



Additional Costs Allowance

ACA2

17 APR 2007

Member's claim form

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

D A SWAYNE

Constituency

New Forest West

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 / 07 to 31 / 3 / 07

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 688 : 66 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
the purpose of performing

Signature

MP

Date

16/4/07

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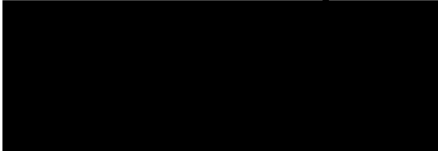
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act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

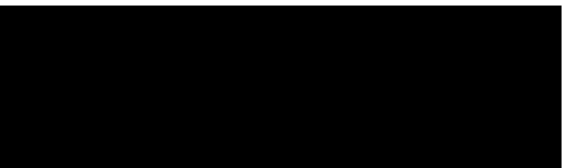
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA

CLEANING SERVICES

Mr Desmond Swayne



Date



INVOICE

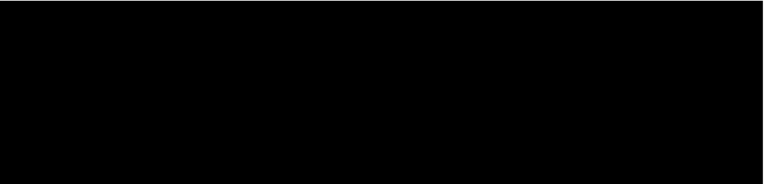
For cleaning the house at



Amount for Cleaning



£ 12



CLEANING SERVICES

Mr Desmond Swayne



D



INVOICE

For cleaning the house at

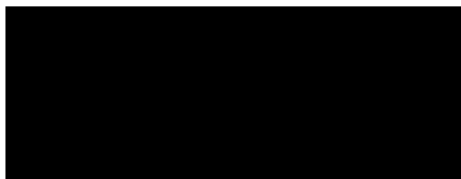


Amount for Cleaning



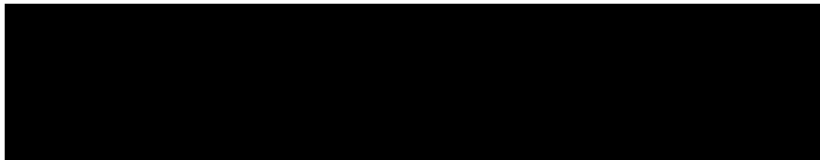
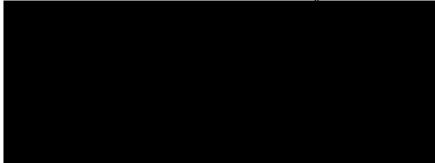
£ 2

Received




CLEANING SERVICES

Mr Desmond Swayne

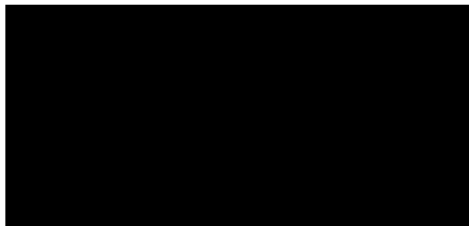


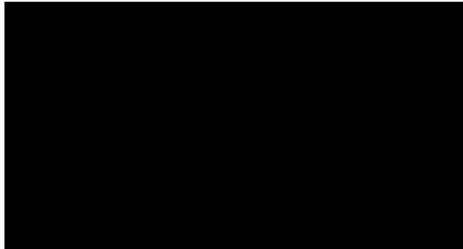
INVOICE

For cleaning the house at 

Amount for Cleaning  £ 12

Received

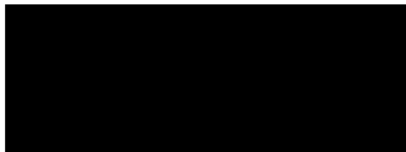




To : D A Swayne, TD MP

INVOICE

For cleaning in [redacted] a



of R

Date: .. [redacted]



Additional Costs Allowance

ACA2

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

D A SWANNIT

Constituency

NEW FOREST WEST

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.

Please list

Please attach

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

Period of claim

from 1, 2, 07 to 28, 12, 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p ✓

Food

£ : p

Utilities

£ 55 : 12 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 28 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 153 235 : 80 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1024 : 68 p

1124.68

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

Signature

Date

4/3/04

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

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: 28/02/07

MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement

Your total charges are

£55.12

CLEANING SERVICES

Mr Desmond Swayne



/

Date



INVOICE

For cleaning the house at

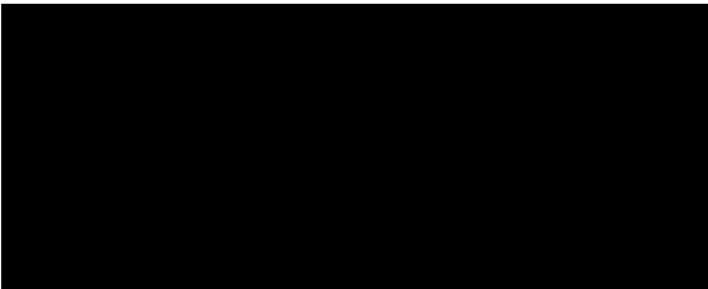


Amount for Cleaning



£ 12

/



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

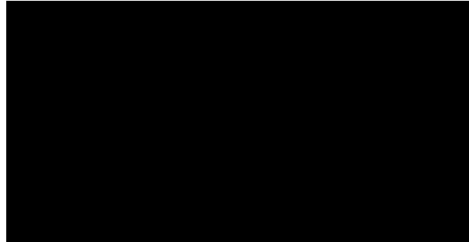


Amount for Cleaning



£ 16

Received

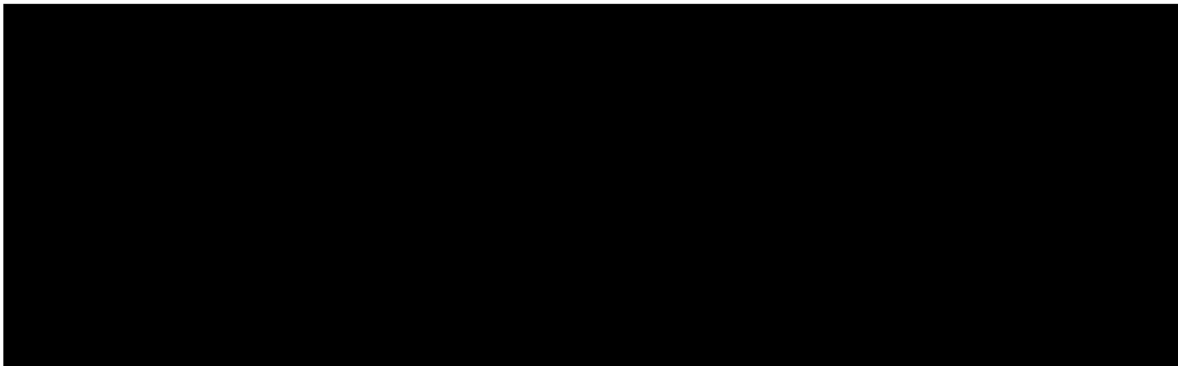




26 th January 2007 /

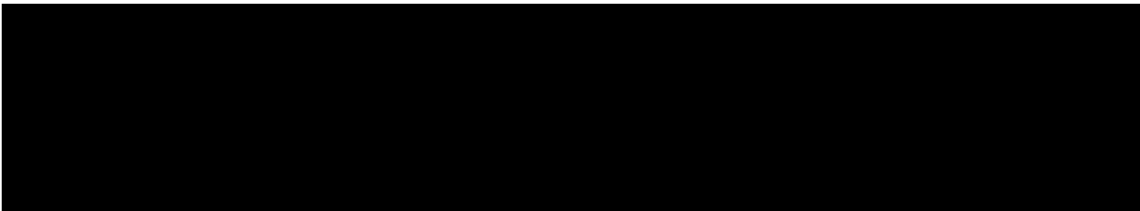


INVOICE NO [REDACTED]



Labour	£ 120.00
1 ball valve assy	£ 18.80
1 float	£ 2.25
isolation valve	£ 10.45
parking	<u>£ 1.50</u>

TOTAL AMOUNT DUE £153.00 /

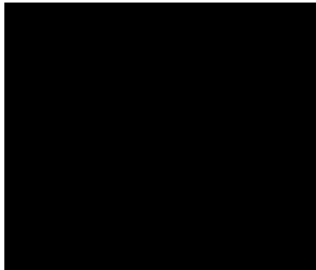


COMPANY REG NO [REDACTED]

Pd 2/2/07.

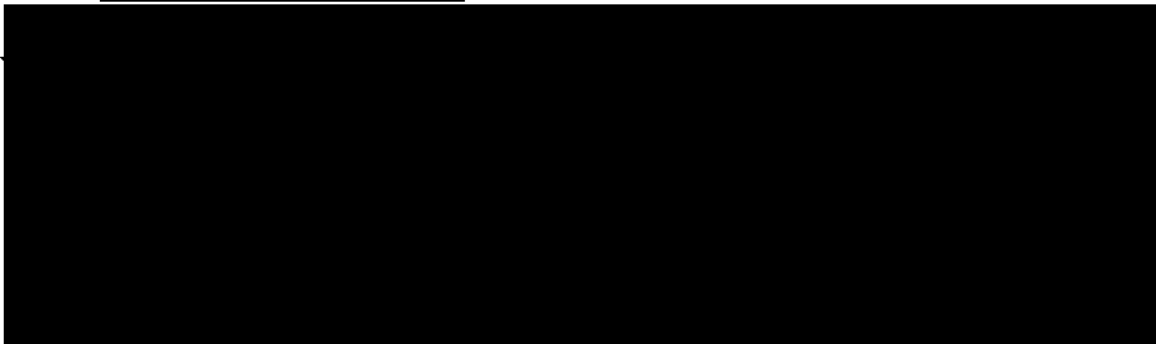
[REDACTED]

16th February 2007 ✓



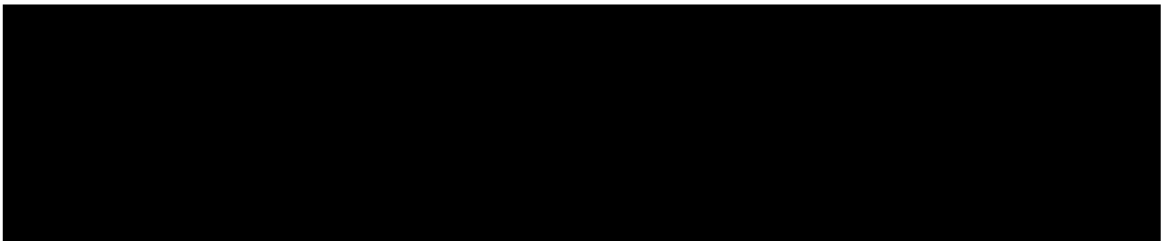
INVOICE NO [REDACTED]

Ref: [REDACTED] ✓



Labour	£195.00
materials	£36.80
parking	<u>£4.00</u>

TOTAL AMOUNT DUE BY RETURN £235.80 ✓





Additional Costs Allowance

- 7 FEB 2007

ACA2

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

J SWAYNE

Constituency

NEW FOREST WEST

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 / 04 to 31 / 1 / 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 142 : p

Telephone and telecommunications

£ 32 : 98 p

Cleaning

£ 56 : p

Service/maintenance

£ 1087 : 96 p

Service Charge 2004

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

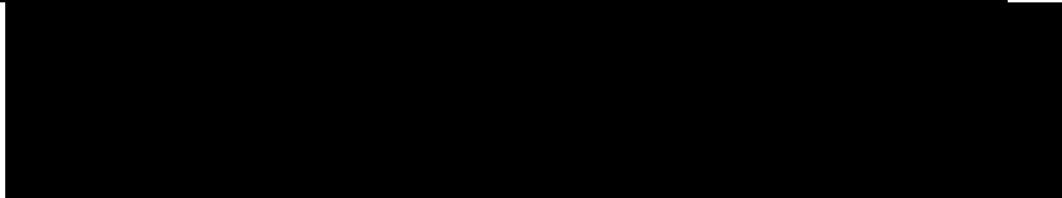
£ 1971 : 60 p

Please pay £1971.60

continued on page 2

Details of second home *if applicable*

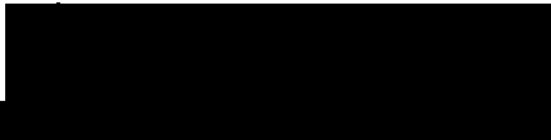
Address of
second home
for Additional
Costs Allowance



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

6 Feb 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

ESTIMATED EXPENDITURE PER FLAT

2007

FLATS		A	B	C	D	E
	TOTAL					
COMMON EXPENDITURE						
BUILD. INS.		£345.84				
GARDENING		£115.28				
ADMIN. FEES		£172.92				
ADMIN. EXPENSES		£14.41				
AUDIT & ACCOUNTANCY		£7.21				
SUB TOTAL		£655.66				
EXTERNAL COMMON PARTS						
Provision for Subsidence EXS		£0.00				
REPAIRS & MAINTENANCE		£432.30				
Incl. redeco and front area repairs						
SUB TOTAL		£432.30				
INTERNAL COMMON PARTS						
LIGHTING						
CLEANING & MAINTENANCE						
ENTRYPHONE						
Redecoration Provision Bx12.50%						
SUB TOTAL		£0.00				
TOTAL CHARGES		£1,087.96				

For 1/28

Your account number

MRS M SWAYNE

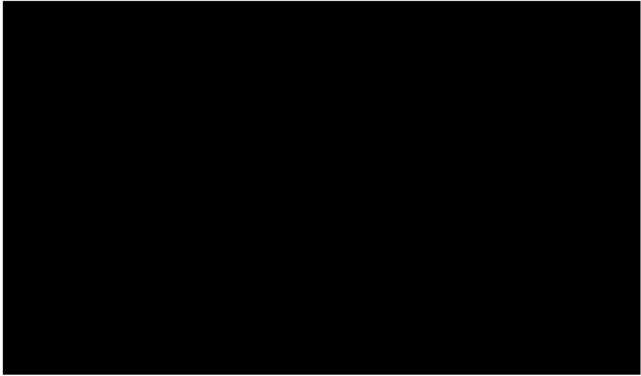
Statement number

Date
24 January 2007

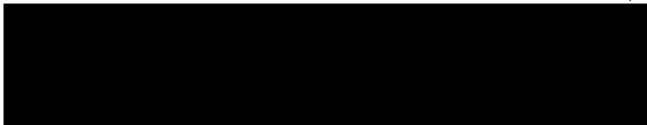
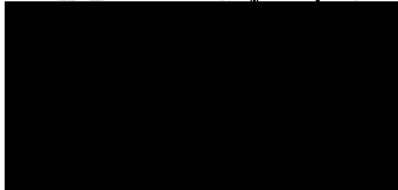
Credit balance

£ 7.43

CLEANING SERVICES



Mr Desmond Swayne



INVOICE

For cleaning the house at



Amount for Cleaning



£ 12 /



CLEANING SERVICES



Mr Desmond Swayne



(

INVOICE

For cleaning the house at



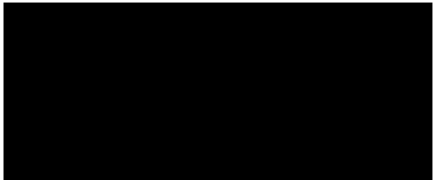
Amount for Cleaning



£ 12

(

Received

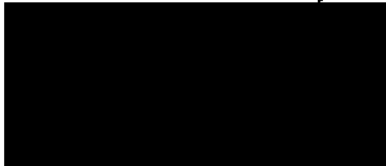


CLEANING SERVICES

Mr Desmond Swayne



Date: Saturday .



INVOICE

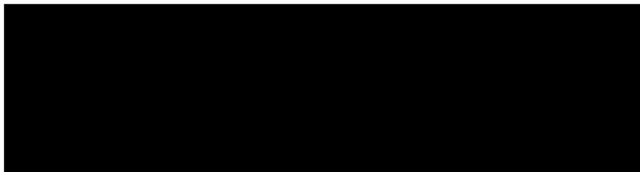
For cleaning the house at



Amount for Cleaning



£ 20

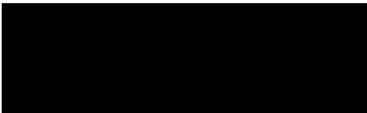




To : D A Swayne, TD MP

INVOICE

For cleaning in [redacted]



per hour *f 12*

Received



Date:



Additional Costs Allowance

CA2

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

J A SWAGNE

Constituency

NEW Forest west

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.

Please list

Please attach

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

Period of claim

from 1 / 12 / 06 to 31 / 12 / 06 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p ✓

Food

£ : p

Utilities

£ 62 : 66 p

Council Tax/Rates

£ 142 : p

Telephone and telecommunications

£ : p

Cleaning

£ 68 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 165 : 99 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1091 : 31 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

7/1/04**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: 29/11/06

MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement - Estimate

Account Number

For the period: 12/09/06 to 15/11/06

~~£692.62~~

£11.39

~~£23.06~~

~~£1.56~~

£1.64

You are in credit by

£658.09

MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement

Account Number [REDACTED]
For the period: 16/11/06 to 20/12/06

Balance on your account before this new statement

Your gas charges

Your electricity charges

Discounts

VAT

£28.13

£9.26

£18.69

-£1.16

£1.34

Your total charges are

£0.00

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at [Redacted]

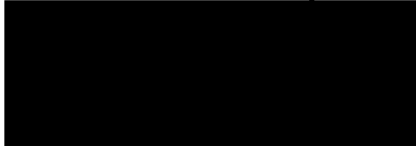
Amount for Cleaning [Redacted] £ 18



Received [Redacted]

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at



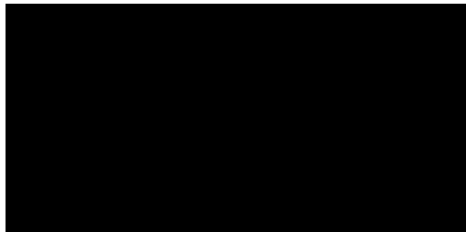
Amount for Cleaning



£ 16



Received



CLEANING SERVICES

Mr Desmond Swayne

[REDACTED]
[REDACTED]
[REDACTED]

INVOICE

For cleaning the house at [REDACTED]

Amount for Cleaning [REDACTED] £ 12

Received [REDACTED] [REDACTED]

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at



Amount for Cleaning



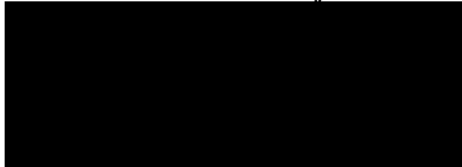
£ 12

Received

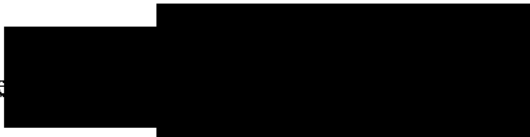


CLEANING SERVICES

Mr Desmond Swayne



Date



INVOICE

For cleaning the house at

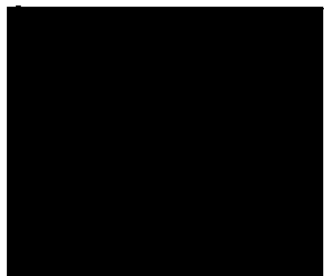


Amount for Cleaning



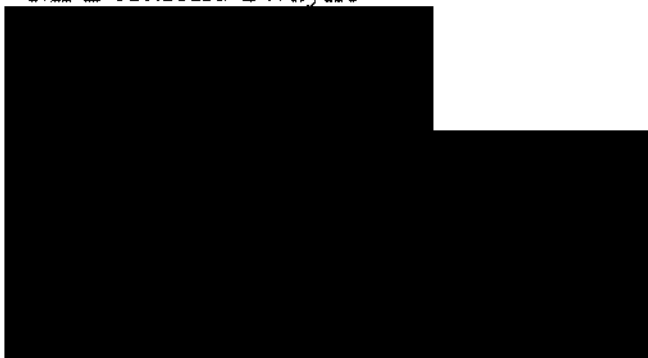
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at



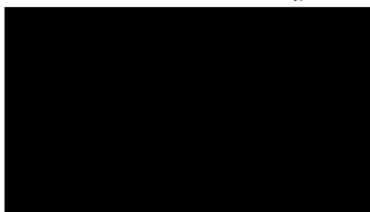
Amount for Cleaning



£ 12



Received



.....

Mrs M C & Mr D A Swayne

Policy number: [REDACTED]

5 December 2006

You're safe with us

Dear [REDACTED] Mr Swayne

Thank you for renewing your home insurance with us and for your premium payment of £165.99. We've enclosed your Home Insurance Schedule for the next 12 months so please make sure you keep it safe as you will need to refer to it if you have to make a claim in the future.

[REDACTED] Helpline 0800 222 500.

[REDACTED] us for many years to come.

£165.99 ✓



Member's claim form

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Your details

Name in CAPITAL LETTERS

D A SWAYNE

Constituency

NEW Forest west

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 1 / Nov / 06 to 31 / Nov / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 147 : p

Telephone and telecommunications

£ : p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

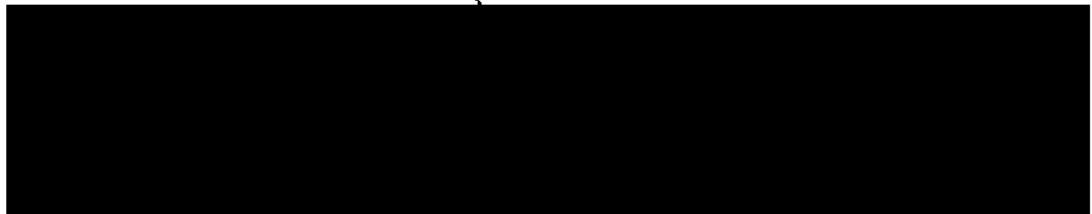
▶ please specify

Total

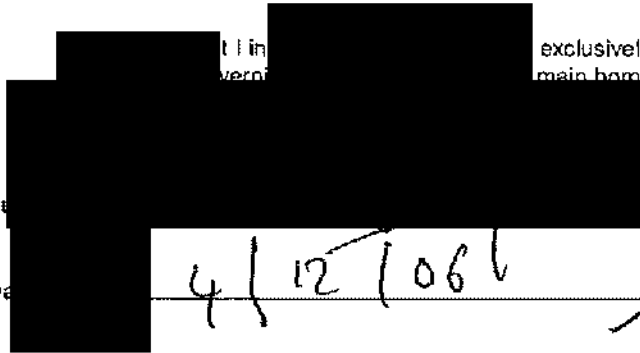
£ 830 : 66 p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance



Declaration



I am a member of the House of Commons

exclusively and necessarily to enable my main home for the purpose of performing my duties as a Member of Parliament

Signature

MP

Date

4/12/06

Data protection

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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.

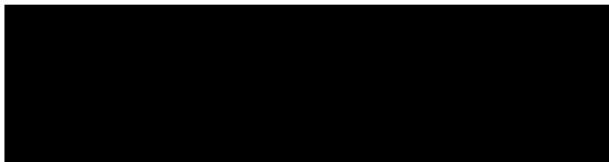
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act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

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

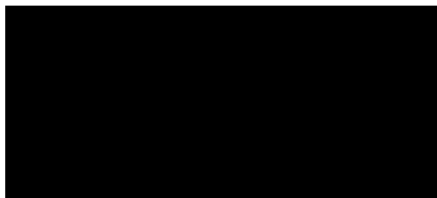


Amount for Cleaning



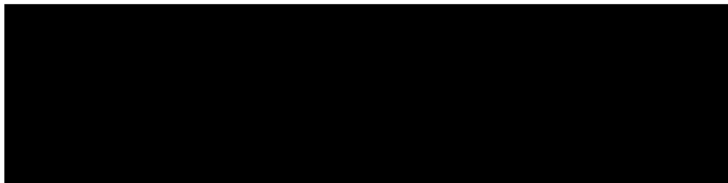
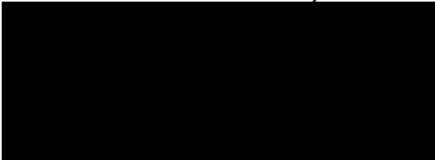
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

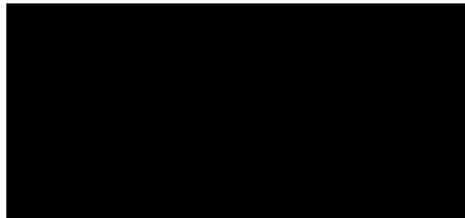


Amount for Cleaning



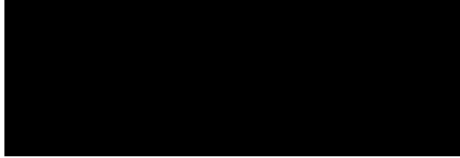
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

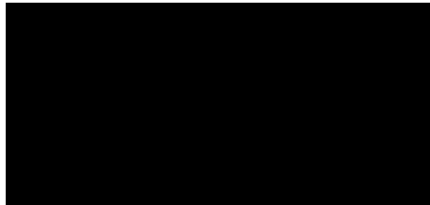


Amount for Cleaning



£ 12

Received





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

DESMOND SWAYNE MP

Constituency

NEW FOREST WEST

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 / 10 / 06

to 31 / 10 / 06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 142 : p

Telephone and
telecommunications

£ 32 : 98 p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

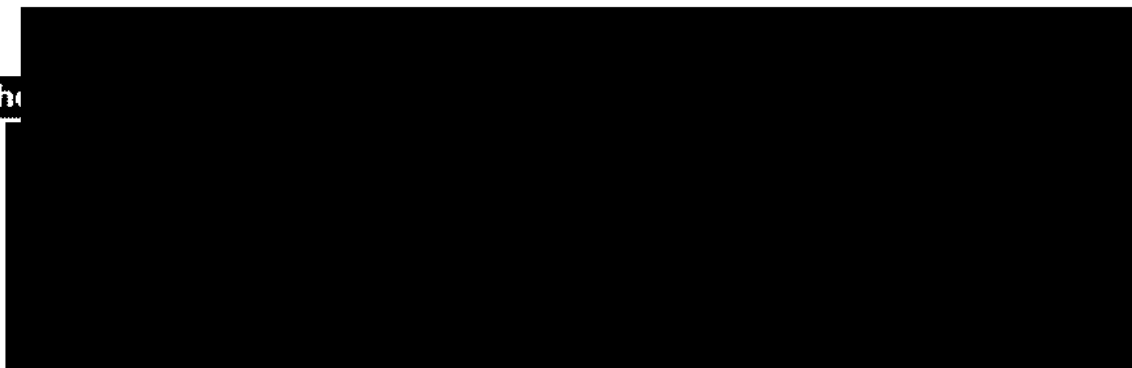
▶ please specify _____

Total

£ 863 : 64p

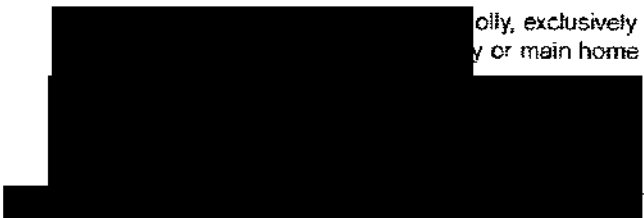
Details of second home

Address of
second home
for Additional
Costs Allowance



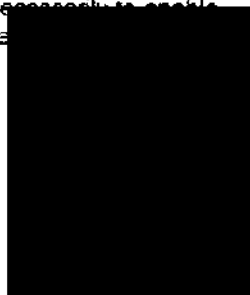
Declaration

Signature

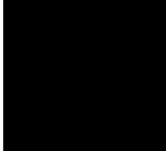


olly, exclusively and necessarily to enable
y or main home for the

MP



Date



6 | 11 | 06

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

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

MRS M SWAYNE

Statement number

Date
24 October 2006

Credit balance

£ 8.78

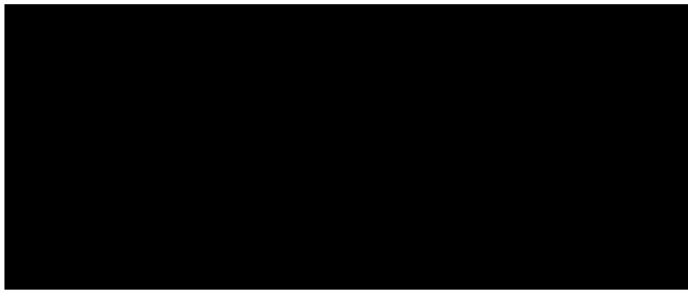
£ 32.98

Cleaning Services

MR D Swayne



Date

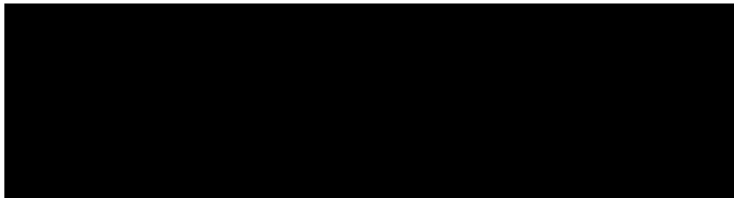
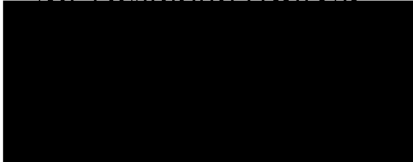


£ 12



CLEANING SERVICES

Mr Desmond Swayne

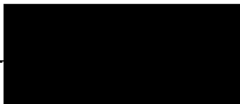


INVOICE

For cleaning the house at

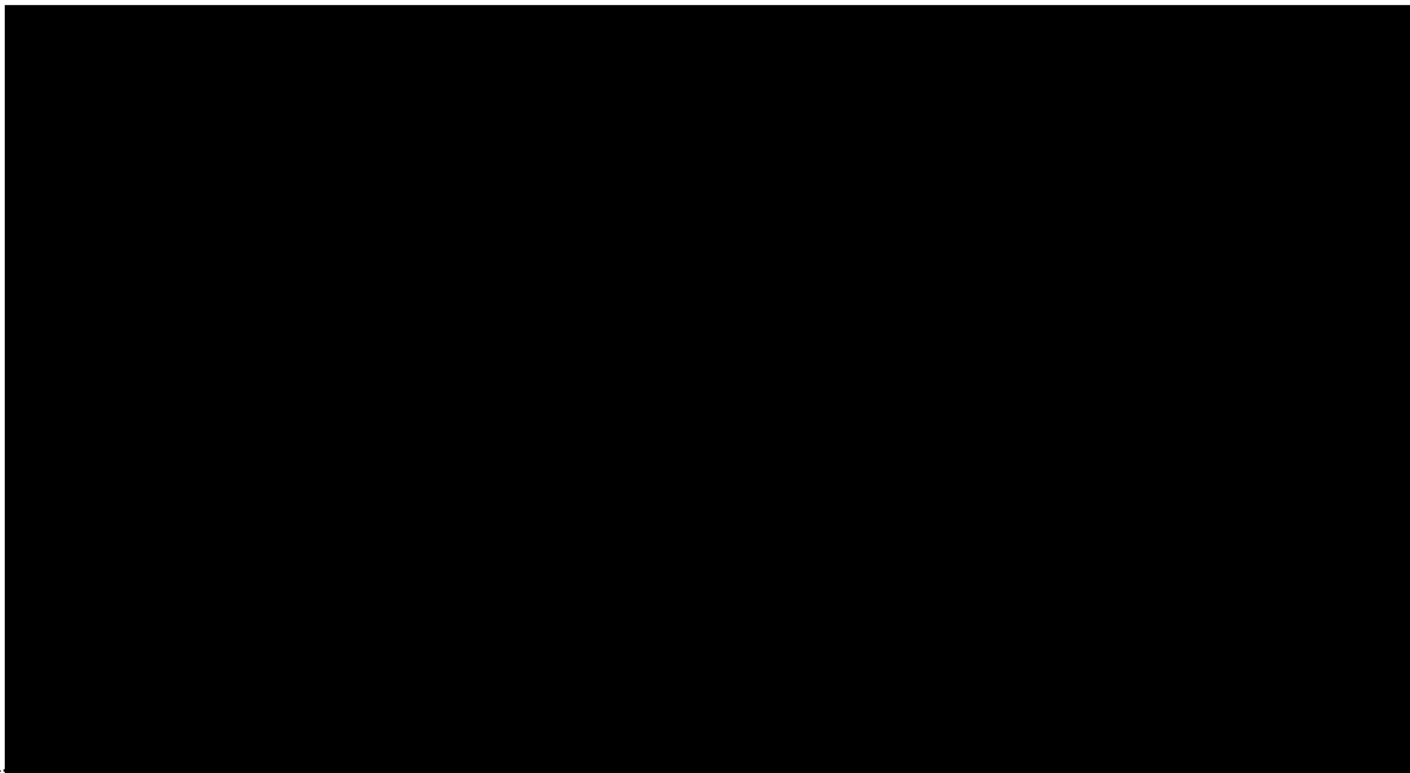
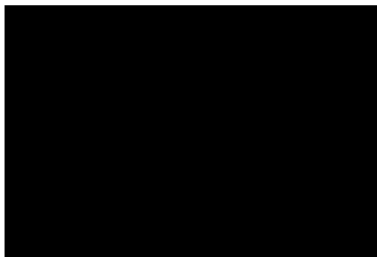


Amount for Cleaning



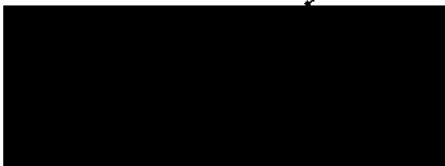
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

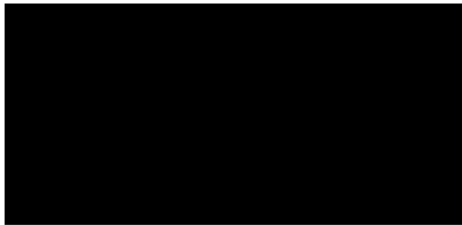


Amount for Cleaning



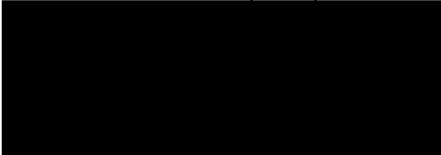
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

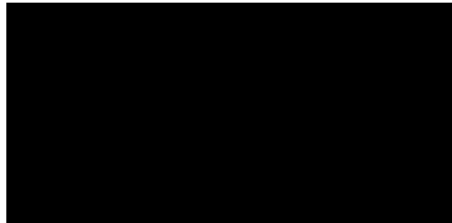


Amount for Cleaning



£ 12

Received





Member's claim form

10 OCT 2006

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

D A SAWAYNE
NEW Forest west

Constituency

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 7 06 to 30 9 06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 142 : p

Telephone and telecommunications

£ : p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 131 : 50 p

Other

£ : p

Other

£ : p

Total

£ 962 : 16p

VALIDATED
11 OCT 2006
RECEIVED

▶ please specify TV licence

Details of second home *if applicable*

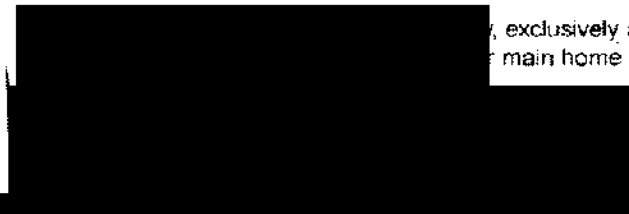
Address of
second home
for Additional
Costs Allowance



Declaration

... exclusively and necessarily to enable
... main home for the purpose of performing

Signature



MP

Date

10 Oct 06

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

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

CLEANING SERVICES

Mr Desmond Swayne

[REDACTED]
[REDACTED]

INVOICE

For cleaning the house at [REDACTED]

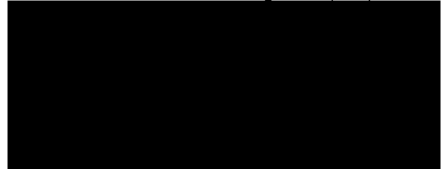
Amount for Cleaning [REDACTED] £ 12

Received

[REDACTED]


CLEANING SERVICES


Mr Desmond Swayne



INVOICE

For cleaning the house at 

Amount for Cleanin  £ 12

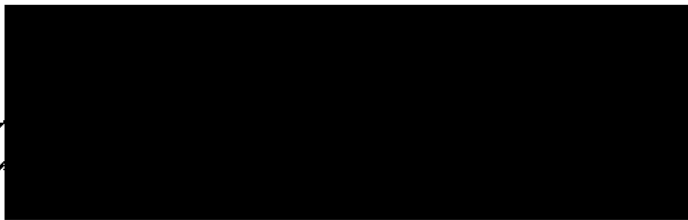
Received 

Cleaning Services

Mr J Swayne

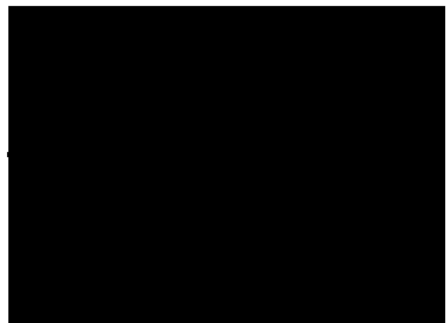


Date



£ 14.00

Received



Cleaning Services

Mr J Swayne



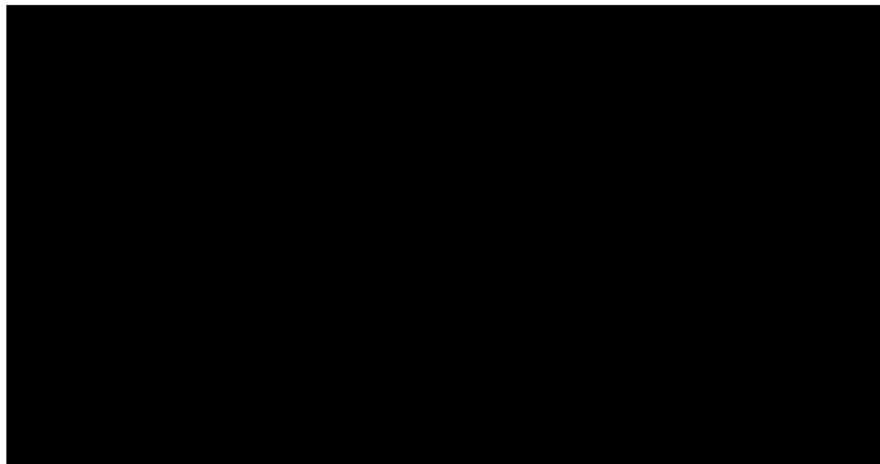
INVOICE

for cleaning



£ 12

Received



Advance Notice

Mrs M C Swayne

7 September 2006

Dear Mrs Swayne,

Thank you for continuing to pay by yearly Direct Debit.

Payment for this licence will be debited from the following account:

Yearly
Direct Debit

2 October 2006

£131.50



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

DESMOND SWAYNE

Constituency

NEW Forest west

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 / 8 / 06

to 31 / 8 / 06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p

Food

£ : p

Utilities

£ 103 : 51 p

Council Tax/Rates

£ 142 : p

Telephone and telecommunications

£ 32 : 98 p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

Other

£ : p

Other

£ : p

Total

£ ~~863~~ : ~~66~~ p

967 .15

▶ please specify

▶ please specify

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Declaration

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

Signature

[Redacted] MP

Date

5th Sept 06

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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Send your completed
form to

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

MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement - Estimate

Account Number

For the period: 18/05/06 to 16/06/06

Balance on your account before this new statement	-£103.86
Your gas charges	£27.98 ←
Your electricity charges	£70.73 ←
Discounts	-£2.58
VAT	£4.80 ←

You are in credit by	£2.93
-----------------------------	--------------

Gas 27.98
 Electric 70.73
 VAT 4.80

 103.51 ✓

Your account number

WAYNE

Statement number

Date
25 July 2006 ✓

Credit balance

£ 4.80

Service Charge

28.07 + 17.5%

4.91

32.98 ✓

CLEANING SERVICES

Mr Desmond Swayne



For cleaning the house at [Redacted]

Amount for Cleaning [Redacted] £ 42 ✓

Received [Redacted]



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

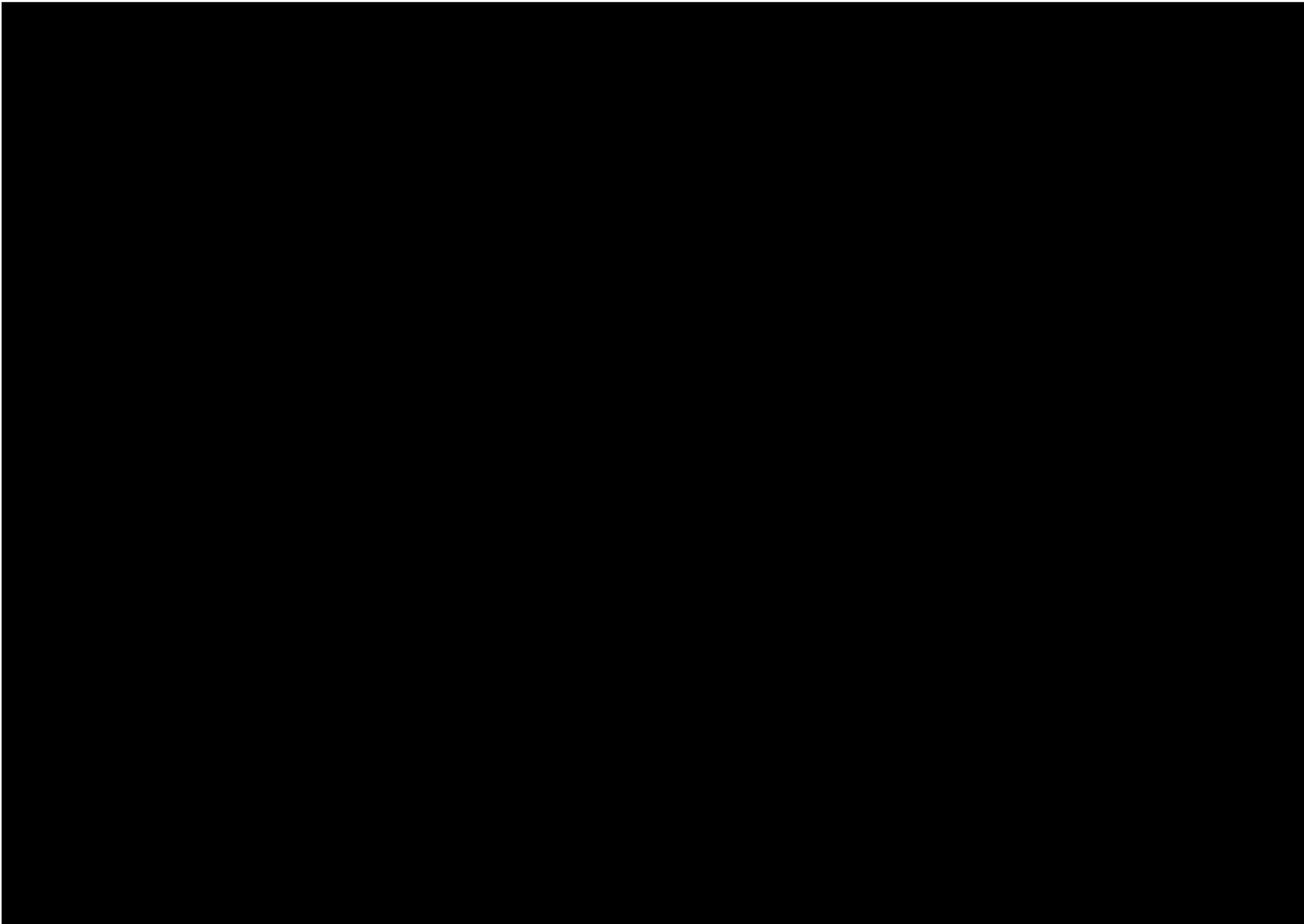
For cleaning the house at



Amount for Cleaning



£ 12



CLEANING SERVICES



Mr Desmond Swayne

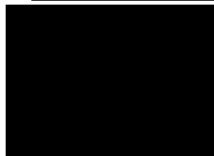


INVOICE

For cleaning the house at



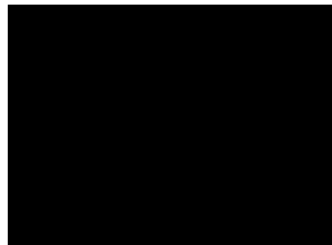
Amount for Cleaning



£ 12



Received





Member's claim form

6 APR 2006

Members' Allowances

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 1592.

Your details

Name
in CAPITAL LETTERS

Constituency

DESMOND JWAYNE
NEW FOREST WEST

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 / 7 / 06 to 31 / 7 / 06 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p ✓

Food

£ : p

Utilities

£ 142 : p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 12 : p ✓

Service/maintenance

£ 714 : 16 p ✓

Repairs/insurance/security

£ : p

Other

£ 6131 : 56 p ✓

▶ please specify New Kitchen

Other

£ : p

▶ please specify

Other

£ : p

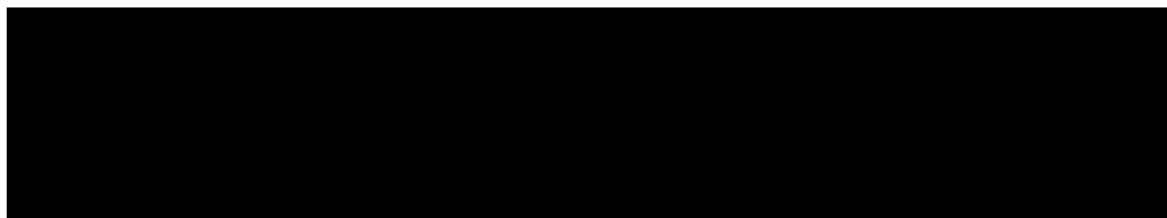
▶ please specify

Total

~~£ 8457 : 38 p~~
7652 : 38

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
[redacted] overnight away from my only or main home for the purpose of performing
[redacted] a Member of Parliament.

Signature

[redacted signature]

MP

Date

[redacted date]

31 / 7 / 06

Data protection

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- National Audit Office staff.

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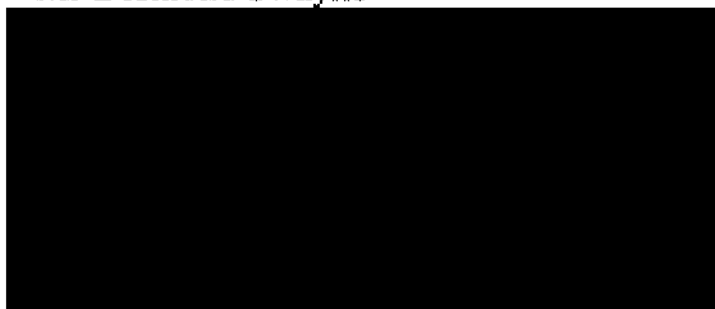
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Send your completed
form to

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

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

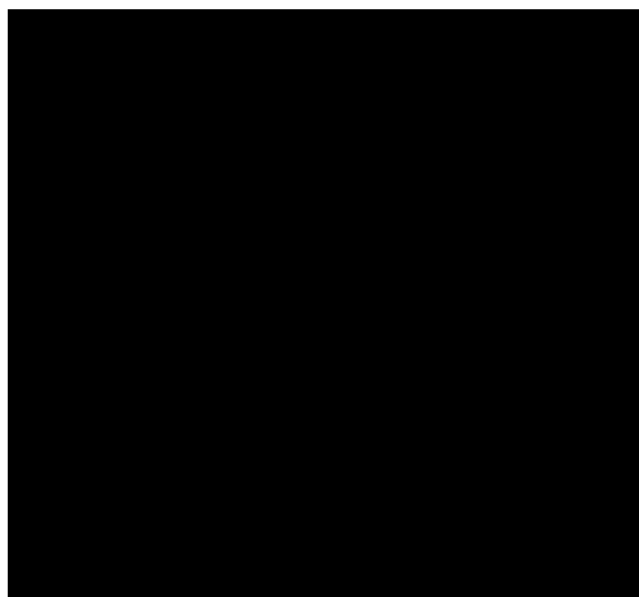
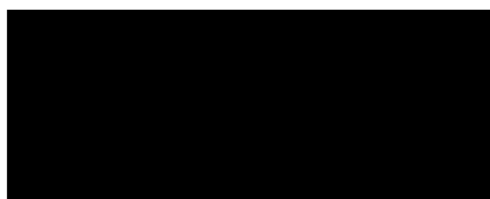


Amount for Cleaning



£ 12 ✓

Received



[REDACTED]

ESTIMATED EXPENDITURE PER FLAT

2006

FLATS	TOTAL	A
		14.41%
COMMON EXPENDITURE		
BUILD. INS.		£331.43
GARDENING		£100.87
ADMIN. FEES		£172.92
ADMIN. EXPENSES		£14.41
AUDIT & ACCOUNTANCY		£37.47
SUB TOTAL		£657.10
EXTERNAL COMMON PARTS		
Provision for Subsidence EXS		£144.10
REPAIRS & MAINTENANCE -		£720.50
Incl. redec and front area repairs		
SUB TOTAL		£864.60
INTERNAL COMMON PARTS		
LIGHTING		
CLEANING & MAINTENANCE		
ENTRYPHONE		
SUB TOTAL		£0.00
TOTAL CHARGES		£1,521.70
1 JAN BUILD INS		£331.43
PLUS 40% BAL		£476.11
		£807.54
1 JUL 60% BAL		£714.16

[REDACTED] Outstanding at 1st July 06. ✓

613056

CUSTOMER'S FULL NAME MR. DESMOND SWAYNE

RESPONSE No.

ORDER CHECKED BY:

NAME:

SIGNATURE:

AUTHORISED BY:

NAME:

SIGNATURE:

MINIMUM DEPOSIT 25%	ORDER VALUE	£ 6,315.56
	DEPOSIT PAID	£ 650.00
	BALANCE DUE ON DELIVERY	£ 5,850.00



Member's claim form

25 JUL 2006

Members' Allowances

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 1592.

Your details

Name in CAPITAL LETTERS

D A JAYNE

Constituency

New Forest West

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 / 6 / 06 to 30 / 6 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 147 : p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 36 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 160 : p ✓

▶ please specify

Gardening

Other

£ 411 : p ✓

▶ please specify

Tree work

Other

£ 9 : p ✓

▶ please specify

Garden refuse sacks

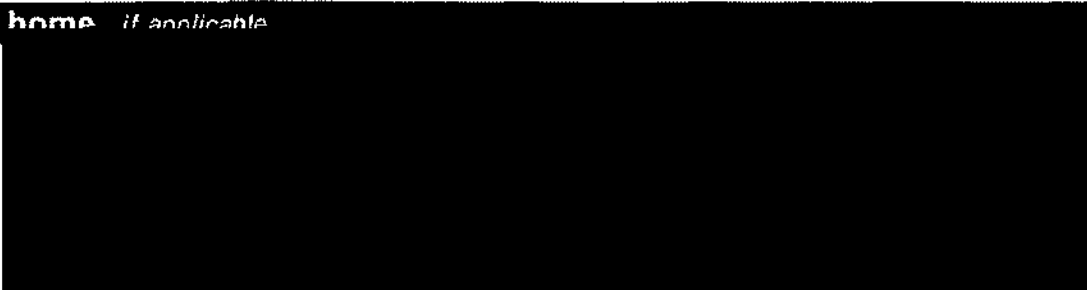
Total

£ 1415 : 66 p

1415

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 spend overnight away from my only or main home for the purpose of performing
my duties as a Member

Signature



MP

Date

22/7/06

Data protection

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keep the information we ask for on this form.

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incurred the expense.

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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

CLEANING SERVICES

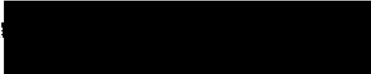
Mr Desmond Swayne



Date: Saturday . 03, 06, 2006

INVOICE

For cleaning the house at



Amount for Cleanin



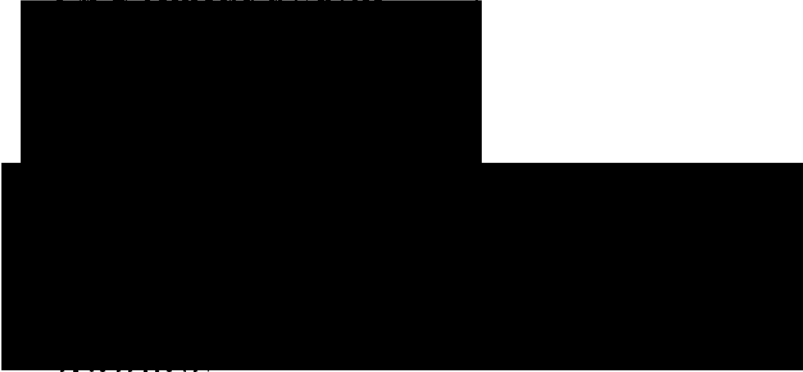
£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne /



INVOICE

For cleaning the house at



Amount for Cleaning



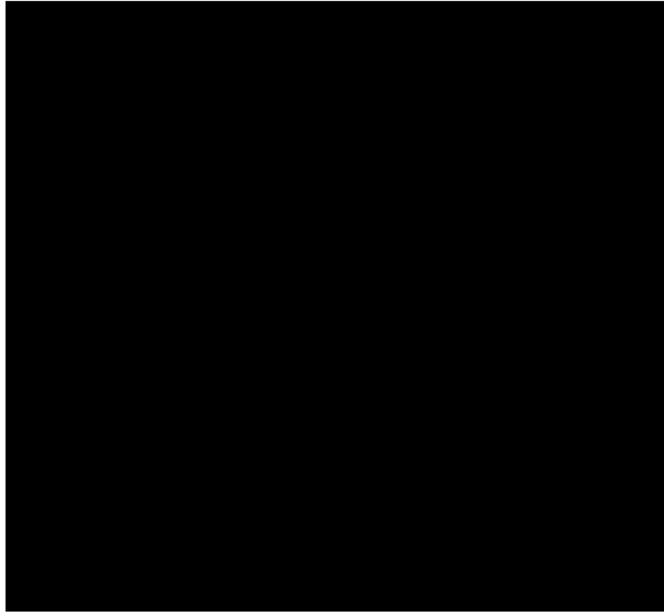
£

12

Received



.....



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at

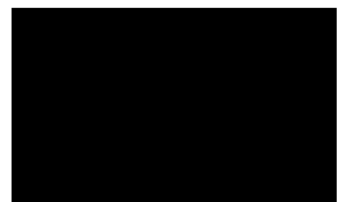


Amount for Cleaning

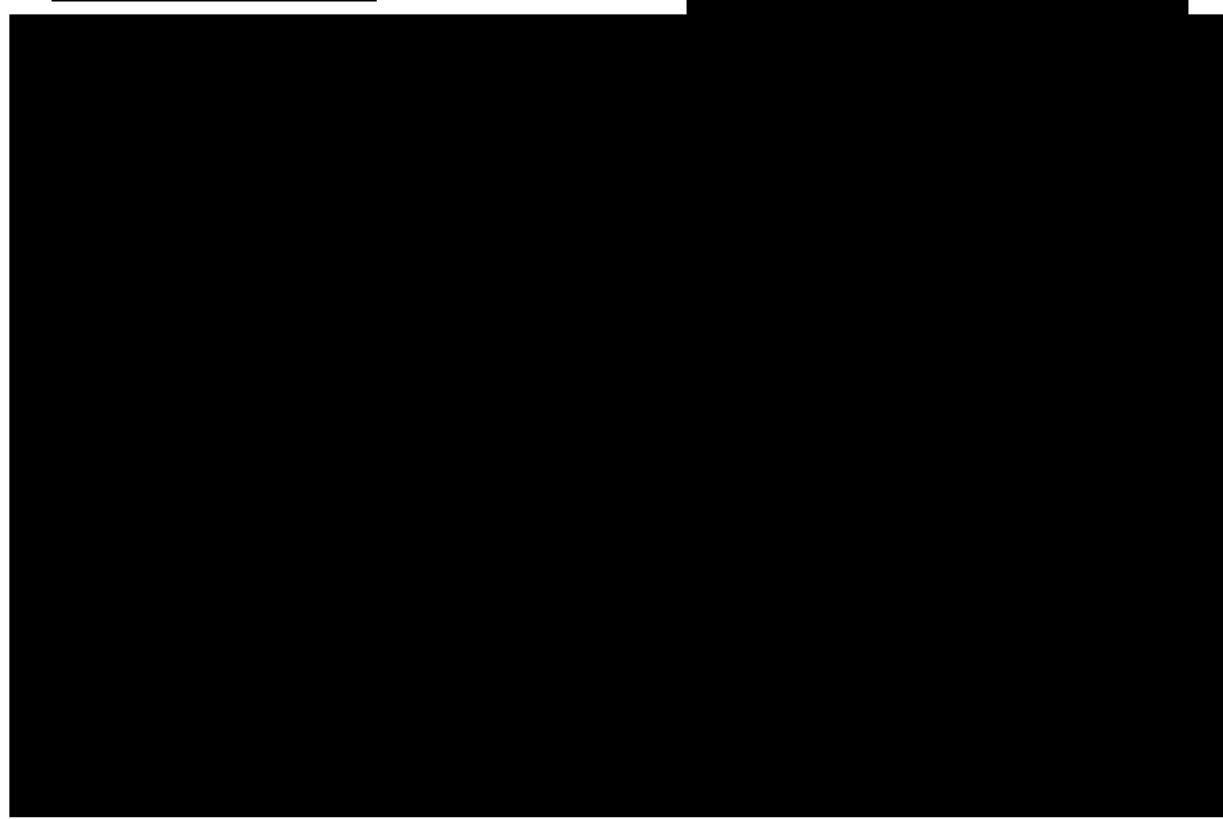


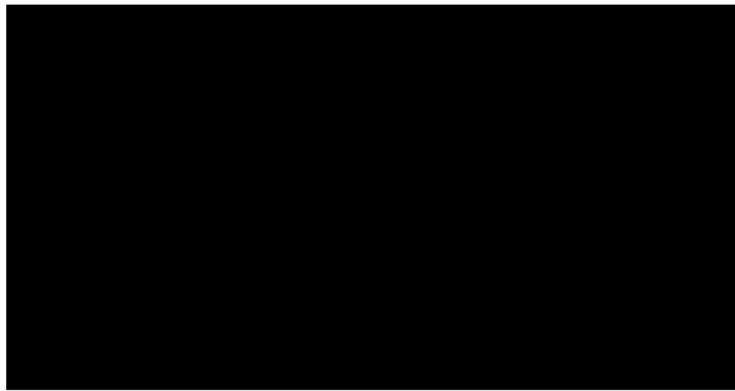
£ 12

Received



12 pd,

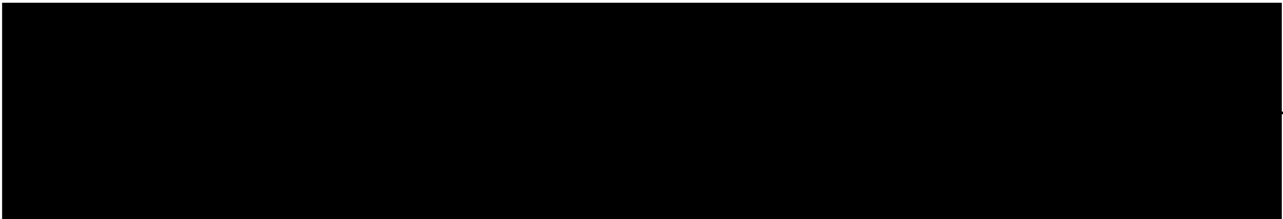




16th June 2006 -

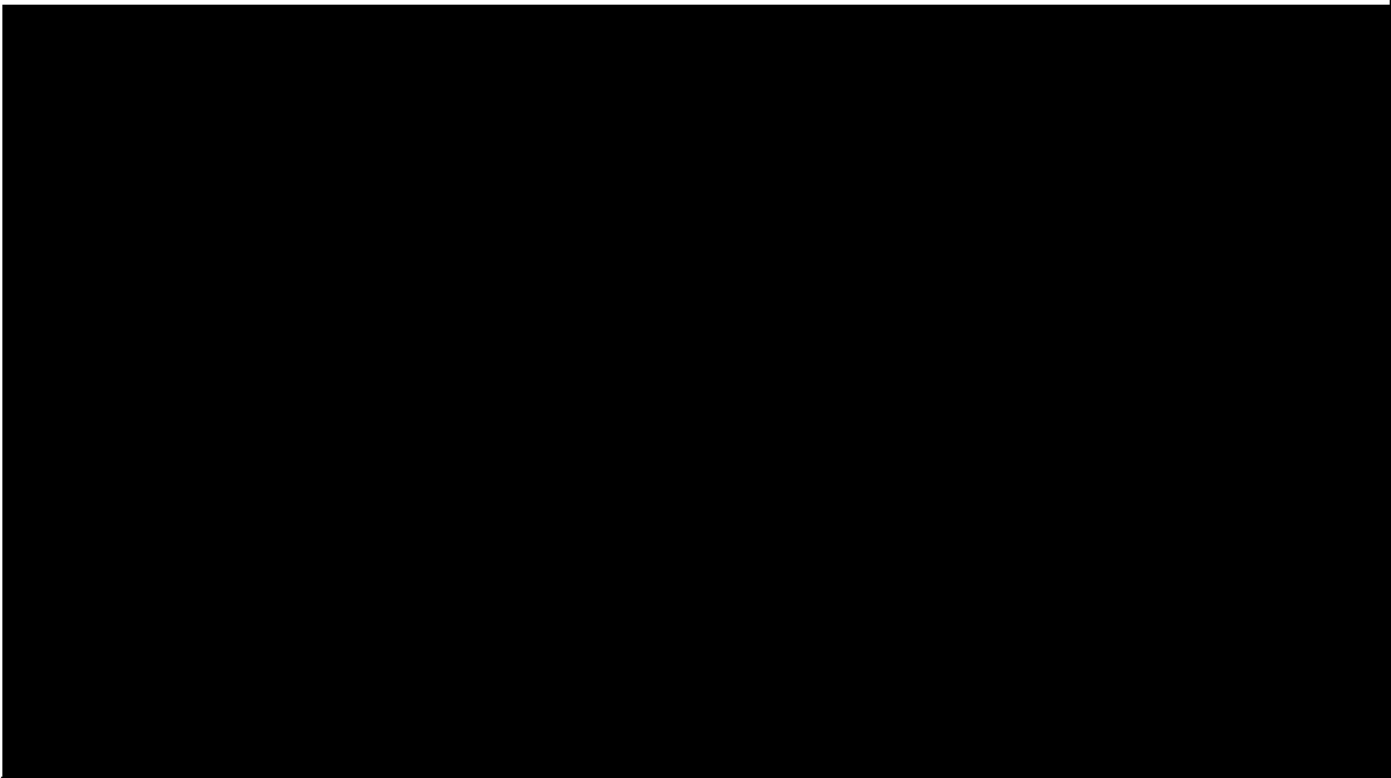


GARDENING INVOICE.



Labour only - £ 160 =

1





21st June 2006



For tree works undertaken at the above address

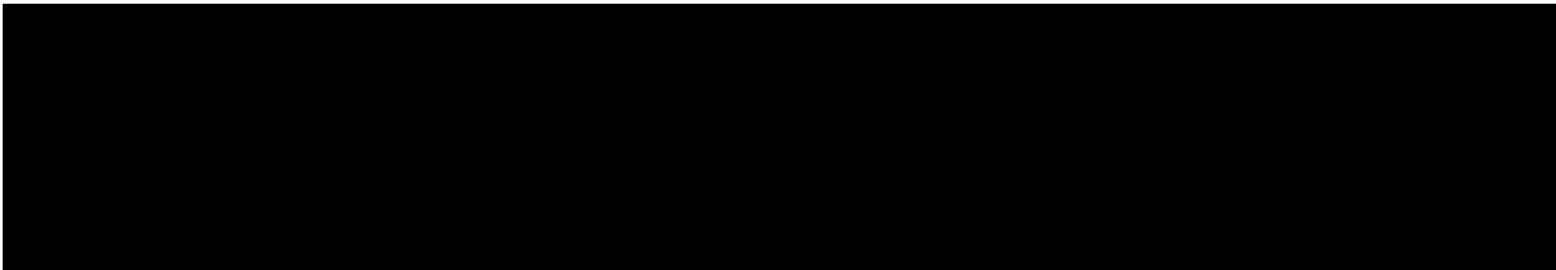
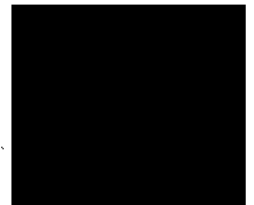
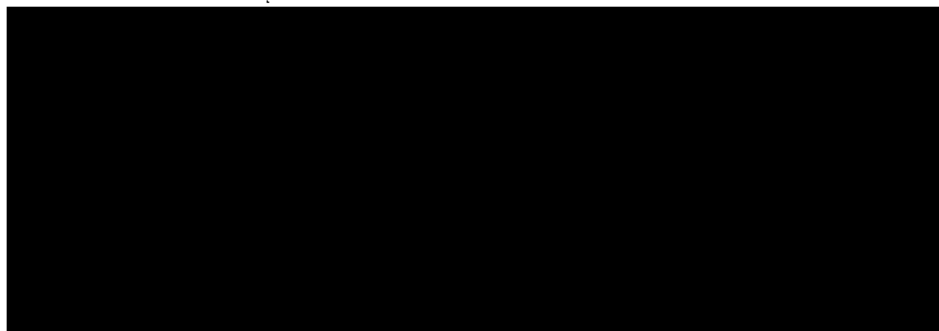
Rear Garden

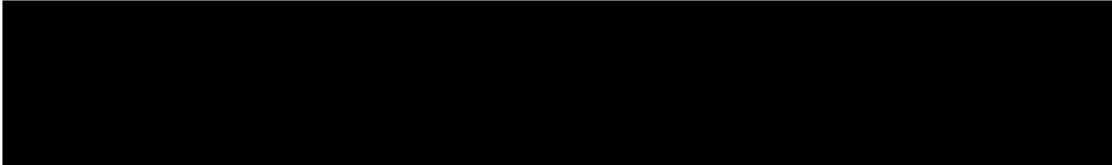
Horse Chestnut	Crown reduce by 30%	£260.00
Cherry	Crown reduce by 30%	£90.00

Sub Total: £350.00

VAT @ 17.5% £61.25

Total: **£411.25**





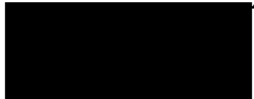
20/6 2006 Department

No. 

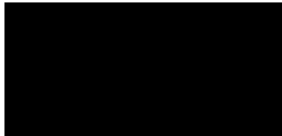
Received from 

THE SUM OF NINE POUNDS pounds and ✓ pence

in respect of 30 GREEN BAES



£ 9 : 00 p ✓





Member's claim form

13 JAN 2003 09:21:23

Members' Allowances

About filing 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 1592.

Your details

Name
in CAPITAL LETTERS

DESLOUW SWAYNE MP

Constituency

New Forest West

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 / 5 / 06 to 31 / 5 / 06

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 652 : 66 p

Food

£ 223 : p

Utilities

£ 284 : 48 p

Council Tax/Rates

£ 147 : p

Telephone and telecommunications

£ : p

Cleaning

£ 86 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 178 : p

▶ please specify

Gasolining

Other

£ 47 : 50p

▶ please specify

Laundry

Other

£ 414 : p

▶ please specify

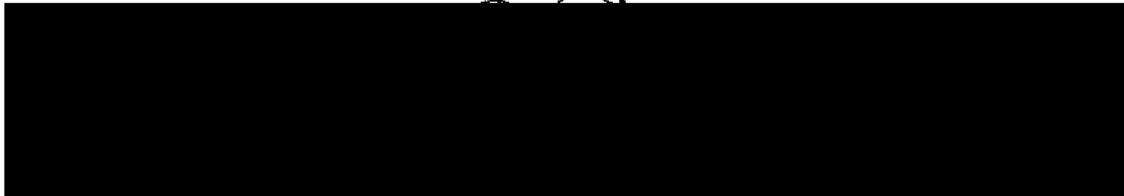
Replacement carpet

Total

£ 1932 : 64p

Details of second home *if applicable*

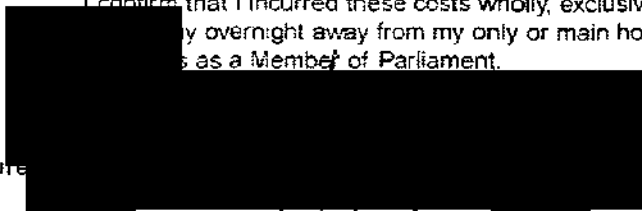
Address of second home
for Additional Costs Allowance



Declaration

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

Signature



MP

Date

12 / 6 / 06

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

MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement - Estimate

Account Number: [REDACTED]

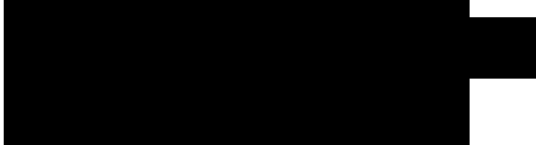
For the period: 16/02/06 to 17/05/06

Balance on your account before this new statement		-£141.34
Your gas charges		£140.45
Your electricity charges	140.45	£85.46
Discounts	85.46	-£2.60
VAT	11.17	£11.17
Your total charges are	<u>237.08</u> -2.60 <u>234.48</u>	<u>£93.14</u>

↓ 234.48

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at



Amount for Cleaning



£ 12

Received



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

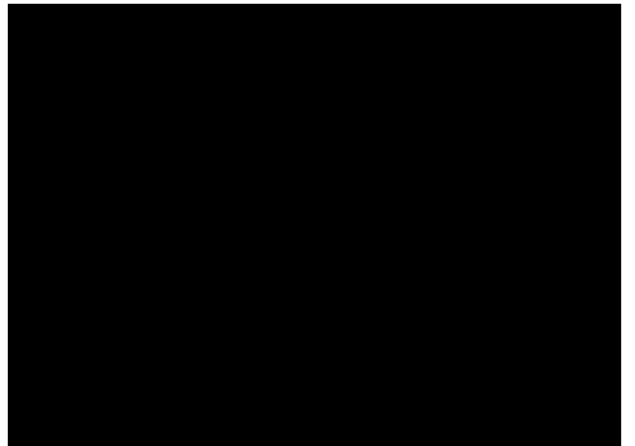
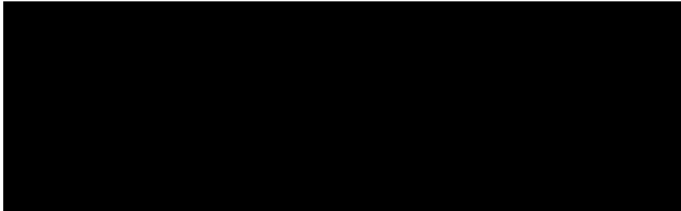
For cleaning the house at



Amount for Cleaning



£ 12



CLEANING SERVICES

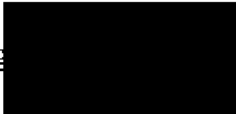
Mr Desmond Swayne



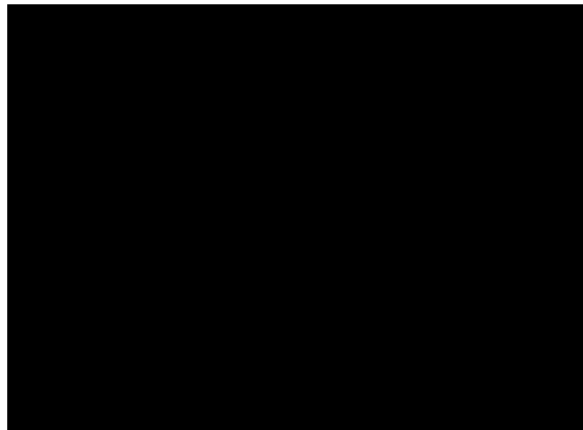
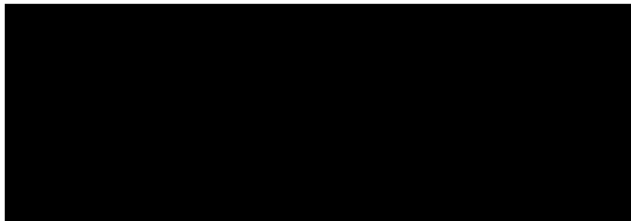
For cleaning the house at



Amount for Cleaning



£ 12



Mr Desmond Swayne

For cleaning the house at

Coxley 20
Amount for Cleaning £

labour - 160 =
Rubbish - 18 =
Total. \$ 178 =

Invoice No.:

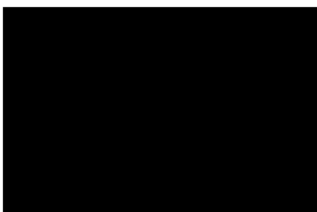
Customer Details:

Phone:

Date: 22/01/06

Size	Description	Amount
15 x 4m	✓ Cotswolds Collection Commercial at 12m + 7102 / or (Super) + 210	414.00
	at 12m	
	✓ LEFT + Dispose at 930 + 10m at 13m	

Total: 414.00
 Deposit: Z
 Balance:



02.00.00

20:20

60034

.16.000



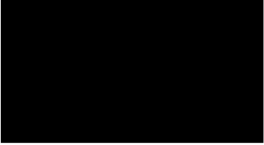


• 7 • 50#

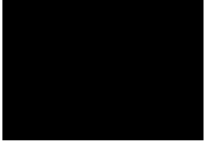


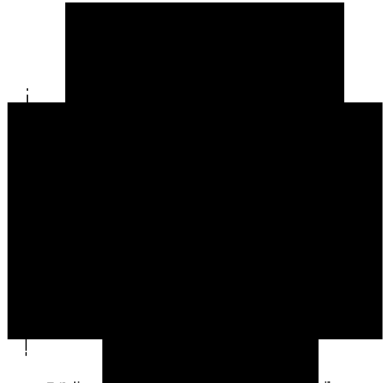


1
2



•12.00%





DATE: [REDACTED]

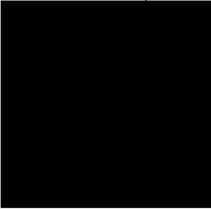
BY: [REDACTED] 24.00

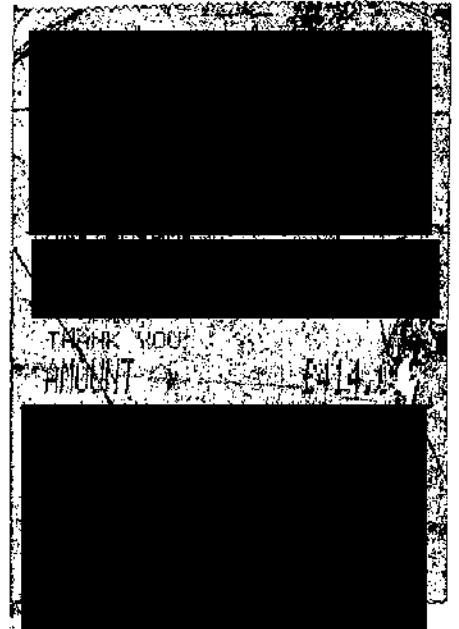
SCOTT W. [REDACTED] 12.00

BT + [REDACTED] 10.00

0404 100.00

0404 100.00







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

A SWAYNE

Constituency

NEW FOREST WEST

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 1/4/06 to 30/4/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 652 : 66 p

Food

£ 278 : p

Utilities

£ 270 : 90 p

Council Tax/Rates

£ 144 : 33 p

Telephone and telecommunications

£ 32 : 98 p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 7 : 50 p

▶ please specify

laundry

Other

£ : p

▶ please specify

Other

£ : p

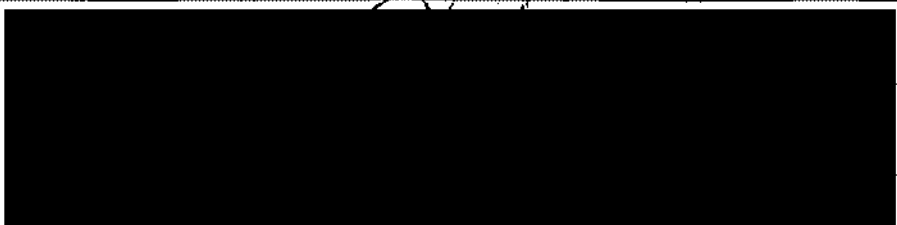
▶ please specify

Total

£ 1422 : 42 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance



Declaration

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

Signature



MP

Date

2 May 06

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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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

Water Services Bill
Tel: 0845 9200 805

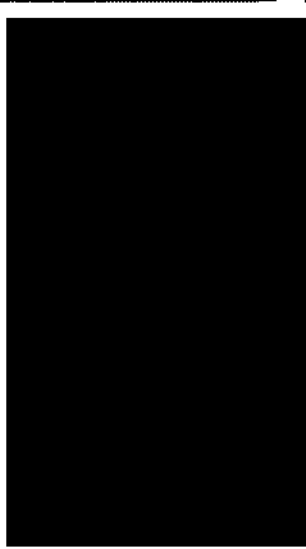
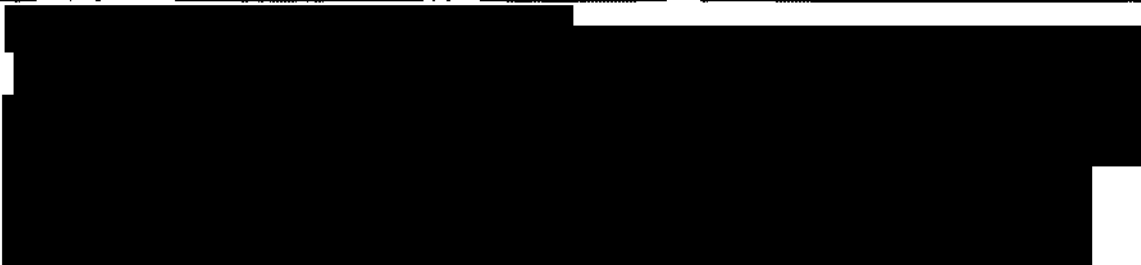
Account Number
[REDACTED]

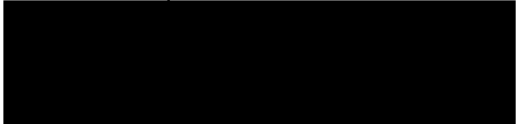
Your water services bill for the year 1 April 2006 to 31 March 2007


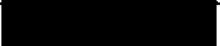
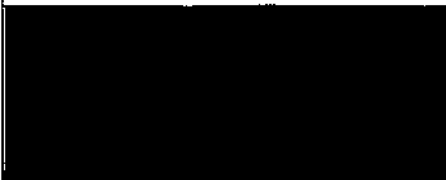
Current
charges

£270.90

See below



Mr DA Swayne


Account number:	
Valuation band:	
Date of issue:	10th March 2006
	

COUNCIL TAX 1st APRIL 2006 TO 31st MARCH 2007

Total Due	£1467.38
-----------	-----------------

CLEANING SERVICES

Mr Desmond Swayne



INVOICE

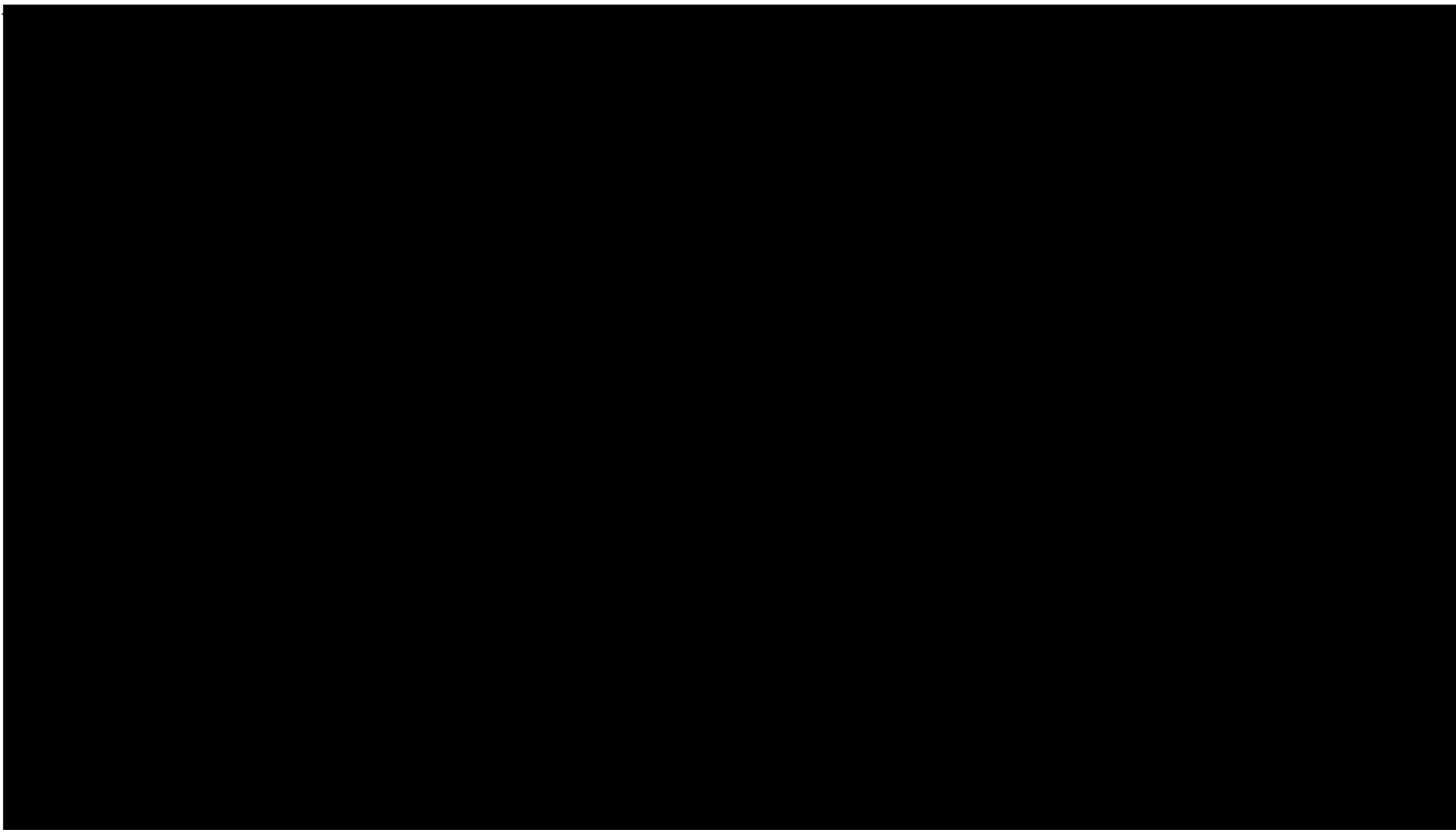
For cleaning the house at



Amount for Cleaning

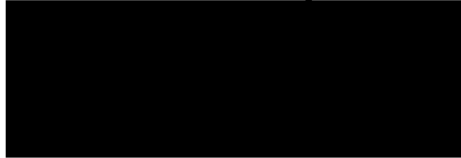


£ 12



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

For cleaning the house at



Amount for Cleaning



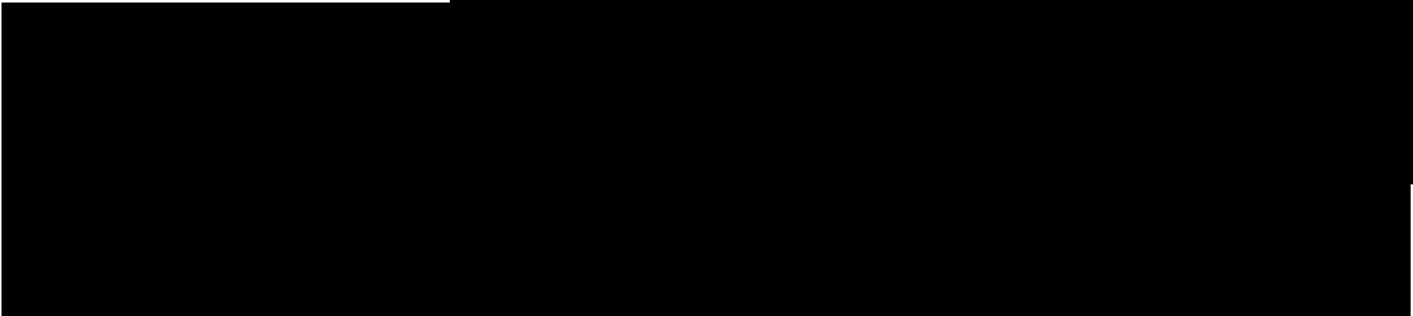
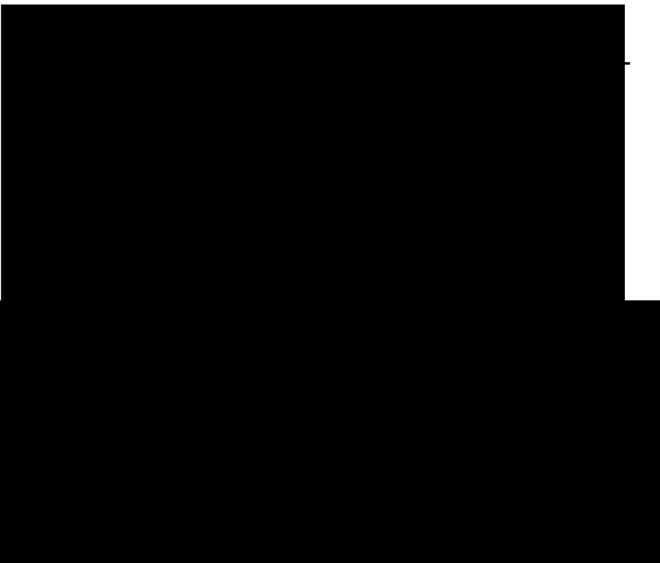
£ 12



Received



.....



CLEANING SERVICES

Mr Desmond Swayne



INVOICE

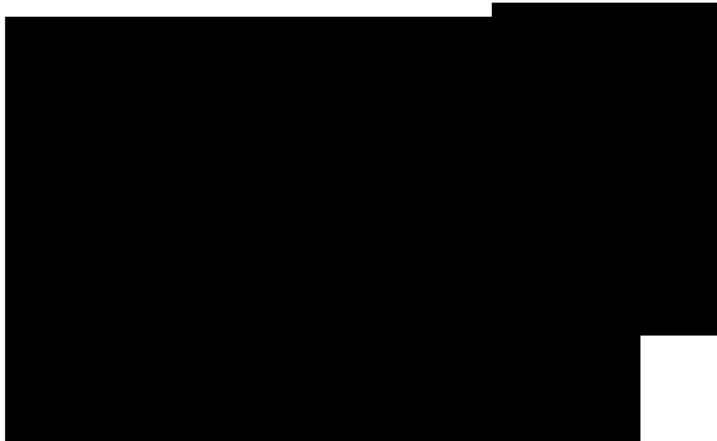
For cleaning the house at



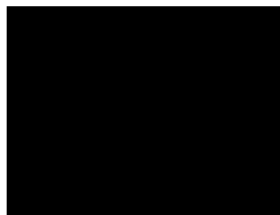
Amount for Cleaning



£ 12



Received



.....



•7•500

