



# 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

JOHN P SPILLAR

Constituency

WARLEY

## 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 / 4 / 2004 to 30 / 4 / 2004

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 408 : p

Food

£ 100 : p

Utilities

£ 232 : 58 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 45 : 48 p

Cleaning

£ 50 : p

Service/maintenance

£ 100 : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

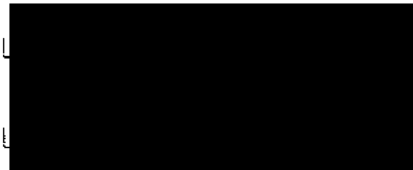
▶ please specify \_\_\_\_\_

Total

£ 936 : p

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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**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 / 6 / 04

**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.
- 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 F SPILLAN

Constituency

WARLEY

## 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 / 5 / 2002 to 31 / 5 / 2004

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 408 : 00 p

Food

£ 100 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

▶ please specify \_\_\_\_\_

Other

£ : p

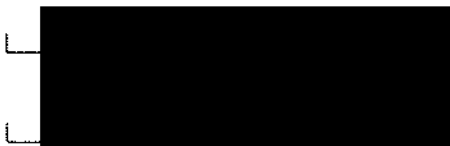
▶ please specify \_\_\_\_\_

Total

£ 658 : 00 p

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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**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

27/6/04

**Data protection**

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- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
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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, please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

JOHN P SPEAR

Constituency

WARRIOR

## 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 31 / 7 / 04

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 8.73 : 00 p

Food

£ 200 : 00 p

Utilities

£ 98 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 55 : 00 p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/  
security

£ : p

Other

£ 121 : 00 p

▶ please specify TV LICENCE

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1577 : 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 my duties as a Member of Parliament.

Signature

[Redacted] MP

Date

8/9/04

**Data protection**

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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 SPENCER

Constituency

WALSLEY

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 18 104 to 30 1 9 1 04

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 880 : 00 p x 2

Food

£ 200 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1380 : 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

27/10/14

**Data protection**

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# Member's claim form

## Members' Allowances

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## Your details

Name  
in CAPITAL LETTERS

JOHN SPENCER

Constituency

WARLEY

## 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 11 04 to 30 11 04

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 880 : 00 p

Food

£ 200 : 00 p

Utilities

£ 111 : 05 p

Council Tax/Rates

£ : p

Telephone and  
telecommunications

£ 44 : 54 p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1535 : 59 p

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

Address of  
second home  
for Additional  
Costs Allowance

[REDACTED]

[REDACTED] Postcode

**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

12/12/04

**Data protection**

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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 5.
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Your details

Name in CAPITAL LETTERS

John P. ...

Constituency

WARLEY

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 12 104 to 31 1 01 105

Total cost of hotel stays attach all receipts

£ : [redacted]

Mortgage payments (interest only) or rent

£ 908 : [redacted]

Food

£ 200 : p

Utilities

£ 45 : 58 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ 270 : 25 p ✓

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1723 : 83 p

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

Address of  
second home  
for Additional  
Costs Allowance

[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

6/2/05

**Data protection**

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John Spellar MP



**INVOICE**

- Storm damage to front main roof
  - Removed broken and damaged slates to storm damaged upper areas of front main roof.
  - Re slated areas with re claimed welsh slates to match existing slating.
  - Removed debris

Cost exc VAT - £230.00

VAT@17.5% - £40.25

**Total Cost - £270.25**

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

**Text**

**Inv**

**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

<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)

20.11

Posted by (initials & date)

20.4 CC



Member's claim form

04105

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

JOHAN F SPILLMAN

Constituency

WALLEY

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 13 05 to 31 13 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 454 : 00 p

Food

£ 100 : 00 p

Utilities

£ 189 : 10 p

Council Tax/Rates

£ 783 : 25 p

Telephone and telecommunications

£ 50 : 06 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

1726
£ 1272 : 41 p
942.75

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

Address of  
second home  
for Additional  
Costs Allowance

[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

3/4/05

**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

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- 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

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



For filing.

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**

**Invoice No.** invoice date 09/10/3105

**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)

Posted by (initials & date)

[redacted] .....



# Member's claim form

04/05

## 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 JULIAN F. SPOWELL  
 in CAPITAL LETTERS  
 Constituency WARLEY

## 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 <u>1 / 3 / 05</u>	to <u>31 / 3 / 05</u>
Total cost of hotel stays <i>attach all receipts</i>	£ _____ : _____ p	
Mortgage payments <i>(interest only) or rent</i>	£ <u>454</u> : <u>00</u> p	
Food	£ <u>100</u> : <u>00</u> p	$\times 91 = £2.15 \times 67 = £144.16$
Utilities	£ <u>189</u> : <u>10</u> p	$\times 4 = £195.81$ (£581.44 to pay for July - Mar 06.)
Council Tax/Rates	£ <u>783</u> : <u>25</u> p	NO TOCS ✓
Telephone and telecommunications	£ <u>50</u> : <u>06</u> p	
Cleaning	£ <u>50</u> : <u>00</u> p	
Service/maintenance	£ <u>100</u> : <u>00</u> p	
Repairs/insurance/security	£ _____ : _____ p	
Other	£ _____ : _____ p	▶ please specify _____
Other	£ _____ : _____ p	▶ please specify _____
Other	£ _____ : _____ p	▶ please specify _____
Total	£ <u>1726</u> : <u>41</u> p	$£144.16$

✓

DATE OF ISSUE 09-MAR-2005

YEAR 2005 / 06

MR J SPELLAR



ACCOUNT NUMBER: 

Reason For Bill : Annual

Charge For Period		01-APR-2005 31-MAR-2006	1044.34
25% Reduction/Adjust For Sole Occupancy		01-APR-2005 31-MAR-2006	-261.09

783.25

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**

**Invoice No.** 23/5/05

**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	<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 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

04105

## Members' Allowances

About filing 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 F SPELWAN

Constituency

WARLEY

## 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 / 3 / 05 to 31 / 3 / 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 454 : 00 p

Food

£ 100 : 00 p

Utilities

£ 189 : 10 p

Council Tax/Rates

£ 783 : 25 p

$\frac{1}{4} = £195.81$  (K581.44 to pay for July - Mar 06.)  
NO TACS ✓

Telephone and telecommunications

£ 50 : 06 p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

1726  
£ ~~1272~~ : 41 p

£195.81

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**

**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 2<sup>nd</sup> 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"/>

*\* Financial Processing purposes only*

*Registered by (initials & date)*

*Posted by (initials & date)*



# 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, please call 020 7219 1592.

### Your details

Name  
in CAPITAL LETTERS

JUAN P SPILLAR

Constituency

WARLEY

### 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 2 105 to 28 1 2 105

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 454 : 00 p

Food

£ 100 : 00 p

WATER Utilities

£ 266 : 47 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : 00 p

Service/maintenance

£ 100 : 00 p

Repairs/insurance/  
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 970 : 47 p

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

Address of  
second home  
for Additional  
Costs Allowance

[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

13/3/05

**Data protection**

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