



Additional Costs Allowance

06/07 ✓

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book*
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Julie Morgan ✓

Constituency

Cardiff North

Office use only

Costs



Claim details

You can only claim for

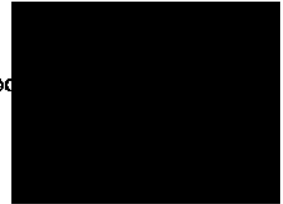
- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

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.



Period of claim

from 1 Jun 07 to 31 3 07. > 3

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 725 : 7 p ✓ x35. (241.9 p per month)

Food

£ 327 : 0 p

Utilities

£ 74 : 26 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 50 : 22 p

Cleaning

£ : p

Service/maintenance

£ 1000 : 0 p ✓

Repairs/insurance/security

£ : p

Other

£ 78 : p ✓

▶ please specify bedding etc.

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

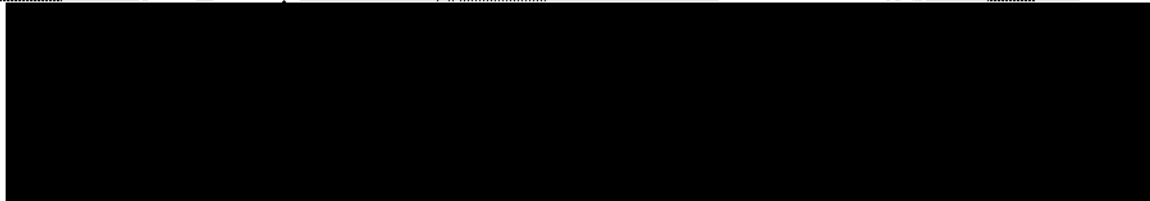
Total

£ 2255 : 55 p

55 p

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

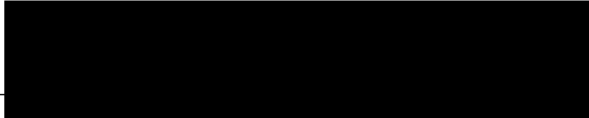
Address of  
second home  
*for Additional  
Costs Allowance*



**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

May 3rd 07

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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



Mrs J Morgan  
[Redacted]

✓  
Date: 26 Feb 2007  
Our Ref: [Redacted]  
Page No: 1

### Application For Payment



Date	Description	Debit	Credit	Balance
	Balance Brought Forward	500.00		£500.00dr
1 Apr 2007	Interim S/Charge (Service Charge Expend) 1 Apr 2007 to 30 Sep 2007	500.00		£1,000.00dr
	Amount Now Due			£1,000.00dr



*Paid*

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Additional Costs Allowance

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If you have any doubt about whether you can claim for please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

JULIE MORGAN

Constituency

CARDIFF NORTH

Office use only

Costs

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.

Period of claim

from 1 14 106 to 1 1 107 (x9)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 27 02 : 70 p

Food

£ 10 48 : 00 p

Utilities

£ 229 50 : 07 p

Council Tax/Rates

£ 13 81 : 06 p

Telephone and telecommunications

£ 98 : 58 p

Cleaning

£ : p

Service/maintenance

£ 500 : 00 p

Repairs/insurance/security

£ : p

Other

£ 131 : 50 p

Other

£ : p

Other

£ : p

Total

£ 6 246 : 71 p

Water charges gas & electricity

Receipt enclosed \*

1/2 year service charge - receipt enclosed \*

please specify t.v. license

please specify

please specify

**Details of second home** *If applicable*

X **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.

X **Signature**

MP

X **Date**

18 Jan 07

**Data protection**

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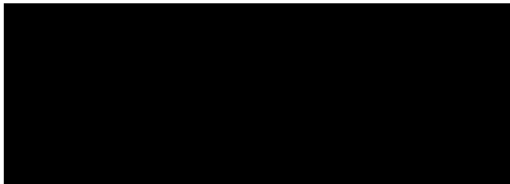
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**Send your completed form to**

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

# Reminder for 2006/07

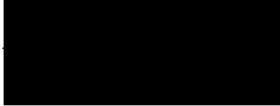


Your Account number



## Council Tax

 MORGAN

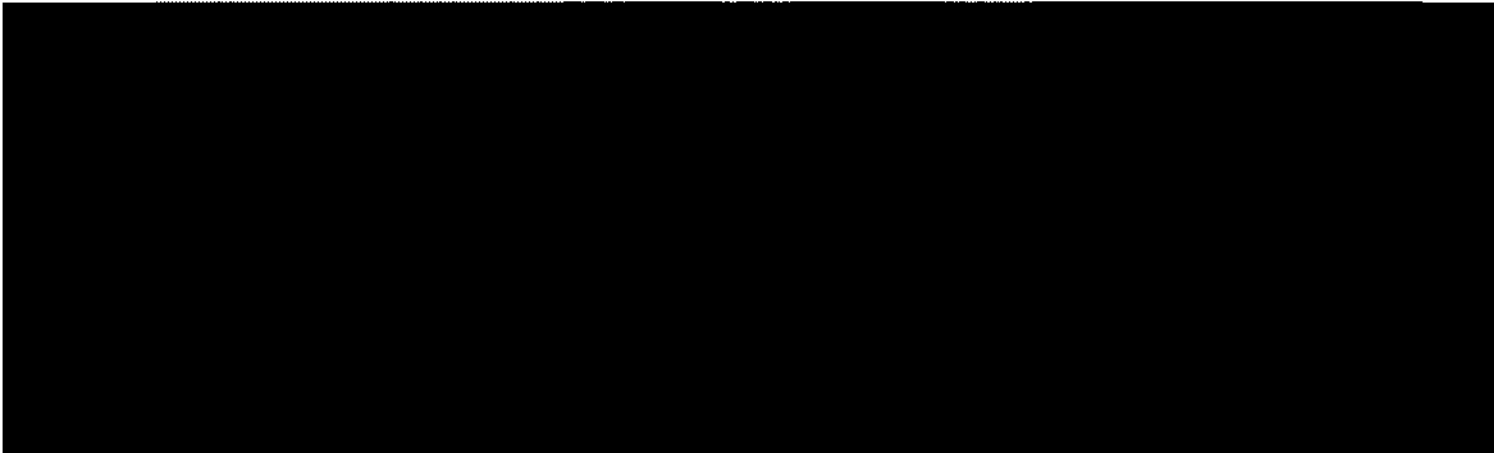
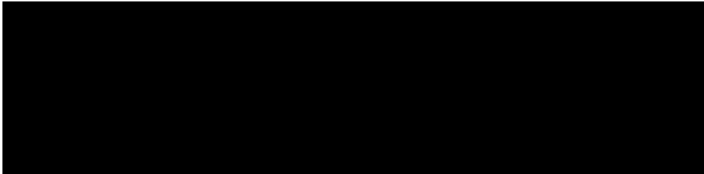


✓

Date:  
**12 April 2006**

✓

Account enquiries:

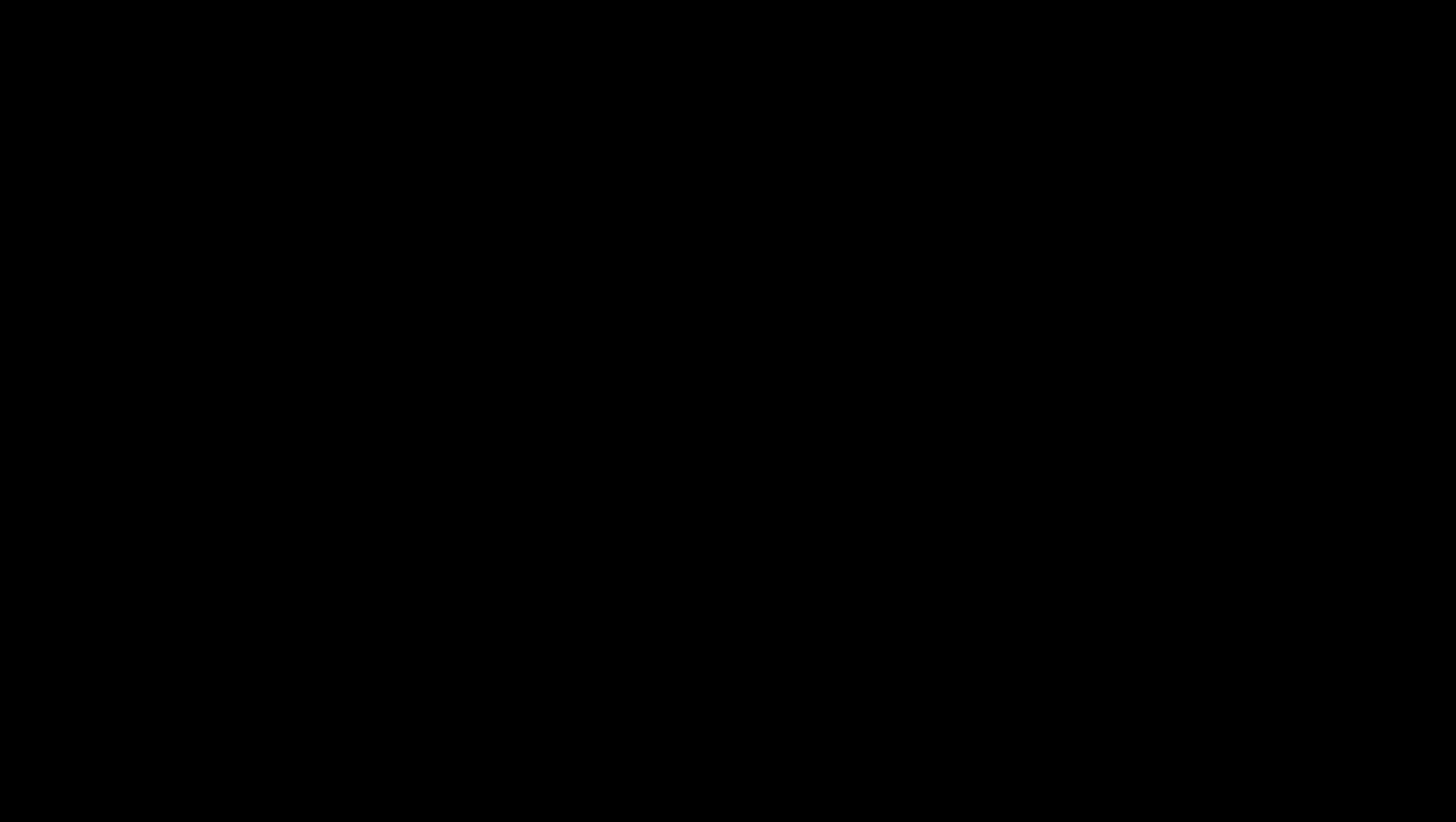


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Full balance due for this financial year: £1381.06

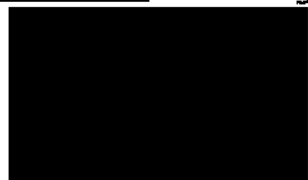
*Paid*

Total amount due now: £139.06






 Mrs J Morgan





09 May 2006

Our ref: 

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 Mrs Morgan

**RE: Arrears of Service Charges of £ 500.00 for **  


We note from our files that your account is currently in arrears as set out above.

We would be grateful for your cheque within seven days of the date of this letter.

