



Member's claim form

07 APR 2008

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 RUFFLEY

Constituency

Bury St. Edmunds.

Office use only

Costs/Cal 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 2007 to 1 2008

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ : p

Utilities

£ 187 : 22 p

Council Tax/Rates

£ 155 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 90 : 00 p

LAMP REPAIR

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ ~~XXXX~~ : ~~XXXX~~

→ = £432 - 22

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

Address of  
second home  
for Additional  
Costs Allowance

Code

**Declaration**

Signature

and necessarily to enable  
the purpose of performing

MP

Date

3/4/08.

**Data protection**

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Send your completed  
form to

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

MR D RUFFLEY MP

**electricity**

13 December 2007

Dear Mr Ruffley

**Amount due: £100.26**

The bill we sent to you recently does not appear to have been paid. If you have paid it within the last few days, please ignore this notice and accept our apologies.

MR D RUFFLEY MP

your**electricity**account

Dear Mr D Ruffley Mp.

Please pay us £86.96. Thank you.



Member's claim form

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Your details

Name in CAPITAL LETTERS

DAVID KURFLEY

Constituency

Bury ST. EDMUNDS.

Office use only

Costo/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 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 FEB/MARCH 2008 1 1 x2

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1,600 : 00 p

(interest only) or rent

Food

£ : p

Utilities

£ ~~XXXXXX~~ : ~~XXXXXX~~ p

Council Tax/Rates

£ 310 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 110 : 00 p

(LAUNDRY)

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 55 : 00 p

▶ please specify HOUSEHOLD PRODUCTS

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

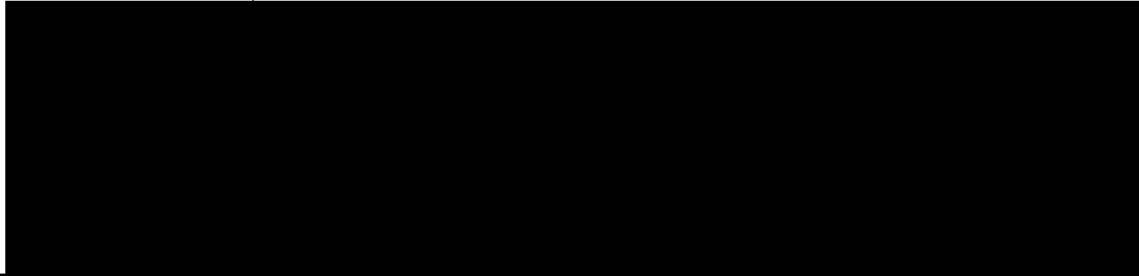
▶ please specify \_\_\_\_\_

Total

£ 2,075 : 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

Date

15/03/08

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form to

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



Additional Costs Allowance

Member's claim form

VALIDATION

29 JAN 2008

ACA2

RECEIVED

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Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

Bury ST. EDMUNDS

Office use only

Costs/Cat 2

Claim details

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- 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 / 01 / 08 to 30 / 01 / 08

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 800 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 155 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

+ LAUNDRY

£ 200 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 55 : 00 p ✓

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

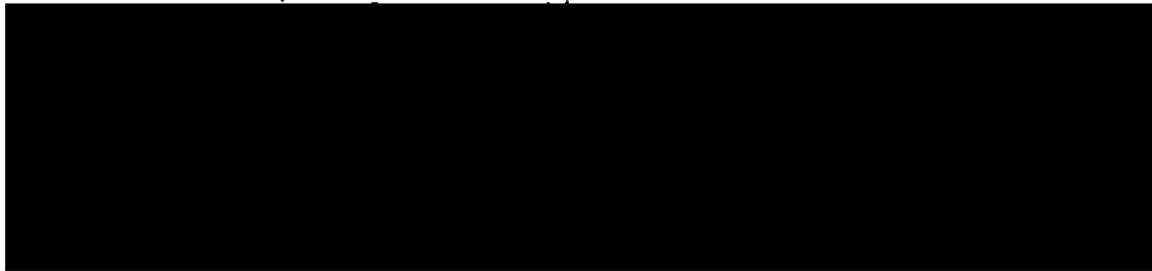
▶ please specify

Total

£ 1,210 : 00 P ✓

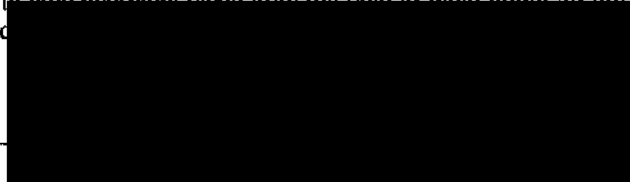
**Details of second home** *if applicable*

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



Date

22/1/08.**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





Member's claim form

2 1 2007

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Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY

Constituency

Bury ST. EDMUNDS.

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 ~~October~~ NOVEMBER 2008 to DEC 2008 x2.

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,600 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 155 : 00 p

Telephone and telecommunications

£ : p

LAUNDRY cleaning

£ 400 : 00 p x2

Service/maintenance

£ 42 : 30 p

Repairs/insurance/security

£ : p

Other

£ 45 : 00 p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

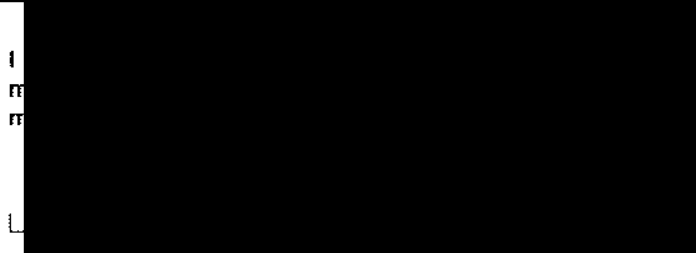
£ 2242 : 30 p

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

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



**Declaration**



... necessarily to enable  
... purpose of performing

**Signature**

**Date**

3/12/07

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Member's claim form

6 SEP 2007 3 1 AUG 2007

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

Your details

Name in CAPITAL LETTERS

JAVID RUFFLEY

Constituency

BURY ST. EDMUNDS

Office use only

Costc/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 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 AUGUST 07 to 30 SEPT 07 (x 2)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1,600 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 310 : 00 p

Telephone and telecommunications

£ : p

Cleaning materials

£ 229 : 83 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/security

£ 168 : 00 p ✓

Other

£ 135 : 50 p ✓

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ ~~2,643.33~~ p

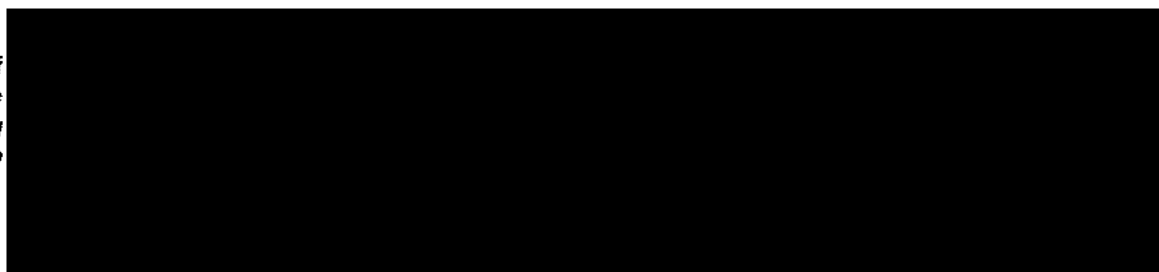
2643.33

continued on page 2

BM

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I declare that the information provided is true and correct to enable  
me to complete my return and to enable the tax authorities to perform  
my duties.

Signature

Date

30/8/07

**Data protection**

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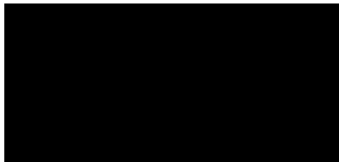
Send your completed  
form to

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

rice

Mr D L Ruffley

**£135.50**

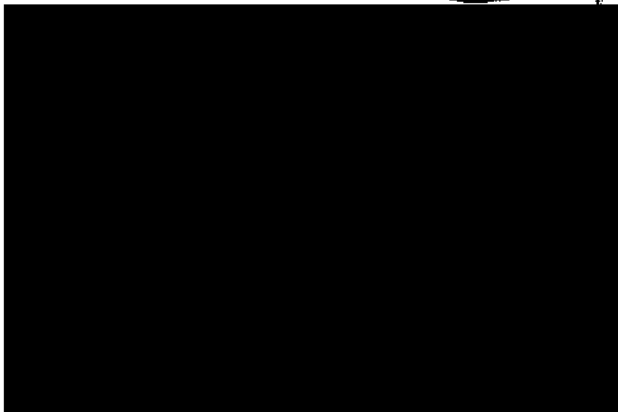
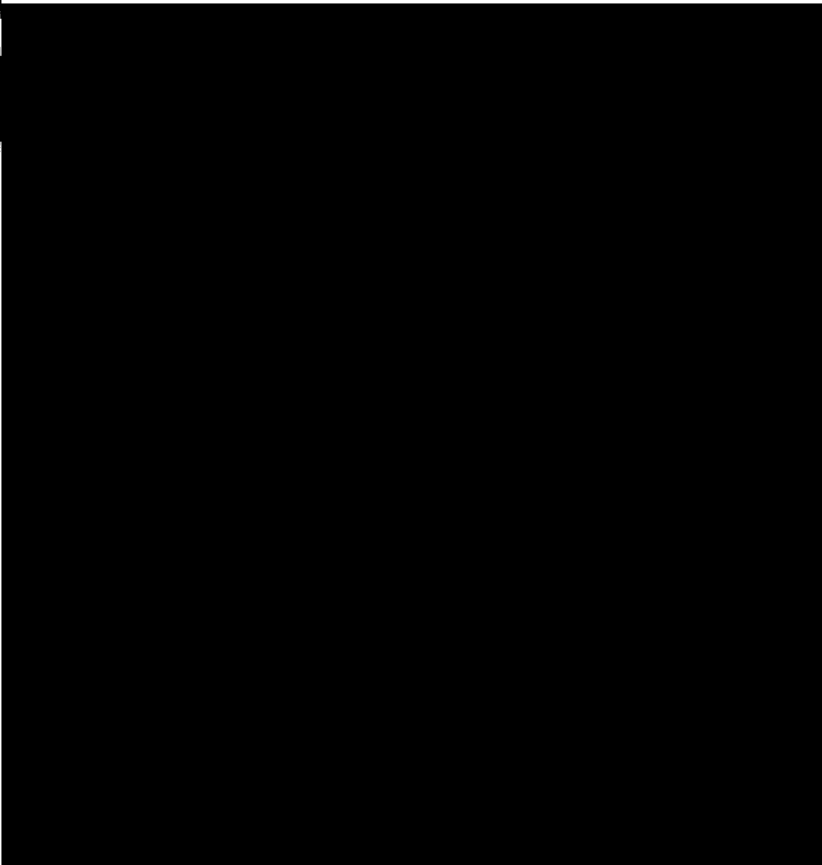


Sweater Bag  
 570.20505 1 6.00  
 570.20505 1 6.00  
 Anti Moth Sachet  
 822.30103 19 60.80  
 Anti Moth Sachets  
 822.30101 6 29.70

TOTAL 102.50

Butler Bowl 1 5.00  
 822.52901 1 5.00  
 822.52901 1 5.00  
 Anti Moth Sachet  
 822.30103 8 25.60  
 822.30103 1 3.20  
 822.30103 7 22.40  
 Anti Moth Sachets  
 822.30101 5 24.75  
 2PK Suit Cover  
 822.32003 1 4.00  
 822.32003 1 4.00  
 Underbed bag set 2  
 570.22208 1 6.00  
 Jumbo bag  
 570.22206 1 4.00  
 Sweater Bag  
 570.20505 2 12.00  
 Disk Dish Brush  
 822.10152 1 .99  
 Rubber Gloves  
 822.11202 1 1.94  
 Fabric Whitener  
 822.16243 5 8.45

TOTAL 127.33





Member's claim form

31 AUG 2007

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Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY  
BURY ST. EDMUND'S

Constituency

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 JULY 2007 to 1 1

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 800 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 155 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 30 : 00 p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

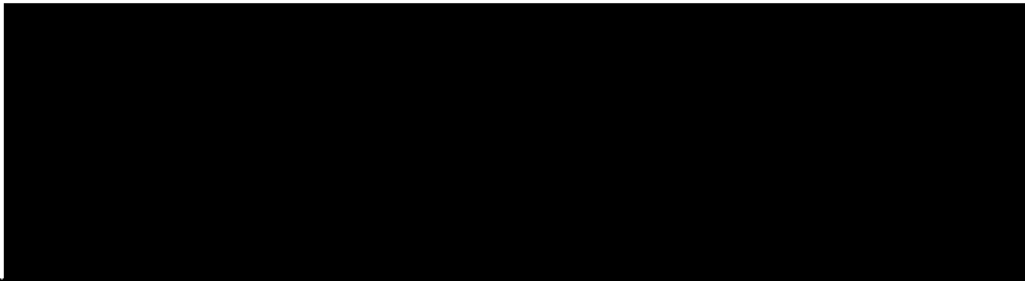
£ 1,085 : 00 p ✓

continued on page 2

BM

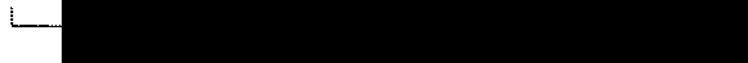
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that the information provided is true and correct to the best of my knowledge and belief, and I agree to enable the House of Commons Administration to use the information for the purpose of performing its duties.

Signature



Date

30/8/07 ✓

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07/08

Member's claim form

2002 Nov 11

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Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY IN

Constituency

Bury ST. EDMUNDS

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 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 ~~XXXX~~ JUNE 2007 to 1 1

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p

Food

£ : p

Utilities

£ ~~XXXX~~ : p

Council Tax/Rates

£ 157 : 92 p

Telephone and telecommunications

£ : p

Cleaning

£ 160 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 25 : 00 p

Other

£ : p

Other

£ : p

please specify

Total

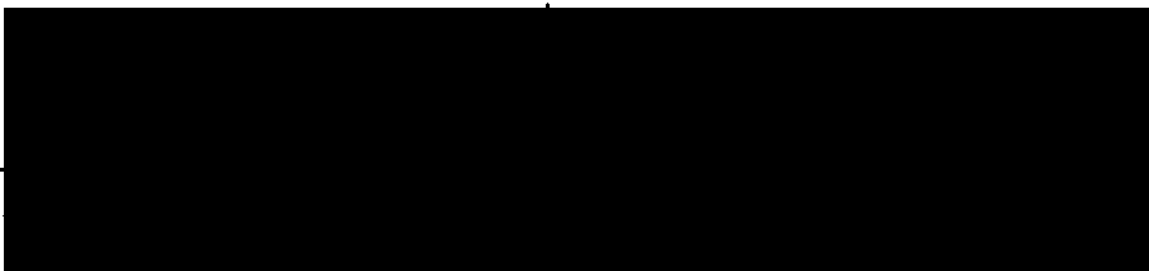
£1,142:92 p

continued on page 2

BM

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

Address of  
second home  
*for Additional  
Costs Allowance*

**Declaration**

I confirm  
me to  
my du

...ity to enable  
...se of performing

Signature

A black rectangular redaction box covering the signature.

Date

7/6/07 ✓

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07/08 JUN 2007 NNT ACA2

# Member's claim form

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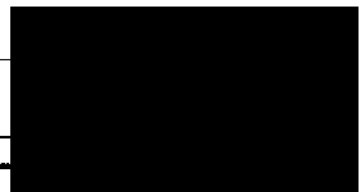
### Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY MP.

Constituency

Bury St. Edmunds



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 APRIL 2007 to / /

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 800 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 80 : 00 p

Service/maintenance

£ 30 : 00 p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

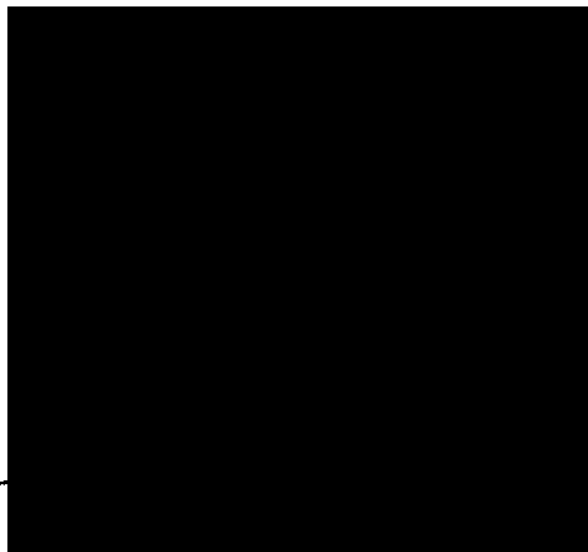
Other

£ : p

▶ please specify \_\_\_\_\_

Total

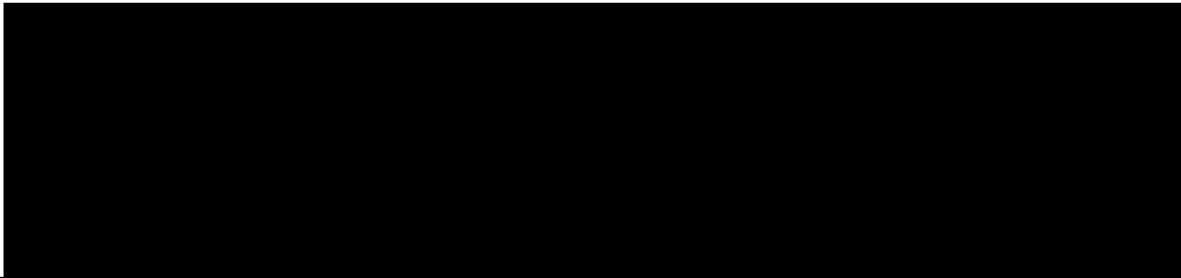
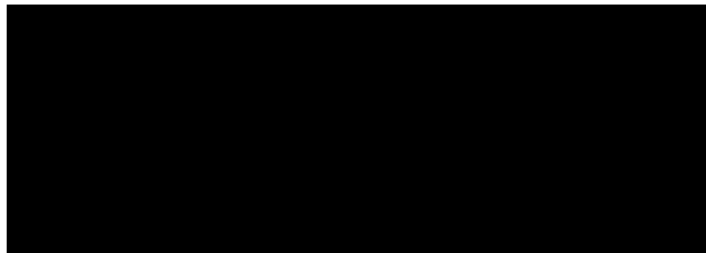
£ 910 : 00 p



BM

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

...ssarily to enable  
...rpose of performing

Signature

Date

5/06/07

**Data protection**

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Member's claim form

04 MAY 2007

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Your details

Name in CAPITAL LETTERS

DAVID RUFFLEY ✓

Constituency

BURY ST-EDMUNDS ✓

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 FOR, MAY (MONTH) 2007 to

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 800 : 00 p

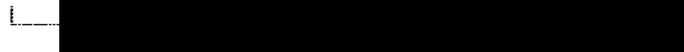
**Details of second home** *if applicable*

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

**Declaration**

I confirm that the information provided is true and correct and is necessary to enable the purpose of performing my duties.

**Signature**



**Date**

3/5/07 ✓

**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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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

08 OCT 2007

About filling in this form

- For details of costs you can claim for, see Green Book section 1.1
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

DAVID MURPHY

Constituency

Bury

SA. LEWIS

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 AUGUST 2007

to OCTOBER 2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 800 : 00 p

Food

£ : p

Utilities

£ 54 : 23 p

ELECTRICITY BILL (MAY TO AUGUST) = £ 54-23

Council Tax/Rates

£ 155 : 00 p

Telephone and telecommunications

£ : p

Cleaning + LAUNDRY

£ 180 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 30 : 00 p

please specify Household Products

Other

£ : p

please specify

Other

£ : p

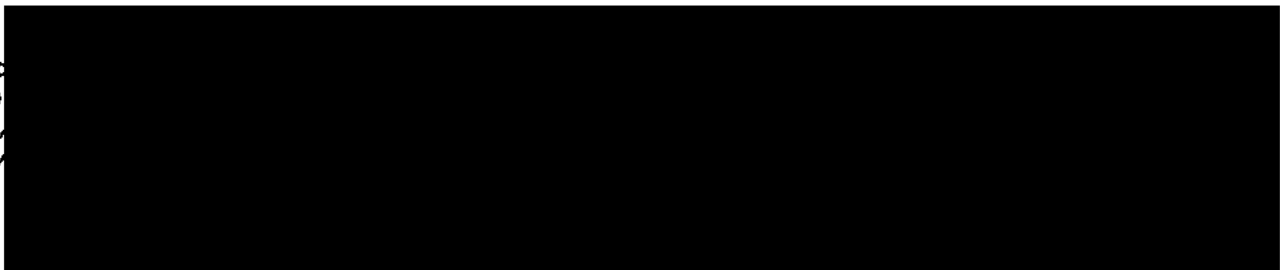
please specify

Total

£ 1,219 : 23 p

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

Ac  
secd  
for  
Costs



**Declaration**

I confirm that the information provided is true and correct and necessarily to enable  
me to complete the form for the purpose of performing  
my duties.

Signature

[Redacted Signature]

MP

Date

1/10/07

**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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