



Additional Costs Allowance

ACA2

09/10

Member's claim form

02 APR 2009

5877940 SP 7/4

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.

650907

Your details

Name in CAPITAL LETTERS

JOHN ROBERTSON

INV. A

514602

Constituency

GLASGOW NORTH WEST

UN908

Office use only

Costc

M ROBERTJGL

Supp/Res ID

[Redacted]

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 01/04/09

to 30/06/09

Total cost of hotel stays

£ : p

attach all receipts

514632

Mortgage payments

£ 3782 : 97 p

(interest only) or rent

(COPY OF AGREEMENT ON FILE) R

Food

£ : p

417931

Utilities

£ : p

S-S 2-4-09

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

£ 3782 : 97 p ✓

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted] [Redacted]
[Redacted] Postcode [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

Signature

[Redacted Signature] MP

Date

01/04/09

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



HOUSE OF COMMONS

ML

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

06 MAY 2009

Office use only

Cost/Cat2

M ROBERTSON

Allowance 514602

Supp/Res ID

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

658709

JOHN ROBERTSON

GLASGOW NORTH WEST

Claim details

Month/period to be claimed

From

01042009

To

30042009

Subsistence

(No receipts required)

Number of nights spent away from main home

10

@ £25.00 per night £

250.00

Exp type/
Cat5

514 631

Cost of accommodation

Mortgage interest £

514 ---

Hotel £

514 ---

Rent (inc deposits) £

60.86

514 ---

✓ Council Tax/rates £

~~62.00~~

514 633

424 648
no 13/5
5588709
12/5

Fixtures, fittings and furnishings

£

£

£

£

£

Total

£

514 ---

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

✓ CLEANING £30 x 4 (RECEIPT ATTACHED)

£ 120.00

✓ VIRGIN MEDIA

£ 37.79

✓ EDF ENERGY

£ 52.11

£

£

£

Total

£

514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total

£ 521.90

520.76

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date

5/5/09

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Petty Cash Voucher

Folio: 20

Date: 2/4/09

For what required	Amount	
	£/€	p/c
CLEANING	£30	—
	£30	—


Signature:  Passed by: [Signature]

Petty Cash Voucher

Folio: 21

Date: 9/4/09

For what required	Amount	
	£/€	p/c
CLEANING	£30	—
	£30	—

Signature:  Passed by: [Signature]

Petty Cash Voucher

Folio: 22

Date: 18/4/09

For what required	Amount	
	£/€	p/c
CLEANING	30	00
	4	
	30	00


For what required
£/€ p/c

CLEANING

£30

£30

Passed by: [Signature]

Signature: 



Date of Issue: 16-MAR-2009

MR J ROBERTSON
 [Redacted]
 [Redacted]
 Account reference [Redacted]

Address of property
 [Redacted] ✓
 Property reference [Redacted]

Council tax demand notice 2009/2010

The property above has been placed in **band D**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

	Percentage (%) change from last year	
City of Westminster	0.0 % Increase	377.80
Greater London Authority	0.0 % Increase	309.82
<hr/>		
Council tax for your property 2009 to 2010	0.0 % Increase	687.62
<hr/>		
Charge for period 01-APR-2009 to 31-MAR-2010		687.62
Adjustments	Period	
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010	-68.76
Total		618.86

If you would like us to send your future bills by email, please send a request to wccctax.dd@capita.co.uk, quoting your council tax account number(s) and the email address that you would like them sent to.

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

The amounts shown below are currently payable by direct debit. **NO FURTHER ACTION IS REQUIRED.**

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	60.86	01-OCT-2009	62.00
01-MAY-2009	62.00	01-NOV-2009	62.00
01-JUN-2009	62.00	01-DEC-2009	62.00
01-JUL-2009	62.00	01-JAN-2010	62.00
01-AUG-2009	62.00		
01-SEP-2009	62.00		

Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1%



Your area reference



Your account number



Bill date

16 April 2009

This is not a tax invoice



7143 TBJM611A DPK34 49100 B

Mr John Robertson



Your services

Balance brought forward	£0.00
-------------------------	-------

Service charges	£37.79
-----------------	--------

Amount due	£37.79
-------------------	---------------

Includes VAT at the appropriate rate(s)

Thank you for paying your last bill.

This bill is for information only.

The 'Amount due' will be collected
by Direct Debit on or just after
5 May 2009

To find out more about Virgin Media and
to make the most of your service, please
visit www.VirginMedia.com





Any questions?
0800 096 9000
 Mon-Fri 8am to 8pm
 Sat 8am to 2pm
 account number

0800 028 0247
 24 hours a day 7 days a week
 bill for 15 Jan 09 - 14 Apr 09
 bill date 15 Apr 09



MR ROBERTSON
 ANNIESLAND
 CONSTITUANCY OFFICE



electricity bill: £52.11

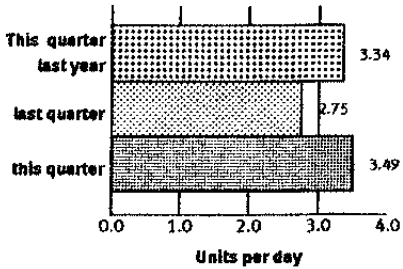
Please pay **£52.11**.

*Paid by telephone
 24/4/09 13.50
 R.*

G

For services at

→ Your average daily electricity usage



bill summary

Amount of last bill	£48.23
Payments	-£48.23
Charges this period	£52.11
Total for this period	£52.11
Payment due from the date of this bill, please ensure payment reaches us no later than 29 April 09	

Nectar points this quarter



Nectar points to be claimed **50**

S [Redacted]

Alliance & Leicester
 COMMERCIAL BANK
 Bootle Merseyside G1R 0AA



Payment Slip

Bank Giro Credit



Reference (Customer account number)

Credit Account Number

Amount due
 (no fee payable at PO counter)

[Redacted]

[Redacted]

£ 52.11

signature

date

Cheque acceptable at PO counter



Cashier's stamp and initials

Cash

Cheque

£



Please do not write or mark below this line
 Do not fold this payment slip

HSBC Bank plc
 Head Office Collection Account
 EDF Energy Customers plc



Additional Costs Allowance

ACA2

08/09

06 MAY 2009

Member's claim form

09/10

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.

LNVA A 668303
514602
514500

Your details

Name in CAPITAL LETTERS

JOHN ROBERTSON

Constituency

GLASGOW NORTH WEST

Office use only

Costc M R O B E T J G L Supp/Res ID [REDACTED]

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.

424629 RR
5/13/5

Period of claim

from 01 / 03 / 09 to 31 / 10 / 09

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

£ 32 : 26 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 32 : 26 p

5083841
12/5

09/10

636

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted] [Redacted]
[Redacted] / [Redacted] Postcode [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] / MP

Date

5/5/09

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Send your completed
form to

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



Your area reference

Your account number

Bill date

13 March 2009

This is not a tax invoice



Mr John Robertson

Your services

Balance brought forward £0.00

Service charges £32.26

Amount due £32.26

Includes VAT at the appropriate rate(s)

Thank you for paying your last bill.

This bill is for information only.

The 'Amount due' will be collected
by ~~Direct Debit~~ on or just after
3 April 2009

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visit www.VirginMedia.com



HOUSE OF COMMONS

04 JUN 2009

09/10

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

Office use only
Cost/Cat?

M ROBERTSON

Allowance 514602

Stamp/Res ID

685109

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

JOHN ROBERTSON

GLASGOW NORTH WEST

Claim details

Month/period to be claimed

From

01052009

To

31052009

Subsistence

(No receipts required)

Number of nights spent away from main home

11

@ £25.00 per night £

275

Exp type/
Cat5

514637 ✓

Cost of accommodation

5889508

MB 15/6

Mortgage interest

£ 514 ---

Hotel

£ 514 ---

Rent (inc deposits)

£ 514 ---

Council Tax/rates

£ 62.00 514 633

Fixtures, fittings and furnishings

<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>

430598

Total

£

514 ---

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>

GP 15/6

Total

£

514 ---

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total

£

337.00 ✓

~~275~~

BM

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted Signature]

Date 4/6/09

Data Protection

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