



Additional Costs Allowance

05/07

ACA2

18 APR 2006

Member's claim form

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

KEVAN JONES

Constituency

NORTH DURHAM

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 stay even if it is less than £250.

Period of claim

from 1 / 4 / 2005 to 31 / 3 / 2006

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

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 1913 : p

▶ please specify

CARPETS -

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1913 : p

Rec'd 196.77 ✓

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

4/4/2006

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

FLOOR COVERINGS ACCEPTANCE FORM

Mr K D Jones

26 April 2005

I accept estimate number [redacted] and all of the attached additional services (if applicable) at a total cost of £ _____

OR

I accept estimate number ~~1913.71~~ but do not require all the additional services.

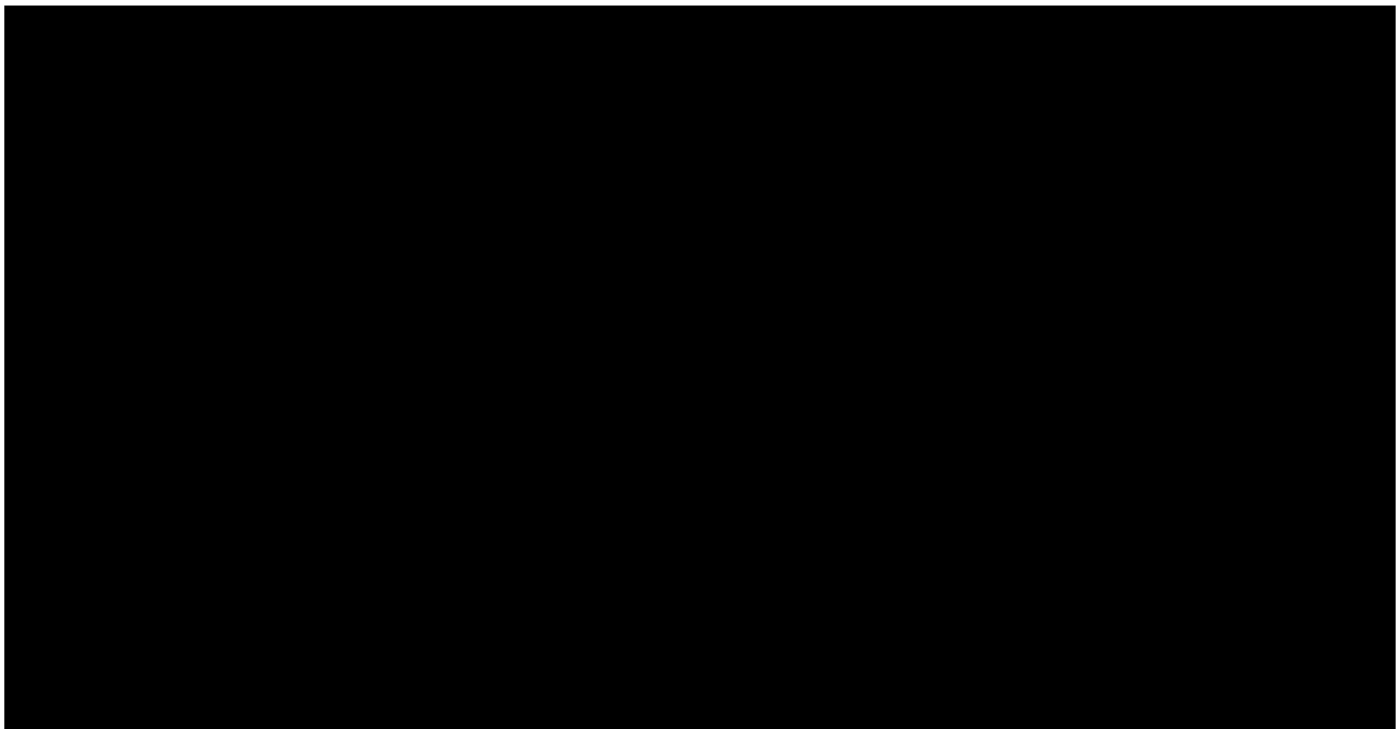
(please complete the attached form to indicate which, if any, additional services you require)

The estimate total cost is now £ 1913.71

Please add any comments you would like us to note in the space provided below (optional)

Please complete the section below if the estimate you are accepting includes any products for which the colour has not been selected

Area Number/Rooms	Product Description	Colour you Require

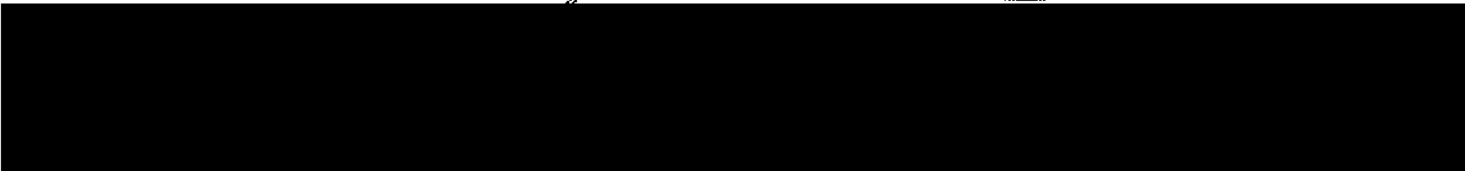


- Payment will be required or processed 7 days prior to delivery or fitting.
- Any cancellation once the goods have been ordered will incur a charge of 20% of the cost of the materials.

Customer's Signature _____

Dated

27/4/2005



FLOOR COVERINGS ACCEPTANCE FORM - [REDACTED]

ADDITIONAL SERVICES

(Please tick the additional services you require for the estimate you are accepting)

Estimate Number [REDACTED]

Please tick the additional service(s) that you would like us to carry out

Area 1 Bedroom, Hall, Lounge

To uplift existing carpet	£60.06	(✓)
To dispose of existing carpet	£103.95	(✓)
To move furniture and replace on completion	£111.00	(✓)

Please note that any additional services not selected will need to be completed by you before the fitting / installation of your new flooring.

Customer Signature [REDACTED]

Dated

27/5/2005

Estimate Number	Area 1
	Bedroom, Hall, Lounge

Materials

Sussex Twist @ £23.00 per sq m	£1,062.60
Colour Berwick Sand 80% wool 20% polypropylene	
Heavy Paper Underlay @ £0.30 per sq m	£12.00
Jonelle Crumb Rubber Underlay Blue @ £5.25 per sq m	£222.96
There will be a seam with a cross join.	
Charge for materials	£1,297.56

Preparation, Fitting, and Services

To fit carpet in flat area	£168.33
To fit carpet on hall, stairs and landing	£62.00
To seam together narrow width carpet	£32.96
To supply & fit Single Edging, Copy Brass, 1m	£26.00
To supply & fit Z Bar, Copy Brass, 1m	£26.85
Supplementary work please see Further Information	£25.00
Charge for preparation, fitting, and services	£341.14

Sub total for materials, preparation, fitting, and services **£1,638.70**

Additional Services

Please indicate on the acceptance form which of the additional services listed below you would like us to carry out

To uplift existing carpet	£60.06
To dispose of existing carpet	£103.95
To move furniture and replace on completion	£111.00
Charge for additional services	£275.01

Total charge for area 1 **£1,913.71**

Total charge for Estimate 1 (all areas) **£1,913.71**

[REDACTED]

07 April 2006

[REDACTED]

Mr K Jones

[REDACTED]

Dear Mr Jones

CONFIRMATION OF PURCHASE

As requested, I write to confirm your purchase of:-

- Sussex Twist Berwick Sand carpet
- Heavy paper underlay
- Jonelle crumb rubber underlay, blue

TOTAL COST £1,913.71 PAID ON 19 MAY 2005

[REDACTED]

Yours sincerely

[REDACTED]

[REDACTED]

[REDACTED]



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Your details

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Constituency

NORTH DURHAM

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Please list

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Please attach

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

Period of claim

from 1 / 3 / 2006 to 31 / 3 / 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p ✓

Food

£ 300. : p ✓

Utilities

£ : p

Council Tax/Rates

£ 80 : p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

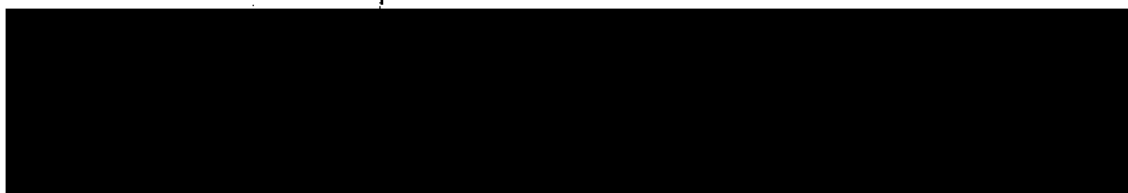
£ 26 : — p ▶ please specify GAS + Gas SERVING

Total

£ 1651 : — 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

15/3/2006

Data protection

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Additional Costs Allowance

CA2

Member's claim form

03 FEB 2006

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Constituency

NORTH DURHAM

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Please attach

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

Period of claim

from 1 / 1 / 2006 to 28 / 2 / 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ 80 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ 26 : p

▶ please specify GAS + Gas Leasing

Total

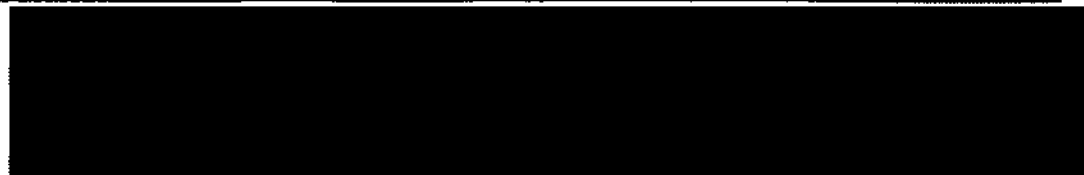
£ 1751 : p

continued on page 2

09 FEB 2006

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

**Declaration**

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Signature



MP

Date

2/2/2006

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Member's claim form

10 JAN 2006

ACA2

17 JAN 2006

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

Please list

Please attach

Period of claim

from 1 / 1 / 2006 to 31 / 1 / 2006

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1245 : p

(interest only) or rent

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ 80 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11. : p

Other

£ 250 : p

▶ please specify ANNUAL Ground Rent - SEE ATTACHED

Other

£ 822 : 04 p

▶ please specify 1/2 YEAR SERVICE CHARGE SEE ATTACHED

Other

£ 26 : p

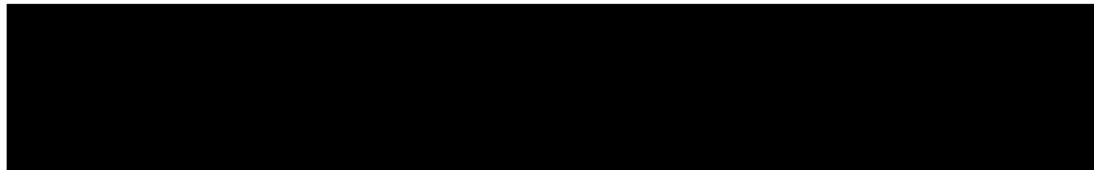
▶ please specify GAS + GAS SERVICING.

Total

£ 2834 : 04 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

9/1/2006

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INVOICE NO:

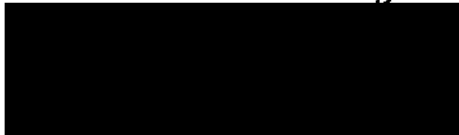


Ref:



29th December 2005

Mr K D Jones

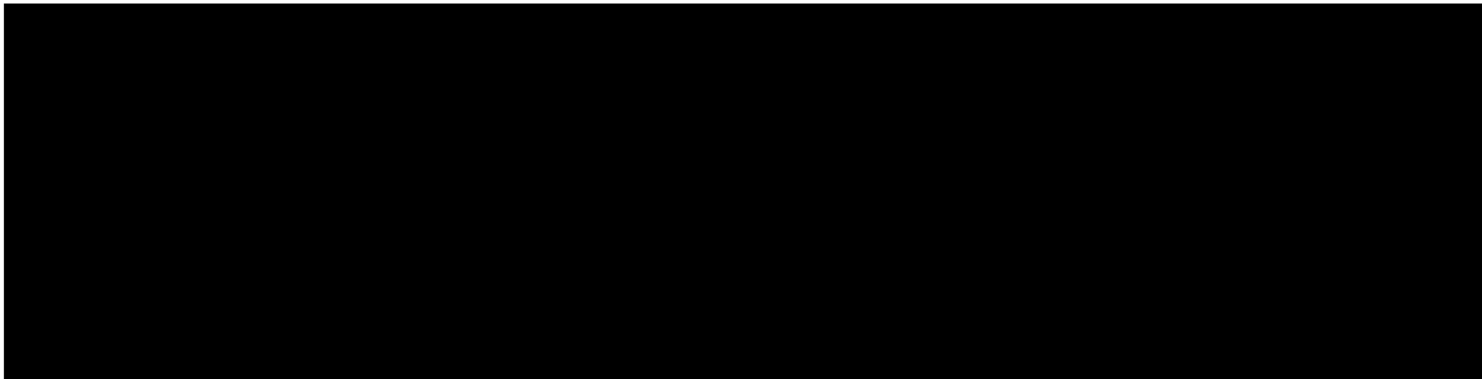


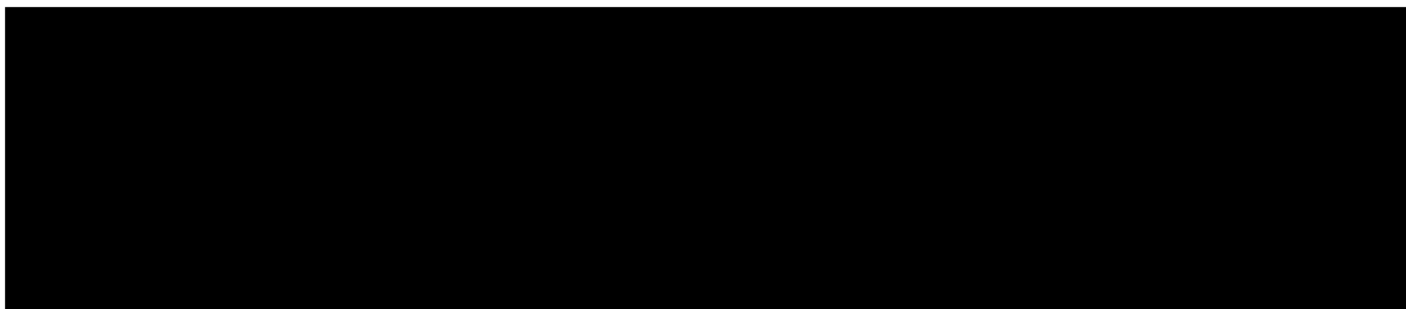
Re:



Ground rent for the year: 1st January to 31st December 2005

£250.00





INVOICE NO [REDACTED]

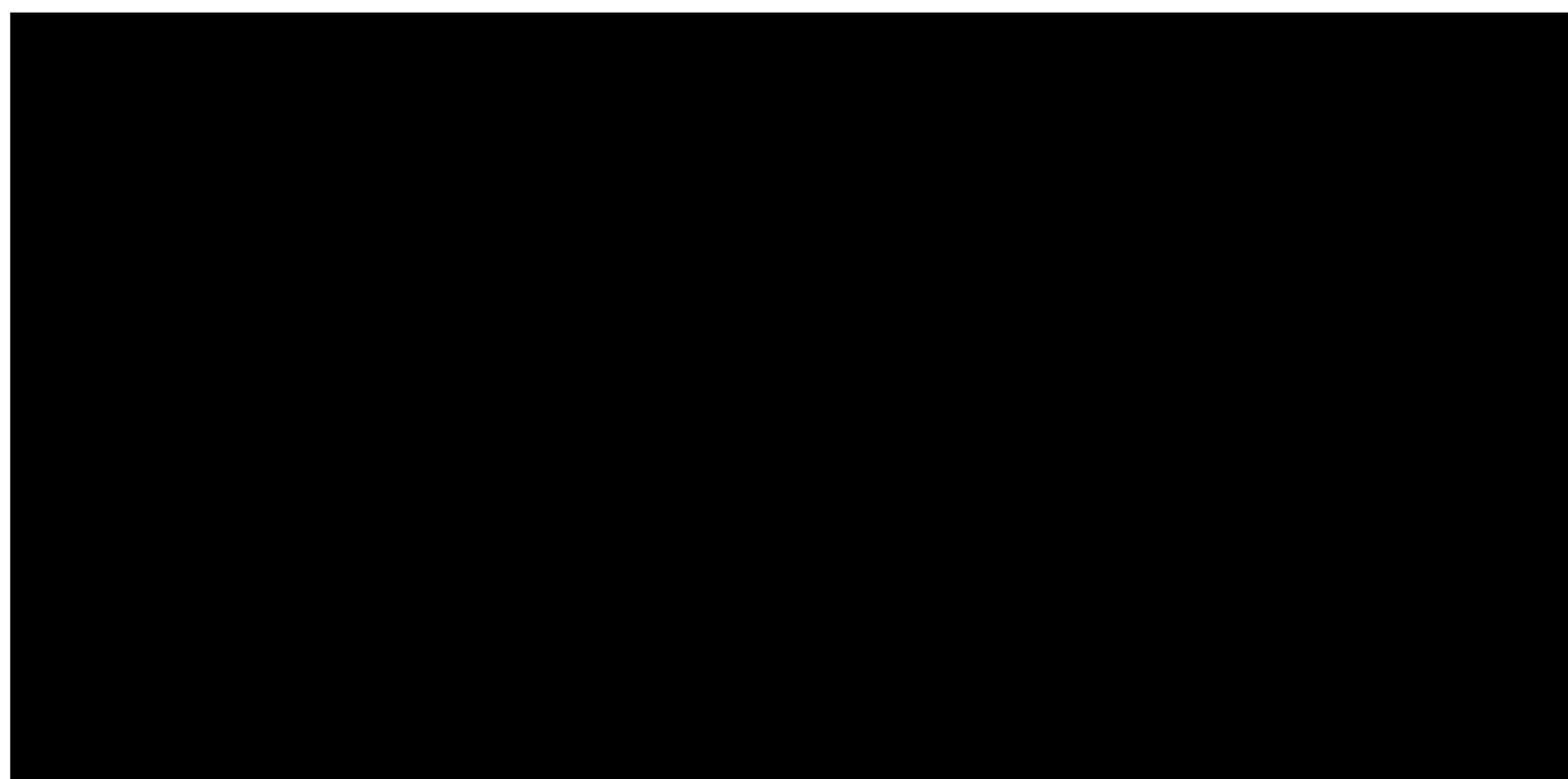
Ref: [REDACTED]

28th December 2005

Mr K. D Jones
[REDACTED]

Re: [REDACTED]

Estimated Service Costs for year 2006	£1,542.91	
50% for the period 1 st January to 30 th June 2006		£771.46
Estimated Lift costs for the year 2006	£49.95	
50% for the period 1 st January to 30 th June 2006		£24.98
Refurbishment Provision ("Sinking Fund")	£51.20	
50% for the period 1 st January to 30 th June 2006		<u>£25.60</u>
Total Due:		£822.04





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Constituency

NORTH DURHAM

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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 / 12 / 2005 to 31 / 12 / 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p ✓

Food

£ 250 : p

Utilities

£ : p

Council Tax/Rates

£ 80 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p ▶ please specify

Other

£ 12 : p ▶ please specify

Other

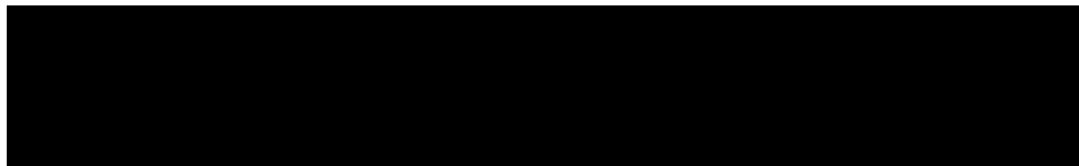
£ : p ▶ please specify

Total

£ 1612 : — p

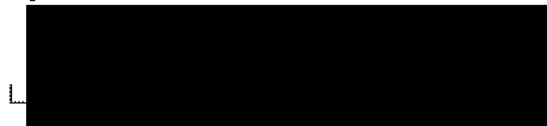
Details of second home *if applicable*

**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

21 / 12 / 2005

✓

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Validation Team, Operations Directorate,
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14 DEC 2005

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Please list

Please attach

Period of claim

from 1 / 11 / 2005 to 30 / 11 / 2005.

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ 80 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p

▶ please specify

Other

£ 12 : p

▶ please specify

Other

£ : p

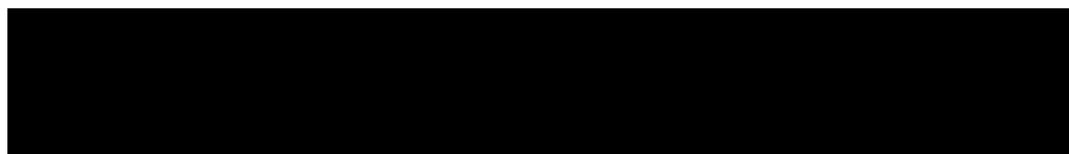
▶ please specify

Total

£ 1762 : — 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

13/12/2005

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Member's claim form

04 NOV 2005

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

Please list

Please attach

Period of claim

from 1 / 10 / 2005 to 31 / 10 / 2005 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p ✓

Food

£ 400 : p

Utilities

£ 8 : p

Council Tax/Rates

£ 80 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p

please specify GAS SERVICE.

Other

£ 250 : p

please specify PART CLAIM FOR CURTAINS SEE INVOICE

Other

£ 12 : p

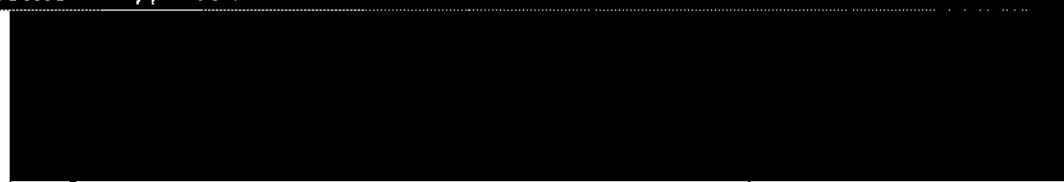
please specify GAS

Total

£ 2020 : — p

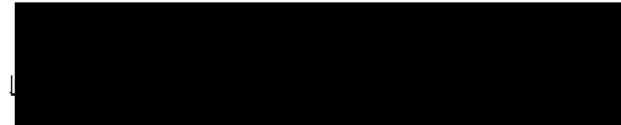
Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

**Declaration**

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Signature



MP

Date

2 / 11 / 2005

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Mr K. D. JONES

12/07/2005

Ref: [REDACTED] measure cheshunt 21/6/05

Dear Mr JONES

We have pleasure in submitting our measured estimate for soft furnishings. Should you require any further clarification please contact the Soft Furnishing Department [REDACTED]

BEDROOM

1 Curtains for Arched Window

			£	£
Provence Blue	8.3mts	@	17.00 =	141.10
Stockton Lining Ecu	8.0mts	@	2.95 =	23.60
Making charge	1.0	@	242.00 =	242.00
Visit to take template	1.0	@	86.00 =	86.00
Hanging charge	1.0	@	46.00 =	46.00
				£538.70

Pair of pinch pleat curtains, shaped at top to fit arched window, to be the width of the window and fall to just above the sill.

N.B. An extra visit is required to take a template of the arch.

1 Pair Tie Backs - Buckram Crescent
Self Lined - Self Piped

			£	£
Making Charge	1.0	@	43.30 =	43.30
Main Fabric Provence Blue	0.9mts	@	17.00 =	15.30
Piping all round Provence Blue	0.5mts	@	17.00 =	8.50
				£67.10

1 Brass Tie Back Hooks

			£	£
Brass tie back hooks	2.0	@	3.50 =	7.00
Fitting charge	1.0	@	11.75 =	11.75
				£18.75

Estimate Total

£624.55





Additional Costs Allowance

ACA2

Member's claim form

06 OCT 2005

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Your details

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Constituency

NORTH DURHAM

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 1 / 9 / 2005 to 30 / 9 / 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 80 : 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

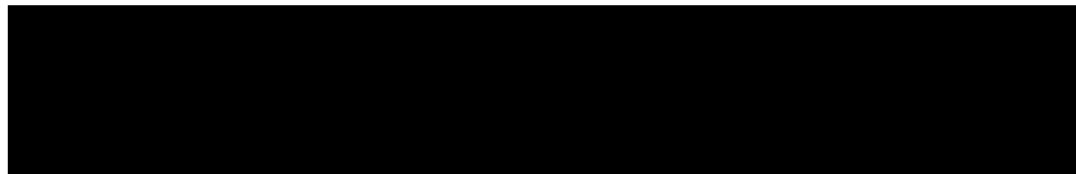
Total

£ 1325 : — p

continued on page 2

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

30 / 9 / 2008

Data protection

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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



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
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name
in CAPITAL LETTERS

KEVAN JONES

Constituency

NORTH DURHAM

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 / 8 / 2005

to 31 / 8 / 2005

Total cost of hotel stays
attach all receipts

£ : p

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

£ 1244 : 77 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 80 : 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 _____

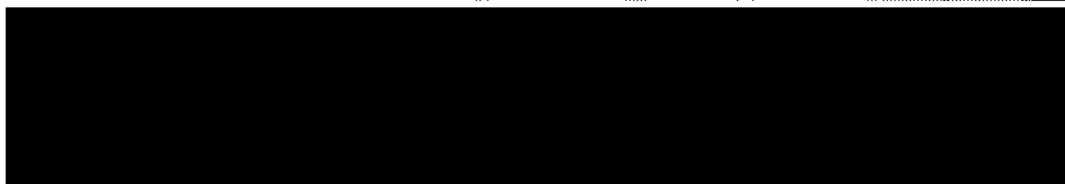
Total

£ 1324 : 77 p

continued on page 2 ▶

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

31/8/2005

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

22 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

KEVAN JONES

Constituency

NORTH DURHAM

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 1st / 8 / 2005 to 31st / 12 / 2005

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

£ : p

Cleaning

£ : p

Service/maintenance

£ 597 : 30 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

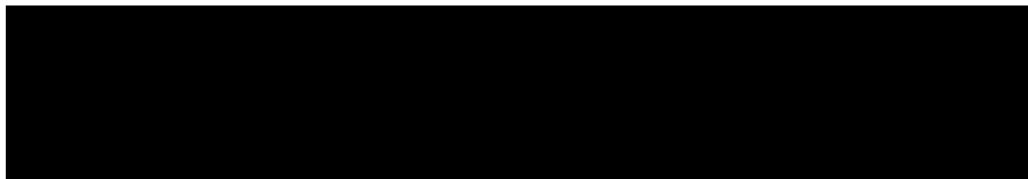
please specify

Total

£ 597 : 30 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

19/8/2005

Data protection

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form to

Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



INVOICE NO [REDACTED]

01 August 2005 ✓

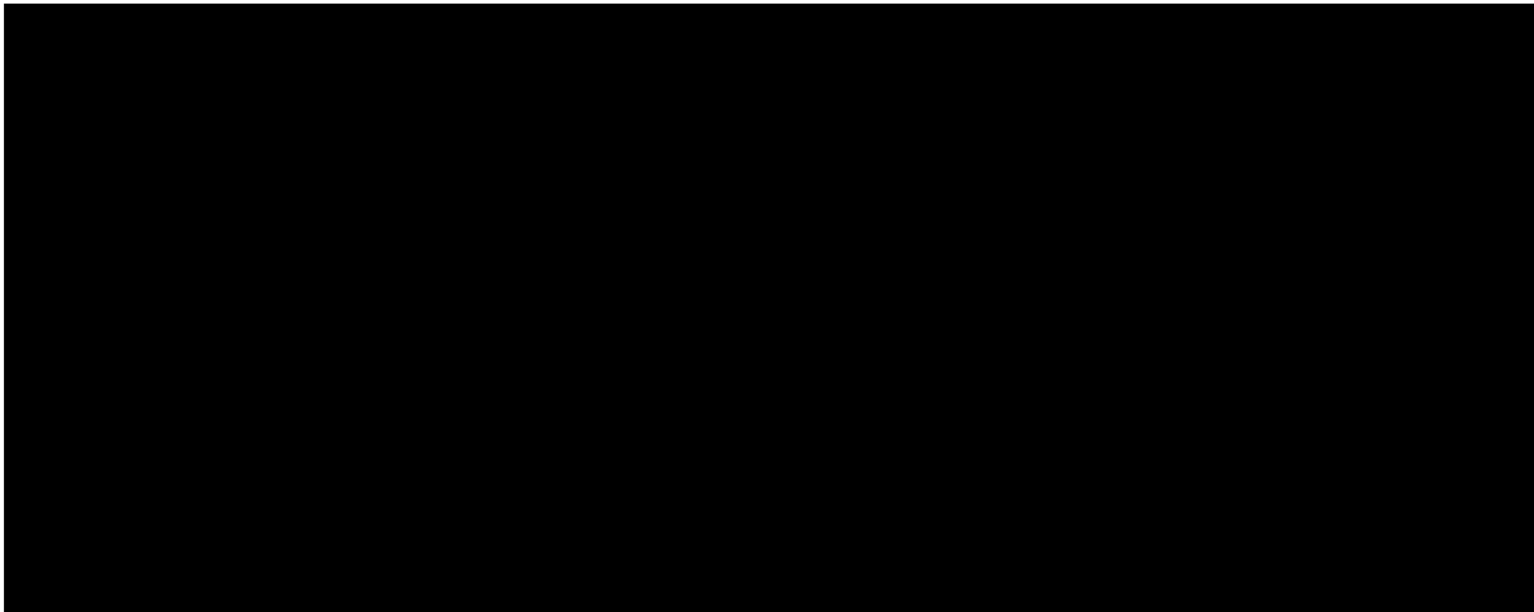
Re: [REDACTED]

Mr K D Jones



Re: [REDACTED]

Estimated Service Costs for year 2005	£1,544.19	
50% for the period 1st July to 31st December 2005		£772.10
Estimated Lift costs for the year 2005	£48.60	
50% for the period 1st July to 31st December 2005		£24.30
Refurbishment Provision ("Sinking Fund")	£51.20	
50% for the period 1st July to 31st December 2005		<u>£25.60</u>
Total:		£822.00
Less: Actual service charge surplus adjustment for 2004:		(£74.70)
Total due:		£747.30





Member's claim form

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.



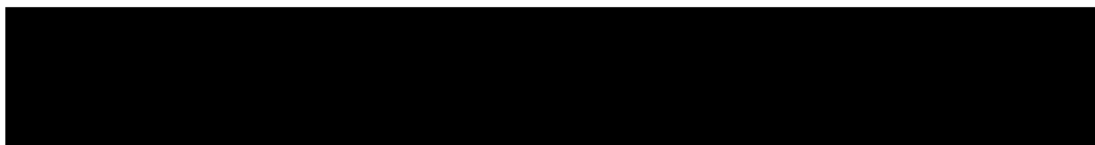
Your details

Name in CAPITAL LETTERS

KEVAN JONES

Constituency

NORTH DURHAM



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 1 / 7 / 2005 to 31 / 7 / 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1245 : p

Food

£ 300 : p

Utilities

£ 20 : p

Council Tax/Rates

£ 83 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 150 : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p

▶ please specify

Other

£ : p

▶ please specify

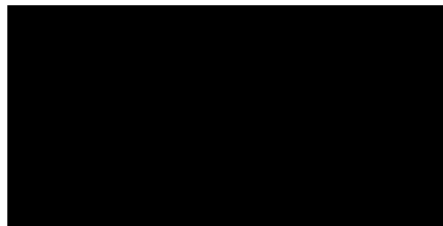
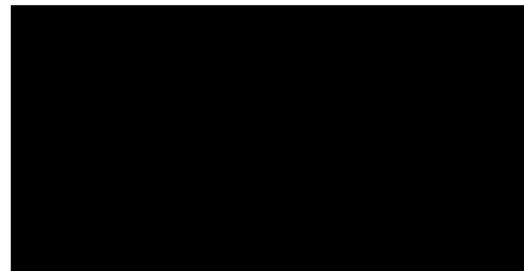
Other

£ : p

▶ please specify

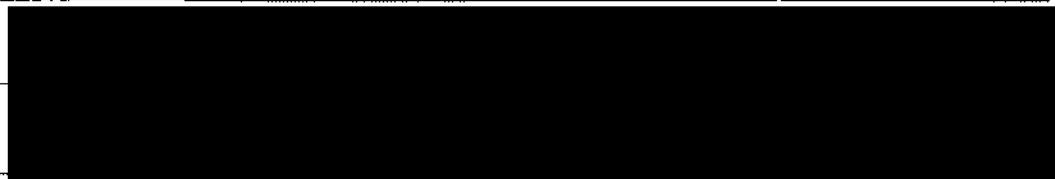
Total

£ 1823 : p



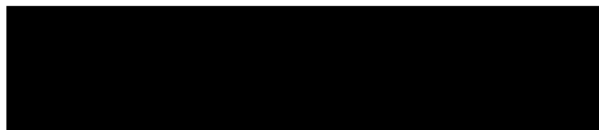
Details of second home *if applicable*

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

31/7/2005

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



Member's claim form

01 JUL 2005

Members' Allowances 05/05

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

KEVAN JONES

Constituency

NORTH DURHAM

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 / 6 / 2005 to 30 / 6 / 2005

Total cost of hotel stays attach all receipts

£ : p

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

£ 1245 : p ✓

Food

£ 300. : p

Utilities

£ 20 : p

Council Tax/Rates

£ 83 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 150 : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p

▶ please specify GAS SERVICING.

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

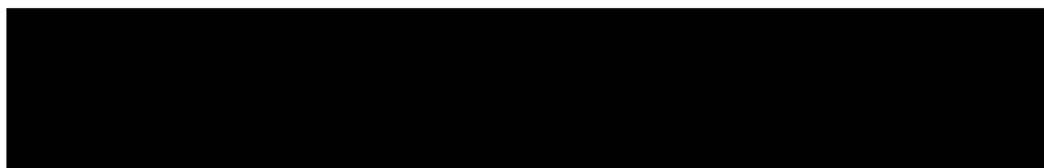
Total

£ 1823. : p

06 JUL 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 my duties as a Member of Parliament.

Signature



MP

Date

1 / 7 / 2005

Data protection

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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

Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Additional Costs Allowance

ACA2

05/06

Member's claim form

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

KEVAN JONES

Constituency

NORTH DURHAM

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

in £250.

Period of claim

from 05 / 05 / 2005 to 31 / 05 / 2005

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) OF-FOOT

£ 1245 : p

Food

£ 250 : p

Utilities

£ 20 : p

Council Tax/Rates

£ 83 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 150 : p

Repairs/insurance/security

£ 11 : p

Other

£ 14 : p

▶ please specify GAS SERVICE

Other

£ 200 : p

▶ please specify Decoration

Other

£ : p

▶ please specify

Total

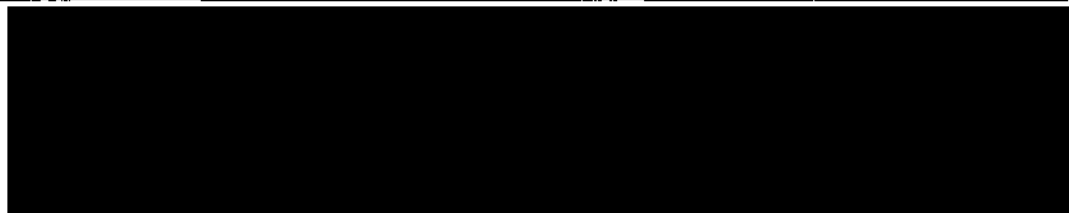
£ 1973 : p

= Pay £ 1772.19

continued on page 2

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

31/5/2005

Data protection

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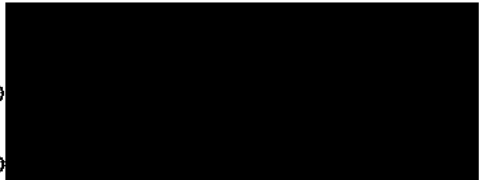
**Send your completed
form to**

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

Financial Processing }

Transaction No

Registration No



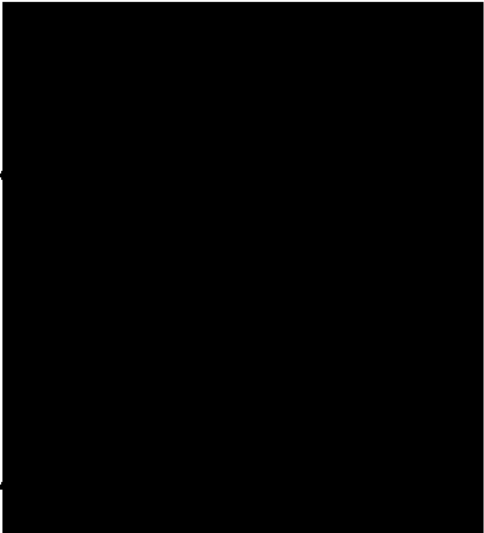
Validation Claim Summary Sheet

ACA

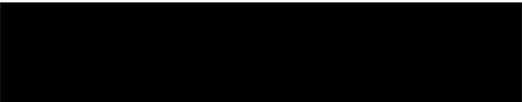
Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient *invoice date 04/04/05*
(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) :



Pay £541.93 ✓

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

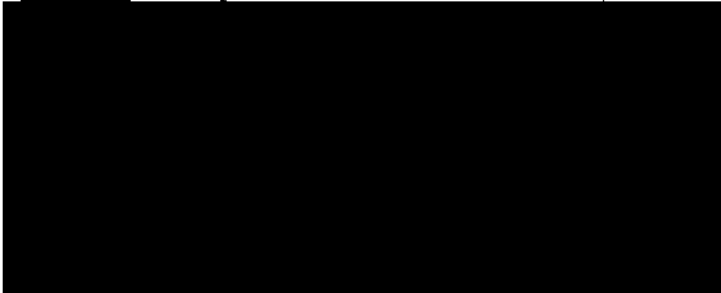
<i>Mortgage documentation held</i>	<input checked="" type="checkbox"/>
<i>Addresses comply with central records</i>	<input checked="" type="checkbox"/>
<i>Invoices relate to 2nd home address</i>	<input checked="" type="checkbox"/>
<i>Budget checked</i>	<input checked="" type="checkbox"/>
<i>Claim signed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

** Financial Processing purposes only*

Registered by (initials & date)

4.104

Posted by (initials & date)





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

KEVAN JONES

Constituency

NORTH DURHAM

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

Please list

Please attach

Period of claim

from 1 / 4 / 2005

to 30 / 4 / 2005

Total cost of hotel stays
attach all receipts

£ : p

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

£ 1245 : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 83 : p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 150 : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

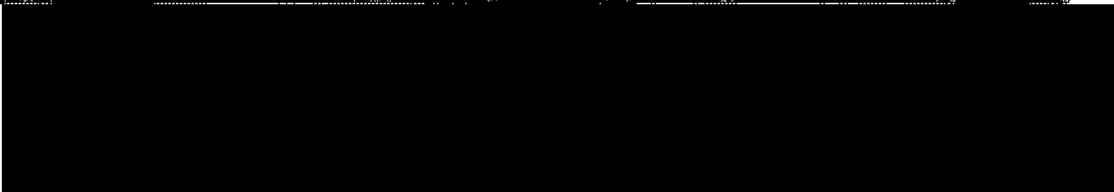
£ 1478 : p

÷ 30 = £49.26 x 11 days

= £541.93

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

4/4/2005

Data protection

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Send your completed
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