



# 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

BARRY SHEERMAN

Constituency

WODDINGHAM

## 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 14 104 to 31 12 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1105 : 42 p

Food

£ 200 : - p

Utilities

£ 200 : - p

Council Tax/Rates

£ 102 : - p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : - p

Service/maintenance

£ 50 : - p

Repairs/insurance/security

£ 50 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1697 : 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

\_\_\_\_\_  7/11/04 \_\_\_\_\_

**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
- 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

Members' Allowances

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## Your details

Name in CAPITAL LETTERS

BARRY SHERWIN

Constituency

Huddersfield

## Claim details

Notes

You can only claim for

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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 5 104

to 31 5 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(Interest only) or rent

£ 1105 : 42 p

Food

£ 200 : - p

Utilities

£ 100 : - p

Council Tax/Rates

£ 162 : - p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : - p

Service/maintenance

£ 50 : - p

Repairs/insurance/  
security

£ 50 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

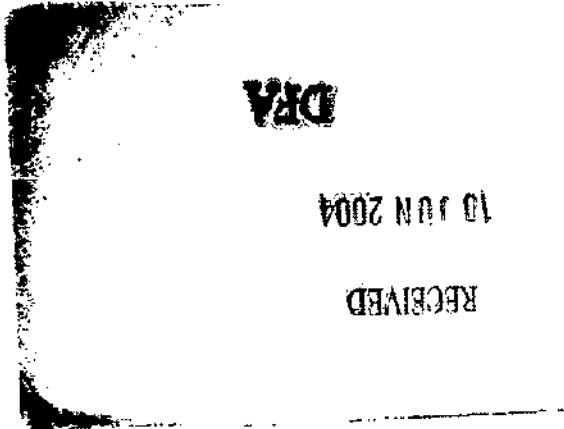
Other

£ : p

▶ please specify

Total

£ 1697 : 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

7/6/04

**Data protection**

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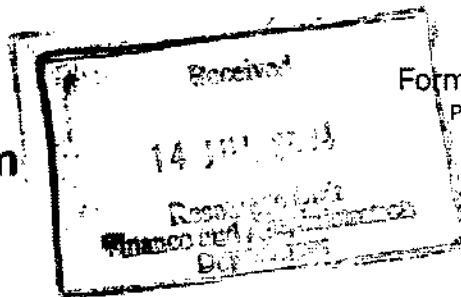
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Additional Costs Allowance



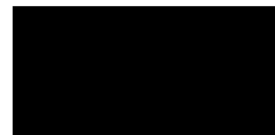
Member's claim form



Members' Allowances

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Your details

Name in CAPITAL LETTERS

BARRY SHERMAN

Constituency

AVON

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 / 6 / 04 to 30 / 6 / 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1105 : 42 p

Food

£ 100 : p

Utilities

£ 162 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : p

Service/maintenance

£ 50 : p

Repairs/insurance/security

£ 50 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1697 : 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

[Redacted Signature]

MP

Date

15/7/04

**Data protection**

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# Member's claim form

**Received**  
**19 AUG 2004**  
Resource Unit  
Finance and Administration  
Department

Members' Allowances

### About filing 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

BARNEY SHEPHERD

Constituency

LAUD DORSFIELD

### Claim details

#### Notes

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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 12 104 to 31 12 104

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ : \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 1050 : \_\_\_\_\_ p ✓

Food

£ 245 : \_\_\_\_\_ p

Utilities

£ 100 : \_\_\_\_\_ p

Council Tax/Rates

£ 150 : \_\_\_\_\_ p

Telephone and  
telecommunications

£ 100 : \_\_\_\_\_ p

Cleaning

£ 120 : \_\_\_\_\_ p

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/  
security

£ 45 : \_\_\_\_\_ p

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Total

£ 1810 : \_\_\_\_\_ 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

\_\_\_\_\_ 1/8 2012

**Data protection**

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# Member's claim form

## Members' Allowances

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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

BARBARA STEINMAN

Constituency

RED DORSIFIED

## 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 31/10/04

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1050 : p

Food

£ 245 : p

Utilities

£ 100 : p

Council Tax/Rates

£ 150 : p

Telephone and  
telecommunications

£ 100 : p

Cleaning

£ 120 : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 45 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

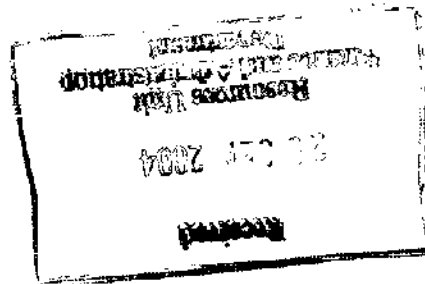
Other

£ : p

▶ please specify

Total

£ 1810 : — 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

4/9/04

**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:

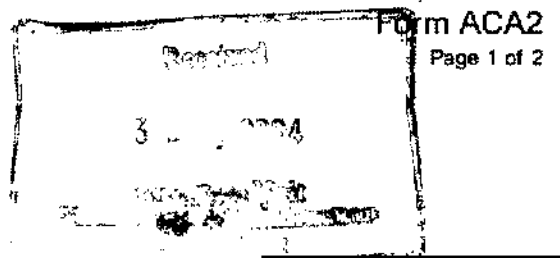
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Member's claim form

Members' Allowances

About filing in this form

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Your details

Name in CAPITAL LETTERS

BARRY SHEERMAN

Constituency

Huddersfield

Claim details

Notes

You can only claim for

- costs you have actually paid
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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 / 04 to 30 / 11 / 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1105 : 42 p ✓

Food

£ 200 : - p

Utilities

£ 100 : - p

Council Tax/Rates

£ 162 : - p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : - p

Service/maintenance

£ 50 : - p

Repairs/insurance/security

£ 50 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

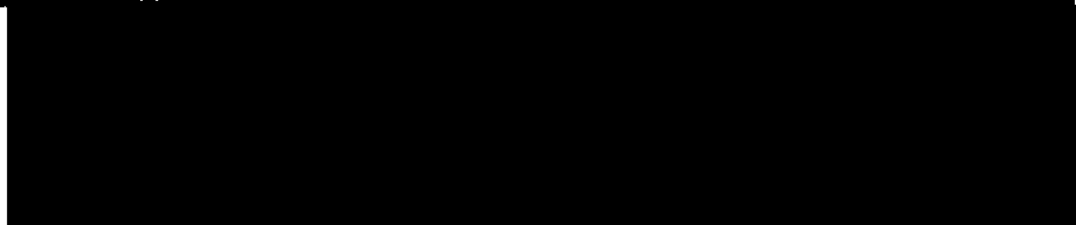
▶ please specify

Total

£ 1697 : 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

1/12/06

**Data protection**

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Member's claim form

16 JAN 2005

PARLIAM

Members' Allowances

About filling in this form

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Your details

Name  
in CAPITAL LETTERS

FRANK SHARROW

Constituency

VAUDERSTED

Claim details

Notes

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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.
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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 12 04 to 31 12 04

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1105 : 42 p ✓

Food

£ 200 : p

Utilities

£ 100 : p

Council Tax/Rates

£ 162 : p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : p

Service/maintenance

£ 50 : p

Repairs/insurance/  
security

£ 50 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

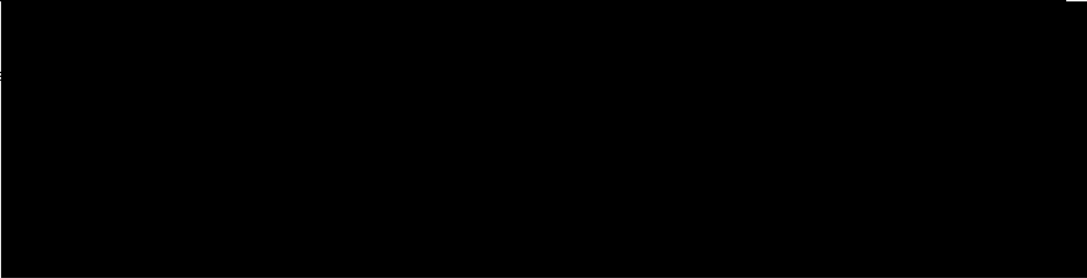
▶ please specify

Total

£ 1697 : 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

 2 / 1 / 05

**Data protection**

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# Member's claim form

## Members' Allowances

About filling in this form

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## Your details

Name  
in CAPITAL LETTERS

Baroness Williams

Constituency

Leeds Central

## Claim details

### Notes

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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 1/1/05 to 31/1/05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1105 : 42 p

Food

£ 200 : p

Utilities

£ 100 : p

Council Tax/Rates

£ 162 : p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : p

Service/maintenance

£ 50 : p

Repairs/insurance/  
security

£ 50 : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 1697 : 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

L



MP

Date

4 3 1 | 2 | 05

**Data protection**

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# Member's claim form

09 MAR 2005



## Members' Allowances

About filling in this form

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## Your details

Name in CAPITAL LETTERS

BARBARA SIKKERMANN

Constituency

LDW DORSET

## Claim details

### Notes

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.

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 12 105 to 29 12 105

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1105 : 42 p

Food

£ 200 : p

Utilities

£ 600 : p

Council Tax/Rates

£ 162 : p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : p

Service/maintenance

£ 50 : p

Repairs/insurance/security

£ 50 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1697 : 42 p

continued on page 2

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

2/3/05

**Data protection**

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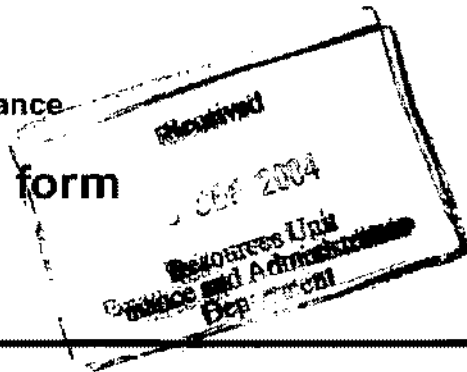
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Additional Costs Allowance

Member's claim form



Members' Allowances

About filling in this form

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

Name in CAPITAL LETTERS

GARRY SHERMAN

Constituency

ADDONS FLD

Claim details

Notes

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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.
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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 / 1 to 1 / 1

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1105 : 42 p

Food

£ 200 : - p

Utilities

£ 600 : - p

Council Tax/Rates

£ 162 : - p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : - p

Service/maintenance

£ 50 : - p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1697 : 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

[Redacted Signature] MP

Date

[Redacted Date] 1/10/04

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## Your details

Name  
in CAPITAL LETTERS

BARRY SHERMAN

Constituency

LUDLOW

## Claim details

### Notes

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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.
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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 11 04 to 31 10 04

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ : \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 1105 : 42 p ✓

Food

£ 200 : — p

Utilities

£ 100 : — p

Council Tax/Rates

£ 162 : — p

Telephone and  
telecommunications

£ \_\_\_\_\_ : \_\_\_\_\_ p

Cleaning

£ 30 : — p

Service/maintenance

£ 50 : — p

Repairs/insurance/  
security

£ 50 : — p

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

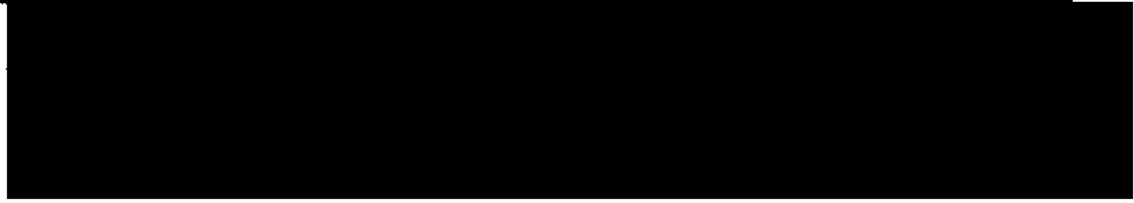
▶ please specify \_\_\_\_\_

Total

**£1697 : 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

14 ~~11~~ / 104

**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

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

BARRY SUTHERLAND

Constituency

LAUDERDALE

## 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 19 104 to 30 19 104

Total cost of hotel stays  
attach all receipts

£ 1105 : 42 p ✓

Mortgage payments  
(interest only) or rent

£ 200 : — p

Food

£ 100 : — p

Utilities

£ 162 : — p

Council Tax/Rates

£ : — p

Telephone and  
telecommunications

£ 30 : — p

Cleaning

£ 50 : — p

Service/maintenance

£ 50 : — p

Repairs/insurance/  
security

£ : — p

Other

£ : — p

▶ please specify \_\_\_\_\_

Other

£ : — p

▶ please specify \_\_\_\_\_

Other

£ : — p

▶ please specify \_\_\_\_\_

Total

£ 1697 : 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

14/11/04

**Data protection**

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Send your completed  
form to

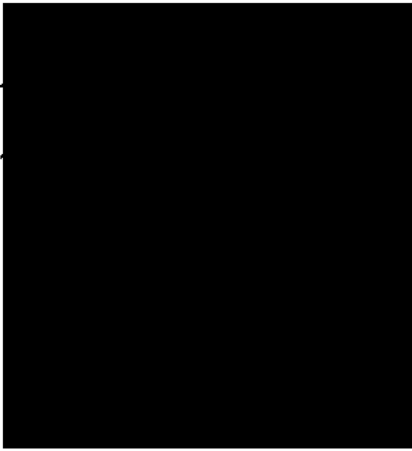
Members' Allowances Section, Operations Directorate,  
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Financial Processing }

Transaction No.

Registration No.



**Validation Claim Summary Sheet**

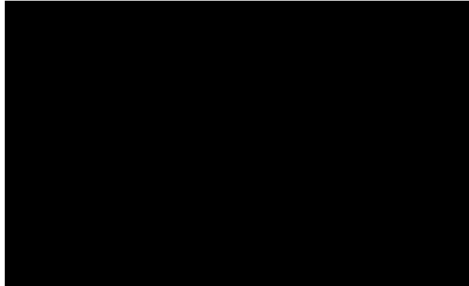
Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedicated a/c exists)

**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 <sup>nd</sup> home address
Budget checked
Claim signed
Claim correctly dated

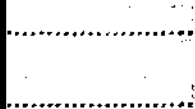
/
/
/
/
/

*\* Financial Processing purposes only*

Registered by (initials & date)



Posted by (initials & date)





# Member's claim form

06 APR 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

BARRY SHEPHERD

Constituency

WINDSOR

## 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 3 105 to 31 13 105

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 1105 : 42 p

Food

£ 400 : - p

Utilities

£ 100 : - p

Council Tax/Rates

£ 162 : - p

Telephone and  
telecommunications

£ : p

Cleaning

£ 80 : p

Service/maintenance

£ 50 : p

Repairs/insurance/  
security

£ 150 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

~~£ 2047 : 43 p~~ £ 307.80

**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

5 / 4 / 05

**Data protection**

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