



01 JUN 2009

Member's claim form

09/10

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.

685209

Your details

Name in CAPITAL LETTERS

CAROLINE MINT

INV. A

Constituency

DON VALLEY

514602

514500

Office use only

Costc

MFLINCDO

Supp/Res ID

Claim details

You can only claim for

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

Please list

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

Please attach

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

5888723  
RS  
10/06

Period of claim

from 01 / 03 / 09

to 31 / 05 / 09  
May 2009

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1090 : p

(see mortgage statement)

Food

£ : p

Utilities

£ 10.35 : p

(10 GAS + 25 ELEC) (A) + (B)

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

429939

gp 12/6

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 75 : p

(C) please specify

Other

£ 514636 : p

(D) please specify 09/10

Other

£ : p

please specify

Other

£ : p

Total

£ 21728 : 78 p

continued on page 2

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

**Address of second home**  
*for Additional Costs Allowance*

[Redacted address fields]

Postcode

**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**

24/9/09

**Data protection**

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

**Send your completed form to**

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

YOUR REF : [REDACTED]

14th May 2009

Mr Philip Cole & Ms Caroline Flint

(D)

Accounts Assistant [REDACTED]

Direct Line [REDACTED]

E-Mail [REDACTED]

STATEMENT OF ACCOUNT

Re : [REDACTED]

Date	Description	Period	Due	Paid	Balance
1 Jan 08	Opening Balance	n/a - n/a	-187.93		-187.93
11 Jun 08	Charge For Freeview/sky Connection By Aerial	n/a - n/a	52.88		-135.05
25 Dec 08	Half yearly Service Charge in advance	25 Dec 08 - 23 Jun 09	1,363.83		1,228.78
			£1,228.78	£0.00	£1,228.78

08/09

09/10

Balance to Pay: £1,228.78

Statement on behalf of [REDACTED]

For the purposes of the Landlord & Tenant Act 1987 Section 47 and Section 48 the address(es) at which Notices (including Notices in proceeding) may be served on the Landlord by you is:

[REDACTED]

In the event of the property being sold, the seller should ensure that the full outstanding balance is paid prior to, or at completion. Arrangements should also be made between the parties involved for a suitable retention to be held in respect of any undetermined charges, yet to be debited to the account.

Please ensure you quote reference [REDACTED] on all correspondence including electronic transfers.

Payment can be made by the following methods :

CHEQUE : Please make cheques payable to [REDACTED] and send to [REDACTED]

DIRECT DEBIT : If you require a Direct Debit form please contact your Accounts Assistant.

ELECTRONIC BANK TRANSFER : Please quote reference [REDACTED] and make payment to : Account Number [REDACTED] Sort Code [REDACTED]

DEBIT/CREDIT CARD : If you wish to pay by debit or credit card please contact your Accounts Assistant. Please note there is a 2.5% charge for paying by credit card.

ONLINE : You can make payment via our website www.[REDACTED].co.uk