



# Member's claim form

08 AUG 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

Geraldine Smith

Constituency

Morecambe & Lunesdale

## 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 / 8 / 2005 to 31 / 8 / 2005

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1017 : 27 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : — p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 235 : — p

▶ please specify

PICTURE

Other

£ 185 : — p

▶ please specify

Mirror

Other

£ 148 : 90 p

▶ please specify

bedspread, sheets,  
pillow cases

Total

£ 1636 : 17 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] me for the purpose of performing

Signature

MP

Date

3/9/2005

**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



# Member's claim form

20 SEP 2005

## Members' Allowances

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## Your details

Name  
in CAPITAL LETTERS

Geraldine Smith

Constituency

Morecambe & Lunesdale

## Claim details

### Notes

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

Please list

Please attach

Period of claim

from 1 / 9 / 2005 to 30 / 9 / 2005

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1017 : 27 p ✓

Food

£ 200 : — ✓

Utilities  
& telephone

£ 100 : — ✓

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ : p

Cleaning

£ 50 : — ✓

Service/maintenance

£ 127 : 80 ✓

Repairs/insurance/  
security

£ : p

Other

£ 249 : — ✓

▶ please specify

Bali table lamp

Other

£ 185 : — ✓

▶ please specify

Floor lamp.

Other

£ 186 : — ✓

▶ please specify

3 cushions

Total

£ 2115 : 07 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



MP

Date

28/9/2005

**Data protection**

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Member's claim form

05/06.

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Your details

Name in CAPITAL LETTERS

Geraldine Smith

Constituency

Morecambe & Lunesdale

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 1/3/2006 to 31/3/2006 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 690 : - 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

£ 690 : - 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

[Redacted Signature] MP

Date

1 / 4 / 2006

**Data protection**

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

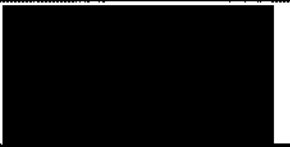


Member Form

28 FEB 2006

About filling in this form

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Your details

Name in CAPITAL LETTERS

GERALDINE SMITH

Constituency

MORECAMBE & LUNESDALE



Claim details

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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 1/2/2006 to 28/2/2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 998 : 64 p ✓

Food

£ 350 : - p ✓

Utilities

£ 60 : - p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 20 : - p ✓

Cleaning

£ 75 : - p

Spa/maintenance

£ 214 : 50 p ✓

Repairs/insurance/security

£ 43 : 50 p ✓

Other

£ 48 : - p ✓

▶ please specify

Dry cleaning

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1809 : 64 p

MAX 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

27 / 2 / 2006

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





claim form

31 JAN 2006

About filling in this form

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Your details

Name in CAPITAL LETTERS

Geraldine Smult ✓

Constituency

Morecambe & Lunesdale

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, 2005 to 31, 1, 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 998 : 64 p

Food

£ 400 : - p

Utilities

£ 35 : - p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 20 : - p

Cleaning

£ 75 : - p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 48 : - p

Dry Cleaning  
please specify

Other

£ : p

please specify

Other

£ : p

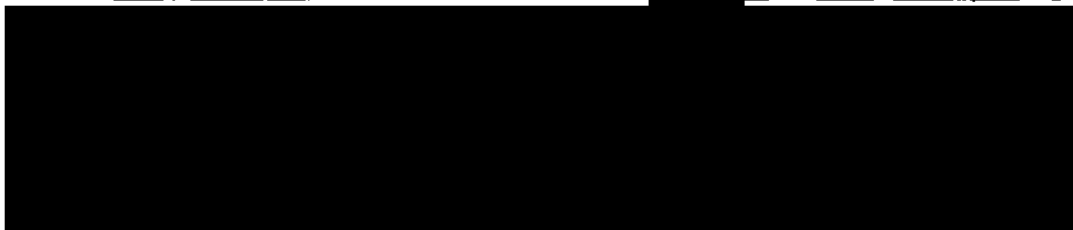
please specify

Total

£ 1574 : 64 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

30/1/2006

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



Additional Costs Allowance

ACA2

30 DEC 2005

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

Geraldine Smith

Constituency

Morecambe & Lunesdale

Claim details

You can only claim for

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- 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 1/12/2005 to 30/12/2005

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 998 : 64 p ✓

Food

£ 400 : - p ✓

Utilities

£ 35 : - p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 20 : - p ✓

Cleaning

£ 75 : - p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 189 : - p ✓

Other

£ 55 : 89 p } OVER CLAIMED MORTGAGE PAYMENTS  
▶ please specify SEPT/OCT/NOV

Other

£ 56 : - p } ▶ please specify Dry Cleaning

Other

£ 224 : 30 p ✓ ▶ please specify Kitchen equipment  
pans pots etc

Total

£ 1942 : 03 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

21/12/2005

**Data protection**

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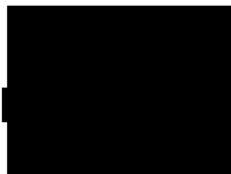
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Additional Costs Allowance

Member's cl



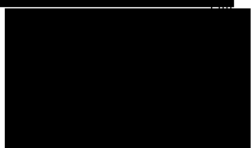
DEC 2005

30 DEC 2005

ACA2

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

GERALDINE SMITH

Constituency

MORECAMBE & LUNESDALE



Claim details

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- 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 1/12/2005 to 30/12/2005

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

£ 1002 : 68 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

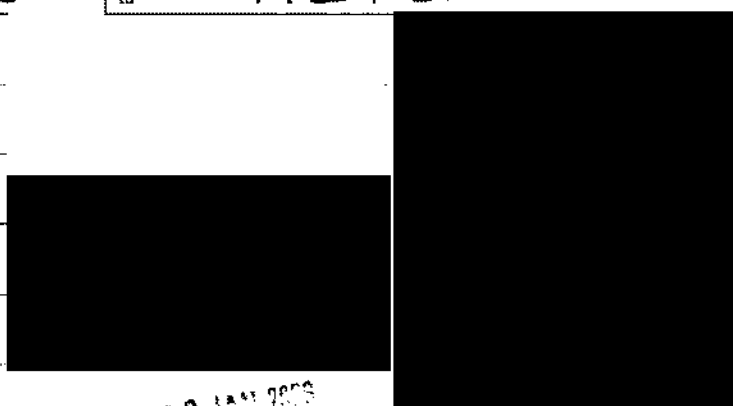
Other

£ : p

▶ please specify

Total

£ 1002 : 68 p



23 JAN 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

27/12/2005**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

APPLICATION FOR PAYMENT  
For

To: Ms M G Smith

Account Queries:  
Ask for Customer Accounts

Maintenance Queries:  
Ask for Estate Co-ordinator

Invoice No: [REDACTED]  
Date: 15 Nov 2005  
Account No: [REDACTED]

Description	Period	Amount
Service Charge	1 Nov 2005 to 30 Apr 2006	808.82
	<b>Total:</b>	<b>£808.82</b>
	<b>b/fwd balance:</b>	<b>£193.86</b>
	<b>Total Due:</b>	<b>£1,002.68</b>



Member's claim form

13 DEC 2005 18 DEC 2005

Members' Allowances

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 1592.

Your details

Name in CAPITAL LETTERS

Geraldine Smith

Constituency

Morpeth & Wansborough

Claim details

Notes

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

Please list

Please attach

Period of claim

from 1 / 11 / 2005 to 30 / 11 / 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 10 17 : 27 p

Food

£ 4 00 : - p

Utilities

£ 60 : - p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 20 : - p

Cleaning

£ 75 : - p

Service/maintenance

£ 1 93 : 86 p

Repairs/insurance/security

£ 2 04 : 10 p

Other

£ 53 : - p

Dry cleaning please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2 003 : 23 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

4 / 12 / 2005

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# Member's claim form

OCT 2005

Members' Allowances

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## Your details

Name in CAPITAL LETTERS

Geraldine Smith

Constituency

Morecambe & Lunesdale ✓

## Claim details

Notes

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

Please list

Please attach

Period of claim

from 1 / 10 / 2005 to 30 / 10 / 2005 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1017:27 p ✓

Food

£ 400: - p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 20: - p ✓

Cleaning

£ 50: - p ✓

Service/maintenance

£ 118:86 p ✓

Repairs/insurance/  
security

£ 189:70 p ✓

Other

£ 48: - p ✓

Dry Cleaning  
▶ please specify

Other

£ 225: - p ✓

Chair  
▶ please specify

Other

£ 35: - p ✓

Towels  
▶ please specify

Total

£ 2103:83 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

30 | 10 | 2005

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Member's claim

24 AUG 2005

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Your details

Name in CAPITAL LETTERS

Geraldine Smith

Constituency

Morecambe & Lunesdale

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 / 2005 to 31 / 7 / 2005

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 1017 : 27 p ✓

Food

£ 300 : — p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : — p ✓

Service/maintenance

£ 45 : — p ✓

Repairs/insurance/security

£ : p

Other

£ 40 : — p ✓

Heating/Lighting Telephone  
▶ please specify

Other

£ 200 : — p ✓

Curtains  
▶ please specify

Other

£ : p ▶ please specify

Total

£ 1652 : 27 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

\_\_\_\_\_

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



[REDACTED]

1st August 2005

Miss Maria Geraldine Smith

[REDACTED]

Roll Number [REDACTED]

Dear Miss Smith

We write to confirm that the monthly interest only figure is £1017.27 per month on the above mortgage.

Yours sincerely

[REDACTED]

[REDACTED]



Additional Costs Allowance

ACA2

05/06

JUNE 2006

Member's claim form

28 JUN 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

Geraldine Smith

Constituency

Morecambe & Lunesdale



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, 6, 2006 to 30, 6, 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1017 : 27 p ✓

Food

£ 400 : — p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : — p

Service/maintenance

£ 52 : — p

Repairs/insurance/security

£ : p

Other

£ 40 : — p

▶ please specify

Heating/ Lighting/ Telephone

Other

£ 87 : — p

▶ please specify

Replacement Lights.

Other

£ : p

▶ please specify

Total

£ 1646 : 27 p

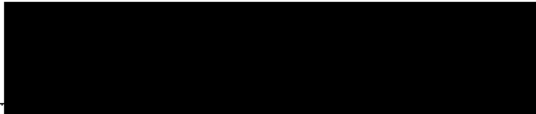
**Details of second home** *if applicable*

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

26 June 2006

**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





Additional Costs Allowance

05/06

Member's claim form

02 JUN 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

Geraldine Smith

Constituency

Morecambe & Lunesdale

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

request for dissolution  
from 1/4/2005 to 31/5/2005

Total cost of hotel stays  
attach all receipts

£ 250 : — p

Mortgage payments  
(interest only) or rent

✓ £ 1017 : 27 p APRIL/MAY

Food

£ 140 : — p ✓

Utilities

£ 1126 : 29 p

Council Tax/Rates

£ 1436 : 20 p <sup>341</sup>/<sub>365</sub> (24 days)

Telephone and telecommunications

£ : — p ✓

Cleaning

£ 50 : — p ✓

Service/maintenance

£ 826 : — p ✓

Repairs/insurance/security

£ : — p

Other

£ 42 : — p ✓ ▶ please specify Cups & glasses

Other

£ : — p ▶ please specify

Other

£ : — p ▶ please specify

Total

£ ~~3461~~ : 47 p Pay £3451.51

**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

31/5/2005

**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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form to

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

APPLICATION FOR PAYMENT  
For

To: Ms M G Smith

Account Queries:  
Ask for Customer Accounts

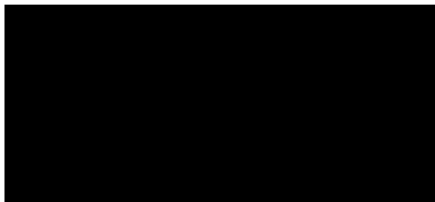
Maintenance Queries:  
Ask for Estate Co-ordinator

Invoice No:  
Date:  
Account No:

Description	Period	Amount
Ground Rent	1 May 2005 to 31 Oct 2005	75.00
Service Charge	1 May 2005 to 31 Oct 2005	760.17
	<b>Total:</b>	<b>£835.17</b>
	b/fwd balance:	£0.00
	<b>Total Due:</b>	<b>£835.17</b>

- 4 days £826 -

# Bill for 2005/06

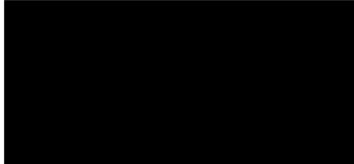


## Council Tax

Your Account number



MARIA GERALDINE SMITH

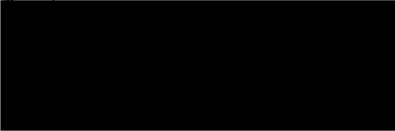


Date

15 March 2005



Property subject to council tax:



This property is in valuation band [redacted] The 2005/2006 council tax for this band is £1339.51 (an increase of 4.3% on 2004/05)  
The tax comprises: [redacted] £1028.31 (an increase of 4.0%)  
£311.20 (an increase of 5.5%)

Council tax for period 01.04.2005 to 31.03.2006	£1339.51
less 10% discount: second home/furnished/unoccupied (01.04.2005 to 31.03.2006)	-£133.95



**Amount payable for 2005/2006**

**£1205.56**

