



Member's claim form

Members' Allowances

About filling in
this form

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

Your details

Name
in CAPITAL LETTERS

CAROLINE SPELMAU

Constituency

MERIDEN

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 / 2 / 2006 to 28 / 2 / 2006

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

£ 73 : 72 p/

Cleaning

£ 200 : — p/

Service/maintenance

£ 383 : — p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1656 : 72 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

4/4/2006**Data protection**

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

The information you give will be seen by:

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

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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

[REDACTED]
[REDACTED]
[REDACTED]
SPELMAN
[REDACTED]
[REDACTED]
[REDACTED]

Date
8 February 2006

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

[REDACTED]
Total now due

£ 73.72

*Please make sure we receive the total now due by
19 February 2006*

[REDACTED]
[REDACTED]



Member's claim form

003 127 12

Members' Allowances

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Your details

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Constituency

MERIDEN

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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 / 2006 to 31 / 1 / 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 261 : -

Telephone and telecommunications

£ 200 : p

Cleaning

£ 200 : - ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 681 : 50 ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 542 : 50 p

continued on page 2

Details of second home *if applicable*

Address of
second home
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Costs Allowance

Declaration

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Signature

MP

Date

4/4/06

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INVOICE

RE Stone Window Surround

OPTION 1)

To repair the internal damage to the cill and mullion using a matching mortar repair mix. To point up the external cracks in the mullion using a mortar repair mix.

SUB TOTAL	£580.00
VAT	£101.50
<u>TOTAL</u>	<u>£681.50</u>



Local Council Tax Bill 2005/06

[Redacted] Mrs Caroline Spelman

Property Address:

Reason for Bill: Annual

Opening Liability

01-Apr-2005

31-Mar-2006

£ p

2164.09

Total Amount Payable by You

2164.09



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Please attach

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

Period of claim

from 1 / 12 / 2005 to 31 / 12 / 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 26+ : — p

Telephone and telecommunications

£ 118 : 74 p

Cleaning

£ 200 : — p

Service/maintenance

£ : p

Repairs/insurance/security

£ 281 : — p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 850 : 74 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

4/4/06

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form to

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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Sales Invoice

7th OCT. 05

Date: _____ Invoice No: _____

From: _____

To: MRS C. SPELLMAN

V.A.T. Regd No: _____

Qty	Description	Amount exclusive of V.A.T. £	V.A.T. Net £
	August		
	To Repairing fault on Ring		
	Main in Conservatory. Damaged		
	Cable & test amount		110-00
	Sept. Supply and Fit		
	new _____		
	Panel, repair Keypad		
	in Main Bedroom		
	Fit new Battery in outside		
	Bell box & Test System		130-00

Sub total exc. V.A.T.£ 240-00

V.A.T.£ 42-00

Total due£ 282-00

V.A.T. rate.....

Payment terms.....

Tax Point

MR M SPELMAN

Date
23 November 2003

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

Bill for

Total now due

£ 118.74

BT is a member of Oteio, the
Telecommunications Ombudsman.



Additional Costs Allowance

ACA2

Member's claim form

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

CAROLINE SPELMAN ✓

Constituency

MERIDEN

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

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Please attach

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

Period of claim

from 1 / 11 / 2006 to 30 / 11 / 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 595 : 60 p

Council Tax/Rates

£ ~~267~~ : — p

Telephone and telecommunications

£ 108 : 01 p

Cleaning

£ 200 : — p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1164 : 67 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

8/2/06 [Redacted]

Data protection

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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

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Date
9 November 2005

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

[REDACTED] SPELMAN
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Bill for [REDACTED]

Total now due £ 108.01

*Please make sure we receive the total now due by
20 November 2005*

[REDACTED]

[REDACTED]

MRS C SPELMAN

Date of Bill: 2 November 2005

Amount Due
£595.60



Additional Costs Allowance

ACA2

Member's claim form

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Your details

Name in CAPITAL LETTERS

CAROLINE SPELMAW

Constituency

MERIDEN

Claim details

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Please list

Please attach

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

Period of claim

from 1 / 10 / 2006 to 31 / 10 / 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 216' 00 / 261 : — p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : — p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 461 : — p

16 FEB 2006

Details of second

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

6/7/06

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



Member's claim form

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Your details

Name in CAPITAL LETTERS

CAROLINE SPELMAN

Constituency

MERIDEN

Claim details

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

Please list

Please attach

Period of claim

from 1 / 09 / 2006 to 30 / 9 / 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 245 : 68 p
216 00

Council Tax/Rates

£ ~~261~~ : 00 p

Telephone and telecommunications

£ 86 : 30 p

Cleaning

£ 200 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 742 : 98 p

Details of second

Address of
second home
for Additional
Costs Allowance

Declaration

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Signature

MP

Date

6/1/06

Data protection

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

Your account and bill number

[REDACTED] SPELMAN

Bill for [REDACTED]

Total now due

£ 86.30

*Please make sure we receive the total now due by
20 August 2005*

Customer Reference Number

MRS C SPELMAN

Date of Bill: 30 August 2005

Amount Due

Gas Bill

£245.68



08 AUG 2005

Member's claim form

Members' Allowances

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Your details

Name in CAPITAL LETTERS CAROLINE SPELMAN

Constituency MERIDEN

Claim details

Notes

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Please list

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Please attach

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

Period of claim from 1 1 07 2005 to 31 17 2005

Total cost of hotel stays £ : p
attach all receipts

Mortgage payments £ : p
(interest only) or rent

Food £ : p

Utilities £ 461 : 06 p

Council Tax/Rates £ 216 : - p

Telephone and telecommunications £ ~~209~~ 22 p

Cleaning £ 200 : - p

Service/maintenance £ : p

Repairs/insurance/security £ : p

Other £ : p ▶ please specify _____

Other £ : p ▶ please specify _____

Other £ : p ▶ please specify _____

Total £ 877 : 06 p

continued on page 2

13 SEP 2005

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

1/9/05

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:

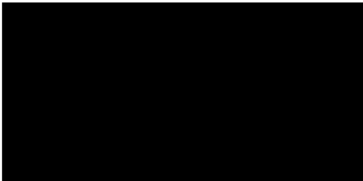
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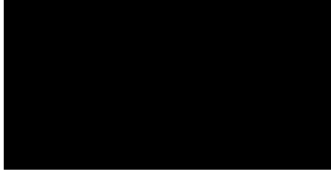
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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



MRS C SPELMAN

01

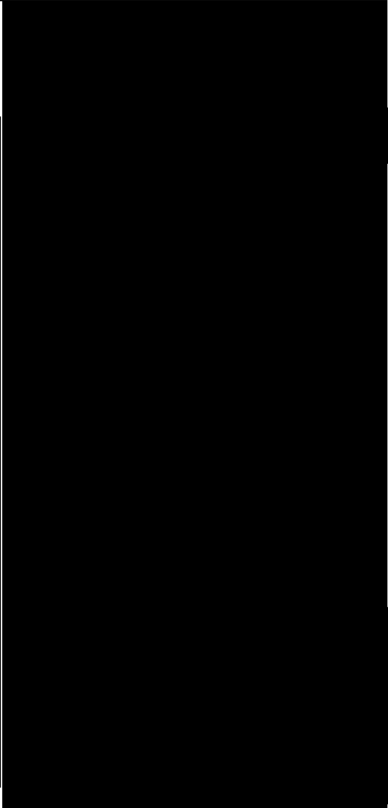


Date of Bill: 23 June 2005

Amount Due

Electricity Bill

£461.06



MRS CAROLINE SPELMAN

Total

£209.22

by Direct Debit on or
after 12 July 2005

[REDACTED]
MRS CAROLINE SPELMAN
[REDACTED]

[REDACTED]
Your price plan
[REDACTED]

[REDACTED]
Total

£197.18

by Direct Debit on or
after 12 May 2005

Customer Reference Number

MRS C SPELMAN

Date of Bill: 23 March 2005

Amount Due

Electricity Bill


£271.72

Council Tax Bill 2005/06


Mrs Caroline Spelman

Reason for Bill: Annual

£ p

 01-Apr-2005

31-Mar-2006

2164.09

Total Amount Payable by You

2164.09



Member's claim form

08 AUG 2005 13 SEP 2005

Members' Allowances

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Your details

Name in CAPITAL LETTERS

CAROLINE SPELMAN

Constituency

MERDON

Claim details

Notes

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Please list

Please attach

Period of claim

from 1/06/2005 to 30/06/2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 216 : - p

Telephone and telecommunications

£ 368.62 p

Cleaning

£ 200 : - p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 416 : 00 p

Details of second home

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

/9/05

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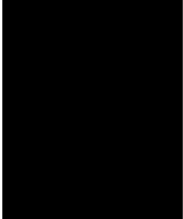
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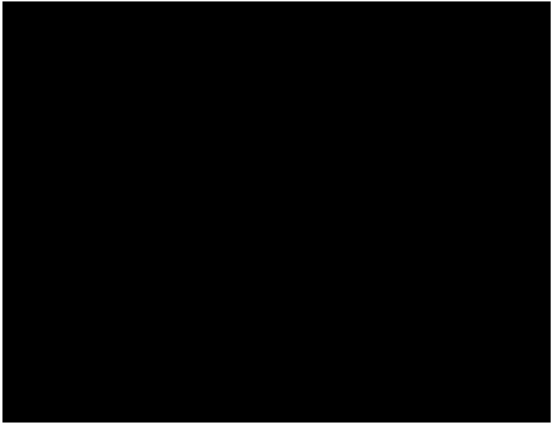
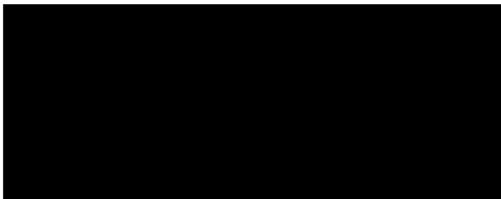
Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

[REDACTED]
MRS CAROLINE SPELMAN



Quick breakdown

For [REDACTED] used by MRS CAROLINE
SPELMAN



Total **£368.62**

by Direct Debit on or
after 10 June 2005





Member's claim form

08 AUG 2005

13 SEP 2005

Members' Allowances

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Your details

Name in CAPITAL LETTERS

CAROLINE SPELMAN

Constituency

MERIDEN

Claim details

Notes

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Please list

Please attach

Period of claim

from 1 / 05 / 2005 to 31 / 05 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 527.22 : p
~~120.84~~

Council Tax/Rates

£ 216 : - p

Telephone and telecommunications

£ 107 : 17 p

Cleaning

£ 200 : - p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 943.53 p

Details of second home

Address of
second home
for Additional
Costs Allowance

Declaration

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Signature

MP

Date

1/9/05

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form to

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

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] SPELMAN
[REDACTED]

[REDACTED]

[REDACTED]

Date
10 May 2005

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

[REDACTED]

Bill for [REDACTED]

Total now due £ 107.17

*Please make sure we receive the total now due by
21 May 2005.*

[REDACTED]

[REDACTED]

[REDACTED]



500Z 5117 80

Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

CAROLINE A. SPELMAN

Constituency

MERIDEN

Claim details

Notes

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 1 4 1 0 5 to 30 1 4 1 0 5

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 271 : 72 p

Council Tax/Rates

£ 220 : 09

Telephone and telecommunications

£ 197 : 18

Cleaning

£ 200 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 200 - : 00 p

continued on page 2

Details of second home

Address of second home
for Additional Costs Allowance

[Redacted]

Declaration

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

Signature [Redacted] MP

Date [Redacted] 1/1/05

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 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

CAROLINE SPELMAN

Constituency

MERIDEN

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 13 2006 to 31 13 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 286 : 11 p

Council Tax/Rates

£ 527 : 21 p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : — p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

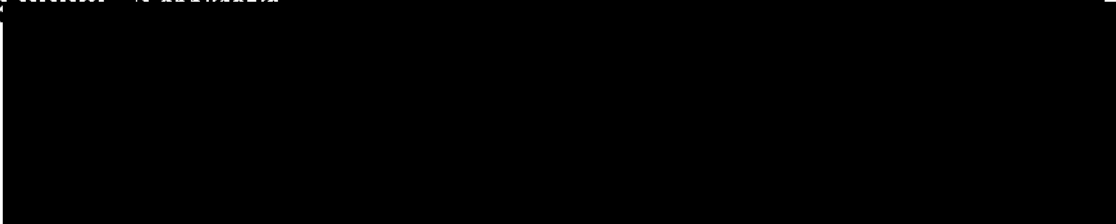
▶ please specify _____

Total

£ 1013 : 32 p

Details of second home

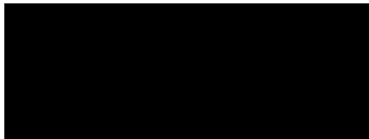
Address of
second home
for Additional
Costs Allowance



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

5/4/06

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:

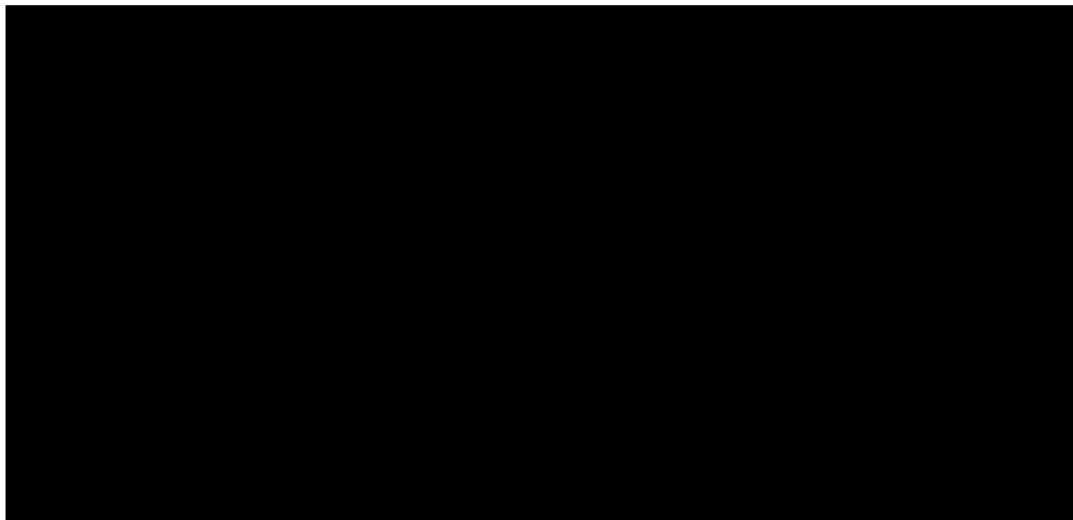
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
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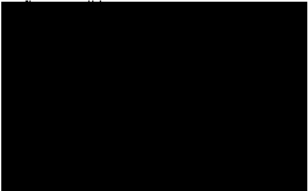
Send your completed
form to

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





MRS C SPELMAN

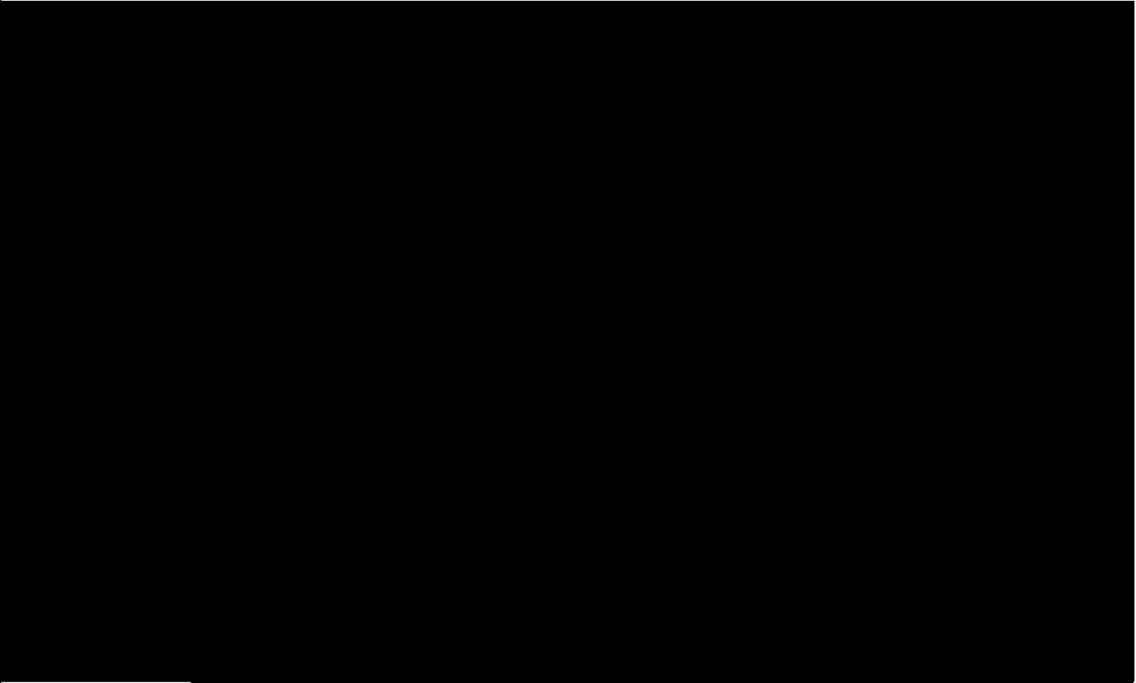
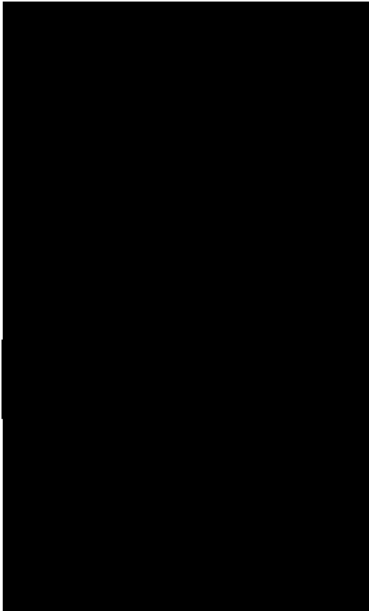


Date of Bill: 23 February 2006

Amount Due

Electricity Bill

£286.11



Total charges excluding VAT

272.49

[REDACTED]

[REDACTED]

[REDACTED]

C A SPELMAN

[REDACTED]

Address where services are provided:

[REDACTED]

[REDACTED]

Total Payable

[REDACTED]

£1,054.43

[REDACTED]