



Member's claim form

23 APR 2008

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.

07/08

Your details

Name in CAPITAL LETTERS

LANDRA MOFFATT INV. A 393407

Constituency

CRAWLEY 514602 514500

Office use only

Costo/Cat 2

M M O F F L C R

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 MARCH / APRIL to 22/4/08

Total cost of hotel stays attach all receipts

£ 120 : 00 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

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 120 : 00 p

5824947

BD

7/5/08

09 MAY 2008

[Handwritten signature]

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

Address of second home *Signed TI rec'd under same cover and invoices correspond*  
for Additional Costs Allowance *with ACK nomination. OK to proceed* [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 \_\_\_\_\_ MP

Date \_\_\_\_\_

**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

NO HOTEL LONDON WATERLOO  
115-127 LAMBETH ROAD  
LONDON

MERCHANT ID: 771016871  
TERMINAL ID: 077101687602  
DATE: MAR 27, 08 TIME: 10:14  
BATCH: 002535-30 INVOICE: 601479  
URN: MUB4NKRUNF AUTH NO: 026733  
DELTA COMPLETION  
RTD: 00000000011010

ROOM NUMBER: [REDACTED]  
TOTAL £164.00

VERIFIED BY PIN

I AGREE TO PAY THE ABOVE FINAL  
AMOUNT ACCORDING TO THE  
CARD/MERCHANT ISSUER AGREEMENT.

CUSTOMER COPY

TC: 5C95C1C6A40C1F2C



Invoice :

MOFFATT

Ref :

U.K.

Stay : MOFFATT / Room :   
 From 26.03.2008 To 27.03.2008

Date	Sales	Qty	Item VAT exc	Tot. VAT exc	VAT	Item VAT in	Tot. VAT inc
260308	Accommodation	1	102.13	102.13	C	120.00	120.00
270308	<del>Buffet Breakfast In</del>	<del>2</del>	<del>11.49</del>	<del>22.98</del>	<del>C</del>	<del>13.50</del>	<del>27.00</del>
270308	<del>Car Park</del>	<del>1</del>	<del>14.47</del>	<del>14.47</del>	<del>C</del>	<del>17.00</del>	<del>17.00</del>
270308	Visa	1					-164.00

Code	Rate	VATable Amt.	VAT Amount
C	17.50	139.58	24.42
Total VAT			24.42

Total VAT Inc 164.00  
 Paid 164.00  
 TO BE PAID 0.00

We would appreciate your payment by 27/03/08

Bank Detail : NATWEST - SORT C. - Account:

Registered in England No   
 Registered Office:

SERVICE & V.A.T. INCLUDED

HAVE YOU LEFT  
 YOUR KEY?



V.A.T. No. GE

**Declaration**

I confirm that the journeys and associated parking charges were incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties, and confirmed to the rules in the Green Book.

Signature  MP

Date 12/4/08

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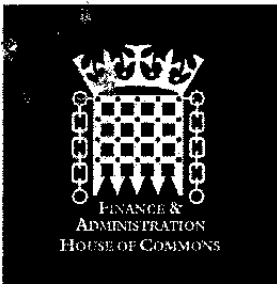
**Continuation section**

Please use this section if you need to give further details for standard and/or constituency mileage.

**Journey details of standard mileage and/or constituency mileage**

Period of claim from      /      /      to      /      /     

	Journey reference letter (A, B, C etc) or start and finish point	Total number of journeys or date of journey
Journey 1	_____	_____
Journey 2	_____	_____
Journey 3	_____	_____
Journey 4	_____	_____
Journey 5	_____	_____
Journey 6	_____	_____
Journey 7	_____	_____
Journey 8	_____	_____
Journey 9	_____	_____



08/09  
27 APR 2008

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

INV. A 394303  
514602  
514500 RR

Your details

Name in CAPITAL LETTERS  
Constituency

LAWRENCE MOFFATT  
CRAWLEY 559669 p 9/1/08

Office use only

Costc M M O F F L C R 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.

Period of claim	from / /	to / /	
Total cost of hotel stays <i>attach all receipts</i>	£	:	p 5825143
Mortgage payments <i>(interest only) or rent</i>	£	:	p 09/05/08
Food	£	:	p
Utilities	£ 38	:	p 70 Further personal bill from EDF enclosed
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	£	:	p 38:70

**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

Date

23/04/08

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

24 hours a day 7 days a week  
 bill for 9 Nov 07 - 13 Feb 08  
 bill date 11 Apr 08



A = actual reading      E = estimated reading

bill breakdown	
payments over the last period	
Amount of last bill	<b>£70.30</b>
Cancelled bill inc	£70.30
VAT of -£3.35 at 5% for 9/11/07 to 13/02/08	
<b>Total cancelled charges</b>	<b>-£70.30</b>
Payments	
Payment 19 Mar	£70.30
Received with thanks	
<b>Total payments</b>	<b>-£70.30</b>

**Bill Format**

Prices have changed with effect from 18th January 2008. Your bill may show two sets of charges, one at the old rate and one at the new rate.

**Great Value**

Make sure you take EDF Energy with you when you move home to ensure you continue to receive great customer service and everyday low prices. Call us free on the number that appears at the top of this bill.

**About your unit split**

Because of the tariff you are on, we charge you a different price for your first units than we do for the rest.

**Electricity you've used this period.**

Meter number [redacted] Economy 7 Electricity Tariff  
 Reading period 9 Nov 07 to 13 Feb 08

	previous	latest	units	unit split	pence	charges
Day	88842 A	89330 E	488	first 192	at 16.470p	£31.62
9 Nov 07 to 18 Jan 08				next 296	at 9.880p	£29.24
Day	89330 E	89511 E	181	first 71	at 17.770p	£12.62
18 Jan 08 to 13 Feb 08				next 110	at 10.660p	£11.73
Night	44947 A	45283 E	336	336	at 3.950p	£13.27
9 Nov 07 to 18 Jan 08						
Night	45283 E	45408 E	125	125	at 4.260p	£5.33
18 Jan 08 to 13 Feb 08						
<b>Total before VAT</b>						<b>£103.81</b>

Electricity charges	£103.81
VAT at 5%	£5.19
<b>Total charges this period</b>	<b>£109.00</b>
<b>Total for this period</b>	<b>£38.70</b>
Payment to reach us by 25 April 08	