



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

ANDREW SMITH

Constituency

OXFORD EAST

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.
- 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 01/05/04 to 31/05/04

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p ①

Food

£ 135 : 39 p

Utilities

£ 20 : 50 p ② GAS
32 : 83 p ③ WATER

Council Tax/Rates

£ 95 : 00 p ④

Telephone and telecommunications

£ 18 : 52 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ 108 : 44 p ⑤ CONTENT INSURANCE

Other

£ _____ p ▶ please specify _____

Other

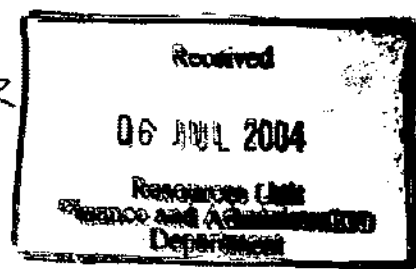
£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

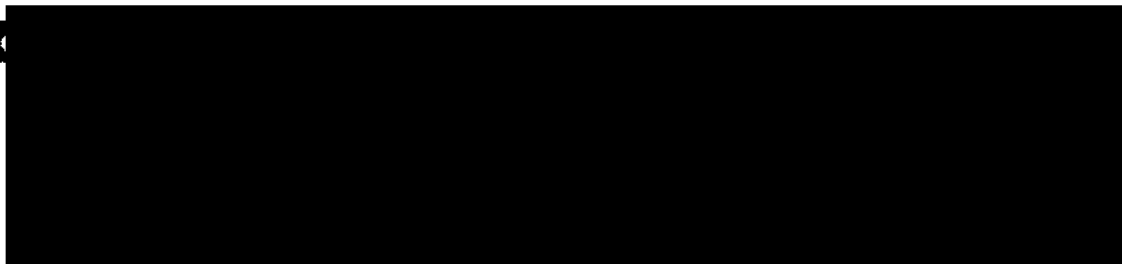
Total

£ 902 : 56 p



Details of second home

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

1/7/04

Data protection

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

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Send your completed
form to

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

Borrower Names: Mr A D Smith

2003 Transaction Summary Statement
details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59

03 interest £4939.36 = £411-61 month.
has since risen, but with variable amounts
near end.

31.12.03 as per
LPSA
31.12.03 as per
statement

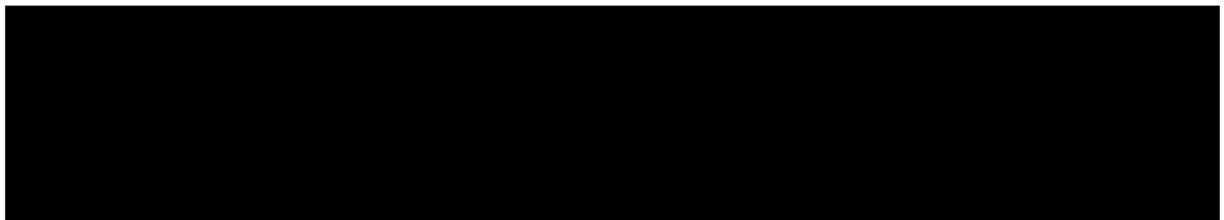
411-61

2870

2171

411-61

£ 4939.36
per paid + mortgage
in expense, and
no change.



Your Customer Reference



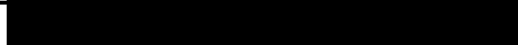
side ②



HOW WE WORKED OUT YOUR GAS ACCOUNT

For the period 14 January - 14 April 2004

Payments

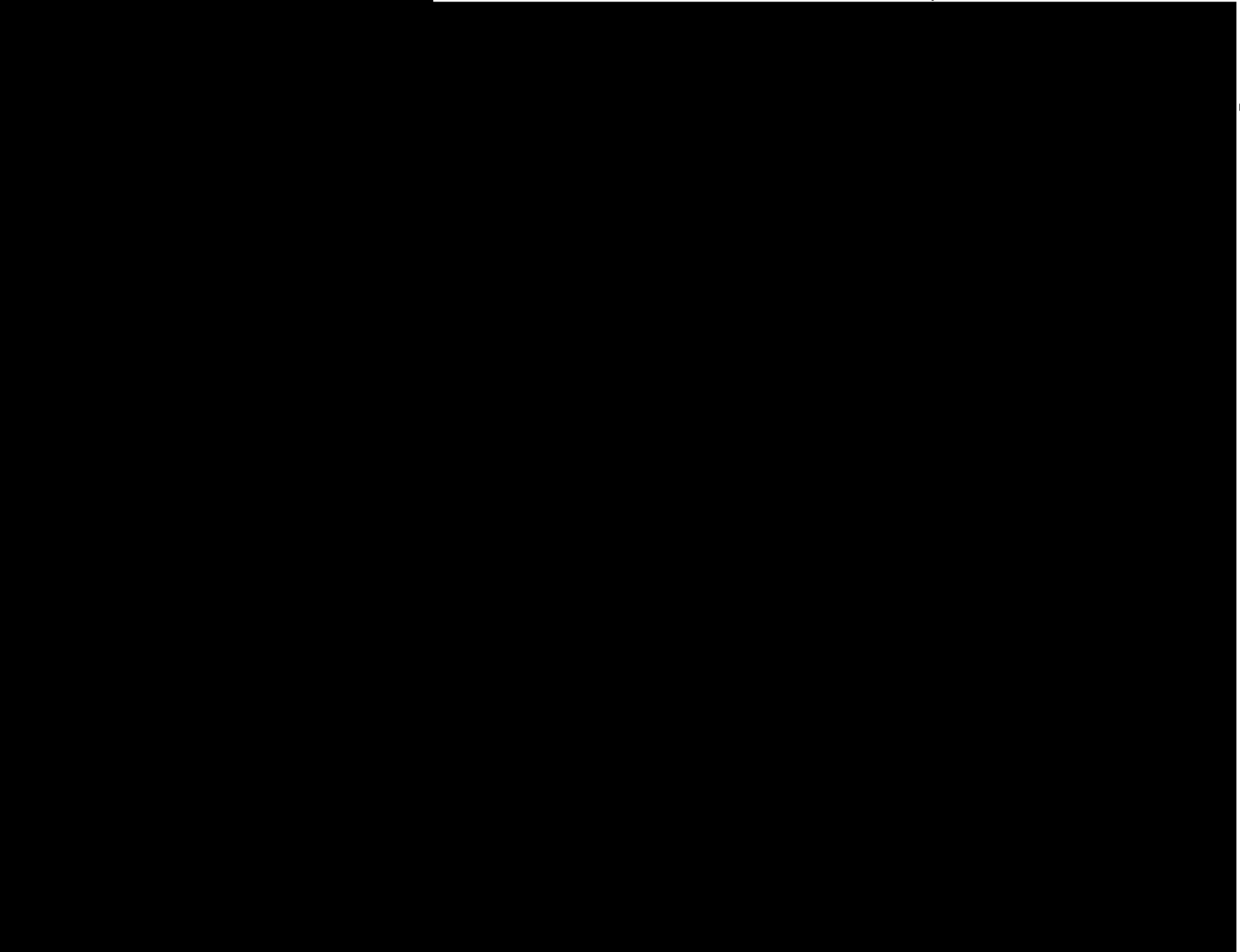


29 March 2004

£20.50

25 February 2004

£20.50



MR A SMITH

Your new payment plan, starting April 2004

1st instalment
1st April 04

7 instalments
1st May 04
to 1st November 04

Current
charges

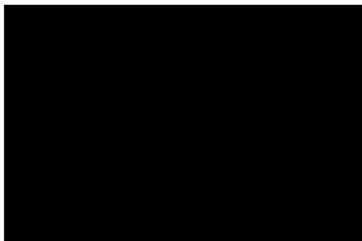
Your new payment plan covers
your water services bill for the
year 1 April 2004 - see below

£32.85

£32.93

£262.66

The payments shown will be
collected by Direct Debit from



Date issued : 27 April 2004

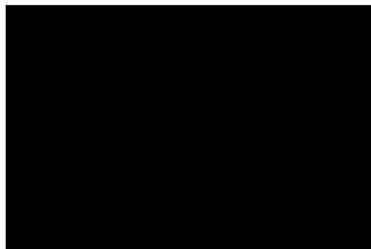
Page 1 of 2

Policy Details

Policy Number



Reason for issue

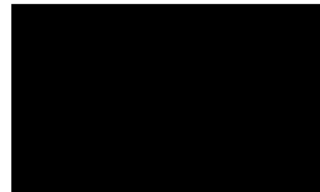


Policyholder(s)



Mr Andrew Smith

Postal Address



Insurance Advisor

Agent's Number



Agent's Reference

Period of insurance

from: 27 April 2004

to midnight on: 26 April 2005

Product form



Premium Information

Total Premium

£103.28

Insurance Premium Tax

£5.16

Total payable

£108.44



Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

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 01/06/04 to 30/06/04

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 **1**

Food

£ 140 : 51 p

Utilities

£ 20 : 50 **2** GAS
32 : 83 **3** WATER

Council Tax/Rates

£ 95 : 00 **4**

Telephone and
telecommunications

£ 117 : 34 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ _____ p

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 898 : 06 p

Details of second home

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

1/7/04

Data protection

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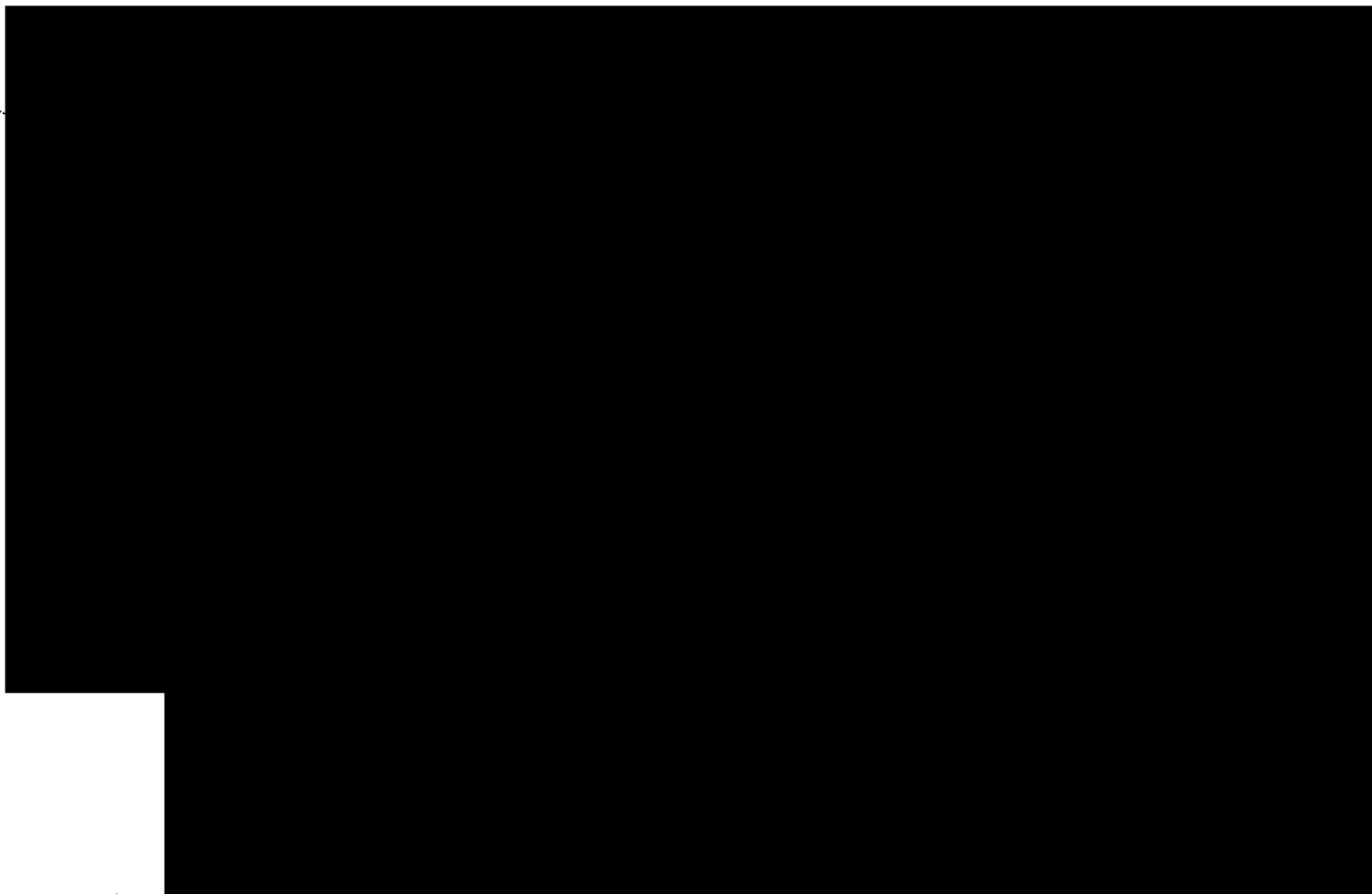
Send your completed
form to

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

Borrower Names: Mr A D Smith

2003 Transaction Summary Statement
details correct as at 31st December 2003

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			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59



Your Customer Reference

side 2 of 6



HOW WE WORKED OUT YOUR GAS ACCOUNT

For the period 14 January - 14 April 2004

Credit balance brought forward

£67.42

29 March 2004

£20.50

25 February 2004

£20.50

—

MR A SMITH

Your new payment plan, starting April 2004

1st instalment
1st April 04

7 instalments
1st May 04
to 1st November 04

Current
charges

Your new payment plan covers
your water services bill for the
year 1 April 2004 - see below

£32.85

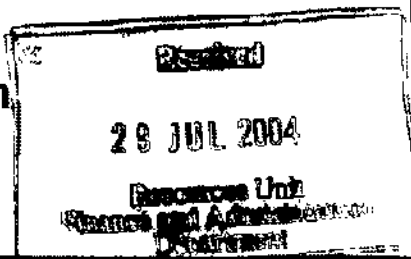
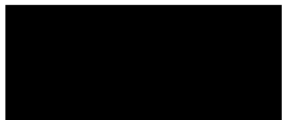
£32.93

£262.66

The payments shown will be
collected by Direct Debit from
the account you have selected
on or shortly after the 1st of the
month



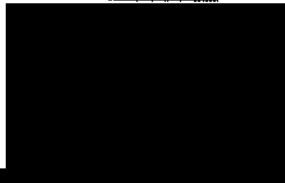
Member's claim form



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

ANDREW SMITH

Constituency

OXFORD EAST

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.
- 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 / 07 / 04 to 31 / 07 / 04

Total cost of hotel stays
attach all receipts

£ _____ p _____

Mortgage payments
(interest only) or rent

£ 491 : 88 p ①

Food

£ 461 : 91 p * £400 per week

Utilities

£ 20 : 50 p GAS
32 : 83 p WATER

Council Tax/Rates

£ 95 : 00 p

Telephone and
telecommunications

£ 15 : 00 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ _____ p

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 1117 : 12 p

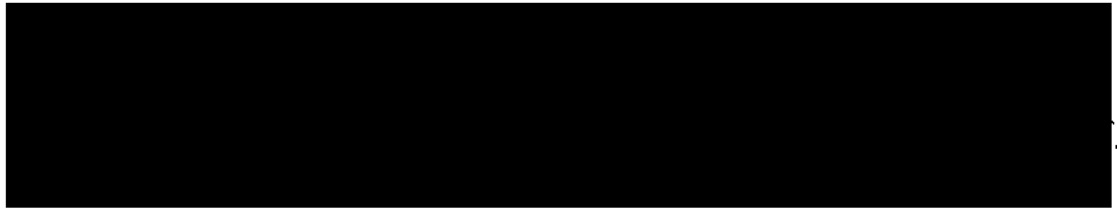
less

61.91

→ £1055.21 PAID.

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

27/07/04

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
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Send your completed
form to

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

Borrower Names: Mr A D Smith,

2003 Transaction Summary Statement

details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			85,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.86
			84,754.59



Member's claim form

RECEIVED

10 SEP 2004

DPA

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

ANDREW SMITH

Constituency

OXFORD EAST

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.
- 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 / 8 / 04 to 31 / 8 / 04

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p

Food

£ 140 : 13 p

Utilities

£ 20 : 50
32 : 83 p

Council Tax/Rates

£ 38 : 60
95 : 00 p

Telephone and telecommunications

£ 7 : 79 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 826 : 73 p

GAS } REGULAR PAYMENT
WATER }
ELECTRICITY (2)

Details of second home

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

9/9/04

Data protection

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The information you give will be seen by:

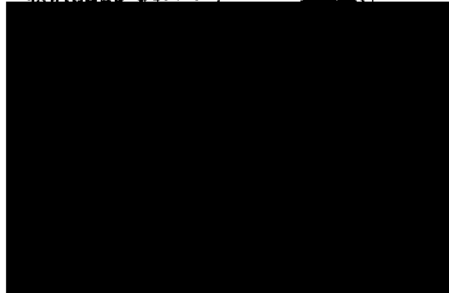
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form to

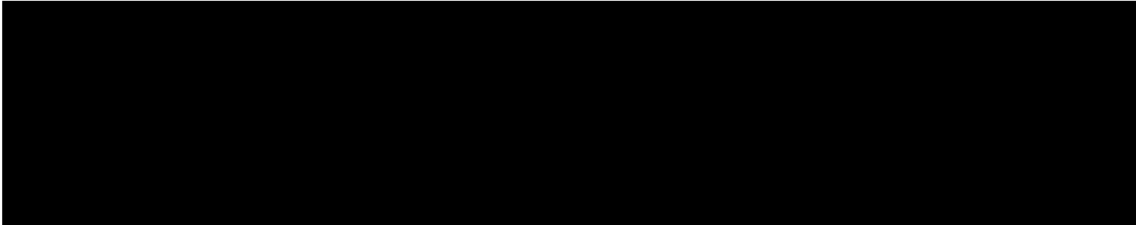
Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Borrower Names: Mr A D Smith

2003 Transaction Summary Statement
details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59



9 July 2004

Electricity bill

MR A SMITH

We will take

£38.60



Member's claim form

Members' Allowances

About filling in this form

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

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 01/09/04

to 30/09/04

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p (1)

Food

£ 247 : 77 p

Utilities

£ 20 : 50 p
32 : 82 p

GAS } REGULAR PAYMENT
WATER }

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 43 : 74 p

Cleaning

£ _____ p

Service/maintenance

£ 35 : 12 p

LIGHT BULBS

Repairs/insurance/security

£ _____ p

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

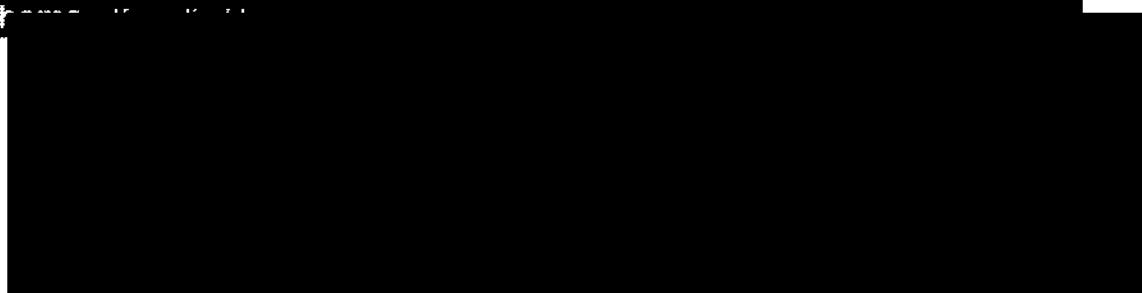
▶ please specify _____

Total

£ 966 : 84 p

Details of second home

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

4-10-04

Data protection

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Borrower Names: Mr A D Smith.

2003 Transaction Summary Statement
details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
[REDACTED]			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59



Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

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 10 1 04 to 31 1 10 1 04

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p

Food

£ 200 : 71 p

Utilities

£ 20 50 : 32 83 p

GAS

WATER

Council Tax/Rates

£ 48 77 : 95 00 p

ELECTRICITY

Telephone and telecommunications

£ 135 : 29 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ _____ p

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Total

£ 1024 : 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

Signature

_____ MP

Date

_____ 30 - Oct - 04 _____

Data protection

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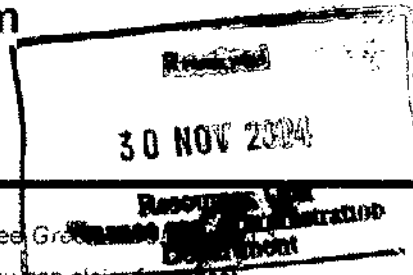
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Member's claim form

Members' Allowances



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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Claim details

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

Please list

Please attach

Period of claim

from 1 NOV 04 to 30 NOV 04

Total cost of hotel stays
attach all receipts

£ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p (1)

Food

£ 120 : 00 p

Utilities

£ 20 : 50
32 : 83 p

GAS > REGULAR PAYMENT
WATER

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 16 : 13 p

Cleaning

£ p

Service/maintenance

£ 4694 : 13 p (2) REPLACING BOILER

Repairs/insurance/security

£ p

Other

£ 616 : 64 p (3)

▶ please specify MATERIALS FOR BATHROOM

Other

£ 1533 : 38 p (4)

▶ please specify MATERIALS FOR BATHROOM

Other

£ p

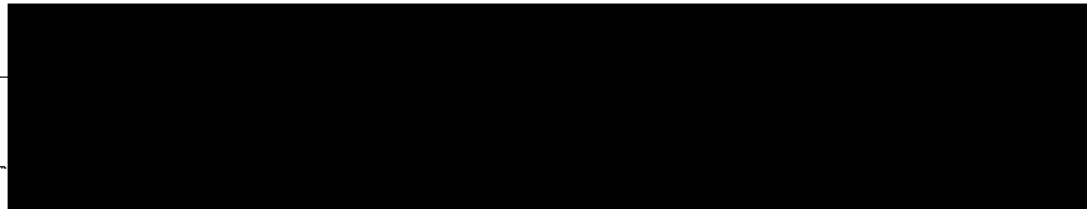
▶ please specify

Total

£ 7620 : 49 p

Details of second home *if applicable*

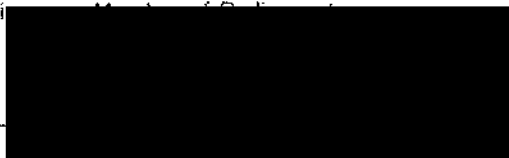
Address of
second home
for Additional
Costs Allowance



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

30-11-04

Data protection

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Borrower Names: Mr A D Smith

Summary Statement

details correct as at 31st December 2003

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		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59

03 interest £4939-36 = £411-61 / month.
 has since risen; but will reconcile towards
 year end.

	411-61	
Insurance as per attached	28-60	XXXX
Insurance as per attached	51-67	
	<hr/>	
	491-88	

Invoice

Mr [REDACTED] A Smith

17th November 2004

Installation of replacement Boiler:

Supplied and installed a [REDACTED] condensing combination boiler with all controls to suit.

Labour and materials:	£3995-00
17.5% VAT:	699-13
	<hr/>
	£4694-13
	<hr/>



Member's claim form

Members' Allowances

About filling in this form

- For details of costs you can claim for, see ...
- If you have any doubt about whether you can claim, please call 020 7219 1592.

Your details

Name
in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

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 / 12 / 2004 to 31 / 12 / 2004

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p (1) ✓

Food

£ 120 : 00 p

Utilities

£ 20 : 50
32 : 83 p

GAS WATER } REGULAR PAYMENTS

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 88 : 21 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ 5287 : 50 p BATHROOM WORK

Other

£ _____ p

▶ please specify

Other

£ _____ p

▶ please specify

Other

£ _____ p

▶ please specify

Total

£ 6135 : 92 p

42348.42

Details of second home

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

_____ 4/1/05 _____

Data protection

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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

Borrower Names: Mr A D Smith

2003 Transaction Summary Statement

details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59

03 interest £4939-36 = £411-61 / month.
has since risen; but will reconcile towards
year end.

Insurance as per
attached 411-61

Insurance as per
attached 28-60

Insurance as per
attached 511-67

491-88

Invoice

Mr [REDACTED] **A Smith**

8th December 2004

Modernisation to Bathroom:

Removed existing bathroom suite, removed tiles from walls.

Installed only - Shower tray, Screen, Hand basin and WC, complete with taps and wastes.

Shower: Supplied and installed BRISTAN Artisan shower.

Tiling: Supplied and installed white tiling. Decorated room with emulsion paint.

Work carried out as per estimate dated - 27/9/04.

£4500-00

17.5% VAT:

787-50

£5287-50

...continuation:



£5287-50

ADDITIONAL EXTAS: Fixed cabinet to wall. Supplied and installed electrical supply to cabinet.

Installed accessories to wall.

TOWEL RAIL: Supplied and installed new chrome heated towel rail.

Labour and materials: £770-00

17.5% VAT: 134-75

Less deposit paid.....

£6192-25

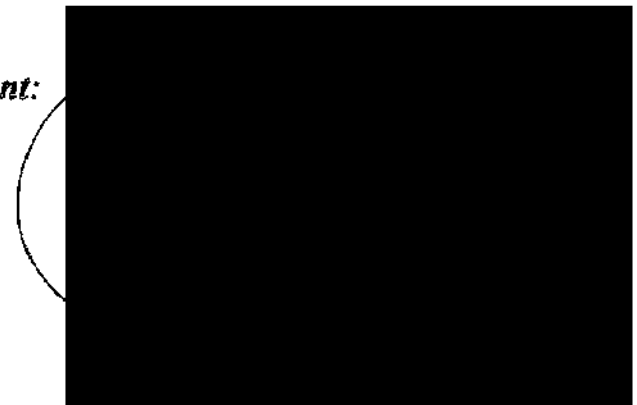
1175-00

al paid
paid.

Amount outstanding.....

£5017-25

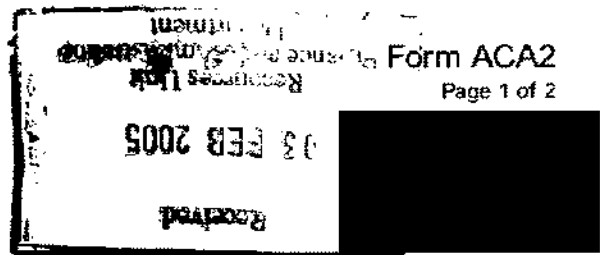
TERMS: This invoice now due for payment:





Additional Costs Allowance

Member's claim form



Members' Allowances

About filling in this form

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- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name ANDREW SMITH
 in CAPITAL LETTERS
 Constituency OXFORD EAST

Claim details

Notes

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 1 / 1 / 05 to 31 / 1 / 05

Total cost of hotel stays £ [redacted]
attach all receipts

Mortgage payments £ 491 : 88 p (1)
(interest only) or rent

Food £ 90 : 00 p

Utilities £ 20 : 50 p Gas winter

Council Tax/Rates £ 95 : 00 p

Telephone and telecommunications £ 19 : 11 p

Cleaning £ [redacted] p

Service/maintenance £ [redacted] p

Repairs/insurance/security £ [redacted] p

Other £ [redacted] p ▶ please specify _____

Other £ [redacted] p ▶ please specify _____

Other £ [redacted] p ▶ please specify _____

Total £ 716 : 49 p

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 duties as a Member of Parliament.

Signature

[Redacted Signature]

MP

Date

2/2/05

Data protection

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

[Redacted]

Borrower Names: Mr A D Smith,

[Redacted]

2003 Transaction Summary Statement
details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.89

03 interest £4939.36 = £411.61 / month.
has since risen; but will reconcile towards
year end.

Insurance as per
attached 411-61

Insurance as per
attached 28-60

Insurance as per
attached 51-67

491-88

[Redacted]

[Redacted]



Member's claim form

02 MAR 2005

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

ANDREW SMITH

Constituency

OXFORD EAST

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.
- 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 1 2 105 to 28 1 2 105

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p (1) ✓

Food

£ 108 : 50 p

Utilities

£ 20 50 : 55 : 90 p GAS ELECTRICITY

Council Tax/Rates

£ _____ p

Telephone and
telecommunications

£ 15 : 00 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ _____ p

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 691 : 78 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

_____ 28 FEB 05 _____

Data protection

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Send your completed
form to

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

Borrower Names: Mr A D Smith, [redacted]

2003 Transaction Summary Statement
 details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59

03 interest £4939-36 = £411-61 / month.
 has since risen; but will reconcile forwards
 year end.

	411-61
Insurance as per attached	28-60
Insurance as per attached	51-67
	<hr/>
	491-88

Financial Processing }

Transaction No

Registration No

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicat

Text MAR 05

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04_05 / 05_06

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

/
/
/
/
/
/

** Financial Processing purposes only*

Registered by (initials & date)

Posted by (initials & date)





Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Claim details

Notes

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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.

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 / 03 / 2005 to 31 / 03 / 2005

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 491 : 88 p (1)

Food

£ 157 : 02 p

Utilities

£ 20 : 50 p GAS

Council Tax/Rates

£ _____ p

Telephone and telecommunications

£ 55 : 64 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ _____ p

Other

£ _____ p

▶ please specify

Other

£ _____ p

▶ please specify

Other

£ _____ p

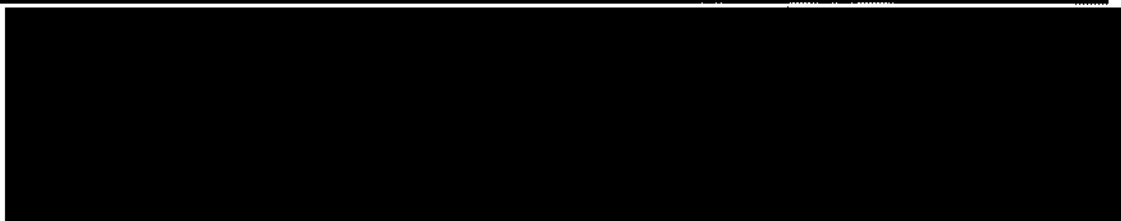
▶ please specify

Total

£ 725 : 04 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

4-4-2005

Data protection

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Borrower Names: Mr A D Smith

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details correct as at 31st December 2003

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			86,328.83
		620.24	
		550.34	
		540.72	
		540.72	
		540.72	
		540.72	
		540.72	
		525.27	
		525.27	
		525.27	
		525.27	
		538.34	
			4,939.36
			84,754.59

[REDACTED]

Mr A D [REDACTED] Smith

[REDACTED]

[REDACTED]

[REDACTED]

Our Ref [REDACTED]
August 2004

Dear Mr [REDACTED] Smith

I'm writing to let you know that the interest rate on your mortgage [REDACTED] will go up on 1 September 2004.

Here's how it will affect your monthly payment(s):

Loan	Interest rate	Monthly payment
01	6.650%	£300.95
02	6.650%	£298.83

Total monthly payment from September 2004 £599.78

[REDACTED]