



2009/10  
09/10  
Additional Costs Allowance  
Member's claim form

4 22878 BM  
27 APR 2009  
ACA2 1/5/09

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.

663608

Your details

Name  
in CAPITAL LETTERS

LEMBIT ÖPIK

INV. A

Constituency

MONTGOMERYSHIRE

514602

514500

Office use only

Costc

M O P I K L M O

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 £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

5882428

MB 0115

Period of claim

from 01 / 04 / 09

to 30 / 04 / 09

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ : p

(interest only) or rent

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 2012 : 50 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2012 : 50 p

Repair of buckled floor in 2 rooms, removal of debris caused by lat infestation and minor repairs to skirting & floors.

**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

**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

589 0124

CP 18/16

12 JUN 2009

ACA2

### Member's claim form

690501

Page 1 of 2

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Please attach

- receipts or invoices for any hotel costs.

431144

MB 1916

2009/2010

Period of claim

from 01 / 04 / 09 to 30 / 08 / 09

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1634 : 40 p

(544.8 x 3) SA631

~~substance~~ ~~Food~~

£ 975 : 00 p

(39 x 25) SA637

Utilities

£ 298 : 99 p

(18 + 280.99) SA636

Council Tax/Rates

£ 1097 : 88 p

SA633

Telephone and telecommunications

£ 36 : 72 p

(12.24 x 3 recurring) SA636

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 1662 : 69 p

(164.28 + 1498.41) SA636

same change

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 5705 : 68 p

continued on page 2

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

Address of  
second home  
for Additional  
Costs Allowance

[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

11/6/9

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Send your completed  
form to

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

Mr L Opik

Our ref: [REDACTED]

Your ref: [REDACTED]

27 April 2009

## IMPORTANT

Dear Mr L Opik,

**Section 20 rechargeable works (service charges) REMOVAL & CAPPING OF REDUNDANT CHIMNEY STACKS ON REAR ADDITION, INCLUDING SCAFFOLDING FOR ACCESS.**

Invoice number: [REDACTED]

Property address: [REDACTED]

I write in relation to the invoice that you have recently received for your contribution for the costs of major works.

As you are aware, you are liable to pay this invoice. Your agreement with us, under the terms of the lease, is to pay your share of the cost of maintenance work and failure to do so is a breach of your lease, which can result in forfeiture under section 146 of the Law of Property Act 1925. Our records show that you have not paid this invoice in full and that a balance of **£1498.41** is outstanding. As this debt is now overdue payment must be made immediately.

Please contact the Section 20 Service Charge Collections Team to make arrangements to pay or alternatively please send in a cheque for this amount made payable to [REDACTED]

Please quote your invoice number and customer reference number on the back of the cheque. If you would like to pay by credit or debit card please telephone one of the numbers below, or the [REDACTED] between 8:00am and 6:00pm, Monday to Friday. You can also make payment by cash, cheque, credit card or debit card at the cash office at [REDACTED] from Monday to Friday between 9:00am and 4:15pm. Please take this letter with you.

If you have difficulties in paying, you may need to consider other payment options which may include the option of making an arrangement with the Council to pay the amount due over a

Telephone: [REDACTED]

Facsimile: [REDACTED]

www: [REDACTED]

Vat Registration No: [REDACTED]



MR L OPIK



OFFICIAL RECEIPT

Call Centre (CO)

Transaction Date: 13/05/2009

Operator ID: [Redacted] Machine: [Redacted]

Account Details

CAN Reference	Payment Of	Tran Amount	VAT Amount	VAT
[Redacted]	05 - Council Tax	£1,097.88	£0.00	E - Exempt
MOP	Payment Amount	Narrative	Payment Ref	
CC - Credit cards Managed	£1,097.88			

[Redacted] Keyed MCRD

Amount: £ 1,097.88

Sale

PLEASE DEBIT MY ACCOUNT

13 May 2009 16:47:46

REF: [Redacted]

MID: [Redacted]

TID:

AUTH Code: [Redacted]

Please keep this copy for your own records.

London Borough of Lambeth, Town Hall, Brixton, London, SW2 1RW. Tel: 020 7926 9200



Bringing it all together

Your account number

Bill number

Date  
24 April 2009

If you have a query  
please see reverse for  
our contact details.



490

MR L OPIK

## Your BT bill

for account number

**Total now due** **£ 12.24**

*This amount will be debited from your bank or building society  
account on or after 8 May 2009.*

### This bill is for:

Service - BT Vision

Line number

For any other BT services you will  
receive a separate bill.

### Want more from Broadband?

BT Total Broadband's NEW Home Hub gives  
you the best wireless range of any UK  
broadband provider.

It makes sense to choose the UK's most  
complete. For more information visit  
[www.bt.com/getbroadband](http://www.bt.com/getbroadband).

### BT Vision Packages

Enjoy the entertainment you  
want, when you want - from  
only £5 a month with no long  
term tie-ins.

Visit [www.bt.com/vision/packs](http://www.bt.com/vision/packs)

### Your Direct Debit Payment Agreement

The total now due will be debited from  
your bank or building society account  
on or after 8 May 09.



## What you paid - thank you

Direct Debit	5 Mar 2009	£9.00
Direct Debit	7 Apr 2009	£9.00
Direct Debit	6 May 2009	£9.00
<b>Total payments</b>		<b>£27.00</b>

## Gas you've used this period

Meter number:	[REDACTED]	
13 Feb 09 - estimated	5330	Estimated
18 Feb 09 - estimated	5339	Estimated
= 9 imperial units used over 6 days (estimated)		
Gas units converted = 284.94 kWh used over 6 days		
First	44.00 kWh x 7.259p	£3.19
Next	240.94 kWh x 3.688p	£8.89
<b>Cost of gas used this period</b>		<b>£12.08</b>
19 Feb 09 - estimated	5339	Estimated at price change
8 May 09 - actual	5419	We read your meter
= 80 imperial units used over 79 days (actual)		
Gas units converted = 2532.86 kWh used over 79 days		
First	580.00 kWh x 6.860p	£39.79
Next	1952.86 kWh x 3.289p	£64.23
<b>Cost of gas used this period</b>		<b>£104.02</b>
<b>Total cost of gas used</b>		<b>£116.10</b>

### Gas units are converted to Kilowatt hours using the following formula:

imperial units used	metric conversion factor	calorific value	volume correction	to convert to kWh	gas used in kWh
9	x 2.83	x 39.3835	x 1.0226400	÷ 3.6	= 284.94

The above illustration is based on the first meter read of this bill.

### The cost of gas isn't just the price of fuel\*\*

44%	Wholesale Gas	} Price of fuel (gas) = 64%
20%	Corporation Tax on Gas	
19%	Delivery to your home	
8%	Operating costs	
5%	VAT	
2%	Government obligation to help the environment	
2%	Profit	

\*\*Above example based on industry average consumption of 20,500 kWh per year, based on average regional prices. Costs are indicative as at February 2009.

To get a large print, talking or braille bill or to join our Home Energy Care register call 0800 072 8625 (Textphone 18001 0800 072 8626)

## Emergency? Smell gas?

**!** Call 0800 111 999 (24 hours)

To find the name and address of the company responsible for the gas pipeline delivery network to your home, please call 08701 600 229 (lines open Mon-Fri 8am to 9pm, excluding Bank Holidays).

## Your gas meter point reference number

London Electricity Pricing Area  
Accuread read your meter.

## Getting in touch with us

✉ Write to British Gas PO BOX 3055, Eastbourne BN21 9FE

☎ Central heating enquiries: 0845 672 2122

## What to do if you have a complaint

**Step 1** Please contact us on 0800 072 8632, go to [www.britishgas.co.uk/energycomplaint](http://www.britishgas.co.uk/energycomplaint), or write to British Gas Complaint Management Team, PO BOX 3054, Eastbourne BN21 9FD. We will do all we can to resolve your issue straight away.

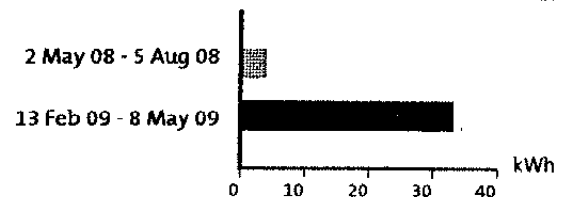
**Step 2** If you remain dissatisfied, please write to: Ann Eley, Head of Complaints, British Gas, PO BOX 1577, Southampton SO18 9EX.

If following steps 1 and 2 you are still dissatisfied you may contact the Energy Ombudsman on 0845 055 0760 (Textphone 18001 0845 051 1513), or via [www.energy-ombudsman.org.uk](http://www.energy-ombudsman.org.uk). The Ombudsman offers a free, independent service where customer and supplier cannot reach final resolution. Their final decision is binding on the energy supplier, not the customer.

## Advice?

Consumer Direct, the Government's helpline for consumer advice, offers clear, practical and impartial help and advice. You can call on 08454 04 05 06 or go to [www.consumerdirect.gov.uk](http://www.consumerdirect.gov.uk).

## Daily average of the gas you've used



The above include estimate readings.



Account Number  
[REDACTED]

Water Services Bill  
Tel: 0845 9200 805

If you like the convenience of using online services, you can pay your bill, tell us you're moving and more, simply log on to [www.thameswater.co.uk](http://www.thameswater.co.uk)

[REDACTED]  
[REDACTED]  
MR LEMBIT OPIK  
[REDACTED]

**Your water services bill for the year 1 April 2009 to 31 March 2010**

Current charges Thank you for arranging to pay your bill by Direct Debit.

**£280.99**

See below

The total shown will be collected from the account you have chosen on or shortly after 1st April 09

**Service charges 1 April 2009 - 31 March 2010**

	Chargeable value/rate per £	Supply charge £	Fixed charge £	Totals £
Water	219 @ 65.00p	142.35	27.00	169.35
Wastewater	219 @ 34.54p	75.64	36.00	111.64
			<b>Charges</b>	<b>£280.99</b>

**Your Direct Debit details...**

We will collect payments from the following account:

[REDACTED]  
If this is wrong, please let us know by calling [REDACTED]

Customer Accounts Helpline

Mon - Fri 9am - 5pm, Sat 9am - 1pm

## Credit Agreement Regulated by the Consumer Credit Act 1974

### PARTIES TO AGREEMENT

Policy Number:

Agreement Number

The Company/we/us  
NatWest Insurance  
(address details below)

The Customer/you  
Mr Lembit Opik

Date  
18/04/09

### KEY FINANCIAL INFORMATION

- (A) Amount of credit £657.30 (total premium as set out below)
- (B) Duration of agreement 12 months starting on the date of this agreement
- (C) Total amount payable including charge for credit £657.30
- (D) Repayment The initial amount payable is £54.72 due on 18/04/09 followed by 11 instalments of £54.78 monthly thereafter.

N.B. If the direct debit instruction is not set up prior to the first due date, we hereby give you notice that the initial premium will be collected 8 days after receipt of your direct debit instruction. Following instalments will not be affected.

- (E) Annual Percentage Rate (APR) 0.00%

### OTHER FINANCIAL INFORMATION

- (A) Description of goods and credit purpose The payment by instalments to us of your Home Insurance policy premium. Policy details are set out in your policy booklet and schedule.
- (B) Total cash price for premium £657.30. All premiums include Insurance Premium Tax where applicable.

### KEY INFORMATION

- (A) Default charges  
We may charge you for any legal costs or other expenses which we incur in obtaining payment by you of any sum overdue. We may also charge you a fee in respect of the additional administration costs involved.
- (B) Right to Settle Early  
You have the right to repay the total amount of credit before the end of the term by making a single payment calculated under a formula which limits the amount of the total charge you pay. The amount that you would have to pay if, for example, you wanted to settle when a quarter of the term had passed (based on an illustrative premium amount of £120.00, excluding any deposit) would be £90.00; if half of the term had passed the amount would be £60.00, and if three quarters of the term had passed the amount would be £30.00. In calculating the amounts shown the assumption is made that 12 instalments are payable, all payments due are paid on time and no default interest or charges are incurred. The amounts shown are accordingly only illustrative.

### MISSING PAYMENTS

Missing payments could have severe consequences and make obtaining credit more difficult.

### IMPORTANT - READ THIS CAREFULLY TO FIND OUT ABOUT YOUR RIGHTS

The Consumer Credit Act 1974 lays down certain requirements for your protection which should have been complied with when this agreement was made. If they were not, we cannot enforce this agreement without getting a court order.

The Act also gives you a number of rights:

You can settle this agreement at any time by giving notice in writing and paying off the amount you owe under the agreement, which may be reduced by a rebate. Examples indicating the amount you might have to pay appear in the agreement. If you would like to know more about your rights under the Act, contact either your local Trading Standards Department or your nearest Citizens' Advice Bureau.