



28 MAR 2007

Additional Costs Allowance

AGA2

Member's claim form

MARCH 07

About filling in this form

- For details of costs you can claim for, see *Green Book*
- If you have any doubt about whether you can claim for please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ANNE McINTOSH

Constituency

VALE of YORK

Office use only

Costs

Supp/Res ID

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

30 MAR 2007

Period of claim

from 1 MARCH 2007 to 31 MARCH 2007

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p ✓

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p

▶ please specify

Gardens

Other

£ : p

▶ please specify

Other

£ 2 : p

▶ please specify

Total

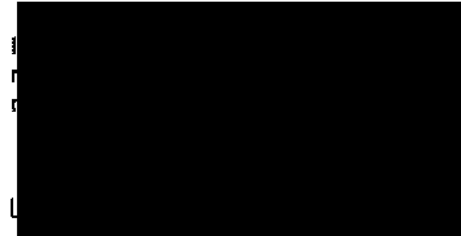
£ 1336 : p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance



Declaration



...y, exclusively and necessarily to enable
...r main home for the purpose of performing

Signature

MP

Date

9/03/07

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research. For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act. Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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



Additional Costs Allowance

Member's claim form

VALIDATION

ACA2

06 MAR 2007

RECEIVED

Page 1 of 2

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

ANNE MCINTOSH

Constituency

VALE OF YORK

Office use only

Costs

Supp/Res ID

Claim details

You can only claim for

- costs you have actually paid
additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts - except for food, for which receipts are not required.

Please attach

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

Period of claim

from 1 FEB 2007 to 28 FEB 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (Interest only) or rent

£ 621 : p

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p

please specify

Gardening

Other

£ 182.98 p

please specify

oil

Other

£ 131.50 p

please specify

Tv licence

Total

£ 1650.48 p

continued on page 2

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Postcode

[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 in my current employment.

Signature

[Redacted Signature]

MP

Date

6th March 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



Member's claim form

JAN 07
7 FEB 2007

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

ANNE MCINDOOL

Constituency

WAVE OR TOLL

Claim details

Notes

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to travel away from your only or main home for the purpose of performing your 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 JAN 07 to 31 JAN 07 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p ✓

Food

£ 395 : p ✓

Utilities

£ 60 : p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p ✓

Cleaning

£ 120 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p ✓ please specify Gardening

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1336.00 p

Please pay
£ 1336.00

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

15 Feb 2007

Data protection

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by.

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

We will normally keep the information you give for three years following the year in which you incurred the expense.

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

Send your completed
form to

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



Member's claim form

Dec 06

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: ANNE MCINTOSH

Constituency: WAKE OF YORK

Office use: [Redacted]

Costs: [Redacted]

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

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

Period of claim

from 01 11 2006 to 31 12 2006 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p ✓

Food

£ 375 : p ✓

Utilities

£ 60 : p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p ✓

Cleaning

£ 120 : p ✓

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 100 : p ▶ please specify

Gardening

Other

£ 10 : p ▶ please specify

Mousetraps

Other

£ 2 : p ▶ please specify

Total

£ 1,346 : 00 p

Details of second home

Address of
second home
for Additional
Costs Allowance

[Redacted]

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my

Signature

[Redacted Signature]

MP

Date

5th Jan 2007

Data protection

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form to

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



Member's claim for

DEC 2006 NOV 06

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

ANNE MCINTOSH

Constituency

VALE OF WALES

Office use
Costs

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

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

Period of claim

from 1 11 106 to 30 11 106

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ 60 p

Telephone and telecommunications

£ 120 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 100 : p

▶ please specify

Gardening

Other

£ 8 : p

▶ please specify

Moss Rotten

Other

£ 161 : 18 p

▶ please specify

Heating fuel

Total

£ 1505 : 18 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 Nov 2006

Data protection

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form to

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



Member's claim form

Members' Allowances

About filling in this form

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

Your details

Name
in CAPITAL LETTERS

ANNE MCINTOSH

Constituency

VALE OF TOLL

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 01/10/06 to 30/09/06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/ security

£ : p

Other

£ 100 : p

▶ please specify Barclay

Other

£ : p

▶ please specify

Other

£ 2 : p

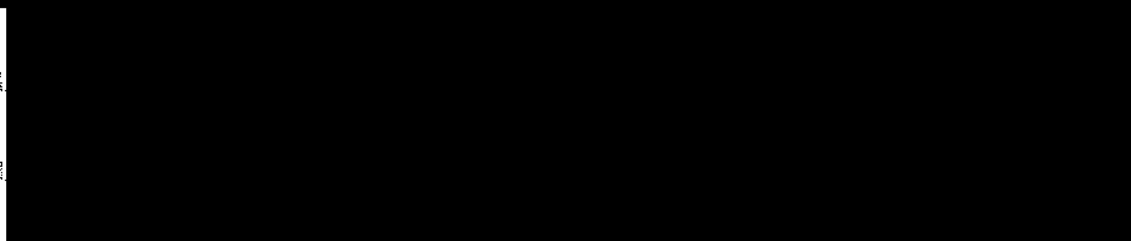
▶ please specify

Total

£ 1336:00 p

Details of second home *if applicable*

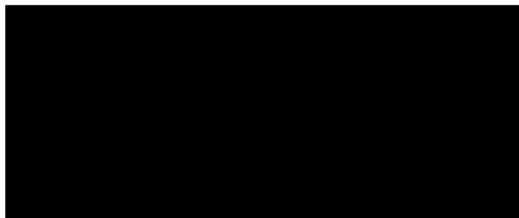
Address of second home for Additional Costs Allowance



Declaration

...clusively and necessarily to enable
...n home for the purpose of performing

Signature



MP

Date

9/16 October 2006

Data protection

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

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

We will normally keep the information you give for three years following the year in which you incurred the expense.

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

Send your completed form to

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



Additional Costs Allowance Member's claim form

Members' Allowances

About filling in
this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name
in CAPITAL LETTERS

ANNE MCINTOSH

Constituency

VALE OF YORK

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 1 109 2006 to 30 109 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p ✓

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 100 : p ✓

please specify

Garden's

Other

£ 5 : p

please specify

Batteries, Household

Other

£ 20 : p

please specify

Red line chloride & wood

Total

£ 1361 : p

£1361.00

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Postcode

[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 [Redacted] ment.

Signature

[Redacted]

MP

Date

10th October 2006

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.

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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



Member's claim form

3 - AUG 2006 AUGUST 06

Members' Allowances

About filling in this form

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

Your details

Name in CAPITAL LETTERS

ANNE MCINTOSH

Constituency

WALL OF YORK

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 01/08/06 to 31/08/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 621 : p

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p

Other

£ : p

Other

£ : p

Total

£ 1,336:00 P

VALIDATION 21 JUL 2006 RECEIVED

please specify Gardening

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

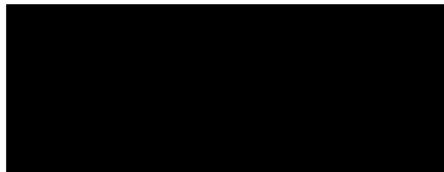


✓

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
or main home for the purpose of performing

Signature



MP

Date

19th Jan 2006

✓

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.

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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



Member's claim form

July 06

Members' Allowances

About filling in this form

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

Your details

Name in CAPITAL LETTERS

Annal MCINTOSH

Constituency

VALE OF YORK

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 10 2006 to 31 10 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : ✓ p

Food

£ 375 : ✓ p

Utilities

£ 60 : ✓ p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : ✓ p

Cleaning

£ 120 : ✓ p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : ✓ p

▶ please specify

Gardening

Other

£ 232 : 85/p

▶ please specify

HEATING OIL (ARRI)

Other

£ 22 : p

▶ please specify

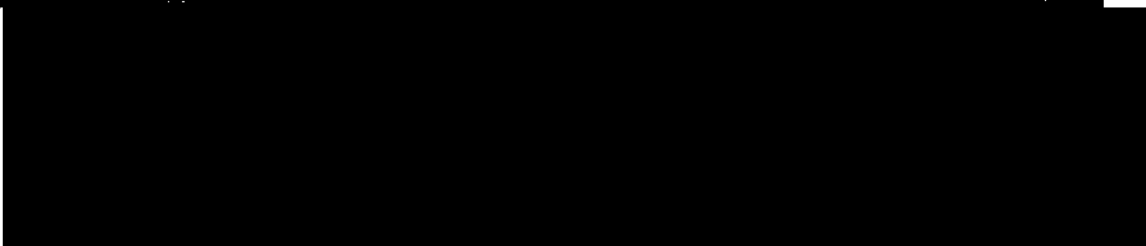
Total

£ 1568 : 85 p



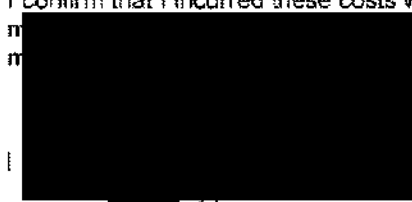
Details of second home *If applicable*

Address of
second home
for Additional
Costs Allowance



Declaration

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



Signature

MP

Date

17th July 2006

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.

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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

INVOICED TO:

[REDACTED]

DELIVERED TO:

[REDACTED]

ACC No.	CUSTOMER ORDER No.	DELIVERY NOTE No.	INVOICE No.	INVOICE DATE
[REDACTED]	CARD DETAILS TAKEN	[REDACTED]	[REDACTED]	[REDACTED]

DESCRIPTION	QUANTITY	PRICE	PACKAGE	VALUE	V/C
KEROSENE FUEL	616.00	36.00	LITRE	221.76	3/3

V/C	RATE	GOODS AMOUNT	VAT AMOUNT
3	5.00	221.76	11.09

VAT Registration No. [REDACTED]

TERMS OF PAYMENT:
CASH ON DELIVERY

GOODS	221.76
VAT	11.09
TOTAL	232.85

TEAR HERE

Budget Payment Special Offer



Member's claim form

June 06

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.
- If you have any doubt about whether you can claim for a cost please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS

ANNE MCINTOSH

Constituency

WAVE OF YORK

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 01/06/06 to 30/06/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 621 : p ✓

Food

£ 375 : p ✓

Utilities

£ 60 : p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p ✓

Cleaning

£ 120 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p ✓

▶ please specify Gardening

Other

£ : p

▶ please specify

Other

£ : p

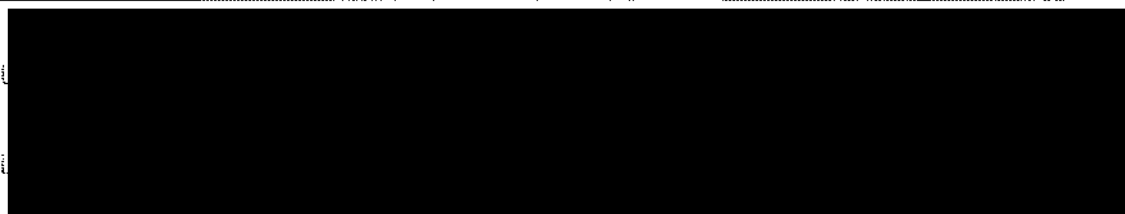
▶ please specify

Total

£ 1356 00 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
m
m
y or main home for the purpose of performing

Signature

MP

Date

3rd July 2006

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:

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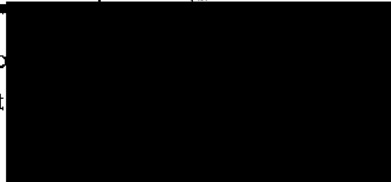
Member's claim form

MAY 06

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 in CAPITAL LETTERS

ANNE McINTOSH

Constituency

VALE OF YORK



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 01/05/06

to 31/05/06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 621 : p ✓

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ ~~72~~ : p

Repairs/insurance/security

£ : p

Other

£ 1.00 : p

▶ please specify

Gardening

Other

£ 284.06 : p ✓

▶ please specify

Insurance

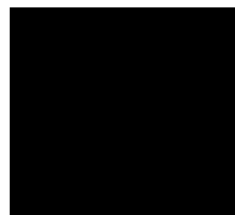
Other

£ 1 : p

▶ please specify

Total

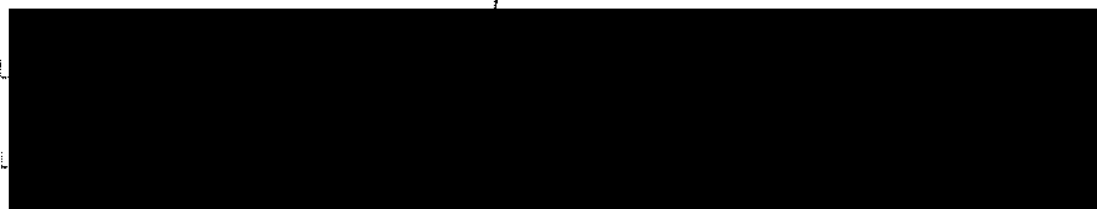
£ 1620.06 p



006

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

6th June 2006**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

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

We will normally keep the information you give for three years following the year in which you incurred the expense.

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

Send your completed
form to

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

1
Miss A Mcintosh

Dear Client,

The policy detailed below is renewable on payment of the premium on or before the Renewal Date shown.

This Policy meets with the requirements advised to us last year. A new policy document is available upon request.

We would draw your attention to the necessity to advise us of any material alterations to the risk which might affect this policy.

TOTAL PREMIUM PAYABLE

£284.06



Additional Costs Allowance

Member's claim form

April 06

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.

QUALITY

Your details

Name in CAPITAL LETTERS

ANNE MUNDASH

03 MAY 2006

Constituency

VALE of York

ASSURANCE

Office use only

Cost/Cat 2

Supp/Res ID

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 10 06 to 30 10 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 621 : p ✓

Food

£ 375 : p

Utilities

£ 60 : p

Council Tax/Rates

£ 2 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 100 : p

Other

£ 5 : p

Other

£ 21 : p

Total

£ 1341 : p

please specify

Gardening

please specify

Batteries

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 my duties

Signature



MP

Date

3 May 2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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