



Additional Costs Allowance

05/06

ACA2

Member's claim form

About filling in this form

- For details of costs you can claim for, see Green Book section 11.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

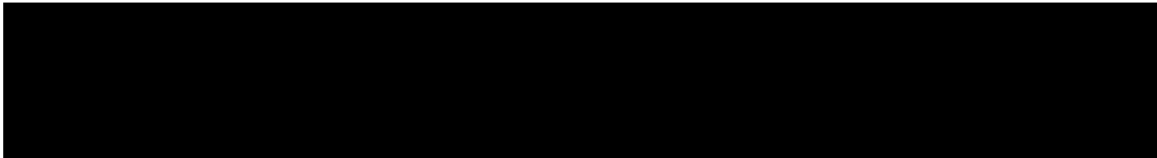
Your details

Name in CAPITAL LETTERS

Mr. Hon. KENNETH CLARKE QC MP

Constituency

RUSHCLIFFE



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.

Please list

Please attach

- receipts or invoices for any hotel stay even if it is less than £250.



Period of claim

from 01 / 01 / 06

to 31 / 03 / 06

FM

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1235 : 19 p

569.06 pm

Food

£ : p

Utilities

£ 183 : 00 p

Council Tax/Rates

£ 158 : 00 p

Telephone and telecommunications

£ 36 : 46 p

Cleaning

£ 520 : 00 p

23 = 173.333

Service/maintenance

£ : p

Repairs/insurance/security

£ 167 : 00 p

£ 470 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2769 : 65 p

Pay £470-00



Additional Costs Allowance

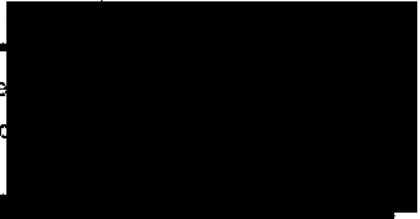
05/06

ACA2

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.1
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.



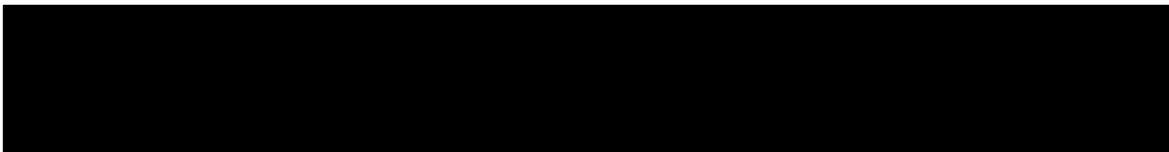
Your details

Name in CAPITAL LETTERS

RT. HON. KENNETH CLARKE QC MP

Constituency

RUSHCLIFFE



Claim details

You can only claim for

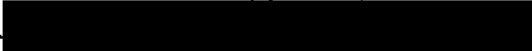
- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

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 01 / 01 / 06

to 31 / 03 / 06

X^m

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) ~~or rent~~

£ 1235 : 19 p

569.05 PM

Food

£ : p

Utilities

£ 183 : 00 p

Council Tax/Rates

£ 158 : 00 p

Telephone and telecommunications

£ 36 : 46 p

Cleaning

£ 520 : 00 p

3 = 173.333

Service/maintenance

£ : p

Repairs/insurance security

£ 167 : 00 p
470 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2769 : 65 p

22 99 = 65

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

4/4/06**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



Additional Costs Allowance

ACA2

Member's claim form

9 0 DEC 2005

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.



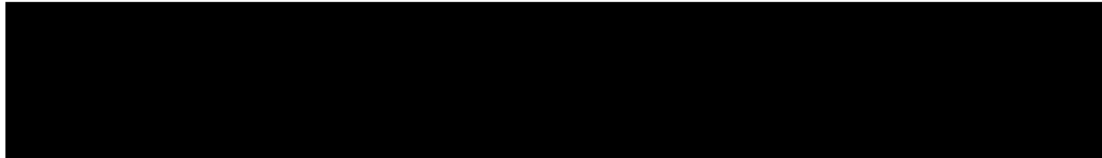
Your details

Name in CAPITAL LETTERS

RT. Hon. KENNETH CLARKE QC MP

Constituency

RUSHCROFT



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 / 10 / 05 to 31 / 12 / 05 X3

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1235 : 19 p

Food

£ : p

Utilities

£ 360 : 01 p

Council Tax/Rates

£ 474 : 00 p

Telephone and telecommunications

£ 35 : 23 p

Cleaning

£ 520 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 111 : 63 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

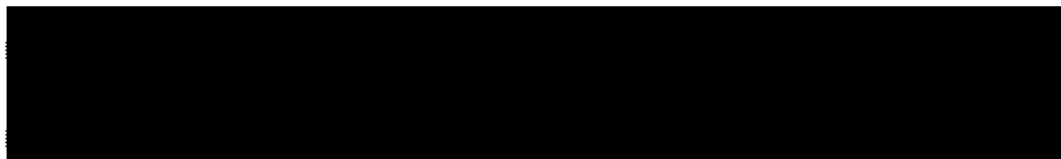
▶ please specify

Total

£ 2730 : 06 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



Date

27/12/05

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



Additional Costs Allowance

07 NOV 2005

Member's claim form

ACA2

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

MR. HON. KENNETH CLARKE QC MP

Constituency

EVESHAM

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 / 07 / 2005

to 30 / 09 / 05 + 3 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1297 : 95 p

Food

£ : p

Utilities

£ 145 : 50 p

Council Tax/Rates

£ 476 : 00 p

Telephone and
telecommunications

£ 36 : 14 p

Cleaning

£ 455 : 00 p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 1067 : 30 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3475 : 89 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



X Signature

Y Date

4/4/05

Data protection

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Send your completed form to

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

Kenneth Clarke

Period of insurance: 25 September 2005
to: 27 September 2006

Annual Premium: £1067.30



Member's claim form

18 JUL 2005

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.

Your details

Name in CAPITAL LETTERS

Mr. Mark Wainwright CBE MP

Constituency

Avoncliff

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 01/04/2005 To 11/04/05 AND 06/05/2005 to 30/06/05 x 3

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1240 : 00 p

Food

£ : p

Utilities

£ 106 : 00 p

Council Tax/Rates

£ 495 : 00 p

Telephone and telecommunications

£ 24 : 09 p

Cleaning

£ 330 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2198 : 09 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

16/07/05

Data protection

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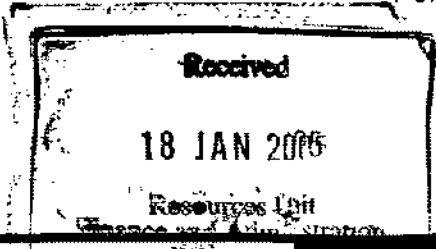
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Send your completed form toValidation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA

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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 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

Rt Hon. KENNETH CLARKE QC M.P.

Constituency

RUSHCLIFFE

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 01 / 10 / 04

to 31 / 12 / 04

x3

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1707 : 18 p ✓

Food

£ ~~409~~ : 78 p

Utilities

£ 409 : 78 p

Council Tax/Rates

£ 456 : 00 p

Telephone and telecommunications

£ 34 : 91 p

Cleaning

£ 645 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 161 : 00 p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 3213 : 87 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

_____ 20/1/05 _____

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