



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

GORDON PRENTICE INV.

Constituency

PENDLE

Office use Cost/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 1 1 3 1 0 8

to 3 1 3 1 0 8

Total cost of hotel stays attach all receipts

£ : p

✓ Mortgage payments (interest only) or rent

£ 900 : 00 p

✓ Food

£ 350 : 00 p

Utilities

£ : p

✓ Council Tax/Rates

£ : p

✓ Telephone and telecommunications

£ 100 : 68 p

Cleaning

£ : p

Service/maintenance

£ : p

✓ Repairs/insurance/security

£ 19 : 25 p

✓ Other

£ 8 : 12 p

▶ please specify

around rent

✓ Other

£ 10 : 00 p

▶ please specify

Cleaning products

Other

£ : p

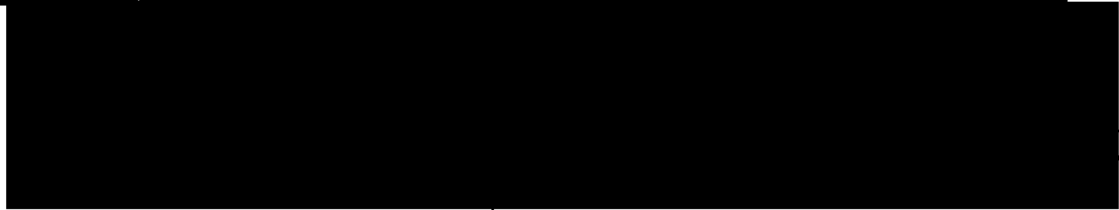
▶ please specify

Total

£ 1388 : 05 p

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

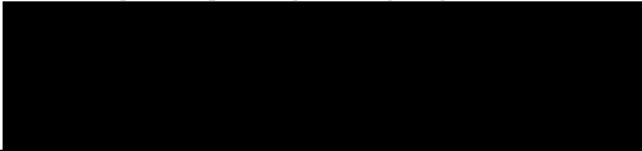
**Address of second home**  
*for Additional Costs Allowance*



**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

**Signature**



MP

**Date**



3/4/2008



**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

(This is not a VAT invoice)

TO: TENANT/LEASEHOLDER (NOTE 1)  
Mr Gordon Prentice

TAX POINT DATE  
31/03/2008

CLIENTE VAT No

THIS NOTICE IS GIVEN IN RESPECT OF:

DUPLICATE	DUPLICATE	DUPLICATE	DUPLICATE	DUPLICATE
DUE DATE	DETAIL		NETT	GROSS
25 Mar 08	Half Yearly Rent in Advance	25 Mar 08- 28 Sep 08	45.00	45.00

# Home Insurance Renewal Schedule

This Schedule forms part of the policy. Read it in conjunction with the policy booklet and keep it in a safe place.

POLICY NUMBER

Issued: 29/01/08

POLICYHOLDER

Mr G Prentice

PERIOD OF  
INSURANCE

29/01/08 to 28/01/09

Your next renewal date is

29/01/09

HOME  
DETAILS

YOUR POLICY COVERS

Paragraphs Applicable

Sum Insured

Excess Amount

**Section 1 – Buildings**

*The wider Accidental  
Damage cover detailed in  
paragraph C is available at  
an extra premium.*

A,B,D,E,F and G

£98,000

£100

Claims for subsidence related damage are subject to an  
excess of £1,000

**PREMIUM**

*(Including Insurance  
Premium Tax where  
applicable)*

Amount Payable

£199.00

£21.00

£11.00

£231.00

£19.25 per

**Gordon Prentice**

**Billing: Bill download**

Bill number

[REDACTED]

Bill date

**12 Mar 2008**

Total

**£100.68**

[REDACTED]



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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE

Office use Cost/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 1 10 21 08 to 29 10 21 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 910 : 00 p ✓

Food

£ 350 : 00 p ✓

Utilities

£ 132 : 65 p ✓

Council Tax/Rates

£ 79 : 00 p ✓

Telephone and telecommunications

£ 39 : 27 p ✓

Cleaning

£ 30 : 00 p ✓

Service/maintenance

£ - : p

Repairs/insurance/security

£ 29 : 50 p ✓

Other

£ 203 : 50 p ✓ ▶ please specify Water

Other

£ 135 : 50 p ✓ ▶ please specify TV Licence

Other

£ 20 : 00 p ✓ ▶ please specify cleaning products

Total

£ 1929 : 42 p ✓

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

Address  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable  
[redacted] use of performing

Signature

4 / 3 / 2008

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05 FEB 2008

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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE

Office use  
Costs/Cat

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 / 01 / 2008 to 31 / 01 / 2008 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 910 : 00 p

Food

£ 330 : 00 p

Utilities

£ - : p

Council Tax/Rates

£ 79 : 00 p

Telephone and telecommunications

£ - : p

Cleaning

£ 30 : 00 p

Service/maintenance

£ - : p

Repairs/insurance/  
security

£ 35 : 70 p

Other

£ 20 : 00 p

▶ please specify

cleaning products

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1404 : 70 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

**Signature**



MP

**Date**

4-02-08

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Member's claim form



About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE

Office use only

Costc/Cat 2



Claim details

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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 / 12 / 07 to 31 / 12 / 07

Total cost of hotel stays

£ — : p

attach all receipts

Mortgage payments

£ 910 : 00 p

(interest only) or rent

Food

£ 340 : 00 p

Utilities

£ 42 : 95 p

Council Tax/Rates

£ 79 : 00 p

Telephone and telecommunications

£ 102 : 02 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ — : p

Repairs/insurance/security

£ 97 : 27 p

Other

£ 15 : 00 p

▶ please specify cleaning products

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1616 : 24 p

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

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

**Declaration**

Signature

Date

8 January 2008 ✓

arily to enable  
ose of performing

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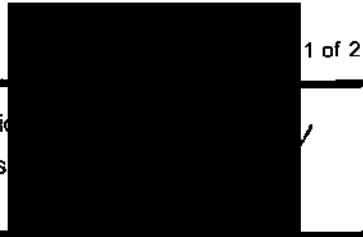
Member's claim form

04 DEC 2007

1 of 2

About filling in this form

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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE ✓

Constituency

PENDLE

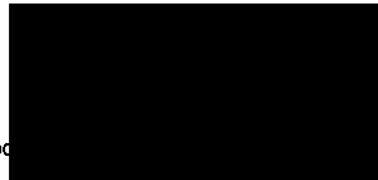
Office use  
Costs/Cat 2



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 / 11 / 2007 to 30 / 11 / 2007

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 910 : 00 p

Food

£ 345 : 00 p

Utilities

£ 85 : 70 p

Council Tax/Rates

£ 79 : 00 p

Telephone and telecommunications

£ - : - p

Cleaning

£ 30 : 00 p

Service/maintenance

£ - : p

Repairs/insurance/  
security

£ 63 : 55 p

Other

£ 15 : 00 p

▶ please specify

cleaning products

Other

£ : p

▶ please specify

Other

£ : ✓ p

▶ please specify

Total

£ 1528 : 25 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

Signature

MP

Date

3 December 2007

**Data protection**

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Member's claim form

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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE

Office use Cost/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.
- 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 / 10 / 07 to 31 / 10 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 910 : 00 p

Food

£ 340 : 00 p

Utilities

£ - : p

Council Tax/Rates

£ 75 : 00 p

Telephone and telecommunications

£ 44 : 20 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ - : p

Repairs/insurance/security

£ 51 : 27 p

Other

£ 22 : 50 p

▶ please specify

cleaning products

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1472 : 97 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

Signature

Date

6 November 2007

**Data protection**

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Member's claim form

2002 100 6 U

of 2

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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE

Office use only

Costs/Cat 2



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 / 9 / 07 to 30 / 9 / 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 910 : 00 p

Food

£ 301 : 00 p

Utilities

£ - : p

Council Tax/Rates

£ 70 : 00 p

Telephone and telecommunications

£ 110 : 70 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ - : p

Repairs/insurance/security

£ 21 : 50 p

Other

£ 20 : 00 p

▶ please specify cleaning products ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1463 : 20 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  
purpose of performing

**Signature**

**Date**

8 October 2007 ✓

**Data protection**

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Member's claim form

04 SEP 2007

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Your details

Name in CAPITAL LETTERS

GORDON PRENTICE

Constituency

PENDLE ✓

Office use only

Costs/Cat

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 01/08/07 to 31/08/07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 910 : 00 p ✓

Food

£ 120 : 00 p ✓

Utilities

£ 54 : 00 p ✓

Council Tax/Rates

£ 70 : 00 p ✓

Telephone and telecommunications

£ 77 : 50 p ✓

Cleaning

£ 30 : 00 p ✓

Service/maintenance

£ 703 : 57 p ✓

Repairs/insurance/security

£ 66 : 25 p ✓

Other

£ 192 : 97 p

▶ please specify

Water

Other

£ 20 : 00 p ✓

▶ please specify

cleaning products

Other

£ ↓ : p

▶ please specify

Total

£ 2244 : 29 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

Signature

MP

Date

2 September 2007

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Office use Cost/Cat 2

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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 01/07/07 to 31/07/07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 905 : 00 p ✓

Food

£ 350 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ 79 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 30 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 19 : 50 p ✓

Other

£ 20 : 00 p ✓ ▶ please specify cleaning products

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1403 : 50 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

**Signature**

**Date**

6 August 2007

**Data protection**

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Member's claim form

04 JUL 2007

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Your details

Name in CAPITAL LETTERS

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Constituency

PENDLE

Office use  
Costs/Cat 2

Claim details

You can only claim for

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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 / 06 / 07 to 30 / 06 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 905 : 00 p

Food

£ 350 : 50 p

Utilities

£ : p

Council Tax/Rates

£ 79 : 00 p

Telephone and  
telecommunications

£ 18 : 17 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 19 : 50 p

Other

£ 20 : 00 p

▶ please specify

cleaning materials

Other

£ : p

▶ please specify

Other

£ : p

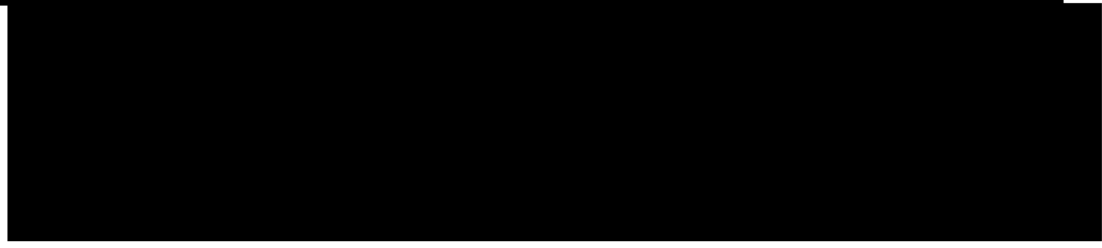
▶ please specify

Total

£1422 : 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  
me to do my job as a Member of the House of Commons for the purpose of performing



Signature

MP

Date

3 July 2007

**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



07/08  
07 JUN 2007

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

GORDON PRENTICE

Constituency

PENDLE

Office use

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 1 / 5 / 07 to 31 / 5 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 905 : 00 p

Food

£ 335 : 00 p

Utilities

£ 71 : 91 p

Council Tax/Rates

£ 75 : 00 p

Telephone and telecommunications

£ 42 : 20 p

Cleaning

£ 30 : p

Service/maintenance

£ 686 : 07 p

Repairs/insurance/security

£ 19 : 50 p

Other

£ 20 : 00 p

please specify

cleaning materials

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 2184 : 68 p

continued on page 2



**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature

Date

6 June 2007 ✓

**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 Gordon Prentice

AP

TAX POINT DATE

9May2007

CLIENTS VAT No

THIS NOTICE IS GIVEN IN RESPECT OF:

DUE DATE	DETAIL	VAT	AMOUNT
25 Mar 07	Half Yearly Service Charge In Advance	25 Mar 07-28 Sep 07	370.81
25 Mar 07	Half Yearly S/C Reserve In Advance	25 Mar 07-28 Sep 07	205.38
25 Mar 07	Half Yearly S/C Insurance In Advance	25 Mar 07-28 Sep 07	109.88

PLEASE SEE OVERLEAF FOR NOTES FOR LEASEHOLDERS AND LANDLORDS. Where Rent is shown as being due, please note the following:

- (a) It requires you to pay the sum set out in the final column on the date shown in the first column or as determined by note (c) below (NOTE 2)
- (b) The Rent is payable in respect of the period set out in the narrative above.

- (c) In accordance with the terms of your lease the amount of Rent shown above is due on the date shown in the first column or 30 days after the date of this Notice, whichever is the later.
- (d) Payment should be made at the address for payment shown above.

BALANCE B/ FORWARD	0.00	NETT DUE	686.07	VAT DUE	0.00	TOTAL DUE	686.07
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07/07 ✓

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

GORDON PRENTICE

Constituency

PENDLE

Office use Cost/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.
- 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 1 104 07 to 30 104 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 905 : 00 p

Food

£ 345 : 00 p

Utilities

£ 56 : 07 p

Council Tax/Rates

£ 75 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 30 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 39 : 70 p

Other

£ 649 : 00 p

Other

£ 20 : 00 p

Other

£ : p

Total

£ 2119 : 77 p

please specify

Fridge/Freezer (receipt attached)

please specify

cleaning products

please specify

**Details of second home**

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

**Declaration**

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

Signature

Date

1/5/2007 ✓

**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

Date placed

18/04/2007

Status

Despatched

Deliver to

Mr GPrentice,

Description	Product Code	Quantity	Price	Stat.
Free 3 year guarantee ( [REDACTED] Integrated Fridge Freezer, White)		1	£0.00	Desp
Delivery: Standard Specialist delivery usually within 14 days.		1	£0.00	Desp
Disposal of old fridge / freezer on delivery of [REDACTED]		1	£15.00	Desp
[REDACTED] Integrated Fridge Freezer, White	81714908	1	£649.00	Deliv 26/04

Total: £664.00