



# Member's claim form

06 FEB 2008

## 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

ANDREW HOOD

Constituency

ASHFORD

## 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: 01 / 12 / 07 to 31 / 01 / 08

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 2057 : 70 p ( £1028 - 35 x 2 )

Food

£ 800 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ : p

Cleaning

£ 243 : 00 p

Service/maintenance

£ 880 : 00 p

Repairs/insurance/  
security

£ 45 : 86 p

Other

£ 42 : 00 p

▶ please specify

lowlow cleaning

Other

£ 310 : 00 p

▶ please specify

Wardrobe

Other

£ 25 : 00 p

▶ please specify

Chest of drawers

Total

£ 4403 : 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 me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature



Date

3rd February 2008

**Data protection**

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

The information you give will be seen by:

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

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

Send your completed form to

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



Invoice

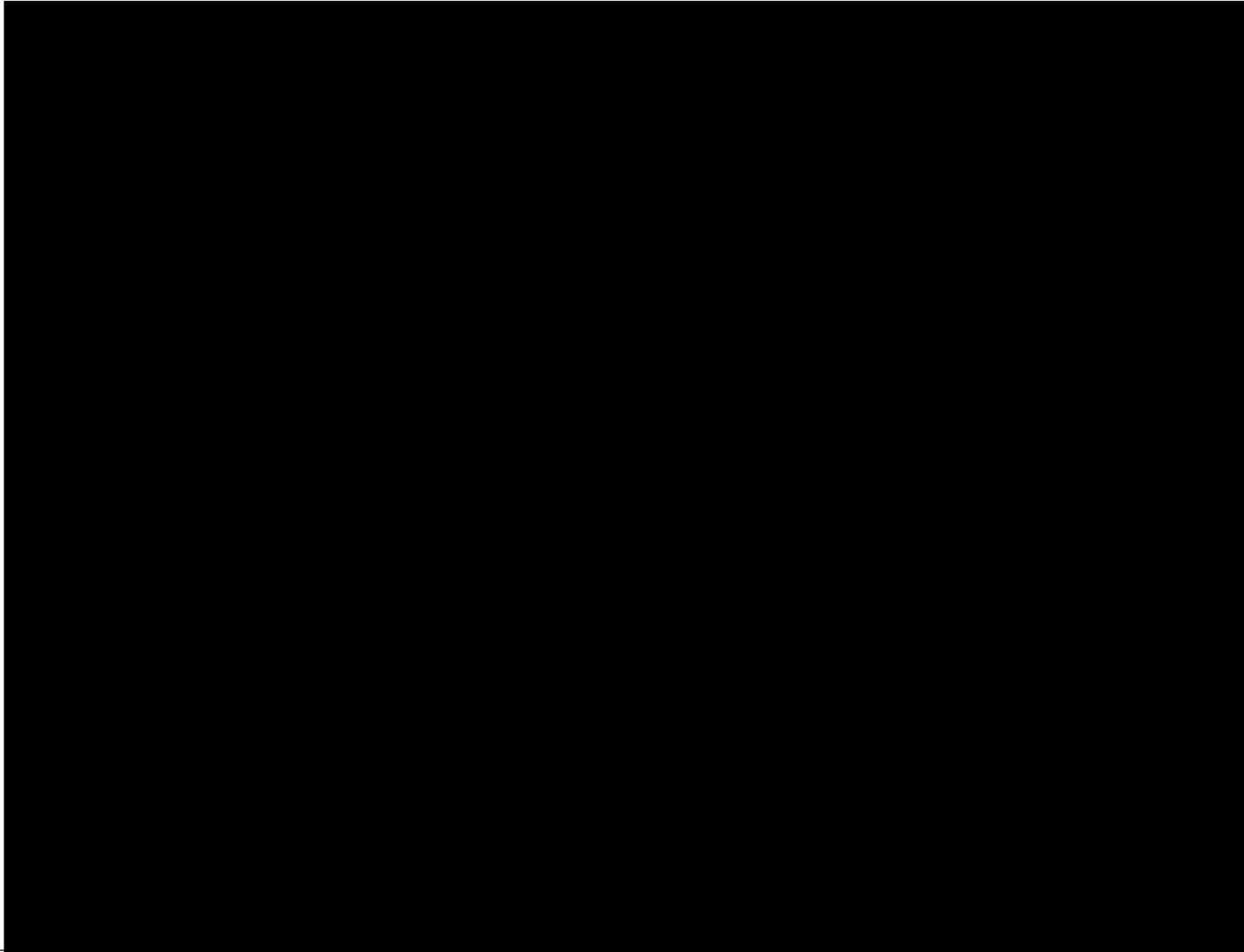
INVOICE DATE: 1 January 2008

TO:



*Charges:*

	<u>£</u>
General 2007 Management Charges – all houses	180
2007 Sinking Fund (Major Common Repairs) – all houses	500
Pump room maintenance	<u>200</u>
<b>Total due</b>	<b><u>£880</u></b>



Your contact

Store

iSell No

Creation Date 03/12/2007

Qty	Description:	Art Nr	Picking Place	Weight (Kg) Unit/Tot	Price	T.Price
3	PAX NEXUS DOOR 50X195 BI VEN			12.0 / 36.0	30.00	90.00
1	PAX WRD FRM 100X58X201 BE/BI			42.9 / 42.9	40.00	40.00
1	PAX WRD FRM 50X58X201 BE/BI			34.3 / 34.3	35.00	35.00
2	PAX SHELF 50X58 BE/BI EFF 2-P			5.5 / 10.9	7.00	14.00
1	PAX SHELF 100X58 BE/BI EFF 2-P			11.4 / 11.4	10.00	10.00
2	KOMPL DRAWER 100X58X16 BI			8.4 / 16.8	19.00	38.00
2	KOMPL WRE BSKT 50X58X16			1.4 / 2.8	4.00	8.00
3	KOMPL N HINGE 130 DEG 3-P			0.3 / 0.9	5.00	15.00
1	KOMPL CLOTHES RAIL 100 CHAMP			0.9 / 0.9	4.00	4.00
4	KOMPL DRAWER 50X58X16 BI MA1			5.6 / 22.2	14.00	56.00

The currency for all amounts is stated in (GBP)

Goods value	310.00
Total amount incl. VAT	310.00
VAT amount	46.17
Total amount excluding VAT	263.83

ITEM  
MALM CHEST/2 DR 25,00 A  
SUBTOTAL 25,00  
  
=====

TOTAL	25,00
-------	-------

# SALES VOUCHER

Washington, D.C.

DATE	DESCRIPTION	AMOUNT
10/15/50	...	6.26
10/16/50	...	4.98
10/17/50	...	...
10/18/50	...	...
10/19/50	...	...
10/20/50	...	...
10/21/50	...	...
10/22/50	...	...
10/23/50	...	...
10/24/50	...	...
10/25/50	...	...
10/26/50	...	...
10/27/50	...	...
10/28/50	...	...
10/29/50	...	...
10/30/50	...	...
10/31/50	...	...
TOTAL		...



# Member's claim form

## Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

G.W. HOON ✓

Constituency

ASHEFIELD ✓

## 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 / 10 / 07

to 30 / 11 / 07 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 2057 : 70 p

(2 x 1028 - 85)

Food

£ 800 : 00 p

Utilities

£ 91 : 03  
84 : 14 p

Gas  
Electricity

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 200 : 00 p

Cleaning

£ 246 : 00 p

Service/maintenance

£ 297 : 18 p

Gas/heating maintenance contract

Repairs/insurance/  
security

£ 19 : 08  
10 : 46 p

Other

£ 48 : 94 p

▶ please specify diy items

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3855 : 43 p ✓

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

Address  
second  
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

Date

2nd December 2007

**Data protection**

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

The information you give will be seen by:

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

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Send your completed  
form to

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

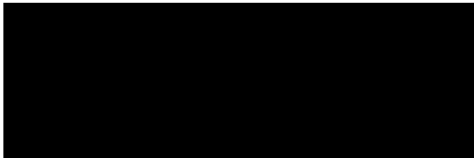


bill date 5 Nov 07

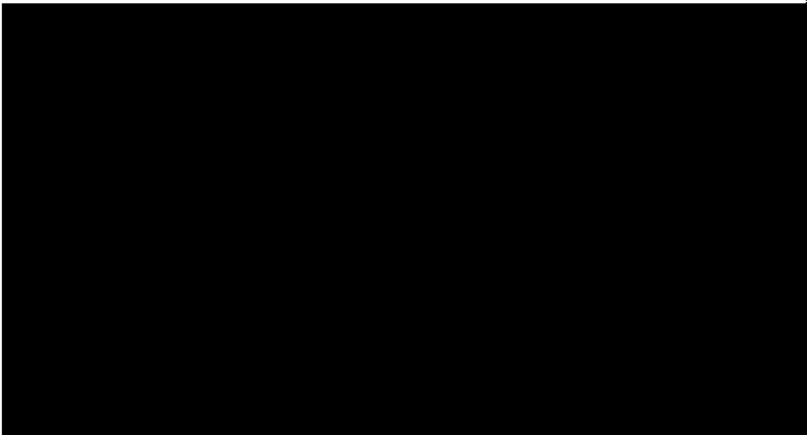
Page 2 of 3

MR G HOON

electricity bill: **£24.14**



The Occupier



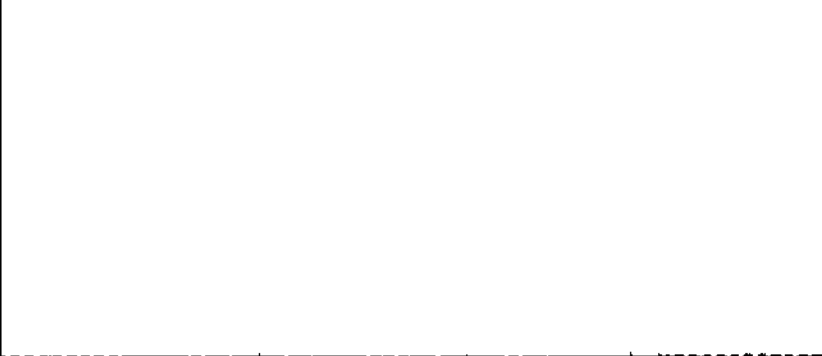
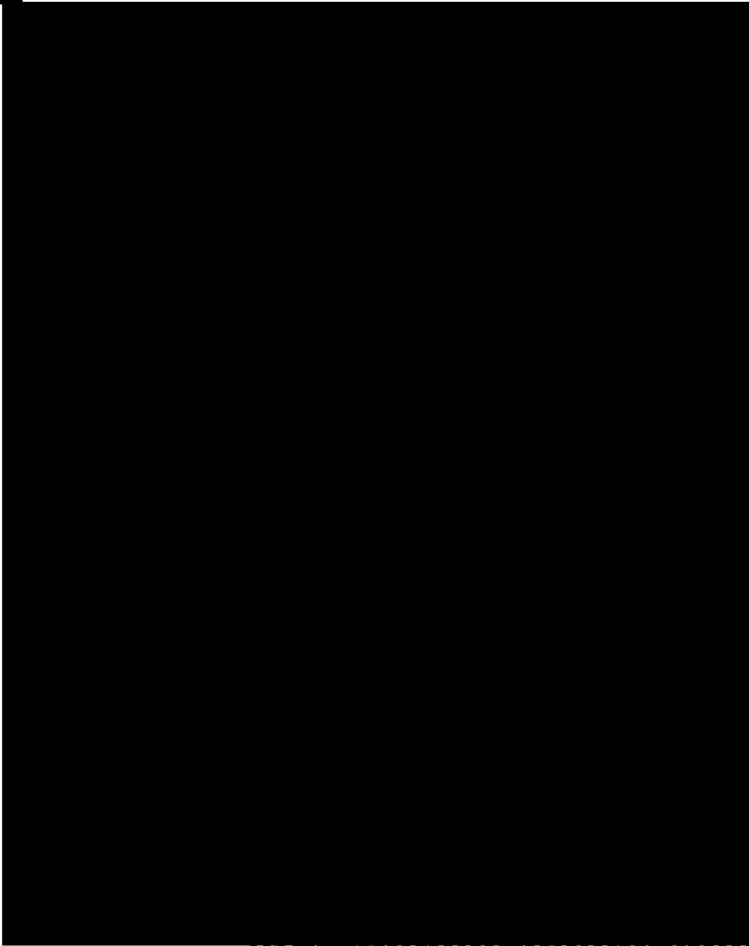
Bill date: 31 Oct 2007

---

## Your gas bill

Please pay £91.03 now.

---





Date

21 September 2007



## Gas HomeCare Agreement

**Agreement period**  
From 26 October 2007  
to 25 October 2008



- Central Heating, Plumbing and Drains

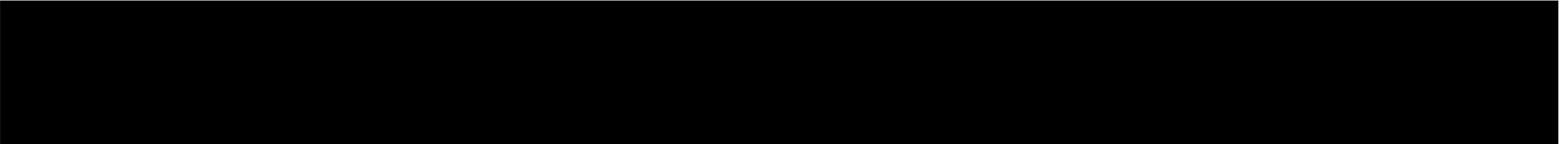
£  
297.18

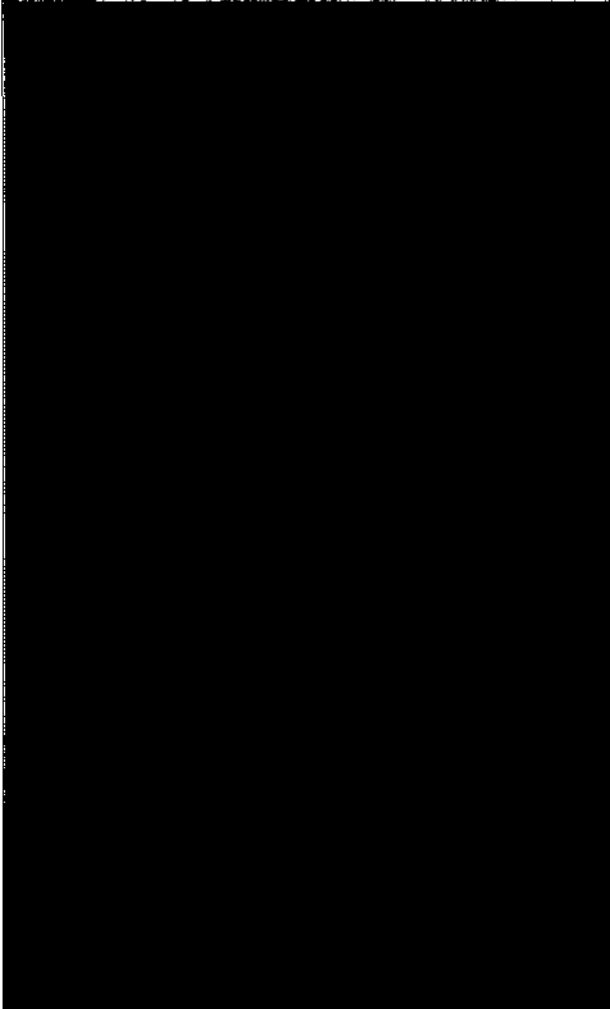
**Total**

297.18

**Total Annual Charge**

297.18









# Member's claim form

## Members' Allowances

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 1592.

## Your details

Name in CAPITAL LETTERS

GEORFFREY HOWE ✓

Constituency

ADHURTON

## Claim details

### Notes

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- 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 / 08 / 07

to 30 / 09 / 07 x 2

Total cost of hotel stays  
*attach all receipts*

£ 2057 : 70 p ✓

Aug + SEPT  
Int is

Mortgage payments  
*(interest only) or rent*

£ 1656 : 28 p ✓

(£818 - 14 x 2) ?

Food

£ 400 : 00 p ✓  
51 15 ✓

Water  
Gas  
Electricity

Utilities

£ 46 : 77 p ✓  
73 84 ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 200 : 00 p

Cleaning

£ 216 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 135 : 50 p ✓

▶ please specify

TU licence

Other

£ 449 : 99 p ✓

▶ please specify

Television

Other

£ 67 : 58 p ✓

▶ please specify

Storage boxes

Total

£ 3698 : 53

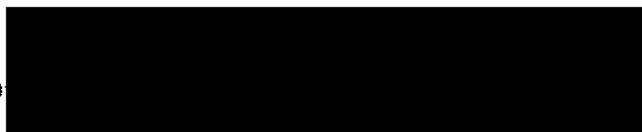
**Details of second home** *if applicable*

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

11th October 2007

**Data protection**

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

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Send your completed  
form to

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



**NOTTINGHAM  
BUILDING SOCIETY**

Mr G W Hoon [REDACTED]  
[REDACTED]

Our ref: [REDACTED]

1st June 2007

Dear Mr Hoon [REDACTED]

Account number [REDACTED]

Thank you for your telephone call.

Currently your monthly mortgage payment is £1,846.99 and is split as follows:

- Interest . £1,028.85
- Capital £818.14

If I can be of further help, please let me know.

Yours sincerely,  
[REDACTED]



Water Services Bill

MR GEOFF HOON

Your water services bill for 28 February 2007 to 22 August 2007

Total  
payable

The total shown  
is now due

**£51.15**

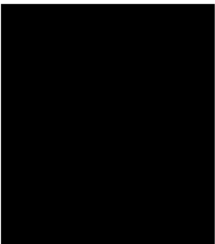
Page 1 of 1

The Occupier

Bill date: 18 Aug 2007

## Your gas bill

Please pay **£46.77** now.

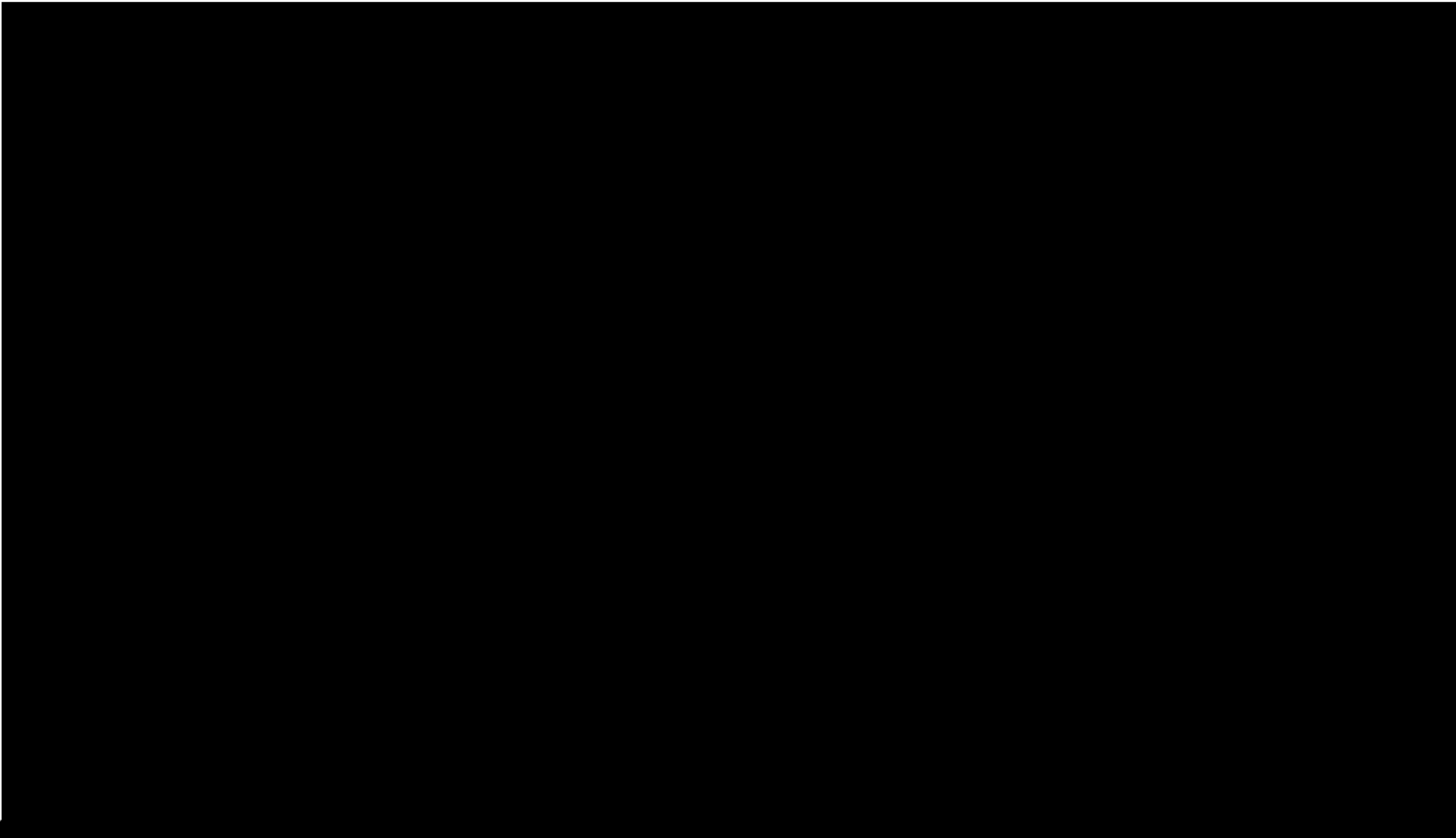


bill date 9 Aug 07

MR G HOON

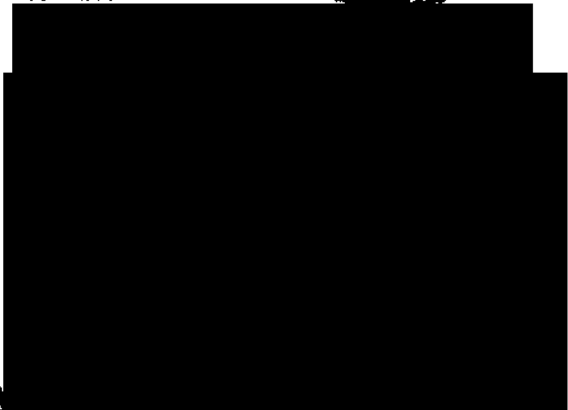
electricity bill: **£73.84**

Page 2 of 3

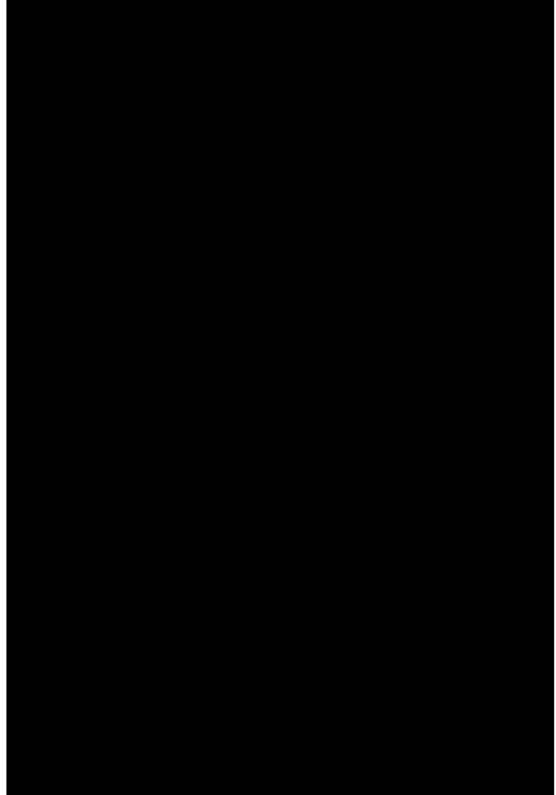




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# Renewal notice

Mr G W Hoon

Please renew your TV Licence  
because it expires on 30 September 2007.

TV Licence renewal for:  
1 October 2007  
to 30 September 2008

Dear Mr Hoon,

Renewal amount:

**£135.50**

ITEM # 80078274	13400		
RIBBA FRAME 50X		9,49	A
2X 4,59			
ITEM # 40105632	18777		
TRISSA BOX 35X2		9,18	A
ITEM # 20125160	20937		
MORE THAN JUST		99	A
ITEM # 80105630	187		
TRISSA BOX 35X3		49	A
ITEM # 108703	18		
SNACK BOX 56X37		9,99	A
SUBTOTAL		41,64	
		=====	
TOTAL		41,64	

ITEM # 10112375	20910		
PYRA N WOK 35 B		2.99	A
ITEM # 10112375	20910		
PYRA N WOK 35 B		2.99	A
ITEM # 40031603	18862		
ALKALISK BATT A		1.49	A
ITEM # 40031603	18862		
ALKALISK BATT A		1.49	A
ITEM # 80105630	18777		
TRISSA BOX 35X3		6.99	A
ITEM # 108703	18700		
SNACK BOX 56X37		9.99	A
SUBTOTAL		25.94	
		*****	
TOTAL		25.94	



# Member's claim form

**VALIDATION**  
08 AUG 2007  
**RECEIVED**

## 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

GEORGEY HODON ✓

Constituency

AIR (S.C.)

## 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

Period of claim

from 01/06/07 ✓ to 31/07/07

Total cost of hotel stays  
attach all receipts

£ 2057.70 p

Mortgage payments  
(interest only) or rent

£ 3693.98 p \* (£1846.99 x 2) -

Food

£ 800.00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 200.00 p ✓

Cleaning

£ 216.00 p ✓

Service/maintenance

£ 413.00 p ✓ curtain cleaning

Repairs/insurance/security

£ : p

Other

£ 45.00 p ▶ please specify building/household

Other

£ 15.99 p ▶ please specify electrical

Other

£ 378.95 p ▶ please specify washing machine

Total

£ ~~5762.92~~ p  
4126.64

Please pay  
£ 4126.64 ✓



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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature

and necessarily to enable  
for the purpose of performing

MP

Date

3rd August 2007

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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



**NOTTINGHAM**  
**BUILDING SOCIETY**

Mr G W Hoon [REDACTED]  
[REDACTED]

Our ref [REDACTED]

1st June 2007

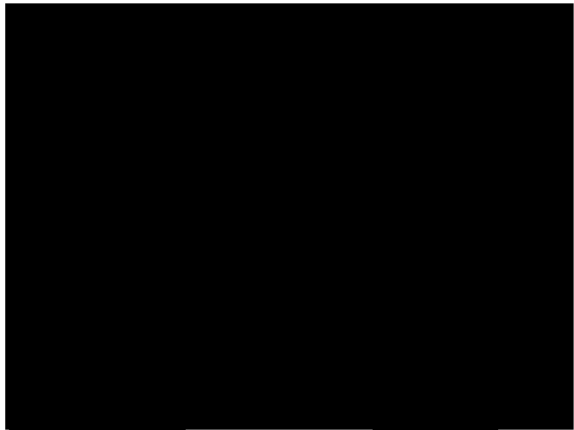
Dear Mr Hoon [REDACTED]

Account number [REDACTED]

Thank you for your telephone call.

Currently your monthly mortgage payment is £1,846.99 and is split as follows:

- Interest £1,028.85
- Capital £818.14



09 JUN 07

MATTRESS PROTECTOR W/P SGL	
8579	8.50
SHEET FLAT/SGL IVORY	
5034278225112 RRP\$16.00	5.00
FIT/SHEET SGL IVORY	
5034278225082 RRP\$16.00	5.00
P/CASES 2PK IVORY	
5034278225143 RRP\$8.00	3.00
SPEEDO MASSAGE POOLSHOE	
490419 RRP\$ .00	6.00
BYBEM METAL SUNGLASS	
M 14148455665 RRP\$9.99	3.00
GLASS	
46001 RRP\$ .00	0.50
WIPER CLEANER	
805 RRP\$ .00	1.50
HANDS LEATHER - STCHD CP1009	
50075002197 RRP\$ .00	2.00
BACK TO BLACK CLEAN	
105814	1.50
GL PIP IN	
5018003 RRP\$ .	



\$45.00

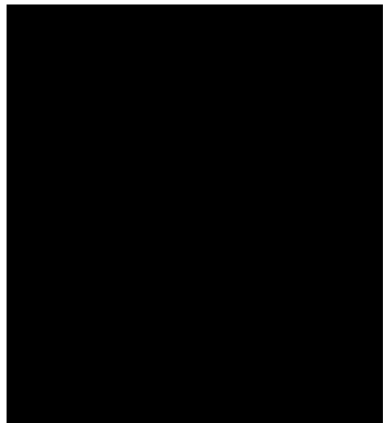


SALE

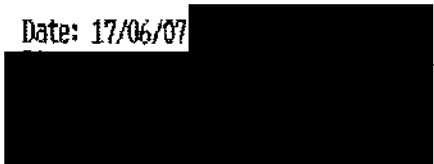
CUSTOMER COPY  
AMOUNT

£15.99





Date: 17/06/07



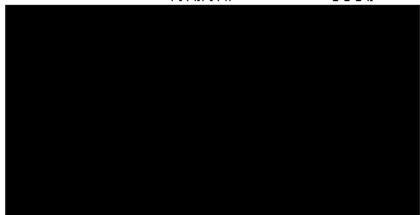
Quicksale

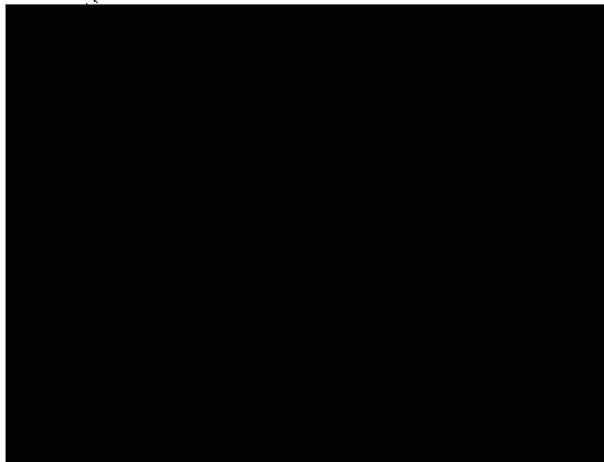
1 UV-1049 15.99  
Tvsbl TV Booster 1-1

Sales Total : 15.99  
Total Paid : 15.99

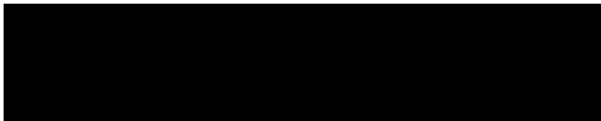
Total Due : 0.00

Change : 0.00





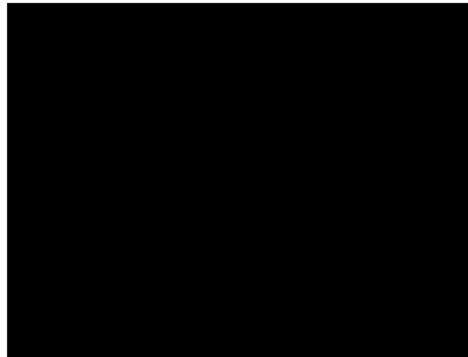
09/06/2007




ICC CP SALE


Please debit my account



AMOUNT	GBP 45.00
TOTAL	GBP 45.00



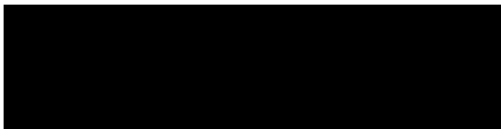
# INVOICE

INVOICE TO:	Mr Hoon 
-------------	--

INVOICE NO.	
TAX DATE	15/06/2007
TERMS	

DESCRIPTION	AMOUNT	VAT %
	0.00	17.50%
Take down, dry clean and rehang 10 curtains as per estimate	308.00	17.50%
Reline 3 panels	105.00	17.50%
		

VAT %	VAT AMOUNT	VAT %	VAT AMOUNT	SUB TOTAL	351.49
@ 17.5%	61.51			VAT	61.51
				TOTAL	£413.00



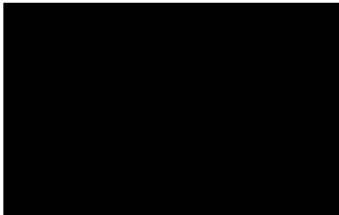
**SALE**

Assistant: 11 TEMI

HOOVER [REDACTED] £239.95

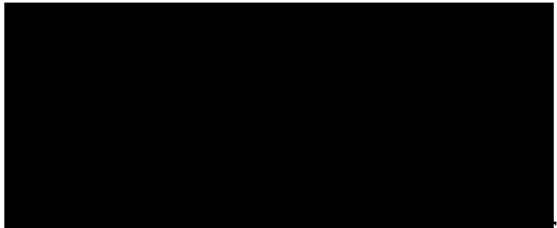
[REDACTED] £239.95

PRODUCT SUPPORT £139.00



AMOUNT DUE £378.95

MASTERCARD £378.95



✓ TOTAL TENDERED £378.95







Additional Costs Allowance

Member's claim form

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt at all please call 020 7219 159

Your details

Name in CAPITAL LETTERS

G.W. HOON

Constituency

AINFIELD

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 01 / 04 / 07

to 31 / 05 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 2057 : 70 p ✓

(2 x £1028.95)

Food

£ 800 : 00 p ✓

Utilities

£ 83 : 20 p ✓

Electricity  
Gas

Council Tax/Rates

£ 1968 : 24 p ✓

Telephone and  
telecommunications

£ 200 : 00 p ✓

Cleaning

£ 216 : 00 p ✓

Service/maintenance

£ 405 : 37 p ✓

Carpet cleaning

Repairs/insurance/  
security

£ : p

Other

£ 5 : 88 p ✓

▶ please specify

Misc. cleaning

Other

£ 24 : 99 p ✓

▶ please specify

vacuumator

Other

£ 27 : 98 p ✓

▶ please specify

clothing rails

Total

£ 5942 : 70 p

**Details of second home**

Address  
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

Date

1st June 2007

**Data protection**

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Send your completed  
form to

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

**COUNCIL TAX BILL 2007/08**

**Account Number:** [REDACTED]

**Date of Issue:** 5th March 2007

MR JEFF HOON  
[REDACTED]

Address of property if different to billing address:  
[REDACTED]

Reason for Issue: Annual  
[REDACTED]

Charge For Period

[REDACTED] 01-APR-2007

31-MAR-2008

£1968.24

**Amount you must pay**

**£1968.24**

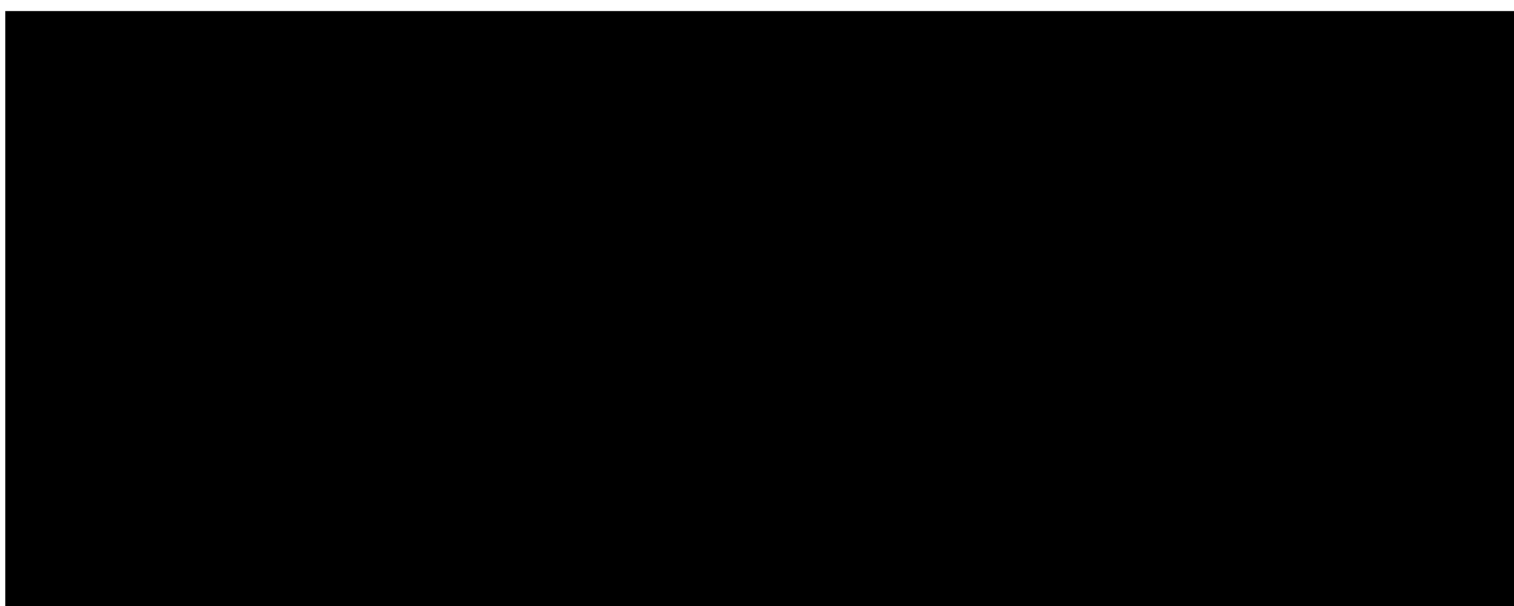


Page



Bill date 5 May 2007

**Your gas bill**  
Please pay £153.34 now.



INCINERATOR (B)  
5024104132412

24.99

T O T A L

-----  
£24.99  
-----

OP TIMBERCARE (B)

501368014644

7.99

Chrome Plated Ai (B)

.

5013669978363

19.99

T O T A L

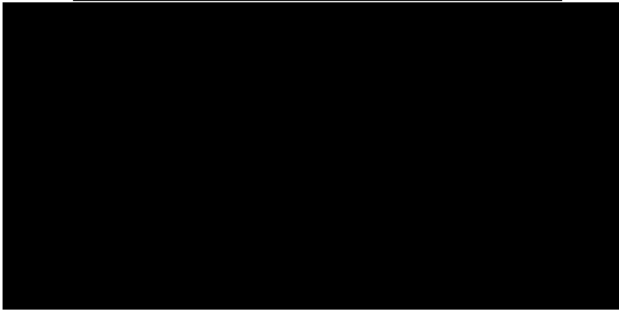
-----  
£27.98  
-----

T O T A L

-----  
£27.98  
-----



CLEANER	0.89
RESTORER	4.99



QUOTATION AND SPECIFICATION

DATE 28 May 2007

1. NAME OF CALLER Mr. Hoon

2. ADDRESS [Redacted]

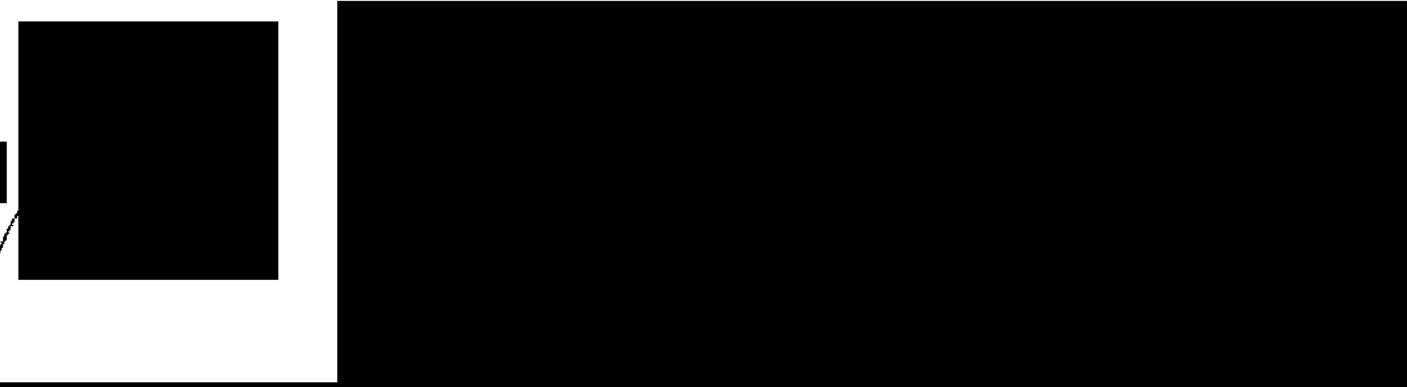
3. PROPERTY TO BE CLEANED IF DIFFERENT FROM ABOVE

4. SOURCE OF ENQUIRY:  
YELLOW PAGES THOMPSONS REC.

5. WORKS TO BE CARRIED OUT:  
GENERAL CLEANING CARPETS  
UPHOLSTERY CURTAINS

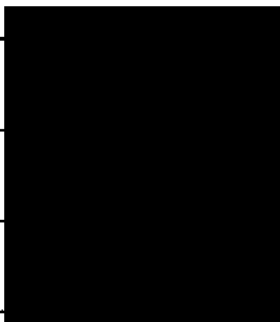
6. SIZE OF PROPERTY No. BEDROOMS

7. QUOTATION: £345 + VAT



Carpets to 3 floors.  
4 bedrooms, 60 stairs, 2 landings,  
two lounge, 2 bathrooms,  
dining room, hall.

Take down curtains



CONDITIONS OF CONTRACT

Whilst every effort is made to prevent damage, the Company cannot accept responsibility for any shrinkage to carpets due to faulty or poor fitting. Neither will the Company accept responsibility for any damage to upholstery where clear cleaning instructions are not visibly evident.

Payment on completion of work unless by prior arrangement

I DECLARE THAT I AM COMPLETELY SATISFIED WITH THE ABOVE CLEANING WORKS

SIGNATURE.....

DATE.....

COST OF JOB

SUB TOTAL £345-00  
VAT 17 1/2% £ 60-37  
TOTAL £405-37





MR G HOON

## Electricity bill

Please pay

**£83.20**



# Member's claim form

## Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

GENEVESE HOON

Constituency

ASHFORD

## 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 / 02 / 2008 to 31 / 03 / 2008

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 2057 : 70 p (2 x 1028 - 85)

Food

£ : p

Utilities

£ 174-11  
73-17  
46-48 : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 216 : 00 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2351 : 58 p

Please pay  
£1,056.14

**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

Signature

Date

2nd April 2008

necessarily to enable  
purpose of performing

**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

The Occupier

Bill date: 6 Feb 2008

---

## Your gas bill

Please pay £174.11 now.

The Occupier

Our Reference Number:

Date:  
5 March 2008

Dear The Occupier

You may have just overlooked it, but **your gas bill for £174.11 is overdue.**

Bill date  
4 March 2008

Water Services Bill

MR GEOFF HOON

---

Your water services bill for 23 August 2007 to 19 February 2008

Total payable    The total shown is now due

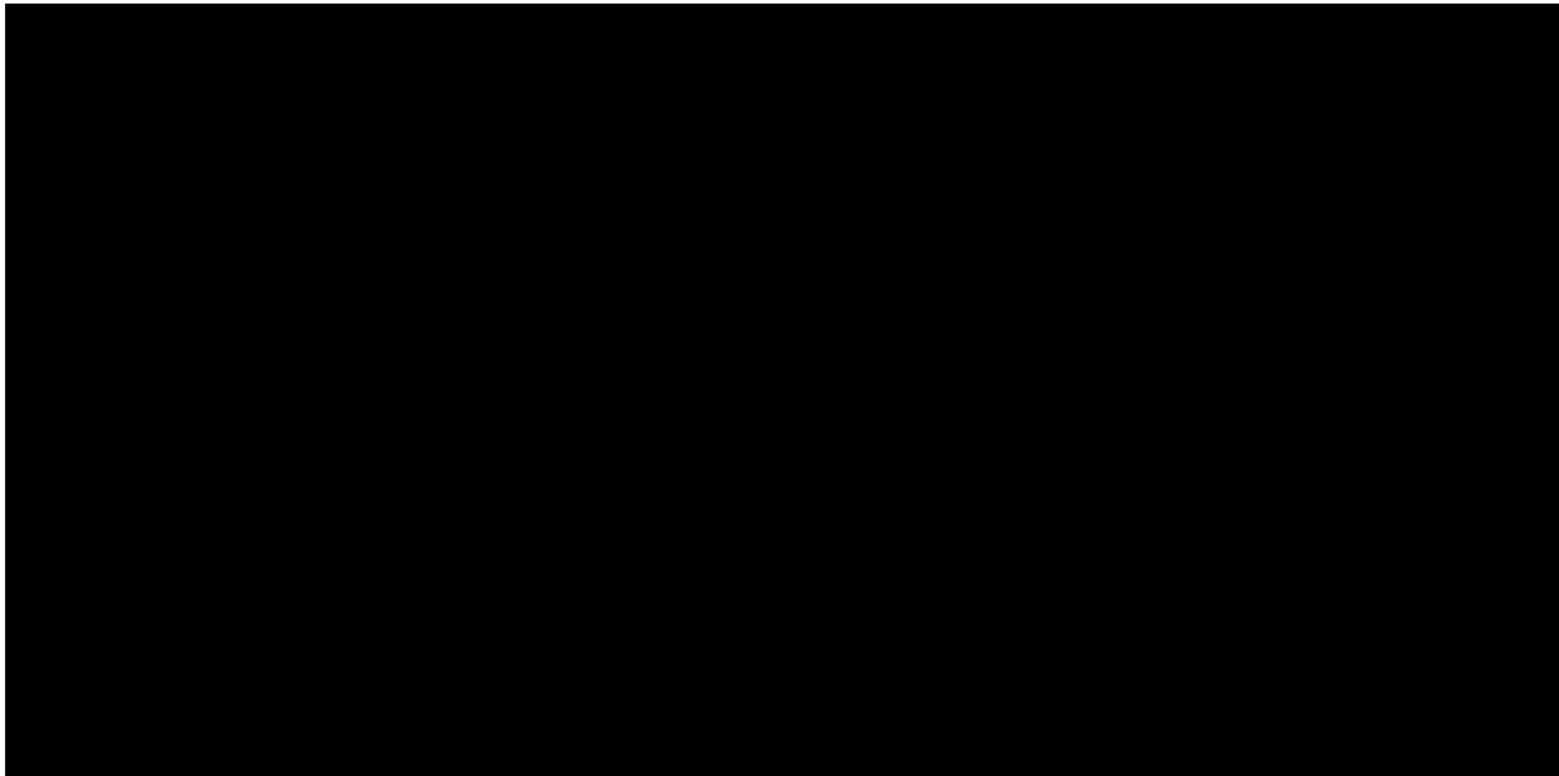
**£46.43**

bill date 13 Feb 08

Page 2 of 3

MR G HOON

electricity bill: **£73.14**





Invoice to: Mr. Geoff Hoon

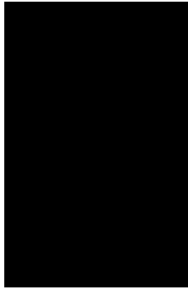


Invoice no

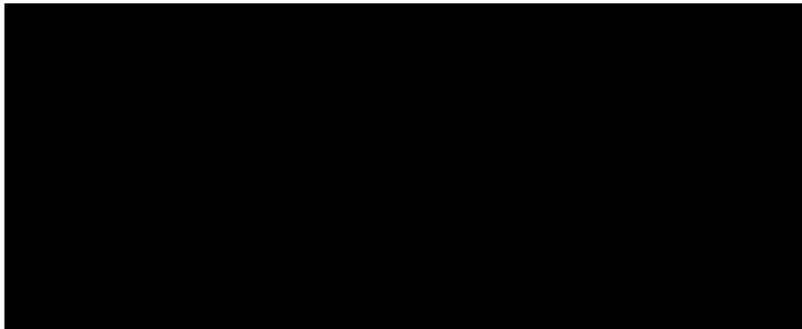
Account

Your ref

Date/tax point 02/04/08

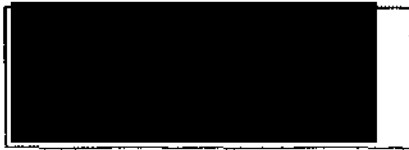
<i>Serviced</i>	<i>Description</i>	<i>Quantity</i>	<i>Price per hours</i>	<i>Total</i>
	<b>Regular Cleaning Service - weekly</b>	3h	£9	£27
		3h	£9	£27
		3h	£9	£27
		3h	£9	£27


Total: £108





Invoice to: Mr. Geoff Hoon

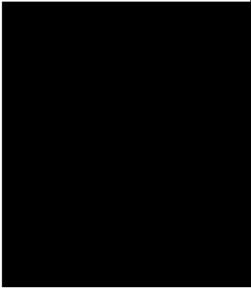


Invoice no 

Account 

Your ref 

Date/tax point 05/03/08

<i>Serviced</i>	<i>Description</i>	<i>Quantity</i>	<i>Price per hours</i>	<i>Total</i>
	<b>Regular Cleaning Service - weekly</b>	3h	£9	£27
		3h	£9	£27
		3h	£9	£27
		3h	£9	£27

Total: £108

