



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 CHARICE

Constituency

NORWICH SOUTH

Office use only

Costs/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.

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 / 08 to 31 / 3 / 08

Total cost of hotel stays attach all receipts

£ - : - p

Mortgage payments (interest only) or rent

£ 818 : 40 p ✓

Food

£ 400 : - p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ - : - 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

£ 1817 : 65 p ✓

pay £ 1,640.55

**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

18<sup>th</sup> March 2008**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



Member's claim form

6 FEB 2008

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Your details

Name in CAPITAL LETTERS

CHARLES CLARKE MP

Constituency

NORWICH SOUTH

Office use only

Costs/Cat 2

Claim details

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Please list

Please attach

Period of claim

from 1 1 02 1 08 to 28 1 02 1 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 818 : 40 p ✓

Food

£ 400 : - p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ - : - 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

£ 1817 : 65 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

1st February 2008

**Data protection**

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Your details

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Constituency

NORWICH SOUTH

Office use only

Costs/Cat 2

Claim details

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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 01 / 01 / 08 to 31 / 01 / 08

Total cost of hotel stays attach all receipts

£ / p

Mortgage payments (interest only) or rent

£ 818 : 40 p

Food

£ 400 : - p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 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

05 - 01 - 08

**Data protection**

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Validation Team, Operations Directorate,  
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05 DEC 2007

ACA2

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Your details

Name in CAPITAL LETTERS

CHARLES CLARICE

Constituency

NORWICH SOUTH

Office use only

Costc/Cat 2

Claim details

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

Please list

- all items costing £250 or more and include receipts – except for those 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 / 07 to 31 / 12 / 07

Total cost of hotel stays attach all receipts

£ - : p

Mortgage payments (interest only) or rent

£ 818 : 40 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 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

2nd December 2007**Data protection**

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07 NOV 2007

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Your details

Name in CAPITAL LETTERS

CHARLES CLARKE

Constituency

NORWICH SOUTH

Office use only

Costo/Cal 2

Claim details

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Please list

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

Please attach

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

Period of claim

from 1 11 07

to 30 11 07

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 818 : 40 p

(interest only) or rent

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48p

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

7/11/2007

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02 OCT 2007

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Your details

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CHARLES CLARKE

Constituency

NORWICH SOUTH

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Costs/Cat 2

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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 / 10 / 07 to 31 / 10 / 07

Total cost of hotel stays attach all receipts

£ - : 0 p

Mortgage payments (interest only) or rent

£ 818 : 40 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 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

28/9/07

**Data protection**

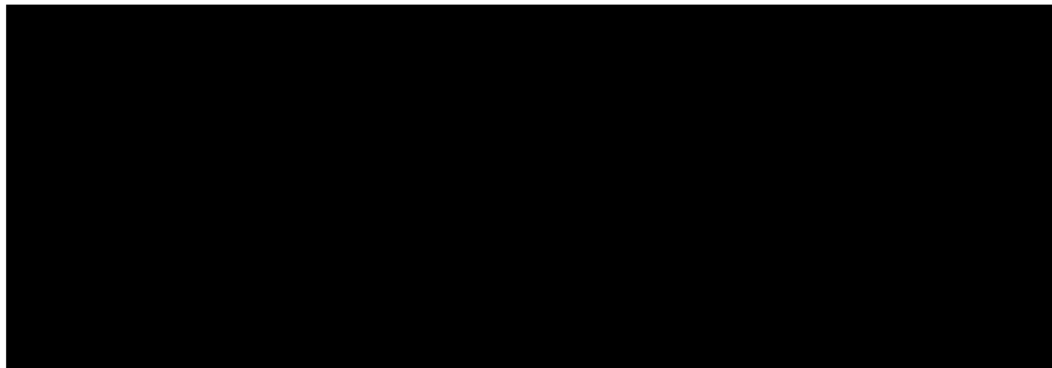
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05 SEP 2007

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CHARLES CLARKE

Constituency

NORWICH SOUTH

Office use only

Costo/Cat 2

Claim details

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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.

13 SEP 2007

Period of claim

from 11/9/07

to 30/9/07 ✓ ✓

Total cost of hotel stays attach all receipts

£ - : - p

Mortgage payments (interest only) or rent

£ 818 : 40 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 p ✓ ✓

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

Address of  
second home  
for Additional  
Costs Allowance

L

L

**Declaration**

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

Signature

L

MP

Date

L

4<sup>th</sup> Sept 2007 ✓**Data protection**

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25 JUN

Your details

Name in CAPITAL LETTERS

CHARLES CLARKE (CLARKE)

Constituency

NOTTINGHAM SOUTH

Office use only

Costs/Cat 2

Claim details

You can only claim for

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

Please list

Please attach

Period of claim

from 1 / 08 / 07 to 31 / 08 / 07

Total cost of hotel stays

£ — : — p

attach all receipts

Mortgage payments

£ 818 : 40 p ✓

(interest only) or rent

Food

£ 400 : 00 p ✓

Utilities

£ 180 : 11 p ✓

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 p

✓ please pay £1962.48 ✓

**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

23/7/07

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Constituency

NORWICH SOUTH

Office use only  
Costo/Cat 2

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Period of claim

from 1 1 7 07 to 31 1 7 07

Total cost of hotel stays  
attach all receipts

£ - : - p

Mortgage payments  
(interest only) or rent

£ 818 : 40 p

Food

£ 400 : - p

Utilities

£ 180 : 11 p

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£ 144 : 83 p

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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

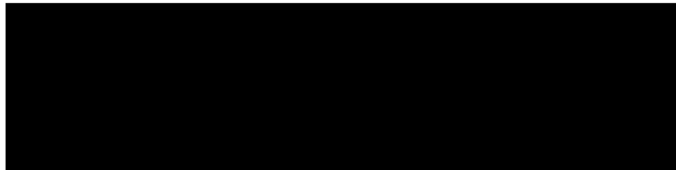
Total

£ 1962 : 48 p

continued on page 2

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

Address of  
second home  
for Additional  
Costs Allowance



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

Signature



MP

Date

5<sup>th</sup> July 2007**Data protection**

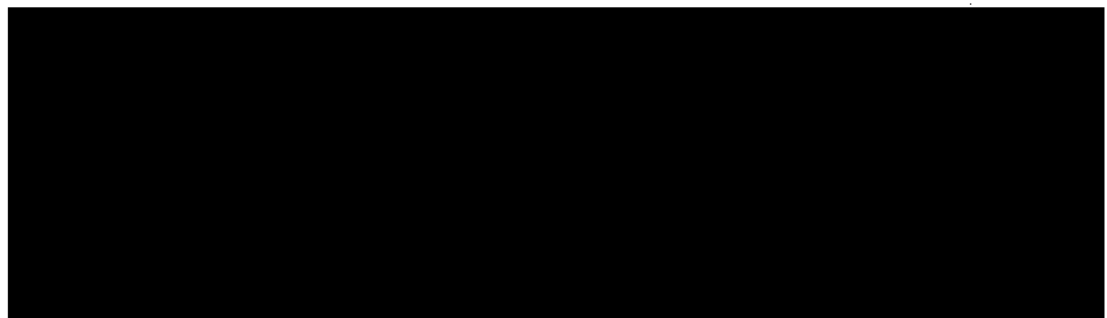
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2007 JUN 5 0

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Your details

Name in CAPITAL LETTERS

CHARLES CLARKE

Constituency

NORWICH SOUTH

Office use  
Costs/Cat 2

Claim details

You can only claim for

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

Please list

Please attach

Period of claim

from 1, 6, 07 to 30, 6, 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 818 : 40 p -

Food

£ 400 : 00 p -

Utilities

£ 180 : 11 p -

Council Tax/Rates

£ 144 : 83 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

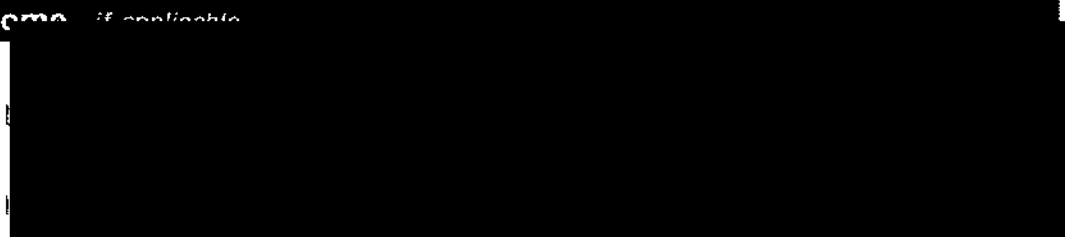
▶ please specify

Total

£ 1962 : 48 p

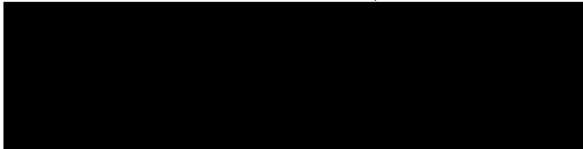
**Details of second home** *if applicable*

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

3rd June 2007**Data protection**

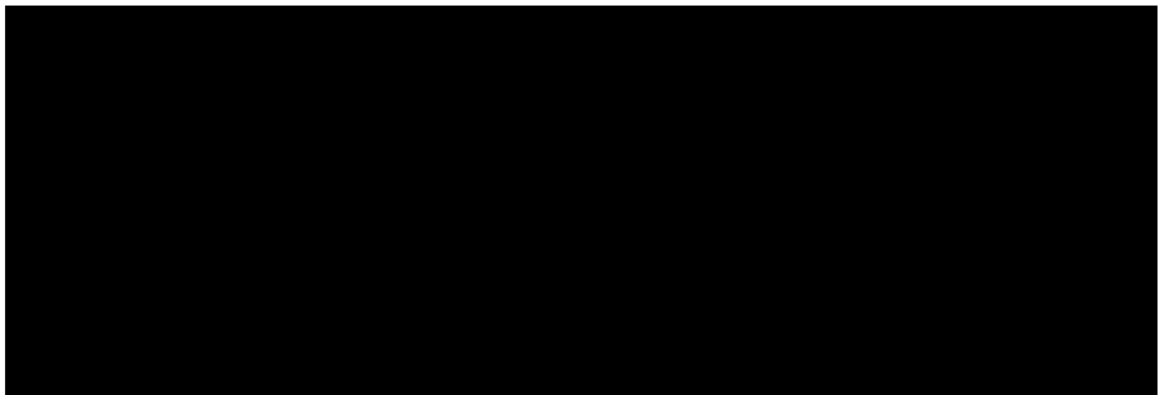
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Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled 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

07/08 ✓

ACA2

Member's claim form

2002 MAY 8 0

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1
- 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

Costs/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 5 07 to 31 5 07

Total cost of hotel stays attach all receipts

£ - : - p

Mortgage payments (interest only) or rent

£ 818 : 40 p ✓

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 48 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  
for the purpose of performing

Signature

MP

Date

2.5.07

**Data protection**

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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



Additional Costs Allowance

ACA2

01/08 /

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 11
- 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

Costs/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.

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 4 1 07 to 30 1 4 1 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 818 : 40 p

Food

£ 400 : 00 p

Utilities

£ 180 : 11 p

Council Tax/Rates

£ 144 : 83 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

£ 1962 : 46 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

Signature

MP

Date

4<sup>th</sup> April 2007

**Data protection**

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