

Financial Processing }

Transaction

Registration



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 MAR 05



Invoice No.

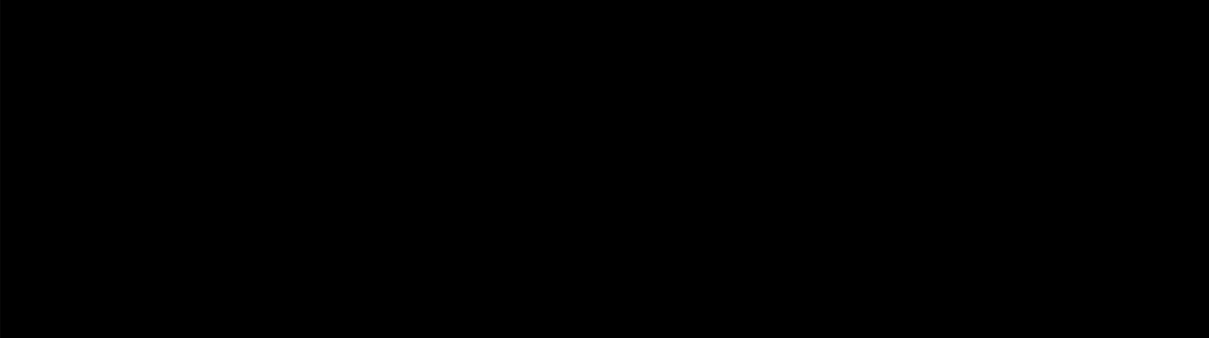
Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04 05 / 05 06

Expenditure type (Cat5) :



** Financial Processing purposes only*

Registered by (initials & date)

J.A.S. [Redacted]

Posted by (initials & date)

[Redacted] 20/4/05

JOHN HUTTON



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

J HUTTON

Constituency

Barrow and Furness

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 1 3 1 5 to 3 1 3 1 5

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 900 : 00 p

Food

£ 175 : 00 p

Utilities

£ 70 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and telecommunications

£ 75 : 00 p

Cleaning

£ 72 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1469 : 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

4/4/5

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

10 MAR 2005



Members' Allowances

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Your details

Name in CAPITAL LETTERS

J HUTTON

Constituency

Barnet and Finchley

Claim details

Notes

You can only claim for

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- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 1 2 1 5

to 28 12 1 5

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 180 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and telecommunications

£ 40 : 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

£ 1407 : 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

8/3/5

Data protection

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Member's claim form

17 FEB 2005

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

JOHN HUTTON

Constituency

Barrow and Furness

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 1 15 to 31 1 15

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p *OK*

Food

£ 295 : 00 p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 70 : 00 p

Cleaning

£ 70 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1612 : 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

3/2/5**Data protection**

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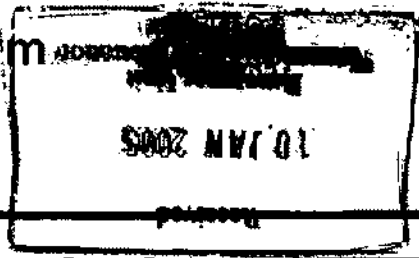
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Member's claim form



Members' Allowances

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Your details

Name
in CAPITAL LETTERS

JOHN HUTTON

Constituency

Barnet and Finchley

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 / 12 / 04

to 31 / 12 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 280 : 00 p

Utilities

£ 100 : p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 75 : 00 p

Cleaning

£ 120 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1652 : 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

8/1/15

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Member's claim form

Members' Allowances

About filling in this form

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Your details

Name
in CAPITAL LETTERS

J HUTTON

Constituency

Barrow and Furness

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 / 11 / 4

to 31 / 11 / 4

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 280 : 00 p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 60 : 00 p

Cleaning

£ 72 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

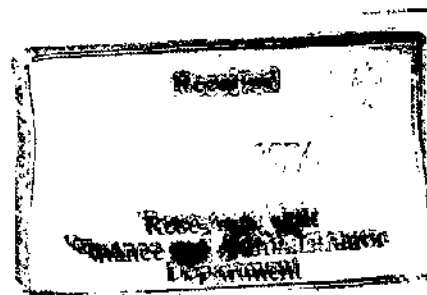
Other

£ : p

▶ please specify

Total

£ 1789 : 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

6/12/4

Data protection

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Additional Cost

Form ACA2

Page 1 of 2

Member's claim form

Received

02 NOV 2004

Resources Unit
Finance and Administration
Department

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

JOHN HUTTON

Constituency

Barnet and Finsbury

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 1/10/04

to 31/10/04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 285 : 00 p

Utilities

£ 120 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 60 : 00 p

Cleaning

£ 150 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1692 : 00 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

1/11/4

Data protection

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Member's claim form

11 OCT 2004

DEA

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

JOHN HUTTON

Constituency

Barrow and Furness

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 1 9 1 4

to 30 1 9 1 4

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 360 : 00 p

Utilities

£ 125 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ : p

Cleaning

£ 200 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1762 : 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

7/9/4

Data protection

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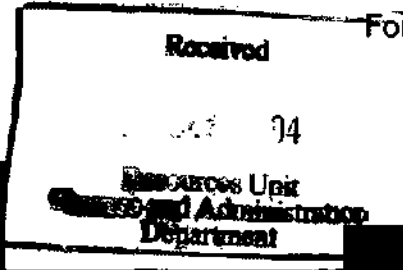
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Member's claim form



Members' Allowances

About filling in this form

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Your details

Name in CAPITAL LETTERS

JOHN HUTTON

Constituency

BARRON AND FURNESS

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 18 14 to 31 18 14

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 900 : 00 p

Food

£ 315 : 50 p

Utilities

£ 125 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and telecommunications

£ 60 : 00 p

Cleaning

£ 72 : 00 p

Service/maintenance

£ 260 : 00 p?

Repairs/insurance/security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1909 : 00 p → 1649 PAID.

Less

260

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

13/9/4

Data protection

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Additional C

Member's claim form

Members' Allowances

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this form

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Your details

Name
in CAPITAL LETTERS

JOHN HUTTON

Constituency

BARRON AND FURNESS

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.
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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 7 1 4 to 31 1 7 1 4

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p ✓

Food

£ 380 : 00 p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 70 : 00 p

Cleaning

£ 180 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 2007 : 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

3/8/4

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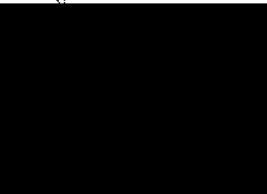
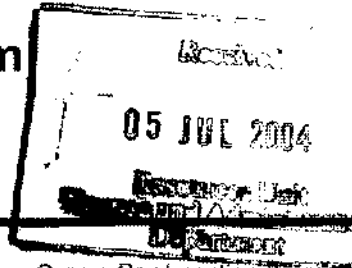
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Your details

Name
in CAPITAL LETTERS

JOHN HUTTON

Constituency

BARROW AND FURNESS

Claim details

Notes

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Please list

Please attach

Period of claim

from 1 1 6 1 4 to 30 1 6 1 4

Total cost of hotel stays
attach all receipts

£ _____ : _____ p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 400 : 00 p

Utilities

£ 100 : 00 p

Council Tax/Rates

£ 177 : 00 p

Telephone and telecommunications

£ 60 : 00 p

Cleaning

£ 250 : 00 p

Service/maintenance

£ 150 : 00 p

Repairs/insurance/
security

£ _____ : _____ p

Other

£ _____ : _____ p ▶ please specify _____

Other

£ _____ : _____ p ▶ please specify _____

Other

£ _____ : _____ p ▶ please specify _____

Total

£ 2037 : 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

L



MP

Date

L

5/7/4

Data protection

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Member's claim form

Members' Allowances

About filling in this form

- For details of costs you can claim
- If you have any doubt about what please call 020 7219 1592.

Your details

Name
in CAPITAL LETTERS

HUTTON

Constituency

BARROW AND FURNESS

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

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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 1 5 1 4 to 30 1 5 1 4

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p

Food

£ 400 : 00 p

Utilities

£ 150 : 80 p

Council Tax/Rates

£ 177 : 00 p

Telephone and
telecommunications

£ 60 : 00 p

Cleaning

£ 90 : 00 p

Service/maintenance

£ : p

Repairs/Insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1777 : 80 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

4/6/4

Data protection

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Additional Costs Allowance

Member's claim form

RECEIVED

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

JOHN HUTTON

Constituency

BARROW AND FURNESS

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 1 4 10 4

to 30 1 4 1 0 4

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 900 : 00 p X

Food

£ 400 : 00 p ✓

Utilities

£ 150 : 00 p ✓

Council Tax/Rates

£ 178 : 50 p ✓

Telephone and
telecommunications

£ 75 : 00 p ✓

Cleaning

£ 60 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1863 : 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

4/5/4

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