



Additional Costs Allowance

ACA2

Member's claim for

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 1340.

Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birmingham

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 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 to 1 / 1

1 - 31 March 06

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 200 : - p

Utilities

£ 24 : 03 p

48 : 74 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : - p

Service/maintenance

£ 100 : - p

Repairs/insurance/security

£ 21 : 26 p

Other

£ 70 : - p

▶ please specify Grand Vault

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

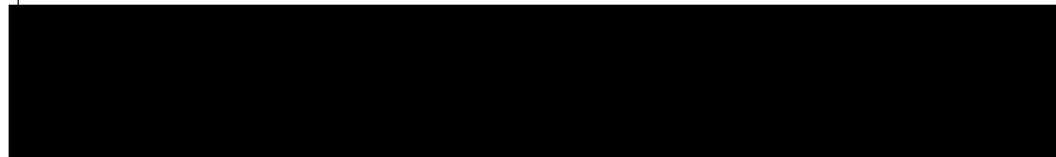
Total

£ 664 : 08 p

- 8 MAY 2006

**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

28.4.06

**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.

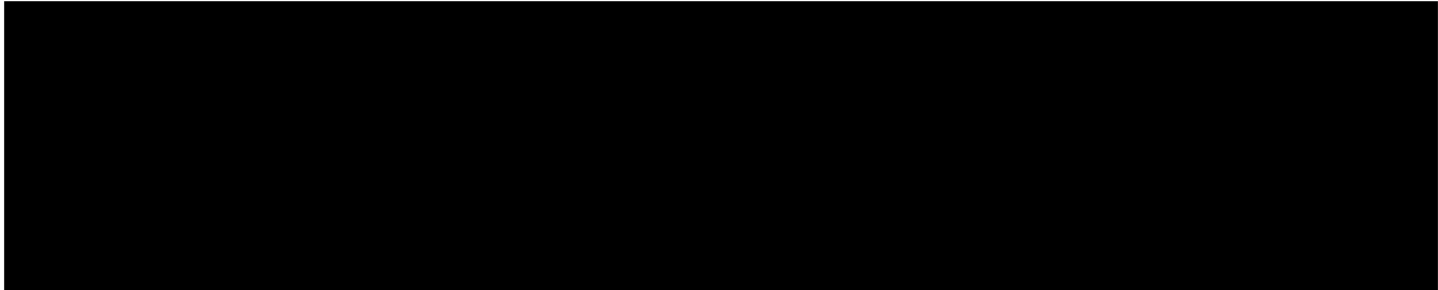
For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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Send your completed  
form to

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

PAYMENT COUNTERFOIL



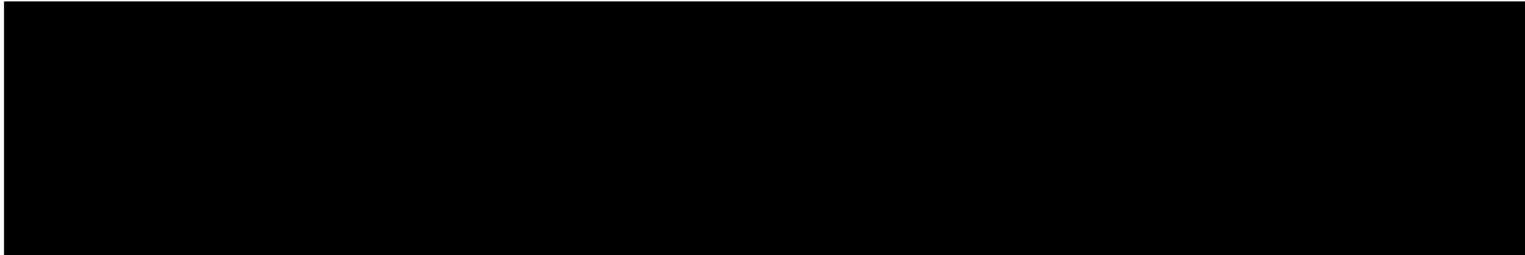
Remittance: £70.00

**PAID**

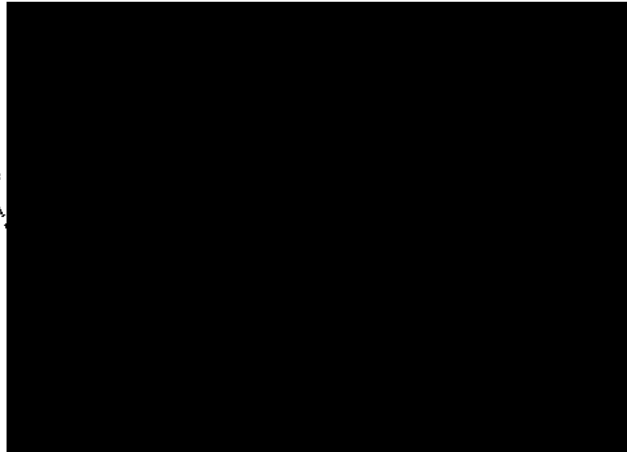
CENO

DATE 06/04/06

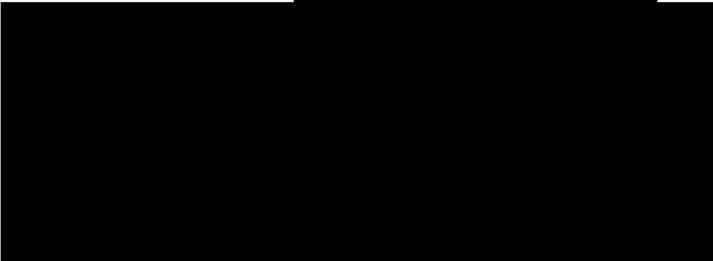
70



2012



Amount: 24.03



MR F FIELD

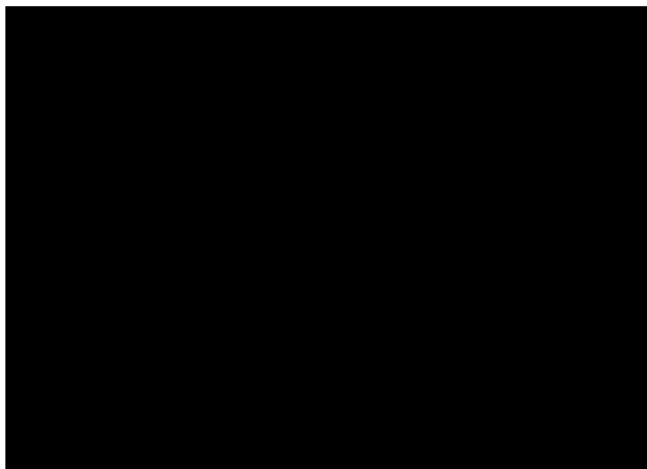
Dear MR FIELD,

Your electricity bill

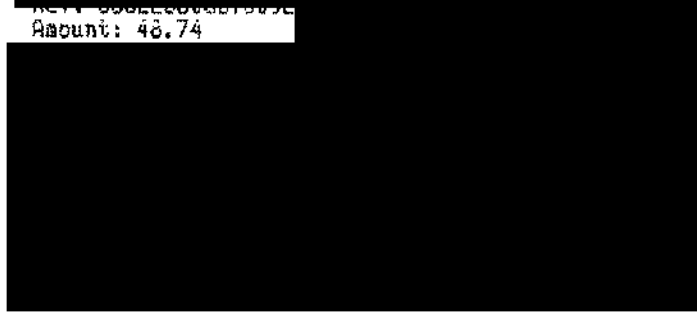
For the period: 08/12/05 to 06/03/06

Your total now due is

£24.03



NET COLLECTIONS  
Amount: 48.74



Dear MR FIELD,

Your gas bill

For the period: 08/12/05 to 06/03/06

Your total now due is

£48.74



Additional Costs Allowance

ACA2

Member's claim form

24 APR 2006

05/06 ✓

About filling in this form

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- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

F FLOYD ✓

Constituency

Birmingham

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 April 05 - March 06 to 1 1

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 2307 : 72 p

interest payment ✓

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

£ 2307 : 72 p



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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**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

21. 4. 06

**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 Allowance

ICA2

# Member's claim form

21 MAR 2006

Page 1 of 2

About filling in this form

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

## Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birkbeck

## 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

Period of claim

from 1 1 2006

to 28 2 2006

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ : p

Food

£ 200 : - p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 300 : - p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 21 : 70 p

Other

£ 106 : 45 p

Other

£ : p

Other

£ : p

Total

£ : p

please specify BT

please specify

please specify

Pay £ 300-00

continued on page 2

27 MAR 2006



Additional Costs Allowance

Member's claim form

21 MAR 2006

About filling in this form

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

Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birkenhead

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

Window cleaning & Gardening

Period of claim

from 1/1/06 to 31/1/06

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

£ 200 : - pX

please specify

Other

£ 84 : 95 p

please specify

Other

£ : p

please specify

07 APR 2006

miscellaneous medicines shoe repair gardening.

Misc. expenses

pillow

200 - 00

Handwritten marks at bottom left



Member's claim form

21 MAR 2006

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birmingham

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 2006 to 28 2 2006 x 1

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 200 : - p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning + housekeeper

£ 300 : - p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 21 : 70 p

Other

£ 106 : 45 p

Other

£ : p

Other

£ : p

Total

£ : p

please specify BT

please specify

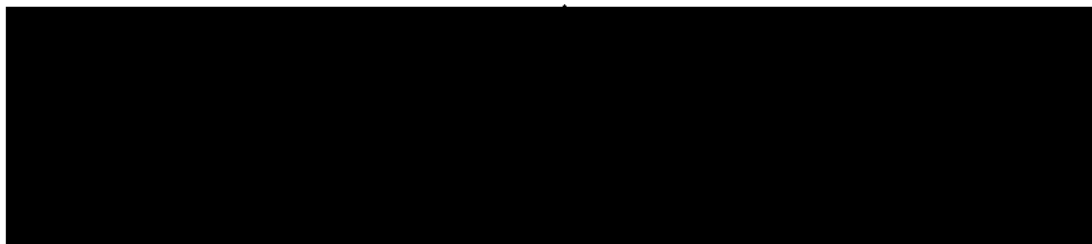
please specify

Pay of 328.15

27 MAR 2006

**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**

21. 3. 08

**Data protection**

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



Member's claim form

21 MAR 2006

About filling in this form

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Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birkenhead

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

Period of claim

from 1 1 06 to 31 1 06

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

£ 200 : - pX

▶ please specify

Other

£ 84 : 95 p

▶ please specify

Other

£ : p

▶ please specify

Please pay Total

£ 84 : 95 p



miscellaneous medicines shoe repairs gardening

Misc. expenses pillow

**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**

20. 3. 06

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**Send your completed  
form to**

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

Mr Frank Field

Order Date:

31/01/2006

### Customer Credit Note

Qty	Description	Colour / Finish	Unit Price ex VAT	VAT	Total
-1	Tempur Millenium Pillow Queen - Large 122890		£76.55	17.5%	£-89.95
1	Tempur Millenium Pillow Queen - Medium 122888		£72.30	17.5%	£84.95



28.3.06.

F. Field MP

MP's are required to provide a detailed claim <sup>showing all</sup> expenditure and provide receipts for items > £250.00.

Mr Field's claim of 1.1.06 - 31.1.06 included £200.00 for misc expenses. (Not detailed.)

Mr Field's claim of 1-2-06 - 28.2.06 included £300.00 for housekeeping. (No receipts.)



Member's claim form

24 FEB 2006

About filling in this form

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- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

F F (02) ✓

Constituency

Birkenhead

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 do not include items costing less than £250.

Period of claim

from 1 / 1 / 06 to 31 / 1 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 200 : - p

Utilities

£ : p

Council Tax/Rates

£ 68 : 40 p 95.00.

Telephone and telecommunications

£ 106 : 45 p

Cleaning

£ 300 : - p

Service/maintenance

£ : p

Repairs/insurance/security

£ 20 : 76 p

Other

£ 200 : - p

▶ please specify petty cash

Other

£ 84 : 95 p

▶ please specify petrols

Other

£ ✓ : p

▶ please specify

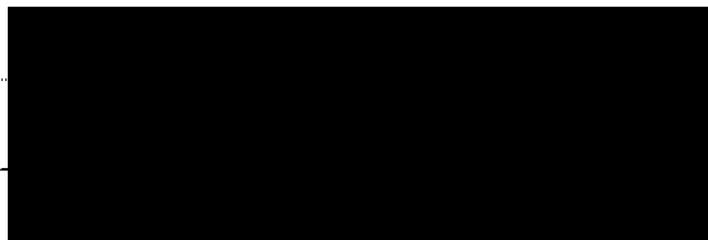
Total

£ 807. : 16. p

misc spending petty cash

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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**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

22. 2. 08

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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

Bill number

Date

13 February 2006

MR F FIELD

Bill for

**Total now due**

**£ 106.45**

Mr Frank Field

Order Date: 22/11/2005

Invoice Date: 22/11/2005

### Customer Invoice

Qty	Description	Colour / Finish	Unit Price ex VAT	VAT	Total
1	Tempur Millenium Pillow Queen - Medium 122888		£72.30	17.5%	£84.95

Ex VAT 72.30

VAT 12.65

**Total: 84.95**

Paid: 84.95

**To Pay: 0.00**



Additional Costs Allowance

ACA2

Member's claim form

11 JAN 2006

About filling in this form

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

Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

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 Oct 05 to 31 Dec 05 x 3

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 480 : - p

Utilities

£ : p

Council Tax/Rates

£ 285 : - p

Telephone and telecommunications

£ : p

Cleaning

£ 600 : p x3

Service/maintenance

£ 690 : p x3

Repairs/insurance/security

£ 62 : 28 p

Other

£ 400 : - p x3

Other

£ 225 : 00 p

Other

£ 106 : 17 p

Total

£2947 : 22 p

Handwritten notes: 24.55 ✓, 23.13 ✓, 51.09 ✓, attached

please specify

Handwritten notes: handwriting, incident, hit, BT

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

Address of  
second home  
for Additional  
Costs Allowance



[Redacted address information]

**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

[Redacted signature]

MP

Date

31.12.05

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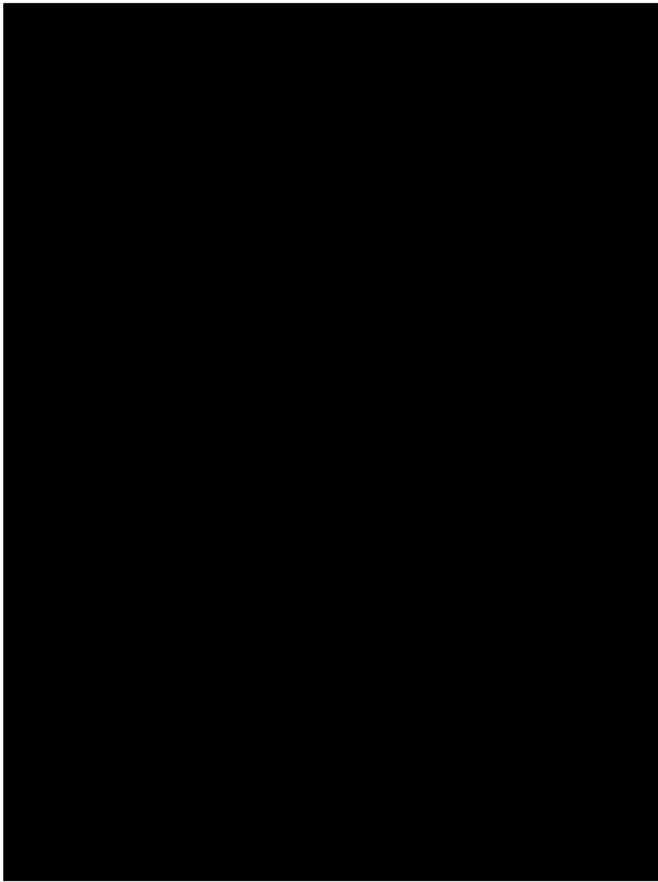
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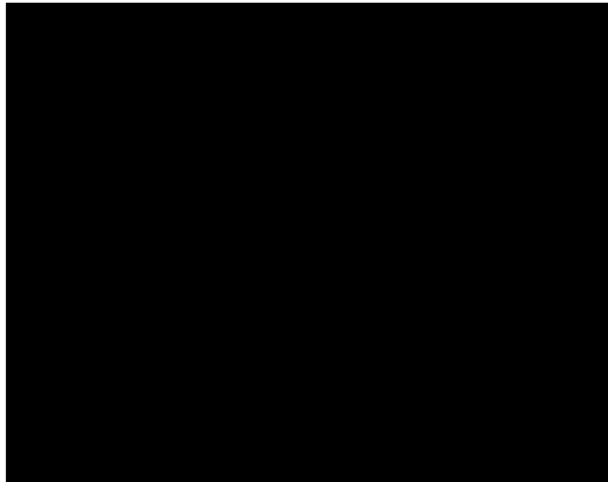


Pillowcase		
606.22293	6	60.00
Cotton Duvet Cover		
606.22221	1	50.00
606.22221	1	50.00
Jonathan Linen		
602.1.1.1	1	65.00
	TOTAL	225.00

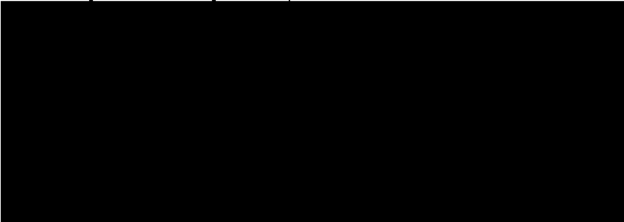
Please keep this for your records







Amount: 24.55 / Cash



MR F FIELD

Dear MR FIELD,

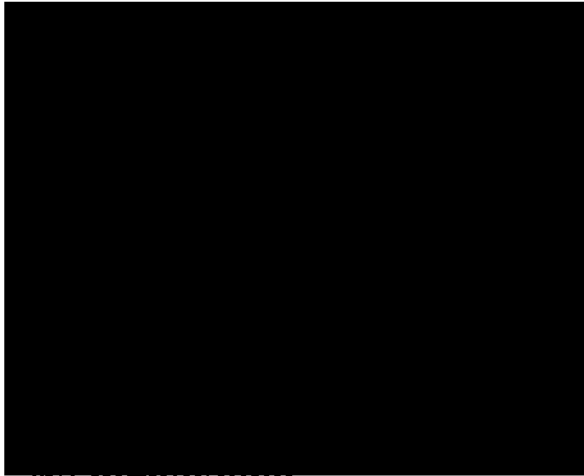
**Your electricity bill**

Account Number: [REDACTED]

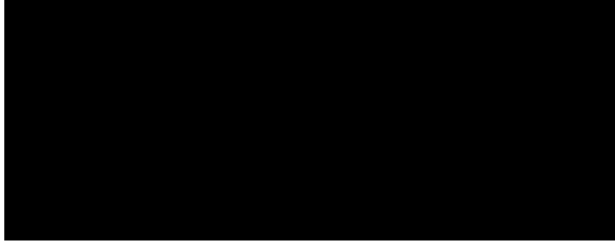
For the period: 08/09/05 to 07/12/05

**Your total now due is**

**£24.55**



Amount: 23.13 Cash



Dear MR FIELD,

**Your gas bill**

Account Number: [REDACTED]

For the period: 09/09/05 to 07/12/05

Your total now due is

**£23.13**

11/11/2011 10:11:11 AM



Amount: 51.09 Cash



Bill date

7 December 2005

Mr. F Field

Water services charges for [REDACTED]  
Charges for the period 8 June 2005 to 6 December 2005.

<b>Total new charges</b>	<b>£51.09</b>
Thank you for paying your previous bill	
<b>Total amount due</b>	<b>£51.09</b>
<b>Payment now due</b>	<b>£51.09</b>

Your account number

[REDACTED]

Bill number

[REDACTED]

Date

14 November 2005

[REDACTED]

MR F FIELD

[REDACTED]



[REDACTED]

Bill tot

**Total now due**

**£ 106.17**



Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birkhead

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 1/7/05 to 30/9/05 x3 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 410 : - p ✓

Utilities

£ 103 : 79 p

Council Tax/Rates

£ 285 : - p x3 ✓

Telephone and telecommunications

£ : p

Cleaning

£ 600 : - p ✓ x3

Service/maintenance

£ 690 : - p

Repairs/insurance/security

£ 62 : 28 ✓

Other  
i.e. dinner  
5c Mark  
p...

£ 400 : - p

▶ please specify

£ 25 : 20 p ✓

▶ please specify

£ 29 : 88 p ✓

▶ please specify

Total

£ 2606 : 15 p ✓

21 OCT 2005



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

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



Postcode

**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

18.10.05

**Data protection**

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

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

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

**Send your completed  
form to**

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

Your account and bill number

[REDACTED]

MR F FIELD

[REDACTED]

Date

14 August 2005

[REDACTED]

[REDACTED]

Bill for

[REDACTED]

**Total now due**

**£ 103.79**

Dear MR FIELD,

**Your electricity bill**

Account Number: [REDACTED]

For the period: 07/06/05 to 07/09/05

Your total now due is

£25.20

*Paid 24/9/05*

Dear MR FIELD,

**Your gas bill - Estimate**

Account Number: [REDACTED]

For the period: 08/06/05 to 08/09/05

**Your total now due is**

**£29.88**



Additional Costs Allowance

ACA2

Member's claim form

12 JUL 2005

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

F FIELD

Constituency

Birmingham

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 1/1/05 to 30/6/05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 120 : - p

Utilities

£ 39 : 15 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : - p

handkerchiefs Service/maintenance

£ 170 : - p

Repairs/insurance/security

£ 20 : 76 p

Other

£ 200 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 749 : 91 p

Sundry costs & expenses

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

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]

**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

[Redacted]

MP

Date

7.7.05

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Send your completed  
form to

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



MR F FIELD

Bill date

8 June 2005

Water services charges for :

Charges for the period 7 December 2004 to 7 June 2005.  
Note change in charge rate from 1 April 2005.

Total amount due

£39.15





Member's claim form

27 MAY 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

F FIORI

Constituency

Birmingham

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 those for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250

Please list

Please attach

~~Task - reduced due to~~ 30 April 05

Period of claim

from 1 / 1 to 1 / 1

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ 120 : - p

Utilities

£ : p

Council Tax/Rates

£ 68 : 40 p

Telephone and telecommunications

£ : p

Cleaning

£ 200 : - p

Service/maintenance

£ 170 : - p

Repairs/insurance/security

£ 70 : 76 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ : p

Please pay 547-69.2

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

Address of  
second home  
for Additional  
Costs Allowance

\_\_\_\_\_

\_\_\_\_\_

**Declaration**

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

Signature

\_\_\_\_\_ MP

Date

\_\_\_\_\_

**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  
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Validation Team, Operations Directorate,  
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.

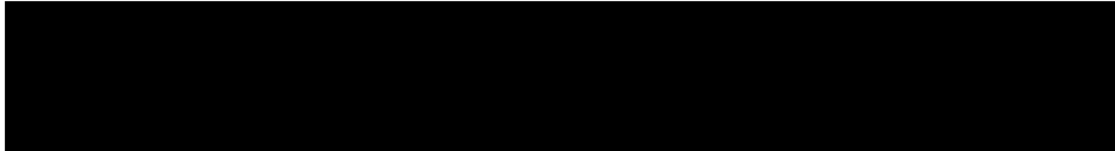
Your details

Name in CAPITAL LETTERS

F FIELD

Constituency

Birkbech



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 to 1 / 1

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ : p

Utilities

£ 25 : 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

please can you check that you are - thank you  
Thanks

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

Address of  
second home  
for Additional  
Costs Allowance

[Redacted]

**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

[Redacted]

MP

Date

26 May 05

**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

Your account and bill number

[REDACTED]

MR F FIELD

[REDACTED]

Date  
10 April 2005

[REDACTED]

[REDACTED]

**Total now due** **£ 25.00**

[REDACTED]

[REDACTED]

Financial Processing }

Transaction No.

Registration No.

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient** *Invoice date 25/05*  
(NB Financial Processing to check whether a dedicated

**Te**

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

**04\_05 / 05\_06**

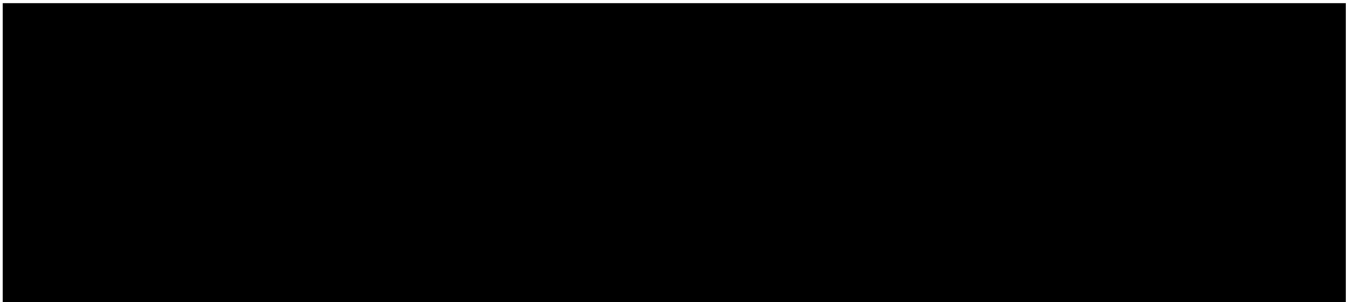
**Expenditure type (Cat5) :**

*Total £271.24*

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

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

.
✓
✓
✓
✓
✓



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.**

**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)*

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

/
/
/
/
/
/

*\* Financial Processing purposes only*

*Registered by (initials & date)*

*Posted by (initials & date)*



Member's claim form

05 APR 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

F FIELD

Constituency

Birmingham

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 / 1

to 4 / 4 / 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

£ 192 : 00 p

▶ please specify

repair bin

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 192 : p



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

Address of  
second home  
for Additional  
Costs Allowance

[Redacted address]

**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

[Redacted signature]

MP

Date

4. 4. 05

**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

We will normally keep the information you give for three years following the year in which you incurred the expense.

If you have any concerns about how your information is handled, please call our Data Protection Officer on 020 7219 3659, who acts on behalf of the Data Controller, Clerk of the House.

Send your completed  
form to

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

MR. F. Fido.

ESTIMATE-

TO BUILD IN. CUPBOARD SPACE UNDER STAIRS  
2 DOORS. SKIRTED OFF, TO COMPLY  
WITH EXISTING. DECOR..

TIMBER + MATERIALS	=	£ 82-00
LABOUR.	=	110-00
TOTAL.		<hr/> £ 192-00 <hr/>

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**

**Invoice No.**

**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 type="checkbox"/>
Budget checked	<input type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date)

Posted by (initials & date)

07 APR 2005