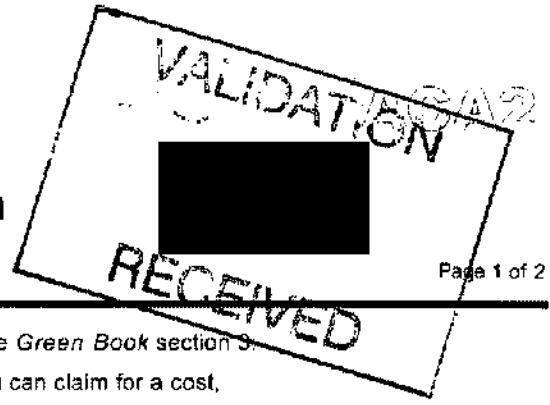
electricity bill: **£115.89**

Please pay **£115.89.**



Additional Costs Allowance

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: ROBERTA BLACKMAN-WOODS

Constituency: CITY OF DURHAM

Office: \_\_\_\_\_

Cost: \_\_\_\_\_

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 / 08 / 07 to 31 / 08 / 07 ✓

Total cost of hotel stays £ \_\_\_\_\_ : \_\_\_\_\_ p  
attach all receipts

Mortgage payments £ 1106 : 81 p ✓  
(interest only) or rent

Food £ \_\_\_\_\_ : \_\_\_\_\_ p

Utilities £ 3 : \_\_\_\_\_ p

Council Tax/Rates £ \_\_\_\_\_ : \_\_\_\_\_ p

Telephone and telecommunications £ \_\_\_\_\_ : \_\_\_\_\_ p

Cleaning £ \_\_\_\_\_ : \_\_\_\_\_ p

Service/maintenance £ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/security £ \_\_\_\_\_ : \_\_\_\_\_ p

Other £ 57 : 50 p ✓

▶ please specify FURNITURE PAIMENT

Other £ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

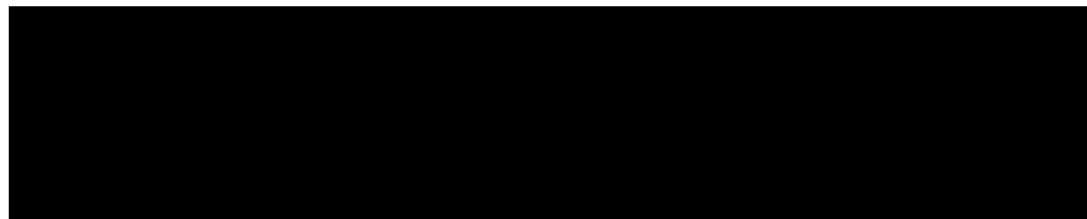
Other £ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Total £ 1164 : 31 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 my duties as a Member of Parliament

Signature



Date

02/09/07

**Data protection**

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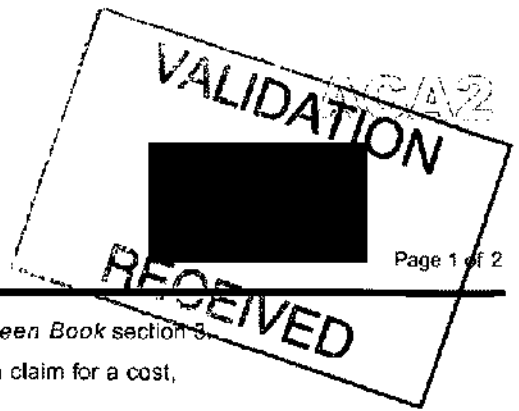
Send your completed  
form to

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



Additional Costs Allowance

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

ROBERTA BLACKMAN-GOODS

Constituency

CITY OF DURHAM

Office

Co

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 those 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 01/07/07 to 31/07/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1106 : 81 p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

please specify FURNITURE

Other

£ : p

please specify

Other

£ : p

please specify

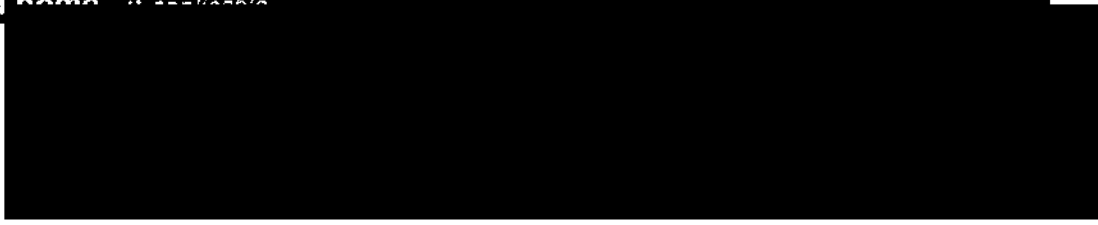
Total

£ 1564 : 31 p

continued on page 2

**Details of second home (if applicable)**

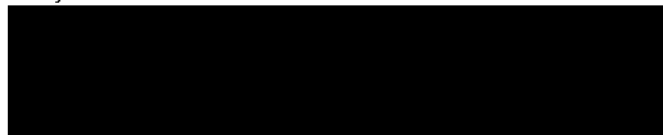
Address of second home  
for Additional Costs Allowance



**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable 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

02/09/07

**Data protection**

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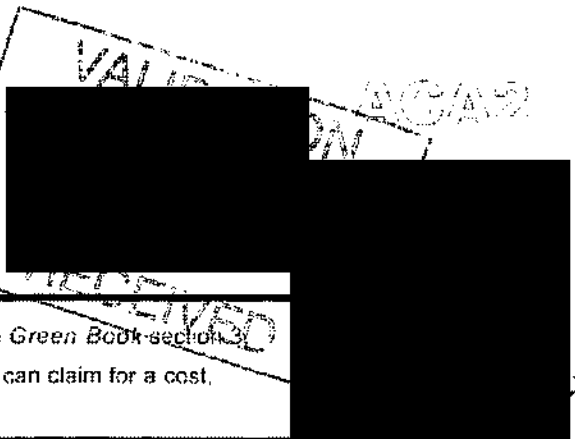
Send your completed form to

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



Additional Costs Allowance

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.

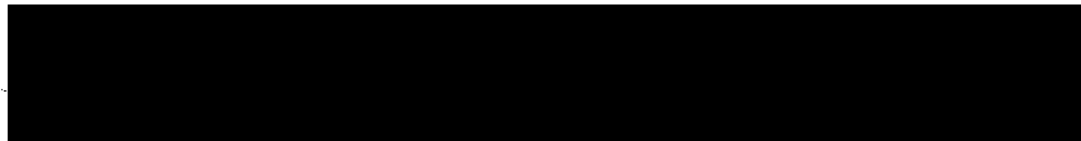
Your details

Name in CAPITAL LETTERS

ROBERTA BLACKMAN - WOODS

Constituency

CITY OF DURHAM



Claim details

You can only claim for

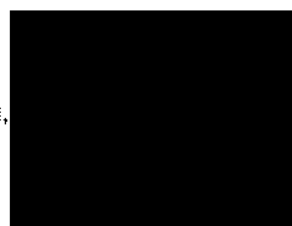
- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

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 6 07 to 30 1 6 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1106 : 81 p ✓

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 1408 : 37 p ✓

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

▶ please specify

FURNITURE PAYMENT

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2972 : 68 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 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

25/7/07 ✓

**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

SERVICE CHARGE DEMAND

Date: 18/06/2007

Prof R C Blackman-Woods

Landlord:

Property:

Our Reference:

Date	Description	Amount	VAT	Rate	Ref
01/07/2006	Outstanding Interim Service Charge 01/07/2006 - 31/12/2006	95.06			
01/07/2007	Interim Service Charge 01/07/2007 - 31/12/2007	132.03			
	Totals:	£227.09	£0.00		
	<b>Amount Due:</b>	£227.09			

SERVICE CHARGE DEMAND

Date: 14/06/2007

Prof R C Blackman-woods

Landlord:

Property:

Our Reference:

Date	Description	Amount	VAT	Rate	Ref
01/07/2007	Interim Service Charge 01/07/2007 - 31/12/2007	940.47			
01/07/2007	Reserve Contribution 01/07/2007 - 31/12/2007	240.81			
	Totals:	£1,181.28	£0.00		
	Amount Due:	£1,181.28			



Additional Costs

# Member's Claim form

07/08

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

ROBERTA BLACKMAN-WOODS

Constituency

CITY OF DURHAM

Office

Cost

## 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 1/05/07 to 31/05/07

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 1106 : 81 p ✓

Food

£ 300 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

▶ please specify FURNITURE PAYMENT

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1464 : 31 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

Date

12/6/07

**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



Additional Costs Allowance

07/08

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

ROBERTA BLACKMAN WOODS

Constituency

CITY OF DURHAM

Office use only

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 / 4 / 07 to 30 / 4 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1106 : 81 p

Food

£ 300 : 00 p

Utilities

£ 82 : 07 p

Council Tax/Rates

£ 835 : 07 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 681 : 66 p

Repairs/insurance/security

£ : p

Other

£ 57 : 50 p

▶ please specify

FURNITURE PAYMENT

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3063 : 11 p

**Details of second home** *if applicable*

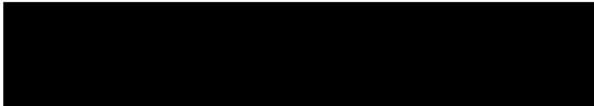
Address of  
second home  
for Additional  
Costs Allowance



**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 my duties as a Member of Parliament.

Signature



MP

Date

11/5/07 ✓

**Data protection**

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Send your completed form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London E

**RENT DEMAND**

**Date:** 31/01/2007

**Landlord:**

**Property:**  
**Our Reference:**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>VAT</u>	<u>Rate</u>	<u>Ref</u>
01/01/2006	Ground Rent 01/01/2006 - 30/06/2006	50.00			
01/07/2006	Ground Rent 01/07/2006 - 31/12/2006	50.00			
01/01/2007	Ground Rent 01/01/2007 - 30/06/2007	50.00			
<b>Totals:</b>		<b>£150.00</b>	<b>£0.00</b>		
<b>Amount Due:</b>		<b>£150.00</b>			

SERVICE CHARGE DEMAND

Date: 31/01/2007

Prof R C Blackman-woods

Landlord:

Property:

Our Reference:

Date	Description	Amount	VAT	Rate	Ref
01/01/2006	Interim Service Charge 01/01/2006 - 30/06/2006	142.51			
16/06/2006	Net Surplus For The Year Ended 31 December 2005	-40.25			
01/07/2006	Interim Service Charge 01/07/2006 - 31/12/2006	142.51			
01/01/2007	Interim Service Charge 01/01/2007 - 30/06/2007	132.03			
	Totals:	£376.80	£0.00		
	<b>Amount Due:</b>	£376.80			

SERVICE CHARGE DEMAND

Date: 31/01/2007

Prof R C Blackman-woods

Landlord:

Property:

Our Reference:

Date	Description	Amount	VAT	Rate	Ref
01/01/2006	Interim Service Charge 01/01/2006 - 30/06/2006	903.58			
01/01/2006	Outstanding Reserve Contribution 01/01/2006 - 30/06/2006	137.07			
01/07/2006	Reserve Contribution 01/07/2006 - 31/12/2006	232.67			
01/07/2006	Interim Service Charge 01/07/2006 - 31/12/2006	903.58			
01/01/2007	Reserve Contribution 01/01/2007 - 30/06/2007	240.81			
01/01/2007	Interim Service Charge 01/01/2007 - 30/06/2007	940.47			
	Totals:	£3,358.18	£0.00		
	Amount Due:	£3,358.18			

MRS ROBERTA WOODS

2 May 2007

Dear Customer

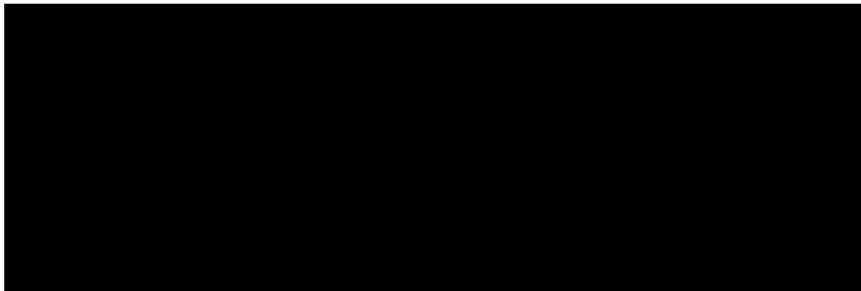
**\*\* OVERDUE ELECTRICITY BILL \*\***

**TOTAL NOW OVERDUE**

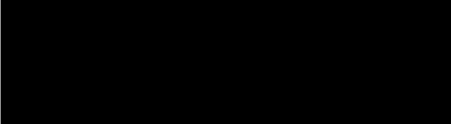
**£82.07**

# Reminder for 2007/08

Your Account number

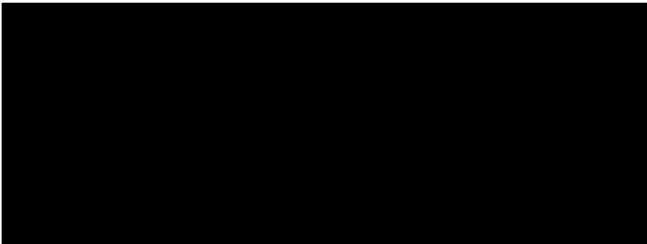
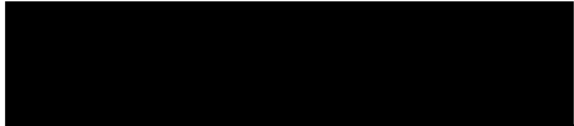


MS ROBERTA WOODS



Date:  
**12 April 2007**

Account enquiries:



Our records show that at 11 April 2007 you have fallen behind with your council tax payments. To bring your account up to date, please pay £79.07 by 22 April 2007. See overleaf for details of how to pay.

If your payment is not received, your entitlement to pay by instalments will be cancelled. Legal action will be taken after a further seven days for the full amount of £835.07 owing for this year. The costs of this action will be added to your bill.

If you recently paid to bring your account up to date it was not in sufficient time to prevent this reminder. Please ensure your future payments are received in time to reach your account by the due date. This way you will avoid further reminders, final notices or recovery action.

**Failure to pay will result in legal proceedings.**

---

Full balance due for this financial year: £835.07

**Total amount due now: £79.07**

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