



Additional Costs Allowance

ACA2

Member's claim form

28 FEB 2006

Page 1 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.

Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN

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, 2, 06 to 27, 2, 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p

Utilities

£ 128 : 95 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 110 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1055 : 18 p

continued on page 2

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature

MP

Date

27.2.06

**Data protection**

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed  
form to

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



Additional Costs Allowance

ACA2

Member's claim form

02 FEB 2006

About filling in this form

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Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

RIPSENDALE & DARWEN

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 2006 to 31 11 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p

Food

£ 350 : 00 p

Utilities

£ 151 : 35 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 195 : 63 p

Cleaning

£ 120 : 00 p

Service/maintenance

£ 150 : 00 p

Repairs/insurance/security

£ 150 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1483 : 21 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

Signature

MP

Date

1.2.2006

**Data protection**

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Additional Costs Allowance

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Member's claim form

About filling in this form

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Your details

Name in CAPITAL LETTERS
Constituency

JANET ANDERSON
ROSSENDALE - DARWIN

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 1/12/05 to 31/12/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p ✓

Utilities

£ 196 : 75 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 135 : 43 p ✓

Cleaning

£ 100 : 00 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/security

£ 250 : 00 p ✓

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1598 : 41 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 Signature]

MP

Date

31.12.05

**Data protection**

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Member's claim form

05 DEC 2005

Page 1 of 2

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Your details

Name in CAPITAL LETTERS

Saruk Anderson

Constituency

[Redacted constituency name]

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 31/10/05 to 2/12/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p

Utilities

£ 135 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 159 : 75 p

Cleaning

£ 120 : 00 p

Service/maintenance

£ 165 : 94 p

Repairs/insurance/security

£ 200 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£1496 : 92 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

Sign

MP

Date

2.12.05

**Data protection**

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Additional Costs Allowance

ACA2

Member's claim form

5687

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Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN



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 5/10/05 to 30/10/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p ✓

Utilities

£ 219 : 65 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 235 : 69 p ✓

Cleaning

£ 200 : 00 p ✓

Service/maintenance

£ 175 : 00 p ✓

Repairs/insurance/security

£ 235 : 00 p ✓

Other

£ : p please specify

Other

£ : p please specify

Other

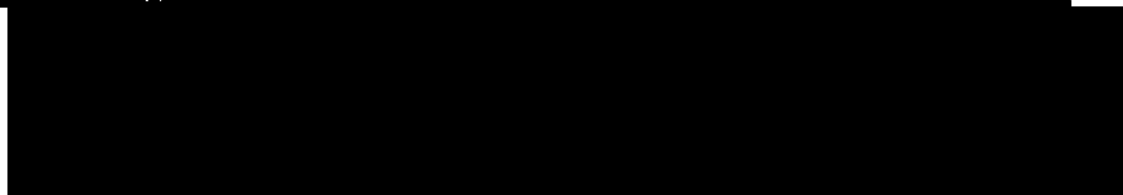
£ : p please specify

Total

£ 1781 : 57 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 [redacted] [redacted] ent.

Signature



MP

Date

31.10.05.**Data protection**

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Validation Team, Operations Directorate,  
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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 3
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Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN

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 6, 9, 05 to 13, 10, 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p ✓

Utilities

£ 218 : 97 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 218 : 65 p ✓

Cleaning

£ 125 : 00 p ✓

Service/maintenance

£ 175 : 00 p ✓

Repairs/insurance/security

£ 135 : 00 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£1458 : 85 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

1.10.05

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



Additional Costs Allowance

ACA2

Member's claim form

22 SEP 2005

About filling in this form

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Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSNOAE & DARWIN

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 19 05 to 19 19 05

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

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

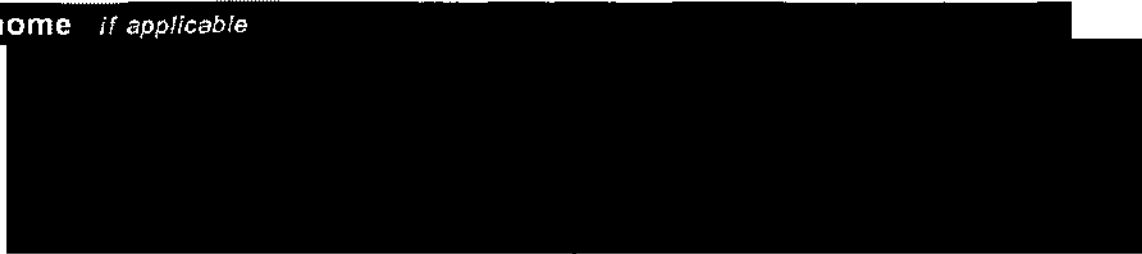
Total

£ 1950 : 00 P

} £1,950

**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. 05

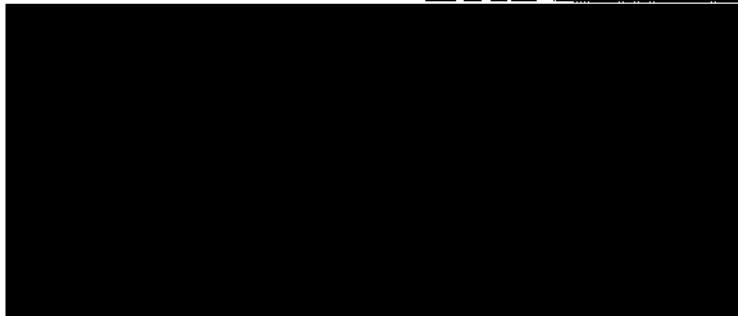
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Send your completed  
form to

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



To:

Remove damaged wooden fence and replace with new, Set in concrete – rear garden	£850
Rebuild dry stone wall, remove, replace and strengthen Balustrade – front garden	£900
Remove graffiti from garage wall and repaint	£100
Clear rubbish and tidy garden	£100
	—
Total	£1,950



Additional Costs Allowance



Member's claim form

About filling in this form

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Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN

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 6/8/05 to 5/9/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p

Utilities

£ 197 : 65 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 226 : 32 p

Cleaning

£ 150 : 00 p

Service/maintenance

£ 125 : 00 p

Repairs/insurance/security

£ 95 : 35 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1506 : 55 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

5.9.05

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Member's claim form

09 AUG 2005

Members' Allowances

About filling in this form

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- If you have any doubt about whether you can claim for a cost, contact the Finance & Administration Department on 020 7542 4500.

Your details

Name in CAPITAL LETTERS

JANET ANDERSON ✓

Constituency

ROSSENDALE & DARWEN

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 13 17 05 to 6 18 05

Total cost of hotel stays attach all receipts

£ 366 : 23 p ✓

Mortgage payments (interest only) or rent

£ 400 : 00 p ✓

Food

£ 227 : 65 p ✓

Utilities

£ 196 : 95 p ✓

Council Tax/Rates

£ 150 : 00 p ✓

Telephone and telecommunications

£ 200 : 00 p ✓

Cleaning

£ 235 : 00 p ✓

Service/maintenance

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1775 : 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

6/8/05

**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



Member's claim form

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Your details

Name in CAPITAL LETTERS

JANE ANDERSON

Constituency



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 10, 7, 05 to 19, 7, 05

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

£ 65 : 00 p

Service/maintenance

£ 180 : 00 p

Repairs/insurance/security

£ 245 : 00 p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 470 : 00 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

19.7.05

**Data protection**

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# Additional Costs Allowance

# ACA2

## Member's claim form

### About filling in this form

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### Your details

Name  
in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN



### 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 25/6/05 to 12/4/05 ✓

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p

Utilities

£ 135 : 00 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 143 : 92 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ 160 : 00 p

Repairs/insurance/  
security

£ 95 : 68 p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 1330 : 83 p ✓

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

Address of  
second home  
*for Additional  
Costs Allowance*

L  
L

**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**

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed  
form to

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



Additional Costs Allowance

ACA2

05/06.

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

JANET ANDERSON

Constituency

RABENDALE & DARWEN

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 7 16 05 to 24 16 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p ✓

Food

£ 350 : 00 p

Utilities

£ 135 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 175 : 68 p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ 225 : 36 p

Other

£ 160 : 00 p

▶ please specify newspapers delivered

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1712 : 27 p



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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature

MP

Date

24.6.05**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.

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form to

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



Additional Costs Allowance

CA2

05/06

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

JANE ANDERSON

Constituency

ROSSENDALE & DARWEN

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 13 10 05 to 6 10 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 366 : 23 p

Food

£ ~~350~~ : 00 p

Utilities

£ 235 : 55 p

Council Tax/Rates

£ : p

\* Telephone and telecommunications

£ 255 : 08 p

Cleaning

£ 180 : 00 p

Service/maintenance

£ 65 : 50 p

Repairs/insurance/security

£ 195 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1647 : 36 p

= £ 1588.29

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 [redacted] it.

Signature

MP

Date

6/6/05

**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.

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Send your completed  
form to

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

Mrs J Anderson



Statement Date: 09 May 2005  
Bill Period: 17 May 2005 to 16 Jun 2005  
Side 1 of 5

This is not a VAT invoice

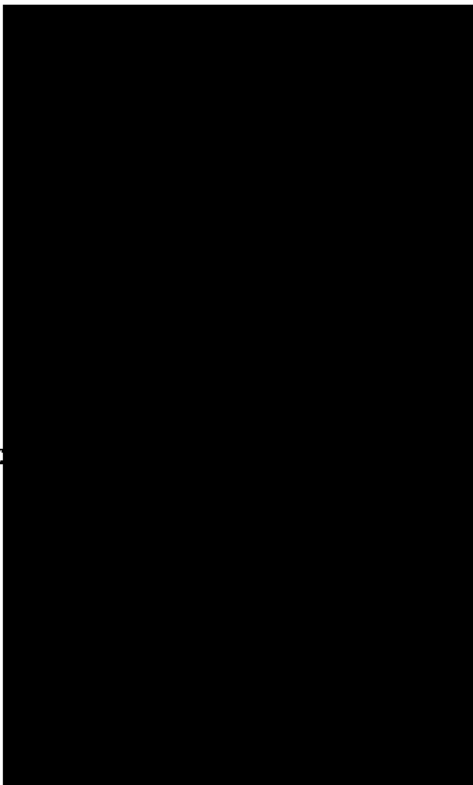
**Amount Due**

**£255.08**

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 dedicated

**Text** CLAIM DATED 16/5/05

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

~~04/05~~ / 05\_06

**Expenditure type (Cat5) :**



\* Validation purposes only (please tick to indicate compliance)

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

\* Financial Processing purposes only

Registered by (initials & date)

█ 2/6/5

Posted by (initials & date)

█ 01 JUN 2005



# 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

JANET ANDERSON

Constituency

ROSENDALE & DARWEN

## 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 12 / 5 / 05 to / /

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 366 : 23 p

Food

£ 250 : 00 p

Utilities

£ 245 : 45 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 245 : 08 p

Cleaning

£ 80 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/  
security

£ 250 : 00 p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Total

£ 1637 : 06 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

6.5.05

**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

Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

**Validation Claim Summary Sheet**

**ACA**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

INVOICE date 02/04/05

(NB Financial Processing to check whether a dedicated a/c e

**Text**

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**

[REDACTED] £578.50

\* Validation purposes only (please tick to indicate compliance)

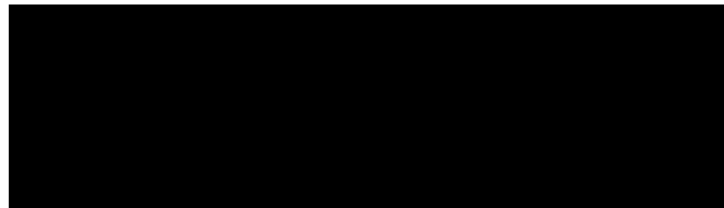
Mortgage documentation held
Addresses comply with central records
Invoices relate to 2 <sup>nd</sup> home address
Budget checked
Claim signed
Claim correctly dated

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date) [REDACTED] 14/04

Posted by (initials & date) [REDACTED] 18/04







# 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

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN

### 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 / 4 / 05 to 2 / 4 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 366 : 23 p

Food

£ 250 : 00 p

Utilities

£ 145 : 00 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 196 : 50 p

Cleaning

£ 120 : 00 p

Service/maintenance

£ 250 : 00 p

Repairs/insurance/  
security

£ 250 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£1577 : 73 p ÷ 30 = 52.59 x 11 days = £578.50

**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

2.4.05

**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.

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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.

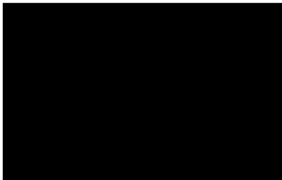
Send your completed  
form to

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

Financial Processing }

Transaction No. \_\_\_\_\_

Registration No. \_\_\_\_\_



**Validation Claim Summary Sheet**

**ACA**

Please write or print clearly & attach to claim

**Member Supplier ID**



**Pay recipient**

invoice date 03/04/10

(NB Financial Processing to check whether a dedicated a/c exists)

**Text**



**Invoice No.**

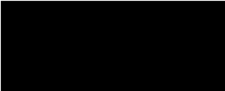
**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**



£ 208-29 = 1/4

\* Validation purposes only (please tick to indicate compliance)

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 <sup>nd</sup> home address	<input checked="" type="checkbox"/>
Budget checked	<input checked="" type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input type="checkbox"/>

\* Financial Processing purposes only

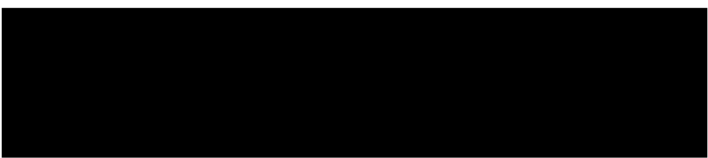
Registered by (initials & date)



14/10/4

Posted by (initials & date)

18





Member's claim form

05 APR 2005

Members' Allowances

About filling in this form

- For details of costs you can claim for, see Green Book section 3.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS

JANET ANDERSON

Constituency

ROSSENDALE & DARWEN

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 3 / 4 / 05 to / /

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

(wale) Utilities

£ 268 : 99 p

pay 1/4 = £67.24

Council Tax/Rates

£ 565 : 62 p

" " = £141.05

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

£ 834 : 61 p

208. 29.

**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

3.4.05

**Data protection**

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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

[Redacted]

[Redacted]

Bill date

26 February 2005

Janet Anderson

[Redacted]

**Direct Debit Statement**

Water services charges

[Redacted]

[Redacted]

**Total amount due**

**£268.99**

---

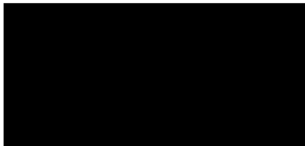
[Redacted]

# COUNCIL TAX BILL

Issued on.

15-MAR-2005

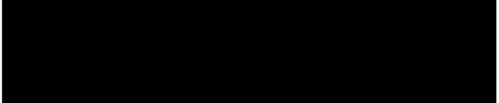
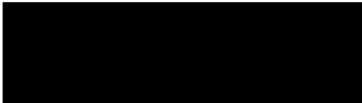
MRS J ANDERSON



Reason For Bill : Annual

Property to which the bill refers

HOW THE TAX IS ARRIVED AT FOR



989.19	4
46.31	5
95.75	7

Parish  
Valuation Band  
Disabled Band  
Property Ref



Total for band 1131.25

Charge For Period	01-APR-2005	31-MAR-2006	1131
50% Discount Granted (Second Home)	01-APR-2005	31-MAR-2006	-565

E

Total amount due - to be paid as detailed below

565.62