



Additional Costs Allowance

Member's claim form ²⁷ MAR 2006

About filling in this form

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

Your details

Name
in CAPITAL LETTERS

CHARLES CLARKE

Constituency

NORWICH SOUTH

Office use only

Costo/Cat 2

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- 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 3 1 06

to 31 13 106

Total cost of hotel stays
attach all receipts

£ - : - p

Mortgage payments
(interest only) or rent

£ 681 : 75 p ✓

Food

£ 400 : - p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ 158 : 00 p ✓

Telephone and
telecommunications

£ 85 : 24 p ✓

Cleaning

£ 151 : 60 p ✓

Service/maintenance

£ 120 : 00 p ✓

Repairs/insurance/
security

£ 62 : 30 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1839 : 00 p

continued on page 2

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 d

Signature

[Redacted Signature]

MP

Date

5/3/06

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.

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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

07 FEB 2006

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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 2 0 6 to 28 1 2 0 6

Total cost of hotel stays
attach all receipts

£ - : - p

Mortgage payments
(interest only) or rent

£ 681 : 75 p ✓

Food

£ 400 : - p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ 158 : 00 p ✓

Telephone and telecommunications

£ 85 : 24 p ✓

Cleaning

£ 151 : 60 p ✓

Service/maintenance

£ 120 : 00 p ✓

Repairs/insurance/
security

£ 62 : 30 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

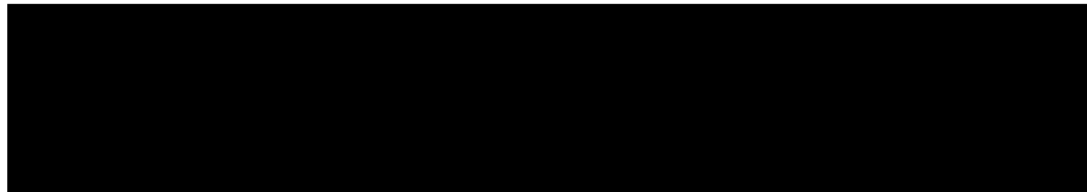
Total

£ 1839 : 00 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

Signature



MP

Date

6 Feb 2006

Data protection

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Additional Costs Allowance

ACA2

Member's claim form

04 JAN 20

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Your details

Name in CAPITAL LETTERS

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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 / 06 to 31 / 1 / 06

Total cost of hotel stays

£ - : - p

attach all receipts

Mortgage payments

£ 681 : 75 p ✓

(interest only) or rent

Food

£ 400 : - p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ 158 : 00 p ✓

Telephone and telecommunications

£ 85 : 24 p ✓

Cleaning

£ 151 : 60 p ✓

Service/maintenance

£ 120 : 00 p ✓

Repairs/insurance/security

£ 62 : 30 p ✓

Other

£ - : - p

please specify

Other

£ - : - p

please specify

Other

£ - : - p

please specify

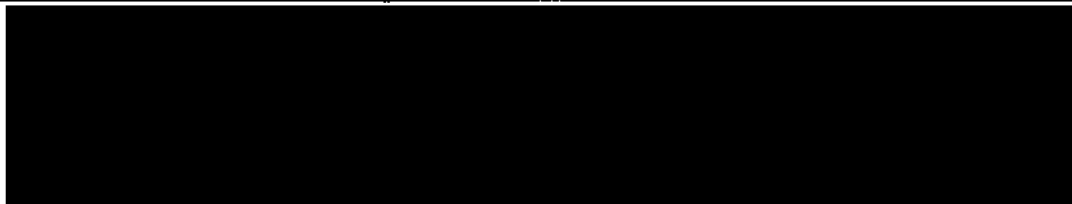
Total

£ 1839 : 00 p

continued on page 2

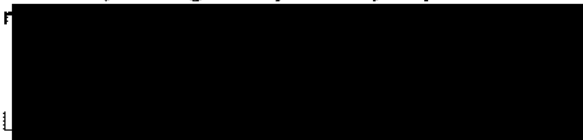
Details of second home *if applicable*

**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

Signature



MP

Date

3/1/06

Data protection

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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
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

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Constituency

NORWICH SOUTH

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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 / 12 / 05 to 31 / 12 / 05

Total cost of hotel stays attach all receipts

£ / : p

Mortgage payments (interest only) or rent

£ 681 : 75 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 158 : 00 p

Telephone and telecommunications

£ 85 : 24 p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 120 : 00 p

Repairs/insurance/security

£ 62 : 30 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1839 : 00 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 December 2005

Data protection

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Please list

Please attach

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

£ 681 : 75 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 158 : 00 p

Telephone and telecommunications

£ 85 : 24 p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 120 : 00 p

Repairs/insurance/security

£ 62 : 30 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1839 : 00 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

6/11/05

Data protection

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Member's claim for

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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, 10, 2005 to 31, 10, 2005

Total cost of hotel stays attach all receipts

£ / : p

Mortgage payments (interest only) or rent

£ 681 : 75 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 158 : 00 p

Telephone and telecommunications

£ 85 : 24 p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 120 : 00 p

Repairs/insurance/security

£ 62 : 30 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1839 : 00 p

Details of second home *if applicable*

Address of
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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

2/10/05**Data protection**

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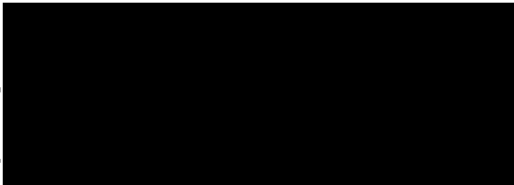
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Financial Processing }

Transaction No.

Registration No.

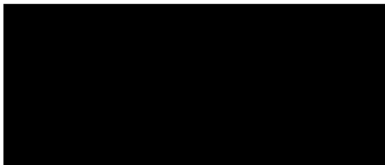


Validation Claim Summary Sheet

ACA

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 1-30/9/05

(i.e. period of claim)

Invoice No.



Account code / Allowance

514602

Members cost centre (Cat1)



Financial Year/PIRO (Cat2)

~~04_05~~ / 05_06

Expenditure type (Cat5) :



Please Pay

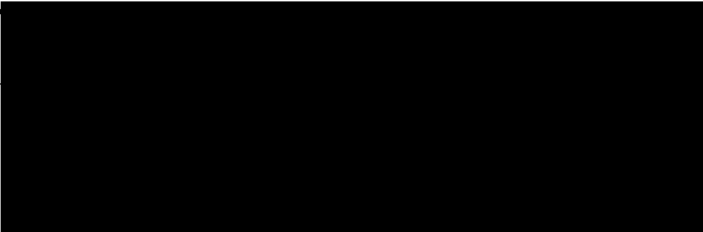
* Validation purposes only (please tick to indicate compliance)

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 nd home address	<input checked="" type="checkbox"/>
Budget checked	<input checked="" type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input checked="" type="checkbox"/>

* Financial Processing purposes only

Registered by (Initials & date)

Posted by (initials & date)





Member's claim form

31 AUG 2005

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Please list

Please attach

Period of claim

from 1 1 9 1 0 5 to 3 0 1 9 1 0 5

Total cost of hotel stays attach all receipts

£ / : p

Mortgage payments (interest only) or rent

£ 186 : 00 p

Food

£ 400 : 00 p

Utilities

£ 56 : 26 p

Council Tax/Rates

£ 56 : 00 p

Telephone and telecommunications

£ 107 : 38 p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 122 : 11 p

Repairs/insurance/security

£ 75 : 00 p

Other

£ 1,250 : 00 p

Other

£ : p

Other

£ : p

Total

£ 2,404 : 36 p

▶ please specify

▶ please specify

▶ please specify

decoration & plumbing work → see invoice

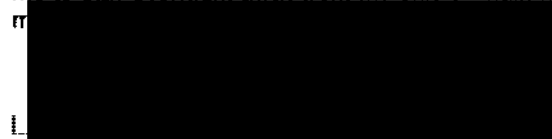
Details of second home *if applicable*

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

29 / 8 / 05

Data protection

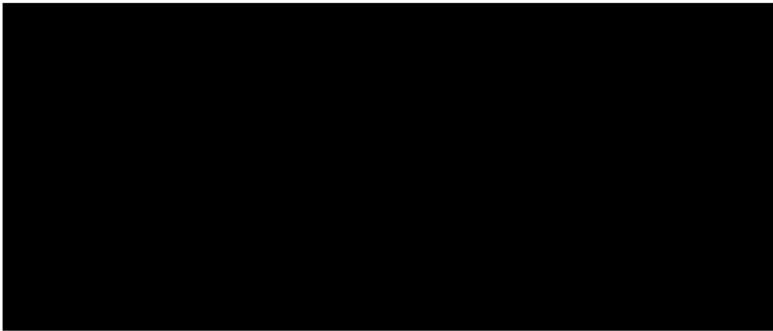
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Validation Team, Operations Directorate,
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8th August 2005

Dear Sir/Madam,

This is an invoice for works now complete on the premise of



Total amount now due; £1250.00





Member's claim form

26 JUL 2005

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CHARLES CLARKE /

Constituency

NORWICH SOUTH

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Please list

Please attach

Period of claim

from 1 1 8 2005 to 31 1 8 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 420 : — p ✓

Food

£ 400 : — p

Utilities

£ 56 : 26 p

Council Tax/Rates

£ 56 : — p

Telephone and telecommunications

£ 107 : 38 p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 122 : 11 p

Repairs/insurance/security

£ 75 : — p

Other

£ 59 : 96 p

Other

£ 86 : 77 p

Other

£ 98 : 75 p

Total

£ 1633 : 83 p

▶ please specify

Repair kitchen door handles - BRIDGMAN - SEE INVOICE

▶ please specify

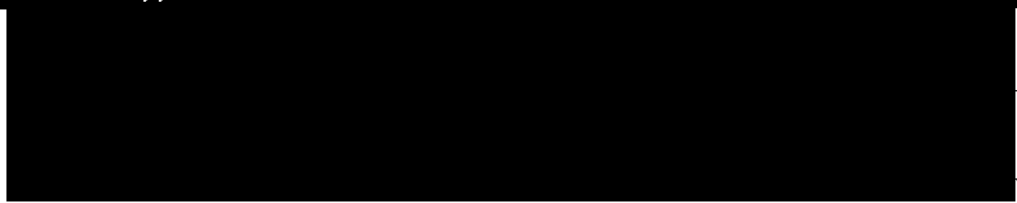
Repair BRIDGMAN kitchen taps SEE INVOICE

▶ please specify

New Telephone SEE INVOICE

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance



Declaration

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Signature



MP

Date

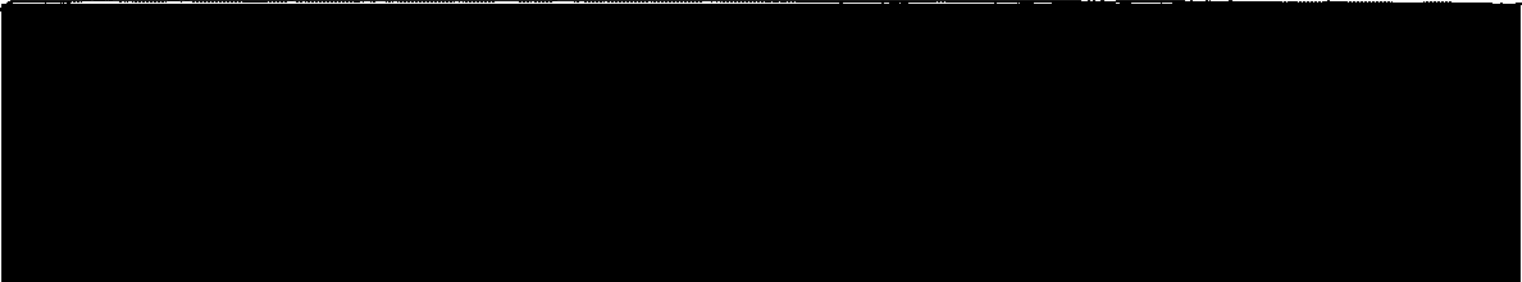
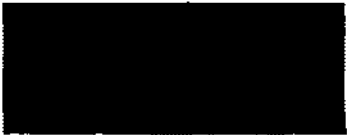
25/7/05

Data protection

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Please Quote [redacted] On Enquiries



Customer reference	I/Ord-no.	Date Req	A/c no	Do Cat	Method	DR	Date	Time	Page
[redacted]	[redacted]	13/07/2005	[redacted]	[redacted]	[redacted]	[redacted]	13/07/2005	[redacted]	[redacted]

Quantity	Unit	Description	Price	Per	Line	Goods
Each		BRISTAN Monza Monosink Mixer Chrome Plated	[redacted]	73.85	EA	Net 73.85 9
			To follow:	1		



VAT - Rate%	Goods	Vat	Total	Total payable
6 17.50	73.85	12.92		86.77
	Goods this payment		73.85	
	VAT this payment		12.92	
	Total this payment		86.77	



Received by (branch)





T BAR PK4 2T (B)
 5021629444933
 T BAR PK4 2T (B)
 5021629444933
 BRUSHED CHROME (B)
 5013669399809
 HD F/P 25MM RND (B)
 5050595305436
 NAIL FT PD 25MM (B)
 5050595305399
 T BAR PK4 2T (B)
 5021629444933
 T BAR PK4 2T (B)
 5021629444933

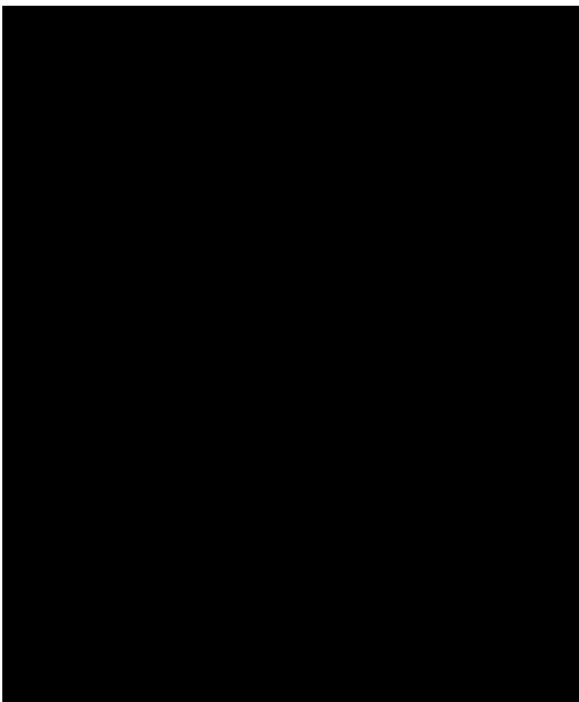
14.99
 14.99
 2.49
 5.49

19.99
 14.99

handles
~~£~~ 59,96

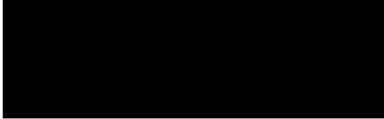
T O T A L

£69.93





BT Freestyle 2200
831.32121 1 37.75

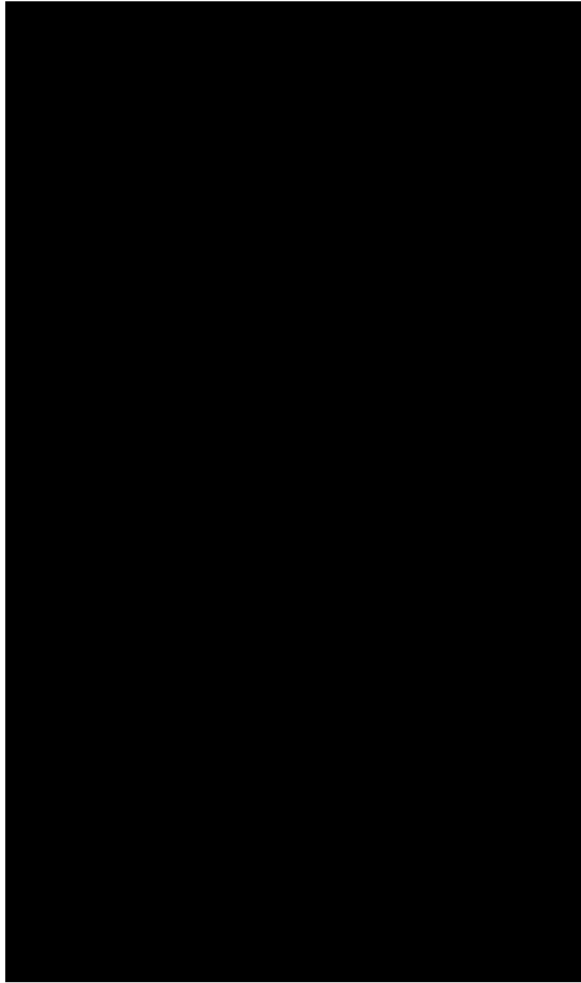


BT 3505 Synersu
831.41105 1 98.75
BT Relate 2100sms
831.03002 1 39.95

98.75 *Phone*



TOTAL 176.45





Additional Costs Allowance

ACA2

12 JUL 2005

Member's claim form

About filling in this form

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Your details

Name in CAPITAL LETTERS

CHARLES CLARKE

Constituency

NORWICH SOUTH

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 / 7 / 05 to 31 / 7 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 420 : 00 p ✓

Food

£ 400 : 00 p

Utilities

£ 56 : 26 p

Council Tax/Rates

£ 177 : 00 p / £56: July £56: June £45: May £20: April

Telephone and telecommunications

£ : p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 122 : 11 p

Repairs/insurance/security

£ 75 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1401 : 97 p

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

10/7/05

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 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



Additional Costs Allowance

03 JUN 2005

AC

02 JUN 2005

Member's claim form

About filling in this form

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

Your details

Name
In CAPITAL LETTERS

CHARLES CLARKE MP

Constituency

ROSLINGHAM SOUTH

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 / 6 / 05 to 30 / 6 / 05

Total cost of hotel stays
attach all receipts

£ — : — p

Mortgage payments
(interest only) or rent

£ 620 : 00 p

Food

£ 400 : 00 p

Utilities

£ 56 : 26 p

Council Tax/Rates

£ — : — p

Telephone and
telecommunications

£ — : — p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 122 : 11 p

Repairs/insurance/
security

£ 75 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1424 : 97 p

1424.97

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

Signature

MP

Date

31/5/05

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.

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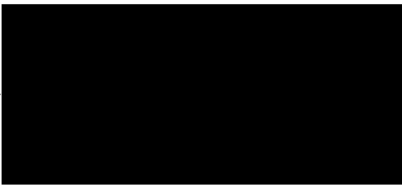
Send your completed
form to

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

Financial Processing }

Transaction No. ...

Registration No. ...

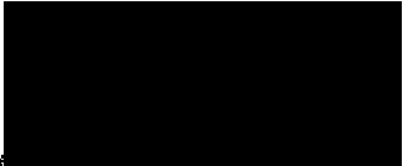


Validation Claim Summary Sheet

ACA

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

Am 05

(i.e. period of claim)



Invoice No.

Account code / Allowance

514602



Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

~~04_05~~ / 05_06

Expenditure type (Cat5) :



£1324.97

* Validation purposes only (please tick to indicate compliance)

Mortgage documentation held
Addresses comply with central records
Invoices relate to 2 nd 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

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

CHARLES CLAMPS

Constituency

NORWICH SOUTH

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 6 / 05 / 05 to 31 / 5 / 05

Total cost of hotel stays
attach all receipts

£ - : - p

Mortgage payments
(interest only) or rent

£ 620 : 00 p

Food

£ 400 : 00 p

Utilities

£ 56 : 26 p

Council Tax/Rates

£ - : - p

Telephone and
telecommunications

£ - : - p

Cleaning

£ 151 : 60 p

Service/maintenance

£ 122 : 11 p

Repairs/insurance/
security

£ 75 : 00 p

Other

£ - : - p

▶ please specify

Other

£ - : - p

▶ please specify

Other

£ - : - p

▶ please specify

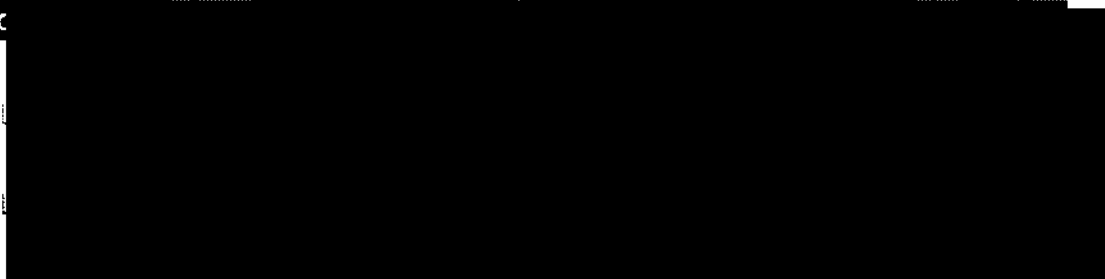
Total

£ 1424 : 97 p

(£1324.97)

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

13/5/05

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 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

Account no: [REDACTED]
Borrower Names: Mr C Clarke, [REDACTED]
Mortgage Property Address: [REDACTED]

2003 Transaction Summary Statement
details correct as at 31st December 2003

Date	Transactions	Credits £	Debits £
31 Dec 2003	Interest		6,035.50