



Additional Costs Allowance

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

MATTHEW TAYLOR

Constituency

TRURO + ST AUSTIN

Office use only

Costs

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

Feb

Period of claim

from 1 / 2 / 08

to 11 / 2 / 08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1817 : 19 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

£ 1817 : 19 p

✓ x £ 1,735.09

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 [redacted] my only or main home for the purpose of performing my [redacted] duties.

Signature

[Redacted signature]

MP

Date

11/2/08

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



Additional Costs Allowance

ACA2

Member's claim form

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO - ST AMSTEN

Office use
Costs

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

SAN

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 / 1 / 08

to 1 / 2 / 08 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1738 : 78 p ✓

Food

£ : p

Utilities

£ 77 : 50 p ✓

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ 129 : 99 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 146 : 88 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2093 : 15 p ✓

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted Address]

Postcode

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to [Redacted] for main home for the purpose of performing my duties

Signature

[Redacted Signature]

MP

Date

11/02/08

Data protection

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Your account number

Bill number

Date
23 December 2007

MR M TAYLOR

Total now due £129.99

*Please make sure we
3 January 2008.*



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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR ✓

Constituency

TRURO + ST AUSTELL

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.

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 / 11 / 07 to 1 / 12 / 07

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1738 : 78 p

(interest only) or rent

Food

£ : p

Utilities

£ 77 : 50 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

£ 1816 : 28 p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted Address] _____
[Redacted Address] _____ Postcode

Declaration

I confirm that the information provided is true and correct, and is used exclusively and necessarily to enable me to claim the Additional Costs Allowance in home for the purpose of performing my duties.

Signature

[Redacted Signature] _____ MP

Date

7/12/07

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO + ST AUSTEY

Office use only

Costs

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 / 12 / 07 to 27 / 12 / 07

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 1738 : 78 p

Food

£ : p

Utilities

£ 77 : 50 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

£ 1816 : 28 p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted Address] Postcode

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to maintain my second home for the purpose of performing my duties as a Member of Parliament.

Signature

[Redacted Signature] MP

Date

27/12/07

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Additional Costs Allowance

VALIDATION

Member's claim form RECEIVE

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO + ST. ANSTEU

Office use only

Costs

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 those 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 1 / 11 / 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1215 : 49 p ✓

Food

£ 120 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 111 : 11 p ✓

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 135 : 50 p

▶ please specify

TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1582 : 10 p ✓

continued on page 2

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Declaration

I declare that I have provided the information above exclusively and necessarily to enable my home for the purpose of performing

Signature

[Redacted Signature]

MP

Date

31/10/07

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR ✓

Constituency

TRURO + OF AUSTEN

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.

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 / 9 / 07 to 1 / 10 / 07

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments

£ 1215 : 49 p ✓

(interest only) or rent

Food

£ 230 : 00 p

Utilities

£ 77 : 50 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

£ 1522 : 99 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay at [Redacted] home for the purpose of performing my duties.

Signature

[Redacted Signature]

MP

Date

1/10/07

Data protection

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Additional Costs Allowance

ACA2

Member's claim form

of 2

About filling in this form

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Your details

Name in CAPITAL LETTERS

MATTHEW TRAVIS

Constituency

TRURB + OF ANSFEL

Office use
Costs

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 8 1 0 7 to 8 1 1 0 1 0 7 ✓

Total cost of hotel stays
attach all receipts

£ : 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

£ 719 : 25 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 719 : 25 p ✓

continued on page 2

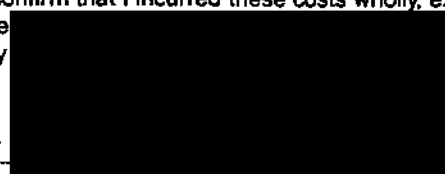
Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to maintain my main home for the purpose of performing

Signature



MP

Date

8/10/07 ✓

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Home Insurance Renewal Schedule

Issued 22/08/07

POLICY NUMBER

POLICYHOLDER

Mr M Taylor ✓

Date of Birth

Phone details:

OTHER
INTERESTS

PERIOD OF
INSURANCE

22/08/07 to 21/08/08

Your next renewal date is

22/08/08

HOME
DETAILS

Address of the home

PREMIUM

Premium including Insurance Premium Tax where applicable

£719.25

Total to be paid by single premium

£719.25



Member's claim form

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO & DE AMSTEA

Office use only

Costc/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 / 8 / 07 to 1 / 9 / 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1215 : 49 p ✓

Food

£ : p

Utilities

£ 66 : 50 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 255 : 61 p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 1537 : 60 p ✓

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[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

Signature

[Redacted Signature]

MP

Date

13/9/07

Data protection

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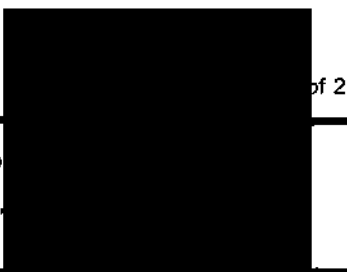


Member's claim form

of 2

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

Plumstead + Deptford

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.

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 / 7 / 07 to 1 / 8 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1215 : 49 p ✓

Food

£ 90 : 00 p

Utilities

£ 105 : 50 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

£ 1410 : 99 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 [Redacted] for main home for the purpose of performing my [Redacted]

Signature

[Redacted signature]

MP

Date

30/7/07.

Data protection

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO + ST AMEY

Office Cost

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 6 107 to 1 1 7 107

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1215 : 49 p ✓

Food

£ 250 : 00 p

Utilities

£ 105 : 50 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 127 : 48 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 136 : 69 p

▶ please specify Garden Maintenance

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1835 : 16 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 [Redacted] home for the purpose of performing my duties.

Signature

[Redacted signature]

MP

Date

2/7/07

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Additional Costs Allowance 07/08

ACAS

Member's claim form

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Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

TRURO & St. Austell

Office use
Costs

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 15 07 to 24 15 07

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1215 : 49 p

Food

£ 220 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ ~~226~~ : 00 p

▶ please specify Bathroom Medicine Cabinet

Other

£ 170 : 00 p

▶ please specify Car Service/repair/safety

Other

£ 210 : 00 p

▶ please specify Curtain poles etc

Total

£ ~~2121~~ : 49 p

Please pay
£ 226.00

Send invoice to delivery address

Item Name

Quantity

Price

Total

[Redacted]

1

£226.00

£226.00

Subtotal

£226.00

Shipping

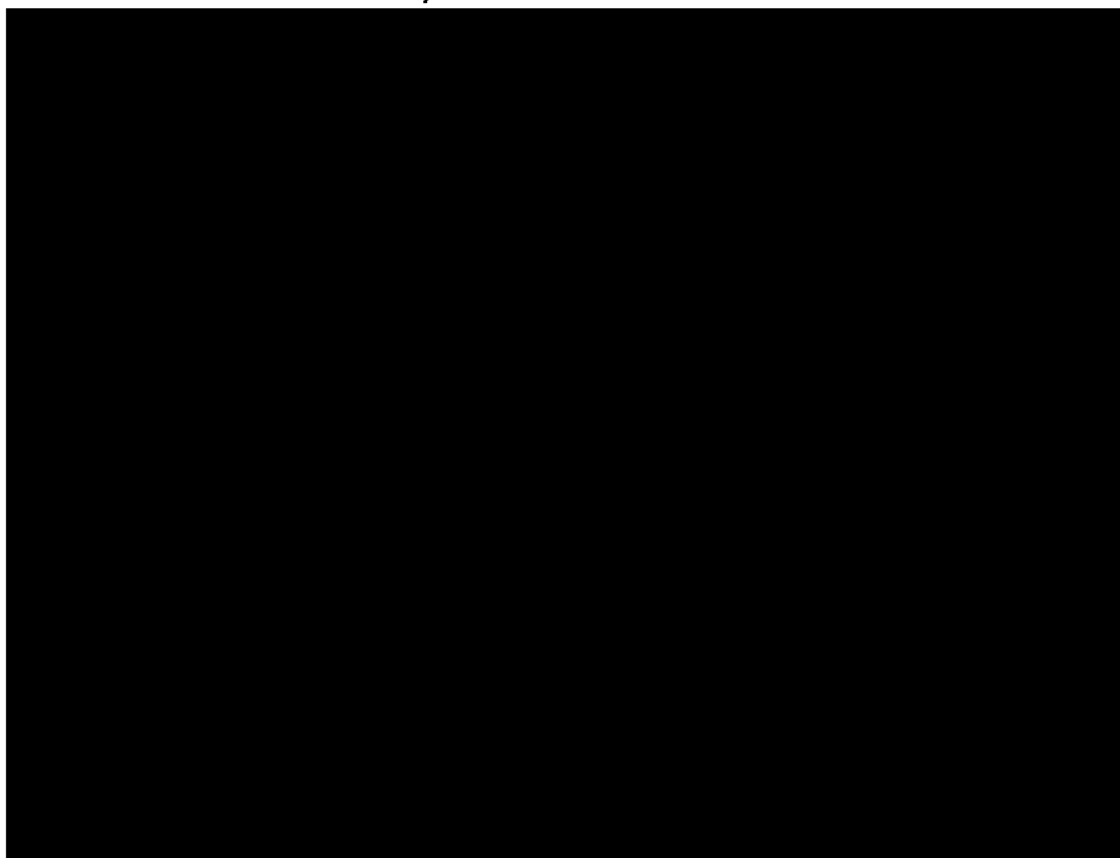
£0.00

Total

£226.00

Billing Address

Mr Matthew Taylor





07/08

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

MATTHEW TAYLOR

Constituency

TRURO + St. AMTEU

Office use only

Costs

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 15 07

to 24 15 07

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 1215 : 49 p

Food

£ 220 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p *

Other

£ ~~226~~ : 00 p

▶ please specify

Bathroom Medicine Cabinet

Other

£ 170 : 00 p

▶ please specify

Car Service/repair/safety

Other

£ 210 : 00 p

▶ please specify

Car air polts etc

Total

£ ~~2121~~ : 49 p

Pay

£ 1895.49

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 occupy my only or main home for the purpose of performing my duties.

Signature

[Redacted signature]

MP

Date

24/5/07

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



JOB NO:

NAME Mr MATHEW TAYLOR

CONTRACTOR

AD  ✓

ADDRESS

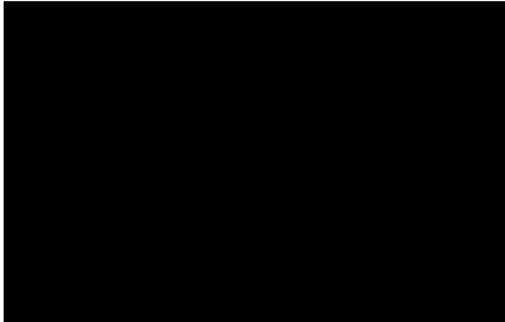
FAULT REPORTED: Service and check noise levels of fire extract fan!

EQUIPMENT / PLANT	MODEL NO	SERIAL NO	VOLTAGE	GAS/OIL
-------------------	----------	-----------	---------	--------------------

WORK CARRIED OUT: Attended site to conduct checks on the noise levels of the gas fire extract fan. On inspection found the fan pressure switch was set too high for the fan speed. Set fan speed as low as possible as to reduce the noise level, but high enough as to evacuate emissions safely. No spilloge into room space!

Serviced fire and fan, all safety checks completed.

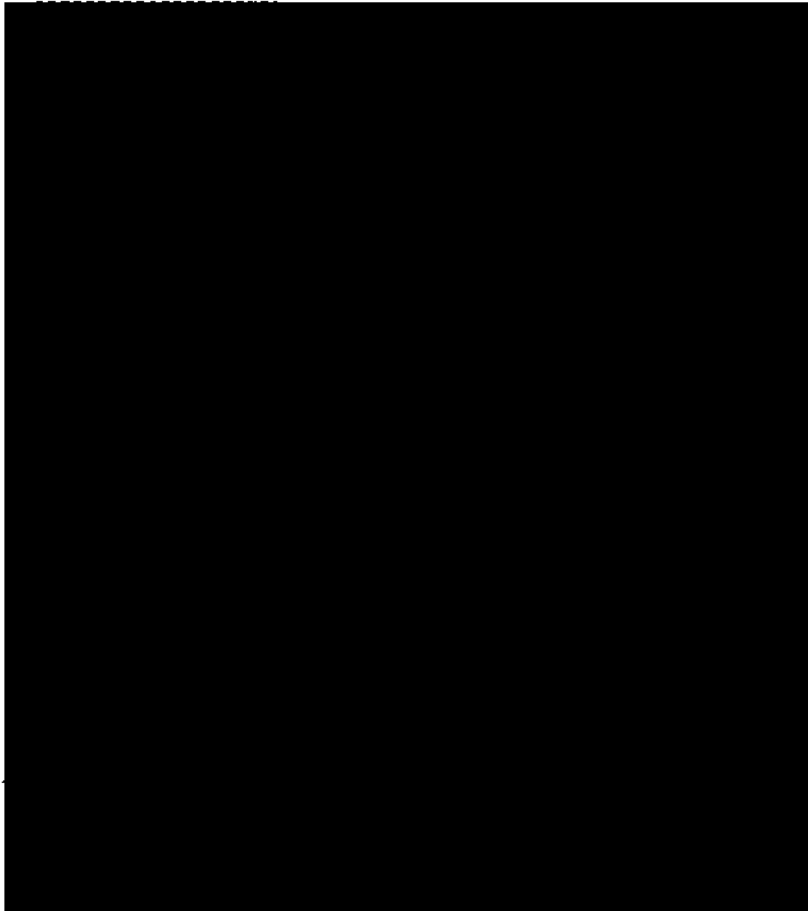
price previously agreed - P170.00



RECEIPT / INVOICE

976560 - RINGS/ PACK OF 10 CURTAIN POLE RING
10.00 * 6 60.00
976501 - ARCHITECT/ TELESCOPIC POLE 130-240
50.00 * 1 50.00
976501 - ARCHITECT/ TELESCOPIC POLE 130-240
50.00 * 1 50.00
977491 - ARCHITECT/ DBLE TELESCOPIC POLE 90-
50.00 * 1 50.00

TOTAL (GBP) 210.00



07/08



Additional Costs Allowance

ACA2

Member's claim form

1 of 2

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

MATTHEW TAYLOR

Constituency

Truro + St Austell

Office use
Costs

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 / 4 / 07 to 1 / 5 / 07

Total cost of hotel stays
attach all receipts

£ ~~£~~ : p

Mortgage payments
(interest only) or rent

£ 1215 : 99 p ✓

Food

£ 280 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 730 : 00 p

▶ please specify Table chairs, + basket (by indoor use as main table) (250 - 00) (250 - 00) ▶ please specify (Tosca Diner on porch as outdoor)

Other

£ ~~349~~ : 00 p

Other

£ ~~188.99~~ p

▶ please specify High Chair

Total

£ ~~2843~~ : 48 p

Pay £2,555.49

continued on page 2

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance



Postcode

Declaration

I declare that the information provided is true and correct and is necessary to enable the purpose of performing

Signature



Date

7/5/07

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

Your order number [REDACTED]

Log out

Date placed 25/04/2007
 Status Order Processing
 Deliver to Mr MTaylor, [REDACTED]



Description	Product Code	Quantity	Price	Status	Delivery Tracking	Tracking Reference
Free 2 year guarantee (for [REDACTED] Sensor Condenser Tumble Dryer, White)		1	£0.00	[REDACTED]		
Delivery: Standard Specialist delivery usually within 14 days.		1	£0.00	[REDACTED]		
Steel Baseweight, Medium	[REDACTED]	1	£45.00	[REDACTED]		
[REDACTED] Tahiti Folding Garden Side Chair	[REDACTED]	4	£89.00	[REDACTED]		
Market Garden Parasol, Round, Natural	[REDACTED]	1	£95.00	[REDACTED]		
[REDACTED] Tahiti Folding Circular Garden Table	[REDACTED]	1	£299.00	[REDACTED]		
[REDACTED] Sensor Condenser Tumble Dryer, White	[REDACTED]	1	£349.00	[REDACTED]		

Description	Product Code	Quantity	Price	Status	Delivery Tracking	Tracking Reference
Delivery: Standard Delivery within 5 Working days		1	£0.00	[REDACTED]		
Rattan Linen Basket	[REDACTED]	1	£65.00	[REDACTED]		

Total: £1,209.00

VAT Receipt 1; VAT Receipt 2;

[REDACTED]
Mr Matthew Taylor MP
[REDACTED]

[REDACTED]

14 May 2007

Dear Mr Taylor

Additional Costs Allowance (ACA) 2007/2008

Thank you for your Additional Costs Allowance claim dated 07/05/07, a copy of which is attached for your ease of reference.

[REDACTED]

Also, it is the policy of the Department of Finance and Administration to reduce costs relating to the purchase tumble dryer if it is greater than a recommended maximum of £250.00. Your claim has therefore been reduced by £287.99.

The remainder of your claim, totalling £2,555.49 has been processed today and should reach your account within the next few days.

If you have any questions about this matter please contact the Enquiry and Advice team on the numbers listed above.

Yours sincerely

[REDACTED]

07/08



Additional Costs Allowance



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

MATTHEW TAYLOR

Constituency

Ilminster + St Austell

Office use
Costs



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 4 1 0 7

to 17 1 4 1 0 7 (07/08 year)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 240 : 05 p

Council Tax/Rates

£ 1714 : 89 p

Telephone and telecommunications

£ 133 : 19 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 249 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2337 : 13 p



Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted address box]

Postcode

Declaration

I confirm that I own this property exclusively and necessarily to enable
me to claim the Additional Costs Allowance on this second home for the purpose of performing
my duties as a Member of Parliament.

Signature

[Redacted signature box]

MP

Date

17/4/07.

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Send your completed
form to

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

Account Number

[REDACTED]

MR M TAYLOR

[REDACTED]

[REDACTED]

Your water services bill for the year 1 April 2007 to 31 M

Curre
charg

£240.0

See belc

[REDACTED]

Council Tax Bill for 2007/08

Your Account number

[REDACTED]

MR MATTHEW TAYLOR

[REDACTED]

Date:
12 March

[REDACTED]

[REDACTED]

Your PayPoint reference:

[REDACTED]

✓

[REDACTED]

Council tax for period 01.04.2007 to 31.03.2008

✓

[REDACTED]

Amount payable for 2007/2008

[REDACTED]

Direct Debit

- the smart way to pay.

Your account number

Bill number

Date
9 April 2007

MR M TAYLOR

Reminder

Total now overdue

£ 133.19

HomeCare Agreement

Mr M Taylor

Age of boiler

1 YEAR

Number of bedrooms in your home

3

✓ £249.00 – HomeCare 300 cr

£291.00 – HomeCare 400

1/4/07



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

MATTHEW TAYLOR

Constituency

Thurso + Orkney

Office use Cost

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 13 108 to 1 14 108

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1535 : 67 p ✓

Food

£ : p

Utilities

£ 77 : 50 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

£ 1613 : 17 p ✓

Please pay £730.00

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Declaration

I confirm
my

[Redacted]

and necessarily to enable
the purpose of performing

Signature

MP

Date

7/4/08

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

This form may be used for multiple cheques which are coded to the same account and analysis codes. In this case, the total value of cheques should be given in the amount column and a note of the number of cheques included in the total should be made in the remarks box. A general description for the receipts may be given, but details of the invoice/reference for each payment should be written on the reverse of each cheque.

1. TO BE COMPLETED BY DEPARTMENTS

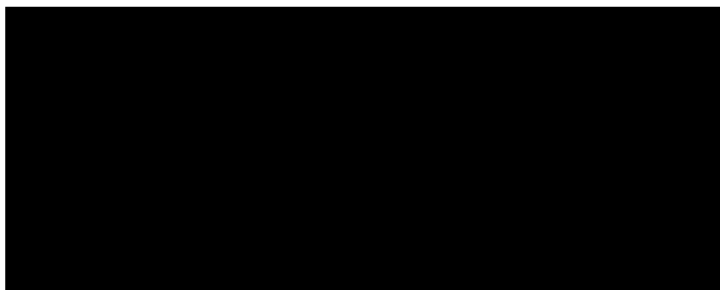
Date of Cheque: 01 04 08

Cheque Number: [REDACTED]

Cheque Payee: H.O.C. - MATTHEW TAYLOR MP.

Account Code	Amount £ p	Cost C	Piro	Who	Exp_Type	Description
[REDACTED]	730-00	[REDACTED]	07-08		[REDACTED]	refund of claim FOR table (see letter)
Total	730-00					

COMPLETED BY:



Signature: [REDACTED]

Name: [REDACTED]

Date: 3/4/08

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

See overleaf for Finance Office action.



03 APR 2008

HOUSE OF COMMONS
LONDON SW1A 0AA



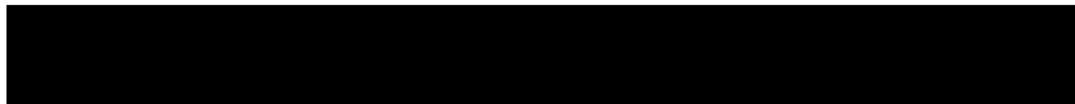
1st April 2008

Dear Sir/Madam,

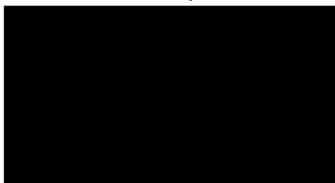
In view of the circulation of the 'John Lewis list' I am writing regarding a claim I made for a table and chairs earlier this year.

Because I now have a family I needed a table and chairs for mealtimes (I previously used a side table), but as I have a patio I wanted to be able to move it outside in good weather and so bought a set suitable for outdoor use. I see however that according to the 'John Lewis list' outdoor furniture is not allowed.

When I made the claim I enclosed the invoice which clearly stated the nature of the furniture, and also drew attention on the claim form (copy attached) that the set was for outdoor as well as indoor use. I understand therefore this was a legitimate claim. However, I think in view of the stated position on the 'John Lewis list' regarding outdoor furniture it is nevertheless better I refund the payment of £730 for the avoidance of any doubt over the legitimacy of my claim.



Best wishes,



Matthew Taylor MP

07/08



Additional Costs Allowance

A2

Member's claim form

About filling in this form

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

Your details

Name in CAPITAL LETTERS

MATTHEW TAYLOR

Constituency

Truro + St Austell

Office use only
Costs

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 / 4 / 07

to 1 / 5 / 07

Total cost of hotel stays
attach all receipts

£ ~~£~~ : p

Mortgage payments
(interest only) or rent

£ 1215 : 49 p ✓

Food

£ 280 : 00 p

Utilities

£ 80 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ 730 : 00 p

▶ please specify

Table, chairs, + basket
(for indoor use as main table)
on 2 off on one door
Torch Drive

Other

£ ~~349~~ : 00 p

▶ please specify

Other

£ ~~188~~ : 99 p

▶ please specify

High Chair

Total

£ 2843 : 48 p

Pay £2,555.49