



Additional Costs Allowance

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

ERIC JOYCE

Constituency

Fulham

Claim details

You can only claim for

- costs you have actually paid
additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
all items costing £250 or more and include receipts - except for food, for which receipts are not required.
receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01/03/06 to 31/03/06

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 920 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 920 : 00 p

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable  
[redacted] main home for the purpose of performing

Signature

MP

Date

23 Mar 06 ✓

**Data protection**

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

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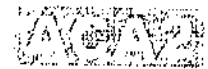
Send your completed  
form to

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



Additional Costs A

SEP 2005



# 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

JOYCE

Constituency

Rathfriland

### 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.

Kitchen INVOICE No. 1

Period of claim

from 14, 09, 05 to 14, 09, 05

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 3500 : 00 p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

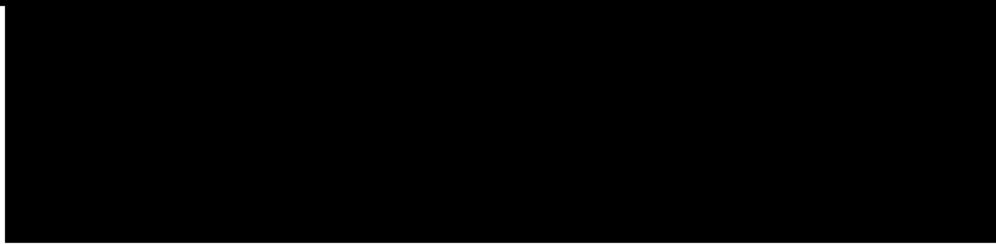
£ 3500 : 00 p

Kitchen replacement



**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] only or main home for the purpose of performing  
[redacted] ent.

Signature



MP

Date

14 Sep 05

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Send your completed form to

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**BUILDER/CLIENT CONTRACT**

DATED 30/8/2005 ✓

BETWEEN Dean Barnes of PreXision Fitters (the "Contractor") and  
ERIC + [REDACTED] Joyce the "Client"):

**NOW IT IS HEREBY AGREED:**

1. The Contractor shall carry out the Works as defined in the attached estimate.
2. The Works shall be as described in the estimate.
3. [REDACTED]
4. The Client shall pay to the Contractor for the Works £ 7,002.56 payable as follows:  
Deposit £ 3,182.56  
Second payment £ 3,820.00 payable on 9 Sep 05 (date)  
Full and final payment on completion £ \_\_\_\_\_
5. The Contractor shall begin the Works on or before 5 Sept 2005 and shall complete the Works on or before 14 Sep 2005 the "Completion Date".
6. [REDACTED] the cost of the local authority charges of £ N/A

SIGN [REDACTED] \_\_\_\_\_  
[REDACTED] behalf of the Contractor

DATED [REDACTED] \_\_\_\_\_

SIGNED [REDACTED] \_\_\_\_\_

DATED 30 Aug 05 \_\_\_\_\_

Eric [redacted] Joyce  
[redacted]

29 August 2005

[redacted]

	£
Total amount due as per estimate	6,442.56
VAT @ 17.5%	<u>560.00</u>
Total amount due	<u>7,002.56</u>



Additional Costs Allowance

ACA2

Memorandum form

19 DEC 2005

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

JOYCE

Constituency

PACKLICK

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01/12/05 to 31/12/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1500 : 00 p

Food

£ : p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 100 : 00 p

Telephone and telecommunications

£ 100 : 00 p

Cleaning

£ 100 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 100 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2000 : 00 p

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature

\_\_\_\_\_, exclusively and necessarily to enable  
\_\_\_\_\_, or main home for the purpose of performing

MP

Date

14 Feb 05

**Data protection**

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





Additional Costs Allowance

ACA2



form

21 NOV 2005

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

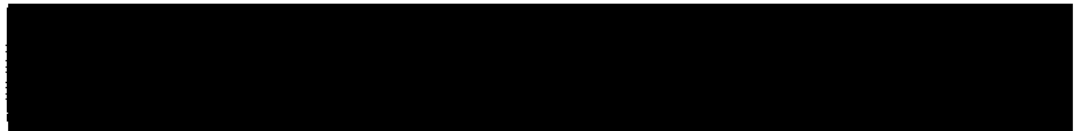
Your details

Name in CAPITAL LETTERS

ERIC JOYCE

Constituency

FACKNICK



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 11 05

to 30 1 11 05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1 500: 00 p

(interest only) or rent

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

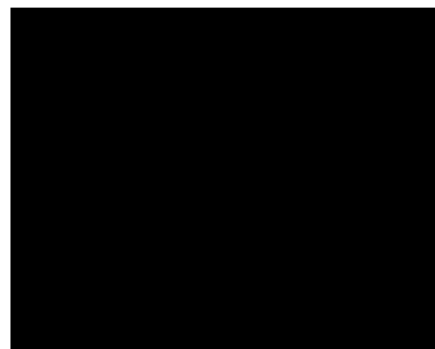
Other

£ : p

▶ please specify

Total

£ : 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

18 Nov 05

**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



25 OCT 2005

Additional Costs Allowance

Member's claim

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

ERIC BOYCE

Constituency

ARKINK

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 01 10 05 to 31 10 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1500 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1500 : 00 p

**Details of second**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature

MP

Date

21/01/05

**Data protection**

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Send your completed  
form to

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



# Member's claim 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

DOYCE

Constituency

Falkirk

## 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, 05 to 30, 9, 05

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 1500 : 00 p

Food

£ : p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 100 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 200 : 00 p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 2000 : 00 p ✓

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

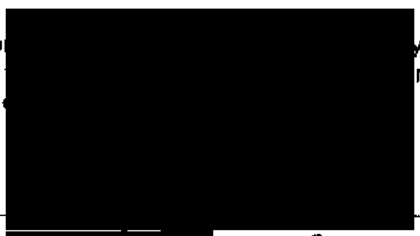
**Address of second home**  
*for Additional Costs Allowance*



**Declaration**

I confirm that the information provided is true and correct, and that I am using the information exclusively and necessarily to enable me to claim the Additional Costs Allowance for my main home for the purpose of performing my duties as a Member of Parliament.

**Signature**



MP

**Date**

9/8/05

**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



Additional Costs

# Member's claim form

22 AUG 2005

About filling in this form

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

## Your details

Name  
in CAPITAL LETTERS

ERIC BOYCE

Constituency

Radnor

## 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 01 10 8 2005 to 31 10 8 2005 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1500 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 120 : 00 p ✓

Telephone and telecommunications

£ 100 : 00 p ✓

Cleaning

£ 80 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 200 : 00 p ✓

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

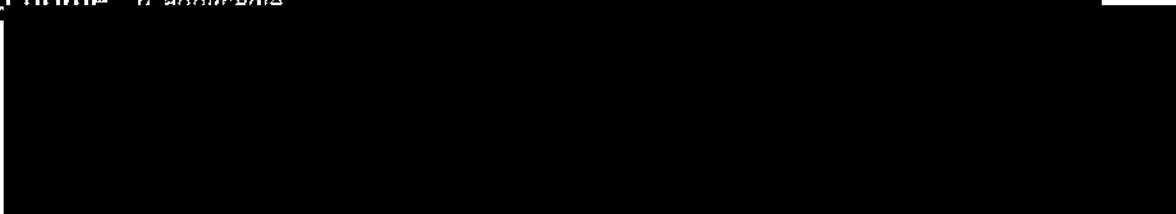
Total

£ 2000 : 00 p

continued on page 2 ▶

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

Address of second home  
for Additional Costs Allowance



**Declaration**

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

Signature



MP

Date

19 Aug 2005

**Data protection**

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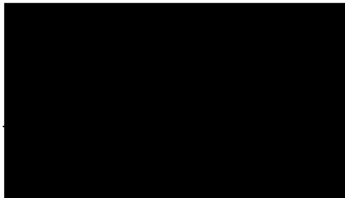
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Send your completed form to

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





Finance

3002 707 11

AGAR

# 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.

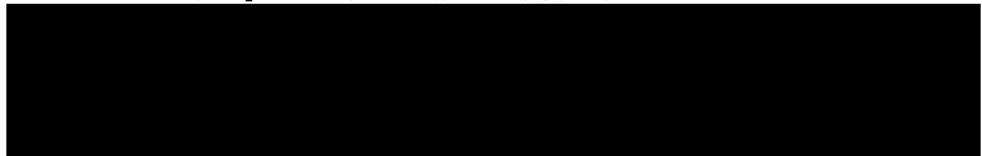
### Your details

Name  
in CAPITAL LETTERS

ERIC JOYCE

Constituency

FACKIRK



### 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 1 107 105 to 30 07 105

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 15 00 : 00 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 120 : 00 p

Telephone and  
telecommunications

£ 100 : 00 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 200 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

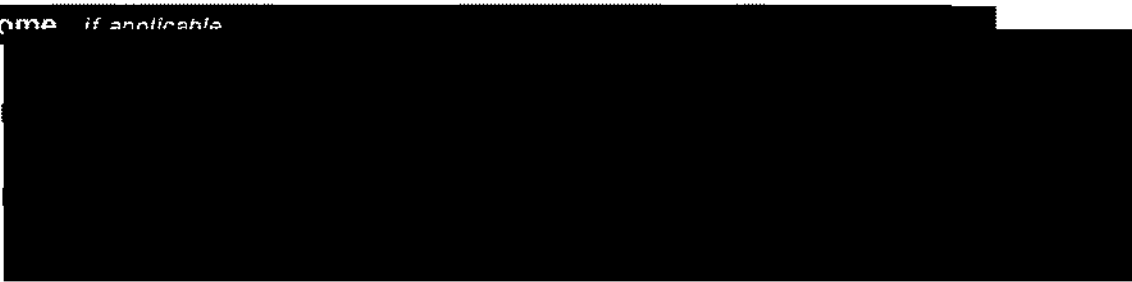
▶ please specify

Total

£ 2000 : 00 p

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

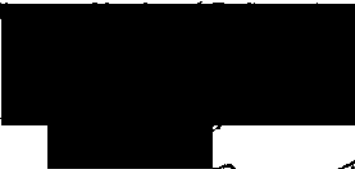
Address of  
second home  
for Additional  
Costs Allowance



**Declaration**

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

Signature



MP

Date

7 Jul 05

**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

Financial Processing } Transaction No.  
Registration No.

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedicate

**Text** [Redacted]

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04-05 / (05-06)

**Expenditure type (Cat5) :** [Redacted]

Total £1758.06

\* Validation purposes only (please tick to indicate compliance)

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 <sup>nd</sup> home address	<input type="checkbox"/>
Budget checked	<input type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input checked="" type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date) ..... [Redacted] 3/6/05

Posted by (initials & date) ..... [Redacted] 03 JUN 2005



# Member's claim form

18 MAY 2005

## 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

ERIC JOYCE

Constituency

FACKIRK

## 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.

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 05 105 105

to 31 105 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1500 : 00 p

1258.06 (26/31st)

Food

£ : p

100 00

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 100 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/security

£ 100 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

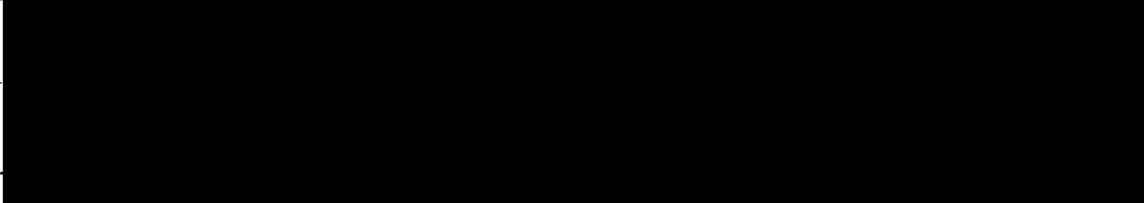
▶ please specify

Total

1758.06  
£ 2000.00 p

**Details of second home** *(if applicable)*

Address of  
second home  
for Additional  
Costs Allowance



**Declaration**

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

Signature



MP

Date

15 May 2005

**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

Financial Processing }

Transaction No. ..

Registration No. ..

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedicated

**Text**

**Invoice No.**

2/4

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**

*\* Validation purposes only (please tick to indicate compliance)*

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 <sup>nd</sup> home address	<input checked="" type="checkbox"/>
Budget checked	<input checked="" type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input checked="" type="checkbox"/>

*\* Financial Processing purposes only*

Registered by (initials & date)



20/4

Posted by (initials & date)

4.5.50



# Member's claim form

11 APR 2005

Members' Allowances

05/06

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

JOYCE

Constituency

Putnick 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.

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 01/04/05 to 11/04/05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 500 : 00 p ✓

Food

£ : p

Utilities

£ 150 : 00 p

Council Tax/Rates

£ 150 : 00 p

Telephone and telecommunications

£ 100 : 00 p

Cleaning

£ 150 : 00 p

Service/maintenance

£ 150 : 00 p

Repairs/insurance/security

£ 100 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1300 : 00 p

continued on page 2

793.33

$\div 30 = £26.66 \times 11 \text{ days} = £293.33$

**Details of second home**

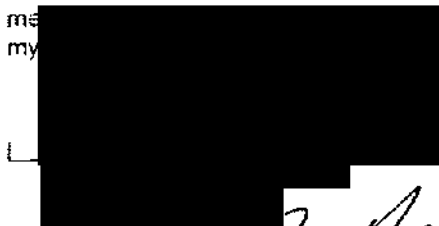
Address of  
second home  
for Additional  
Costs Allowance



**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to use this property as my second or main home for the purpose of performing my duties as a Member of Parliament.

Signature



MP

Date

7 April 05

**Data protection**

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