



Member's claim form

22 JAN 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.

Your details

Name in CAPITAL LETTERS

BARBARA FOLLETT

Constituency

STEVENAGE

Office use only

Costc/Cat 2

- 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 11 06

to 31 12 06

(x 2)

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 600 : 00 p

Utilities

£ 277 : 97 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 474 : 45 p

Cleaning

£ 753-21  
981 : 96 p

Service/maintenance

£ 199 : 00 p

Repairs/insurance/security

£ 5913 : 29 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

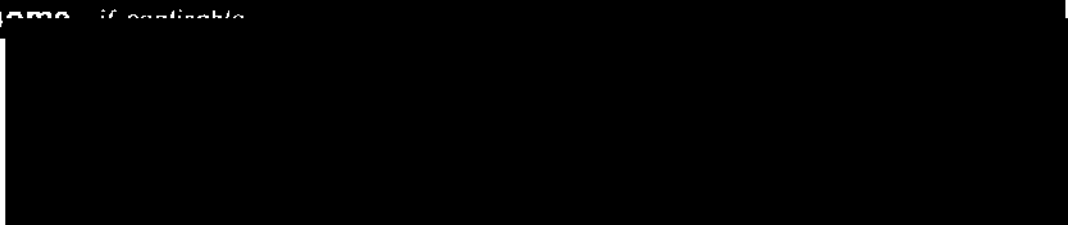
Total

£ 8446 : 67 p

Please Pay  
£ 8,217.92

**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

19.01.2007**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

# Your Gas Bill

Customer Reference Number [REDACTED]

Bill date 2 September 2006

[REDACTED]  
[REDACTED]  
[REDACTED] EOLLETT  
[REDACTED] /

**Total now due**

**£91.02** /

# Your Gas Bill

Customer Reference Number [REDACTED]

Bill date 27 November 2006

[REDACTED] EOLLETT

**Total now due**

**£186.95** ✓

MRS B FOLLET

Date  
25 September 2006

Service charges £ 51.05

VAT £ 8.93

**Total now due £ 59.98**

MRS B FOLLET

Date  
1 November 2006

*fax*

Cost of calls	£ 1.87
Service charges	£ 51.05
VAT	£ 9.26
<b>Total now due</b>	<b>£ 62.18</b>

MRS B FOLLET



Date  
**1 November 2006**

.....	
Cost of calls	£ 69.47
.....	
Service charges	£ 138.16
.....	
VAT	£ 36.33
.....	
<b>Total now due</b>	<b>£ 243.96</b>

MRS B FOLLET



Date  
1 November 2006

Bringing it all together

Service charges	£ 41.15
VAT	£ 7.20
<b>Total now due</b>	<b>£ 48.35</b>

*Please make sure we receive the total now due by  
12 November 2006*



MRS B FOLLET

Date  
21 December 2006

Service charges	£ 51.05
VAT	£ 8.93
<b>Total now due</b>	<b>£ 59.98</b>





30/Oct/06

Invoice No

VAT is charged at the rate of 17.50%

TO

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

[REDACTED]	[REDACTED]	
[REDACTED]	For the cleaning of the windows at the above address	£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
TOTAL	£ 97.53

# INVOICE

CUSTOMER INFORMATION

BILL TO INFORMATION

FOLLETT

FOLLETT

RECEIVED 31 AUG 2006



CONTACT/ATTENTION:

PURCHASE ORDER#:

CUSTOMER#:

NO. OF ITEMS	DESCRIPTION	WIDTHS/ Sq. METERS	WIDTH PRICE	PICK UP	MARK IN	PRICE
	SUPPLY BRASS FERRIL BRACKETS					14-00
	INSTALLATION of ABOVE					60-00
<p style="font-size: 2em; opacity: 0.5;">INVOICE</p> <p style="font-size: 1.5em; opacity: 0.5;">PAYMENT DUE NOW</p>						

**QUALIFICATIONS:-**

THERMAL LINING     BLACKOUT LINING  
 ACRYLIC INTERLINING     FADING     WATERDAMAGE     DISCOLOUR  
 STAINS     WEAK EDGES     PILE DAMAGE     WEAK LINING  
 FRINGE DAMAGE     WHIPP DAMAGE     FABRIC WEAK     FABRIC DISTORTION

To be cleaned at owner's risk

Signed \_\_\_\_\_

**STORAGE:-** will be charged after 1 month (10% of job value per month)

LAB	ENVIRONMENTAL SURCHARGE 3.5%	
2nd	NETT AMOUNT	74-00
BUILD	VAT@ 1 1/2%	12-95
TD/RH	CONGESTION CHARGE	8-00
RTO	TOTAL AMOUNT	94-95

# INVOICE

ON <b>FOUETT</b> [Redacted]	
-----------------------------------	--

CROSS STREET [Redacted]	CONTACT/ATTENTION [Redacted]	PURCHASE ORDER#	CPU DATE	CSR & ORDER TAKEN DATE [Redacted]
HON	CUSTOMER#	PICK UP:	DELIVERY:	OLS:
				EST DATE:
				TIME COMMITMENT:

NO. OF ITEMS	DESCRIPTION	WIDTHS/ Sq. METERS	WIDTH PRICE	PICK UP	MARK IN	PRICE
1	TO CLEAN CHINESE NEEDLE POINT RUG NORTH PATTERN	7x6 4 1/2 x 10	12.00			54.00

INVOICE

<b>QUALIFICATIONS:-</b> THERMAL LINING <input type="checkbox"/> BLACKOUT LINING <input type="checkbox"/> ACRYLIC INTERLINING <input type="checkbox"/> FADING <input type="checkbox"/> WATERDAMAGE <input type="checkbox"/> DISCOLOUR <input type="checkbox"/> STAINS <input type="checkbox"/> WEAK EDGES <input type="checkbox"/> PILE DAMAGE <input type="checkbox"/> WEAK LINING <input type="checkbox"/> FRINGE DAMAGE <input type="checkbox"/> WHIPP DAMAGE <input type="checkbox"/>	<b>Storage will be charged after 1 month (10% of job value per month)</b>										
To be cleaned at owner's risk  Signed _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">ENVIRONMENTAL SURCHARGE 3.5%</td> <td style="text-align: right;">1.89</td> </tr> <tr> <td>NETT AMOUNT</td> <td style="text-align: right;">55.89</td> </tr> <tr> <td>VAT@ 1 1/2 %</td> <td style="text-align: right;">9.78</td> </tr> <tr> <td>CONGESTION CHARGE</td> <td style="text-align: right;">[Redacted]</td> </tr> <tr> <td><b>TOTAL AMOUNT</b></td> <td style="text-align: right; font-size: 1.5em;"><b>65.67</b></td> </tr> </table>	ENVIRONMENTAL SURCHARGE 3.5%	1.89	NETT AMOUNT	55.89	VAT@ 1 1/2 %	9.78	CONGESTION CHARGE	[Redacted]	<b>TOTAL AMOUNT</b>	<b>65.67</b>
ENVIRONMENTAL SURCHARGE 3.5%	1.89										
NETT AMOUNT	55.89										
VAT@ 1 1/2 %	9.78										
CONGESTION CHARGE	[Redacted]										
<b>TOTAL AMOUNT</b>	<b>65.67</b>										

# ESTIMATE/PROFORMA

LOCATION

BILL TO INFORMATION



CROSS STREET	CONTACT/ATTENTION:	PURCHASE ORDER#:	CPU DATE:	CSR & ORDER TAKEN DATE:	INVOICE#:
HOME PHONE:	WORK PHONE:	CUSTOMER#:	INVOICE/TAX DATE:	EST DATE:	TRUE COMMIT#:

NO. OF ITEMS	DESCRIPTION	WIDTHS/ Sq. METERS	WIDTH PRICE	PICK UP	MARK IN	PRICE
1	TO CLEAN CLOTH NEEDLE POINT RUG NORTH PATERN	7x6 42 1/2	17.5			54.00



ENVIRONMENTAL SURCHARGE 3.5%	1.89
NETT AMOUNT	55.89
VAT@ 17.5%	9.78
CONGESTION CHARGE	
<b>TOTAL AMOUNT</b>	<b>65.67</b>

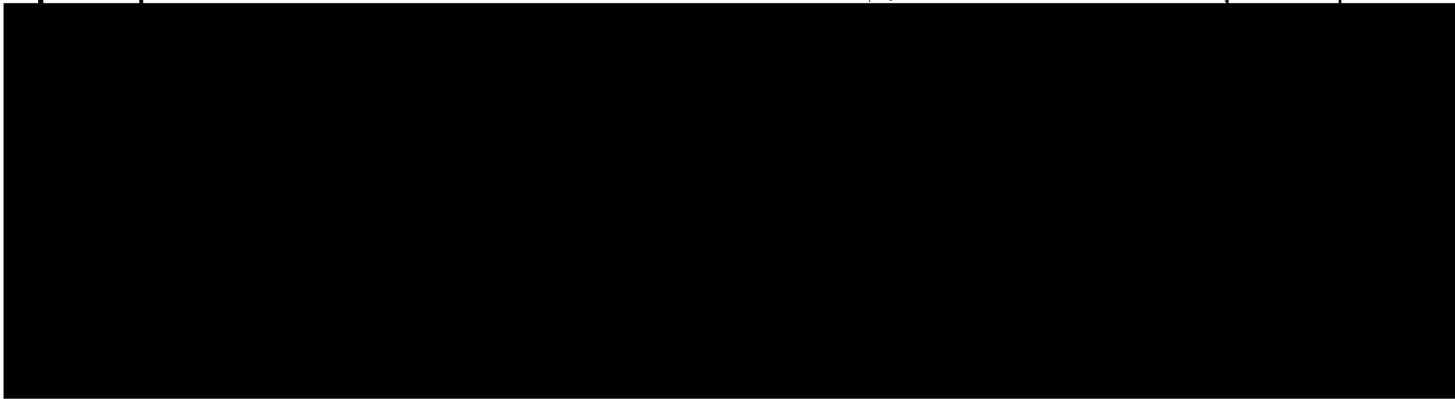
# INVOICE

CUSTOMER INFORMATION <div style="background-color: black; width: 100px; height: 20px; margin-bottom: 5px;"></div> <b>FOLLETT</b> <div style="background-color: black; width: 100%; height: 80px; margin-top: 10px;"></div>	BILL TO INFORMATION <div style="background-color: black; width: 100%; height: 150px;"></div>	<div style="background-color: black; width: 100%; height: 150px;"></div>
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CONTACT/ATTENTION:	PURCHASE ORDER#:	CPU DATE:	CSR & ORDER TAKEN DATE:			
HOME PHONE:	WORK PHONE:	CUSTOMER#:	PICK UP:	DELIVERY:	OLS:	TIME COMMITMENT:

NO. OF ITEMS	DESCRIPTION	WIDTHS/ Sq. METERS	WIDTH PRICE	PICK UP	MARK IN	PRICE
1	<b>TO REPAIR RUG</b> <b>CHINESE NEEDLEPOINT RUG</b> <b>NOAH PATTERN</b>  <b>CLEAN ON RETURN</b>	7x6				450.00


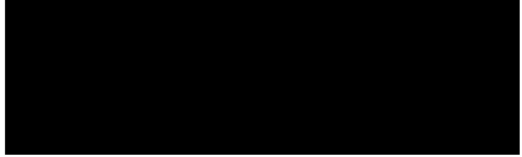


INVOICE






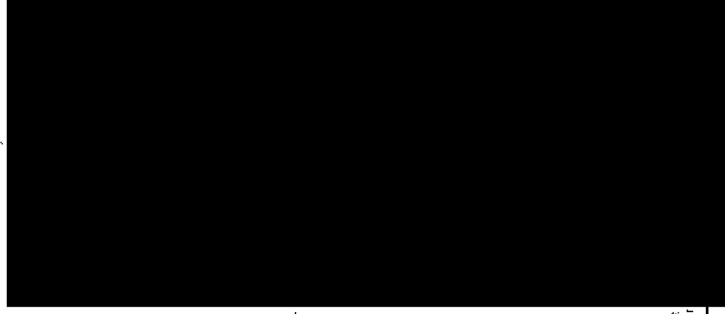
value per month)	
ENVIRONMENTAL SURCHARGE 3.5%	
NETT AMOUNT	450.00
VAT @ 17 1/2 %	78.75
CONGESTION CHARGE	
<b>TOTAL AMOUNT</b>	<b>528.75</b>



# ESTIMATE/PROFORMA

 	BILL TO INFORMATION 	
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CREDIT REFERENCE	CONTACT/ATTENTION:	PURCHASE ORDER#:	CPU DATE:	CSR & ORDER TAKEN DATE:
				
HOME PHONE:	WORK PHONE:	CUSTOMER#:	TIME COMMITMENT:	
				

NO. OF ITEMS	DESCRIPTION	WIDTHS/ Sq. METERS	WIDTH PRICE	PICK UP	MARK IN	PRICE
	10 RINGS REC					
1	CHINA MOUNTAIN REC MOUNTAIN REC CALL ON RETURN					45.00
						

value per month)	
ENVIRONMENTAL SURCHARGE 3.5%	
NETT AMOUNT	45.00
VAT@ 11.1%	7.77
CONGESTION CHARGE	
TOTAL AMOUNT	52.77

# Invoice

Follett

Invoice Number

Tax Point Date

28/11/06 ✓

Account Number

Page 1 of 1

Service description for period 19/12/06 - 18/03/07

Tax Rate

Tax Value

Nett

Premises: 1-Contract: [Redacted]

17.50

£29.64

£169.36

The Follett Office

Pests (8 visits p.a.) Insect Detectors, Mice, Rats

Payment is due on 19/12/06

Total Excl.

£169.36

VAT

£29.64

Total Due

£199.00 ✓

18th September 2006

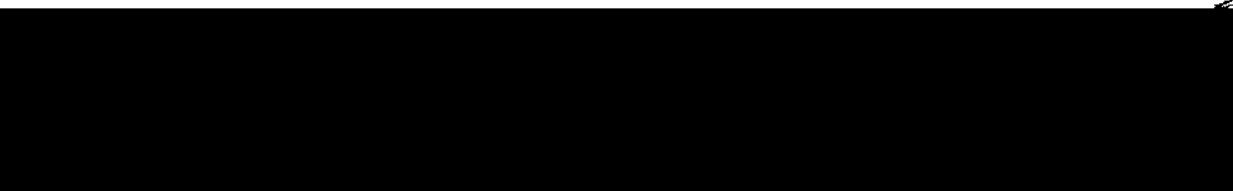
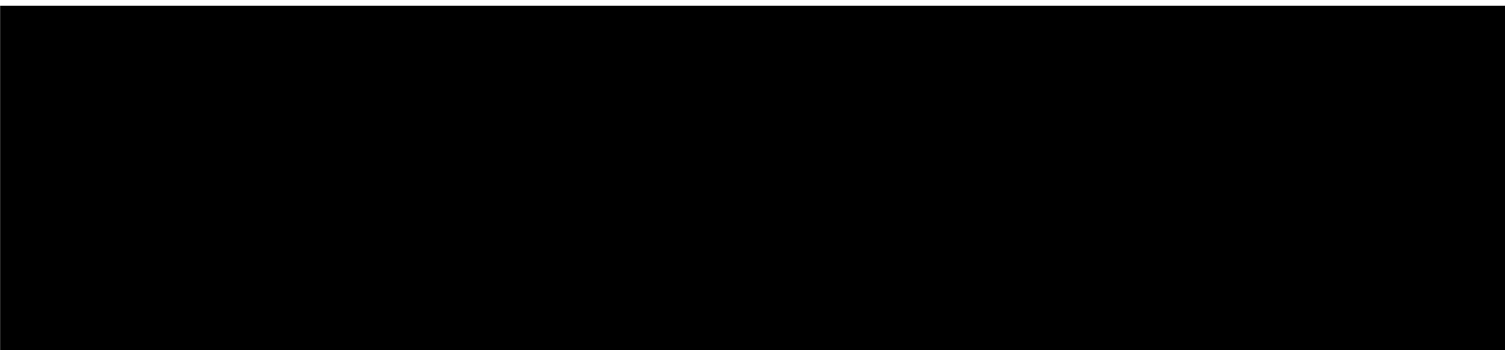
## Renewal Invoice

Your Insurance is due for renewal on the date shown below. We look forward to receiving your instructions to continue with cover.

Please take some time to check that the information shown is correct and that you have disclosed all material facts. It is essential that you advise us if there are any material changes to the information supplied to underwriters. Failure to do so could invalidate your policy cover. Material information is that which may influence the assessment or acceptance of insurance risk by a prudent underwriter. You should keep a record of all such information supplied.

<b>Client No</b>	[REDACTED]
<b>Transaction</b>	[REDACTED]
<b>Policyholder</b>	Follett
<b>Type of Policy</b>	[REDACTED]
<b>Insurer</b>	[REDACTED]
<b>Policy Number</b>	[REDACTED]
<b>Insurance Period</b>	12 Months from 29th October 2006
<b>Premium</b>	£ 3,782.00
<b>Insurance Tax</b>	189.10
<b>AMOUNT DUE</b>	£ 3,971.10

### Payment Details



£3392.60  
only  
claimed



Member's claim form

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 1340.

Your details

Name in CAPITAL LETTERS

BARBARA FOLEY

Constituency

STEVENAGE

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 06 to 30 10 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 300 : 00 p

Utilities

£ 781 : 75 p

Council Tax/Rates

£ 1318 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 97 : 53 p

Service/maintenance

£ 193 : 78 p

Repairs/insurance/security

£ 784 : 68 p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 3475 : 74 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]

MP

Date

11.05.06.

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Send your completed  
form to

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

24/Apr/06

Invoice No

TO

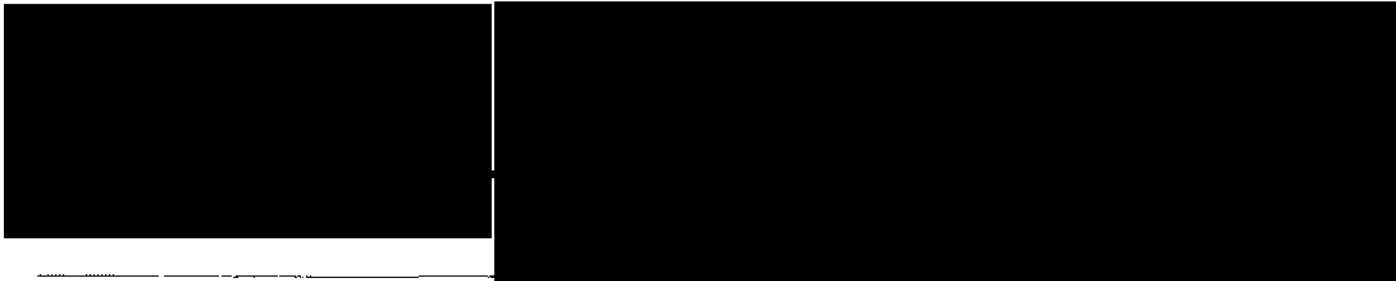
<u>Date</u>	<u>Description</u>	<u>Amount</u>
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Follett

For the cleaning of the windows at the above address

£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
<b>TOTAL</b>	<b>£ 97.53</b>



Date of Issue: 15-MAR-2006

FOLLETT	Address of property (if different)
[Redacted]	

### Council Tax demand notice 2006/2007



	Percentage (%) Change From Last Year	
[Redacted]	1.9 % Increase	740.78
[Redacted]	13.3 % Increase	577.22
Council Tax for your property 2006 to 2007	6.6 % Increase	1318.00
<hr/>		
Charge for Period 01-APR-2006 - 31-MAR-2007		1318.00
<b>Adjustments</b>	<b>Period</b>	
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	1318.00

/

Page 2 of 3

27 April 2006

**ESTIMATED  
Electricity bill**

Please pay

**£543.76**

FOLLETT



Account Number

FOLLETT

Your water services bill for the year 1 April 2006 to 31 March 2007

Current  
charges

**£475.98**

See below

Amount to pay by  
1st April 06

**£237.99**

# Invoice

RECEIVED

Follett

Invoice Number

Tax Point Date

02/05/06

Account Number

Page 1 of 1

Service description for period 21/05/06 - 20/08/06

Tax Rate

Tax Value

Nett

Premises: 1 Contract

17.50

£28.86

£164.92

Labour Party

Pests (8 visits p.a.) Garden Ants, Mice, Rats

Payment is due on 21/05/06

Total Excl.

£164.92

VAT

£28.86

Total Due

£193.78



Additional Costs Allowance

Member's claim form

10 NOV 2008

About filling in this form

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

Your details

Name in CAPITAL LETTERS

BARBARA FOLLET

Constituency

STEVENAGE

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 01/09/06 to 31/10/06 X2.

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 600 : 00 p

Utilities

£ 563 : 12 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 292 : 59 p

Service/maintenance

£ 199 : 00 p

Repairs/Insurance/security

£ 652 : 37 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2307 : 08 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

8.11.06**Data protection**

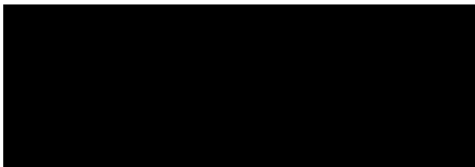
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Department of Finance & Administration, House of Commons, London SW1A 0AA

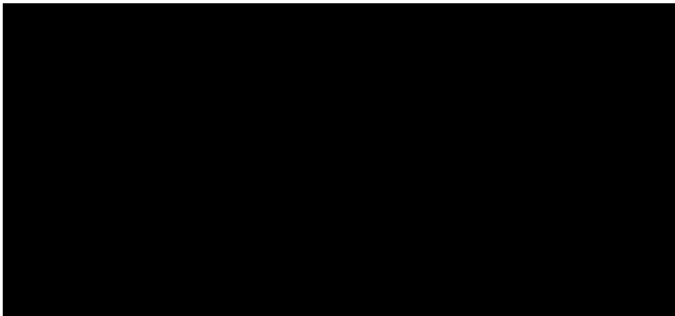
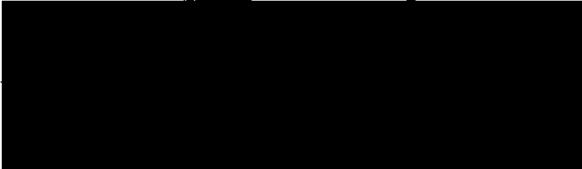


# Your Gas Bill

Customer Reference Number [REDACTED]  
Bill date 2 September 2006



FOLLETT



**Total now due**

**£91.02**

Account number

Page 2 of 3

18 October 2006

**Electricity bill**

Please pay

**£472.10**

COLLETT

RECEIVED 01 SEP 2006

29/Aug/06

Invoice No

Date

Description

Amount

Follet

For the cleaning of the windows at the above address

£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
<b>TOTAL</b>	<b>£ 97.53</b>





RECEIVED 20 SEP 2006

18/Sep/06

Invoice No [REDACTED]

VAT reg [REDACTED]

VAT is charged at the rate of 17.50%

TO [REDACTED]

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

[REDACTED] Folett [REDACTED]

[REDACTED] For the cleaning of the windows at the above address

£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
<b>TOTAL</b>	<b>£ 97.53</b>

Ken

RECEIVED 13 JUN 2006

DESCRIPTION	VAT % Rate	Amount (€)
Maintenance and Monitoring of the Fire Alarm System Charge for the Period 02-06-2006 to 01-06-2007	17.50	786.30
	Nett	786.30
	VAT	137.60
	Gross	923.90

# Invoice

RECEIVED 01 SEP 2006

Invoice Number [REDACTED]

Tax Point Date

29/08/06

Account Number [REDACTED]

Page 1 of 1

Service description for period 19/09/06 - 18/12/06

Tax Rate

Tax Value

Nett

17.50

£29.64

£169.36

Pests (8 visits p.a.) Insect Detectors, Mice, Rats

Payment is due on 19/09/06

Total Excl.

£169.36

VAT

£29.64


Total Due

£199.00

Invoice  
Date 6/10/2006


Follett

Follett

Description	VAT%Rate	Amount (£)
For engineers attendance at your premises on 29-09-2006 to carry out work on your Fire System in accordance with our service report 	17.50	110.00
	Nett	110.00
	VAT	19.25
	Gross	129.25



Member's claim form

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Your details

Name in CAPITAL LETTERS

BARBARA FOLLETT

Constituency

STEVENAGE

Office use only

Costo/Cat 2 [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.
- 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 01/05/06 to 31/08/06 x 4

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ 900 : 00 p

Utilities

£ 1127 : 11 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 1067 : 47 p

Cleaning

£ 487 : 65 p

Service/maintenance

£ 199 : 00 p

Repairs/insurance/  
security

£ 2753 : 31 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ 6534 : 54 p

▶ please specify

Total

£ 6434 : 54 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

7-9-06

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Send your completed  
form to

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



Account number

[REDACTED]

Page 2 of 2

27 July 2006 ✓

**ESTIMATED  
Electricity bill**

Please pay


**£344.22** ✓

[REDACTED]  
FOILETT  
[REDACTED]





## Your Gas Bill

Customer Reference Number 

Bill date 1 June 2006

RECEIVED



FOLLETT

### Summary

14 March to 25 May 2006

Your balance is outstanding by  
**£281.55**

RECEIVED 11 MAY 2006

Your account and bill number

MRS B FOLLET

Date  
1 May 2006 ✓

If you have a query  
please see reverse for  
our contact details.

Cost of calls	£ 58.68
Service charges	£ 138.16
VAT	£ 34.44
<b>Total now due</b>	<b>£ 231.28</b>

0111 2500 0000

MRS B FOLLETT MP

Date  
1 May 2006

Cost of calls	£ 26.37
Service charges	£ 53.91
VAT	£ 14.04
<b>Total now due</b>	<b>£ 94.32</b>

RECEIVED 07 JUN 2006



Your account and bill number

MRS B FOLLETT MP

Date  
1 May 2006

If you have a query  
please see reverse for  
our contact details.

# BT Business Plan

Bill for

Service charges	£ 41.15
VAT	£ 7.20

**Total now due £ 48.35**

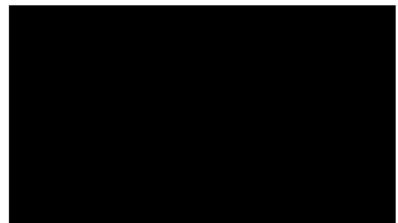
*Please make sure we receive the total now due by  
12 May 2006.*

Upgrade your phone line  
for **FREE!**

Your account and bill number

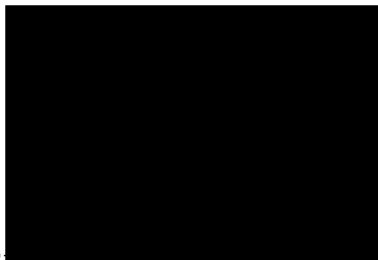


MRS B FOLLET



Date  
1 May 2006

If you have a query  
please see reverse for  
our contact details.



# Your BT bill

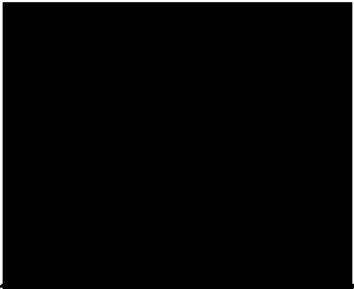
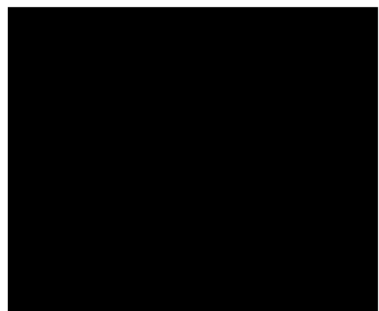
for

Service charges	£ 41.15
VAT	£ 7.20

Sign up to Direct Debit  
it's more convenient

**Total now due £ 48.35**

*Please make sure we receive the total now due by  
12 May 2006.*



RECEIVED 17 MAY 2006

B FOLLET

Date  
1 May 2006

If you have a query  
please see reverse for  
our contact details.

*Fax*

Cost of calls	£ 1.71
Service charges	£ 51.05
VAT	£ 9.23

**Total now due**      **£ 61.99**

MRS B FOLLETT MP

Date  
1 August 2006

Cost of calls	£ 54.87
Service charges	£ 53.91
VAT	£ 19.03

---

**Total now due            £ 127.81**

MRS B FOLLET

Bill number

Date

1 August 2006 ✓

If you have a query  
please see reverse for  
our contact details.

*fax*

Cost of calls £ 2.28

Service charges £ 51.05

VAT £ 9.33

**Total now due £ 62.66**



Your account number

Bill number

Date

1 August 2006

If you have a query  
please see reverse for  
our contact details.

MRS B FOLLETT MP



Bringing it all together

## BT Business Plan

Bill for

Service charges

£ 41.15

VAT

£ 7.20

**Total now due**

**£ 48.35**

*Please make sure we receive the total now due by  
12 August 2006*

**This bill is for service  
charges only**

Are you on track to receive  
your 5% reward?

As a BT Business Plan  
customer, you can review your  
account for free. Go online  
now at

Your account number

Bill number

Date  
**1 August 2006**

If you have a query  
please see reverse for  
our contact details.

MRS B FOLLET



Bringing it all together

## Your BT bill

for

Service charges £ 41.15

VAT £ 7.20

**Total now due £ 48.35**

*Please make sure we receive the total now due by  
12 August 2006*

**This bill is for service  
charges only**

Bill number

Date  
1 August 2006 ✓

MRS B FOLLET

Cost of calls £ 62.72

Service charges £ 138.16

VAT £ 35.15

**Total now due £ 236.03**

Your account and bill number

MRS B FOLLET

Date  
25 June 2006 ✓

Service charges	£ 51.05
.....	
VAT	£ 8.93
-----	
<b>Total now due</b>	<b>£ 59.98</b>

7/Aug/06 ✓

[REDACTED] [REDACTED]  
VAT is charged at the rate of 17.50%

TO  
[REDACTED]

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

[REDACTED] Folett [REDACTED]

[REDACTED] For the cleaning of the windows at the above address

£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
<b>TOTAL</b>	<b>£ 97.53</b>

17/Jul/06 ✓

VAT is charged at the rate of 17.50%

TO

RECEIVED 21 JUL 2006

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

Follett.

For the cleaning of the windows at the above address

£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
<b>TOTAL</b>	<b>£ 97.53</b>

29/Jun/06

VAT reg

VAT is charged at the rate of 17.50%

TO

RECEIVED 05 JUL 2006

<u>Date</u>	<u>Description</u>	<u>Amount</u>
23/Jun/06	Follett For the cleaning of the windows at the above address	£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
TOTAL	£ 97.53

15/May/06 ✓

VAT is charged at the rate of 17.50%

TO

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

	<u>Follett</u>	
12/May/06	For the cleaning of the windows at the above address	£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
TOTAL	£ 97.53

 ✓



5/Jun/06

Invoice No

[REDACTED]

[REDACTED]

VAT is charged at the rate of 17.50%

TO

[REDACTED]

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-------------	--------------------	---------------

[REDACTED]	Folett [REDACTED]	
[REDACTED]	For the cleaning of the windows at the above address	£ 83.00

Sub Total	£ 83.00
VAT	£ 14.53
TOTAL	£ 97.53

# Invoice

The Follett Office

Invoice Number

Tax Point Date

31/05/06 ✓

Account Number

Page 1 of 1

Service description for period 19/06/06 - 18/09/06

Tax Rate

Tax Value

Nett

Premises: 1

17.50

£29.64

£169.36

Pests (8 visits p.a.) Insect Detectors, Mice, Flats

Payment is due on 19/06/06

Total Excl.

£169.36

VAT

£29.64

Total Due

£199.00



Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

BARBARA COLLETT

Constituency

STEVENAGE

Office use only

Costo/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 01/01/07 to 31/03/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 255 : 29 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1571 : 29 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] MP

Date

April 12th 2007

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Send your completed  
form to

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

2007  
2007

MRS B FOLLET

Date  
1 February 2007

.....  
Cost of calls £ 66.50  
.....  
Service charges £ 150.77  
.....  
VAT £ 38.02

**Total now due £ 255.29**