



Additional Costs Allowance

MEMBERS - ACA2

# Member's claim form

BUDGETS

INV.

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 SWAYNE

Constituency

New Forest west

Office use only

Costs

## 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 / 3 / 08

to 31 / 3 / 08 /

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 711 : 58 p ✓

Food

£ 71 : 70 p ✓

Utilities

£ 190 : 93 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 44 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

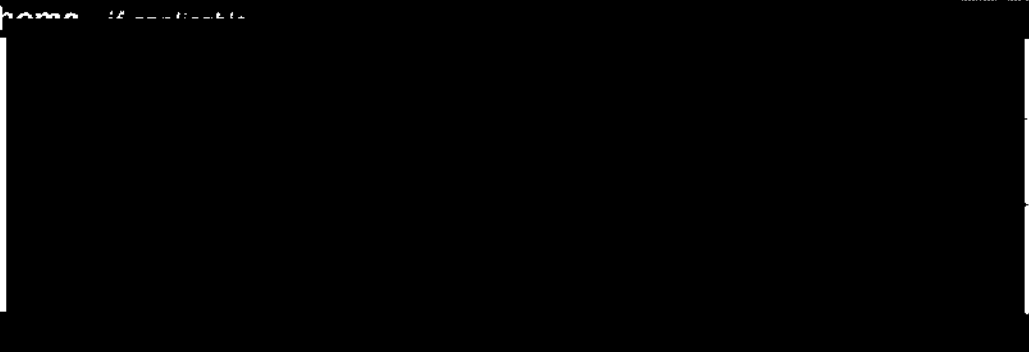
Total

£ 1018 : 21 p ✓

continued on page 2

**Details of second home**

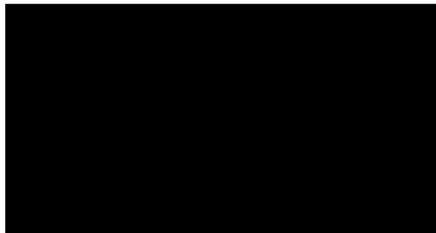
Address of second home  
for Additional Costs Allowance



**Declaration**

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

Signature



MP

Date

14/4/08

**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

Desmond Swayne MP

Account No [REDACTED]  
Statement Date 05/04/2008  
Page 1 / 2

Date	Doc Ref	Reference	Due Date	Q	Debit	Credit	Outstanding
26/02/2008	[REDACTED]	[REDACTED]			7.15 ✓		[REDACTED]
27/02/2008	[REDACTED]	[REDACTED]			5.65 ✓		[REDACTED]
03/03/2008	[REDACTED]	[REDACTED]			7.65 ✓		[REDACTED]
04/03/2008	[REDACTED]	[REDACTED]			5.65 ✓		[REDACTED]
05/03/2008	[REDACTED]	[REDACTED]			3.35 ✓		[REDACTED]
10/03/2008	[REDACTED]	[REDACTED]			3.80 ✓		[REDACTED]
11/03/2008	[REDACTED]	[REDACTED]			7.15 ✓		[REDACTED]
<del>13/03/2008</del>	[REDACTED]	[REDACTED]			<del>85.25</del>		[REDACTED]
17/03/2008	[REDACTED]	[REDACTED]			7.15 ✓		[REDACTED]
18/03/2008	[REDACTED]	[REDACTED]			3.35 ✓		[REDACTED]
25/03/2008	[REDACTED]	[REDACTED]			7.60 ✓		[REDACTED]
26/03/2008	[REDACTED]	[REDACTED]			7.60 ✓		[REDACTED]
31/03/2008	[REDACTED]	[REDACTED]			5.60 ✓		[REDACTED]

52.55  
71.70

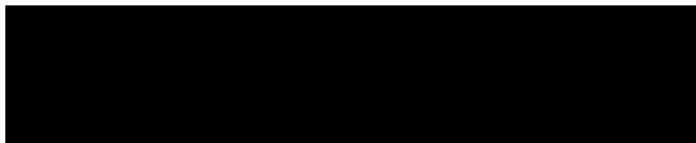
MR SWAYNE

Dear MR SWAYNE,

Your gas and electricity statement - Estimate

You are in credit by

£12.71



Mr Desmond Swayne



Date: Saturday 08.03.2008

INVOICE

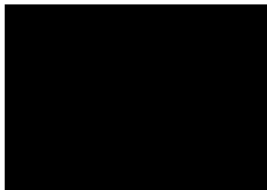
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For cleaning the house at

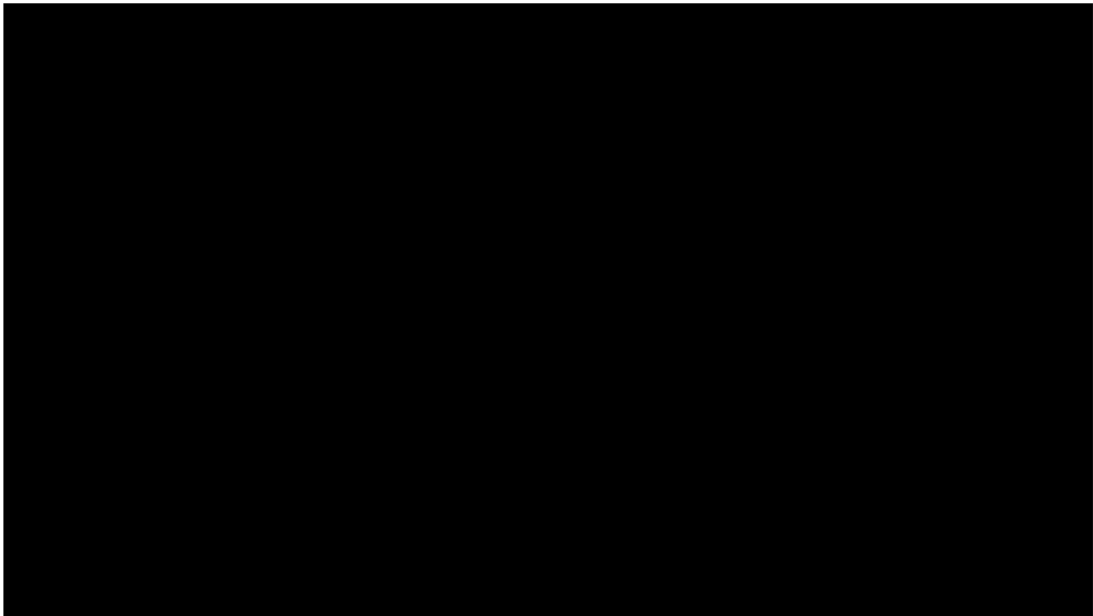


Amount for Cleaning @ £8 per hour £16

Received



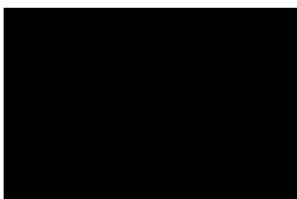
.....



Westwood Launceston HP



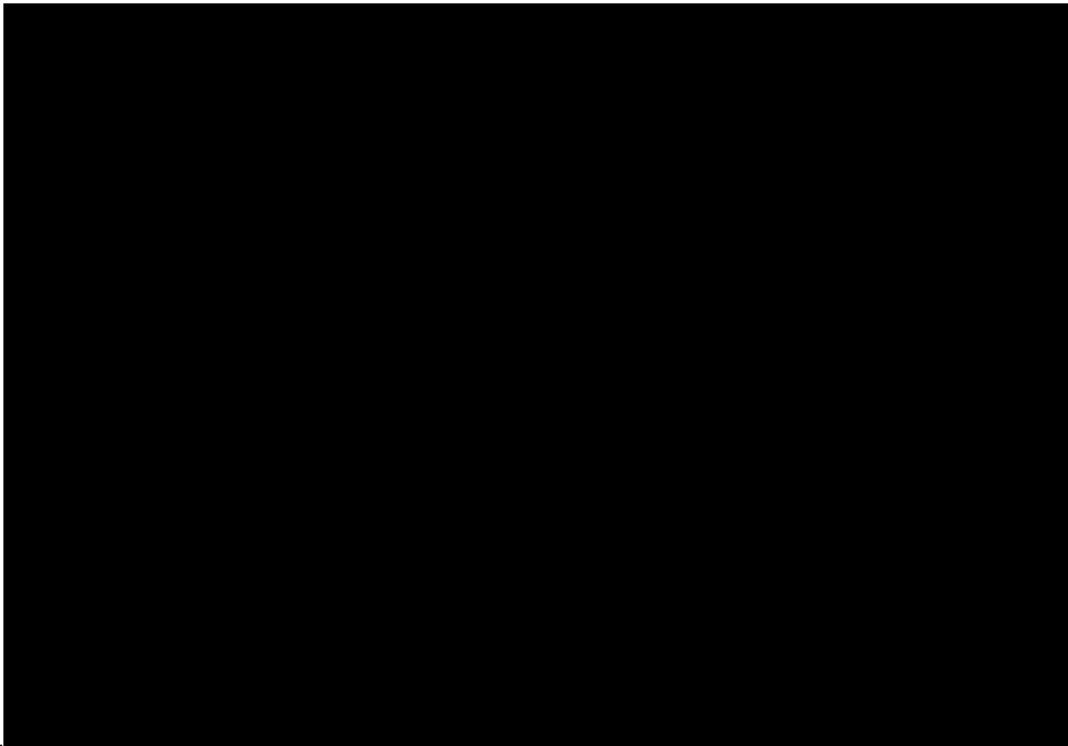
Leaving

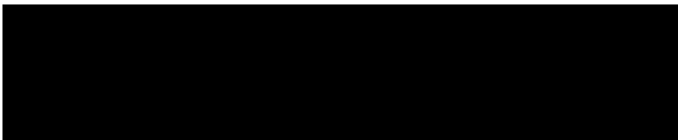


15.03.2008

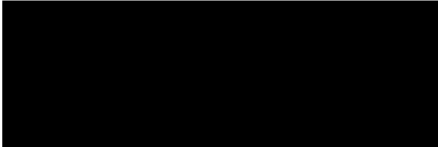
Hours 1 1/2 h.

Amount £12.00





Mr Desmond Swayne



Date: Saturday 29. 03. 2008

INVOICE

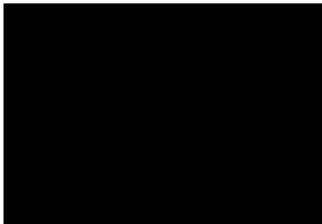
---

For cleaning the house at

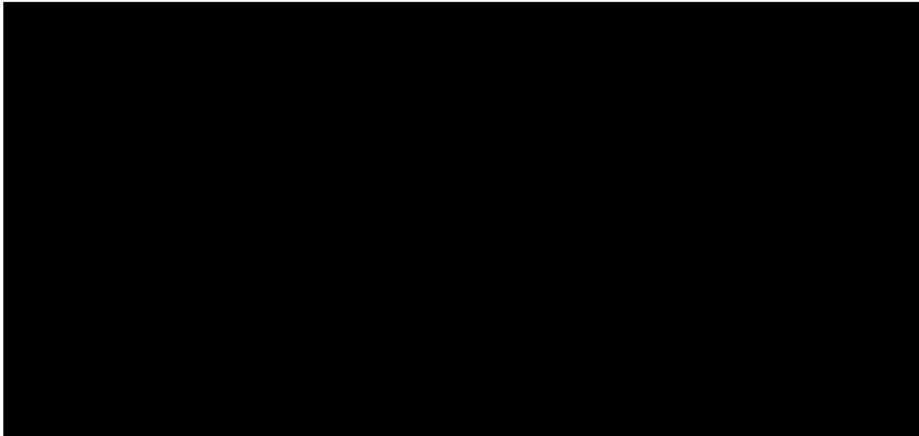


Amount for Cleaning @ £8 per hour £ 16

Received



.....





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 W

Office use only

Costs

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 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 / 08 to 30 / 1 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p

Food

£ 96 : 55 p

Utilities

£ : p

Council Tax/Rates

£ 149 : p

Telephone and telecommunications

£ : p

Cleaning

£ 36 : p

Service/maintenance

£ 971 : 23 p

Repairs/insurance/security

£ 643 : 59 p

Other

£ : p

Other

£ : p

Other

£ : p

Total

£ 2607 : 95 p

please specify

please specify

please specify

i Plumbing Ap2  
 ii Replacing window pane & Sundry repairs @ 450.41  
 iii Electrical repairs + Justin Hughes £151.18



**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 purchase a second home for the purpose of performing

Signature

MP

Date

13/2/08 ✓

**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

Telephone  
FaxEmail  
Internet

Please see the enclosed leaflet for a full explanation of this statement. If you have any queries about this statement, please phone our help line on the above number.

MR D A SWAYNE

Page No: 1

Sort No:

Account Number

Statement of your Residential Loan for the period ended 31/12/2007

Date	Transaction Details	Debits	Credits
01/01/2007	Balance Brought Forward	150,745.62	
	Interest Charged This Statement Period	8,351.72	
12/01/2007	Receipt		652.66
12/02/2007	Receipt		652.66
12/03/2007	Receipt		652.66
12/04/2007	Receipt		652.66
12/05/2007	Receipt		711.58
12/06/2007	Receipt		711.58
12/07/2007	Receipt		711.58
12/08/2007	Receipt		711.58
12/09/2007	Receipt		711.58
12/10/2007	Receipt		711.58
12/11/2007	Receipt		711.58

Continued

Account Number: [REDACTED]

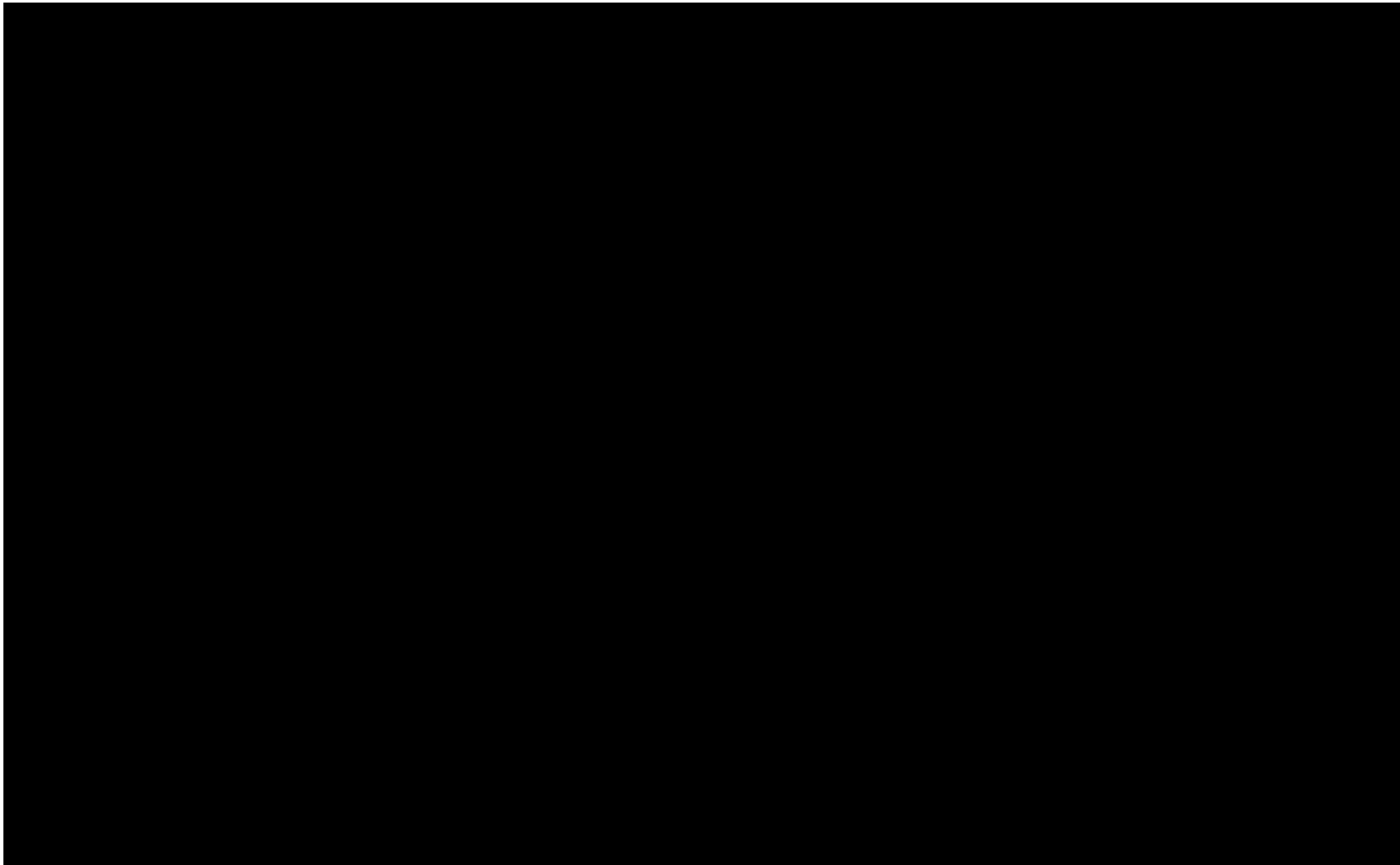
Sort No: [REDACTED]

Statement of your Residential Loan for the period ended 31/12/2007

Transaction Details for [REDACTED]

Date	Transaction Details	Debits	Credits
12/12/2007	Receipt		711.58
	Total Debits	<u>159,097.34</u>	
	Less Total Credits		<u>8,303.28</u>
31/12/2007	Balance Carried Forward	<u>150,794.06</u>	

This is not a Redemption Figure



Desmond Swayne MP

Account No [REDACTED]  
Statement Date 05/02/2008  
Page 1 / 2

Date	Doc Ref	Reference	Due Date	Q	Debit	Credit	Outstanding
08/01/2008					3.35	✓	
14/01/2008					7.60	✓	
15/01/2008					7.95	✓	
17/01/2008					7.60	✓	
17/01/2008					35.00	✓	
21/01/2008					7.45	✓	
23/01/2008					7.60	✓	

3.35 ✓  
7.60 ✓  
7.95 ✓  
7.60 ✓  
35.00 ✓  
7.45 ✓  
7.60 ✓

*Desmond*

Desmond Swayne MP

Account No [REDACTED]  
Statement Date 05/02/2008  
Page 2 / 2

Date	Doc Ref	Reference	Due Date	Q	Debit	Credit	Outstanding
23/01/2008	[REDACTED]	[REDACTED] (Dinner)	14/02/2008		40.00	$\div 2$ $= 20$	515.25
		3-35					
		7-60					
		7-95					
		7-60					
		38					
		7-45					
		7-60					
		20					
		<u>96.55</u>					
		Overdue Analysis					
		If item is under query it will be marked "Q"					
		Total due					£515.25

Mr Desmond Angus Swayne

Account reference:

Property band:

Date of issue: 14 Mar. 2007

Address of property:

**COUNCIL TAX 2007/2008**

Account Details

Reason For Bill: New Year Billing

	Precept Amount	Total Increase	Total % change
	£1050.50	£0.00	0.00
	£438.94	£22.06	5.30
	<b>£1489.44</b>	<b>£22.06</b>	<b>1.50</b>

Council Tax For Period 01 Apr. 2007 to 31 Mar. 2008

£1489.44

Payments Made

£0.00

Total Due

£1489.44

Mr Desmond Swayne

Date: Saturday . 12 . 01 . 2008 .

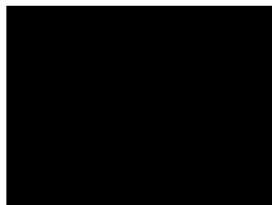
INVOICE

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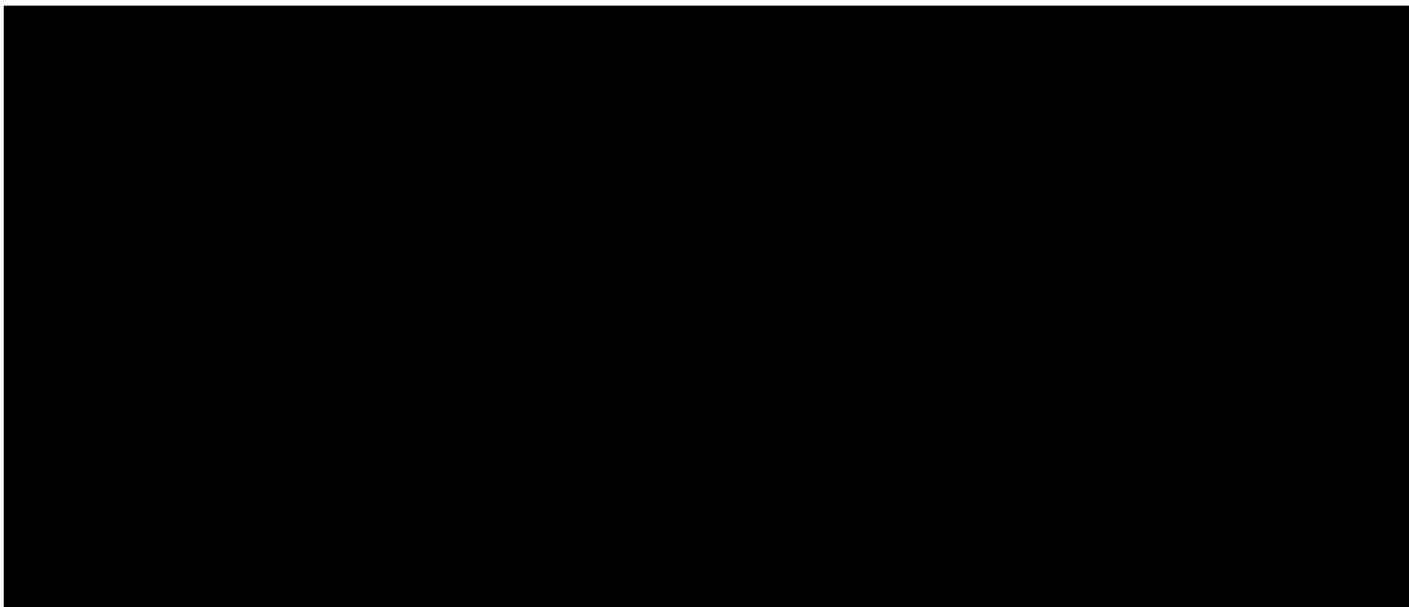
For cleaning the house at

Amount for Cleaning @ £8 per hour £ 12

Received



.....





[Redacted]

Mr Desmond Swayne

[Redacted]

Date: Saturday . . 18 ., 01 . 2008

INVOICE

---

For cleaning the house at [Redacted]

Amount for Cleaning @ £8 per hour £ 12

Received

[Redacted]

[Redacted]



2008

FLATS	A
	14.41%
<b>COMMON EXPENDITURE</b>	
BUILD. INS.	£374.66
GARDENING	£288.20
ADMIN. FEES	£172.92
ADMIN. EXPENSES	£14.41
AUDIT & ACCOUNTANCY	£7.21
SUB TOTAL	£857.40
<b>EXTERNAL COMMON PARTS</b>	
Provision for Subsidence EXS	£144.10
REPAIRS & MAINTENANCE	£864.60
Incl. redec and front area repairs	
SUB TOTAL	£1,008.70
<b>INTERNAL COMMON PARTS</b>	
LIGHTING	
CLEANING & MAINTENANCE	
ENTRYPHONE	
Redecoration Provision Bx12.50%	
SUB TOTAL	£0.00
<b>TOTAL CHARGES</b>	<b>£1,866.10</b>
1 JAN BUILD INS	£374.66
PLUS 40% BAL	£596.57
	£971.23
1 JUL 60% BAL	£894.86

21-1-0

Swayne

clearing air from 3 radiators etc.,  
adjusting wc & bidet tap

£ 42.00.

INVOICE

To

Swayne

Date

18th January 2008

No

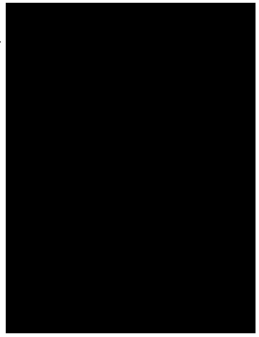
Ref

Attend site and carry out works as per e mail copy attached

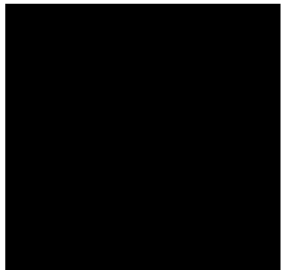
labour	£320.00	£56.00
materials	£44.60	£7.81
parking	£6.00	
congestion	£16.00	
SUB TOTAL	<u>£386.60</u>	<u>£63.81</u>

TOTAL INC VAT £450.41

**TOTAL AMOUNT DUE £450.41**



To



Date

25th January 2008

No



Ref

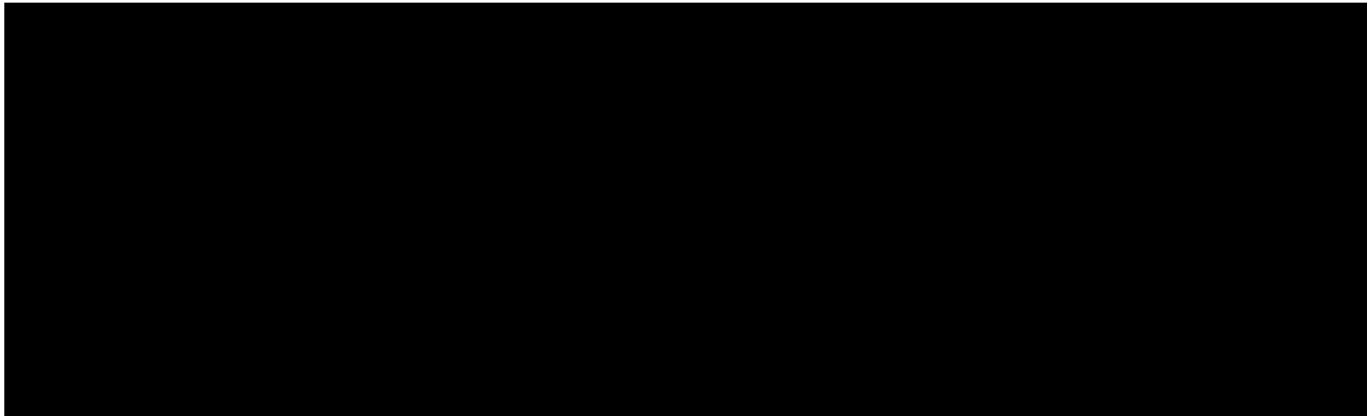


Attend site and isolate lighting circuit and remove existing twin light switch. Supply and fit new rope pattern switch and test. Supply and fir new batteries to front door bell push. Check remote unit, batteries found to be dead, swap to new batteries and test. Supply and fit one off door selfclosing hinge assy to dustbin door area (56) door 2.

labour	£75.00	£13.13
materials	£43.45	£7.60
parking	£4.00	
congestion	£8.00	
<b>SUB TOTAL</b>	<b>£130.45</b>	<b>£20.73</b>

TOTAL INC VAT £151.18

**TOTAL AMOUNT DUE £151.18**





Member's claim form

of 2

About filling in this form

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INV.

Your details

Name in CAPITAL LETTERS

WAYNE NEW FOREST WEST

Constituency

Office use only

Costs

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 1/12/07 to 31/12/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p

Food

£ 230 : p

Utilities

£ : p

Council Tax/Rates

£ 298 : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ ~~115~~ : p

▶ please specify

Other

£ 45 : p

▶ please specify

dry cleaning curtains

Other

£ : p

▶ please specify

Total

£ ~~1118.58~~ p

Pay

continued on page 2

£ 1344.58

**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  
m  
m the purpose of performing

Signature

Date

7/1/08

**Data protection**

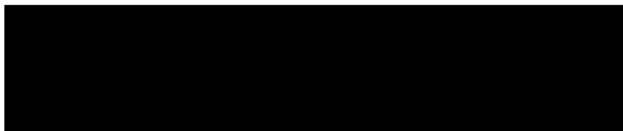
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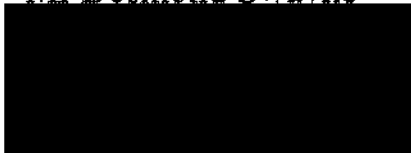
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form to

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



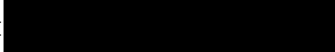
Mr Desmond Swayne



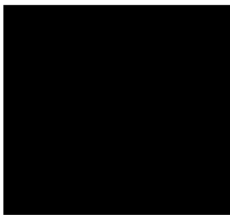
Date: Saturday . 01. 12. 2007

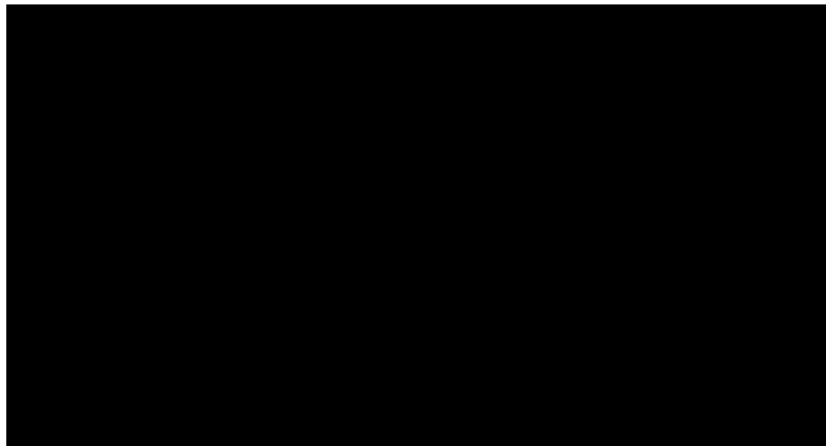
INVOICE

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For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received  .....





Mr Desmond Swayne



Date: Saturday . 8. 12. 2007 .

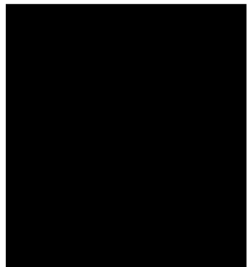
INVOICE

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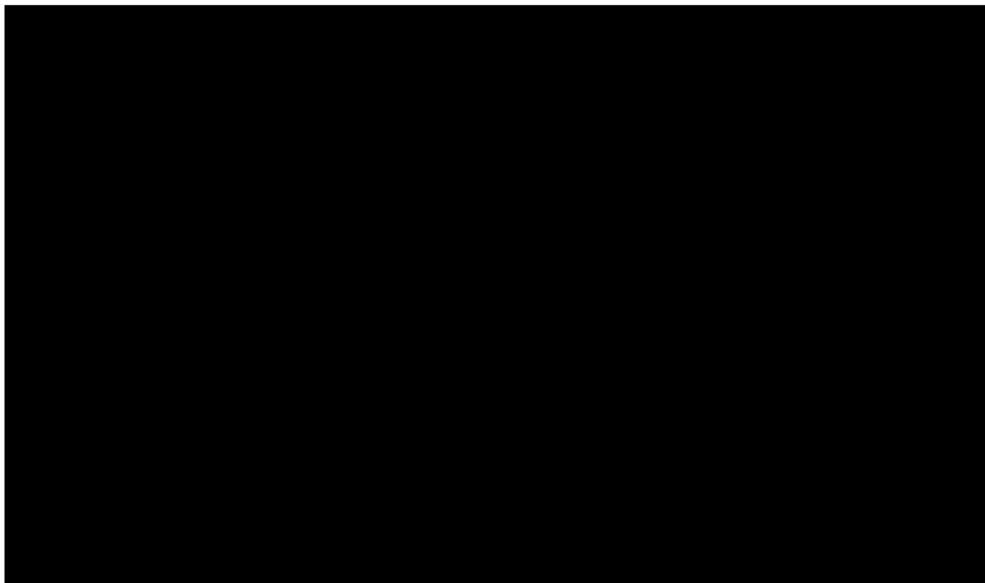
For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

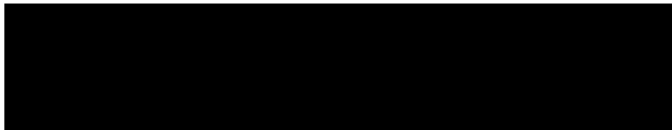
Received



.....





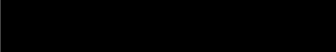


Mr Desmond Swayne



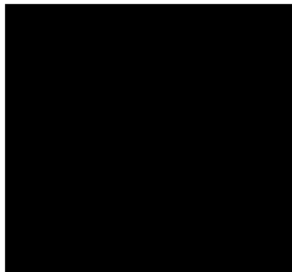
Date: Saturday . 15.12.2007

INVOICE

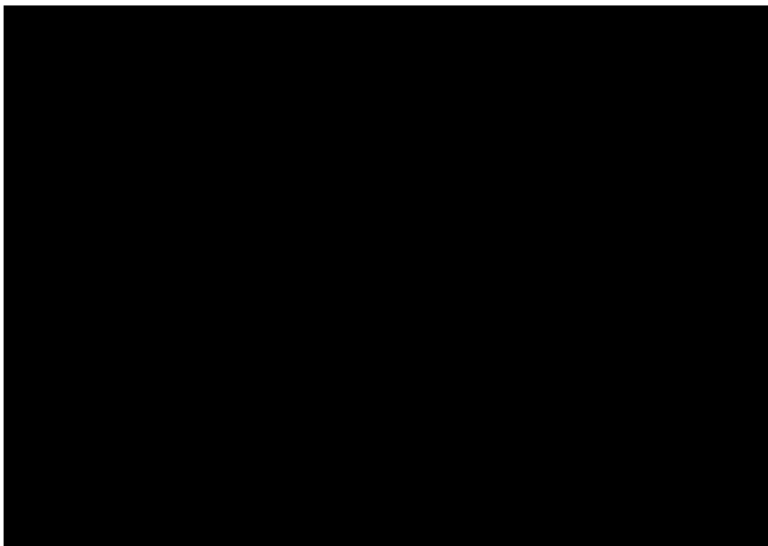
For cleaning the house at 

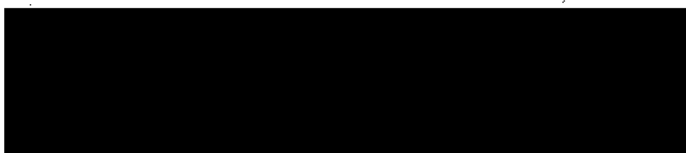
Amount for Cleaning @ £8 per hour £ 12

Received



.....





Mr Desmond Swayne



Date: Saturday 22.12.2007

INVOICE

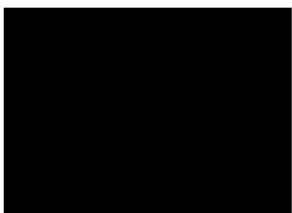
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For cleaning the house at

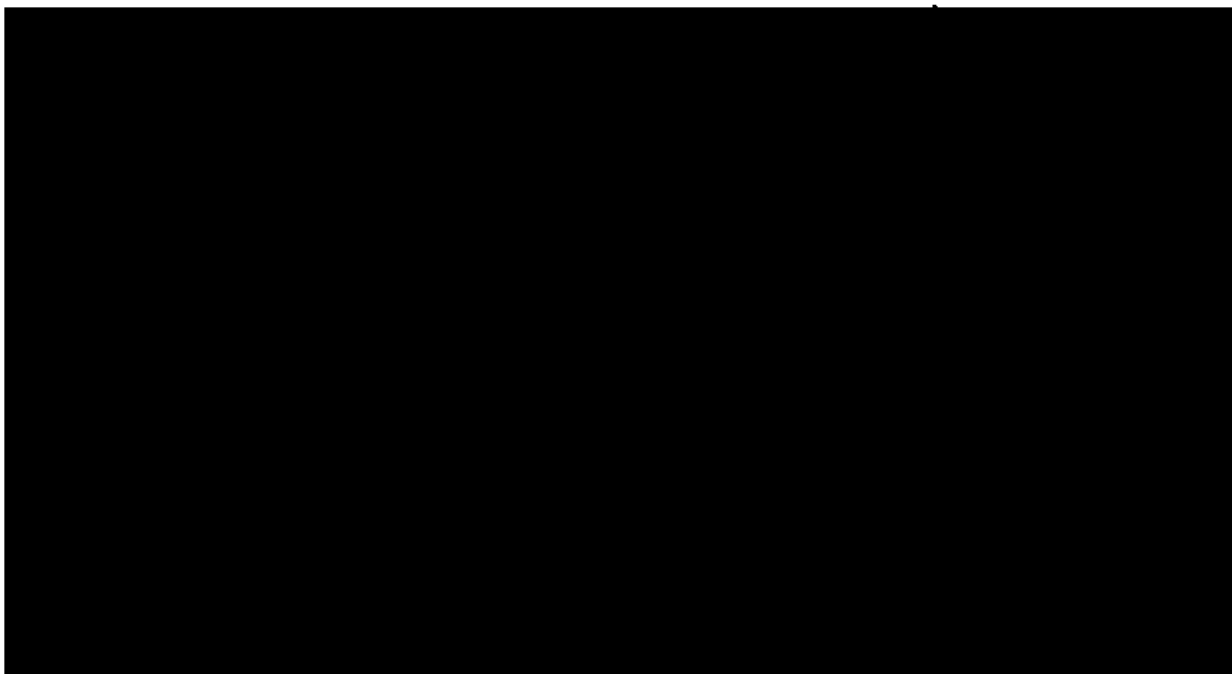
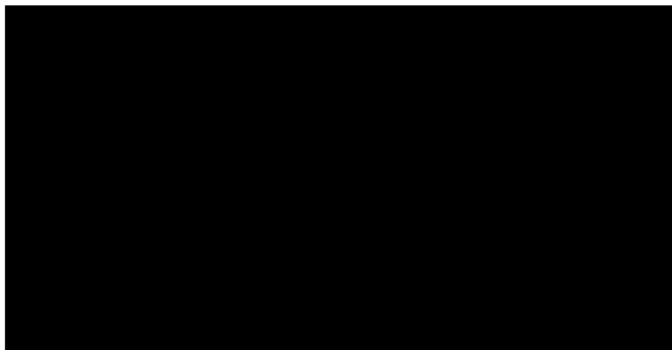


Amount for Cleaning @ £8 per hour £ 12

Received



.....



# CLEANING SERVICES

Mr Desmond Swayne

Date: Saturday 29.12.2007

## INVOICE

---

For cleaning the house at

Amount for Cleaning @ £8 per hour £ 12

Received



£4500

ST  
TOTAL  
CASH

£1000  
£1000  
£1000





Member's claim form

05 DEC 2007

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

Wayne A SWAYNE

Constituency

New Forest West

Office use only

Cost:



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 / 07 to 30 / 11 / 07

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 711 : 58 p

Food

£ 296 : p

Utilities

£ 90 : 98 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 48 : p

Service/maintenance

£ (182 : 99) p

INSURANCE

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

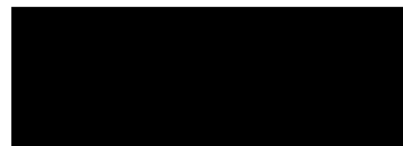
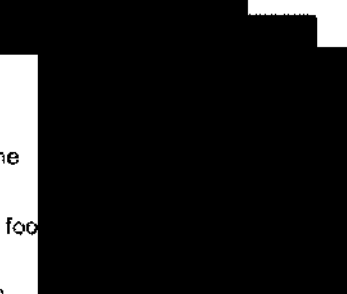
Other

£ : p

▶ please specify

Total

£ 1329 : 55 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 meet my obligations as a Member of Parliament for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

2/12/07

**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

MR SWAYNE

Dear MR SWAYNE,

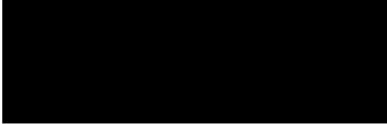
**Your gas and electricity statement**

You are in credit by

£117.04



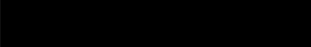
Mr Desmond Swayne



Date: Saturday . 03/10/07 . . .

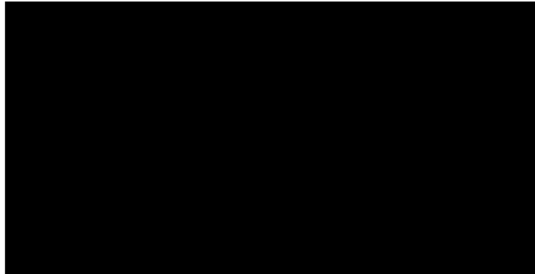
INVOICE

---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received .





[REDACTED]

Mr Desmond Swayne

[REDACTED]

Date: Saturday . 10.11.2007.

INVOICE

---

For cleaning the house at [REDACTED]

Amount for Cleaning @ £8 per hour £12

Received [REDACTED] .....

[REDACTED]

Mr Desmond Swayne

[REDACTED]

Date: Saturday . 17. 11. 2007

INVOICE

---

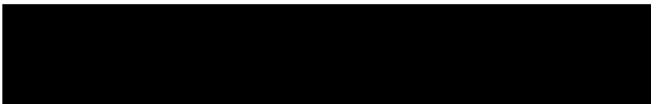
For cleaning the house at [REDACTED]

Amount for Cleaning @ £8 per hour £ 2

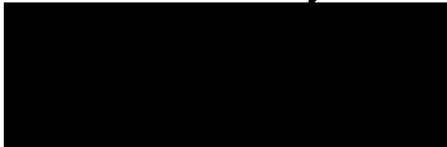
Received

[REDACTED]

.....



Mr Desmond Swayne



Date: Saturday . 24.11.2007

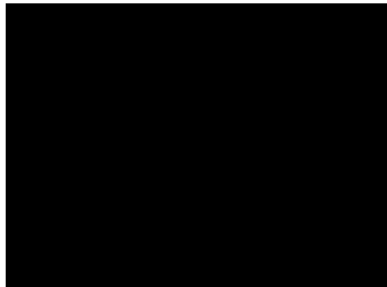
INVOICE

---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received



.....

**Personal  
Belongings in  
and away from  
your home**

**Pedal Cycles**

**Contents Excess**

**How much is  
your premium?**

**Your final premium**

Premiums include Insurance Premium Tax at appropriate rate

**£182.99** ✓

**Method of  
Payment**

**Annual**

**Endorsements**





Member's claim form

- 8 NOV 2007

About filling in this form

- For details of costs you can claim for, see *Green Book* section 13
- 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 SWAYNE

Constituency

New Forest West

Office use only

Costs

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 / 10 / 07

to 31 / 10 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p

Food

£ 208 : p

Utilities

£ : p

Council Tax/Rates

£ 149 : p

Telephone and telecommunications

£ 37 : 98 p

Cleaning

£ 48 : p

Service/maintenance

£ 724 : 21 p

Repairs/insurance/security

£ : p

Other

£ 135 : 50 p

▶ please specify TV licence

Other

£ 35 : 98 p

▶ please specify TV antenna & booster

Other

£ : p

▶ please specify

Total

£ 2050 : 25 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  
the purpose of performing

Signature

Date

31/10/07

**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

Your account number

Statement number

Date  
24 October 2007

[REDACTED]  
MRS M SWAYNE  
[REDACTED]

[REDACTED]  
Bringing it all together

[REDACTED]  
**Credit balance** **£ 7.81**  
[REDACTED]

[REDACTED]

REDECORATION OF

REPAINT BEDROOMS, LOUNGE, KITCHEN  
BATHROOM AND GROUND  
FLOOR HALLWAY

LABOUR £ 550

PAYMENT RECEIVED 25-10-07

Plus paint @ 174.21  
550.  

---

724 21



07/10/07

\* JASMINE WHT (B) 1.29  
5010212449608  
\* DLX MATT 10L (B) 22.99  
5010212428511  
\* DLX S/S 5L (B) 9.49  
5010212427811  
\* FB ME SLT No59 (B) 45.99  
5029496275957  
PBW 2.5L (B) 11.99  
5010131400193  
PBW 2.5L (B) 11.99  
5010131400193  
\* BARLEY WHITE (B) 14.99  
5010212000496 (0289)  
FLOOR PAINT (B) 25.49  
5010988202568  
FLOOR PAINT (B) 25.49  
5010988202568  
MAG BBOARD 750ML (B) 9.99  
5010988740248  
PNTISLIP FLR PNT (B) 25.99  
5010988782565

TOTAL

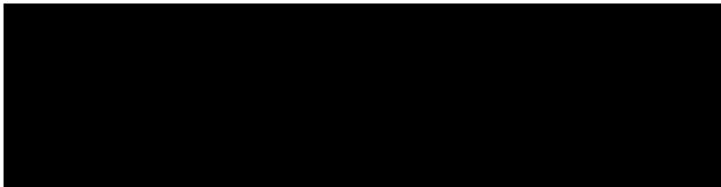
£154.71

23/10/07

MINI CYCLAMEN (B) 6 @ 1.99  
5013669407085 (0208) 11.94  
FB ME SLT No59 (B) 45.99  
5029496275957  
CRN U/COAT (B) 5.49  
5010131237317  
DLX U/COAT 2.5L (B) 9.49  
5010212000076  
(0208) Buy 3 for 05 1.94

TOTAL

£70.97

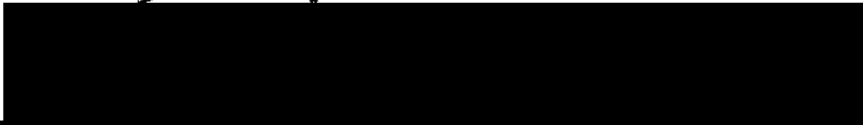


Mr Desmond Swayne



oct

Date: Saturday . . . 13. ~~Sept~~ 07

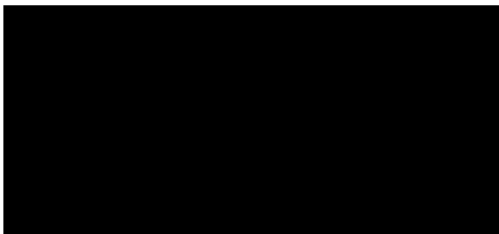


INVOICE

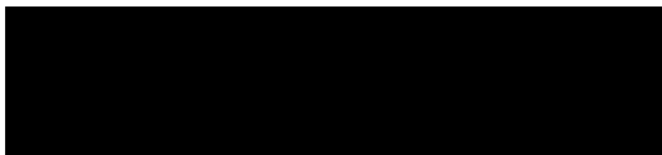
For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

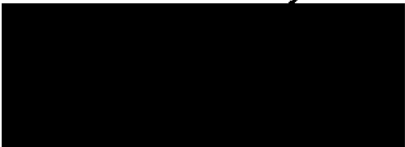
Received



/



Mr Desmond Swayne



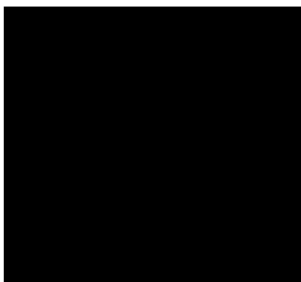
Date: Saturday 20.10.2007

INVOICE

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received

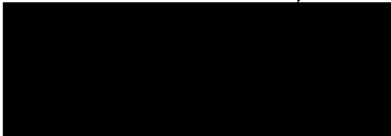


.....

/



Mr Desmond Swayne



Date: Saturday 27. 10. 2007

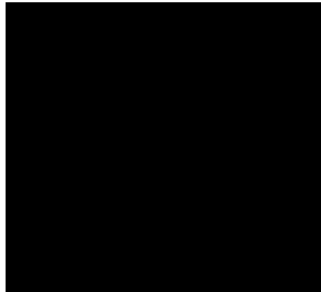
INVOICE

---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received



/

[Redacted]

Mrs M C Swayne

[Redacted]

[Redacted]

6 September 2007

Dear Mrs Swayne,

Thank you for continuing to pay by yearly Direct Debit.

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

[Redacted]

[Redacted]

Yearly  
Direct Debit

[Redacted]

1 October 2007

**£135.50**

[Redacted]

[Redacted]

[Redacted]

Swayne

[Redacted]

[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 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

A SWANNING

Constituency

NEW FOREST WEST

Office use only

Costs

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 / 9 / 07 to 30 / 9 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p

Food

£ 38 : p

Utilities

£ 103 : 62 p WATER

Council Tax/Rates

£ 149 : p

Telephone and telecommunications

£ : p

Cleaning

£ 4860

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

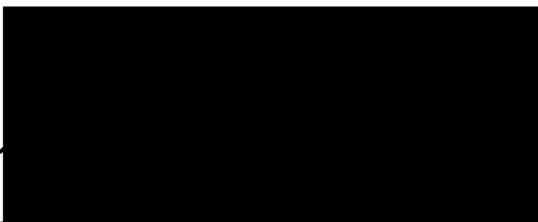
£ 1050 : 20 p  
1062


continued on page 2

**Details of second home**

Address of second home  
for Additional Costs Allowance

**Declaration**

Signature  MP

Date  4/10/07 ✓

ely and necessarily to enable  
me for the 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

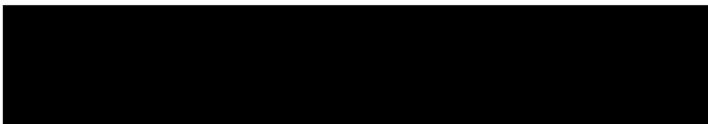
Account Number

Your water services bill for the year 1 April 2007 to 31 March 2008

Current charges

£288.88





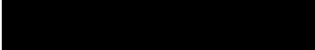
Mr Desmond Swayne



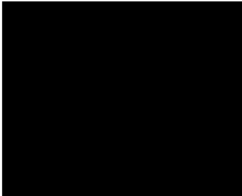
Date: Saturday . . . . . 8 Sept

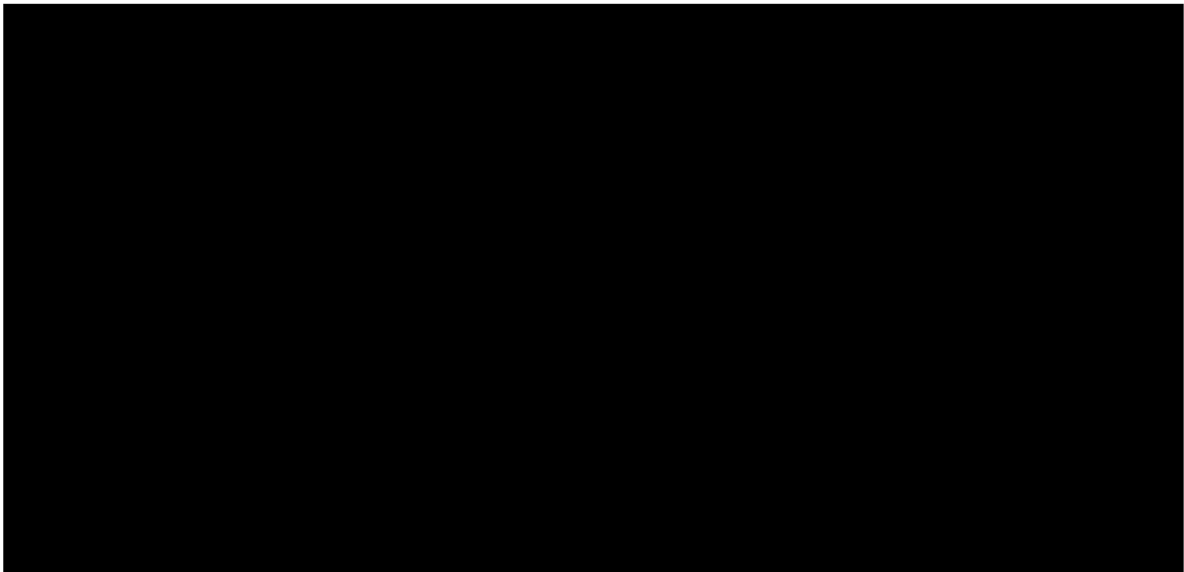
INVOICE

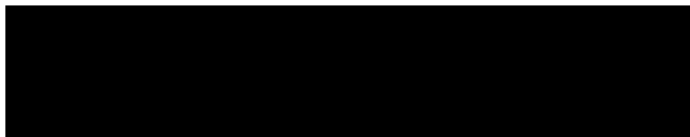
---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received  .....





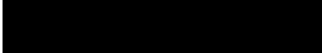
Mr Desmond Swayne



Date: Saturday . . . . . 15 Sept

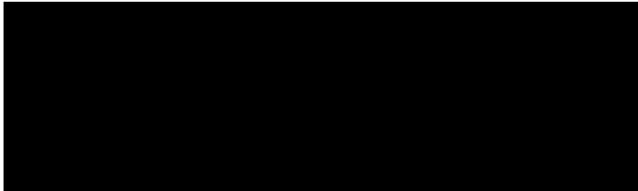
INVOICE

---

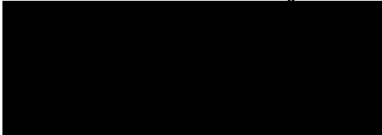
For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received  .....




Mr Desmond Swayne



Date: Saturday . . . 22 Sept

INVOICE

---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received



.....

[Redacted]

Mr Desmond Swayne

[Redacted]

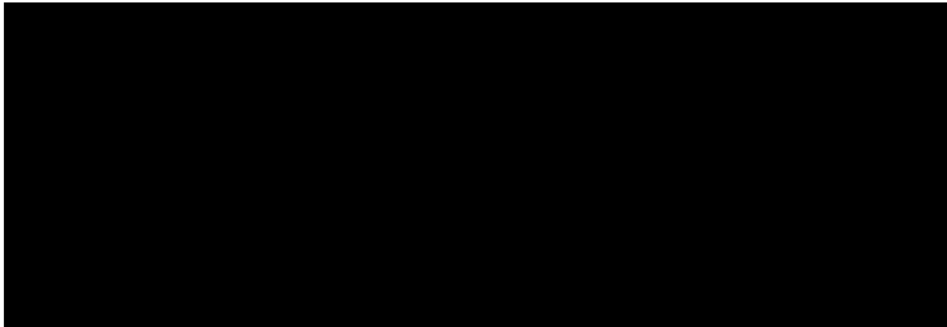
Date: Saturday . . . 2 Sept.

INVOICE

For cleaning the house at [Redacted]

Amount for Cleaning @ £8 per hour £ 12

Received [Redacted] .....



Date: Saturday . . . . . 29 Sept

INVOICE

---

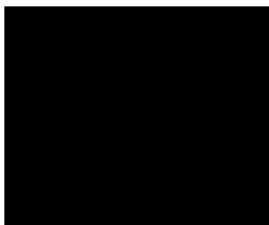


Amount for Cleaning @ £8 per hour £

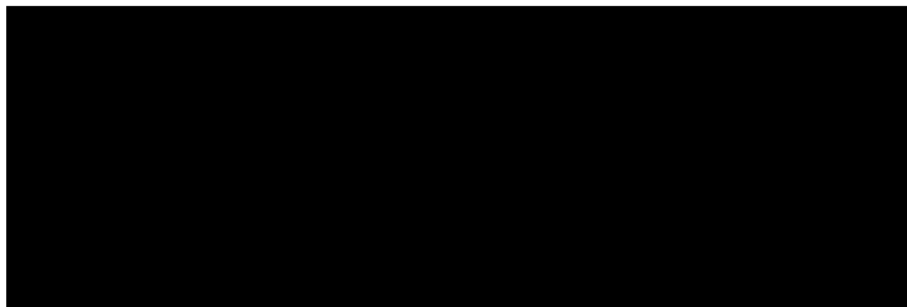


Total £ 12

Received



.....





SAT 6 Oct. ✓

invoice.

Amount for cleaning @ £8 per hour  
£.12.



  
  
  
\*\*\*

Sold Items

Paola indoor Antenna

9.99

Misc Sale

24.99

Misc Sale

1.00

\*\*\*

Sold Items Total

35.98

\*\*\*

Payments

Credit/Debit Card

35.98

\*\*\*

VAT Analysis

Net

VAT

Standard VAT

30.62

5.36

\*\*\*  




Additional Costs Allowance

ACA2

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

DESMOND SWAYNE

Constituency

New Forest west

Office use only

Cost

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 / 8 / 07 to 31 / 8 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p

Food

£ : p

Utilities

£ 65 : 14 p

Council Tax/Rates

£ 149 : p

Telephone and telecommunications

£ : p

Cleaning

£ 48 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 973 : 72 p

continued on page 2



**Details of second**

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

**Declaration**

ly and necessarily to enable  
ne for the purpose of performing

**Signature**

MP

**Date**

11 / 9 / 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

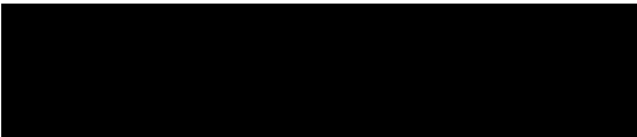
MR SWAYNE

Dear MR SWAYNE,

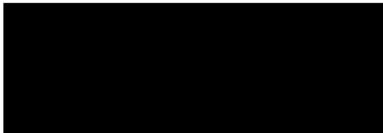
**Your gas and electricity statement - Estimate**

You are in credit by

**£4.32**



Mr Desmond Swayne



Date: Saturday . . . . . 25/8

INVOICE

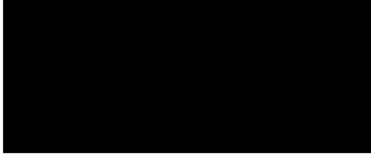
For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received  .....

# CLEANING SERVICES

Mr Desmond Swayne



Date: Saturday . . . . .


18/8

## INVOICE

---

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ 12

Received  .....

[Redacted]

Mr Desmond Swayne

[Redacted]

Date: Saturday . . . 11 / 8 . . .

INVOICE

---

For cleaning the house at [Redacted]

Amount for Cleaning @ £8 per hour £12

Received [Redacted] .....

[Redacted]

Mr Desmond Swayne

[Redacted]

Date: Saturday . . . 4 / 8 . . . . .

INVOICE

---

For cleaning the house at [Redacted]

Amount for Cleaning @ £8 per hour £ 512

Received [Redacted] .....

[Redacted]



# Additional Costs Allowance

## Member's claim form

About filling in this form

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

### Your details

Name in CAPITAL LETTERS

A A SWAYNE

Constituency

New Forest West

Office use only

Costs

### 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 / 07 to 31 / 7 / 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 711 : 58 p ✓

Food

£ 320 : p ✓

Utilities

£ : p

Council Tax/Rates

£ 149 : p ✓

Telephone and telecommunications

£ 32 : 98 p ✓

Cleaning

£ 48 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Total

£ 1261 : 56 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  
[redacted] for the purpose of performing

Signature

[redacted signature]

MP

Date

6/8/07

**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



Your account number

Statement number

Date  
24 July 2007

SWAYNE ✓

**Credit balance**

**£ 11.31**

[Redacted]

Mr Desmond Swayne

[Redacted]

Date: Saturday . 21.07.2007

INVOICE

---

For cleaning the house at [Redacted]

Amount for Cleaning @ £8 per hour £ 12

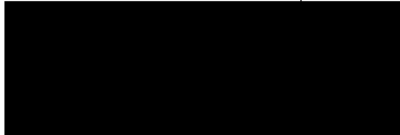
Received

[Redacted]

.....



Mr Desmond Swayne



Date: Saturday . . . 29/7 . . .

INVOICE

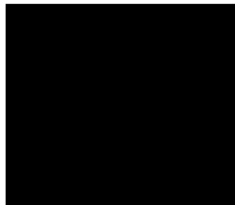
---

For cleaning the house at

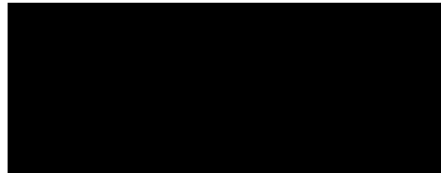


Amount for Cleaning @ £8 per hour £ £12

Received



.....

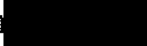


Telephone 

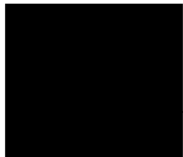
To : D A Swayne, TD MP

INVOICE

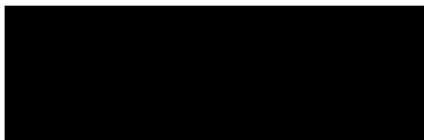
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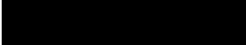
For cleaning in 

.....Hour/s @ £8.00 per hour ~~£~~ 12.

Received  .....

Date: ...07.07.2007.....

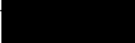


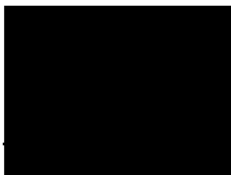
Telephone 

To : D A Swayne, TD MP

INVOICE

---

For cleaning in 



.....Hour/s @ £8.00 per hour.. £12

Received .....  
.....

Date: 14.07.2007  
.....



Additional Costs Allowance

Member's claim form

About filling in this form

- For details of costs you can claim for, see [redacted]
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

**Your details**

Name in CAPITAL LETTERS

A SWAYNE

Constituency

New Forest west

Office use only  
Costs

**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 1 0 7 to 30 1 6 1 0 7

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 711 : 58 p

Food

£ 320 : p

Utilities

£ 103 : 01 p

Council Tax/Rates

£ 149 : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 1343 : 59 P

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature

Date

ively and necessarily to enable  
ome for the purpose of performing

MP

16 July 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

[REDACTED]

MR SWAYNE

[REDACTED]

[REDACTED]

[REDACTED]

Dear MR SWAYNE,

Your gas and electricity statement - Estimate

[REDACTED]

Your total charges are

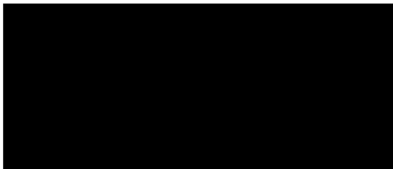
£33.54

[REDACTED]

[REDACTED]

[REDACTED]



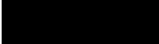


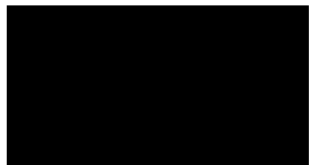
Telephone 

To : D A Swayne, TD MP

INVOICE

---

For cleaning in 



.....Hour/s @ £8.00 per hour *£.12...*

Received

.....

Date:

*16.06.2007*  
.....



Telephone



To : D A Swayne, TD MP

INVOICE

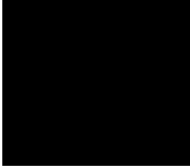
---

For cleaning in



.....Hour/s @ £8.00 per hour *2.5*...

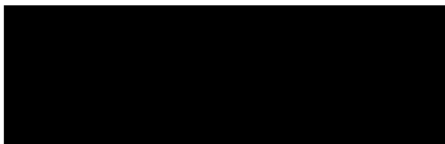
Received



.....

Date:

..... *09.06.2007* .....



Telephone



To : D A Swayne, TD MP

INVOICE

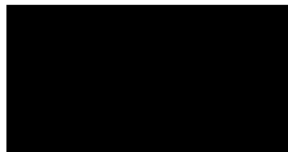
---

For cleaning in



.....Hour/s @ £8.00 per hour *LR*

Received



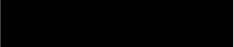
.....

Date:

*02.06.07*

.....




Telephone 

To : D A Swayne, TD MP

INVOICE

---

For cleaning in 



.....Hour/s @ £8.00 per hour... £ 12

Received .....

Date: ..23.06.2007.....

[REDACTED]

Telephone [REDACTED]

To : D A Swayne, TD MP

INVOICE

---

For cleaning in [REDACTED]

.....Hour/s @ £8.00 per hour *£.12...*

Received [REDACTED] .....

Date: *30.06.2007* .....



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 SWAYNE

Constituency

New Forest west

Office use only

Costs



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.

INV

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 / 5 / 07 to 31 / 5 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 711 : 58 p ✓

Food

£ : p

Utilities

£ 144 : 44 p ✓

Council Tax/Rates

£ 142 : p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 52 : p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Total

£ 1050 : 02 p

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature

Date

5/16/07

arily to enable  
ose 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




To : D A Swayne, TD MP

INVOICE

---

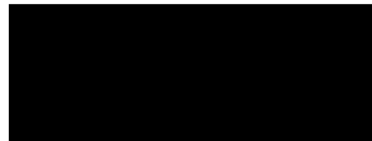
For cleaning in 

.....Hour/s @ £8.00 per hour. *£16.*

Received  .....

Date: ..... *12.05.2007* .....





Telephone



To : D A Swayne, TD MP

INVOICE

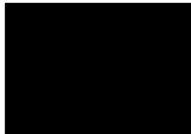
---

For cleaning in



.....Hour/s @ £8.00 per hour *£12*.....

Received



Date: *26.05.2007*

[REDACTED]

Telephone [REDACTED]

To : D A Swayne, TD MP

INVOICE

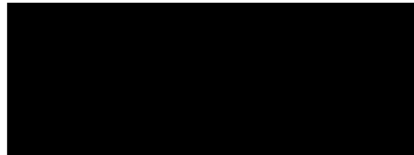
---

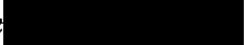
For cleaning in [REDACTED]

.....Hour/s @ £8.00 per hour. *L.R.*

Received [REDACTED] .....

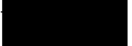
Date: *05.05.2007* .....

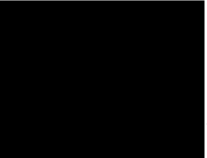


Telephone 

To : D A Swayne, TD MP

INVOICE

For cleaning in 



.....Hour/s @ £8.00 per hour *£12*

Received .....

Date: *19.05.2007* .....

Account Number

---

Your water services bill for the year 1 April 2007 to 31 March 2008

Current  
charges

**£288.88**



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 SWAIN

Constituency

New Forest West

Office use only

Cost

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 those for which receipts are not required.

Please attach

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

Period of claim

from 1 / 4 / 07 to 30 / 4 / 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

£ 148 : 44 p

Telephone and telecommunications

£ 34 : 71 p

Cleaning

£ 36 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 871 : 81 p

**Details of second home**

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

**Declaration**

Signature

[Redacted Signature]

and necessarily to enable  
the purpose of performing

MP

Date

30/4/07

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Send your completed  
form to

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

Mr Desmond Angus Swayne

Account reference:

Property band:

Date of issue: 14 Mar. 2007

Address of property:

### COUNCIL TAX 2007/2008

Account Details

Reason For Bill: New Year Billing

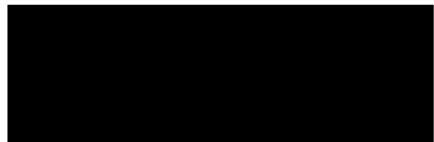
	Precept Amount	Total Increase	Total % change
	£1050.50	£0.00	0.00
	£438.94	£22.06	5.30
<b>Total Annual Charge for Property</b>	<b>£1489.44</b>	<b>£22.06</b>	<b>1.50</b>

£1489.44

Payments Made

Total Due

£1489.44




Telephone 


To : D A Swayne, TD MP

INVOICE

---

For cleaning in 

.....Hour/s @ £8.00 per hour... *£12*

Received  .....

Date: *11.04.2002* .....






Telephone 

To : D A Swayne, TD MP

INVOICE

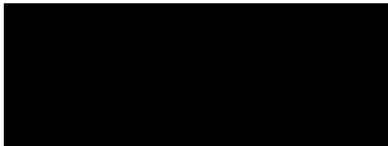
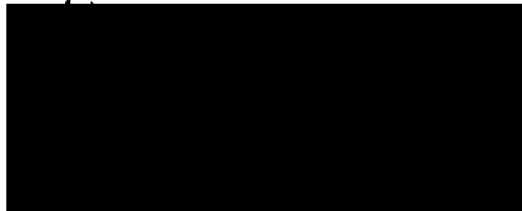
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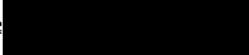
For cleaning in 

.....Hour/s @ £8.00 per hour.....12...

Received  .....

Date: ..... 21. 04. 2007 .....

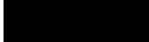


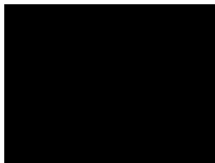
Telephone 

To : D A Swayne, TD MP

INVOICE

---

For cleaning in 



.....Hour/s @ £8.00 per hour £12

Received .....  


Date: ...28.04.2007.....

Date  
25 April 2007

**Cost of calls**

**£ 1.47**



Additional Costs Allowance

VALIDATION  
12 MAR  
RECE  
ACA2

Member's claim form

About filling in this form

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

DESMOND SWAYNE MP

Constituency

NEW FOREST WEST

Office use only

Cost

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 / 08 to 29 / 2 / 08

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest)

£ 711 : 58 p

Food

£ 89 : 58 p

Utilities

£ : p

Council Tax/Rates

£ 149 : p

Telephone and  
communications

£ 32 : 98 p

Cleaning

£ 60 : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1043 : 14 p

continued on page 2

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable  
the purpose of performing

Signature

Date

11/8/08

**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

Desmond Swayne MP

Account No  
Statement Date

Page 1 / 1

Date	Doc Ref	Reference	Due Date	Q	Debit	Credit	Outstanding
			14/03/2008		93.50	18.70	
			14/03/2008		33.73	33.73	
			14/03/2008		7.15	7.15	
						30	
						89.58	

*plus for Feb of 30  
Janet in*

*1 part  
st.*

Total due £134.38

M SWAYNE

**Credit balance**

**£ 7.55**

[REDACTED]

Mr Desmond Swayne

[REDACTED]

Date: Saturday 02. 02. 2008.

INVOICE

---

For cleaning the house at [REDACTED] ✓

Amount for Cleaning @ £8 per hour £ 16

Received [REDACTED]

[REDACTED]



[REDACTED]

Mr Desmond Swayne

[REDACTED]

Date: Saturday . 09.02.2008 .

INVOICE

---

For cleaning the house at [REDACTED]

Amount for Cleaning @ £8 per hour £ 16

Received [REDACTED]



Mr Desmond Swayne



Date: Saturday . 16 . 02 . 2008

INVOICE

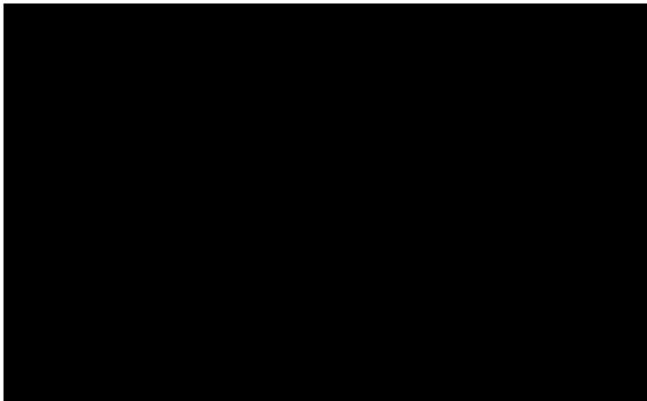
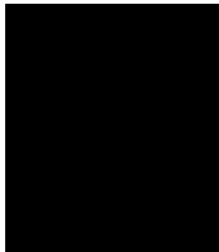
---

For cleaning the house at



Amount for Cleaning @ £8 per hour £ 16

Received





Mr Desmond Swayne



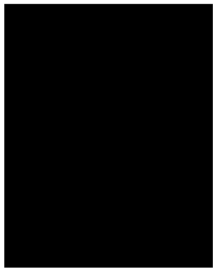
Date: Saturday *23, 02, 2008*

INVOICE

For cleaning the house at 

Amount for Cleaning @ £8 per hour £ *12*

Received



.....

