



Member's claim form

3 - AUG 2006

2006/07

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

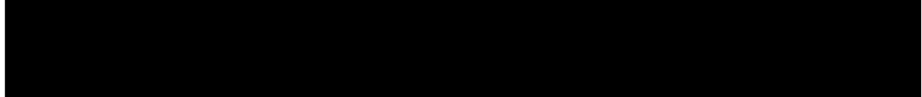
Ston Simon

Constituency

Birmingham EDWINGTOW

Office use only

Costs



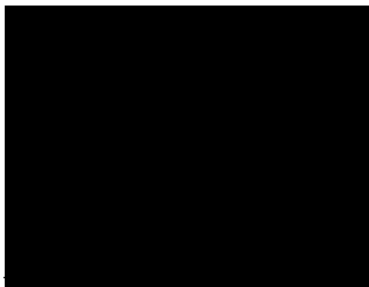
Claim details

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 1, 7, 06 to 31, 8, 06 x2

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 2,000 : p ✓

Food

£ 400 : p ✓

Utilities

£ 300 : p ✓

Council Tax/Rates

£ 200 : p ✓

Telephone and telecommunications

£ 150 : p ✓

Cleaning

£ 250 : p ✓

Service/maintenance

£ 200 : p ✓

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

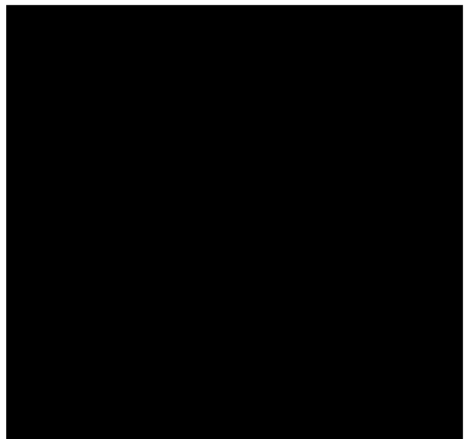
£ : p please specify

Other

£ : p please specify

Total

£ 3,500 : p ✓



Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

...ssarily to enable
...urpose of performing

Signature

Date

2/9/06

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' Estimates, 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

18 MAY 2006

Additional Costs Allowance

VALIDATION

19 MAY 2006

ACA2

Member's claim form

RECEIVED



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

SION SIMON

Constituency

Wiltshire

Office use only

Costs

Claim details

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- 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 1/5/06 to 31/5/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,000 : p ✓

Food

£ 400 : p ✓

Utilities

£ 225 : p

Council Tax/Rates

£ 125 : p ✓

Telephone and telecommunications

£ 75 : p ✓

Cleaning

£ 125 : p ✓

Service/maintenance

£ 100 : p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2,050 : p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

Signature

Date

18/5/06

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

29 MAR 2007

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 please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

John Simon

Constituency

BHAM, BIRMINGHAM

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 1 / 2 / 07 to 31 / 3 / 07 x 2

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 2,000 : — p x 2

Food

£ 800 : — p ✓ x 2

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

£ 2,800 : — p

continued on page 2

Details of second home *if applicable*

Address of
second home
*for Additional
Costs Allowance*

Declaration

exclusively and necessarily to enable
main home for the purpose of performing

Signature

Date

28/3/07

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

ACA2

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

SIOW SIMON

Constituency

BIRMINGHAM, EDWINGTON

Office use only

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 1/1/07 to 31/1/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,000 : p

Food

£ 400 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 100 : p

Telephone and telecommunications

£ 50 : p

Cleaning

£ 100 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1,900 : p

pay £1900.00

Details of second home *If applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

wholly, exclusively and necessarily to enable
only or main home for the purpose of performing
nt.

Signature

Date

22/7/07

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.

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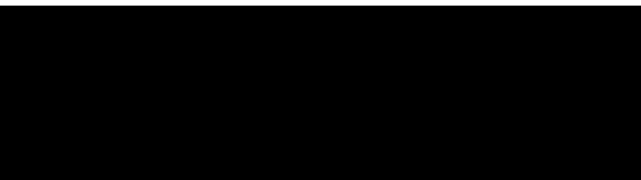
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Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA



Additional Costs



05 DEC 2006

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

SLOW SIMON

Constituency

BHAM, EDWINGTON

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 1 / 11 / 06 to 31 / 12 / 06 x 2

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 2,000 : p x 2

Food

£ 800 : p

Utilities

£ 400 : p

Council Tax/Rates

£ 200 : p

Telephone and telecommunications

£ 100 : p

Cleaning

£ 200 : p

Service/maintenance

£ 300 : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 4,000 : p



continued on page 2

Details of second home *if applicable*

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

Declaration

Signature

Date

5/12/06

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.

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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

OCT 2006

2006

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 please call: 020 7219 1340.

Your details

Name (in CAPITAL LETTERS)

STONEMAN

Constituency

HAM ERINGTON

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 1, 9, 06 to 30, 10, 06 x 2

Total cost of hotel stays (attach all receipts)

£ : p

Mortgage payments (interest only) or rent

£ 2,000 : p ✓

Food

£ 800 : p

Utilities

£ 400 : p

Council Tax/Rates

£ 200 : p

Telephone and telecommunications

£ 100 : p

Cleaning

£ 260 : p

Service/maintenance

£ 240 : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

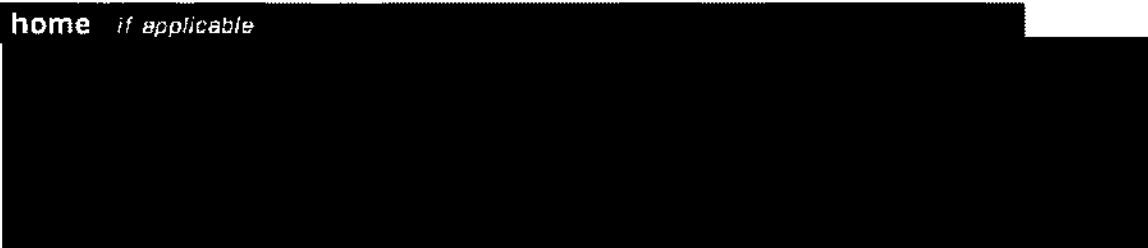
▶ please specify

Total

£ 4,000 : p

Details of second home *if applicable*

Address of second home
for Additional
Costs Allowance



Declaration



essarily to enable
purpose of performing

Si



Date

18/10/06 /

Data protection

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Send your completed form to

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Member's claim form

22 APR 2006

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 please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SION SIMON

Constituency

BHAM EDWINGTON

Office use only

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 / 6 / 06 to 30 / 6 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,000 : — p

Food

£ 400 : — p

Utilities

£ 200 : — p

Council Tax/Rates

£ 100 : — p

Telephone and telecommunications

£ 100 : — p

Cleaning

£ 100 : — p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,900 : — p

continued on page 2

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

exclusively and necessarily to enable
main home for the purpose of performing

Signature

Date

22/6/06

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

ACA2

Member's claim form

13 APR 2006

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
Constituency

SION SIMON
B'ham EDUNGTON

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 1 1 4 1 0 6 to 30 4 1 0 6 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1,000 : 00 p ✓

Food

£ 400 : — p ✓

Utilities

£ 100 : — p ✓

Council Tax/Rates

£ 100 : — p ✓

Telephone and
telecommunications

£ 50 : — p ✓

Cleaning

£ 150 : — p ✓

Service/maintenance

£ 75 : — p ✓

Repairs/insurance/
security

£ 100 : — p ✓

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

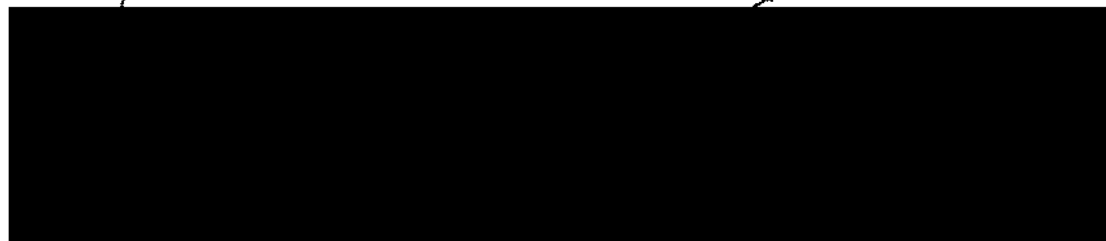
Total

£ 1,925 : — p

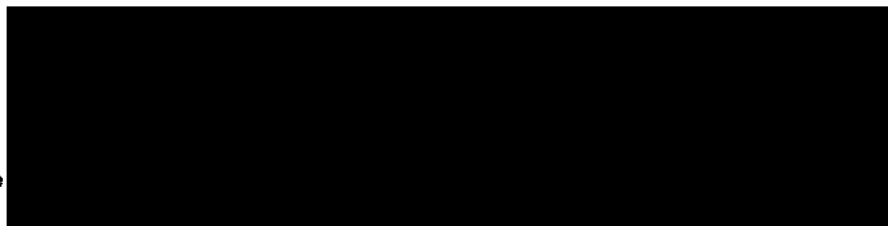
06/07

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

**Declaration**

Signature



Date

13/4/06

Data protection

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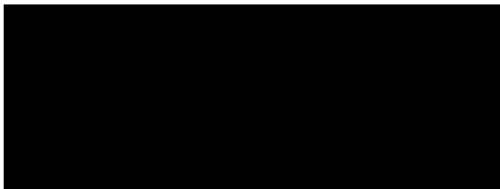
Send your completed
form to

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

Financial Processing }

Transaction No.

Registration No.



Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Supplier ID

or

Volunteer ~~Y~~/N

Please check / amend relation

Text

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :



£.....

£.....

£.....

£.....

£.....

£.....

£.....

£.....

£.....

£ 67.37

£ 67.37

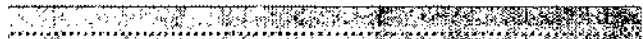
TOTAL

Comments:

** Financial Processing purposes only
Registered by (initials & date)*



Posted by (initials & date)



24 APR 2007



Staffing Allowance/Incidental Expenses Provision

SA3

Authority for the payment of one-off salary and/or expenses to staff

Page 1 of 2

When to use this form

- Use this form to request a one-off payment of salary to a temporary or casual employee.
- Use this form to reimburse out-of-pocket expenses to an employee or a volunteer.

About filling in this form

- Please note that payments can be made through the payroll only if we hold a valid National Insurance number for the employee.
- If you have any questions about this form, please call **020 7219 1340**.

Your details

Name
in CAPITAL LETTERS

SION SIMON

Constituency

BIRMINGHAM, ERDINGTON

Details of staff member

First name

Surname
in CAPITAL LETTERS

Employee status

Date of birth

National Insurance
number

Payment details

Payslip address

Bank details

NB For all one-off payments
that NI contributions are not

Claim details

- Please claim actual amounts incurred, not round sums
- Please attach receipts or invoices

	Amount
One off salary	£ _____ : _____ p
Season ticket loan	£ _____ : _____ p
Travel-home to work	£ _____ : _____ p
Rail travel	£ _____ : _____ p
Car travel	£ _____ : _____ p
Air travel	£ _____ : _____ p
Taxi	£ _____ : _____ p
Meals and subsistence	£ _____ : _____ p
Healthcare	£ _____ : _____ p
Childcare	£ _____ : _____ p
Home as office/telephone	£ <u>67</u> : <u>37</u> ✓
Office requisites	£ _____ : _____ p

Taxable	Allow & exp type	Initials
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Yes <input type="checkbox"/> No		

Total £ 67 : 37 p

Authorisation and [REDACTED]

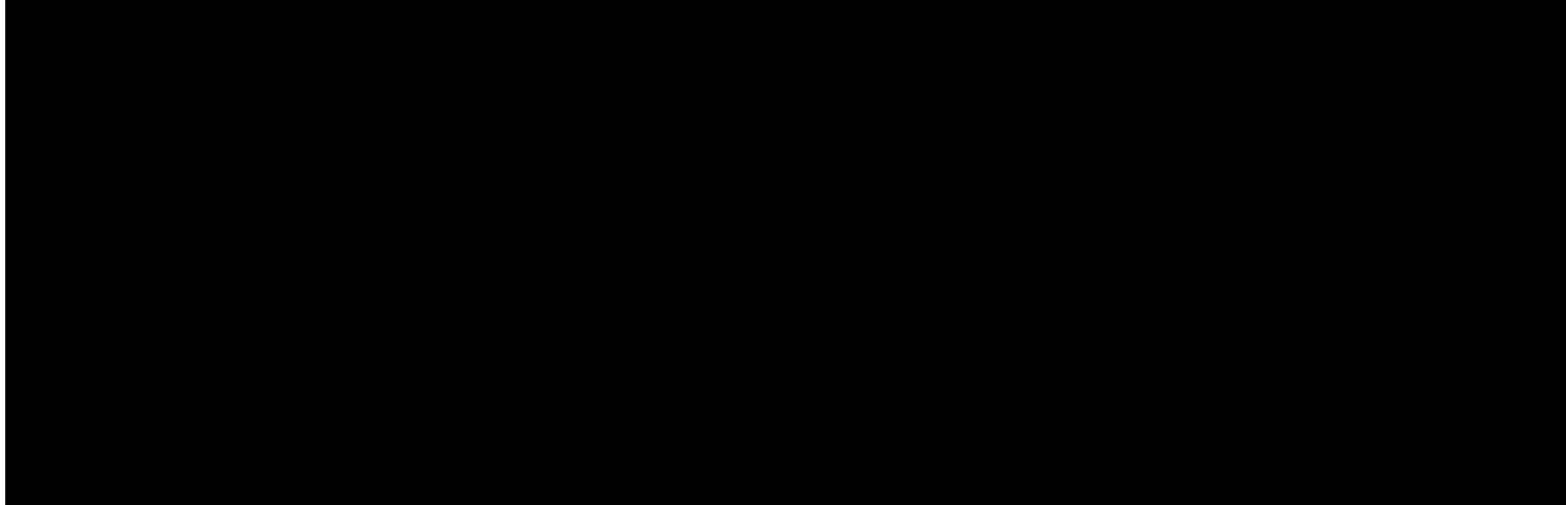
Signature [REDACTED]

Date 23.04.07

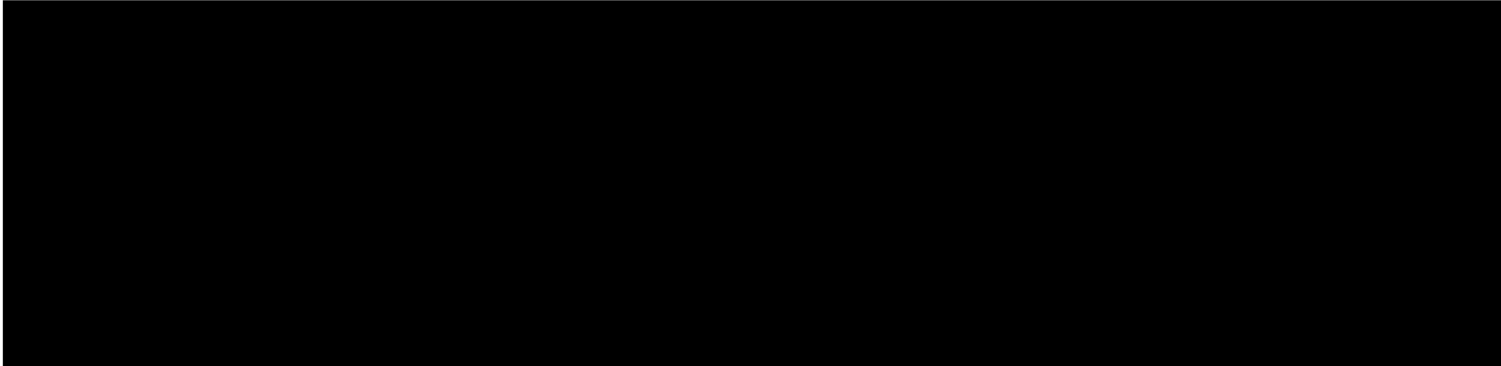
Data protection On behalf of the Data Controller, the employing Member of Parliament, the House of Commons Administration will process the information you provide on this form for the purpose of staff administration, administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the employing member, the House of Commons and the Inland Revenue. The information may also be disclosed to the National Audit Office for audit purposes.

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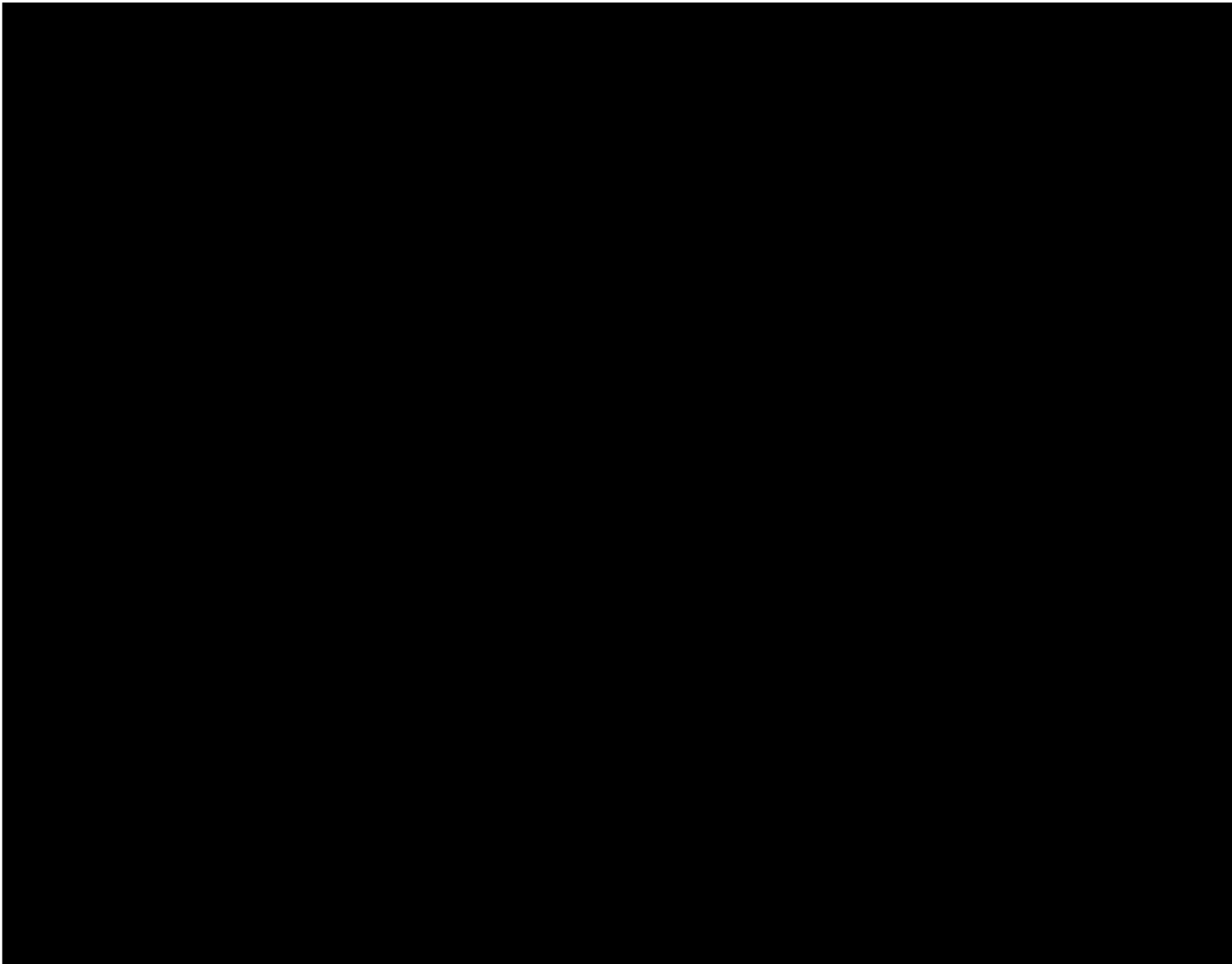
Send your completed form to Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA



[Redacted] Sion Simon MP



[Redacted] bill for 24/07/07 is ready for you to view online. We will collect £30.84 from your account in accordance with your payment terms.



Sion Simon MP

[REDACTED] bill for 24/03/07 is ready for you to view online. We will collect £36.53 from your account in accordance with your payment terms.