



Additional Costs Allowance

07/08

ACA2

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

GERRY SUTCLIFFE

Constituency

BRADFORD SOUTH

Office use only

Costs

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 01/08/08 to 31/08/08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 280 : 26 p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 32 : 93 p  
5 : 40 p

Service/maintenance

£ 21 : 70 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 740 : 29 p

continued on

**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

03/05/08

✓

**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

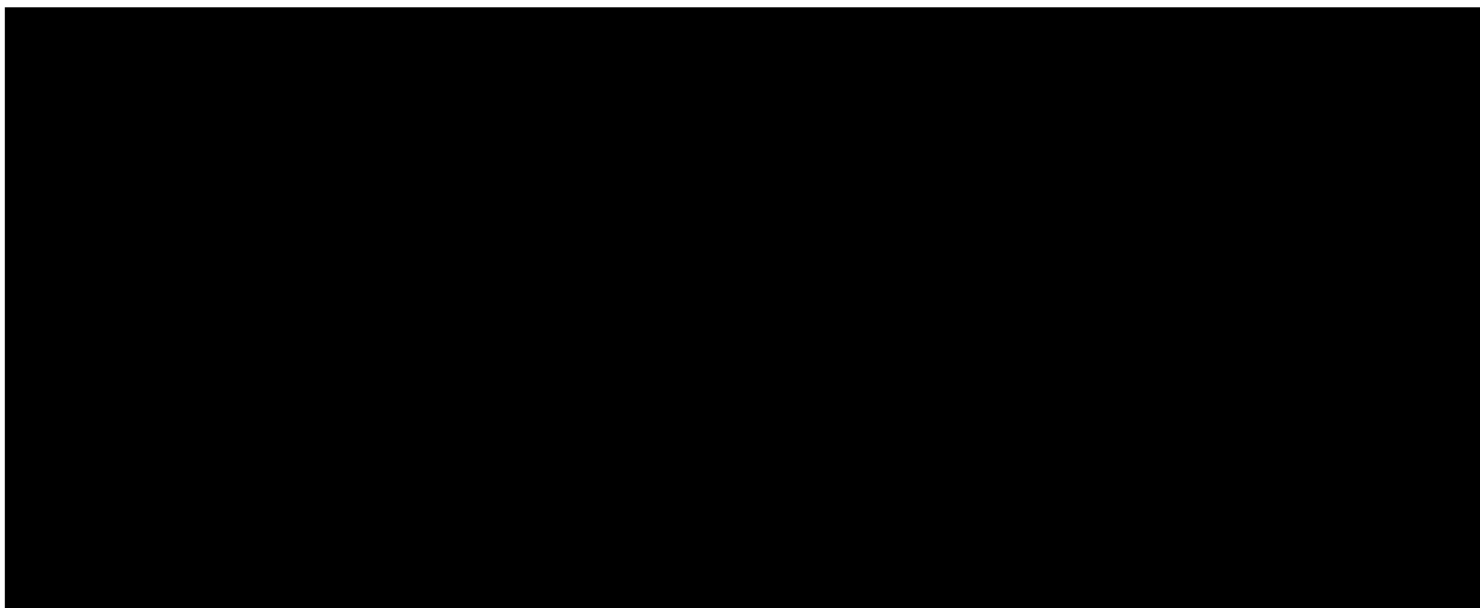
Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

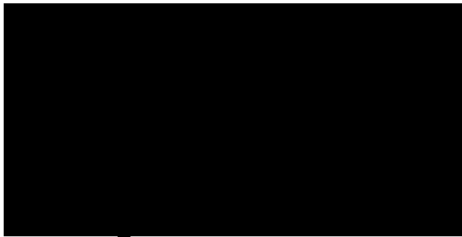
**Interest**

From 03/03/2008 to 31/03/2008 the interest rate charged on borrowing was 6.65%.

The total interest on all your borrowing covering this period is **£280.26**. We will collect this from your account on 25/04/2008.

If you want to know exactly how we calculate the interest applied to your account please call us.



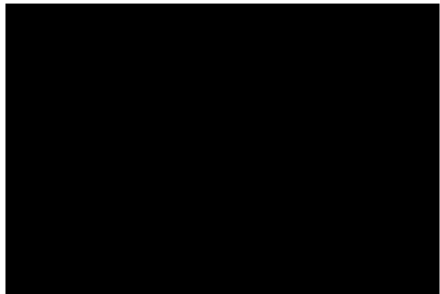


01.02.00

02:09

#0018

•5.40



13-01-00

05:17

0025

•21•700

CUSTOMER RECEIPT



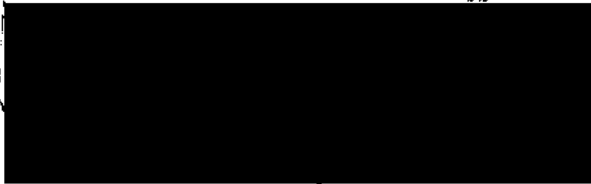
CONSOLIDATED TICKETS:



26.37  
6.56

TOTAL

32.93





WE CAN TRY AT YOUR OWN RISK

OWNERS RISK.....

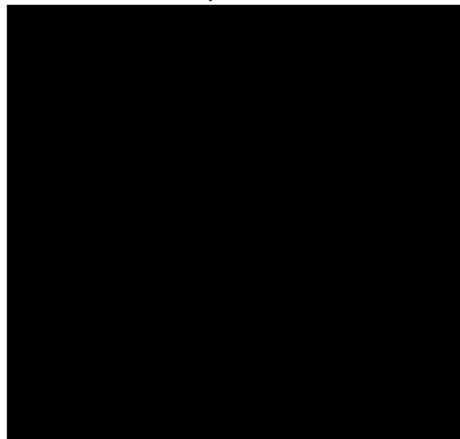
Suit Dry Clean

45.40

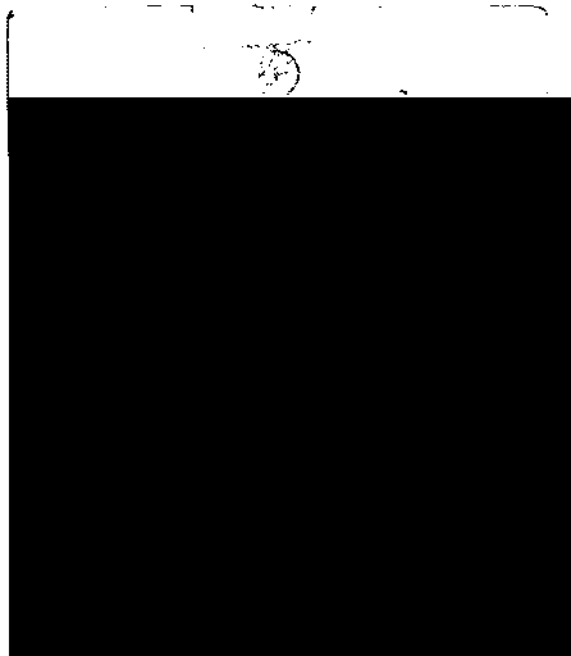
TICKET No.....

SwiT - \$40

\$40







WE CAN TRY AT YOUR OWN RISK

OWNERS RISK.....

RSWIT £ 21.70  
WSTH

TICKET No.....



Member's claim form

[Redacted] 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.

[Redacted]

Your details

Name in CAPITAL LETTERS

GERLY SUTCLIFFE MP

Constituency

BRADFORD SOUTH

Office use  
Costs/Cat 2

[Redacted]

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 / 02 / 08 to 29 / 02 / 08

Total cost of hotel stays  
attach all receipts

£ : p ✓

Mortgage payments  
(interest only) or rent

£ 301 : 00 p

Food

£ 400 : 00 p ✓

Utilities

£ 176 : 13 p

Council Tax/Rates

£ 191 : 84 p

Telephone and  
telecommunications

£ 157 : 65 p ✓

Cleaning

£ 13 : 50  
9 : 10 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Other

£ : p ▶ please specify \_\_\_\_\_

Total

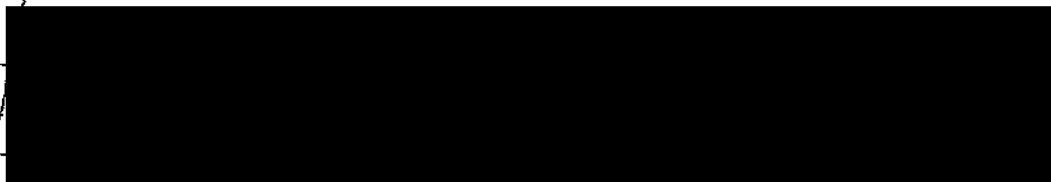
£ 1249 : 22 p ✓

[Redacted]

**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

\_\_\_\_\_  
2/03/08

**Data protection**

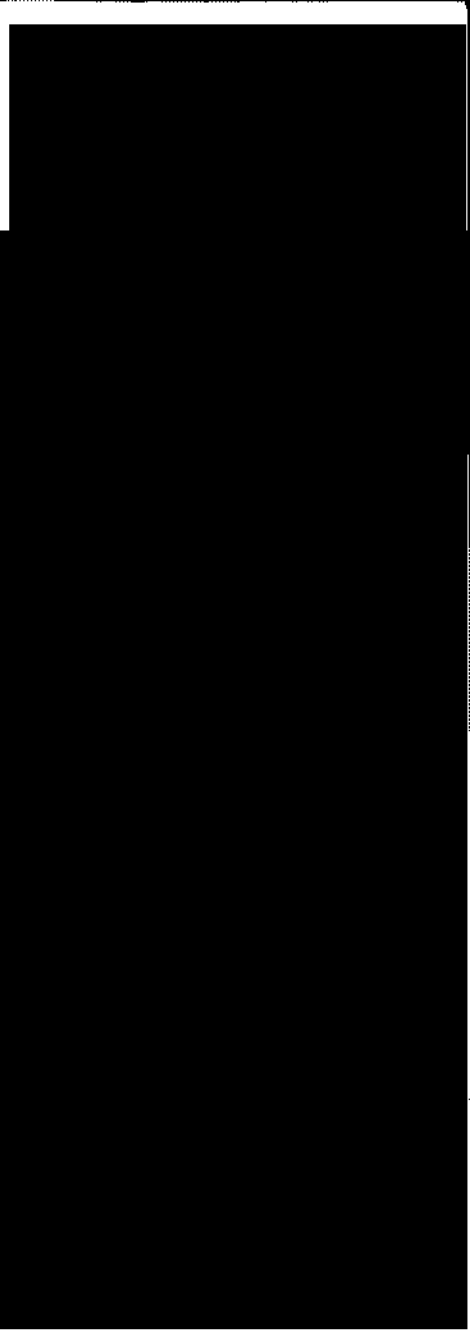
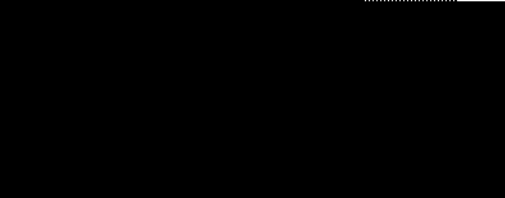
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information 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



MR G SUTCLIFFE



Your account number

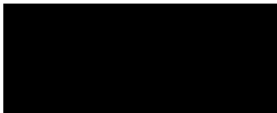


Bill number

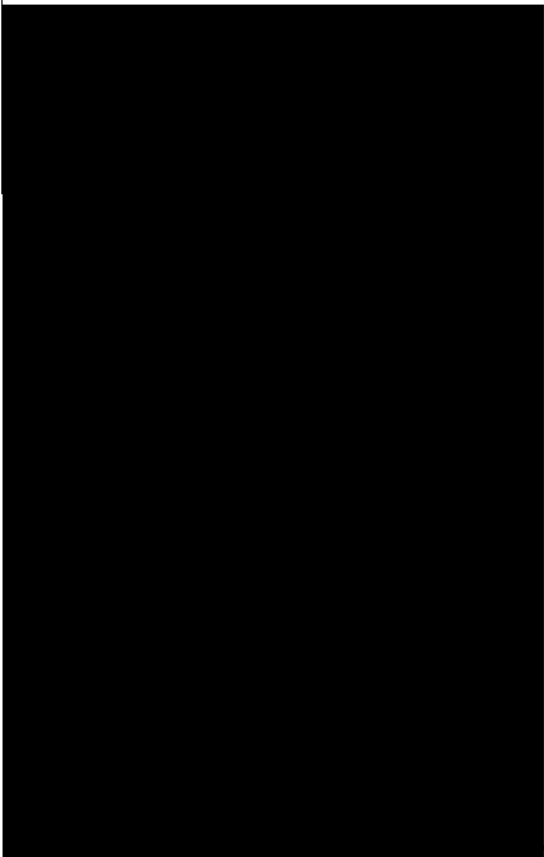


Date

17 February 2008



**Total now due            £ 157.65**



Mr & Mrs G SUTCLIFFE

Bill date: 26 Feb 2008

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## Your electricity bill

Please pay £176.13 now.

Mr & Mrs G SUTCLIFFE

Bill date: 25 Feb 2008

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## Your gas bill

Please pay £191.84 now.

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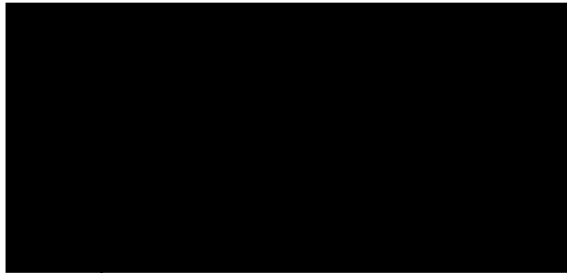
MR G SUTCLIFFE

4 Part(s)

1 Two 2pc Suit 13.50

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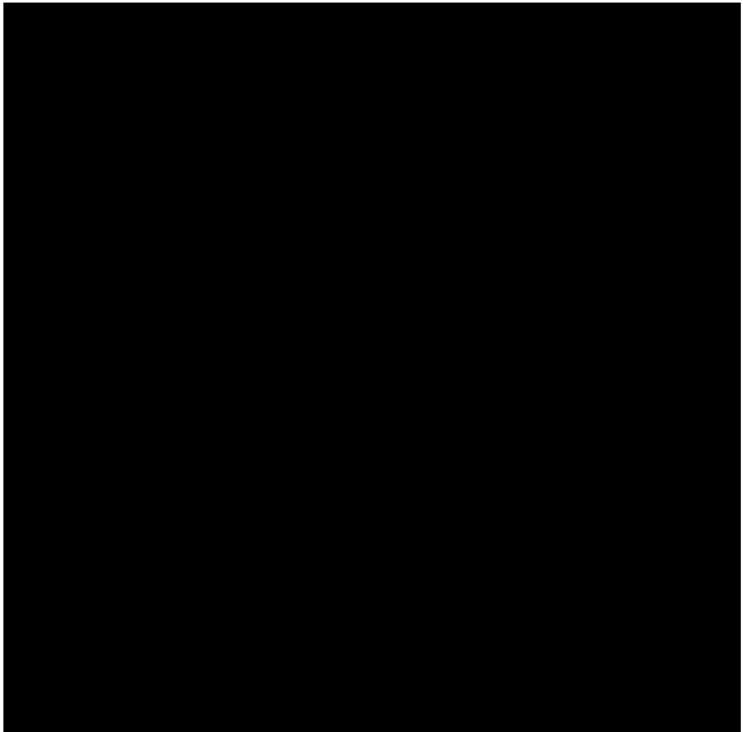
TOTAL 13.50  
PAID 13.50



11-00-00  
22:14  
00038

•9-100





**WE CAN TRY AT YOUR OWN RISK**

**OWNERS RISK.....**

7 SHH \* 9.10

**TICKET NO.....**



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

GERRY SUTCLIFFE MP

Constituency

BRADFORD SOUTH

Office use Costs/Cat 2

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 01/01/08 to 31/10/09

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 306 : 15 p /

Food

£ 400 : 00 p /

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other BEDDING & PILLOWS

£ 19 98 p /

£ 29 98 p /

£ 31 98 p /

Other

£ : p

Total

£ 787 : 15 p

please specify

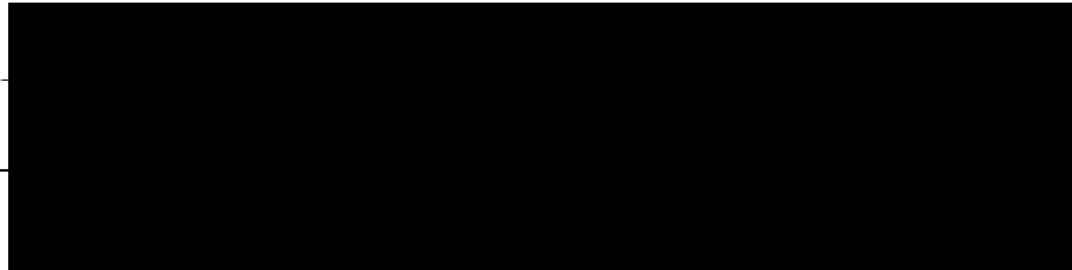
please specify

please specify

Handwritten total: £ 787.09

**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

11/02/08

**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

Bedeck Ivory/Fitte	8.00
5016709136648	
Bedeck Colours Cre	3.99
5016709230896	
150090 13.5 Tog/Da	19.99
5012701217521	
Share Number	
AMOUNT DUE	31.98

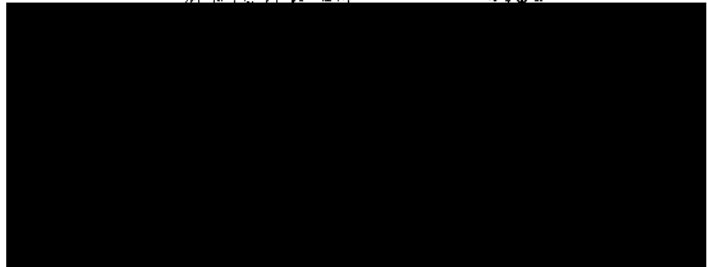


THANK YOU

AMOUNT

229.00

DEBITED TO





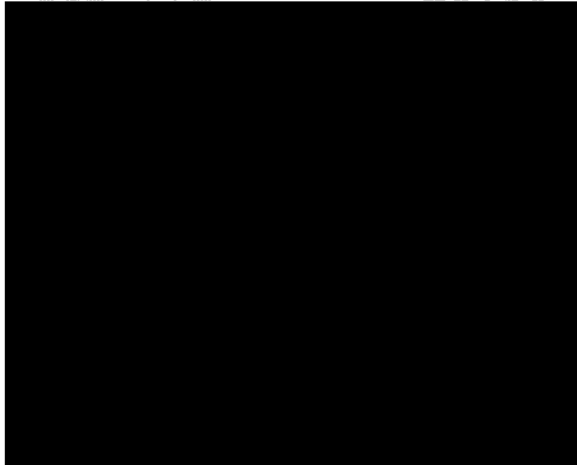
VEGA CHOCOLATE Q/SET DB . 1 @ 14.99

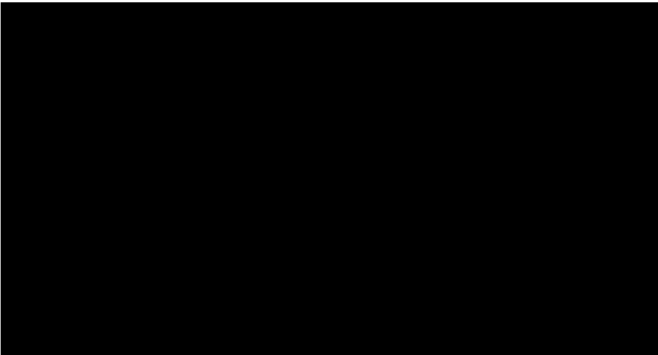
5055184884521

MORITZ CREAM Q/SET DB . / 1 @ 14.99

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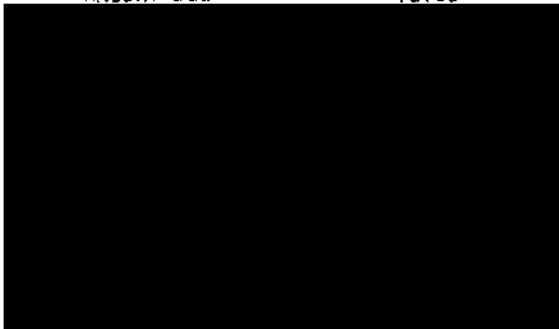
SUB TTL 29.98





150095/Deep Sleep	9.99
5012701216531	
150095/Deep Sleep	9.99
5012701216531	

AMOUNT DUE	19.98	/
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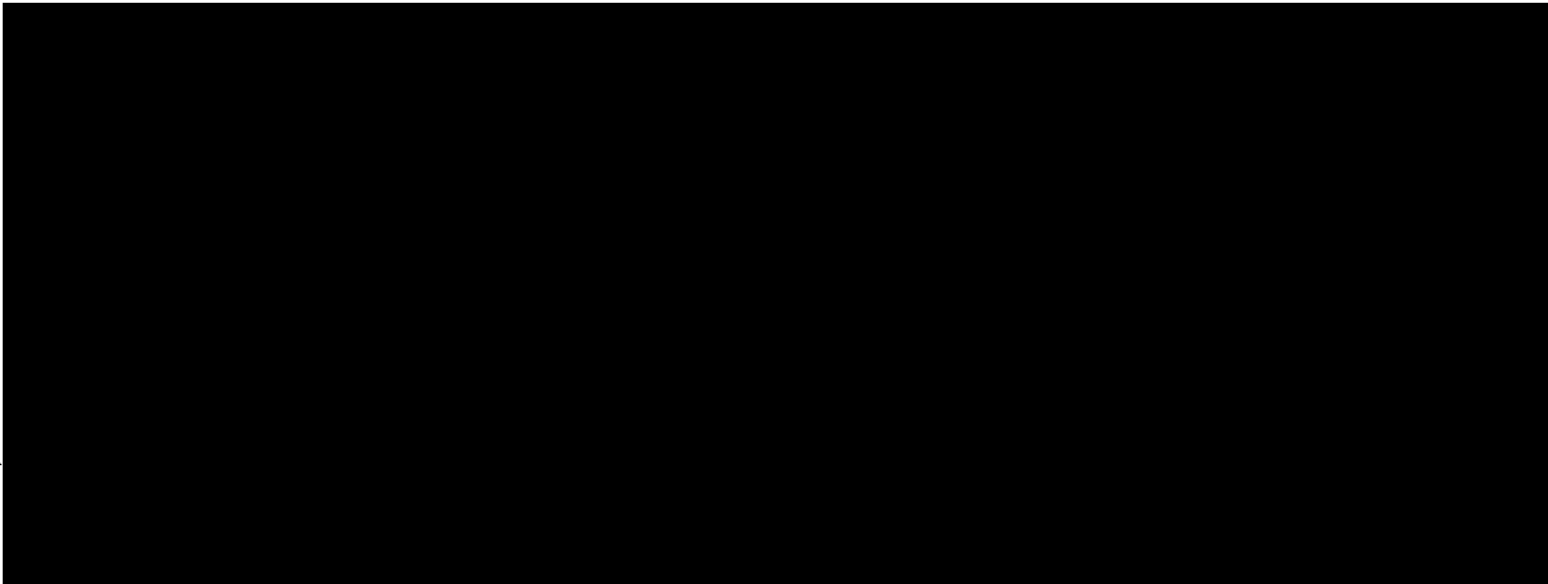
31 January 2008 statement 2

Interest

From 02/01/2008 to 31/01/2008 the interest rate charged on borrowing was 6.90%.

The total interest on all your borrowing covering this period is £305.15. We will collect this from your account on 25/02/2008.

If you want to know exactly how we calculate the interest applied to your account please call us.







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

GERRY SUTCLIFFE

Constituency

BRADFORD SOUTH

Office use only

Costs

[Redacted]

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 / 12 / 07 to 31 / 12 / 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 307 : 83 p

Food

£ 400 : 00 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

£ 707 : 83 p ✓

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

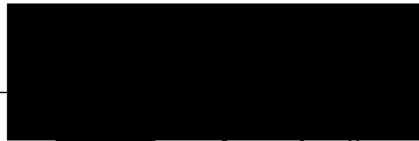
Address of  
second home  
for Additional  
Costs Allowance



**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 as a Member of Parliament.

Signature



MP

Date

09 / 01 / 08

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Send your completed  
form to

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



Member's claim form

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

GERLY SUTCLIFFE M P

Constituency

BRADFORD SOUTH

Office use only

Costs

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 / 11 / 07 to 30 / 11 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 335 : 06 p

Food

£ 400 : 00 p

Utilities

£ 116 : 06 p  
131 : 17 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 165 : 06 p

Cleaning

£ 27 : 80 p

Service/maintenance

£ : p

Repairs/Insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1175 : 15 p

**Details of second home** *if applicable*Address of  
second homefor 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

10/11/07

**Data protection**

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

Mr [REDACTED] G. SLITCHOFF

Bill date: 24 Nov 2007

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## Your gas bill

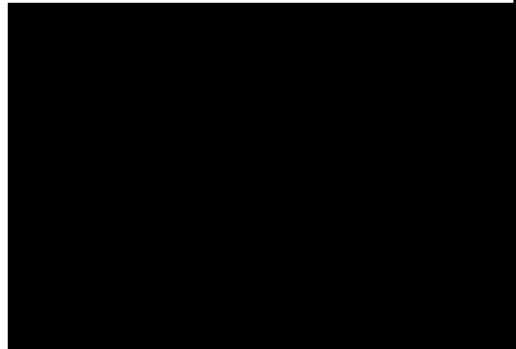
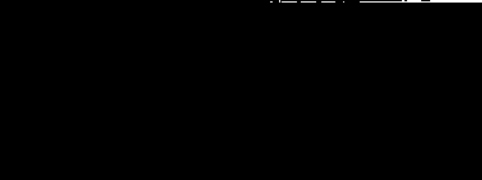
Please pay £116.06 now.

Mr & Mrs G SUTCLIFFE

Bill date: 26 Nov 2007

## Your electricity bill

Please pay £131.17 now.

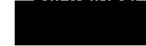


Your account number

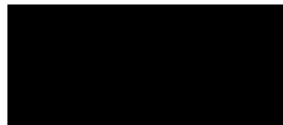


MR G SUTCLIFFE

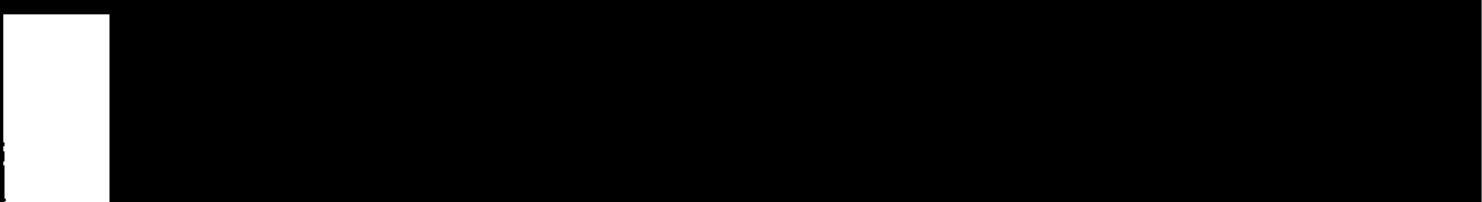
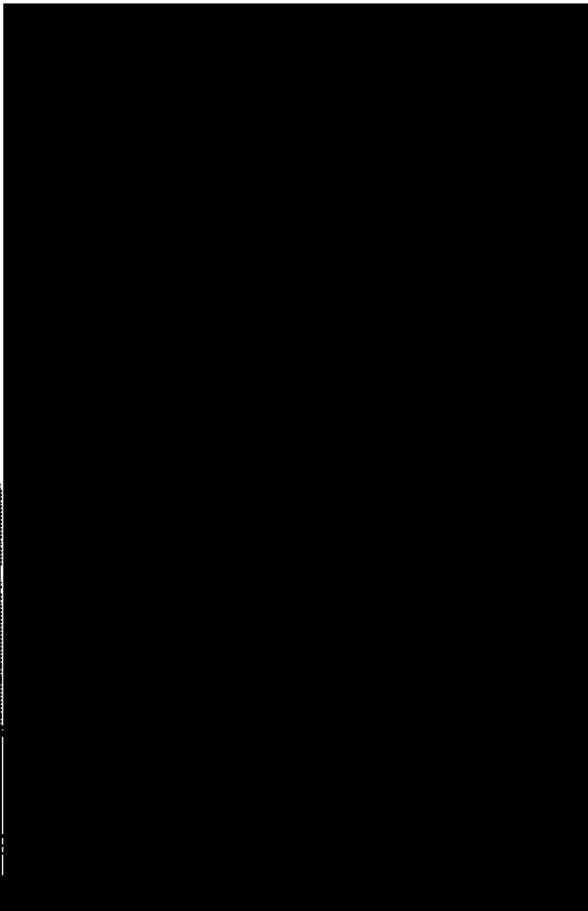
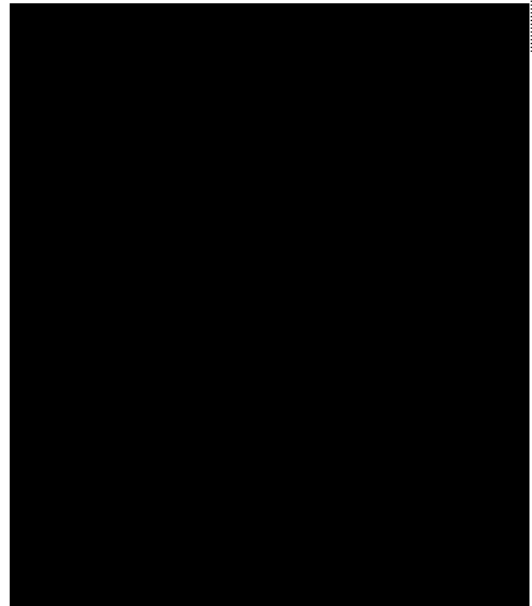
Bill number



Date  
15 November 2007



**Total now due**                      **£ 165.06**





# 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

GERRY SUTCLIFFE MP

Constituency

BRADFORD SOUTH

## 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 21 / 11 / 07

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 325 : 67 p

Food

£ 400 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 113 : 06 p

Cleaning

£ 5 : 20 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

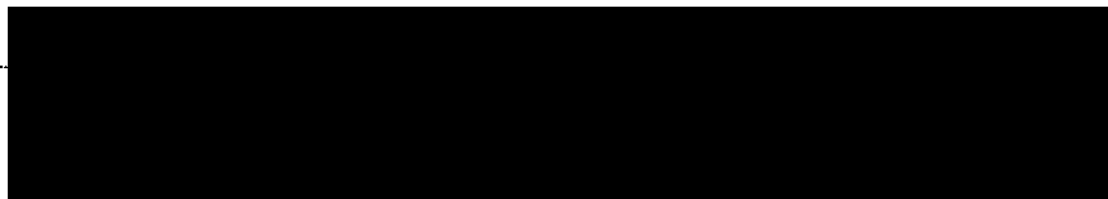
£ 943 : 93 p

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

L



MP

Date

L

11/11/07

**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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your account number

\_\_\_\_\_

Bill number

\_\_\_\_\_

Date

4 November 2007

\_\_\_\_\_

\_\_\_\_\_

MR G SUTCLIFFE

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Total now due**

**£ 113.06**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

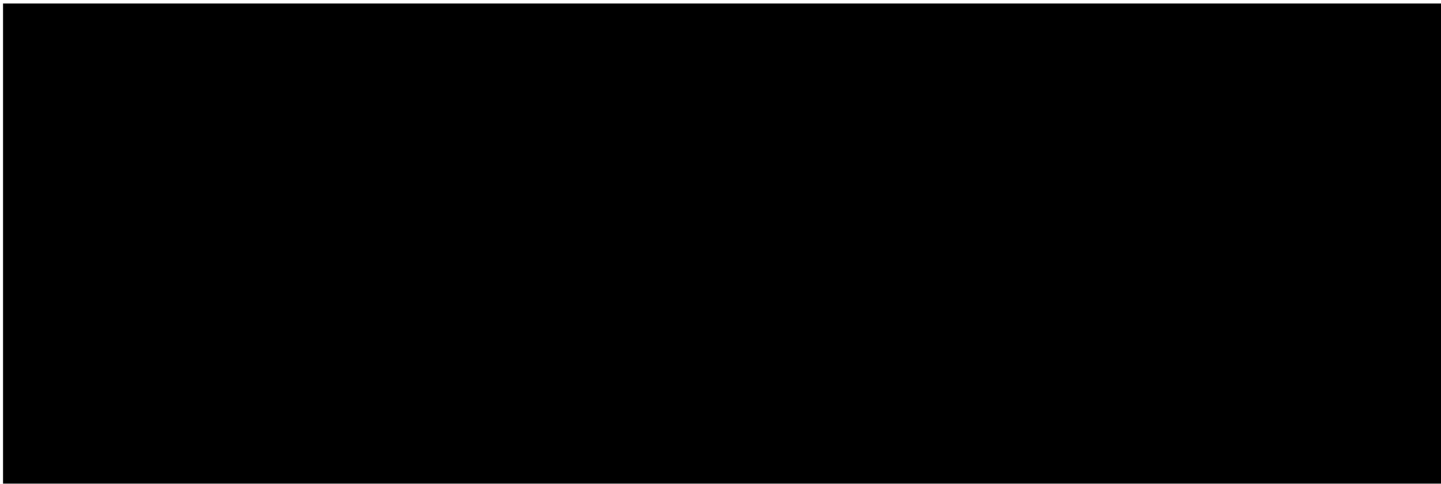


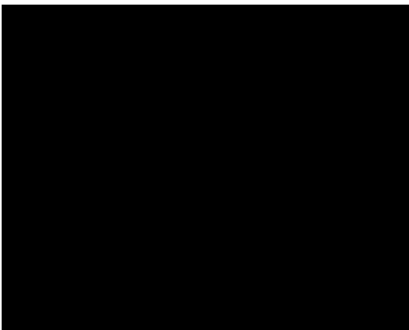
**Interest**

From 01/10/2007 to 31/10/2007 the interest rate charged on borrowing was 7.15%.

The total interest on all your borrowing covering this period is £325.67. We will collect this from your account on 26/11/2007.

If you want to know exactly how we calculate the interest applied to your account please call us.





06-02-00

07:26

No 0032

•5-2000



# 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 about whether you can claim for a cost, please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

GERDY SUTCLIFFE M.P

Constituency

BRADFORD SOUTH

## Claim details

Notes

You can only claim for

Please list

Please attach

- 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.

Period of claim

from 01/09/07 to 30/09/07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 293 : 27 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ : p

Cleaning

£ 7 : 50 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 700 : 77 p ✓

**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

18/10/07

**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

03 OCT 2007

## 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

GERRY SUTCLIFFE

Constituency

BRADFORD SOUTH

## 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 / 08 / 07

to 31 / 08 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 344 : 81 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

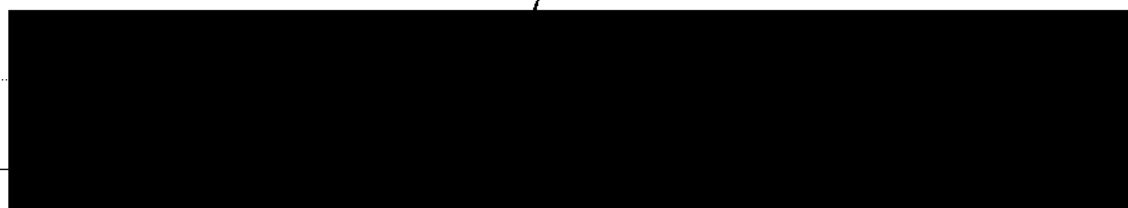
▶ please specify

Total

£ 344 : 81 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

0/09/07

**Data protection**

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- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
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# 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 about whether you can claim for a cost please call 020 7219 1592.



## Your details

Name in CAPITAL LETTERS

GERLY SUTCLIFFE

Constituency

BRADFORD SOUTH

## 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 01/08/07 to 31/08/07 ✓ ✓

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ : p

Food

£ 400 : 00 p ✓

Utilities

£ 128 : 96 p ✓

Council Tax/Rates

£ 75 : 45 p ✓

Telephone and telecommunications

£ 161 : 47 p ✓

Cleaning

£ 60 : 97 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

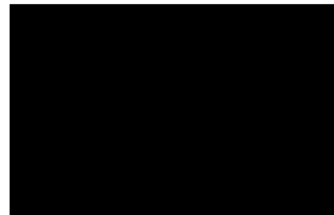
Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 826 : 85 p ✓ ✓



**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

[Redacted] 11/09/07

**Data protection**

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- 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

Mr

G SUTCLIFFE

Bill date: 29 Aug 2007

---

## Your electricity bill

Please pay £128.96 now.

---

Mr

G SUTCLIFFE

Bill date: 29 Aug 2007

---

## Your gas bill

Please pay £75.45 now.

Your account number

Bill number

Date  
15 August 2007

MR G SUTCLIFFE

**Total now due**                      **£ 161.47**



Additional Costs Allowance

ACA2

Member's claim

23 JUL 2007

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 1340.

Your details

Name in CAPITAL LETTERS

G. SUTCLIFFE MP

Constituency

BRADFORD SOUTH

Office use only

Costs

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 01/06/07 to 30/06/07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 314 : 27 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 125 : 14 p ✓

Cleaning

£ 31 : 20 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 292 : 95 p ✓

TV LICENSE Other

£ 135 : 00 p ✓

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1298 : 56 p ✓

25 JUL 2007

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

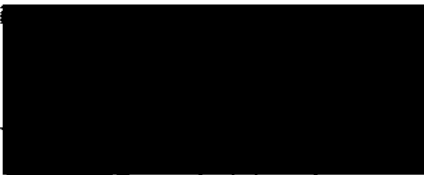
X **Address of second home**  
for Additional Costs Allowance



**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

X **Signature**



MP

X **Date**

20/07/07

**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

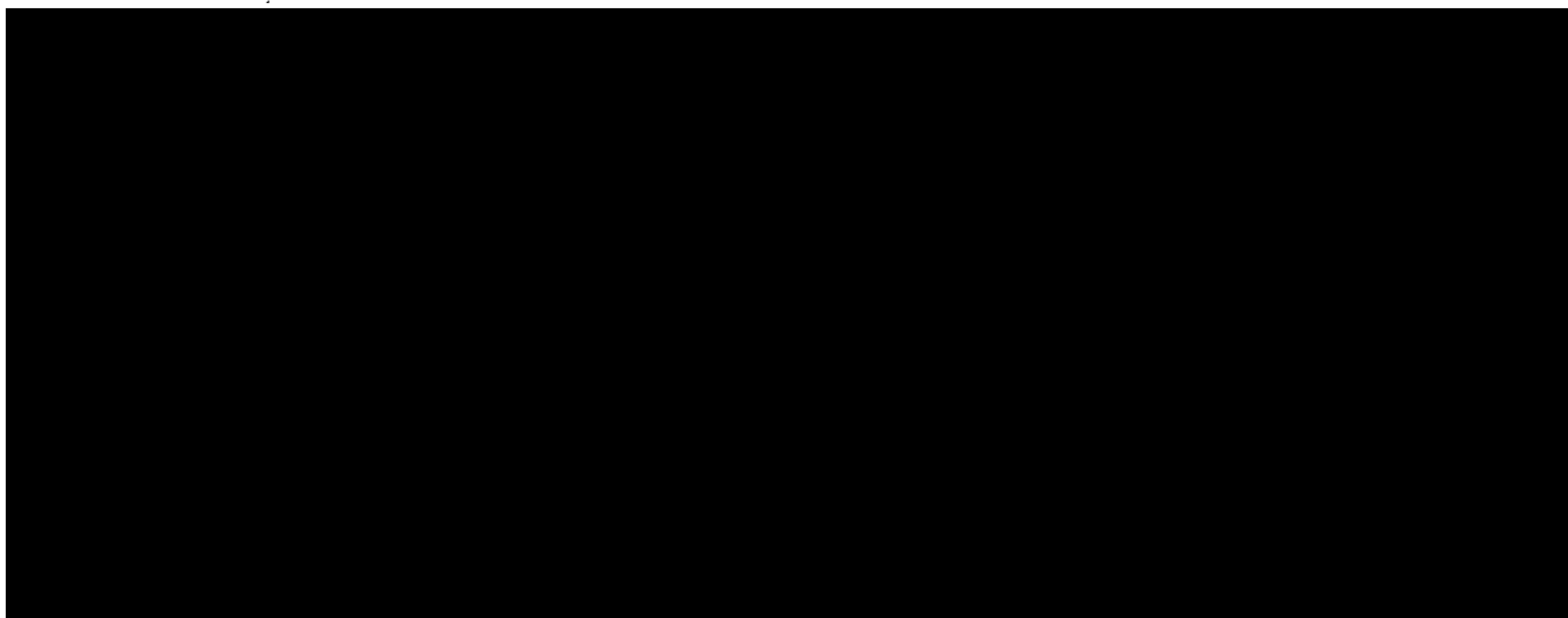
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Interest**

From 01/06/2007 to 01/07/2007 the interest rate charged on borrowing was 6.90%.

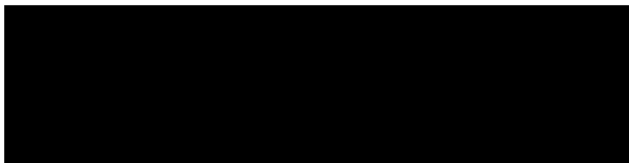
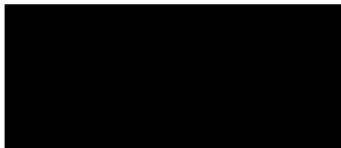
The total interest on all your borrowing covering this period is £314.27. We will collect this from your account on 24/07/2007.

If you want to know exactly how we calculate the interest applied to your account please call us.





MR GERARD SUTCLIFFE



## Quick breakdown

*used by MR GERARD SUTCLIFFE*

### Service charges

VF400 Xmas 01 1 Jun to 30 Jun	£34.04
Itemised Billing	£1.28
Cover Me Insurance @ 5.95	£5.95 <small>VAT exempt</small>
Vodafone GPRS Starter	£0.00

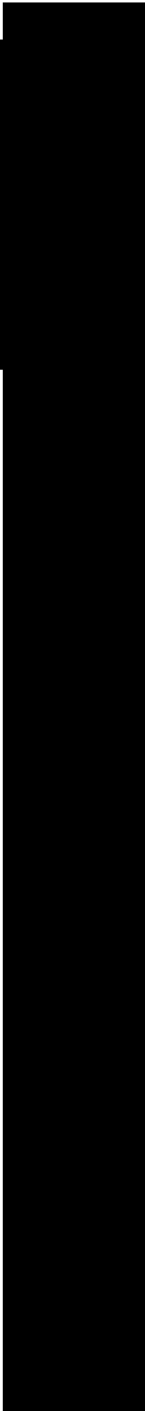
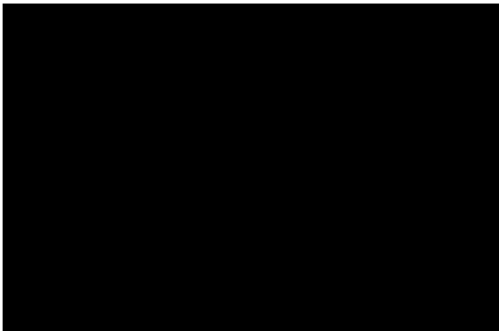
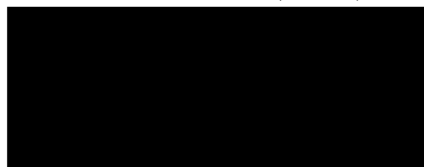
### Usage charges up to 31 May

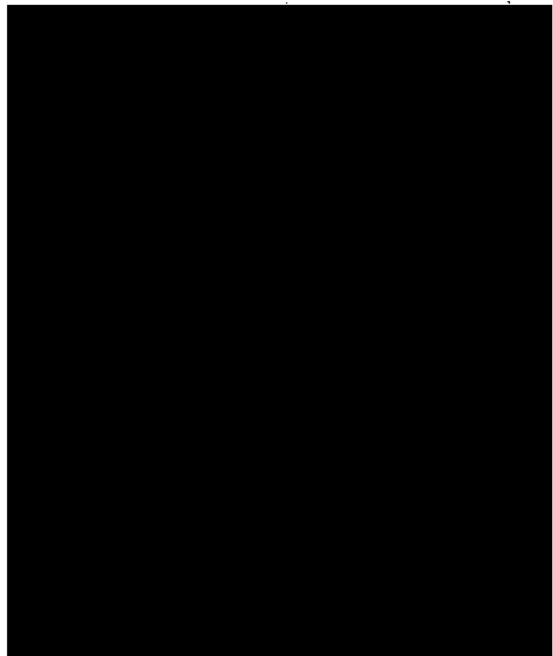
Calls	£60.00
Text messaging	£6.12

*Total before VAT* £107.39

*VAT on this bill see back for VAT details* £17.75

**Total** **£125.14**





WE CAN TRY AT YOUR OWN RISK

OWNERS RISK.....

7 5-20

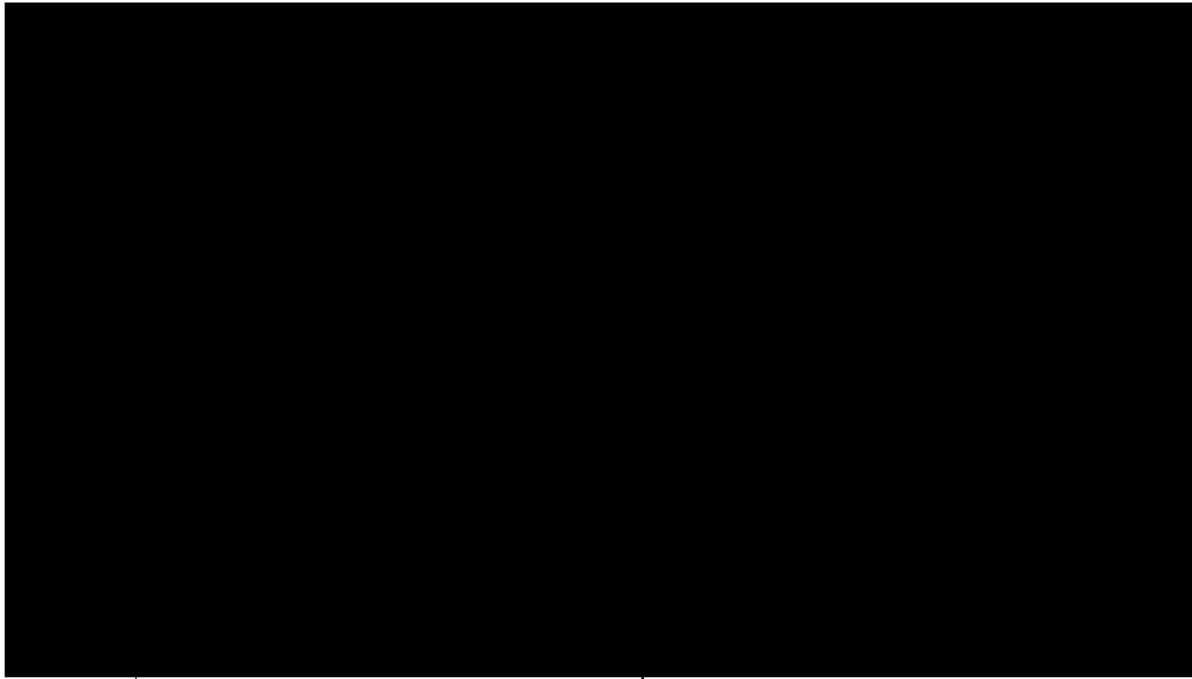
TICKET No.....



OWNERS RISK.....

SSHK6. -

TICKET No.....



FOR RECLEAN/AT OWNERS RISK.

.....  
Landing  
SSHR 26. -

TICKET No.....

21-6-07

7SMT.

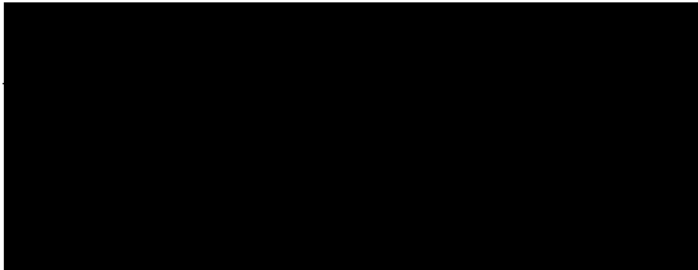
FOR DRY CLEAN.

28.40

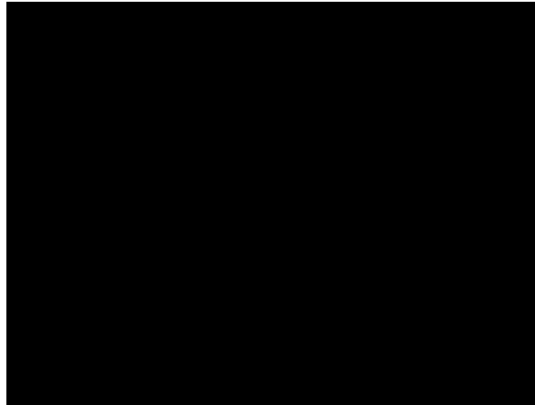
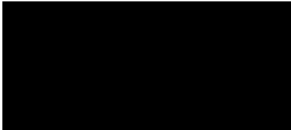


.....  
25mt £ 10.80

TICKET No.....



Mr Gerard Sutcliffe

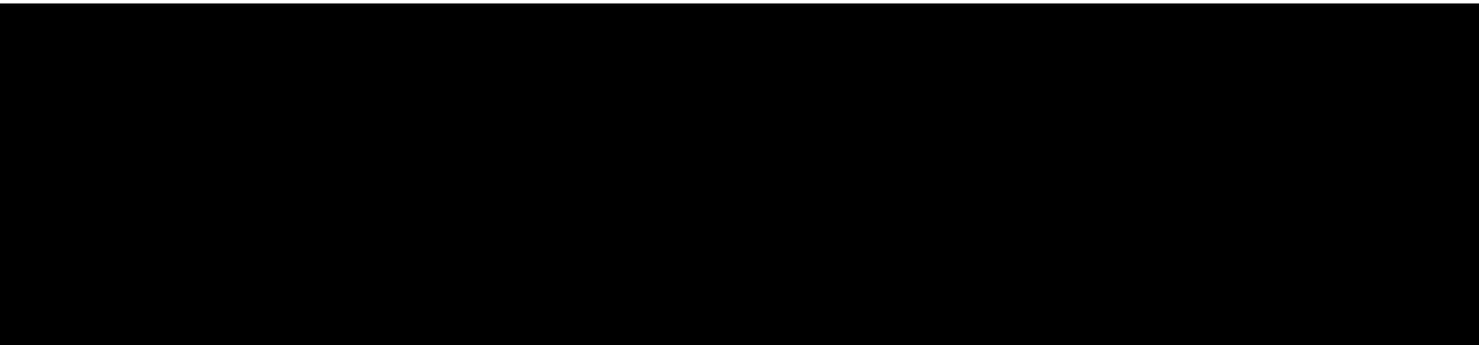


Dear Mr Sutcliffe

## HOME INSURANCE RENEWAL NOTICE



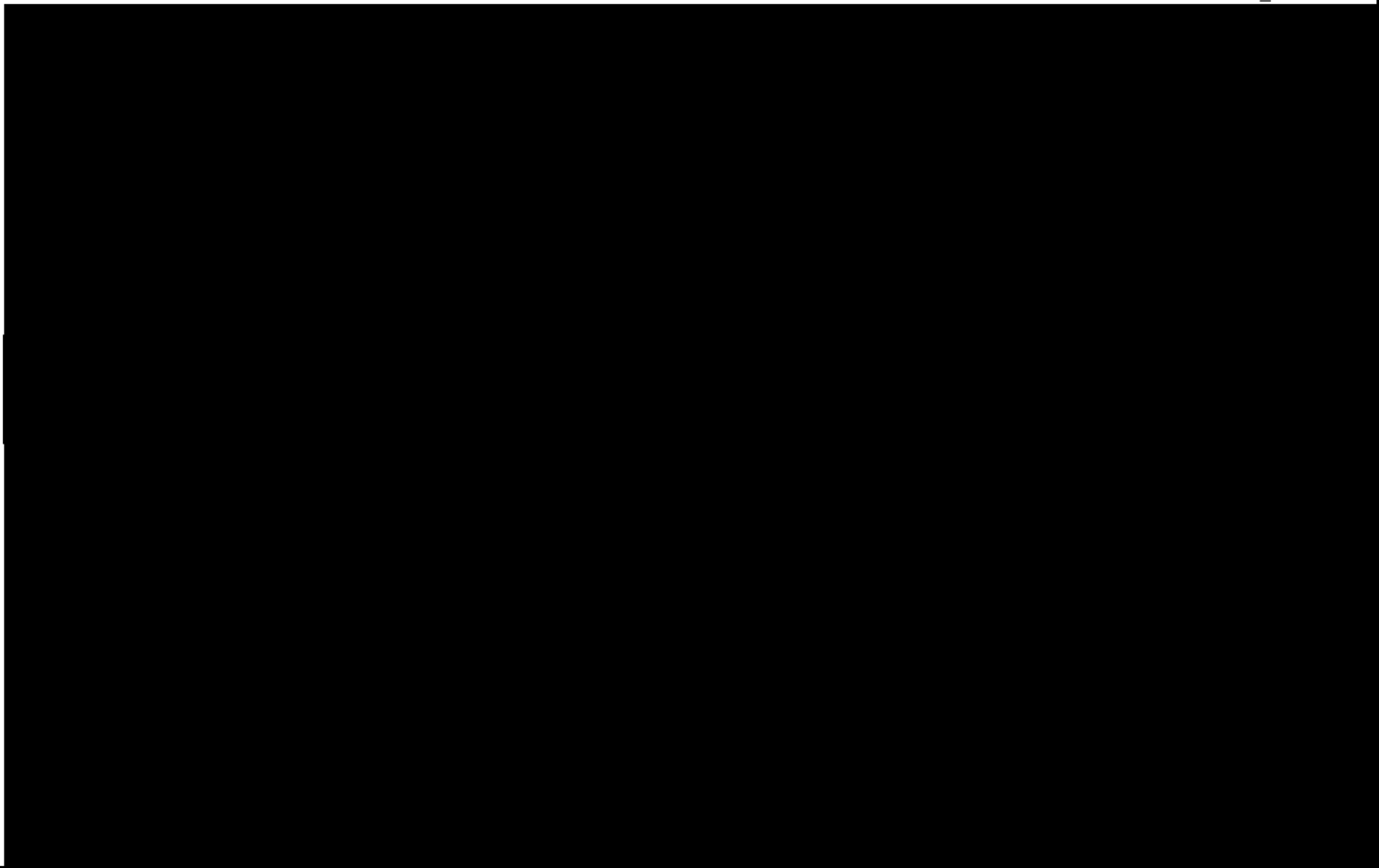
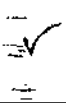
Thank you for insuring your home with us during the past year. We are pleased to advise you that when you renew your policy on 26th July 2007, the friendly, personal service you have received throughout the year will continue.



**Renewal Premium**  
(including Insurance Premium Tax  
where applicable)

**Basic Premium**  
**Family Legal Protection**  
**Total Payable**

£271.95  
£21.00  
£292.95



Mr G Sutcliffe

Valid until  
31 July 2008

Colour TV Licence  
Fee due £135.50





Member's claim form

07/08

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: GERRY SUTCLIFFE MP
Constituency: BRADFORD SOUTH
Office:
Cost:

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.

Table with columns for item description, amount (£: p), and checkmarks. Includes rows for Period of claim (May 07), Total cost of hotel stays, Mortgage payments (£309:52), Food (£400:00), Utilities (gas: £142:05, electric: £160:63), Council Tax/Rates, Telephone and telecommunications (£196:69), Cleaning (£7:20), Service/maintenance, Repairs/insurance/security, and Other items. Total: £1216:19 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

\_\_\_\_\_ 11/06/07

**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

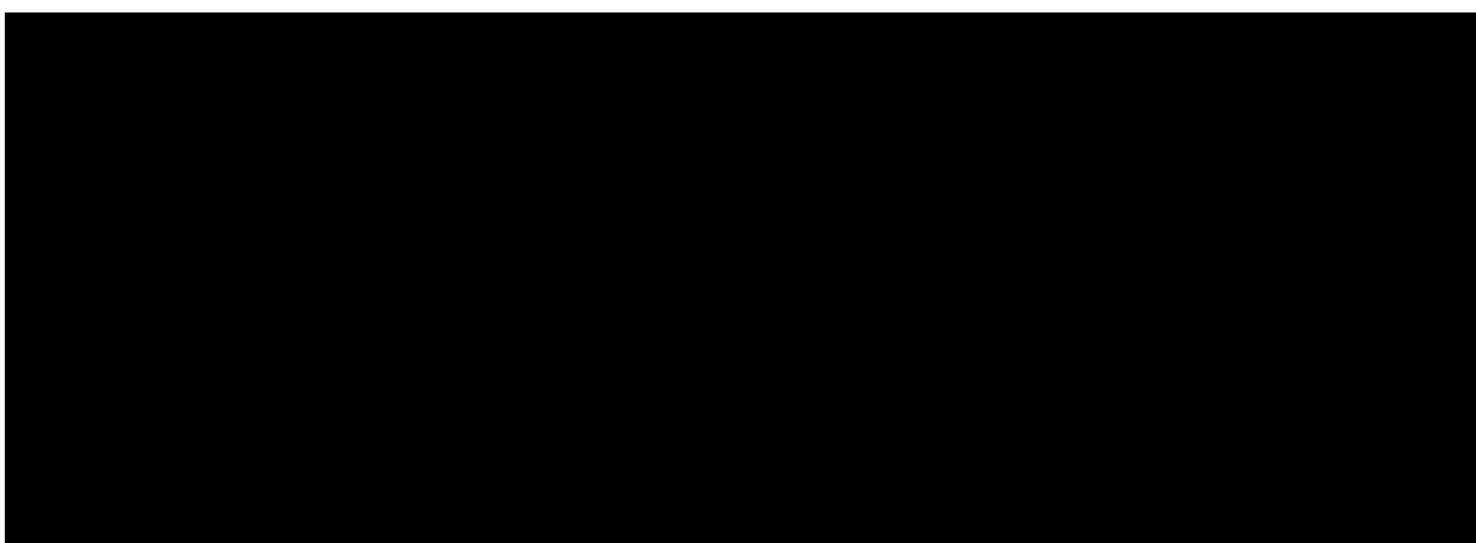
**Interest**

From 01/05/2007 to 10/05/2007 the interest rate charged on borrowing was 6.65%.

From 11/05/2007 to 31/05/2007 the interest rate charged on borrowing was 6.90%.

The total interest on all your borrowing covering these periods is £309.52. We will collect this from your account on 25/06/2007.

If you want to know exactly how we calculate the interest applied to your account please call us.



Mr & Mrs G SUTCLIFFE

Bill date 30 May 2007

## Your gas bill

Please pay £142.05 now.

Mr [REDACTED] G SUTCLIFFE

E

Bill date 31 May 2007

## Your electricity bill

Please pay £160.63 now.

Your account number

Bill number

Date

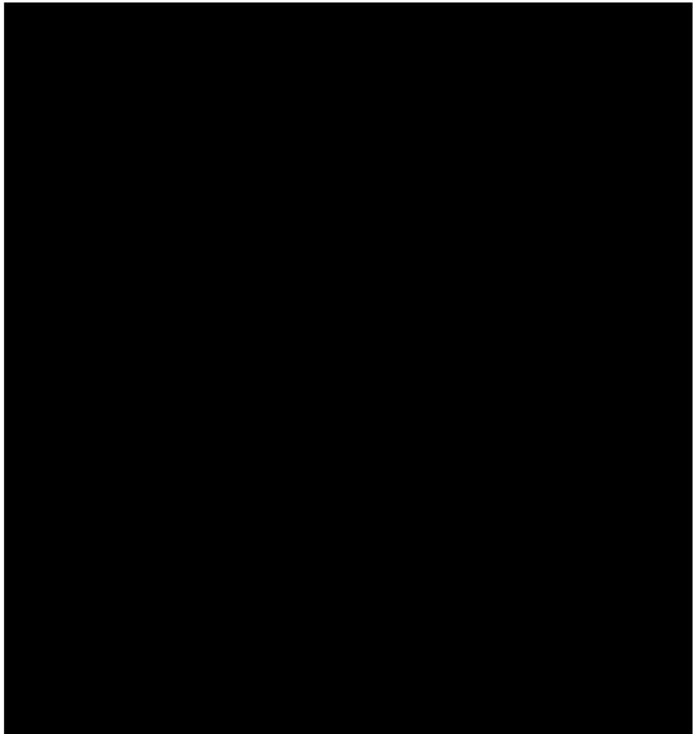
16 May 2007

MR G SUTCLIFFE

**Total now due**

**£ 196.69**

*This amount will be debited from your bank or building  
society account on or after 30 May 07.*



6845 17.20

TICKET No.....

1



Additional Costs Allowance

Member's claim form

VALIDATION  
10 MAY 2007  
RECEIVED  
ACA2

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.



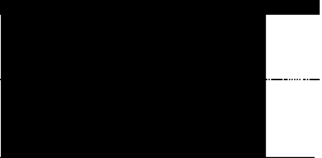
Your details

Name in CAPITAL LETTERS

GERRY SUTCLIFFE MP

Constituency

BRADFORD SOUTH



Office use only

Costs



Claim details

You can only claim for

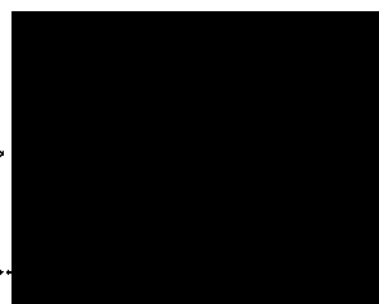
- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

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 01/04/07

to 30/04/07 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 285 : 11 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 89 : 60 p ✓

Cleaning

£ 12 : 60 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 787 : 31 p





**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

29/05/07

**Data protection**

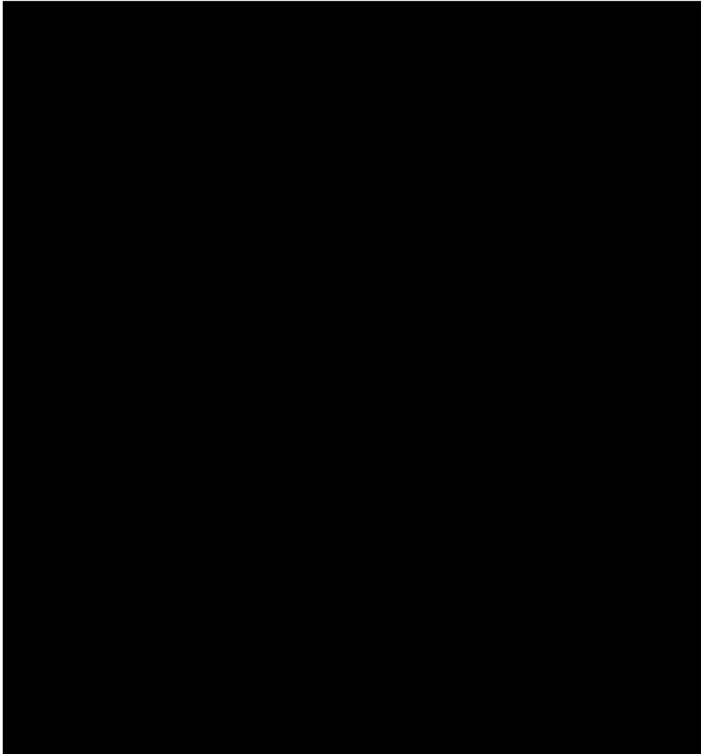
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information 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



.....

Subt \$5.40 ✓

TICKET No.....



.....  
02-7-20 ✓  
68115

TICKET No. ....

Your account number

Bill number

Date  
**2 May 2007**

MR G SUTCLIFFE

**Total now due**                      **£ 89.60**

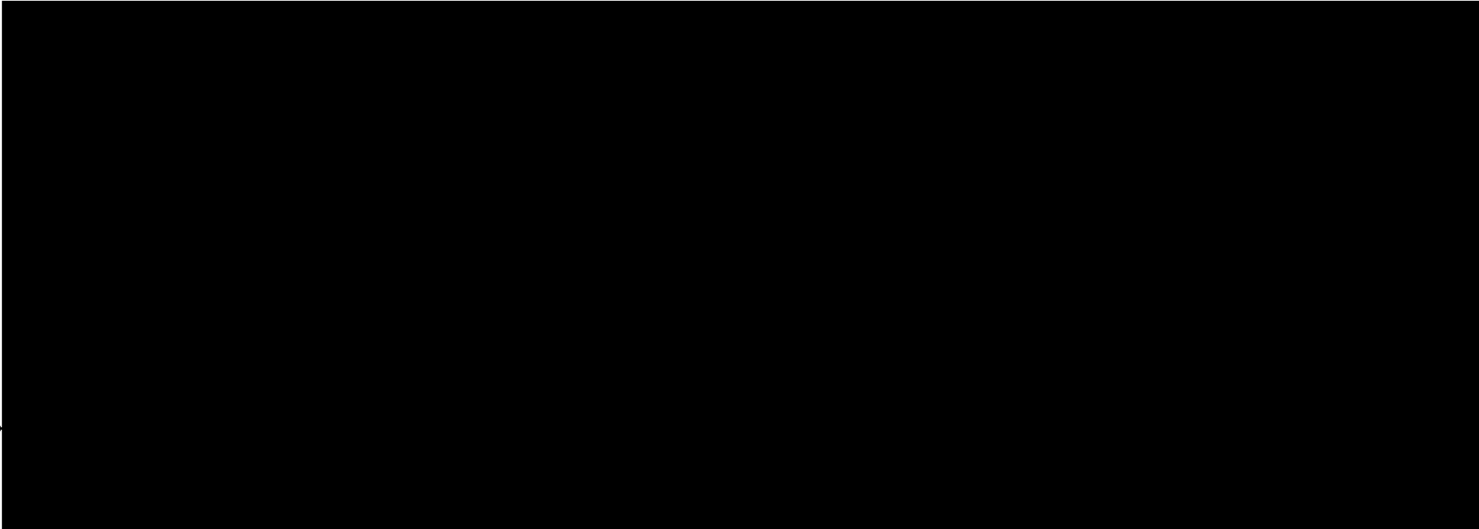
GERRY Sutcliffe, MP.

**Interest**

From 02/04/2007 to 30/04/2007 the interest rate charged on borrowing was 6.65%.

The total interest on all your borrowing covering this period is £285.11. We will collect this from your account on 25/05/2007.

If you want to know exactly how we calculate the interest applied to your account please call us.





# Member's claim form

## Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

GERRY SUICLIFFE MP

Constituency

BRADFORD SOUTH

## 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 10 107 to 31 10 107 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 313 : 14 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 90 : 01 p ✓

Cleaning

£ 58 : 42 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 861 : 57 p ✓

**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

73/08/07

**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

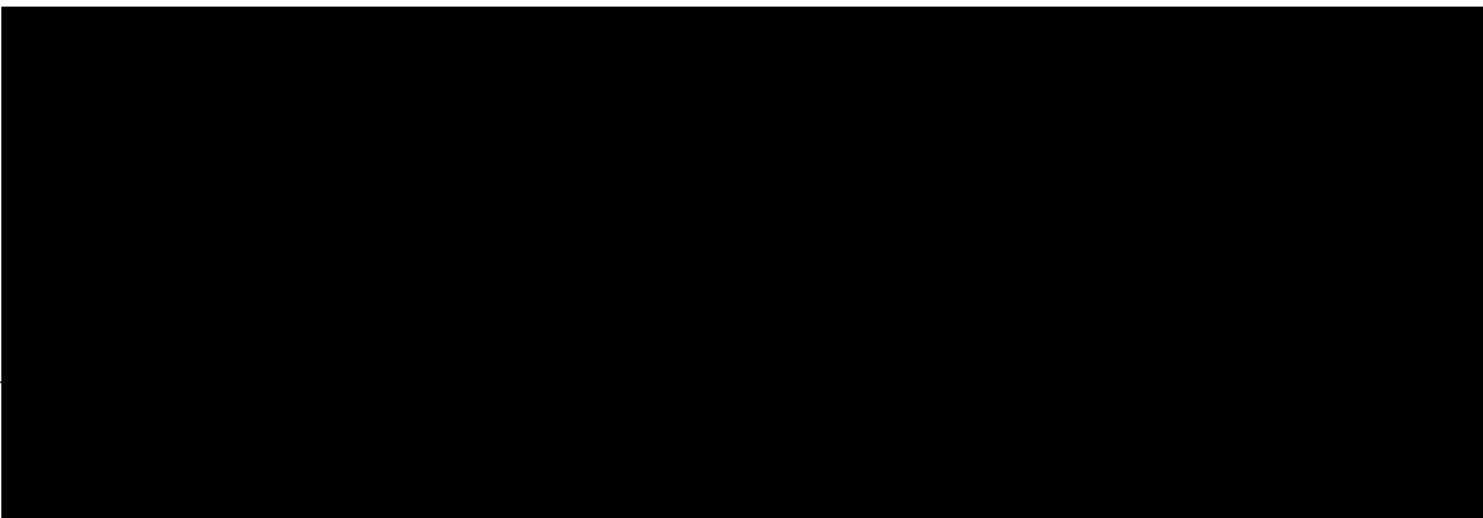
**Interest**

From 02/07/2007 to 05/07/2007 the interest rate charged on borrowing was 6.90%.

From 06/07/2007 to 31/07/2007 the interest rate charged on borrowing was 7.15%.

The total interest on all your borrowing covering these periods is £313.14. We will collect this from your account on 28/08/2007.

If you want to know exactly how we calculate the interest applied to your account please call us.





Your account number

Bill number

Date  
2 August 2007

MR G SUTCLIFFE

**Total now due**                      **£ 90.01**