



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

H Benn

Constituency

Leeds Central

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 1 / 2 / 05 to 28 / 2 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 595 : 49 p ✓

Food

£ 45 : 48 p

Electricity

Utilities

£ 44 : 50 p

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Contents repairs/insurance/
security

£ 23 : 22 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 708 : 69 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 [redacted] for the purpose of performing my duties [redacted]

Signature

MP

Date

27/2/05

Data protection

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

The information you give will be seen by:

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

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

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

Send your completed
form to

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



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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 / 1 / 05 to 31 / 1 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only or rent)

£ 595 : 49 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 104 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Contents

Repairs/insurance/
security

£ 23 : 22 p

Other

£ 279 : 98 p

▶ please specify

Quarterly Service Charge

Other

£ 79 : 74 p

▶ please specify

Water & Sewerage Charge

Other

£ : p

▶ please specify

Total

£ 1082 : 43 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

I confirm _____ and necessarily to enable
me to _____ for the purpose of performing
my duties _____

Signature _____

MP

Date _____

23/1/05

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Your details

Name
in CAPITAL LETTERS

H Penn

Constituency

Leeds Central

Claim details

Notes

You can only claim for

Please list

Please attach

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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.

Period of claim

from 1 / 12 / 04 to 31 / 12 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 595 : 49 p ✓

Food

£ 33 : 87 p

Utilities

£ : p

Council Tax/Rates

£ 104 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Contact Repairs/insurance/
security

£ 23 : 22 p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

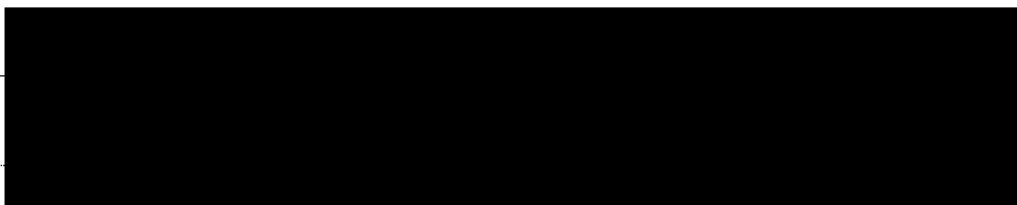
▶ please specify _____

Total

£ 756 : 58 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 stand for election for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

23/12/04

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Member's claim form

21 DEC 2004

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Your details

Name
in CAPITAL LETTERS

H Benn

Constituency

Leeds Central

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 / 11 / 04 to 30 / 11 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 595 : 49 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 104 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

~~(mort)~~ Repairs/insurance/
security

£ 23 : 22 p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 722 : 71 p

Details of second home *if applicable*

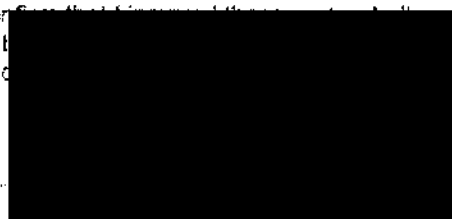
Address of
second home
for Additional
Costs Allowance



Declaration

I confirm that the information provided is true and correct, and is used exclusively and necessarily to enable me to claim my second home for the purpose of performing my duties as a Member of Parliament.

Signature



MP

Date

5/12/04

Data protection

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Your details

Name in CAPITAL LETTERS

H Benn

Constituency

Leeds Central

Claim details

Notes

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 / 10 / 04 to 31 / 10 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 595 : 49 p ✓

Food

£ : p

Electricity Utilities

£ 40 : 46 p

Council Tax/Rates

£ 104 : 00 p

Telephone and telecommunications

£ 36 : 23 p

Cleaning

£ : p

Provisionally Service/maintenance

£ 279 : 98 p

Contingency ~~repairs~~/insurance/security

£ 23 : 22 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1079 : 38 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 st [redacted] for the purpose of performing my duties [redacted]

Signature

MP

Date

12/11/04

Data protection

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Your details

Name
in CAPITAL LETTERS

H Penn

Constituency

Leeds Central

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.
- 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 / 04 to 30 / 9 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 595 : 49 p

Food

£ 3 : 28 p

Utilities

£ : p

Council Tax/Rates

£ 104 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Contract repairs/insurance/
security

£ 23 : 22 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 725 : 99 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 use my second home for the purpose of performing

Signature

MP

Date

12/11/04

Data protection

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Your details

Name in CAPITAL LETTERS

H BENN

Constituency

Leeds Central

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, 04 to 31, 8, 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 595 : 49 p ✓

Food

£ 22 : 91 p

Utilities

£ : p

Council Tax/Rate

£ 104 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

(interest) Repairs/insurance/security

£ 23 : 22 p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

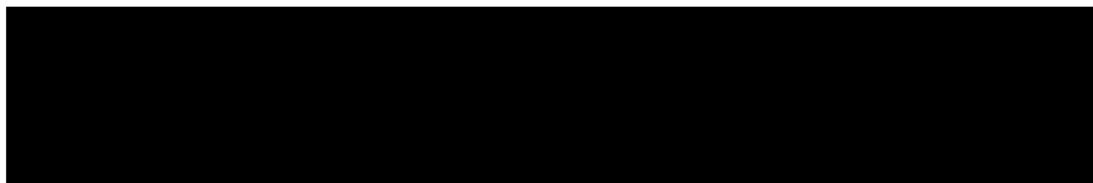
please specify

Total

£ 745 : 62 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

19/9/04

Data protection

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

Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

H BENN

Constituency

Leeds Central

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 1 / 7 / 04 to 31 / 7 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only)

£ 595 : 49 p

Food

£ 24 : 77 p

Electricity Utilities

£ 55 : 48 p

Council Tax/Rates

£ 104 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Quarterly change
Service/maintenance

£ 279 : 98 p

Contents Repairs/insurance/
security

£ 23 : 22 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

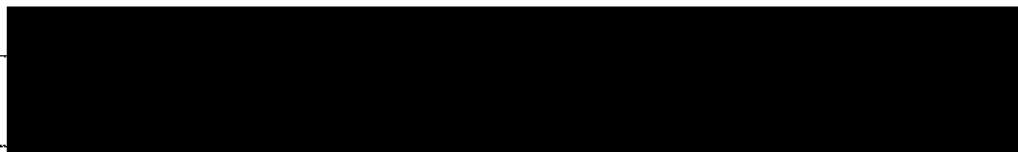
▶ please specify

Total

£ 1082 : 94 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

24/5/04

Data protection

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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 / 6 / 04 to 30 / 6 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only)

£ 595 : 49 p

Food

£ 30 : 01 p

Utilities

£ : p

Council Tax/Rates

£ 102 : 19 p

Telephone and telecommunications

£ 39 : 57 p

Cleaning

£ : p

Service/maintenance

£ : p

Contents repairs/insurance/
security

£ 23 : 22 p

Other

£ 29 : 07 p

▶ please specify

Water & Sewerage Charge

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 819 : 55 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

24/7/04

Data protection

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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, 5, 04 to 31, 5, 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 599 : 00 p

Food

£ 9 : 16 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

(Content ~~Repairs~~ Insurance/ security

£ 23 : 22 p

Other

£ 60 : 00 p

▶ please specify

Ground rent

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 691 : 38 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 perform my duties as a Member of the House for the purpose of performing

Signature

[Redacted]

MP

Date

31/5/04

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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, 4, 04 to 30, 4, 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 599 : 00 p

Food

£ : p

Electricity Utilities

£ 35 : 09 p

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ 31 : 17 p

Cleaning

£ : p

Service/maintenance

£ : p

Content ~~insurance~~ insurance/
security

£ 23 : 22 p

Other

£ 279 : 98 p

▶ please specify

Quarterly Service Charge

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 968 : 46 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

31/5/04

Data protection

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Your details

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in CAPITAL LETTERS

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Constituency

Leeds Central

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 / 3 / 04 to 31 / 3 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 599 : 00 p ✓

Food

£ 10 : 62 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Contents
Repairs/insurance
security

£ 23 : 22 p

Other

£ 25 : 98 p

▶ please specify Water + Sewerage Charge

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 658 : 82 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

I confirm that the information given above is true and correct, and that I have provided the information exclusively and necessarily to enable me to claim the Additional Costs Allowance on my second home for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

17/4/04

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