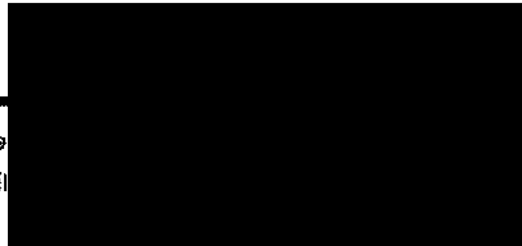




Member's claim form

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 1340.



Your details

Name in CAPITAL LETTERS

ALEX TWIAG

Constituency

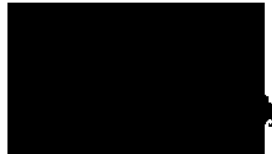
HALTON



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 / 06 to 31 / 3 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p

Food

£ 200 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

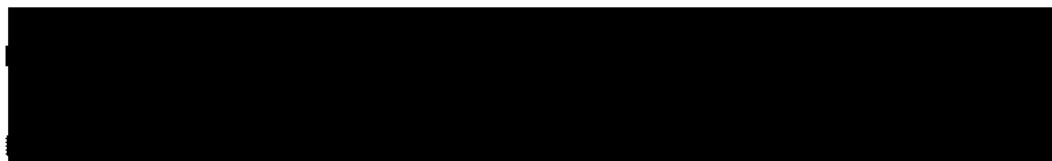
£ : p please specify

Total

£ 1562 : 33 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

**Declaration**

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

Signature



MP

Date

4 APR 1 2006

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

AGA2

07 MAR 2006

Member's [redacted]

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

DEREK TUNGA

Constituency

HALTON



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 / 2 / 06 to 28 / 2 / 06

Total cost of hotel stays attach all receipts

£ ~~1213.33~~ p

Mortgage payments (interest only) or rent

£ ~~200.00~~ p ✓

Food

£ 200 : 00 p ✓

Utilities

£ 56 : 00 p ✓

Council Tax/Rates

£ 93 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

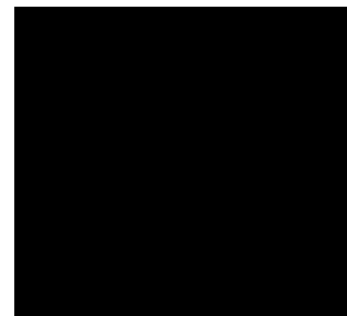
£ : p please specify

Other

£ : p please specify

Total

£ 1562 : 33 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

3 March 2006

Data protection

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Member's claim form

07 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

DEREK THAG

Constituency

MALTON



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 06 to 31 1 06

Total cost of hotel stays attach all receipts

£ 1213 : 33 p

Mortgage payments (interest only) or rent

£ 200 : 00 p

Food

£ 56 : 00 p

Utilities

£ 93 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 15 82 : 33 p



Additional Costs Allowance

ACA2

09 FEB 2006

Member's c

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

DEREK THING

Constituency

HAULTON

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 06 to 31 1 06 ✓

Total cost of hotel stays
attach all receipts

£ 1213 : 33 p ✓

Mortgage payments
(interest only) or rent

£ 200 : 00 p ✓

Food

£ 56 : 00 p ✓

Utilities

£ 93 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1582 : 33 p ✓

continued on page 2

FEB 2006

Details of second home

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

6 Feb 2006

Data protection

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Send your completed
form to

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



Additional Costs Allowance

ACA2

Member's claim

06 JAN 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

Derek Twigg

Constituency

HALTON

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 / 12 / 05 to 31 / 12 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p ✓

Food

£ 200 : 00 p ✓

Utilities

£ 56 : 00 p ✓

Council Tax/Rates

£ 93 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1582 : 33 p

Details of second home

Address of
second home
for Additional
Costs Allowance

Declaration

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

Signature

MP

Date

3 Jan 2006

Data protection

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06 DEC 2005

Member's

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

JEREK TWIGA

Constituency

HALTON

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 / 11 / 05 to 30 / 11 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p

Food

£ 200 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

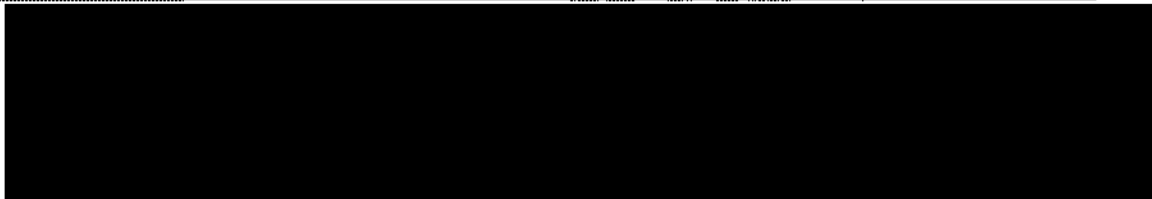
▶ please specify

Total

£ 1562 : 33 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

2/12/05

Data protection

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

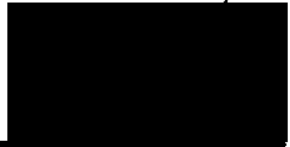


Member's claim for



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

DEREK TWIGG

Constituency

HALTON



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 / 10 / 05 to 31 / 10 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p

Food

£ 250 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 25 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1637 : 33 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

Date

1 Nov 2005

Data protection

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Send your completed
form to

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



Member's claim for

05 OCT 2005

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

DEANER TWING

Constituency

HARLOW

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 05 to 30 9 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p ✓

Food

£ 150 : 00 p ✓

Utilities

£ 51 : 00 p ✓

Council Tax/Rates

£ 93 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 177 : 50 p

▶ please specify

Tenancy Renewal fee

Other

£ 126 : 50 p

▶ please specify

TV licence

Other

£ : p

▶ please specify

Total

£ 1816 : 33 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

3/10/05

Data protection

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



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

Name in CAPITAL LETTERS

DEREK THOMAS

Constituency

HALTON

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 / 08 / 05 to 31 / 08 / 05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1213 : 33 p

(interest only) or rent

Food

£ 100 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 10 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 49 : 95 p

please specify

IRON

Other

£ 59 : 95 p

please specify

Radio

Other

£ : p

please specify

Total

£ 1582 : 27 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

6/9/05

Data protection

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



Additional Costs

ACA2

Member's

03 AUG 2005

Page 1 of 2

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

DREW TWIG

Constituency

MALTON

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

£ 1213 : 33 p

Food

£ 300 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1682 : 33 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

1 August 2015

Data protection

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Additional Cost

ACA2

06 JUL 2005

Member's claim form

Page 1 of 2

05106

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

DEREK TWING

Constituency

HALTON

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 6 105 to 30 16 105

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1213 : 33 p ✓

Food

£ 300 : 00 p

Utilities

£ 56 : 00 p

Council Tax/Rates

£ 93 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ 10 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 17 : 98 p

▶ please specify TOWELS

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

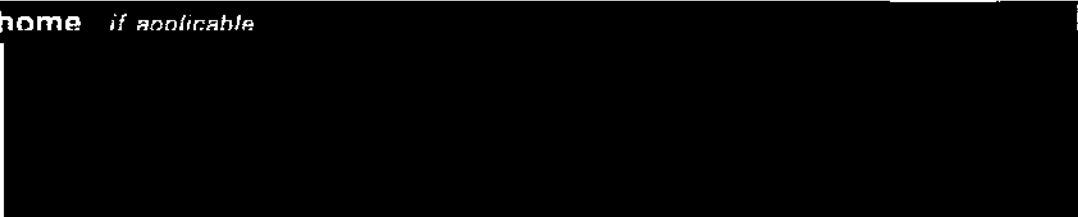
Total

£ 1690 : 31 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

16 July 2005

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
05/06
Member

0

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

DEREK THURRY

Constituency

HALTON

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

Text: 5-315/05

Period of claim

from 6 15 05 to 31 15 05

Total cost of hotel stays
attach all receipts

£ 1213 : 33 p ²⁶/₃₁ - 1017.63

Mortgage payments
(interest only) or rent

£ 250 : 00 p

Food

£ 56 : 00 p

Utilities

£ 93 : 00 p ²⁶/₃₁ - 78

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

£ 1612 : 33 p

£ 1401.63 Please Pay 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

1 June 2005

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

Date of Cheque: 2|4|0|5|0|6

Cheque Number: [REDACTED]

Cheque Payee: [REDACTED]

Account Code	Amount £	p	Cost C	Piro	Who	Exp_Type	Description
	852	32		05_06			Refund from supplier
	1293	46	"			"	" " "
Total	2155	78					

COMPLETED BY:

Signature: [REDACTED]

Name: [REDACTED]

Date: 06-06-06

REMARKS:

[REDACTED]

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

See overleaf for Finance Office action.

REMITTANCE ADVICE

24/05/2006

DATE:

HOUSE OF COMMONS / MEMBERS ACCOUT

CHEQUE No.:

PLEASE QUOTE OUR REFERENCE
ON ALL CORRESPONDENCE

YOUR REFERENCE

OUR REFERENCE

PAYMENT TYPE DESCRIPTION

VALUE

Refund Overpayment

2,155.78

2,155.78



Department of Finance & Administration

Record of phone conversation / meeting with:

Name of Member / Official CF Asset finance Ltd.

On date: 05/06/2006

Subject: Derek Twigg MP

This refund is for an uncancelled periodic which continued to be paid for three years as neither the MP or the comp. informed the dept.

£862.32 05-06

£ 1,293.46 [REDACTED]

Signed: _____

Date _____

Date of Cheque: 2 | 5 | 0 | 5 | 0 | 6

Cheque Number: [REDACTED]

Cheque Payee: Halton Borough Council

Account Code	Amount £	p	Cost C	Piro	Who	Exp_Type	Description
	1057	64		05_06			Refund of rent.
Total	1057	64					

COMPLETED BY:

Signature: [REDACTED]

Name: [REDACTED]

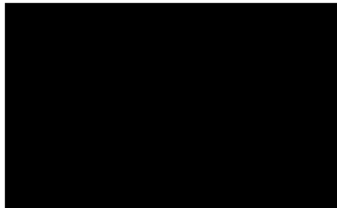
Date: 31-01-06-05

REMARKS:

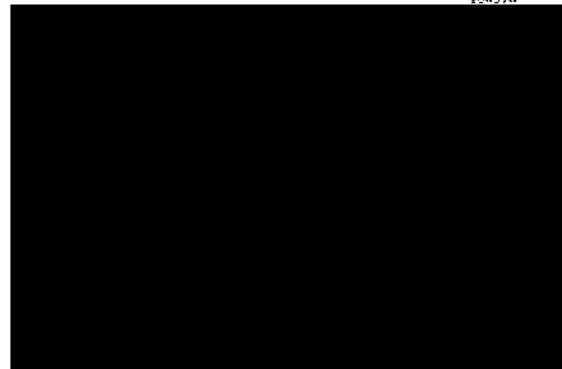
[REDACTED]

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

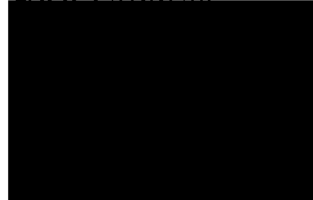
See overleaf for Finance Office action.

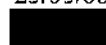



BOROUGH COUNCIL




HOUSE OF COMMONS-MEMBERS A/C
C/O D. TWIGG MP



Cheque Date: 25/05/06
Cheque No: 
Supplier No: 

Sheet No: 1 of 1

DOCUMENT DATE	INVOICE NUMBER / DETAIL	TRANSACTION NUMBER	PAYABLE £
17/05/05		14195	1,057.64

Total

£1,057.64

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 1-30 April 05

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04_05 / 05_06

Expenditure type (Cat5) :

Pay £539.88.

* 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

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

* Financial Processing purposes only

Registered by (initials & date)

Posted by (initials & date)

17 MAY 2005



Member's claim form

10 MAY 2005

05/06

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

KRASK TWING

Constituency

HARTON

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 1 / 4 / 05 to 30 / 4 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1213 : 33 p ÷ 30 = £40.44 x 11 days = £444.88

Food

£ 50 : 00 p

Utilities

£ 25 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

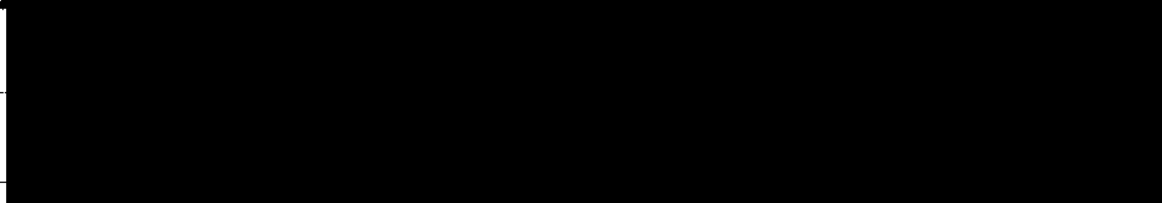
Total

£ 1208 : 33 p

539.88

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

9/8/05

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