Financial	Processing	}
1 11 101 1010		

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

MAR OS ,

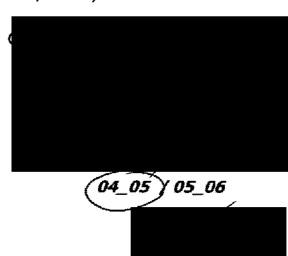
Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :



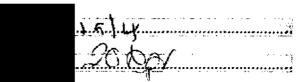
^{*} Validation purposes only (please tick to indicate compliance)

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

1
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Registered by (initials & date)

Posted by (initials & date)





^{*} Financial Processing purposes only

Form ACA2

continued on page 2

Member's claim form

0 7 APR 2005

Members' Allowances

About filling in this form

Total

- © 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 Constituency	ALAN WHITCHEAD SOUTHAMPTON TEST
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	trom 1st / March/2005 10 3 1st / March 2005
Total cost of hotel stays attach all receipts	: £ : p
Mortgage payments (interest only) or rent	£ 730 : 83 p
Food	£ 280 : 00 p
Utilities	. £ : p
Council Tax/Rates	E 101 : 19 p
Telephone and telecommunications	£ 43 : 3) p
Cleaning	<u>£</u> : p
Service/maintenance	£ 106 : 17 p
Repairs/insurance/ security	£ 35 : 20 p
Other	£ : p please specify
Other	£ : p please specify
Other	£ : p please specify

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 6th April 2005 Date The rules governing payments made from the Additional Costs Allowance say we must Data protection 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

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 Members' Allowances Section, Operations Directorate,
form to Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Member's claim form

Form ACA2 Page 1 of 2

continued on page 2

OR WAR ZOUS

Members' Allowances

Abou	t filli	ing in
	this	form

Total

- $\hfill\Box$ 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	ALAN WHITEHEAD	
Constituency	SOUTHAMPTON TEST	
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 overnig away from your only or main home for the purpose of performing your Parliamentary duties. 	gh
Please fist	all items costing £250 or more and include receipts — except for food, for which receipts are not required.	
Please aitach	a receipts or invoices for any hotel cost even if it is less than £250.	
Period of claim	from 1 / 02 / 05 to 28 / 02 / 05	144
Total cost of hotel stays attach all receipts	<u>£</u> ; <u>P</u>	
Mortgage payments (interest only) or rent	£ 730 : 83 p	
Food	£ 210 : 00 p	
Utilities	£ 166 : 02 p (e) ctr: (t)	
Council Tax/Rates	ε 105 : 00 p	
Telephone and telecommunications	E ; p	
Cleaning	<u>i £ ; p</u>	
Service/maintenance	E 106 : 50 b	
Repairs/Insurance/ security	£ \$\$: 20 p	
Other	£ : p piease specify	
Other	£ : p please specify	, , , , , , , , , , , , , , , , , , , ,
Other	£ : p please specify	

Details of second home if applicable

Address of second home for Additional Gosts 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

8th March 2005

MP

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,



D 9 FEB 2005

Form ACA2 Page 1 of 2

Member's claim form

Members' Allowances

About filling in	☐ For details of costs you can claim for, see Green Book section 3
this form	□ If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.
Your details	
Name in CAPITAL LETTERS	Alan WHITCHEAD
Constituency	SOUTHAMPTON TEST
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	tem 1 / 1 /2005 to 31 / 1 /2005
Total cost of hotel stays ettach all receipts	<u>£</u> ; <u>p</u>
Mortgage payments (interest only) or rent	£ 730 : 83 p
Food	£ 210 : 00 p
Utilities	<u>£</u>
Council Tax/Rates	£ 105 : 00 p
Telephone and	£ : p
telecommunications	
Cleaning	<u>£</u> : <u>p</u>
Service/maintenance	£ 106 : 20 p
Repairs/Insurance/	£ \$5 ; 20 p
/ Other	£ : p • please specify
Other	£ : p please specify
	C Animos apositi
Other	£ : p please specify
Total	£ 12 00 : 230

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 The rules governing payments made from the Additional Costs Allowance say we must Data protection 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 daims National Audit Office slaff. We will normally keep the information you give for three years following the year in which you incurred the expense.

Members' Allowances Section, Operations Directorate,

Send your completed

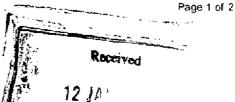
form to

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.



Member's claim form

Form ACA2



Res:

Members' Allowances

About filling in	೮	For details of costs you can claim for, see Green cost section 34. If you have any doubt about whether you can claim for a cost.
this form	$\langle \Box \rangle$	If you have any doubt about whether you can claim for a cost.
		please call 020 7219 1592.

Your details

Name

ALAN WHITEHEAD in CAPITAL LETTERS

SOUTHAMPTON TEST Constituency

Claim details

Notes

You can only claim for

- B 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

Piease attach	receipts or invoices for any hotel cost even if it is less than £250.									
Period of claim	from	1 /	12	104	io	3)	1	12	104	
Total cost of hotel stays attach all receipts	£		:	ą						
Mortgage payments (interest only) or rent	£	730		83 .						
Food	£	210	<u>:</u>	0 <i>0</i> ≥						
Utilities	£		::	D						
Council Tax/Rates	£	105	1	a 00						
Telephone and telecommunications	_ £ _	41	. :	45 p						
Cleaning	Ē.			6						



Service/maintenance

€ 10 € 9 O.5 :

Repairs/insurance/ security

please specify

Other

Other

please specify.

Other

please specify

Total

1248

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

Signature

Date 11.1.2005

Data protection

The rules governing payments made from the Additional Costs Altowance 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.

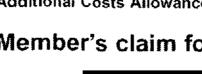
If you have any concerns about how your information is handled, please call our Data Protection Officer on **020 7219 3659**, who acts on behalf of the Data Controller, Clerk of the House.

Send your completed form to

Members' Allowances Section, Operations Directorate, Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Form ACA2 Page 1 of 2

Member's claim form



Members' Allowances

About filling in this form	C. For details of costs you can claim for, see Green Book section 3.
MISTAL PARTYY	If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.
Your details	
Name in CAPITAL LETTERS	ALAN WHITEHEAD
Constituency	SOUTHAMPTON TEST
Claim details	
Notes	
You can only claim for	 costs you have actually paid additional expenses wholly, exclusively and necessarity 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 / 10 / 04 to 31 / 10 / 04
Total cost of hotel stays attach all receipts	<u>£</u> : p
Mortgage payments (interest only) or rent	£ 730 : 03 p
Food	1 2.10 : 00 p
Utilities	<u>£</u> : p
Council Tax/Rates	1£ 105 : 00 p
Telephone and telecommunications	<u>. £</u> : p
Cleaning	<u>£</u> : p
Service/maintenance	<u>ε</u> 106 : 20 p
Repairs/insurance/ security	£ \$5 : 2.0 p
Other	£ : p please specify
Other	£ : p pieasa specify

please specify

1206-43 p Total

Other

continued on page 2

Address of second home for Additional Costs Allowance Declaration Leading the costs wholly, exclusively and necessarily to enable pose of performing

Signature

Date

29, 11. 2004

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,



Members' Allowances

Additional Costs Allowance

Member's claim for



Page 1 of 2

OI DEC 5004

About filling in	1.1	For	details of	costs	уоц	can clair	n for	se
this form								

If you have any doubt about whether you please call 020 7219 1592.

Book section 3. dor a cost

Your details

Name in CAPITAL LETTERS

Constituency

ALAN WHITCHEAD

SOUTHMATON THST

Claim details

t	e	s
	t	te

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

Repairs/insurance/

security

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

Period of claim	fora	1 /	1) /	04	<u>to</u>	30	/ <u>I</u>	104
Total cost of hotel stays	£		:	Р				
Mortgage payments (interest only) or rent	£	<u>730</u>	: 2	3 p				
Food	£	280	: C	0 p				
Utilities	£	·····	:	ρ				
Council Tax/Rates	į £	105		d 0				
Telephone and telecommunications	£		- - 	р				
Cleaning	Ē		<u>;</u>	р				
Service/maintenance	į £	106	: 20	<u>q</u> С				

20 p

539 Other 00 p.* 85 Other

55

Delease specify Flooring materials prease specify B) ~ V

Other р

please specify

MOI Total

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 ose of performing

Signature

Date [] 2. 2004

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:

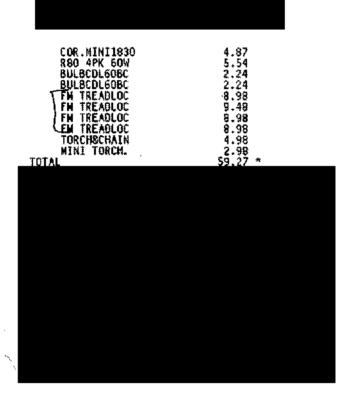
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- Mational Audit Office staff.

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Send your completed form to

Members' Allowances Section, Operations Directorate,



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TRIM TERRA 43.78
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F/M TILE LOC 435.40
17.98 x 3 Oty
F/M COMBILAY 53.94
TOTAL 533.12 *

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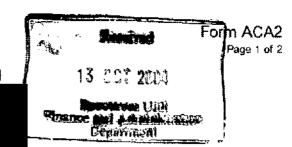




Members' Allowances

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 1592.

Your details				
Name in CAPITAL LETTERS Constituency		WH HTCHE	•	
Claim details				
Notes				
You can only claim for		enses wholly, exclusi-	vely and necessarily incurred for the purpose of performing	to enable you to stay overnight your Parliamentary duties.
Please fist	all items costs are not require	-	Include receipts – except for	food, for which receipts
Please attach	☐ receipts or inv	oices for any hotel co	ost even if it is less than £250	l.
Period of claim	<u> from </u>	07/04	10 30 / 09	104/
Total cost of hotel stays affacti all receipts	£	; p		
Mortgage payments (interest only) or rent	E 730	9 E 8 :		
Food	£ 140	: 0 0 p		
Utilities	E 84	: 68 b		
Council Tax/Rates	£ 105	: 06 p		
Telephone and telecommunications	£ 38	: 32 p		
Cleaning	£	: p		
Service/maintenance	€ 106	: 20 p	•	
Repairs/insurance/ security	£	: p		
Other	: £	<u>;</u> p	please specify	
Other	1.	; <u>p</u>	please specify	
Other	<u> </u>	p	please specify	7.00.00.00.00.00.00.00.00.00.00.00.00.00
Total	£ 1205	: ОЗр		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 overhight away from my only or main home for the purpose of performing Signature 11, 10,2004 Date 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 Mational Audit Office staff. We will normally keep the information you give for three years following the year in which you incurred the expense.

Members' Allowances Section, Operations Directorate,

Send your completed

form to

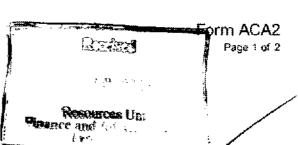
If you have any concerns about how your information is handled, please call our Data Protection Officer on 020 7219 3659, who acts on behalf of the Data Controller, Clerk of the House.



Members' Allowances

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.
- Light figure for a cost, please call 020 7219 1592.

	please call 020 7219 1592.	
Your details		
Name in CAPITAL LETTERS Constituency	ALAN WHITE SOUTH AM PTO	_
Claim details		
Notes You can only claim for	costs you have actually paid	
Ploasa list	away from your only or main home away from your only or main home	vely and necessarily incurred to enable you to stay overnight for the purpose of performing your Parliamentary duties. I include receipts – except for food, for which receipts
Please attach	are not required. Treceipts or invoices for any hotel or	ost even if it is less than £250.
Period of claim	from 1 / 08 /2004	6 31 / 08 /2004
Fotal cost of hotel stays attach all receipts	£ : p	
Mortgage payments (interest only) or rent	<u>£ }30 : 85 p</u>	
Food	£ ; p	
Utilities	£ : p	
Council Tax/Rates	£ 105 : 00 P	
Telephone and telecommunications	£ 59 : 31 p	
Cleaning	£ ; p	
Service/maintenance	£ 106 : 13- p	
Repairs/insurance/ security	<u>£</u>	
Other	<u>£</u> : p	please specify
Other	<u>f</u> : p	please specify

please specify

Total

Other

E 1001 : 31 b

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 urpose of performing Signature 8.9.2004 Date 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

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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

incurred the expense.

Members' Allowances Section, Operations Directorate,

Send your completed

form to



Form ACA2

Page 1 of 2

Member's claim form

Recuived

About filling in this form

- G For details of costs you can claim for, see Green Book's action 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

Constituency

ALAN WHITEHEAD

SOUTHAMPTON TEST

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 fist
- all items costing £250 or more and include receipts except for food, for which receipts are not required.
- Please attach areceipts or invoices for any hotel cost even if it is less than £250.

12004

al acat of hatal stores

Period of claim

; from 1

107 12004

Total cost of hotel stays attach all receipts

Mortgage payments (interest only) or rent

£

Food Utilities <u> २।० : ०० р</u>

Council Tax/Rates

105 : 00 p

Telephone and telecommunications

£ ; p

Cleaning

£ : p

Service/maintenance

: 106 : 17 :

Repairs/insurance/ security

ξ : ρ

Other

121 : 00 |

please specify

Telensin home

Other

<u>£</u> : _____

please specify

Other

£ : p

please specify

Total

1273 : 00 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 roight swew from my pally or main home for the purpose of performing Signature 8.9.2004 Date The rules governing payments made from the Additional Costs Allowance say we must Data protection 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 Mational Audit Office staff. We will normally keep the information you give for three years following the year in which you

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.

Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

incurred the expense.

Members' Allowances Section, Operations Directorate,

Send your completed

form to



Member's claim form 1.7 111 L 2004

Members' Allowances

DFA

About filling in this form	 For details of costs you can claim for see If you have any doubt about whether you oplease call 020 7219 1592. 	
Your details		
Name in CAPITAL LETTERS	LALAN WHITCHEAD	
Constituency	SOUTHAMPTON TO	<u>5T</u>
Claim details		
Notes		
You can only claim for	,	f necessarily incurred to enable you to stay overnight purpose of performing your Parliamentary duties.
Please list	all items costing £250 or more and include are not required.	· · · · · · · · · · · · · · · · · · ·
Please attach	🔾 receipts or invoices for any hotel cost even	if it is less than £250.
Period of claim	from 1 / (/ 2004 Lt	10 31 / 6 /2004
Total cost of hotel stays attach all receipts	10 <u>49</u> ; p	
Mortgage payments (interest only) or rent	£ 7/36 : 38 p	
Food	<u>£ 72 (О : ОО Р</u>	
Utilities	£ : p	
Council Tax/Rates	1£ 89 : 62 p	
Telephone and telecommunications	E 59 : 31 p	
Cleaning	<u>q</u> : <u>p</u>	
Service/maintenance	£ : p	
Repairs/insurance/ security	£ 5) : 00 p	
Other	£ : p ▶ ple	ease specify
Other	<u>ξ</u> : ρ ▶ ρ №	ease specify
Other	£ : p • ple	ease specify
Total	E 1459: 67P	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 enight away from my only or main home for the purpose of performing Signature 94 Date **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. Members' Allowances Section, Operations Directorate, Send your completed Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA form to

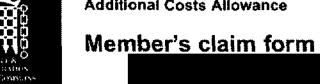
C&G Cheltenham & Gloucester

Mr A	Whitehead		
06 May 2004			
Dear Mr W	/hitehead .	•	
Your Mortgage A	Account Number		

				First payment			Normal monthly payment		
Sub Previous account Interest number rate	New interest rate	Date new interest rate applies	Amount	Including initial interest	Date	Amount	Date -each month		
	4.40%	4.40%	N/A	£1049.74	£349.12	1 June 2004	£700.62	1 st	
				· ·					
	Total r	nonthly pay	ments	£1049.74			£700.62		



Form ACA2 Page 1 of 2





Members' Allowances		Section of the sectio
About filling in this form	 For details of costs you can claim for a life you have any doubt about whether please call 020 7219 1592. 	•
Your details		
Name in CAPITAL LETTERS Constituency	ALAN WHITEHEAD SOUTH AMPTON 7	KST
Claim details		
Notes		
You can only claim for		ely and necessarily incurred to enable you to stay overnight for the purpose of performing your Parliamentary duties.
Please list		include receipts - except for food, for which receipts
Please attach	☐ receipts or invoices for any hotel co	st even if it is less than £250.
Period of claim	from 1 1 6 1 2004	10 3) 1 5 12004
otal cost of hotel stays attach all receipts	£ : p	
Mortgage payments (interest only) or rent	£ 1040 : 34 p	
Food	<u> 180 : 00 p</u>	
Utilities	£ 109 : 97 p	
Council Tax/Rates	<u> 9</u>	
Telephone and telecommunications	<u>£</u> : p	
Cleaning	<u>£</u> : р	
Service/maintenance	<u>f</u> : p	
Repairs/insurance/ security	<u>ε 51 : 60 ρ</u>	
Other	£ 719 : 00 p	please specify Formiture
Other	<u>£</u> : p	please specify
Other	£ : p	please specify
Total	E 1159: 97p	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 burpose of performing Signature 28. 6. 04 Date 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 Members' Allowances Section, Operations Directorate, Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA form to

Custom	ner Name	MH	TRHOAS,		
Addres					
Tel Work			Home		
Line	SKU	Qty.	Description	Unit Price	Total Price
1			- DINETTE -		
2		\bigcirc	Cilcular FOX TABLE.		2991
3					
4		(H)	Moss BACK HAIRS	3105	11-20-
5			0 760k		719 -
6		-			
7	•	c			
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Delivery						
Day	Day		DD		MM	Y)
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Confirmation assets		Omilians graij
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Form ACA2 Page 1 of 2

Member's claim form



Members' Allowances

About filling in this form

- C For details of costs you can claim for, see Green Book section 3.
- To If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS ALAN WHITCHEAD

Constituency

Total

SONTHAMPTON TEST

Claim details							···		
Notes									
You can unly claim for	೯ ೦೧	sts you	i have a	ctu	ally paid	Ŀ			
							sively and necessarily incurred to enable you to stay overnight		
							ne 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				es '	for any	hotel	cost even if it is less than £250.		
***************************************					-		***************************************		
Period of claim	from	1	/ 0	4	/ 04	<u> </u>	to 30 / 04 / 04		
Total cost of hotel stays attach all receipts	E			:		р			
Mortgage payments (interest only) or rent	£	45	3	:	59	p			
Food	£	28	lo O	:	00	р			
						<u> </u>			
Utilities	£	<u>.</u>		:_		р			
Council Tax/Rates	Ĺ <u>Ē</u>	42		:	90	р′			
Telephone and	£			:		р			
telecommunications	·								
Cleaning	£			;		Р			
C / Louisman	r								
Service/maintenance	_ £			<u>.</u>	·	<u>p</u>			
Repairs/insurance/	į£			:		р			
security	····-								
Other	£			:_		p	please specify		
Other	£	anau				р	please specify		
Other	£	·				р	please specify		

: **59** P

Details of second home if applicable

Address of second home

for Additional Costs Allowance

9-

Declaration

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

the purpose of performing

Signature

10 th May 2004

Date

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,