



Member's claim form

29 FEB

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

Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 FEB 108 to 29 FEB 108

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 495 : 88 p

Food

£ 239 : 84 p

Utilities

£ 19 : 00 p GAS

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 39 : 70 p BUILDINGS INSURANCE

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 794 : 42 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 - 2008

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

Borrowers Names: Mr A D Smith

2007 Transaction Summary Statement

details correct as at 31st December 2007

Date	Transactions	Credits (£)	Debits (£)
01 Jan 2007	Opening Balance		79,680.65
22 Jan 2007	Payment	619.72	
22 Feb 2007	Payment	634.61	
22 Mar 2007	Payment	634.61	
23 Apr 2007	Payment	634.61	
22 May 2007	Payment	634.61	
22 Jun 2007	Payment	648.93	
23 Jul 2007	Payment	648.93	
22 Aug 2007	Payment	663.58	
24 Sep 2007	Payment	663.58	
22 Oct 2007	Payment	663.58	
22 Nov 2007	Payment	663.58	
24 Dec 2007	Payment	663.58	
31 Dec 2007	Interest		5,950.62
31 Dec 2007	Closing Balance		77,857.35

£
 2007 total interest 5,950.62
 monthly average 495.88



Member's claim form

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

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 01 JAN 08 to 31 JAN 08

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 495 : 88 p

Food

£ 483 : 57 p

Utilities

£ 192 : 18 p

Council Tax/Rates

£ 19 : 00 p GAS

Telephone and telecommunications

£ 107 : 00 p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/security

£ 39 : 70 p

Other

£ 603 : 60 p

please specify

BUILDINGS INSURANCE
BEDROOM FURNITURE

Other

£ _____ p

please specify

Other

£ _____ p

please specify

Total

£ 1938 : 93 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

Signature

MP

Date

25 Feb 2008

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**Send your completed
form to**

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

2007 Transaction Summary Statement

details correct as at 31st December 2007

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22 Nov 2007	Payment	663.58	
24 Dec 2007	Payment	663.58	
31 Dec 2007	Interest		5,950.62
31 Dec 2007	Closing Balance		77,857.35

2007 Total interest £ 5,950.62
 monthly average 495.88



Mortgage interest claimed April 07 to December 07		£
Amount claimed	9 months @ £442.15	3979.35
Amount charged as per statement	9 months @ £495.88	4462.92
Additional claim		483.57

Customer's Name and Contact Details

Mr A Smith

Delivery Details (if applicable)

Mr A Smith

Total Price (£) : 1207.20

Price including additional charges (£) : 1207.20

claimed 50% = £603.60



Member's claim form

07.12.07

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
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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 DEC 2007 to 31 DEC 2007 ✓

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 442 : 15 p ✓

Food

£ 245 : 37 p ✓

Utilities

£ 19 : 00 GAS ✓

Council Tax/Rates

£ 107 : 00 p ✓

Telephone and telecommunications

£ 35 : 20 p ✓

Cleaning

£ 39 : 00 p ✓

Service/maintenance

£ _____ : _____ p

Repairs/insurance/security

£ 39 : 72 p ✓ BUILDINGS INSURANCE

Other

£ _____ : _____ p ▶ please specify _____

Other

£ _____ : _____ p ▶ please specify _____

Other

£ _____ : _____ p ▶ please specify _____

Total

£ 927 : 44 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

21 Jan 2008

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

details correct as at 31st December

Date	Transactions	Credits (£)	Debits (£)
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23 Jan 2006	Payment	584.73	
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22 May 2006	Payment	584.73	
22 Jun 2006	Payment	584.73	
24 Jul 2006	Payment	584.73	
22 Aug 2006	Payment	584.73	
22 Sep 2006	Payment	599.56	
23 Oct 2006	Payment	599.56	
22 Nov 2006	Payment	599.56	
22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31 Dec 2006	Closing Balance		79,680.65

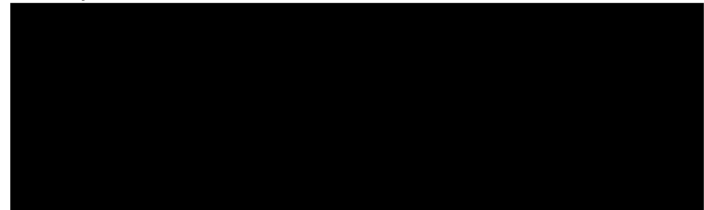
$$\text{Interest } \pounds 5305.75 / 12$$

$$\text{Monthly average: } \underline{\underline{\pounds 442.15}}$$

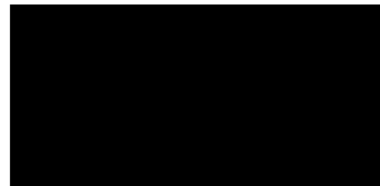
RECEIVED FROM



for cleaning



£39





Member's claim form

04 DEC 2007

About filling in this form

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
all items costing £250 or more and include receipts - except for food, for which receipts are not required.
receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 1 11 2007 to 30 11 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 442 : 15 p [A]

Food

£ 171 : 92 p

Utilities

£ 29 75 : 7 : 40 p ELECTRICITY GAS WATER

Council Tax/Rates

£ 44 95 : 107 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 34 : 30 p BUILDINGS INSURANCE

Other

£ : p please specify

Other

£ : p please specify

Other

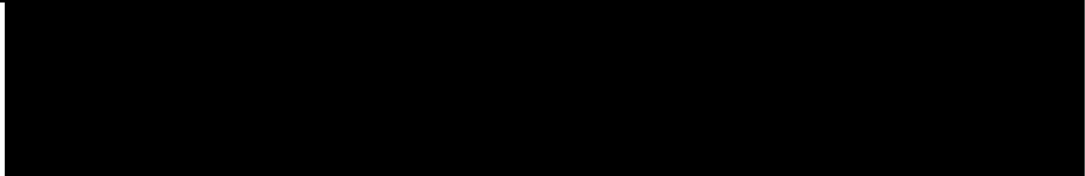
£ : p please specify

Total

£ 837 : 47 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

3 / 12 / 2007

✓

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

A

Borrowers Names: Mr A D Smith.

details correct as at 31st Dec 2006

Date	Transactions	Credits (£)	Debits (£)
01 Jan 2006	Opening Balance		81,471.14
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22 Aug 2006	Payment	584.73	
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22 Nov 2006	Payment	599.56	
22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

INTEREST £5305.75/12

Monthly average: £442.15



Member's claim form

12/11/07

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

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 01 / 10 / 2007 to 31 / 10 / 2007

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 442 : 15 p [A]

Food

£ 139 : 53 p

Utilities

£ 7 : 40 p GMS WATER
~~44 : 95~~

Council Tax/Rates

£ 107 : 00 p

Telephone and telecommunications

£ _____ p

Cleaning

£ _____ p

Service/maintenance

£ 24 : 22 p BULBS & BATTERIES

Repairs/insurance/security

£ 34 : 30 p BUILDINGS INSURANCE

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 799 : 55 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

6/11/07

Data protection

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**Send your completed
form to**

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

Borrowers Names: Mr A D Smith, [REDACTED]

details correct as at 31st Dec 2006

Date	Transactions	Credits (£)	Debits (£)
01 Jan 2006	Opening Balance		81,471.14
23 Jan 2006	Payment	584.73	
22 Feb 2006	Payment	584.73	
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22 Nov 2006	Payment	599.56	
22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31 Dec 2006	Closing Balance		79,680.65

INTEREST £5305.75/12

Monthly average: £442.15



Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01 / 09 / 2007 to 30 / 09 / 2007

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 442 : 15 p ✓

Food

£ 62 : 52 p ✓

Utilities

£ 7 : 40 p ✓
44 : 95 p ✓
CND WATER

Council Tax/Rates

£ 107 : 00 p ✓

Telephone and telecommunications

£ 33 : 59 p ✓

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/security

£ 34 : 30 p ✓ BUILDINGS INSURANCE

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 731 : 91 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

15 Oct 2007

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

Borrowers Names: Mr A D Smith

2006 Transaction Summary Statement

details correct as at 31st December 2006

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22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

monthly average: £442.15



Additional Costs Allowance

Member's claim form

VALIDATION

19 SEP 2007

ACA2

RECEIVED

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 1340.

Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

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 01/08/2007 to 31/08/2007

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 442 : 15 p

Food

£ _____ p

Utilities

£ 7 40 : 44 : 95 p

✓ GAS
✓ WATER
✓ ELECTRICITY

Council Tax/Rates

£ 41 55 : 107 : 00 p

Telephone and telecommunications

£ _____ p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ 34 : 30 p

✓ BUILDINGS INSURANCE

Other

£ _____ p

▶ please specify

Other

£ _____ p

▶ please specify

Other

£ _____ p

▶ please specify

Total

£ 677 : 35 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

17/9/07

Data protection

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form to

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

Borrowers Names: Mr A D Smith

2006 Transaction Summary Statement

details correct as at 31st December 2006

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22 Aug 2006	Payment	584.73	
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22 Nov 2006	Payment	599.56	
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31-Dec 2006	Closing Balance		79,680.65

£ 5305.75 / 12

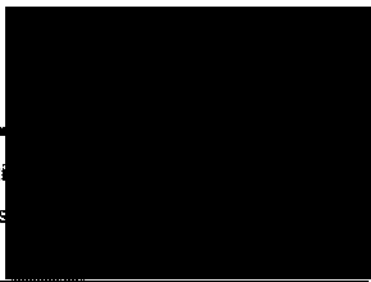
Monthly average £442-15



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

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2 [redacted]

Claim details

You can only claim for

- costs you have actually paid
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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

Period of claim

from 01 107 107 to 31 107 107

Total cost of hotel stays

£ _____ p

attach all receipts

Mortgage payments (interest only) or rent

£ 442 : 15 p

[A]

Food

£ 126 : 18 p

Utilities

£ 7 40 : 44 95 p

GAS WATER

Council Tax/Rates

£ 107 : 00 p

Telephone and telecommunications

£ _____ p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/security

£ 34 : 30 p

BUILDINGS INSURANCE

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Total

£ 761 : 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 as a Member of Parliament.

Signature

MP

Date

26/7/07

Data protection

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**Send your completed
form to**

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

Borrowers Names: Mr A.D Smith

2006 Transaction Summary Statement
details correct as at 31st December 2006

Date	Transactions	Credits (£)	Debits (£)
01 Jan 2006	Opening Balance		81,471.14
23 Jan 2006	Payment	584.73	
22 Feb 2006	Payment	584.73	
22 Mar 2006	Payment	584.73	
24 Apr 2006	Payment	584.73	
22 May 2006	Payment	584.73	
22 Jun 2006	Payment	584.73	
24 Jul 2006	Payment	584.73	
22 Aug 2006	Payment	584.73	
22 Sep 2006	Payment	599.56	
23 Oct 2006	Payment	599.56	
22 Nov 2006	Payment	599.56	
22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

Monthly average

£442-15



Member's claim form

04 JUL 2007

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

Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts — except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01/06/2007 to 30/06/2007

Total cost of hotel stays attach all receipts

£ . . . p

Mortgage payments (interest only) or rent

£ 442 : 15 p

Food

£ 222 : 52 p

Utilities

£ 7 40 : 44 : 95 p GAS WATER

Council Tax/Rates

£ 107 : 00 p

Telephone and telecommunications

£ 33 : 86 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 34 30 : 128 : 08 p

BUILDINGS INSURANCE ADJUSTING LOCK AFTER KEY FAILED

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

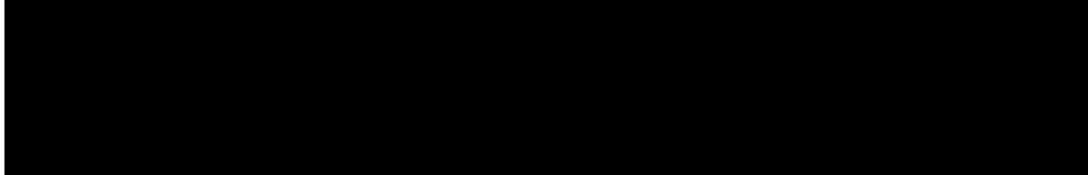
▶ please specify

Total

£ 1020 : 26 p

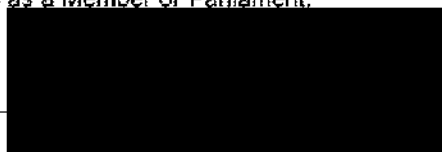
Details of second home *if applicable*

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

02-07-2007

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Borrowers Names: Mr A D Smith

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31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

INTEREST

£5305.75/12

average monthly = 442.15

CUSTOMER NAME: *Mr SMITH*

WIN



WIN BACK THE PRICE OF YOUR JOB* - See reverse for details

£ 109.00 to be charged for both full and part completed man hours/half hours (including diagnostic work) plus materials and VAT with payment on completion agreed. Where use of a jetting machine is required an additional £ _____ +VAT per half hour will be chargeable. Before signing, please read all terms and conditions on the reverse which will form the basis of the agreement between us. If you do not accept any of the provisions you should let us know before signing this form.

CUSTOMER SIGNATURE:

HAS RISK ASSESSMENT BEEN CARRIED OUT? Yes No

HAS RISK BEEN IDENTIFIED AND FORM ATTACHED? Yes No

CONSEQUENTIAL LOSS FORM COMPLETED? Yes No

ARRIVED AT THE ABOVE ADDRESS TO FIND:

LOCK OUT

REMEDIAL WORK CONSISTED OF:

Gate Entry

MATERIALS USED:

ADVICE (ADDITIONAL WORK):

CLIENT AUTHORISATION CODE

COMPLETION TIME *1:02 hr*

SUNDRIES £ _____

MATERIALS COST £ _____

LABOUR £ *109.00*

SUB TOTAL £ *109.00*

VAT (17.5%) £ *19.08*

TOTAL £ *128.08*

TOTAL INC SURCHARGE @ 2%

NON REFUNDABLE DEPOSIT £

ACCOUNT NAME - Ex. B&Q

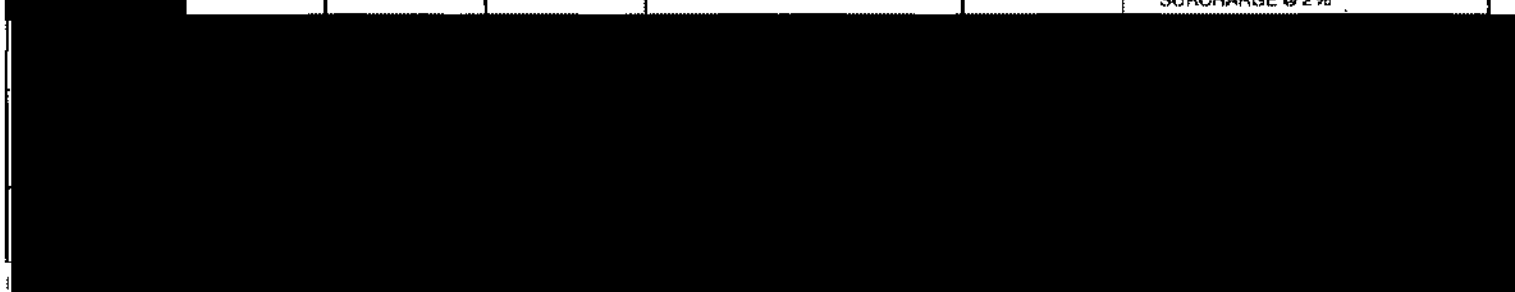
GO BACK

Card Paid

GUARANTEED CHEQUE

CASH

INVOICE





07/08

Member's claim form

2007 NOV 5 0

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

ANDREW SMITH ✓ INV.

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

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 01/05/07 to 31/05/07

Total cost of hotel stays
attach all receipts

£ _____ p

Mortgage payments
(interest only) or rent

£ 442 : 15 p

Food

£ 233 : 85 p

Utilities

£ 7 : 40 p GAS
44 : 95 p WATER

Council Tax/Rates

£ 107 : 00 p

Telephone and telecommunications

£ _____ p

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/
security

£ 34 : 30 p BUILDING INSURANCE

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Other

£ _____ p

▶ please specify _____

Total

£ 869 : 65 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

3 June 2007

Data protection

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Borrowers Names: Mr A D Smith

2006 Transaction Summary Statement

details correct as at 31st December 2006

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22 Nov 2006	Payment	599.56	
22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

£5,305.75

monthly average £442.15.



07/08

01 MAY 2007

Member's claim form

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TRV

Your details

Name in CAPITAL LETTERS

ANDREW SMITH

Constituency

OXFORD EAST

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01 / 04 / 07 to 30 / 04 / 07

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 442 : 15 p

Food

£ 225 : 20 p

Utilities

£ ~~31~~ 45 : 02 p GAS WATER

Council Tax/Rates

£ 105 : 51 p

Telephone and telecommunications

£ _____ p

Cleaning

£ _____ p

Service/maintenance

£ 2053 : 74 p PAINTING + REPAIRS

Repairs/insurance/security

£ 34 : 30 p BUILDING INSURANCE

Other

£ 135 : 50 p please specify TV LICENCE

Other

£ 92 : 86 p please specify CONTENTS INSURANCE

Other

£ : p please specify

Total

£ 3165 : 28 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

30-4-07

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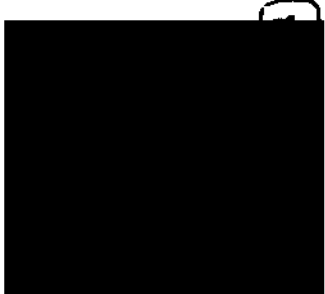
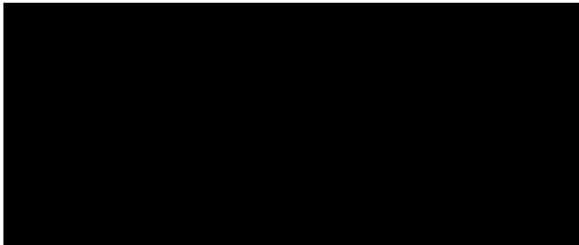
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22 Dec 2006	Payment	619.72	
31 Dec 2006	Interest		5,305.75
31-Dec 2006	Closing Balance		79,680.65

£ 5305-75

Monthly average: £ 442-15



16th April 2007



Rt Hon Andrew Smith MP



Item 1:

Painting and decorating services



Item 2:

Materials @ £183.74
Labour @ 110 Hours @ £17.00 per hour = £1870.00

Total: £2053.74





Member's claim for

07-08

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Your details

Name in CAPITAL LETTERS

ANDREW SMITH INV

Constituency

OXFORD EAST

Office use only

Costs/Cal 2

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.
- 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 01/03/08 to 31/03/08

Total cost of hotel stays attach all receipts

£ _____ p

Mortgage payments (interest only) or rent

£ 495 : 88 p ✓

Food

£ 151 : 92 p ✓

Utilities

£ 19 : 00 p ✓ GAS ELECTRICITY

Council Tax/Rates

£ _____ p

Telephone and telecommunications

£ 33 : 21 p ✓

Cleaning

£ _____ p

Service/maintenance

£ _____ p

Repairs/insurance/security

£ 39 : 70 p ✓ BUILDINGS INSURANCE

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Other

£ _____ p ▶ please specify _____

Total

£ 781 : 41 p ✓

continued on

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

8 May 08.

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Borrowers Names: Mr A D Smith.

2007 Transaction Summary Statement

details correct as at 31st December 2007

Date	Transactions	Credits (£)	Debits (£)
01 Jan 2007	Opening Balance		79,680.65
22 Jan 2007	Payment	619.72	
22 Feb 2007	Payment	634.61	
22 Mar 2007	Payment	634.61	
23 Apr 2007	Payment	634.61	
22 May 2007	Payment	634.61	
22 Jun 2007	Payment	648.93	
23 Jul 2007	Payment	648.93	
22 Aug 2007	Payment	663.58	
24 Sep 2007	Payment	663.58	
22 Oct 2007	Payment	663.58	
22 Nov 2007	Payment	663.58	
24 Dec 2007	Payment	663.58	
31 Dec 2007	Interest		5,950.62
31 Dec 2007	Closing Balance		77,857.35

2007 Total interest £ 5,950.62

Monthly average 495.88

Your gas statement

Statement Period: 16 Jan - 3 Apr 2008

Your last statement **£26.88**
in debit

Payments received - thank you **£57.00** cr

£19.00 Direct Debit 28 Jan 2008

£19.00 Direct Debit 26 Feb 2008

£19.00 Direct Debit 26 Mar 2008

Gas you've used **£58.50**

(actual reading) Please turn over for detail

Discounts

Direct Debit discount **£6.03** cr

VAT at 5% **£2.62**

Amount carried forward **£24.97**
to your next statement in debit

MR A SMITH

electricity bill: **£41.70**

[REDACTED]

Your account number

MR A.D SMITH

Date
12 March 2008

Total now due **£ 33.21**

TRANSACTION REFERENCE
(for Finance Office use)

RO/

NOTIFICATION OF CHEQUE RECEIPT - MEMBERS VOTE

**THIS FORM SHOULD ONLY BE USED TO NOTIFY THE FINANCE OFFICE OF CHEQUE RECEIPTS.
CASH RECEIPTS SHOULD BE TAKEN IN AS PETTY CASH.**

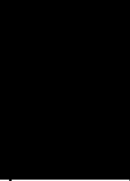

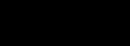
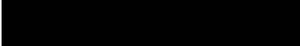
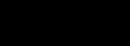
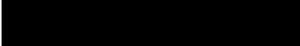
This form serves as the authority to bank and account for cheques as well as the Finance Office's computer input document. Please ensure that the form is completed as fully as possible before passing to the Finance Office. Incomplete or inaccurate details may result in the form being returned by the Finance Office.

This form may be used for multiple cheques which are coded to the same account and analysis codes. In this case, the total value of cheques should be given in the amount column and a note of the number of cheques included in the total should be made in the remarks box. A general description for the receipts may be given, but details of the invoice/reference for each payment should be written on the reverse of each cheque.

1. TO BE COMPLETED BY DEPARTMENTS

Date of Cheque: 24/07/08 Cheque Number: 

Cheque Payee: MR A D 

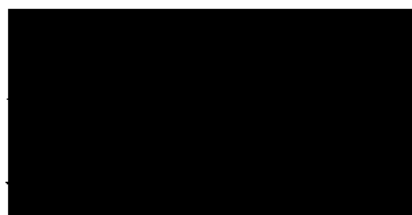
Account Code	Amount £ p	Cost C	Piro	Who	Exp_Type	Description
	32 83					RECOVERY OF PRIOR YEAR FUNDS
	66 38					"
	556 24					"
Total	655 45					

COMPLETED BY:

Signature:

Name:

Date:



07-08-08

REMARKS:

Recovery of prior year funds -
Additional Costs Allowance.

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

See overleaf for Finance Office action.