



Member's claim form

19 MAY 2004

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

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

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 16 / 04 / 04 to 15 / 05 / 04

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1146 : 78 p

Food

£ 95 : 63 p

Utilities

£ : p

Council Tax/Rates

£ 189 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/security

£ : p

Other

£ 120 : 83 p

▶ please specify Parking Permit

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,777 : 81 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

18<sup>th</sup> May 2004

**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

Members' Allowances

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this form

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## Your details

Name  
in CAPITAL LETTERS

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

## Claim details

Notes

You can only claim for

Please list

Please attach

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- 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.

Period of claim

from 16 / 05 / 04 to 15 / 06 / 04

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only)* or rent

£ 1146 : 78 p

Food

£ 146 : 64 p

Utilities

£ : p

Council Tax/Rates

£ 189 : 00 p

Telephone and  
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/  
security

£ : p

Other

£ 120 : 83 p

▶ please specify

Parking Permit

Other

£ : p

▶ please specify

Other

£ : p

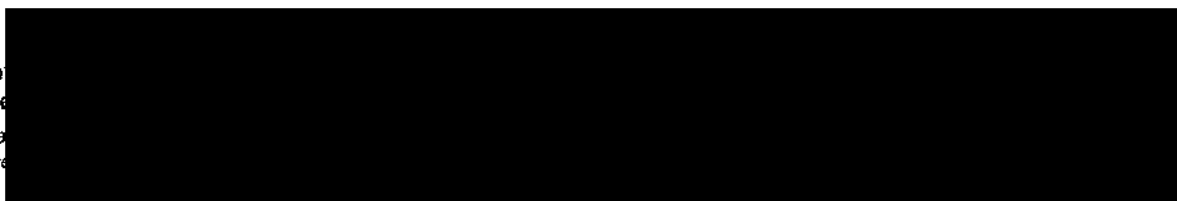
▶ please specify

Total

£ 1,828 : 82 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

14<sup>th</sup> June 2004

**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:

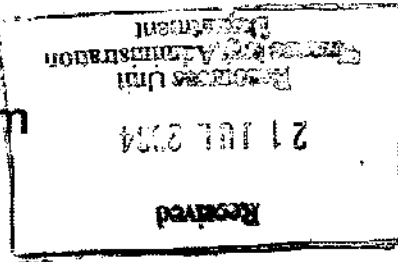
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## Your details

Name  
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MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

## Claim details

Notes

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- 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 16 10 6 104

to 30 10 7 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1,712 : 66 p

Food

£ 402 : 50 p

Utilities

£ : p

Council Tax/Rates

£ 283 : 50 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 338 : 35 p

Repairs/insurance/security

£ : p

Other

£ 181 : 25 p

▶ please specify

Partying Permit

Other

£ : p

▶ please specify

Other

£ : p


▶ please specify

Total

£ 2,918 : 25 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<sup>th</sup> July 2004**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.

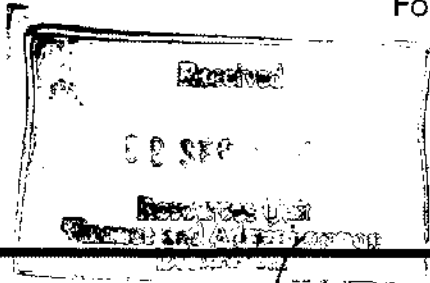
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# Member's claim form



## Members' Allowances

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## Your details

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Constituency

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## Claim details

### Notes

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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 01 108 104 to 31 108 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1,146 : 78 p

Food

£ 278 : 50 p

Utilities

£ 53 : 64 p

Council Tax/Rates

£ 189 : 00 p

Telephone and  
telecommunications

£ 48 : 50 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ 120 : 83 p

▶ please specify

Car Parking

Other

£ : p

▶ please specify

Other

£ : p

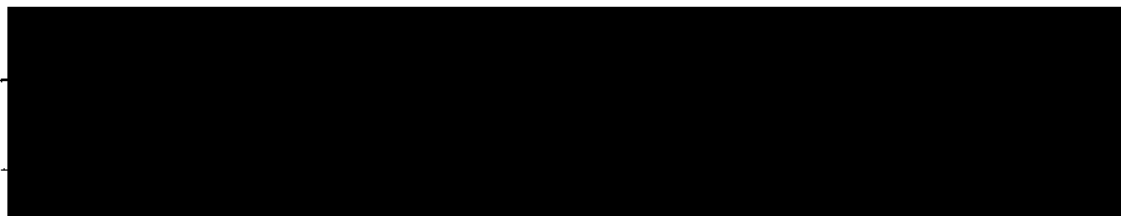
▶ please specify

Total

£ 1,837 : 25 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

Signature



Date

8<sup>th</sup> Sept 2004**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.

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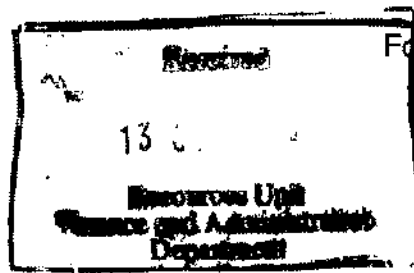
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Additional Costs Allowance



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

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

Claim details

Notes

You can only claim for

Please list

Please attach

- 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.

Period of claim

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

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1204 : 27 p

Food

£ 261 : 90 p

Utilities

£ : p

Council Tax/Rates

£ 82 : 92 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/security

£ : p

Other

£ 120 : 83 p

▶ please specify PARKING PERMIT

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,895 : 49 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

Signature

Date

12<sup>th</sup> Oct. 2004

**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

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- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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Mr Moss

Dear Mr & Mrs Moss,

Following the announcement of an increase in the Bank of England Base Rate on 5th August 2004, we are writing to advise you that our Standard Variable Mortgage Rate was increased by 0.25% on 1st September 2004.

Your new monthly payment from the end of September 2004 will be as follows:

Account No	Rate (%)	Type	Regular Payment Due (30th September 2004)
01	4.99	Discount	£707.02
02	4.59	Discount	£497.25
		<b>Total</b>	<b>£1204.27</b>



# Member's claim form

RECEIVED  
10 NOV 2004

Form ACA2  
Page 1 of 2

Members' Allowances

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## Your details

Name  
in CAPITAL LETTERS

Constituency

MALCOLM MOSS

NORTH EAST CAMBRIDGESHIRE

## 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 01 10 104 to 31 11 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1,204 : 70 p ✓

Food

£ 151 : 00 p

Utilities

£ : p

Council Tax/Rates

£ 82 : 92 p

Telephone and  
telecommunications

£ 46 : 25 p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/  
security

£ : p

Other

£ 120 : 83 p

▶ please specify Parking Permit

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,831 : 27 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

9<sup>th</sup> Nov. 2004**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.

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Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Additional C

# Member's claim form

176 DEC 2004

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

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

## Claim details

### Notes

You can only claim for

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- 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 11 04 to 30 11 04

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1,204 : 70 p ✓

Food

£ 221 : 40 p

Utilities

£ : p

Council Tax/Rates

£ 82 : 92 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/security

£ : p

Other

£ 120 : 83 p

▶ please specify

Parking Permit

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,855 : 42 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

15<sup>th</sup> Dec 2004**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:

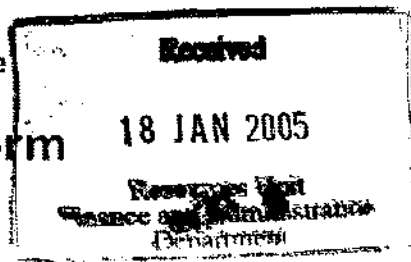
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

We will normally keep the information you give for three years following the year in which you incurred the expense.

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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 7
- If you have any doubt about whether you can claim for a cost please call 020 7219 1592.

## Your details

Name  
in CAPITAL LETTERS

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

## Claim details

### Notes

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- 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 1 12 104 to 31 1 12 104

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 1146 : 78 p ✓

Food

£ 107 : 00 p

Utilities

£ 46 : 25 p

Council Tax/Rates

£ 82 : 92 p

Telephone and  
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/  
security

£ : p

Other

£ 120 : 83 p

▶ please specify

Passing Permit

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,729 : 35 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

17<sup>th</sup> Jan. 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.

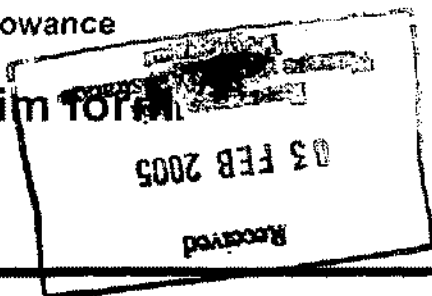
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Member's claim form



Members' Allowances

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Your details

Name in CAPITAL LETTERS

MALCOLM MOSE

Constituency

NORTH EAST CAMBRIDGESHIRE

Claim details

Notes

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- 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 01/01/05 to 31/01/05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1146 : 78 p

Food

£ : p

Utilities

£ 43 : 67 p

Council Tax/Rates

£ 82 : 92 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/security

£ : p

Other

£ 120 : 83 p

▶ please specify PARKING PERMIT

Other

£ : p

▶ please specify

Other

£ : p

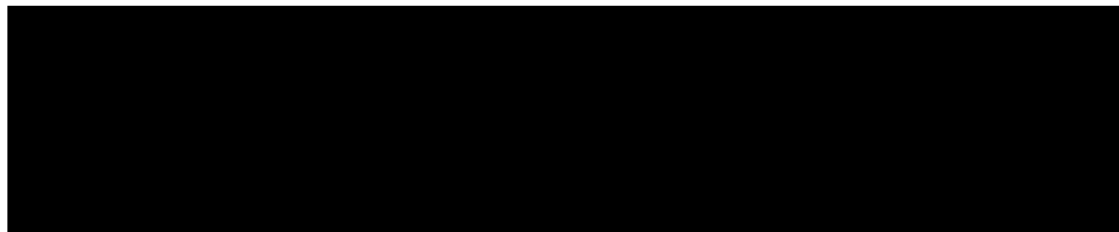
▶ please specify

Total

£ 1,619 : 77 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

25 Feb 2005

**Data protection**

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The information you give will be seen by:

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Financial Processing }

Transaction

Registration

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedi

**Text** (40 characters max) ACA 1/2/05 - 28/2/05

**Invoice date** (i.e. date of claim)

11/3/05

**Invoice No.**

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04/05 ✓

**Expenditure type (Cat5) :**

**514500 / Total**

£1576-10 ✓

**Comments:**

\* Financial Processing purposes only

Registered by (initials & date)

Posted by (initials & date)

23 Mar



# Member's claim form

Members' Allowances



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## Your details

Name in CAPITAL LETTERS

MALCOLM MOSS

Constituency

NORTH EAST CAMBRIDGESHIRE

## 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 01/02/05 to 28/02/05

Total cost of hotel stays  
attach all receipts

£ 1,146 : 78 p

Mortgage payments  
(interest only) or rent

£ ↓ : p

Food

£ ~~307.50~~ p

Utilities

£ : p

Council Tax/Rates

£ 82 : 92 p

Telephone and telecommunications

£ ~~43.67~~ p

Cleaning

£ : p

Service/maintenance

£ 225 : 57 p

Repairs/insurance/security

£ : p

Other

£ 120 : 83 p

▶ please specify PARKING

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,576 : 80 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

[Redacted Signature]

MP

Date

11<sup>th</sup> March 2005

**Data protection**

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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.

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