



Member's claim form

WMA . 417552 SP 6/4/9

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 847405  
514602  
514500

Your details

Name in CAPITAL LETTERS

ADRIAN SANDERS

Constituency

TORBAY

Office use only

Costs

M E A N D A T I O

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 £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 / 4 / 09 to 1 / 1 / 1

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

514633

Council Tax/Rates

£ 618 : 86 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

£ 618 : 86 p

5877338  
JE  
3/4

**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 [redacted] my [redacted] or main home for the purpose of performing my duties [redacted]

Signature

\_\_\_\_\_ MP

Date

1/4/09

**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



# City of Westminster

**Enquiries by post:**

Westminster City Council, Council Tax, PO Box 165, Erith DA8 9DW

**Send payments to:**

Westminster City Council, PO Box 397, Warrington WA55 1GG

Tel: 0845 302 3400 8.30am to 6pm Monday to Friday

Minicom: 0845 070 0281 (call charges will vary)

Email: WestminsterCouncilTax1@Capita.co.uk



Date of Issue: 16-MAR-2009

MR A SANDERS PARLIMENT HOUSE OF COMMONS LONDON SW1A 0AA	
Account reference	[REDACTED]

Address of property [REDACTED]	
Property reference	[REDACTED]

## Council tax demand notice 2009/2010

The property above has been placed in **band D**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

	Percentage (%) change from last year	
City of Westminster	0.0 % Increase	377.80
Greater London Authority	0.0 % Increase	309.82
<hr/>		
Council tax for your property 2009 to 2010	0.0 % Increase	687.62
<hr/>		
Charge for period 01-APR-2009 to 31-MAR-2010		687.62
<b>Adjustments</b>	<b>Period</b>	
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010	-68.76
		<b>Total</b>
		<b>618.86</b>

**Please quote the full 11-digit account reference when making a payment.**

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

The amounts shown below are currently payable by cash / cheque. You may also pay by one of the payment methods detailed overleaf. The City Council recommends paying by direct debit.

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	60.86	01-OCT-2009	62.00
01-MAY-2009	62.00	01-NOV-2009	62.00
01-JUN-2009	62.00	01-DEC-2009	62.00
01-JUL-2009	62.00	01-JAN-2010	62.00
01-AUG-2009	62.00		
01-SEP-2009	62.00		

### Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1% <sup>3</sup>

These efficiencies equal £135 for the average Band D home



F017001/1/042427700

2009200



HOUSE OF COMMONS

01 MAY 2009

PAAE 2

**Member's Reimbursement Form**  
Personal Additional Accommodation Expenditure (PAAE)

Office use only  
Costs/Cat2

MSANDATO

Allowance 514602

Supp/Res ID

667807

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

ADRIAN SANDERS

TORBAY

**Claim details**

Month/period to be claimed

From 01 04 2009 To 30 04 2009

**Subsistence**

(No receipts required)

Number of nights spent away from main home

7

@ £25.00 per night £

175

Exp type/

Cat5  
637

**Cost of accommodation**

424 052  
CP 11/5

Mortgage interest £

514 ---

Hotel £

514 ---

Rent (inc deposits) £

1079.66

514 632

Council Tax/rates £

514 ---

**Fixtures, fittings and furnishings**

5883614 AQ  
u/s

£

£

£

£

£

Total £

514 ---

**Other household costs**

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

Phone Rental

£

8.33 ✓

EDF Energy

£

30.06 ✓

£

£

£

£

Total £

38.39 ✓ 514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £

1293.05 ✓

**Authorisation and declaration**

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department
- ✓ I confirm that the amounts claimed are correct and rules contained in the Green Book.

Member's Signature

Date 30/4/09

**Data Protection**

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About filing in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources  
House of Commons, London SW1A 0AA



www.edfenergy.com

Any questions?

0800 096 9000

Mon-Fri 8am to 8pm

Sat 8am to 2pm

account number



Electricity emergency

0800 028 0247

24 hours a day 7 days a week

bill for 14 Jan 09 - 15 Apr 09

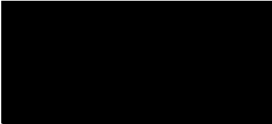
bill date 16 Apr 09

09 07 00

edf ENERGY

Page 2 of 3

MR A SANDERS



green electricity bill:

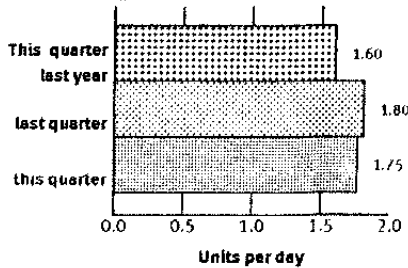
£30.06

Please pay £30.06.

G



Your average daily electricity usage



bill summary

Amount of last bill	£33.65
Payments	-£33.65
Charges this period	£30.06
Total for this period	£30.06

Payment due from the date of this bill, please ensure payment reaches us no later than 30 April 09

Nectar points this quarter



Nectar points to be claimed

50

S

**FORM FO23**

**CORRECTION TO GENERAL LEDGER**

<b>Finance and Administration</b>	<b>Reason for Amendment:</b> Correction to expenditure type (cat 5) re: PAAE 2009/10 Adrian Sanders MP
Prepared by: <i>(print and sign)</i> [Redacted]	
Authorised by: <i>(print and sig)</i> [Redacted]	
Date: 03/09/2009	

Transfer Description	Account Code	Cost Centre	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Cat 7	Debit	Credit
									£	£
Corr/exp type/trans 430207	514602	MSANDATO	09 10			514631				1,079.66
Rent	514602	MSANDATO	09 10			514632			1,079.66	
Corr/exp type/trans 430207	514602	MSANDATO	09 10			514633				225.00
Subsistence	514602	MSANDATO	09 10			514637			225.00	

Total	1,304.66	1,304.66
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All backing documentation must be attached to this form and filed in the Correction Journal file.

Transaction Reference: .....

Date received: ..... Input by: *(Signature)* .....

Date Input onto Computer: ..... Checked by: *(Signature)* .....



HOUSE OF COMMONS

**Member's Reimbursement Form**  
Personal Additional Accommodation Expenditure (PAAE)

02 JUN 2009  
09/10

Office use only  
Costo/Cat2

M SANDATO  
Allowance 514602

**PAAE 2**

Supp/Res ID

684401

Member's Name (CAPITAL LETTERS)

ADRIAN SANDERS

Constituency (CAPITAL LETTERS)

TORBAY

**Claim details**

Month/period to be claimed

From 01052009 To 31052009

**Subsistence**

(No receipts required)

Number of nights spent away from main home

NINE

@ £25.00 per night £

225.00

Exp type/  
Cat5

514637

**Cost of accommodation**

Mortgage interest £

514 ---

Hotel £

514 ---

Rent (inc deposits) £

1079.66

514 631

Council Tax/rates £

514 ---

**Fixtures, fittings and furnishings**

430207

S-S 12-6-09

Total £

514 ---

**Other household costs**

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

Phone Line Rental

£ 8.33

514636

Total £

8.33

514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 1312.99

**Authorisation and declaration**

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources
- ✓ I confirm that the amounts claimed are in accordance with the policies and rules contained in the Green Book.

Member's Signature

Date

31/5/09

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House of Commons, London SW1A 0AA