



Member's claim form

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

NEALE

Constituency

MANUSFIELD

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 3 106 to 31 1 3 106

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ 450 : 56 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 146 : 56 p

Cleaning

£ 235 : 00 p

Service/maintenance

£ 245 : 00 p

Repairs/insurance/security

£ 700 : 00 p

X garden benches repairs

Other

£ 2290 : 00 p

▶ please specify redecoration costs

Other

£ 564 : 00 p

▶ please specify " "

Other

£ 80 : 00 p

▶ please specify windows & gutter cleaning

Total

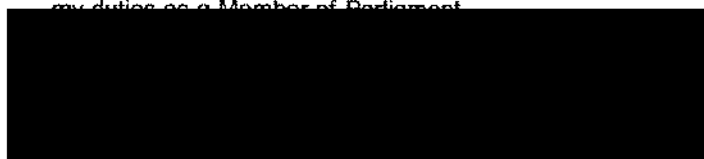
£ 5111 : 12 p

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**Date**

19/4/06

Data protection

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

[REDACTED]

Mr MEALE

[REDACTED]

[REDACTED]

[REDACTED]

Summary

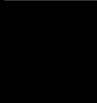
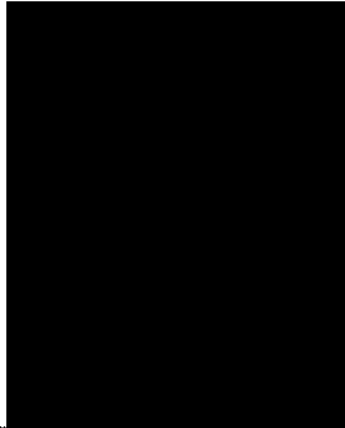
[REDACTED]


Total now due

£450.56



Mr J A Meale



<u>MANUFACTURING</u>		
2	No. Bench as specified	£ 700.00
		
Terms: Nett Monthly Account		Total £ 700.00



Invoice

VAT REG NO	Tax Date	Invoice #

Invoice To

Ship To

S.O. No.	P.O. No.	Terms	Debtor	Pay Terms

Item	Description	Grille	Or...	Prev. Invo...	Invoiced	Rate	VAT	VAT A...	Class	Amount
MOD ...	RAD COVER MODERN WITH FUR LIES LOUNGE 1700 X 900 X 100 SKRT LHS RHS 100 X 20 WOOD FLOOR 20 X 20 STEPPED TOP WHITE SATIN	MAIDST ONE		0	1	390.00	S	58.09	CHAT...	390.00
Bespoke	BESPOKE UNIT FOR LOUNGE SEE DRAWINGS			0	1	1,900.00	S	282.98	CHAT..	1,900.00

VAT SUMMARY	SUBTOTAL	£1,948.93
341.07 @ 17.5% ;	VAT TOTAL	£341.07
	Total	£2,290.00

Payments/Credits	£0.00
Balance Due	£2,290.00



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Your details

Name in CAPITAL LETTERS

ALAN MEALE ✓

Constituency

MANFIELD



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 112106 to 2812106

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ 197 : 53 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

garden Cleaning

£ 178 : 50 p

Service/maintenance

£ 130 : 00 p

Repairs/insurance/ security *

£ 368 : 67 ✓ p

Other

£ 78 : 60 p

▶ please specify dry cleaning

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1353 : 30 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

L
L

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
[redacted] purpose of performing

Signature

[redacted]

Date

12/03/06

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Member's claim form

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Your details

Name ALAN MEALE
 in CAPITAL LETTERS
 Constituency MANSFIELD

Claim details

You can only claim for

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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 / 06 to 31 / 1 / 06

Total cost of hotel stays £ : p
 attach all receipts

Mortgage payments £ : p
 (interest only) or rent

Food £ 400 : 00 p

Utilities £ ~~208.49~~ p

Council Tax/Rates £ : p

Telephone and telecommunications £ 129 : 90 p

Cleaning £ 223 : 79 p
 window clean 20 00

Service/maintenance £ 197 : 58 p
 gardening

Repairs/insurance/security £ : p

Other £ 126 : 50 p

▶ please specify TV license

Other £ : p

▶ please specify

Other £ : p

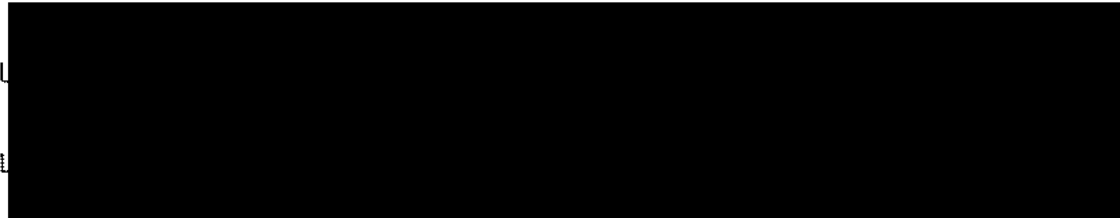
▶ please specify

bc/

Total £ 1406 : 25 p Please pay £ 308.49

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

3/2/06

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Department of Finance & Administration, House of Commons, London SW1A 0AA

YOUR GAS BILL

28 December 2005

MR MEALE

Dear Mr Meale,

Your gas bill for this period is

£308.49

Please pay now. Thank you.



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Your details

Name in CAPITAL LETTERS

ALAN MEALE ✓

Constituency

MANFIELD ✓

Claim details

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- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Claim Reduced For Gas - Need Receipt

Period of claim

from 1 / 1 / 06 to 31 / 1 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ 308 : 49 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 129 : 90 p

Cleaning

£ 223 : 79 p

Window clean

20 00

Service/maintenance Gardening

£ 197 : 58 p

Repairs/Insurance/security

£ : p

Other

£ 126 : 50 p ✓

▶ please specify TV license

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1406 : 26 p

Please pay £1097.77 ✓

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

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

[Redacted Signature]

Date

5/2/06

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Your details

Name in CAPITAL LETTERS

HEALE

Constituency

MANUSFIELD

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.
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- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Claim reduced for Mobile Charges

Period of claim

from 1 1 12 105 to 31 1 12 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ 175 : 78 p

Council Tax/Rates

£ (154 : 82) p

Telephone and telecommunications

£ 20 : 00 p

Cleaning

£ 210 : 50 p

Service/maintenance

£ 198 : 00 p

Repairs/insurance/security

£ : p

Other

£ 213 : 35 p

▶ please specify mobile charges

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1372 : 45 p

Please pay £1159.10

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

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

Signature

[Redacted]

Date

3/1/06

Data protection

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Your details

Name in CAPITAL LETTERS

MEALE

Constituency

MANUSFIELD

Claim details

You can only claim for

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- 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

reduced for mobile phone

Period of claim

from 1/11/05 to 30/11/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ ~~400~~ : ~~00~~ p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ ~~66~~ : ~~73~~ p

Cleaning

£ 198 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 66 : 73 p

please specify Sky - Dec - March 06

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ ~~820.96~~ p

Total £454.23

Details of second home *if applicable*

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

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
me to [redacted] of performing
my duties as a Member of the House of Commons.

Signature

Date

[redacted]
2/12/05

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Your details

Name in CAPITAL LETTERS

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Constituency

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Claim details

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- 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

deduct for mobile phone charges

Period of claim

from 1 1 10 105

to 31 1 10 105

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ ~~160~~ : 99 p

220 00

Cleaning

£ 117 : 32 p

Service/maintenance

£ 210 : 33 p

Repairs/insurance/security

£ 390 : 00 * p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ ~~1498~~ : 64 p

Pay £1337.65

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 [redacted] for the purpose of performing

Signature



MP

Date

6/11/03

Data protection

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Locations:

Price Cover

Price Metal:

LOUNGE

390.00

MODERN WITH STEPPED TOP

+ CHARGE FLUTES

INVOICE TO :-

OBLONG VENTS.

Total 390.00

Total:

90.00

PA.

Times available for installation:

Deposit Paid: ~~900.00~~

Balance:

₹ 300.00

Credit Card Number:

Signed: (Customer)

Signature

Date:



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Your details

Name in CAPITAL LETTERS

MEALE

Constituency

MANUSFIELD

Claim details

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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

Reduced for mobile phone

Period of claim

from 1 1 9 105 to 30 1 9 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400:00 p

Utilities

£ 79:30 gas
154:93 electricity p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 205 71 mobile phone ch
134:21 Telephone charges p

Cleaning

£ 138:05 p

Service/maintenance

£ 174 00 gardening
173:85 repairs p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1460:05 p Total pay of £1254.34

Details of second home *if applicable*

Address of
second home
*for Additional
Costs Allowance*

L
L

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

8/10/05

Data protection

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Additional Costs Allowance

ACA2

05 SEP 2005

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Your details

Name in CAPITAL LETTERS

A. KEALE

Constituency

MANFIELD

Claim details

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- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Claim Reduced

Period of claim

from 11/8/05 to 31/8/05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 163 : 32 p

mobile phone

Cleaning

£ 179 : 84 p

Service/maintenance

£ 203 : 00 p

gardening

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 946 : 16 p

£ 782.84 → Please Pay

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

MP

Date

2/9/05**Data protection**

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Your details

Name in CAPITAL LETTERS

MEALE

Constituency

MANSFIELD

Claim details

You can only claim for

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- 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.

reduced for mobile phone

Period of claim

from 11/7/05 to 31/7/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ 132 : 02 p

Telephone and telecommunications

£ 132 : 02 p

Cleaning

£ 227 : 00 p

Service/maintenance

£ 185 : 50 p

Repairs/insurance/security

£ 2834 : 00 p

Other

£ 247 : 44 p

Other

£ : p

Other

£ : p

Total

£ 4025 : 96 p

please specify Sky TV subscription July-Decm.

please specify

please specify

See attached copy invoice

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

8/8/05

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.

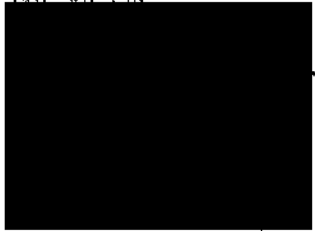
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 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



Mr Macle

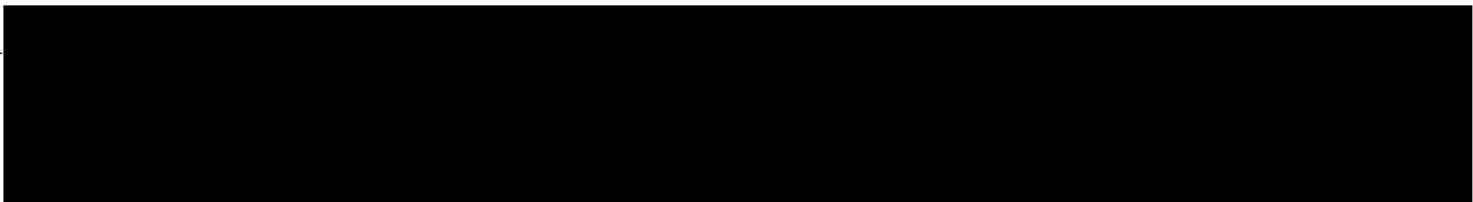
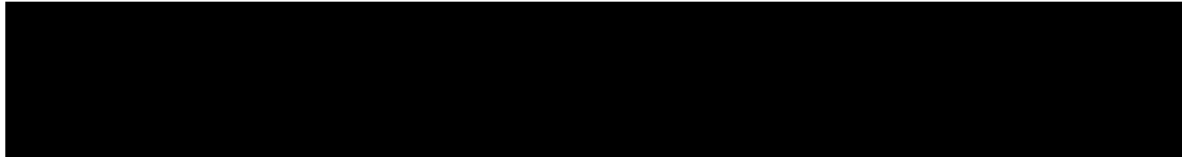


19.07.2005

INVOICE



Total inc vat	£2,834.00
Deposit Received with thanks	£1,417.00
Balance required on completion	£1,417.00





Additional Costs Allowance

ACA2

12 JUL 2005

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

NEALE

Constituency

MANUSFIELD

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

receipt for mobile phone

Period of claim

from 1 1 6 105 to 30 16 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 400:00 p

Utilities

£ 234 81 - gas
115:89 p - electric

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 159 58 - BT
222:16 p - mobile 130 mobile 5

Cleaning r garden

£ 225:62 p
162 00

gas boiler maintenance agreement

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1520:06 p

Pay 1
£1207.90

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
purpose of performing

Signature

Date

13/7/05

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

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

MEALE

Constituency

MANUSFIELD

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

Text: Reduction disallowance 6-31/5/05

Period of claim

from 6 / 05 / 05 to 31 / 05 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 400 : 00 $\times \frac{26}{31} = £335.48$

Utilities

£ : p

Council Tax/Rates

£ 1521 00 ✓ - Council tax May⁰⁵ - April 06
514 : 10 ✓ - water rates " " ✓

Telephone and telecommunications

£ : p

Cleaning

£ 145 : 20 p

Service/maintenance

£ 210 : - p gardening

Repairs/insurance/
security

£ : p

Other

£ 81 : 02 p ▶ please specify mobilephone

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ ~~2871.32~~ p £ 2806.80

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
the purpose of performing

Signature

Date

3/6/03

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

MEALE

Address of the property this bill is for
(if different)

How your bill is worked out

£

Council tax

01 Apr 2005 to 31 Mar 2006

1691.86

Total amount you must pay

1,691.86

Payment Details

Your instalments are:

[Instalments will be collected by direct debit]

20 Apr 2005 £170.86

20 Aug 2005 £169.00

20 Dec 2005 £169.00

20 May 2005 £169.00

20 Sep 2005 £169.00

20 Jan 2006 £169.00

20 Jun 2005 £169.00

20 Oct 2005 £169.00

20 Jul 2005 £169.00

20 Nov 2005 £169.00

$£169 \times 9 = £1521. -$

MRS. B. K. FAY

Address where services are provided.

Water Services Bill

Bill Period : 1 April 2005 to 31 March 2006

£491.38
£491.38 cr

£0.00

Charge
£

284.08
276.76

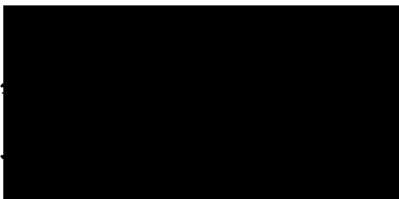
Total Payable

£560.84

Financial Processing }

Transaction No.

Registration No.



Validation Claim Summary Sheet

ACA

Please write or print clearly & attach to claim



Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated a/c exists)

Text 1-11 APRIL 05'



Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :

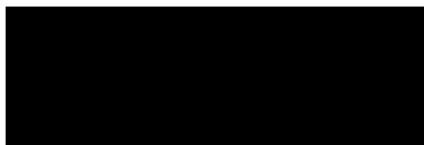
** Validation purposes only (please tick to indicate compliance)*

Mortgage documentation held
Addresses comply with central records
Invoices relate to 2 nd home address
Budget checked
Claim signed
Claim correctly dated

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

** Financial Processing purposes only*

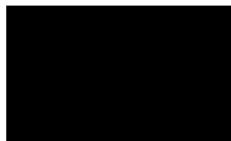
Registered by (initials & date)



Posted by (initials & date)



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

MEALE

Constituency

MANFIELD

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 1 4 05 to 11 1 4 05

Total cost of hotel stays
attach all receipts

£ _____ : _____ p

Mortgage payments
(interest only) or rent

£ _____ : _____ p

Food *

£ 133 : 33 p ✓

Utilities

£ _____ : _____ p

Council Tax/Rates *

£ 56 : 95 p ✓
23 : 36 p ✓

*Council fees
water rates*

Telephone and telecommunications

£ _____ : _____ p

Cleaning
tyndering

£ 68 : 00 p ✓

Service/maintenance

£ _____ : _____ p

Repairs/insurance/
security

£ _____ : _____ p

Other

£ 23 : 30 p ✓

▶ please specify newspapers

Other

£ _____ : _____ p

▶ please specify _____

Other

£ _____ : _____ p

▶ please specify _____

Total

£ 304 : 94 p ✓

** = 1/3 monthly cost*

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

MP

12/4/05

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