



Additional Costs Allowance

Member's claim form

13 MAR 2006

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section
- 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 REID

Constituency

ARRAN & SCOTTS

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 March to 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 00 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

3/3/06

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

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

JOHN REID

Constituency

AIRDRIE & SHOTTES

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 February to 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1160 : 00 p

13 MAR 2006

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

3/3/06

Data protection

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Member's claim form

30 DEC 2005

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

JOHN REID

Constituency

AIRDRIE + SHOTTS

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 January to 2006

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p ✓

Utilities

£ 150 : p ✓

Council Tax/Rates

£ 140 : p ✓

Telephone and
telecommunications

£ 60 : p ✓

Cleaning

£ 160 : p ✓

Service/maintenance

£ 100 : p ✓

Repairs/insurance/
security

£ 100 : p ✓

Other

£ 100 : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1160 : 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

Signature

MP

Date

2/1/06

Data protection

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Member's claim form

15 DEC 2005

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

SOMER KEID

Constituency

AIRDRIE + SHETTIS

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 December to 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 00 p



21 DEC 2005

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

2 / 12 / 05

Data protection

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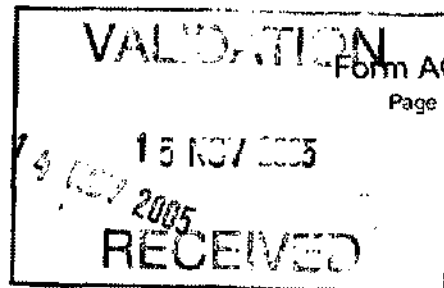
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Additional Costs Allowance

Member's claim form



Members' Allowances

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Your details

Name in CAPITAL LETTERS

JOHN REID

Constituency

AIRDIE + SHOTTIS

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 November to 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 00 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
[Redacted] for the purpose of performing

Signature



MP

Date

10/11/05

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Additional Costs Allowance

Member's claim form

Form ACA2

Page 1 of 2

27 OCT 2005

Members' Allowances

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

Name in CAPITAL LETTERS

SEAN REID

Constituency

AIRDRIE + SHOTTS

Claim details

Notes

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

Please list

Please attach

Period of claim

from October to 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 350 : p ✓

Utilities

£ 150 : p ✓

Council Tax/Rates

£ 140 : p ✓

Telephone and telecommunications

£ 60 : p ✓

Cleaning

£ 160 : p ✓

Service/maintenance

£ 100 : p ✓

Repairs/insurance/security

£ 100 : p ✓

Other

£ 100 : p / please specify

Other

£ : p / please specify

Other

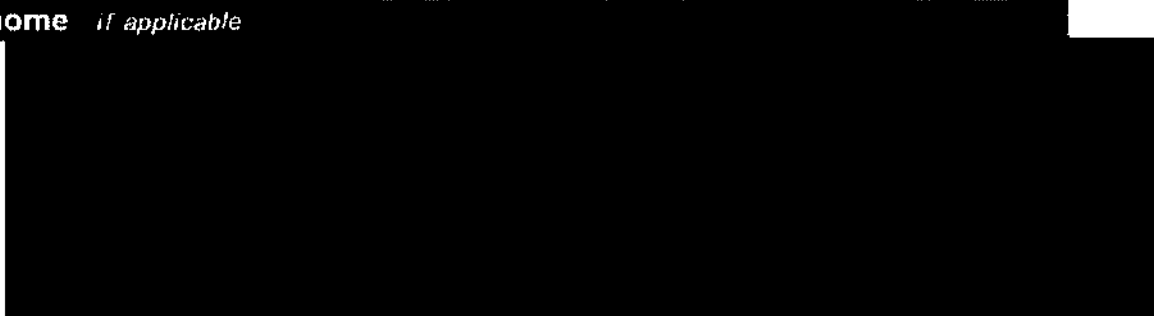
£ : p / please specify

Total

£ 1160 : 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

Signature



MP

Date

22/10/05

Data protection

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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

AUGUST CLAIM

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04-05 / 05-06

Expenditure type (Cat5) :

Phone Py £ 1160-00

* 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)



Member's claim form

31 AUG 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

JOHN REID

Constituency

AIRDRIE + SHOTTS

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 August to 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and
telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/
security

£ 100 : p

Other

£ 100 : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1160 : 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

Signature

MP

Date

20th August 05.

Data protection

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form to

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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

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 *SEPTEMBER CLAIM*

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04_05 / 05_06

Expenditure type (Cat5) :

Please pay £ 1160-00

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

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

** Financial Processing purposes only*

Registered by (initials & date)

Posted by (initials & date)



Member's claim form

31 AUG 2005

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

SOHW REID

Constituency

AIRDRIE + SHOTTS

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 September to 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : ✓ p

Utilities

£ 150 : ✓ p

Council Tax/Rates

£ 140 : ✓ p

Telephone and telecommunications

£ 60 : ✓ p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/
security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 00 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

Signature [Redacted] MP

Date 1/9/05

Data protection

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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.

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Member's claim form

Members' Allowances

About filling in this form

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- If you have any doubt about whether you can claim for a cost

Your details

Name in CAPITAL LETTERS

SOMER REID

Constituency

ARDLIE + SKETTS

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 July to 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 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

Signature



MP

Date

10/7/05

Data protection

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form to

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05/06

Member's claim form

14 JUN 2005

Members' Allowances

About filling in this form

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Your details

Name
in CAPITAL LETTERS

Constituency

John Reid

AIRDRIE + SHOTTS

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 June to 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/
security

£ 100 : p

Other

£ 100 : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1160 : 00 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
home for the purpose of performing

Signature

MP

Date

10/6/05

Data protection

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form to

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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 dedicate

Text May 05

Invoice No. *9/5/05*

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :

Pay £942.90

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

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

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

** Financial Processing purposes only*

Registered by (initials & date)



26 MAY 2005



Posted by (initials & date)

27 MAY 2005



Member's claim form

05/06

11 MAY 2005

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

SOM REID

Constituency

Ardara + Shotts

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 May to 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 350 : p

Utilities

£ 150 : p

Council Tax/Rates

£ 140 : p

Telephone and
telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/
security

£ 100 : p

Other

£ 100 : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1160 : 00 p ÷ 31 = £37.41 × 26 days = £972.90

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted address information]

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my principal home for the purpose of performing

Signature

[Redacted signature]

MP

Date

9/5/05

Data protection

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- 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.

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 a/c

Text

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :

pay. £454-66

* 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

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

* Financial Processing purposes only

Registered by (initials & date)

[Redacted] 14.10.04

Posted by (initials & date)

[Redacted] 16 APR 2005



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

SEAN REID

Constituency

HAMILTON N + BRISTOL

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 April to 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 80 : 00 p

Food

£ 350 : 00 p

Utilities

£ 150 : 00 p

Council Tax/Rates

£ 140 : p

Telephone and telecommunications

£ 60 : p

Cleaning

£ 160 : p

Service/maintenance

£ 100 : p

Repairs/insurance/security

£ 100 : p

Other

£ 100 : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

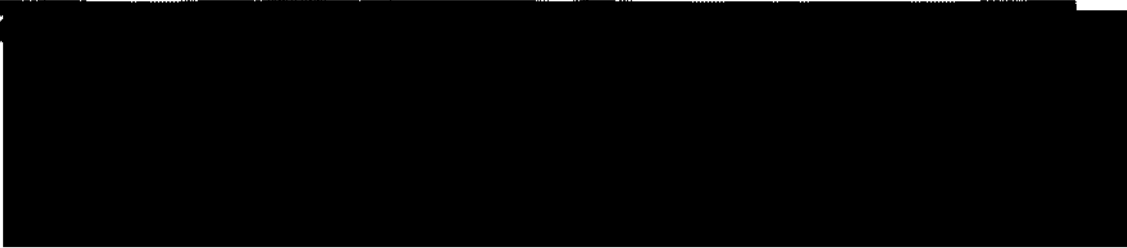
£ 1240 : p

÷ 30 = £41.33x 11 days

= £454.66

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
[redacted] for the purpose of performing

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.

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