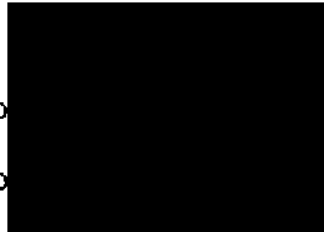


Financial Processing }

Transaction No

Registration No



Validation Claim Summary Sheet

ACA

Please write or print clearly & attach to claim

Member Supplier ID



Pay recipient

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

Text

Invoice No.

1413
✓



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 nd home address
Budget checked
Claim signed
Claim correctly dated

✓
✓
✓
✓
✓
✓

* Financial Processing purposes only

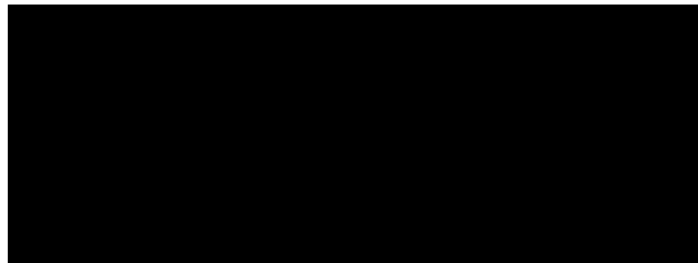
Registered by (initials & date)



19/4

Posted by (initials & date)

20/04





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

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 01 / 03 / 05

to 01 / 04 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 931 : 67 p

Food

£ 350 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 20 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 35 : 00 p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1534 : 95 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 - 3 - 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.

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



Additional Costs Allowance

Member's claim form

08 FEB 2005

Members' Allowances

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Your details

Name in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
all items costing £250 or more and include receipts - except for food, for which receipts are not required.
receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 31 / 12 / 04 to 31 / 01 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 931 : 67 p

Food

£ 300 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 20 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 35 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

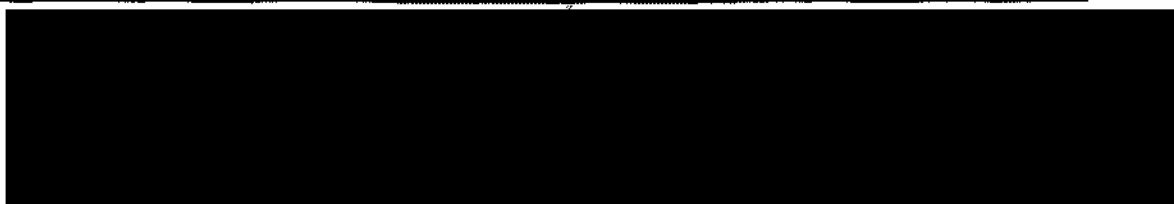
please specify

Total

£ 1514 : 95 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

7/2/04

Data protection

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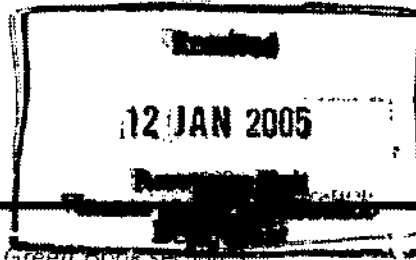
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Member's claim form



Members' Allowances

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Your details

Name
in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

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 / 11 / 04 to 31 / 12 / 04 X 2

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1862 : 34 p ✓

Food

£ 700 : 00 p

Utilities

£ 106 : 56 p

Council Tax/Rates

£ 190 : 00 p

Telephone and
telecommunications

£ 40 : 00 p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 70 : 00 p

Repairs/insurance/
security

£ : p

Other

£ 593 : 05 p ✓

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3661 : 95 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

[Redacted Signature]

MP

Date

[Redacted] 11 / 1 / 05

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Member's claim form

05 NOV 2004

Members' Allowances

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Your details

Name in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

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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 / 10 / 04 to 31 / 10 / 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 931 : 67 p

Food

£ 350 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 20 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 35 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1534 : 95 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

[REDACTED] MP

Date

4/11/04

Data protection

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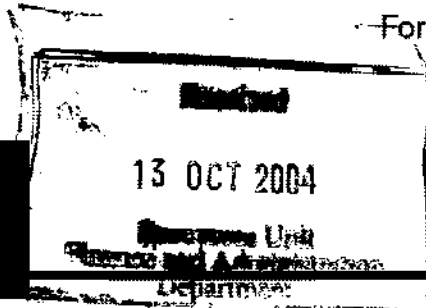
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Member's claim form



Members' Allowances

About filling in this form

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Your details

Name JIM KNIGHT
 in CAPITAL LETTERS

Constituency SOUTH DORSET

Claim details

Notes

You can only claim for

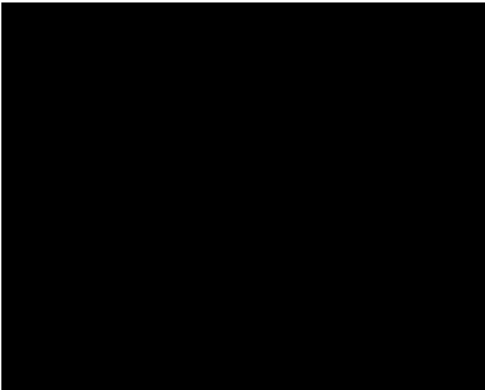
- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which 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 / 9 / 04 to 30 / 9 / 04

Total cost of hotel stays <i>attach all receipts</i>	£	:	p
Mortgage payments <i>(interest only) or rent</i>	£	<u>931</u>	<u>67</u> p
Food	£	<u>300</u>	<u>00</u> p
Utilities	£	<u>53</u>	<u>28</u> p
Council Tax/Rates	£	<u>95</u>	<u>00</u> p
Telephone and telecommunications	£	<u>15</u>	<u>00</u> p
Cleaning	£	<u>50</u>	<u>00</u> p
Service/maintenance	£	<u>25</u>	<u>00</u> p
Repairs/insurance/security	£	:	p
Other	£	:	p
Other	£	:	p
Other	£	:	p
Total	£	<u>1469</u>	<u>95</u> p



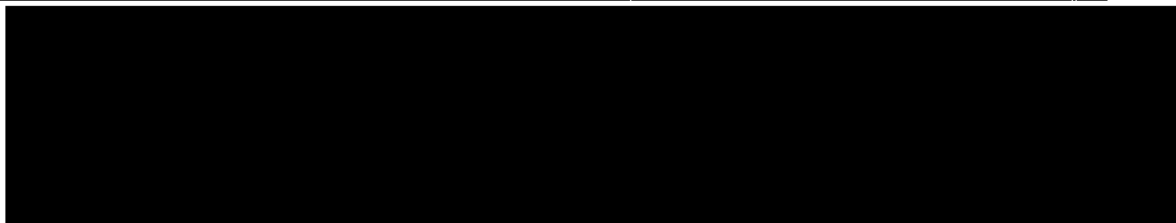
▶ please specify _____

▶ 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

L



MP

Date

L

13 - 10 - 04

Data protection

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



Member's claim form

RECEIVED

08 SEP 2004

Members' Allowances

DPA

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

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 / 8 / 04

to 31 / 8 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 931 : 67 p

Food

£ — : — p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : — p

Telephone and
telecommunications

£ 11 : — p

Cleaning

£ 30 : — p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1120 : 95 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

5 7 - 9 - 04

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Member's claim form

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
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Your details

Name
in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

Please list

Please attach

- 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.

Period of claim

from 1 / 7 / 04

to 31 / 7 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 931.67 p ✓

Food

£ 300 : — p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and
telecommunications

£ 11 : 00 p

Cleaning

£ 30 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

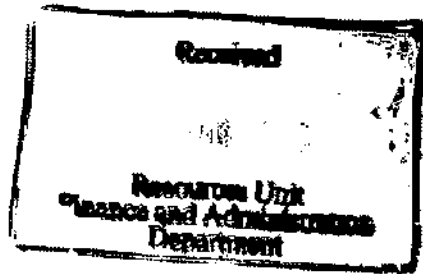
Other

£ : p

▶ please specify _____

Total

£ 1420 : 95 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

L



MP

Date

I

3 — 8 — 04

Data protection

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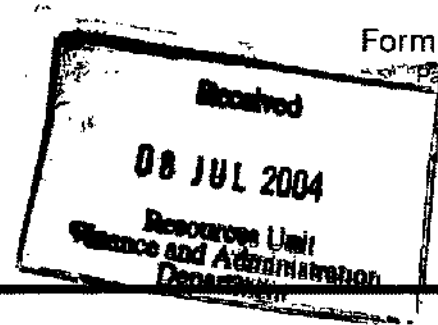
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Member's claim form



Members' Allowances

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Your details

Name in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 / 6 / 04 to 30 / 6 / 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 931 : 67 p

Food

£ 400 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 11 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 25 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1565 : 95 p

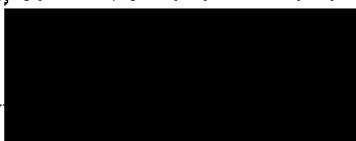
Details of second home *if applicable*

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

7-7-04

Data protection

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Member's claim form

08 JUN 2004

RECEIVED

Members' Allowances

About filling in this form

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Your details

Name
in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET



Claim details

Notes

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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 / 5 / 04

to 1 / 6 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 931 : 67 p

Food

£ 400 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and telecommunications

£ 11 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 25 : 00 p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

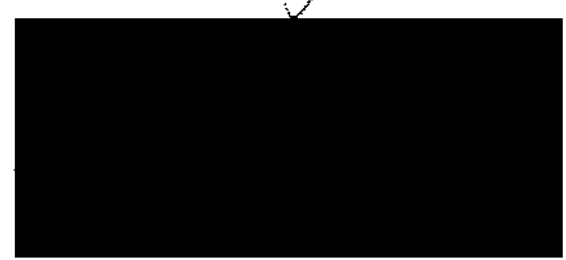
Other

£ : p

▶ please specify

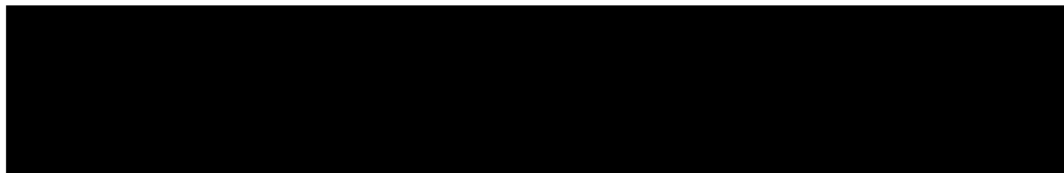
Total

£ 1565 : 95 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

7 - 6 - 04

Data protection

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Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

JIM KNIGHT

Constituency

SOUTH DORSET

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.

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 / 4 / 04 to 1 / 5 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 931 : 67 p

Food

£ 300 : 00 p

Utilities

£ 53 : 28 p

Council Tax/Rates

£ 95 : 00 p

Telephone and
telecommunications

£ 11 : 00 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 25 : 00 p

Repairs/insurance/
security

£ : p

Other

£ 192 : 40 p

▶ please specify

Other

£ 123 : 98 p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1782 : 33 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

20 — 5 — 04

Data protection

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Knight

CUSTOMER NUMBER

ORDER NUMBER

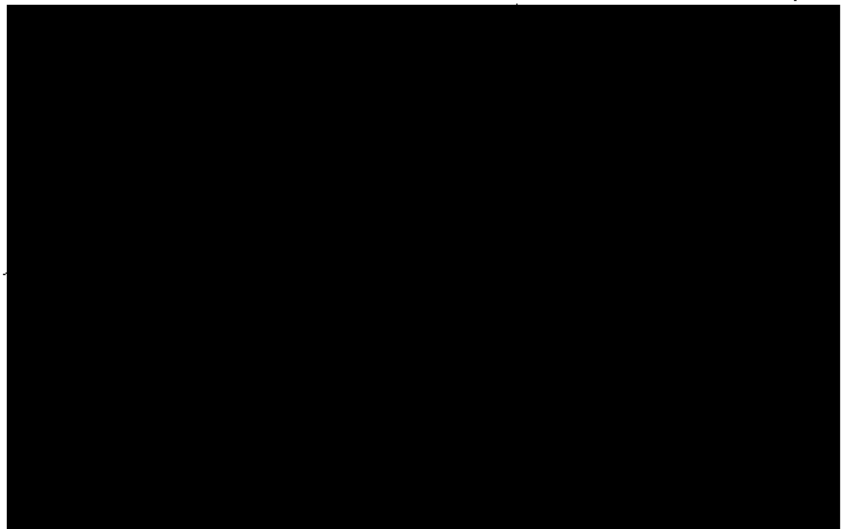
STATEMENT DATE

03/05/2004

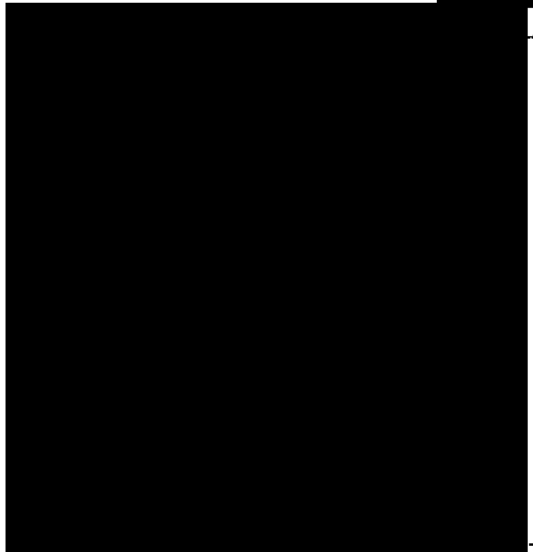
1/1

ITEM No.	ITEM DESCRIPTION	QTY.	PRICE	STOCK STATUS
	3 replacement filters for Kitchen Co	2	5.00	ENCLOSED
	Slate Coasters (6) (10x10cm)	1	15.95	ENCLOSED
	Slate Placemats (6) (25x25cm) *	1	35.50	ENCLOSED
	Universal Smell Killer	1	24.95	ENCLOSED
	Shower Gel Lavender & Geranium	1	0.00	ENCLOSED
	PG Organic Bath Towel 550g Peppermint	1	23.50	ENCLOSED
	BB Organic Bath Towel 550g Baby Blue	1	23.50	ENCLOSED
	E Organic Bath Towel 550g Ecru	1	23.50	ENCLOSED
	PG Organic Shower Towel 550g Peppermint	1	13.50	ENCLOSED
	E Organic Shower Towel 550g Ecru	1	13.50	ENCLOSED
	BB Organic Shower Towel 550g Baby Blue	1	13.50	ENCLOSED
LESS AMOUNT CHARGED			-192.40	

BALANCE 0.00



Total £123.98

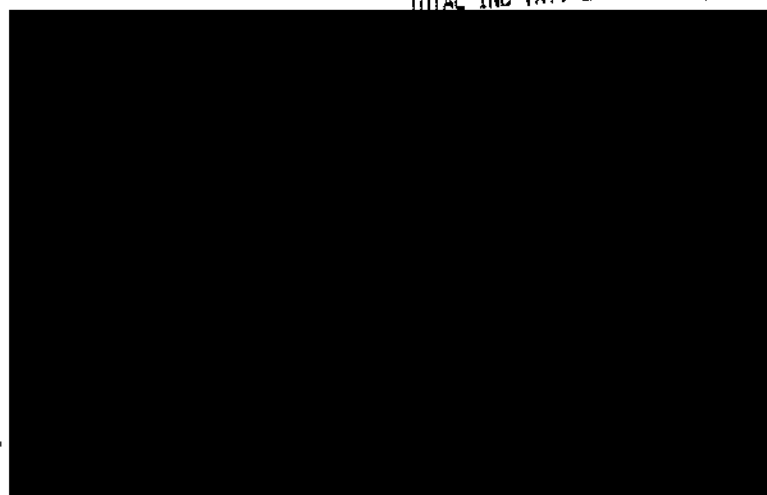


£99.00 S

£20.99 S

£3.99 S

Total Ex VAT: £105.52
VAT: £18.46
TOTAL INC VAT: £123.98



Financial Processing }

Transaction No. .

Registration No. .



Validation Claim Summary Sheet

ACA

Please write or print clearly & attach to claim

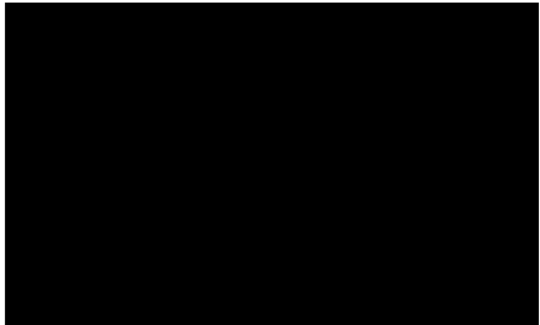
Member Supplier ID



Pay recipient

(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) :



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

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

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

** Financial Processing purposes only*

Registered by (initials & date)



23 Mar

Posted by (initials & date)



Member's claim form

15 MAR 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

JIM KNIGHT

Constituency

SOUTH DORSET

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 / 05

to 1 / 3 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 931.67 p

Food

£ 350.00 p

Utilities

£ 53.28 p

Council Tax/Rates

£ 95.00 p

Telephone and telecommunications

£ 20.00 p

Cleaning

£ 50.00 p

Service/maintenance

£ 35.00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1534.95 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

L



MP

Date

L

14/3/05

**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