



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

MARSHA SINGH

Constituency

BRADFORD WEST

Office u
Costo/Cat

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 16 13 108

to 31 13 108

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

£ 750 : p

TV Other

xxx £ 254 : 44 p

▶ please specify

DVD Other

xxx £ 224 : 44 p

▶ please specify

MUSIC player Other

* £ 400 : 4 p

▶ please specify

Total

£ 1488 : 00 p

Details of second home

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

19/5/08 ✓

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

SALES DOCUMENT

Store
Telephone
Sales Person

CUSTOMER DETAILS

MR MARSHA SINGH

Order Number
Invoice Date 22/03/08 ✓

DELIVERY DETAILS

Item Value	1919.96	Paid Today	1919.96	Balance Due	.00
Service Value	.00	Items Taken		Items Remaining	.00
Order Value	1919.96			Deposit Left	.00

SKU	Description/EAN/Serial No	Quantity	Unit Price	Paid	VAT
504	LCD TV	1	*** 859.99	859.99	128.08
1261	DVD Rec	1	+* 229.99	229.99	34.25
711	5yr Warranty LCD	1	.01	.01	.00
430	TV Stand	1	99.99	99.99	14.89
402	HDMI 2M	1	49.99	49.99	7.45
1236	Delivery/Installation	80	1.00	80.00	11.91
543	Music Centre	1	* 599.99	599.99	89.36
Total				1919.96	285.94



07/08

ACA2

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Your details

Name in CAPITAL LETTERS

MARSHA SINGH

Constituency

Bradford West

Office use
Costs/Cat 2

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 24 12 108 to 31 3 108

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : p

Service/maintenance

£ 450 : p

Repairs/insurance/
security

£ : p

Other

£ : p please specify

Other

£ : p please specify

Other

£ : p please specify

Total

£ 930 : 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

13/3/08

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

APPLICATION for PAYMENT

Date 04/03/2008

To: Ms N Singh

REFERENCE NO:

Please refer to the Statutory Summary of Tenants' Rights and Obligations on the reverse

Details	Amount	Balance
Balance Brought Forward		885.30
Payment received with thanks on 17/10/2007	885.30-	0.00
Ground Rent due in advance For the period 25/03/2008 To 28/09/2008	25.00	25.00
On A/C Service Charge due in advance For the period 25/03/2008 To 28/09/2008	455.00	480.00

TOTAL DUE

480.00



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Your details

Name in CAPITAL LETTERS

MANSUA SINGH

Constituency

BRADFORD WEST

Office use
Costs/Cat 2

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 30 / 6 / 07 to 1 / 8 / 07 (x 2)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 2582: ✓ p - July + August

Food

£ 400: p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : p ✓

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 3982: p ✓

£ 3082.00 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 live in my home for the purpose of performing my duties as a Member of Parliament.



Signature

MP

Date

58/8/07 ✓

X
X

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

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 1340.

Your details

Name in CAPITAL LETTERS

MARSHA SINGH

Constituency

BRADFORD WEST

Office use
Costs/Cat 2

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 31 / 1 / 2008 to 2 / 3 / 2008 x 2

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 2813 : 80 p - Feb + March

Food

£ 100 - : p Feb

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3263 : 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

Signature

MP

Date

28/2/08

Data protection

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Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

MARCUA SINGH

Constituency

BRADFORD WEST

Office use only

Costs/Cat 2

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 21/12/07 to 31/12/07

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1291 : p

(interest only) or rent

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 50 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1741 : 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



MP

Date

18/12/07

Data protection

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Department of Finance & Administration, House of Commons, London SW1A 0AA



Member's claim form

About filling in this form

- For details of costs you can claim for, see G
- If you have any doubt about whether you can please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

MARSHA SINGH

Constituency

BRADFORD WEST

Office use only

Cost/Cat 2

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 1 / 10 / 07 to 2 / 12 / 07 ✓

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 2582 : p

- November + December

Food

£ 400 : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3082 : - p ✓

Details of second home *if applicable*

Address of
second home
*for Additional
Costs Allowance*

[Redacted address information]

Declaration

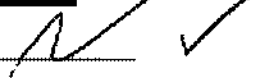
I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted signature]

MP

Date

22 / 11 / 07.  ✓

Data protection

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



Member's claim form

2

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Your details

Name in CAPITAL LETTERS

MARSHA SINGH

Constituency

BRADFORD WEST

Office use only

Costs/Cat

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 31/8/07 Sept-oct to 1/10/07 (x2)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 2582 : p ✓

Sept + October

Food

£ 300 : p ✓

Utilities

£ 163 : 62 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 100 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

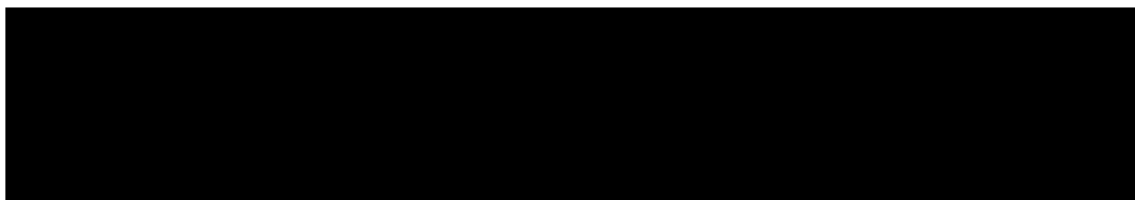
▶ please specify

Total

£ 3145 : 62 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

Signature

MP

Date

25/9/07.

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 20 Jul 07

Page 2 of 3

MR MARSHA SINGH

electricity bill: **£163.82**

✓



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

MARSH ✓ SINGH

Constituency

BRADFORD WEST

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 1 1 5 1 0 7 to 3 0 1 6 1 0 7 (x 2)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1 2 9 1 : p ✓

Food

£ 8 0 0 : p ✓

Utilities

£ 1 2 6 : 0 3 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 1 0 6 : p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

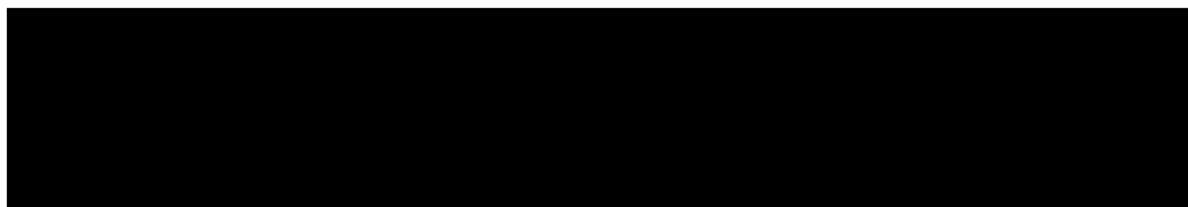
▶ please specify

Total

£ 2 3 1 7 : 0 3 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

20/6/02

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

Date
22nd May 2007

Water Services

MR M SINGH

Final Demand
Overdue amount £126.03



Additional Costs Allowance

07/08

VALIDATION ACA2

Member's claim form

RECEIVED

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

MARSHA SINGH

Constituency

BRADFORD WEST

Office use only

Costs/Cat

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 1 1 to 1 1 x2

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 2582 : p - April + May

Food

£ 400 : p - April

Utilities

£ : p

Council Tax/Rates

£ 511 : 26 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 50 : p ✓

Service/maintenance

£ 480 : - p ✓

Repairs/insurance/security

£ : p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

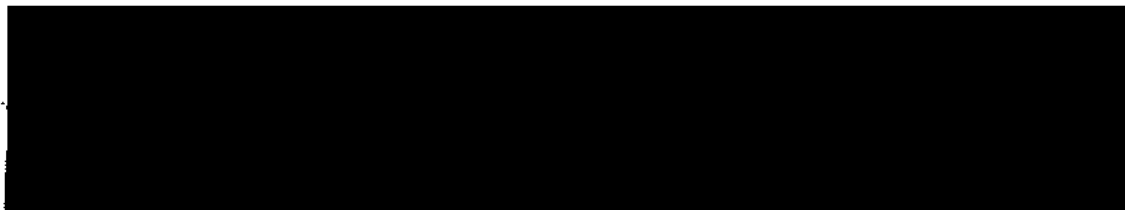
4023 - 26

Total

£ 3543 : 26 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

15/07

Data protection

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form to

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

Date of Issue: 17-MAR-2007

MR M SINGH MP	
[REDACTED]	
[REDACTED]	
Account reference	[REDACTED]

Address of property	
[REDACTED]	
Property reference	[REDACTED]

Council Tax demand notice 2007/2008

		Percentage (%) Change From Last Year	
		2.0 % Increase	377.80
		5.3 % Increase	303.88
Council Tax for your property 2007 to 2008		3.4 % Increase	681.68
Charge for Period 01-APR-2007 - 31-MAR-2008			681.68
Adjustments		Period	
Discount 25% : Single Occupation	01-APR-2007	31-MAR-2008	-170.42
Total			511.26

Date : 5th April, 2007

Ms M Singh
[REDACTED]

Reference : [REDACTED]

Dear Sir/Madam,
[REDACTED]

We recently sent you an application for payment requesting an amount of £ 480.00. We are still awaiting settlement of this account and must ask that you give this matter your urgent attention.

Please ignore this letter if a payment to clear these arrears has been made within the last seven days.