

#### **Additional Costs Allowance**

ACA2

continued on page 2

### 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	de	tai	IS

Name in CAPITAL LETTERS

Constituency

EDWAND	MILIBANC

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You can only claim for

costs you have actually paid

£1746:00 p

DON CASTER

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 06,05,05 to 05,04,06
Total cost of hotel stays attach all receipts	<u>£</u>
Mortgage payments (interest only) or rent	<u>£</u> : p
Food	[£ 654:00°/
Utílities	£ 451:00p/
Council Tax/Rates	<u> </u>
Telephone and telecommunications	E 207:00p/
Cleaning	<u>£</u> : p
Service/maintenance	<u>£</u> : p
Repairs/insurance/ security	<u>£</u> : p
Other	E 54:00p please specify TU LICENSE
Other	£ : p please specify
Other	£ : p please specify



### 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 30/05/06

Data protection

Date

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Cterk of the House).

Send your completed form to

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



## **Additional Costs Allowance**

05/06.

# Member's claim form

About filling In	■ For details of costs you can claim for, see Green B
this form	If you have any doubt about whether you can claim please call 020 7219 1340.
Your details	
Name in CAPITAL LETTERS	DONCASTEN WONTH
Constituency	1000C74378.C 200.014
Claim details	
You can only claim for	<ul> <li>costs you have actually paid</li> <li>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.</li> </ul>
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	105105 to 104106
Total cost of hotel stays attach all receipts	<u>E</u> : <u>p</u>
Mortgage payments (interest only) or rent	1 5,500:00 p NENT F 11 months
Food	<u>£</u> : p
Utilities	E : p
Council Tax/Rates	Stave 1 - 9MApl. = 6 months D250
Telephone and telecommunications	£ : p
Cleaning	<u>£</u> : p
Service/maintenance	<sub>i</sub> £ : p

Repairs/insurance/ security £ Other please specify Other please specify £ pjease specify Other continued on page 2 500:00 p Total