



Member's claim form

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 co... please call

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

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 / 2 / 06 to 28 / 2 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 825 : = p

Food

£ 400 : p ✓

Utilities

£ 11 : 42 p phone

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 400 : = p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

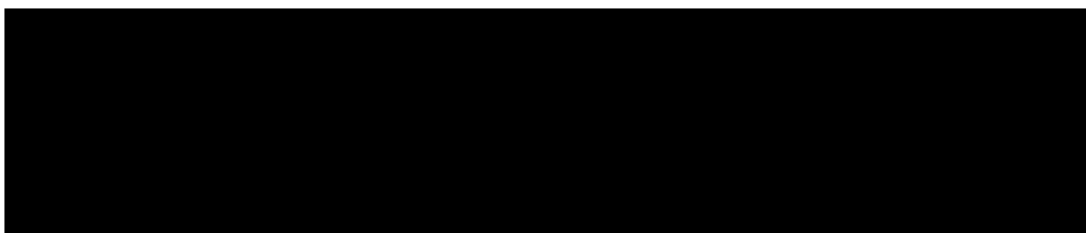
£ : p please specify

Total

£ 1336 : 42 p please pay £ 341.59 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**

31-3-06

**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 or  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



Member's claim form

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 [redacted]

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH.

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 / 3 / 06 to 31 / 3 / 06

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 825 : p

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

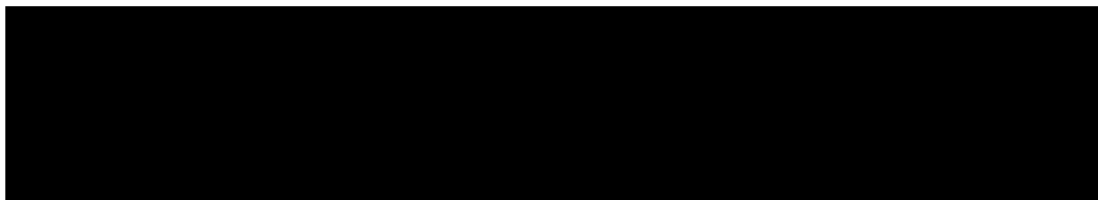
Total

£ 1325 : = p

~~House~~ cannot pay

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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Signature

MP

Date

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



Additional Costs Allowance

ACA2

Member [redacted]

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 [redacted]

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH.

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 / 1 / 06 to 31 / 1 / 06

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 803 : 16 p

Food

£ 400 : = p

Utilities

£ 80 : 51 p GAS.

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 11 : 53 p

Other

£ 66 : 99 p ▶ please specify PLUMBING & DRAWS INS.

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

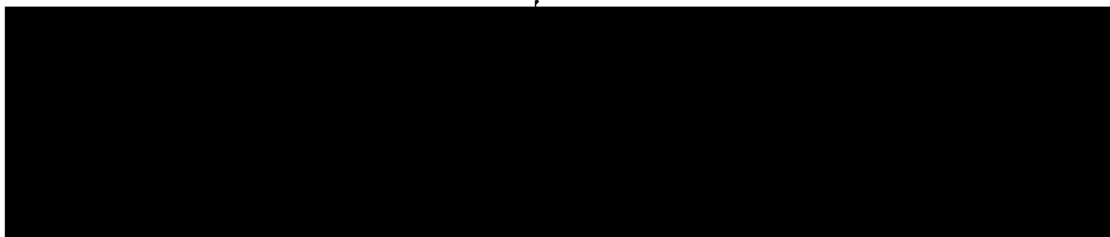
Total

£ 1571 : 19 p

17 FEB 2006

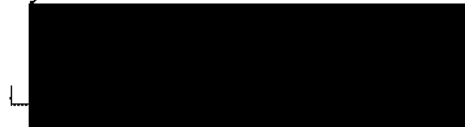
**Details of second home** *if applicable*

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

10-2-06

**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



Additional Costs Allowance

09 JAN 2006

ACA2

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* s
- If you have any doubt about whether you can claim for a please call

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

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 / 12 / 05 to 31 / 12 / 05.

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 803 : 16 p

Food

£ 400 : = p

Utilities

£ : p

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : 53 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1413 : 69 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

6-1-06.

**Data protection**

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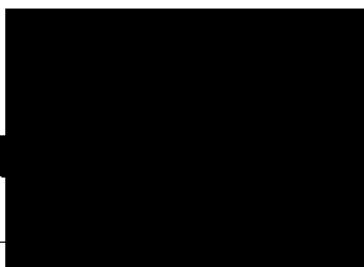


Member's claim form

22 DEC 2005

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 [redacted]



Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON ✓

Constituency

SUNDERLAND NORTH



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 / 05 to 30 / 11 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 803 : 16 p

Food

£ 400 : = p

Utilities

£ 56 : 21 p ELECTRICITY

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ 11 : 12 p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 11 : 53 p

Other

£ 85 : = p please specify BOILER THERMOSTAT REPLACE.

Other

£ 29 : 88 p please specify ELECTRICS INSURANCE

Other

£ 336 : 92 p please specify WATER RATE

Total

£ 1632 : 82 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

19-12-05.

**Data protection**

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03 NOV 2005

Member's claim form

About filling in this form

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- If you have any doubt about whether you can claim for a cost, please call [REDACTED]

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

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 / 10 / 05 to 31 / 10 / 05 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 803 : 16 p

Food

£ 400 : = p

Utilities

£ 56 : 59 p GAS.

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ 21 : 27 p

Cleaning

£ 100 : = p

Service/maintenance

£ 10 : = p

Repairs/insurance/security

£ 11 : 53 p

Other

£ 185 : 78 p

▶ please specify CONTENTS INSURANCE

Other

£ 50 : = p

▶ please specify [REDACTED]

Other

£ 36 : 92 p

▶ please specify WATER RATE

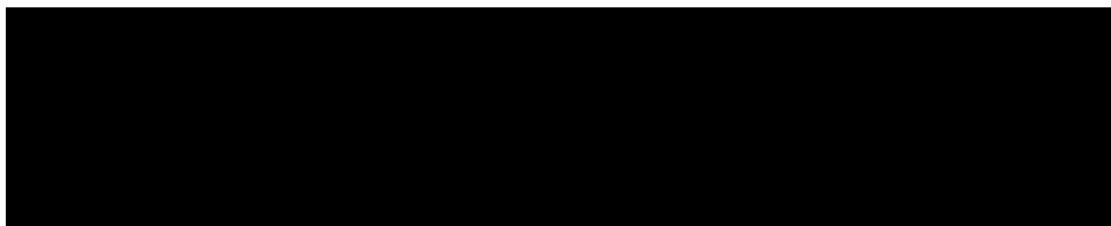
Total

£ ~~1737~~ : 33 p

£1774-25P ✓

**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

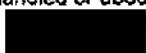
**Date**

31-10-05

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**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

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 [REDACTED]

### Your details

Name  
in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

### 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 / 9 / 05

to 30 / 9 / 05

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 803 : 16 ✓ p

Food

£ : p

Utilities

£ 40 : 77 ✓ p

ELECTRICITY

Council Tax/Rates

£ 99 : = ✓ p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = ✓ p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : 53 ✓ p

BUILDING INSURANCE

Other

£ 36 : 92 ✓ p

▶ please specify

WATER RATE

Other

£ : p

▶ please specify

Other

£ : p

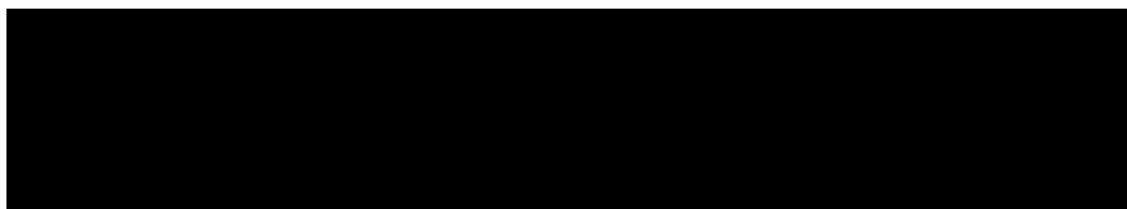
▶ please specify

Total

£ 1091 : 38 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

30-9-05.

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



Additional Co

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# 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 [REDACTED]

### Your details

Name  
in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORT

### Claim details

You can only claim for

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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 1 18 105 to 31 18 105 ✓

Total cost of hotel stays  
attach all receipts

£ ~~778~~ : ~~55~~ P

Mortgage payments  
(interest only) or rent

£ 803 : 16 P

Food

£ : P

Utilities

£ 36 : 92 P WATER ✓

Council Tax/Rates

£ 99 : = P ✓

Telephone and  
telecommunications

£ 21 : 27 P ✓

Cleaning

£ : P ✓

Service/maintenance

£ 100 : = P ✓

Repairs/insurance/  
security

£ 11 : 53 P BUILDING INSURANCE ✓

Other

£ 15 : 99 P ✓ ▶ please specify WATER SUPPLY PIPE INSURANCE

Other

£ 3123 : 15 P ✓ ▶ please specify REPAIRS & MAINTENANCE (ATTACHED)

Other

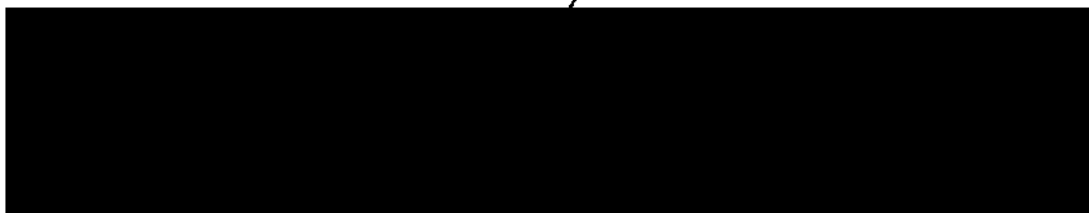
£ : P ▶ please specify

Total

£ ~~4086~~ : ~~77~~ P ✓ £4111-02 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

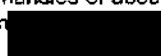
Date

2-9-05.

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



INVOICE No

04/08/05

To: Mr Etherington

Reference Various works

Dear Sir

Following the recent works we would like to submit the following invoice for the following works carried out

- 1) To carry out initial plumbing repairs and building repairs to the ground floor works  
£ 250.00
- 2) To supply all materials and carry out minor decoration repairs to the window reveals  
£ 210.00
- 3) To carry out plumbing survey to the heating system. To supply and fit all new radiator valves as requested. To supply new timing device to system and supply new motorised motor for system. £ 1075.00
- 4) To carry out the demolition and removal of existing decking to the rear of the property. To supply all new materials to construct a new purpose made decking system. To stain all new works in required stain colour To fit decking system into position  
£ 625.00
- 5) To supply and fit 2 no heavy duty parking posts to the parking bays in the front of the property. £ 498.00

Sub Total	£2658.00
VAT	£465.15
17.5%	
Total	£3123.15



Member's claim form

0 3 AUG 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 [redacted]

Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

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 / 7 / 05 to 31 / 7 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 778 : 84 p

Food

£ 400 : = p

Utilities

£ 36 : 92 p WATER.

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : 53 p BUILDING INS.

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1426 : 29 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

31-7-05

**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 [redacted] 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



Account No. [REDACTED]

# 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 [REDACTED]

## Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

## 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.

Please list

Please attach [REDACTED]

Period of claim

from 1 / 6 / 05 to 30 / 6 / 05

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 592 : 64 p

Food

£ 400 : = p

Utilities

£ 36 : 92 p WATER.

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : 53 p INSURANCE

Other

£ 1000 [REDACTED] ▶ please specify WINDOWS [REDACTED]

Other

£ 50. : = p ▶ please specify [REDACTED]

Other

£ : p ▶ please specify [REDACTED]

Total

£ 2270 : 09 p

continued on page 2

Pay

£ 1000 - 00

Mr B Etherington

Date - 08/04/05

## Sales Invoice

For the Supply & Fitting of the following UPVC Products :

- \* 3 Windows
- \* 1 French Door & 2 Side Panels

£ 5,250.00

NET £ 4,468.09

VAT £ 781.91

GROSS £ 5,250.00



# 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 [redacted]

## Your details

Name  
in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

## 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 from a hotel or restaurant if it is more than £250.

Please list

Please attach

Period of claim

from 1 / 6 / 05 to 30 / 6 / 05.

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ : \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 592 : 64 p

Food

£ 400 : = p

Utilities

£ 36 : 92 p WATER.

Council Tax/Rates

£ 99 : = p

Telephone and  
telecommunications

£ \_\_\_\_\_ : \_\_\_\_\_ p

Cleaning

£ 100 : = p

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/  
security

£ 11 : 53 p INSURANCE

Other

£ 1000 [redacted] ▶ please specify Windows

Other

£ 50. : = p ▶ please specify [redacted]

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p ▶ please specify [redacted]

Total

£ ~~2270.09~~

Pay £ 1270.09

Windows.

Invoice 23/8/04 £5250.00  
[REDACTED]

1-31 March claim £400.00  
[REDACTED]

1-30 April claim £5250.00  
Invoice 08/04/05  
£3800.00  
[REDACTED]

1-30 June claim  
Invoice 08/04/05 £1000.00  
[REDACTED]

**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

15-7-05

**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 who acts on behalf of the Data Controller, Clerk of the House.

Send your completed  
form to

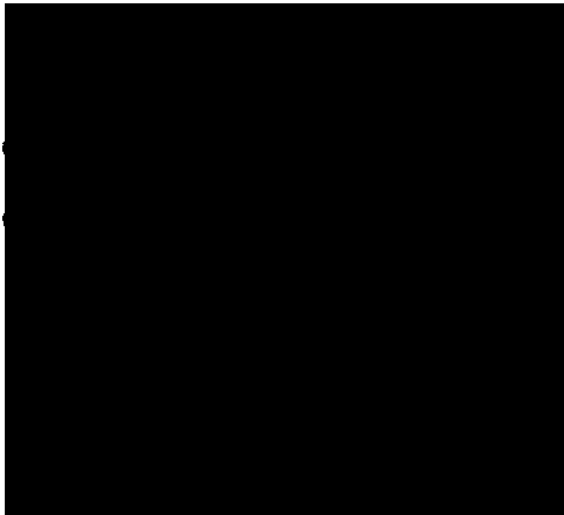
Members' Allowances Section, Operations Directorate,  
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Financial Processing }

Transaction N

Registration N



**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** 1-30 APRIL 05



**Invoice No.** 30/5/05

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**



Pay £3,800-00

\* 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

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date)

Posted by (initials & date)



Mr B Etherington

Date - 08/04/05

## Sales Invoice

For the Supply & Fitting of the following UPVC Products :

\* 3 Windows

\* 1 French Door & 2 Side Panels

£ 5,250.00

NET £ 4,468.09

VAT £ 781.91

GROSS £ 5,250.00



# 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 [redacted]

## Your details

Name  
in CAPITAL LETTERS

ETHERINGTON

Constituency

SUNDERLAND NORTH

## 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 / 4 / 05 to 30 / 4 / 05

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ : \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 592 : 64 p  $\div \frac{11}{30} = £ 217.30$   
146 : 66

Food

£ 200 : \_\_\_\_\_ p

Utilities

£ 51 : 06 p GAS.

Council Tax/Rates

£ 99 : \_\_\_\_\_ p  $\div \frac{11}{30} = £ 36.30$

Telephone and  
telecommunications

£ 34 : 95 p ELECTRICITY.

Cleaning

£ 100 : = p  $\div \frac{11}{30} = £ 36.66$

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/  
security

£ 11 : 53 p INS  $\div \frac{11}{30} = £ 4.22$

\* Other

£ 3,900 : = [redacted] specify WINDOWS (INFO. PROVIDED PREM)

Other

£ 36 : 92 p please specify WATER

Other

£ 1261 : 50 p please specify TU LICENCE

Total

£ 5052 : 60 p  
690.57

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 1-30 April 05

Invoice No. 10/5/05

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06 ✓

**Expenditure type (Cat5) :**

£ 690.57

\* 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)

.....2.6.MAY.2005.....

Posted by (initials & date)



# 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 [redacted]

## Your details

Name ETHERINGTON  
 in CAPITAL LETTERS

Constituency SUNDERLAND NORTH

## 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 / 4 / 05 to 30 / 4 / 05

Total cost of hotel stays  
 attach all receipts  
 £ : p

Mortgage payments  
 (interest only) or rent  
 £ 592 : 64 p  $\div \frac{11}{30} = £ 21.30$   
146 66

Food  
 £ 200 : — p

Utilities  
 £ 51 : 06 p  $\checkmark$  GAS.

Council Tax/Rates  
 £ 99 : : p  $\div \frac{11}{30} = £ 36.30$

Telephone and  
 telecommunications  
 £ 39 : 95 p  $\checkmark$  ELECTRICITY.

Cleaning  
 £ 100 : = p  $\div \frac{11}{30} = £ 36.66$

Service/maintenance  
 £ : p

Repairs/insurance/  
 security  
 £ 11 : 53 p  $\div \frac{11}{30} = £ 4.22$

\* Other  
 £ 3,800 : = [redacted] WINDOWS (INFO. PROVIDED PREVIOUSLY)

Other  
 £ 36 : 92 p  $\checkmark$  please specify WATER

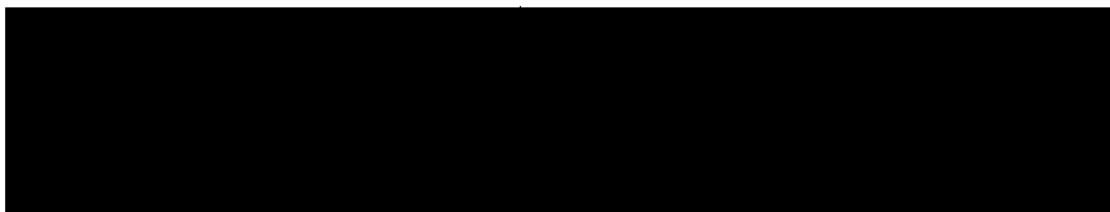
Other  
 £ 126 : 50 p  $\checkmark$  please specify TU LICENCE

Total  
 £ 5052 : 60 p

£690.57

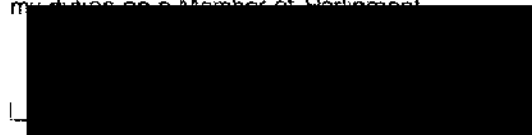
**Details of second home** *if applicable*

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


~~10-5-05~~ 10-5-05**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  who acts on behalf of the Data Controller, Clerk of the House.

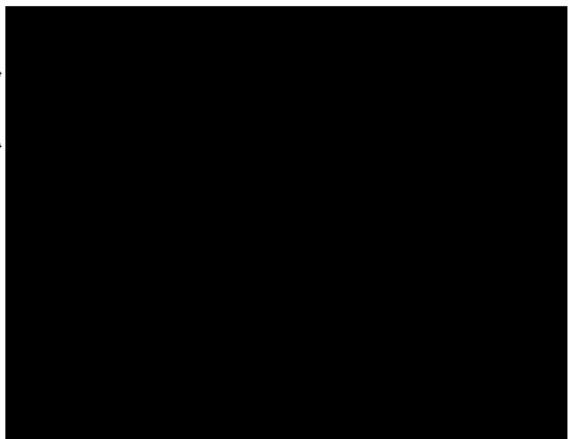
Send your completed  
form to

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

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**

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**

1675.68



\* 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

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date)

[Redacted] 6/4

Posted by (initials & date)

[Redacted]



# 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 [REDACTED]

### Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH.

### 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 / 3 / 05. to 31 / 3 / 05.

Total cost of hotel stays  
attach all receipts

£ 592 : 64 p

Mortgage payments  
(interest only) or rent

£ 400 : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : p

Service/maintenance

£ 40 : = p

Repairs/insurance/security

£ : p

\* Other

£ 450 : = p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1682 : 64 p

continued on page 2

1675.68 remaining bal.



**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

1-4-05

**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 or [Redacted] 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

06 SEP 2004

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

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

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 / 8 / 04 to 31 / 8 / 04

Total cost of hotel stays  
attach all receipts

£ 592 : 64 p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 30 : 23 p WATER.

Council Tax/Rates

£ 96 : p

Telephone and  
telecommunications

£ : p

Cleaning

£ 100 : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 11 : 53 p HOUSE INS.

Other

£ 5250 : = p ▶ please specify REPAIRMENT DOORS & WINDOWS.

Other

£ : p ▶ please specify

Other

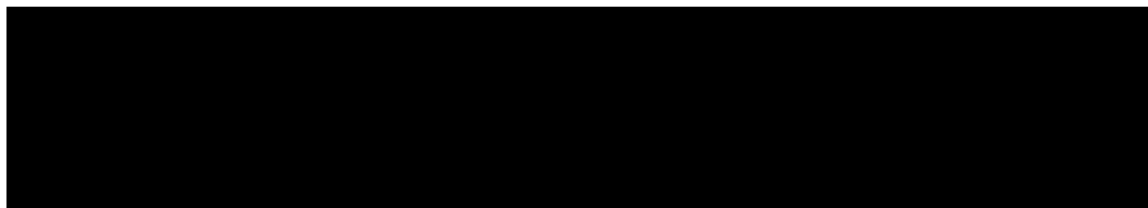
£ : p ▶ please specify

Total

£ 5,980 : 40 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

3-9-04.

**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:

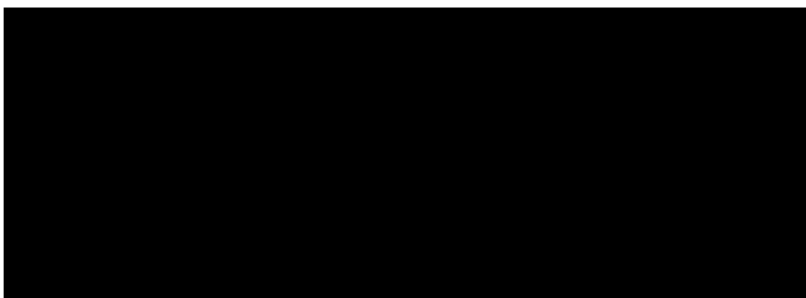
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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 0 [redacted] 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



Mr B Etherington



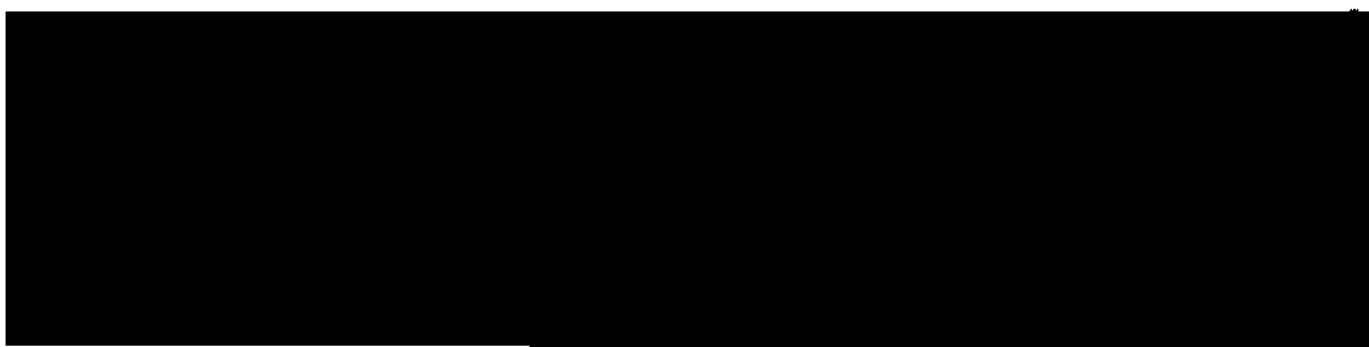
Date - 15/08/04

## Sales Invoice

For the Supply & Fitting of the following UPVC Products :

- \* 1, 3 sided Bay Window
  - \* 4 Windows
  - \* 1 Door
- £ 5,250.00

NET	£	4,468.09
VAT	£	781.91
GROSS	£	5,250.00





# 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 [redacted]

## Your details

Name in CAPITAL LETTERS

BILL ETHERINGTON

Constituency

SUNDERLAND NORTH

## 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 / 5 / 05 to 31 / 5 / 05

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 592 : 64 p

Food

£ 400 : = p

Utilities

£ 36 : 92 p WATER

Council Tax/Rates

£ 99 : = p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : = p

Service/maintenance

£ 10 : = p

Repairs/insurance/security

£ 11 : 53 p *ins.*

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

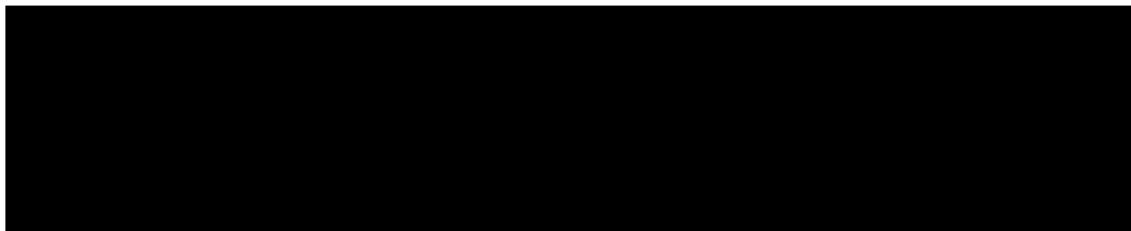
£ : p ▶ please specify *Pay*

Total

£ 1250.09 p ×  $\frac{26}{31} = £ 1048.38$

**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

10-6-05.**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 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



31<sup>st</sup> March 2006

Dear Madam/Sir

I have under-claimed £462.73 in mortgage interest for the period from April to December 2005 as you will, no doubt, see from the figures below.

**Mortgage Interest: Period April 05 – December 05**

	<u>Claimed</u>		<u>Actual</u>
April - 05	£592.64	(reduced to £217.30) Election Period	£575.73 (?)
May - 05	£592.64		£570.83
June - 05	£592.64		£565.91
July - 05	£778.84		£901.50
Aug - 05	£803.16		£918.52
Sep - 05	£803.16		£911.18
Oct - 05	£803.16		£872.56
Nov - 05	£803.16		£863.10
Dec - 05	£803.16		£855.84
Total	£6,572.54		£7,035.17

Yours sincerely

Bill Etherington MP  
Sunderland North

Please pay £462.73