



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

LAIT

Constituency

Beckenham

Office use only

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 3 106 to 31 1 3 106

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 3950 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3950 : 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

14/9/06

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

Invoice No. [REDACTED]

NAME AND ADDRESS

MRS J. WAT. NP.
[REDACTED]

DATE

24 - 3 - 2006

DESCRIPTION

REMOVE OLD CARPET & UNDERLAY FROM SITTING ROOM,
HALL, BATHROOM & 2 BEDROOMS.

SUPPLY & FIT IN 100lb UREY TUBO TWIST SUPRONE
5357-ELRAS TO ABOVE AREAS & SHOWER ROOM

LENGTH	WIDTH	£	p
15ft	5m	3450	00
9ft			
23ft	4m		
11ft			

INSTRUCTIONS

PLEASE SUPPLY GOODS AS DESIGNATED
HEREIN AND ORDERED BY ME

SIGNED _____

E & O.E.

DATE AS ABOVE

TOTAL	£	3450	00
DEPOSIT CHEQUE		1000	00
BALANCE	£	2450	00

MEASURE
DATE

2/2006.

FITTING
DATE

11/4/2006.



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LAIF

Constituency

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Costs/Cat 2

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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 13 106 to 31 13 106

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

£ : p

Repairs/insurance/ security

£ 96 : 31 p

Other

£ : p

Other

£ : p

Other

£ : p

Total

£ 96 : 31 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

25/9/06

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Send your completed
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Member's claim form

18 APR 2006

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Costo/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 13 106 to 31 13 106 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 457 : 20 p

Food

£ 343 : 21 p

Utilities

£ 130 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 154 : 05 p

Repairs/insurance/security

£ 54 : 77 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1350 : 93 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.

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MP

Date

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Please attach

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

Period of claim

from 1 12 10 to 28 12 10

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 457 : 20 p ✓

(interest only) or rent

Food

£ 317 : 42 p ✓

Utilities

£ 130 : — ✓

Council Tax/Rates

£ 86 : 70 ✓

Telephone and telecommunications

£ : p

Cleaning

£ 150 : — p

Service/maintenance

£ 154 : 05 p

Repairs/insurance/security

£ 59 : 77 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1355 : 14 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

6/2/06

Data protection

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Additional Costs Allowance

ACA2

Member

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Your details

Name in CAPITAL LETTERS

LAIT ✓

Constituency

Beckenham

Office use only

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 1 1 1 1 0 6 to 3 1 1 1 0 6

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 457 : 20 p ✓

Food

£ 292 : 35 p

Utilities

£ 130 : — p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : p

Service/maintenance

£ ~~507~~ : ~~25~~ p

Repairs/insurance/security

£ 59 : 77 p

Other

£ 89 : 99 p

Other

£ : p

Other

£ : p

Total

£ 1273 : 26 p

Bill attached = Bill for £ 352.20.
+ regular amount £ 154.05
For Services £ 507.25

▶ please specify

▶ please specify

▶ please specify

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

9/2/06

Data protection

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INVOICE

Mrs J Lait


£

Invoice for the contribution of 8% towards
The costs of refencing the rear garden
of  as per attached invoice 353.20

Total this invoice **353.20**

Invoice No 
Invoice date 4th January 2006

paid 11/1



Additional Costs Allowance

Member's claim form

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Your details

Name in CAPITAL LETTERS

LAIT

Constituency

Beckenham ✓

Office use only

Costs/Cat 2

Claim details

You can only claim for

- costs you have actually paid
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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 1/12/05 to 31/12/05

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 457 : 20 p

Food

£ 291 : 94 p

Utilities

£ 120 : — p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : — p

Service/maintenance

£ 154 : 05 p

Repairs/insurance/security

£ 54 : 77 p

Other

£ 326 : 12 p

please specify

Food for Nov 05

Other

£ : p

▶ please specify

Other

£ : p

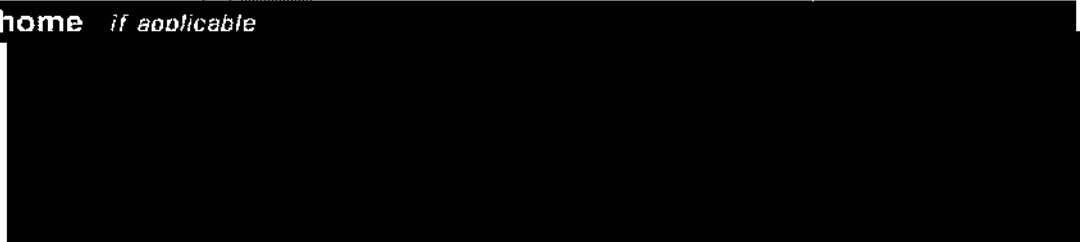
▶ please specify

Total

£ 1645 : 28 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

12/1/06**Data protection**

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Member's claim form

005

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Your details

Name in CAPITAL LETTERS

LAIT

Constituency

Beckenham

Office use only

Costo/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 11 105 to 30 11 105

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 457 : 20 p

(interest only) or rent

Food

£ : p

Utilities

£ 105 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 154 : 05 p

Repairs/insurance/security

£ 59 : 77 p

Other

£ 147 : - p

▶ please specify

Table

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1159 : 92 p

1159. 72 ✓

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

MP

Date

13/12/05

Data protection

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Additio[redacted]nce [redacted]

ACA2

Member's claim form

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Your details

Name in CAPITAL LETTERS

LAIT

Constituency

Beckenham

Office use only

Costs/Cal 2 [redacted]

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 11 05 to 31 11 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 457 : 20 p

Food

£ 312 : 47 p

Utilities

£ 105 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 159 : 05 p

Repairs/insurance/security

£ 182 : 99 p

Other

£ 214 : - p

▶ please specify

Chair

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1662 : 41 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 me to stay overnight away from my only or main home for the purpose of performing

Signature

MP

Date

10/11/05

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13 OCT 2005

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Costs/Cal 2

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Please attach

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

Period of claim

from 1 19 105 to 30 9 105

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 457 : 20 p

(interest only) or rent

Food

£ : p

Utilities

£ 105 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 252 : 74 p

Repairs/insurance/security

£ 375 : 83 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1427 : 47 p

Details of second home

Address of
second home
for Additional
Costs Allowance

Declaration

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Signature

MP

Date

12/10/05

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Costs/Cat ?

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Please attach

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Period of claim

from 1 12 105 to 31 12 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 457 : 20

Food

£ 28 : 29

Utilities

£ 105 : —

Council Tax/Rates

£ 86 : 70

Telephone and telecommunications

£ : —

Cleaning

£ 150 : —

Service/maintenance

£ 154 : 05

Repairs/insurance/security

£ 182 : 99

Other

£ 60 : 50

please specify

kitchen equipment

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1229 : 73 p

Details of second home

Address of
second home
for Additional
Costs Allowance

Declaration

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Signature

MP

Date

2/9/05

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Costo/Cat 2

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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 17 105 to 31 17 105

Total cost of hotel stays attach all receipts

£ / :

Mortgage payments (interest only) or rent

£ 457 : 20 p

Food

£ 301 : 28 p

Utilities

£ 105 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 159 : 05 p

Repairs/insurance/security

£ 182 : 99 p

Other

£ 151 : 95 p

▶ please specify

Light fittings & fitting

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1589 : 17 p

Details of second

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

L



MP

Date

L

2/8/05

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



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

LAIT

Constituency

BECKENHAM

Office use
Costo/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 16 105 to 30 16 105

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 457 : 20 p

Food

£ 287 : 39 p

Utilities

£ 105 : - p

Council Tax/Rates

£ 86 : 70 p

Telephone and telecommunications

£ : p

Cleaning

£ 150 : - p

Service/maintenance

£ 154 : 05 p

Repairs/insurance/
security

£ 207 : 99 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1448 : 28! 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

12/7/05**Data protection**

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Member's claim form

07 JUN 2005

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

LAIT

Constituency

Birkenham

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.

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.

Text: 6-3115105

Period of claim

from 6/5/05 to 31/5/05

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 383:46 p

Food

£ 162:42 p

Utilities

£ 100:65 p

Council Tax/Rates

£ 76:39 p

Telephone and telecommunications

£ : p

Cleaning

£ 142:58 p

Service/maintenance

£ 129:20 p

Repairs/insurance/security

£ 216:20 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1210:90 p

Please Pay

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

6/6/05

Data protection

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

Financial Processing }

Transaction No

Registration No

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicat

Text

1 - 11 / 4 / 05

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

05_06

Expenditure type (Cat5) :

£1293.08

* Validation purposes only (please tick to indicate compliance)

Mortgage documentation held	/
Addresses comply with central records	/
Invoices relate to 2 nd home address	/
Budget checked	/
Claim signed	✓
Claim correctly dated	/

* Financial Processing purposes only

Registered by (initials & date)

Posted by (initials & date)



24 MAY 2005

Member's claim form

About filling in this form

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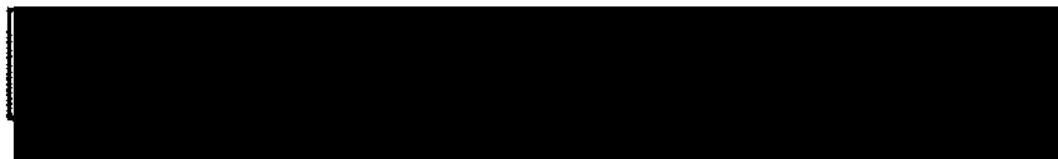
Your details

Name in CAPITAL LETTERS

LAIT

Constituency

Beckenham



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 14 05 to 11 14 05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 167 : 64 p ✓

Food

£ 102 : 54 p

Utilities

£ 44 : — p

Council Tax/Rates

£ 33 : 40 p

Telephone and telecommunications

£ : p

Cleaning

£ 62 : 33 p

Service/maintenance

£ 155 : 18 p

Repairs/insurance/security

£ 187 : 99 p

Other

£ 540 : — p

New bedroom curtains bill attached

Other

£ : p

Other

£ : p

Total

£ 1293 : 08 p

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 my duties as a Member of Parliament.

Signature _____ **MP**

Date _____

Data protection

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