



Additional Costs



06/07

ACA2

15 FEB 2007

# Member's claim form

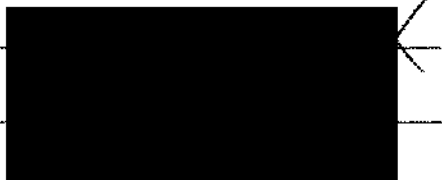
About filling in this form

- 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

LYN BROWN



Constituency

WEST HAM

Office use only



## 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



06/07

Period of claim

from 06 / 03 / 2007 to 05 / 04 / 2007

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ 1011 : 11 p

Food

£ 150 : 00 p

Utilities

£ : p

Council Tax/Rates

£ 80 : 49 p  $\frac{1}{3}$  £241.46

Telephone and telecommunications

£ 20 : 74 p  $\frac{1}{3}$  £31.50 + £30.72

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1262 : 34 p

continued on page 2



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

Address of  
second home  
*for Additional  
Costs Allowance*

**Declaration**

necessarily to enable  
purpose of performing

12.4.2007

**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

Bill for 2007/08

Date:  
12 March 2007

MS LYN BAOWN

Council tax for period 01.04.2007 to 31.03.2008

£2374.46

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Amount payable for 2007/2008

£2374.46

Bill date  
**9 March 2007**  
This is not a tax invoice

## Your services

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Balance brought forward	£0.00
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Service charges	£31.50
-----------------	--------

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<b>Amount due</b>	<b>£31.50</b>
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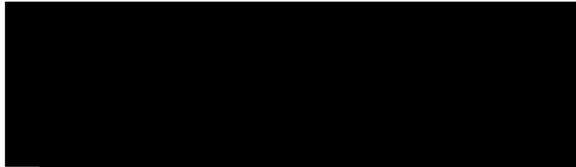
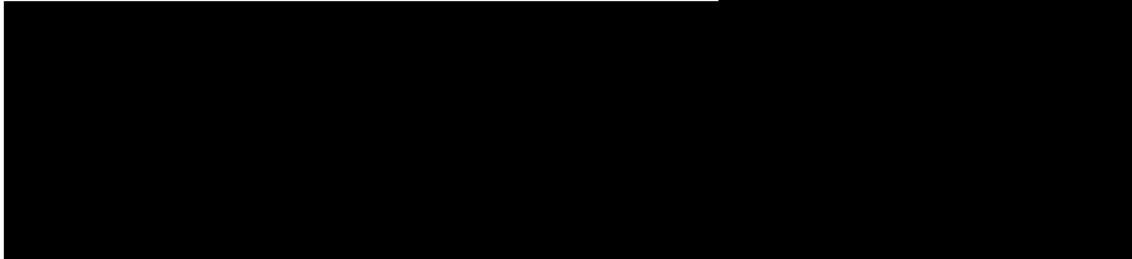
Includes VAT at the appropriate rate(s)

Your account number

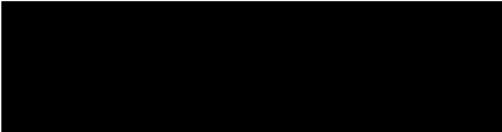


Date  
13 March 2007

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



**Total now due**                      **£ 30.72**



23 MAY 2007



Additional Costs Allowance

Member's claim form

2007 MAY 23

About filling in this form

- For details of costs you can claim for, see Green Book section 7
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name  
in CAPITAL LETTERS

Constituency

LYN ROBIN

WEST HAM

- 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 those for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

from 06 / 03 / 2007

to 05 / 04 / 2007

attach all receipts

Mortgage payments (interest only) or rent

£ 1011 : 11 p

Food

£ 150 : 00 p

Utilities

£ : p

Council Tax/Rates

£ 80 : 49 p

Telephone and telecommunications

£ 20 : 76 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

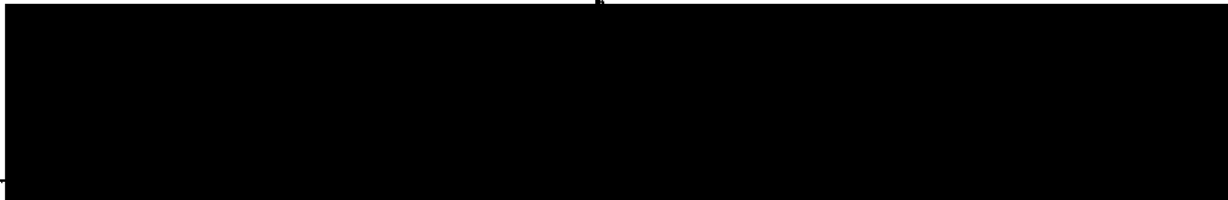
£ 1262 : 34 p

£261.46

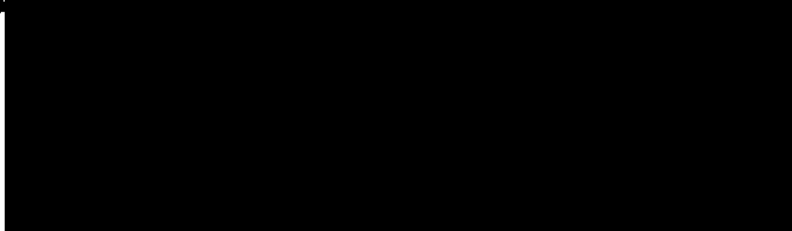
£31.50 + £30.72

ACA2

Details of second home *if applicable*



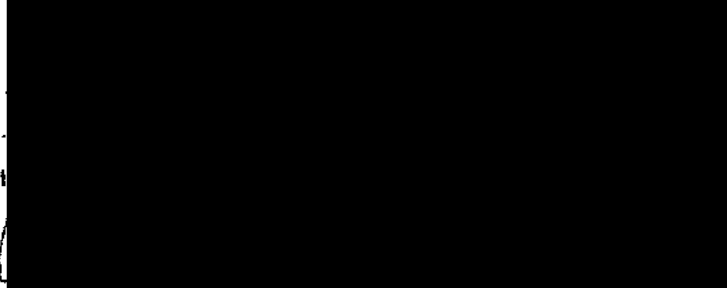
Declaration



...necessarily to enable  
...purpose of performing

12/4. 2007

Date



...tion you provide on this form for the purpose  
...ing payments and keeping records in  
...d the Inland Revenue. The information will  
... The information may also be used within  
...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

**Council Tax  
Bill for 2007/08**

[REDACTED]

[REDACTED]

[REDACTED]

Date  
12 March 2007

MS LYN BAOWN

[REDACTED]

[REDACTED]

(41325)

[REDACTED]

Council tax for period 01.04.2007 to 31.03.2008

£2374.46

**Amount payable for 2007/2008**

**£2374.46**

[REDACTED]



9 March 2007  
This is not a tax invo.

## Your services

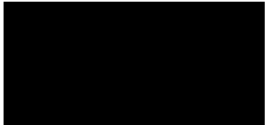
Balance brought forward	£0.00
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Service charges	£31.50
-----------------	--------

Amount due	£31.50
------------	--------

Includes VAT at the appropriate rate(s)

Date  
13 March 2007



Your   
for account number 



<b>Total now due</b>	<b>£ 30.72</b>
----------------------	----------------



Additional Costs Allowance

08 MAR 2007

ACA2

Member's claim form

About filling in this form

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Your details

Name in CAPITAL LETTERS

LYN BROWN

Constituency

WEST HAM

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 06 / 02 / 2007 to 05 / 03 / 2007

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 1011 : 11 p ✓

Food

£ 300 : - p

Utilities

£ : p

Council Tax/Rates

£ 121 : 67 p  $\frac{2}{3}$  £365

Telephone and telecommunications

£ 10 : 12 p  $\frac{2}{3}$  £30.37

Cleaning

£ 29 : 38 p  $\frac{2}{3}$  £88.13

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 10 : 50 p  $\frac{2}{3}$  £30.50  
▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1654 : 44 p

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

and necessarily to enable  
for the purpose of performing

MP

07/03/2007

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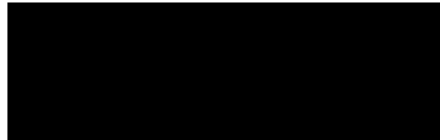
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Bill for 2006/07

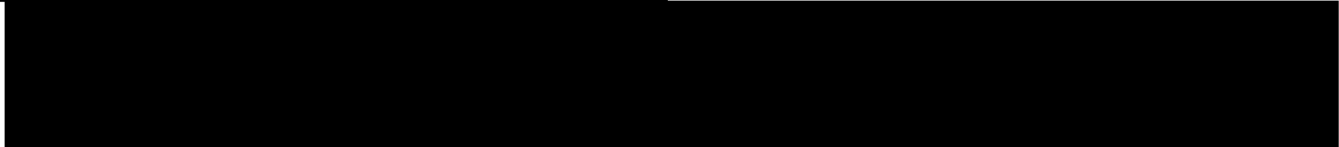
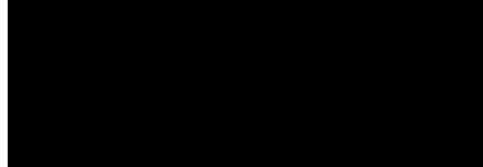
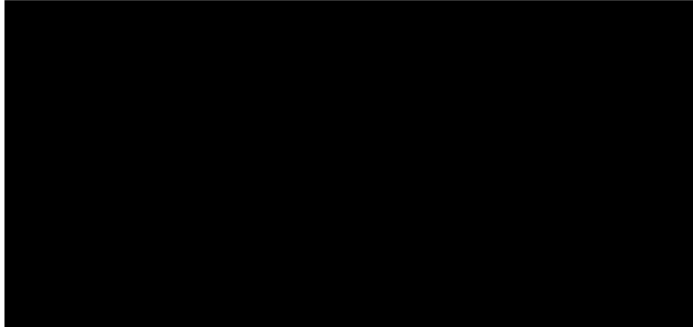


Council Tax



Date:  
29 December 2006

MS LYN BAOWN



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Council tax for period 04.12.2006 to 31.03.2007

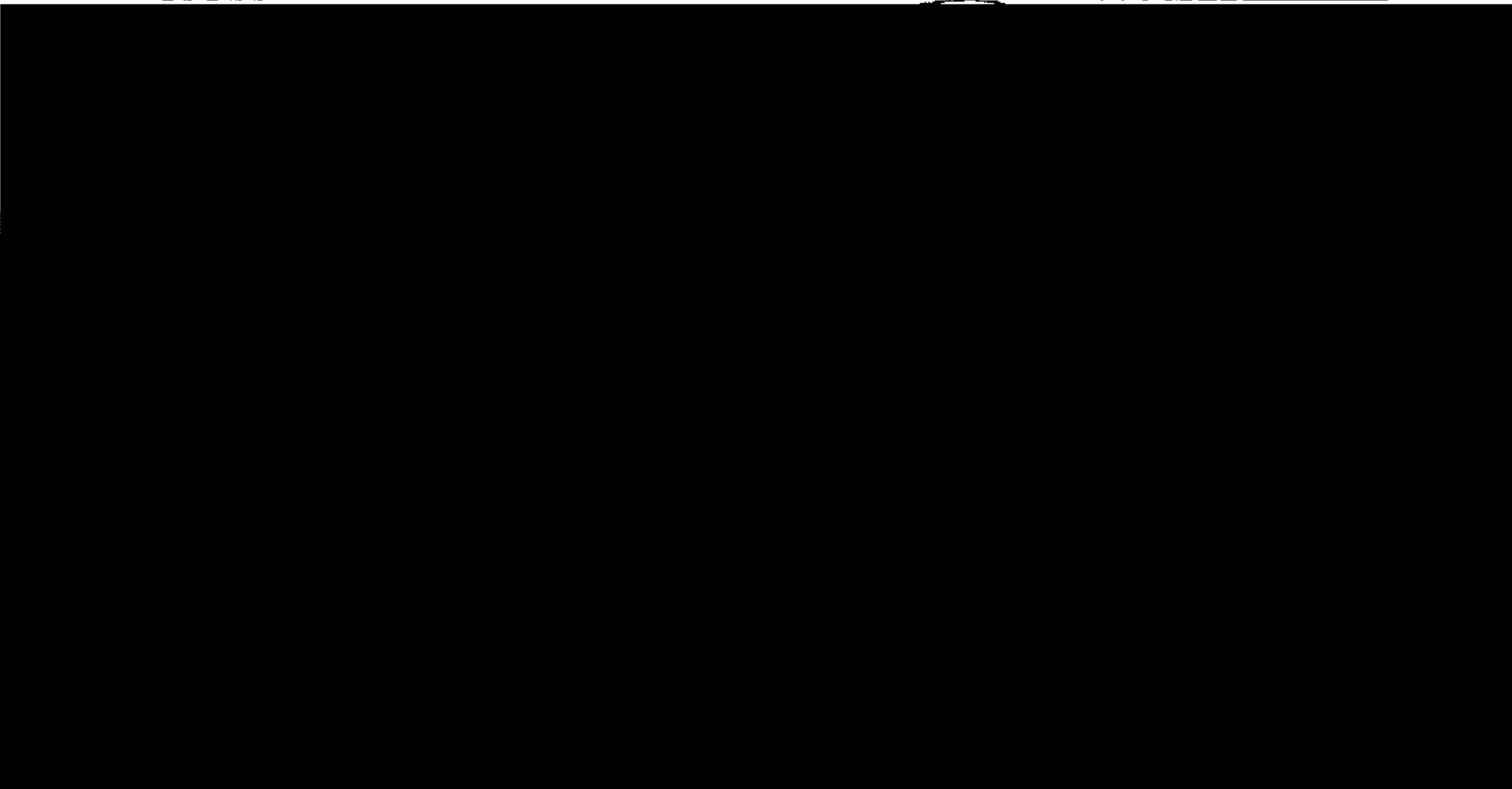
£730.60

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Amount payable for 2006/2007

£730.60

---



15 February 2007

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



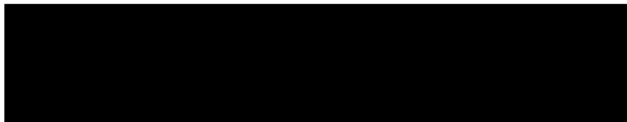
Bringing it all together

Your

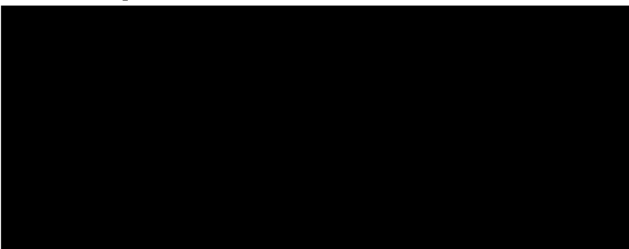
for account number

**Total now due**

**£ 30.37**



Invoice

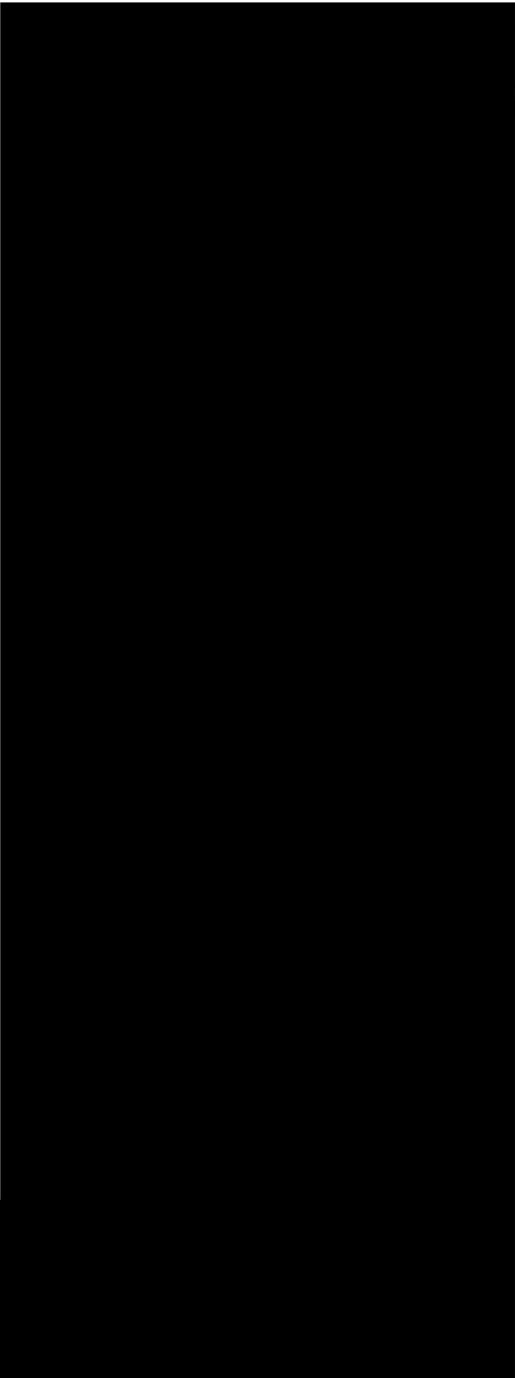


Date	Invoice No.
23/02/07	

Bill to



Due date
25/03/07



Description	Rate	Amount	117.5%
...kly clean at 1 ...completed	75.00	150.00	17.50%

VAT %	VAT Amt	Subtotal
		VAT
		Total(£)

~~150.00~~ £ 175.00  
 26.25  
 176.25  
 £ 88.13

1 Ltd.

Bill date  
**9 February 2007**  
This is not a tax invoice

## Your services

Balance brought forward	£0.00
-------------------------	-------

Service charges	£31.50
-----------------	--------

<b>Amount due</b>	<b>£31.50</b>
-------------------	---------------

Includes VAT at the appropriate rate(s)





Additional Costs Allowance

- 8 Feb 2007 ACA2

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

LYN DROWN MP

Constituency

WEST HAM

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 17 / 01 / 07 to 05 / 02 / 07 ✓

Total cost of hotel stays attach all receipts

£ \_\_\_\_\_ p

Mortgage payments (interest only) or rent

£ 1011 : 11 p ✓ AS PER TENANCY AGREEMENT

Food

£ 153 : 00 p ✓

Utilities

£ 2 : 51 p ✓ 1/3 7.54

Council Tax/Rates

£ 121 : 87 p ✓ 1/3 365.60

Telephone and telecommunications

£ 41 : 54 p ✓ 1/3 64.25 + 1/3 61.00

Cleaning

£ 88 : 13 p ✓ 1/3 264.38

Service/maintenance

£ \_\_\_\_\_ p

Repairs/insurance/security

£ \_\_\_\_\_ p

Other

£ \_\_\_\_\_ p ▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ p ▶ please specify \_\_\_\_\_

Other

£ \_\_\_\_\_ p ▶ please specify \_\_\_\_\_

Total

£ 1418 : 16 p

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

ely and necessarily to enable  
me for the purpose of performing

Sign

MP

7.2.2007 ✓

**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

Bill date  
10 January 2007

## Service charges

**Total service charges** £36.00

Includes VAT at the appropriate rate(s)

**Refunds and adjustments** £5.50

**Advance charges** £30.50

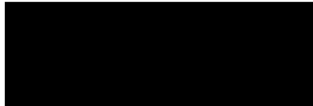
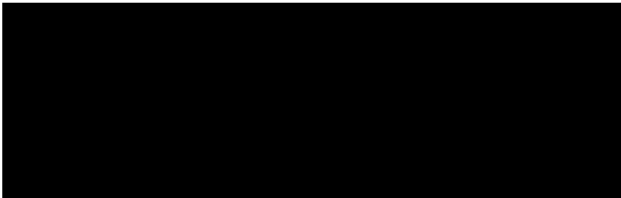
Description	Date/period	Amount
Family Pack	21 January - 20 February	£30.50

Date  
15 January 2007

Your [REDACTED]  
for account number [REDACTED]

**Total now due**                      **£ 64.21**

Bill for 2006/07

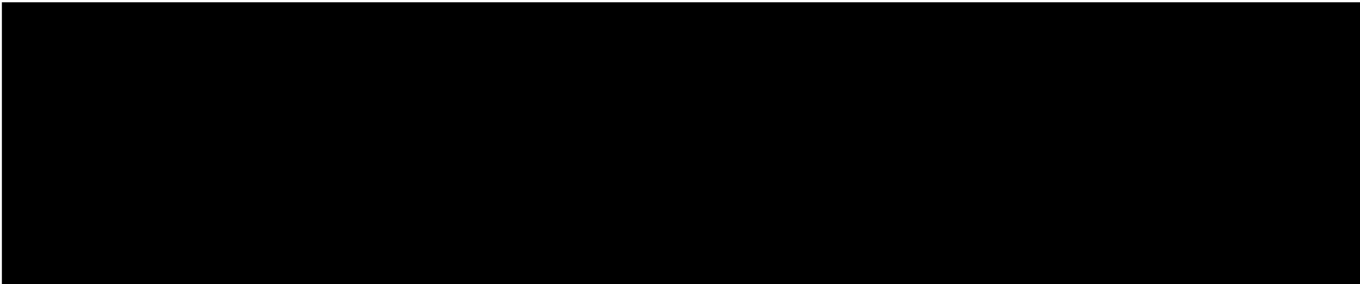
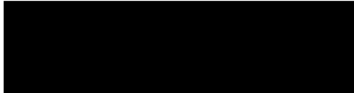
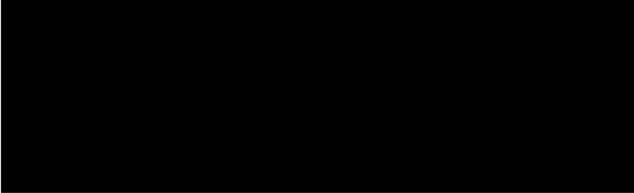


Council Tax



Date:  
29 December 2006

MS LYN BAOWN



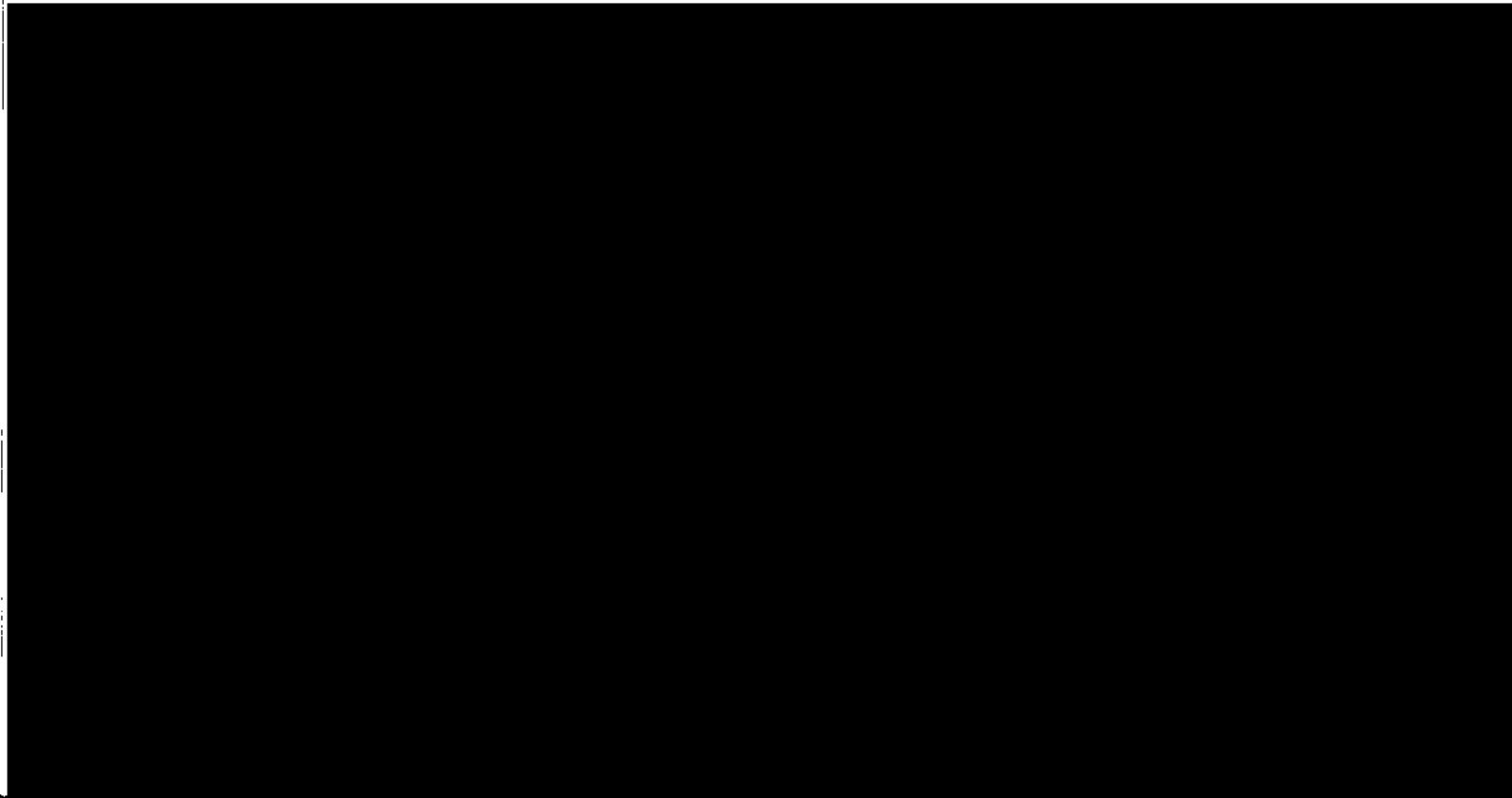
Council tax for period 04.12.2006 to 31.03.2007

£730.60

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Amount payable for 2006/2007

£730.60



**THIS IS AN  
ESTIMATED  
BILL**

Page 2 of 2

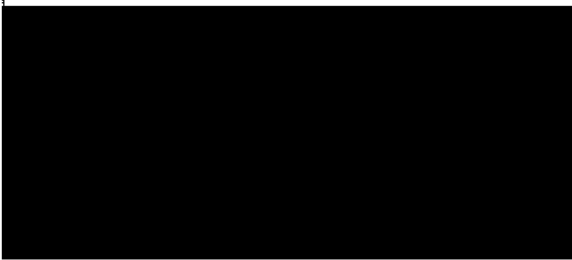
31 January 2007

**Electricity bill**

Please pay

**£7.54**

Invoice



Date	Invoice No.
22/01/07	

Bill to

Due date
21/02/07

Qty	Item	Description	Rate	Amount	117.5%	
1		Weekly clean at  k. Date completed:	75.00	75.00	17.50%	
VAT %		VAT Amt	VAT %	VAT Amt	Subtotal	75.00
17.50%		13.13			VAT	13.13
					Total(£)	88.13

Invoice



Date	Invoice No.
26/01/07	

Bill to

Due date

Qty	Item	Description	Rate	Amount	VAT %
2		Weekly cleaning Date completed	75.00	150.00	17.50%
				VAT %	17.50%
				VAT Amt	26.25
				Subtotal	150.00
				VAT	26.25
				Total(£)	176.25







Additional Costs Allowance

Member's claim form

About filling in this form

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Your details

Name in CAPITAL LETTERS

LYN BROWN

Constituency

WEST HAM

Claim details

You can only claim for

- 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 21 / 12 / 2006 to 16 / 01 / 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1000 : 11 p ✓

Food

£ 150 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 63 : 00 p

▶ please specify

PERSONAL READING

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1224 : 11 p

**Details of second**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

clusively and necessarily to enable  
in home for the purpose of performing

Signature

MP

D

26.01.2007

**Data protection**

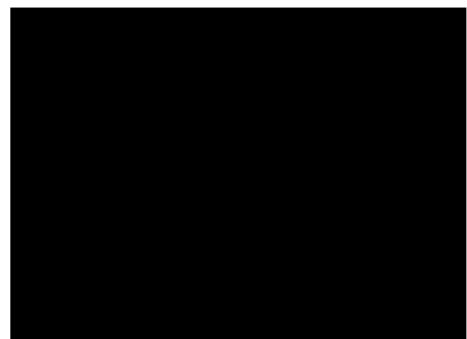
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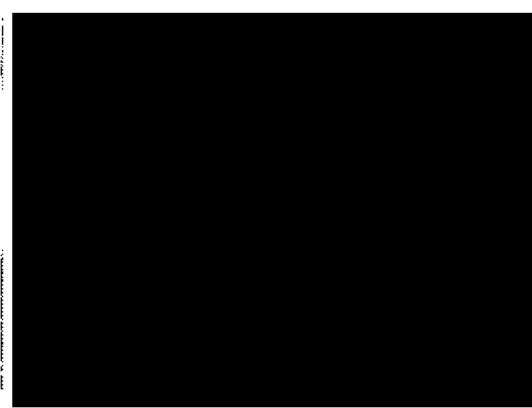


U	DEEP FITTED SHELVE	12.00
U	PILLLOWCASE	4.00
U	PILLLOWCASE	4.00
U	STITCH PLEAT	37.00

4 BALANCE DUE 63.00

	63.00
	0.00

63.00



**Details of second home**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

exclusively and necessarily to enable  
main home for the purpose of performing

MP

16-01-2007

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Additional Costs Allowance

ACA2

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LYN BROWN

Constituency

WEST HAM

Claim details

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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 06 / 12 / 2006 to 20 / 12 / 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 2227 : 86 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

£ 2227: 86 p

continued on page 2

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

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

necessarily to enable  
the purpose of performing

Signature

Date

21/12/2006

**Data protection**

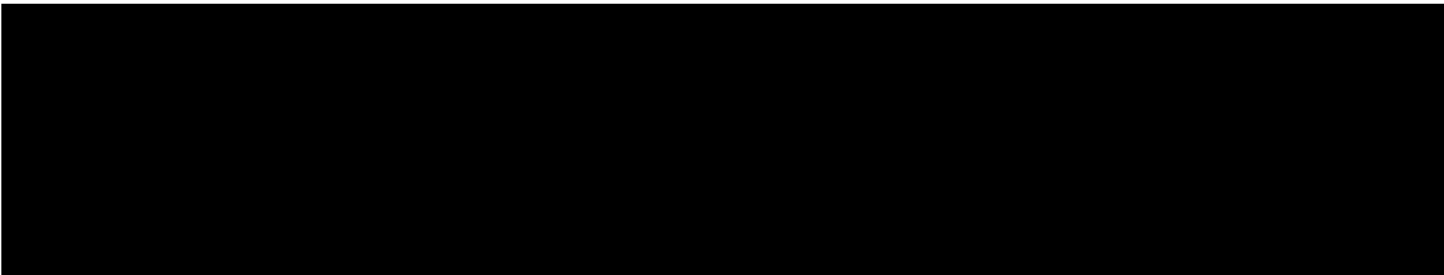
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information 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



# RECEIPT

[Redacted] , Lyn Brown, [Redacted]  
[Redacted]

Date: 12/12/2006

Receipt Ref: [Redacted]

Tenancy Ref: [Redacted]

Mr M E R Collis - (LYN BROWN)

With Thanks

Rent	Misc (Fees)	Deposit	Total
£2,227.86	£0.00	£0.00	£2,227.86



# Additional Costs Allowance

AGAZ

## Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 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

LYN BROWN

Constituency

WEST HAM

### 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 04 / 12 / 2006 to 05 / 12 / 2006

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ 125 : 00 p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 63 : 97 p

Other

£ 180 : 00 p

Other

£ 93 : 78 p

Total

£ 462 : 75 p

+ 35.00

VALIDATION

14 DEC 2006

RECEIVED

please specify

PERSONAL BEDDING

please specify

PERSONAL BEDDING

please specify

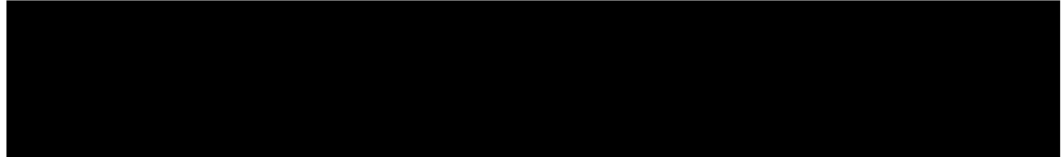
SOFT FURNISHINGS (PERSONAL)

SOFT FURNISHINGS (PERSONAL)



**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 perform my duties for the purpose of performing

Signature



MP

Date

05/12/2006

**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

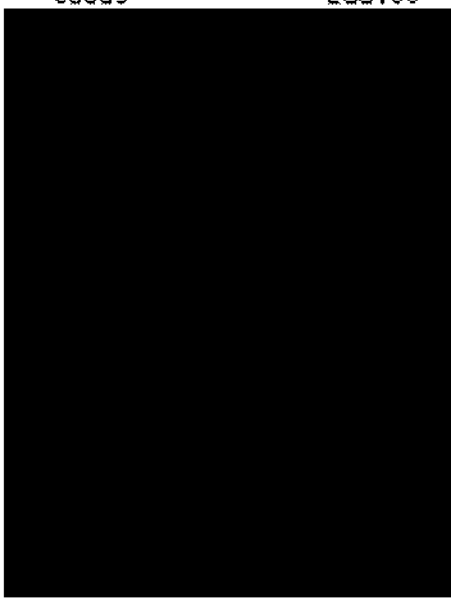
Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



SALE

Goods

£35.00




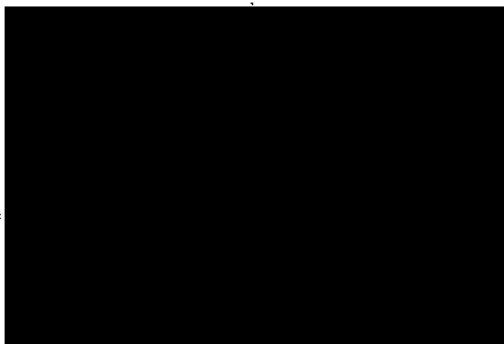


SALE

Goods

£180.00





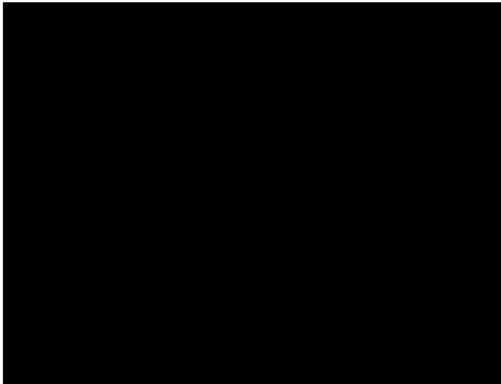
	£
U JUNGLE DIET	65.00
U QUILTED PILLOWCASE	
2 @ £10.00	20.00
U PILLOW COVERS	5.00
U DUCK FEATHER PILLOW	
4 @ £10.00	40.00
U MATTRESS COVER	
2 @ £25.00	50.00
10 BALANCE DUE	190.00
	£180.00
	0.00
	160.00



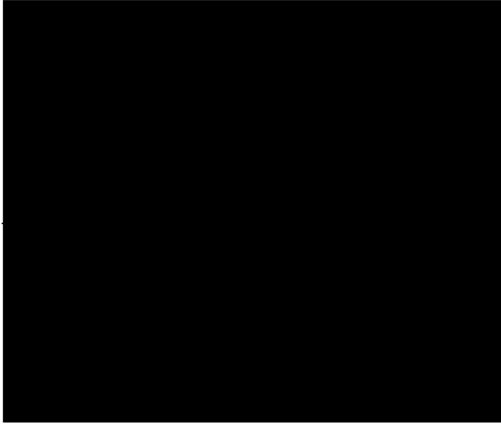


		£
		2.00
¥		-7.50
V	VIDAL US5368D	19.95
V	BATH TOWEL	15.00
V	BATH SOAP	27.00
V	COFFEE MAKER	8.00
V	SCARDISH	3.50
V	ORAL-B 5000 XL	23.33
	7 BALANCE DUE	93.78
		863.78
		0.00
		9378





		£
U	■ FACE CLOTH	3.00
U	■ BATH SHEET	23.00
U	■ HAND TOWEL	9.00
	3 BALANCE DUE	35.00
	■	£35.00
	■	0.00
	■	3500



SK MANHATTAN TAU QCS	£44.99
X09101014013X	
HW PERC TAUPE PC PR	£4.99
X04011034013X	
D PERC TAUPE FTD SHT	£13.99
X04011034002X	
Total (3 items)	£63.97