



Additional Costs Allowance

Member's claim form

Members' Allowances

About filling in this form

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

Your details

Name in CAPITAL LETTERS

DAVID CUELLAND

Constituency

TYNE BRIDGE

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 01 10 2006 to 31 10 2006

Total cost of hotel stays attach all receipts

£ p

Mortgage payments (interest only) or rent

£ 748 : 63 p

Food

£ 400 : 00 p

Utilities

£ 73 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 41 : 00 p

Cleaning

£ 88 : 00 p

Service/maintenance

£ 31 : 00 p

Repairs/insurance/security

£ 27 : 00 p

Other

£ 77 : 00 p

please specify Toilet cleaning / Cleaner / etc.

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1481 : 63 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

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.

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

DAVID CECILAND

Constituency

[REDACTED]

## 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 01/02/2006 to 28/02/2006

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 748 : 63 p

Food

£ 400 : 00 p

Utilities

£ 79 : 00 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 37 : 00 p

Cleaning

£ 88 : 00 p

Service/maintenance

£ 43 : 00 p

Repairs/insurance/  
security

£ 27 : 00 p

Other

£ 59 : 00 p

▶ please specify Toilet paper/Cleaning materials

Other

£ 83 : 00 p

▶ please specify Paint/decoration

Other

£ : p

▶ please specify

Total

£ 1564 63 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

28/2/2006**Data protection**

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- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Member's name

06 FEB 2006

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

DAVID CULLAND

Constituency

TYNE BRIDGE

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 01/01/2006 to 31/01/2006

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 748 : 63 p ✓

Food

£ 600 : 00 p ✓

Utilities

£ 71 : 00 p ✓

Council Tax/Rates

£ \_\_\_\_\_ p

Telephone and telecommunications

£ 309 : 00 p ✓

Cleaning

£ 88 : 00 p ✓

Service/maintenance

£ 49 : 00 p ✓

Repairs/insurance/security

£ 23 : 00 p ✓

Other

£ 71 : 00 p ✓

▶ please specify TOILETTES / CLEANERS

Other

£ 133 : 00 p ✓

▶ please specify KITCHENWARE / BEDDING

Other

£ \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Total

£ 1622 : 63 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

Date

02/02/2006

**Data protection**

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- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
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Additional Costs Allowance

Member's claim form

0

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

DAVID CECILLAND

Constituency

TYNE BRIDGE

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

receipt

Period of claim

from 01/12/2005 to 31/12/2005

Total cost of hotel stays attach all receipts

£ \_\_\_\_\_ p

Mortgage payments (interest only) or rent

£ 748 : 63 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 55 : 00 p ✓

Council Tax/Rates

£ \_\_\_\_\_ : \_\_\_\_\_ p

Telephone and telecommunications

£ 37 : 00 p ✓

Cleaning

£ 88 : 00 p ✓

Service/maintenance

£ 50 : 00 p ✓

Repairs/insurance/security

£ 23 : 00 p ✓

Other

£ 229 : 00 p please specify Misc. Need More Info

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p please specify \_\_\_\_\_

Total

£ ~~1630.63~~ p Please pay £229.00 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

29/12/2005

**Data protection**

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

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





Member's claim form

03 JAN 2006

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

DAVID CUELLAND

Constituency

TYNE BRIDGE

Claim details

Notes

You can only claim for

- 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.

Claim Reduced for Misc

Period of claim

from 01/12/2005 to 31/12/2005

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 748 : 63 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 55 : 00 p ✓

Council Tax/Rates

£ \_\_\_\_\_ : \_\_\_\_\_ p

Telephone and telecommunications

£ 37 : 00 p ✓

Cleaning

£ 88 : 00 p ✓

Service/maintenance

£ 50 : 00 p ✓

Repairs/insurance/security

£ 23 : 00 p ✓

Other

£ ~~229~~ : ~~00~~ p

▶ please specify

Misc? Need More Info!

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify

Total

£ ~~1630~~ : 63 p

Please Pay £1401.63

**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

29/12/2005

**Data protection**

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Additional Costs Allowance

Form ACA2

Page 1 of 2

Member's claim form

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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

DAVID CULLAND

Constituency

TYNE BRIDGE

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 1 11 2005 to 30 1 11 2005

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 748 : 63 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 47 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 33 : 00 p ✓

Cleaning

£ 88 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 18 : 00 p ✓

Other

£ 233 : 00 p ✓ please specify Misc.

Other

£ : p please specify

Other

£ : p please specify

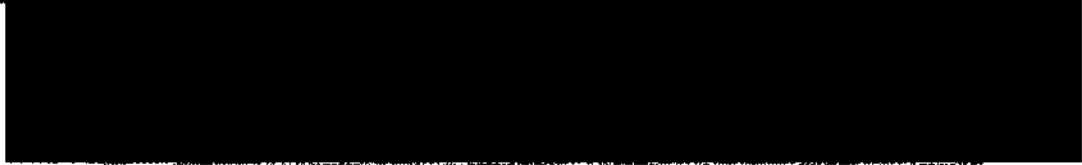
Total

£ 1567 : 63 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

30/11/2005

**Data protection**

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Member's claim form

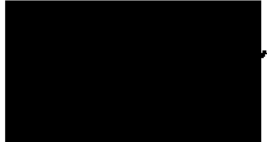


02 JUN 2005

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 020 7219 1592.



Your details

Name in CAPITAL LETTERS

DAVID CULLAND

Constituency

TYNE BRIDGE



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 01 110 12005 to 31 110 12005

Total cost of hotel stays  
attach all receipts

£ / : p

Mortgage payments  
(interest only) or rent

£ 748 : 63 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 41 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 35 : 00 p ✓

Cleaning

£ 88 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 19 : 00 p ✓

Other

£ 231 : 00 p please specify misc.

Other

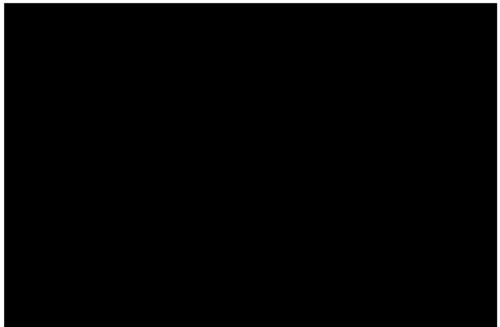
£ : p please specify

Other

£ : p please specify

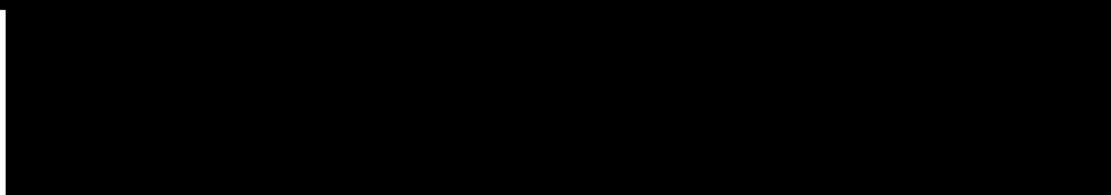
Total

£ 1562 : 63 p ✓



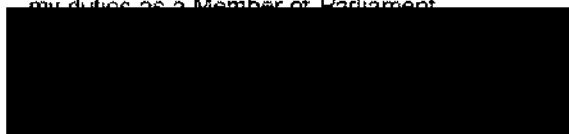
**Details of second home** *if applicable*

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

1 / 17 / 2005

**Data protection**

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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



Member's claim form

03 OCT 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 020 7219 1592.

Your details

Name  
in CAPITAL LETTERS

DAVID CLELLAND

Constituency

TYNE BRIDGE

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 01/09/2005 to 30/09/2005

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ p \_\_\_\_\_

Mortgage payments  
(interest only) or rent

£ 748 : 63 p \_\_\_\_\_

Food

£ 310 : 00 ✓

Utilities

£ 43 : 00 pl ✓

Council Tax/Rates

£ \_\_\_\_\_ : \_\_\_\_\_ p \_\_\_\_\_

Telephone and  
telecommunications

£ 31 : 00 p ✓

Cleaning

£ 85 : 00 ✓

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p \_\_\_\_\_

Repairs/insurance/  
security

£ 21 : 00 ✓

Other

£ 217 : 00 ✓ ▶ please specify Misc item

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p \_\_\_\_\_ ▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p \_\_\_\_\_ ▶ please specify \_\_\_\_\_

Total

£ 1458 : 63 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

MF

Date

30/9/2005

**Data protection**

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# Member's claim form

05 SEP 2005

## Members' Allowances

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 c

## Your details

Name in CAPITAL LETTERS

DAVID QUELLANT

Constituency

TYNE BRIDGE

## 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 01/09/2005 to 03/05/2005

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

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 258 : 78 p ✓

▶ please specify

FURNITURE FOR FLAT.

Other

£ : p

▶ please specify

Other

£ : p

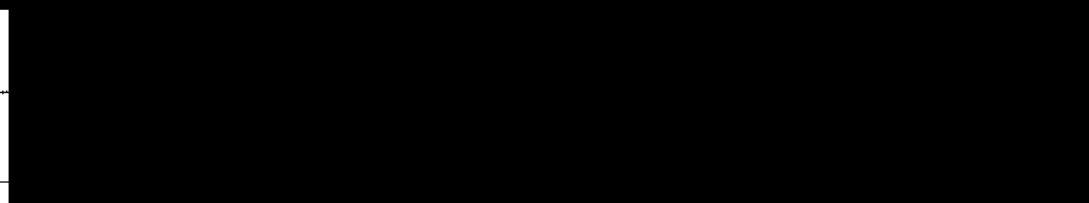
▶ please specify

Total

£ 258.78 p

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

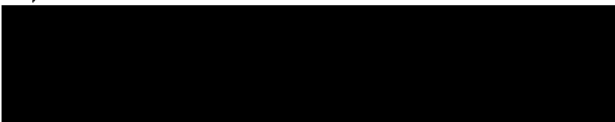
Address of  
second home  
for Additional  
Costs Allowance



**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

2/9/2005

**Data protection**

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**Invoice**

MR D. CLELLAND

Number:

Auction:

Title:

Venue:

Date: 31/08/05

Reference:

Client VAT No:

VAT Number:

Lot	VAT	Wn Description	Hammer Price	VAT	Premium
855	Margin	TEAK EXTENDING TABLE & 6 CHAIRS	£220.00	£0.00	£38.78
			£220.00	£0.00	£38.78

Hammer	£220.00
Premium	£38.78
Charges	£0.00
Charges VAT	£0.00
Hammer VAT	£0.00
Total due	£258.78

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

**Text**

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

~~04\_05~~ / 05\_06

**Expenditure type (Cat5) :**

*Please Pay £1262-97*

\* 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) ..

Posted by (initials & date) ..



# Member's claim form

31 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 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

DAVID CLELAND

Constituency

TYNE VALLEY

## 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 01 10 2005

to 31 10 2005

Total cost of hotel stays  
*attach all receipts*

£ \_\_\_\_\_ : \_\_\_\_\_ p

Mortgage payments  
*(interest only)* or rent

£ 737 : 97 p

Food

£ 105 : 00 p

Utilities

£ 57 : 00 p

Council Tax/Rates

£ \_\_\_\_\_ : \_\_\_\_\_ p

Telephone and  
telecommunications

£ 41 : 00 p

Cleaning

£ 88 : 00 p

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/  
security

£ 17 : 00 p

Other

£ 217 : 00 p

▶ please specify Miscellaneous

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify \_\_\_\_\_

Total

£ 1262 : 97 p

continued on page 2

**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

30/8/2005

**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

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

DAVID CUELLAND

Constituency

TYNE BRIDGE

## 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 01 10 7 12005 to 31 10 7 12005 /

Total cost of hotel stays  
*attach all receipts*

£ / p

Mortgage payments  
*(interest only) or rent*

£ 737 : 97 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 41 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 37 : 00 p

Cleaning

£ 88 : 00 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 17 : 00 p

Other

£ 221 : 00 p

▶ please specify

Misc Items

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1543 : 97 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

L. 28/7/05

**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





Member's claim form

04 III 2005

05/06

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

DAVID CULLAND

Constituency

TYNE RIDGE

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 01 10 6 12005 to 30 10 6 12005

Total cost of hotel stays attach all receipts

£ \_\_\_\_\_ p

Mortgage payments (interest only) or rent

£ 737 : 97 p

Food

£ 400 : 00 p

Utilities

£ 33 : 00 p

Council Tax/Rates

£ \_\_\_\_\_ : \_\_\_\_\_ p

Telephone and telecommunications

£ 35 : 00 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ \_\_\_\_\_ : \_\_\_\_\_ p

Repairs/insurance/security

£ 15 : 00 p

Other

£ 191 : 00 p

▶ please specify

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify

Other

£ \_\_\_\_\_ : \_\_\_\_\_ p

▶ please specify

Total

£ 1491 : 97 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

30/6/05

**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.

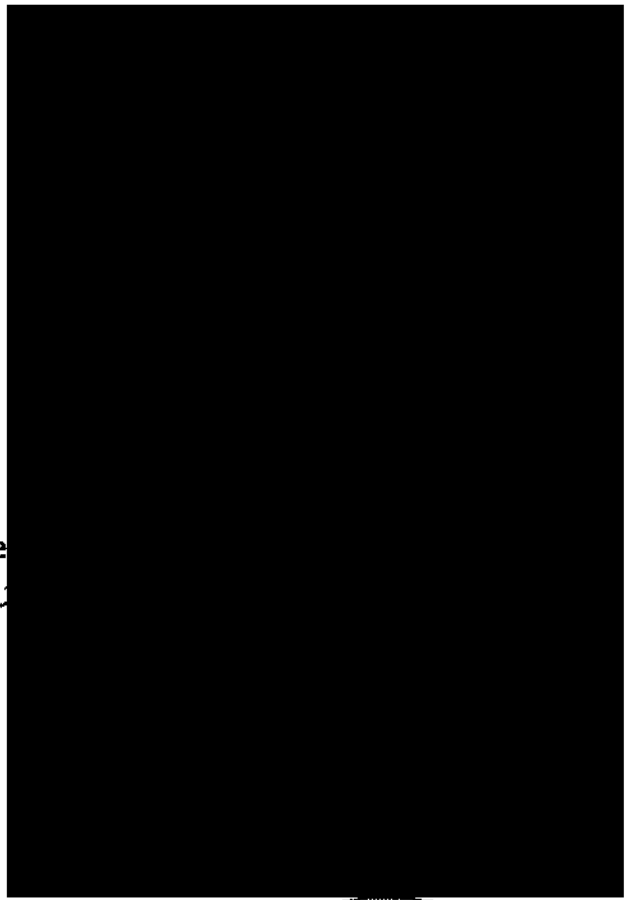
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Send your completed  
form to

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

191213

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 dedicate

**Text** *Reduced due to dissolution*

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

~~04\_05~~ / (05\_06)

**Expenditure type (Cat5) :**



*Please pay. £1255.94*

\* Validation purposes only (please tick to indicate compliance)

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

\* Financial Processing purposes only

**Registered by (initials & date)**

**Posted by (initials & date)**



Additional Costs

05/06  
Member's c

02 JUN

2  
2

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

DAVID CULLAND

Constituency

TYNE BRIDGE

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 01 / 05 / 2005

to 31 / 05 / 2005

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 737 : 97 p

Food

£ 379 : 00 p

Utilities

£ 23 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 31 : 00 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : 00 p

Other

£ 113 : 00 p

▶ please specify None.

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

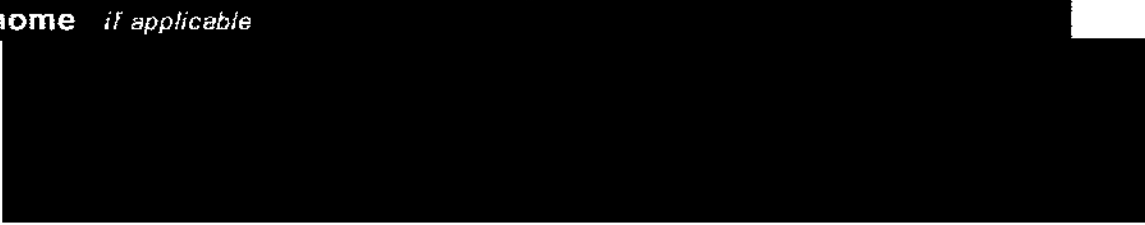
£ 1374 : 97 p

1255-94

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

1/6/2005

**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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Send your completed  
form to

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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

**Text**

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

**Expenditure type (Cat5) :**

**514500**

6236-22

\* 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)



6/6/05

Posted by (initials & date)



# Member's claim form

20 MAY 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 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

DAVID CULLAND

Constituency

TYNE BRIDGE

## 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 01 10 2005 to 30 10 2005

Total cost of hotel stays  
attach all receipts

£ \_\_\_\_\_ p

Mortgage payments  
(interest only) or rent

£ 737 : 97 p

Food

£ 97 : 00 p

Utilities

£ 37 : 00 p

Council Tax/Rates

£ \* 730 : 64 p

Telephone and  
telecommunications

£ 27 : 00 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ 17 : 00 p

Repairs/insurance/  
security

£ 11 : 00 p

Other

£ 225 : 58 p

▶ please specify

WATER (ATTACHED)

Other

£ ~~500~~ 616 : 06 p

▶ please specify

SERVICE CHARGES (ATTACHED)

Other

£ 71 : 00 p

▶ please specify

Misc.

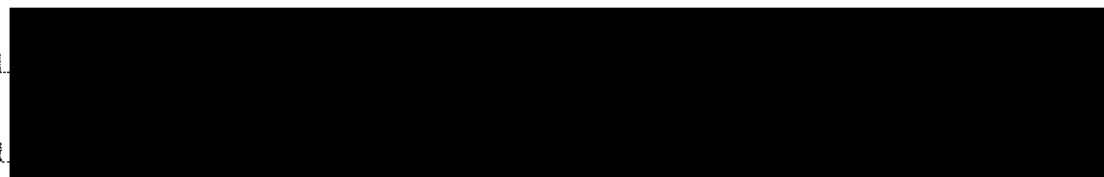
Total

£ 2450.25 p

£ 2136.22-

**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 / 5 / 2005

**Data protection**

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