



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

SIR MICHAEL SPICER MP ✓

Constituency

WEST WORCESTERSHIRE

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 1 / 4 / 04 to 30 / 4 / 04.

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 36 . 07 p

Council Tax/Rates

£ 3,800 . 79 p council tax.

Telephone and telecommunications

£ : p

Cleaning

£ 240 . 50 p

(cleaner)

Service/maintenance

£ : p

Repairs (insurance/ security)

£ 2,279 . 10 p

insurance

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

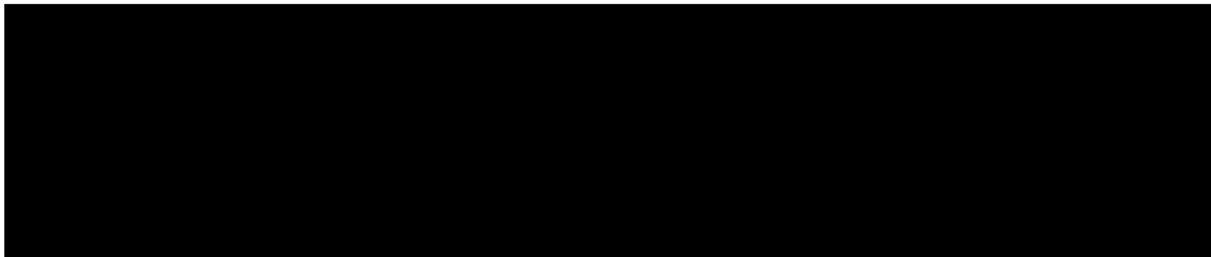
▶ please specify

Total

£ 6,356 . 46 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

30/4/04

Data protection

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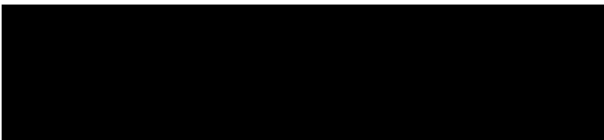
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Send your completed
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Members' Allowances Section, Operations Directorate,
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COUNCIL TAX DEMAND 2004/2005

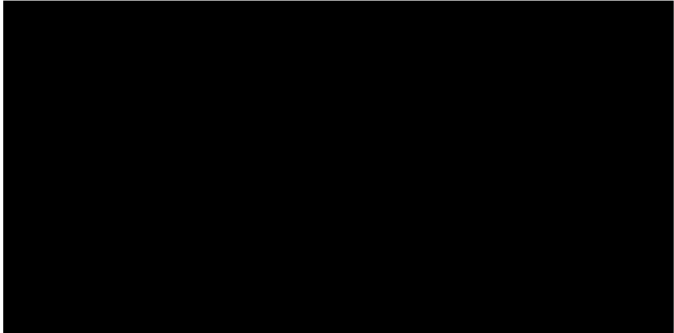


Date Issued 03/03/2004

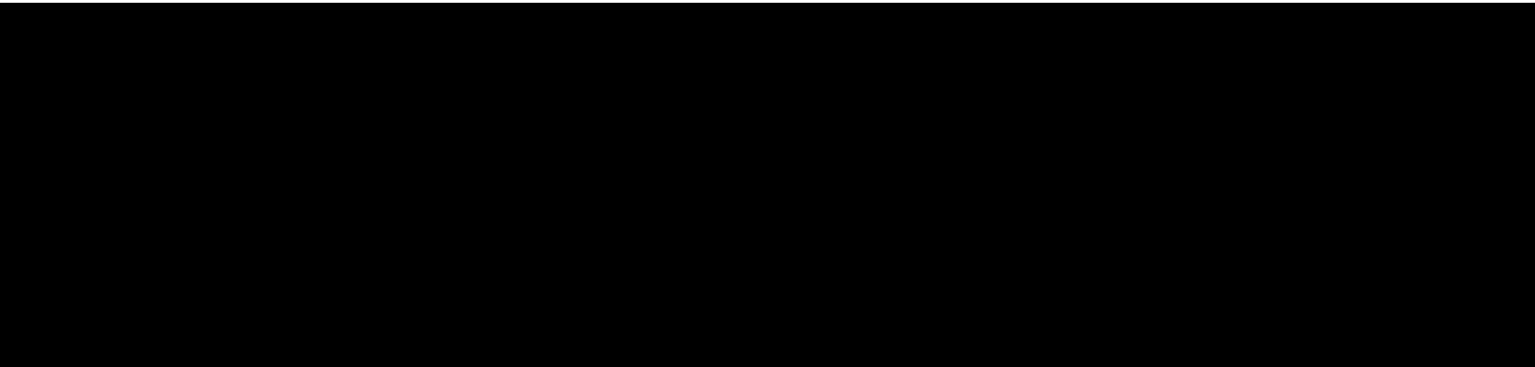
Account Reference



MR SPICER

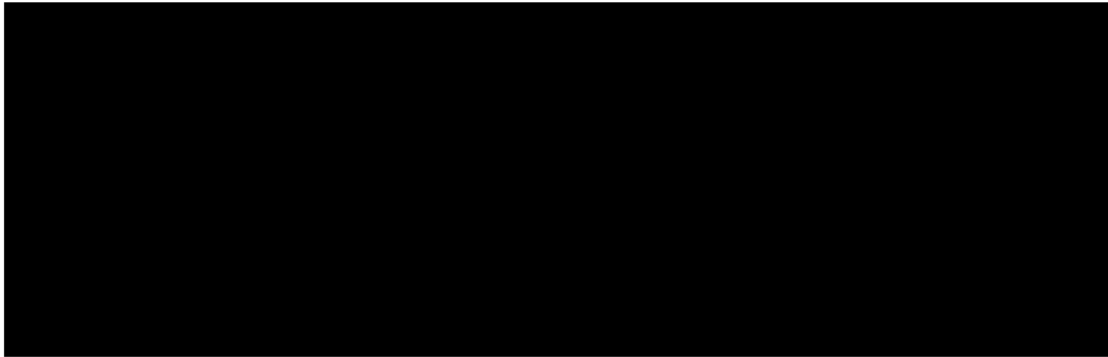


Separately on your bill



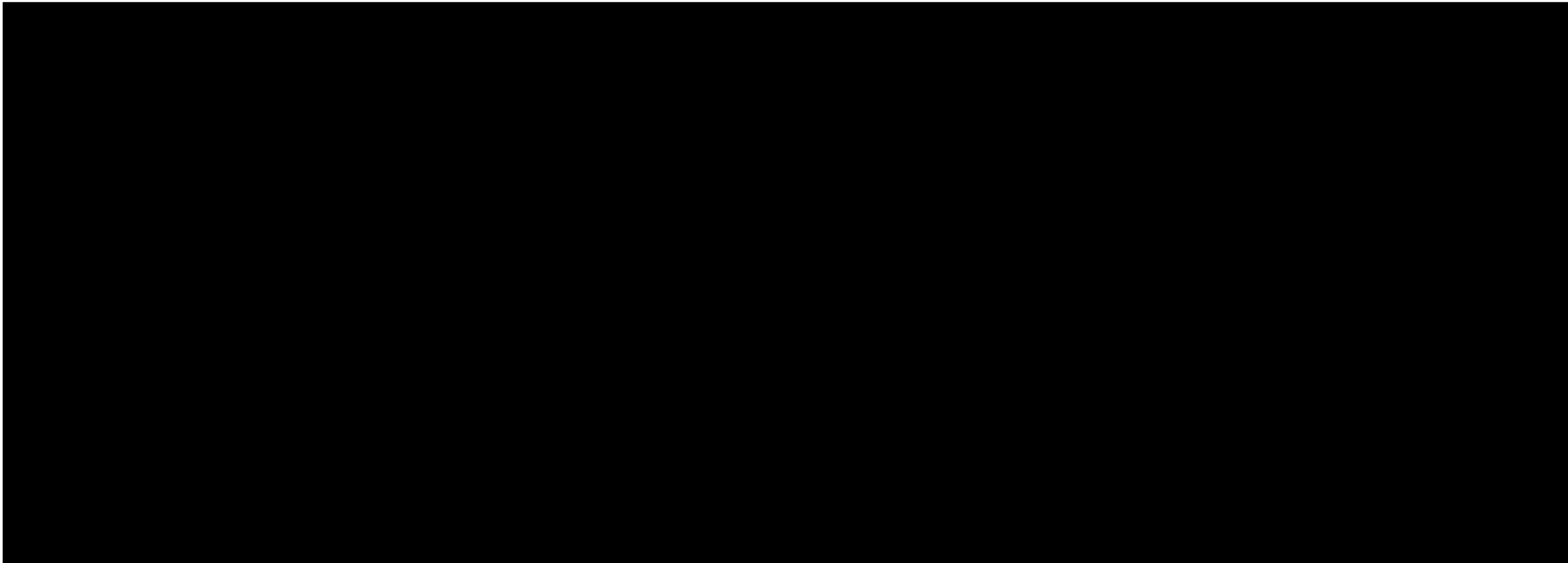
Net Liability for Year

£1,497.28

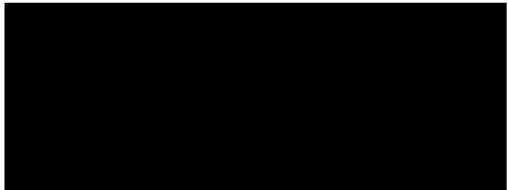


Total Charge

£1,497.28



COUNCIL TAX DEMAND 2004/2005

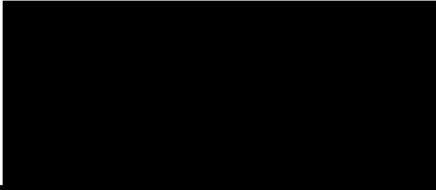


Date Issued 03/03/2004

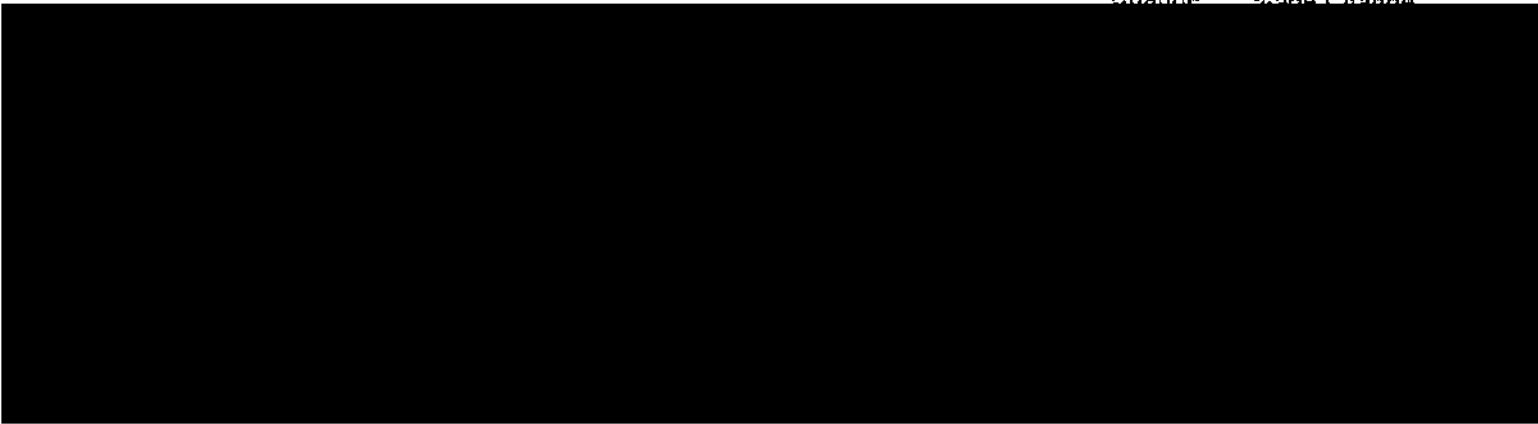
Account Reference



MR WILLIAM MICHAEL HARDY SPICER

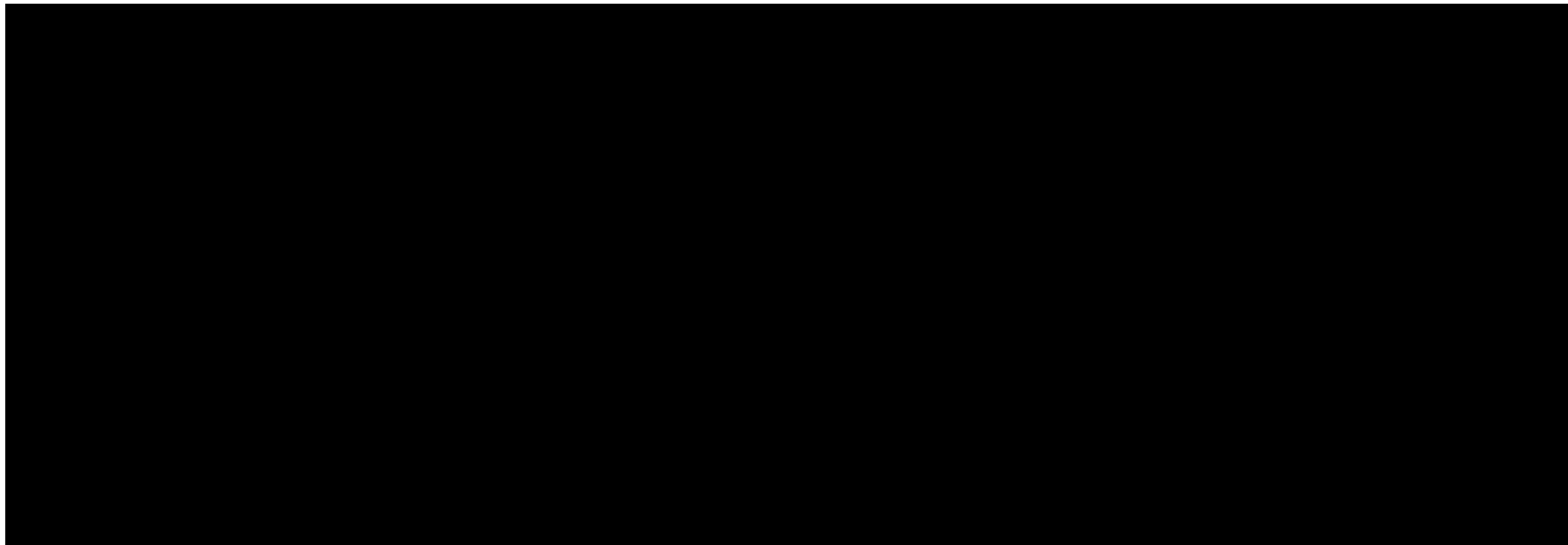


Change %age Change



Total Charge

£2,303.51



Policy Number:

Date:

3 March 2004

YOUR HOME INSURANCE POLICY SCHEDULE

Amount Due
(including Insurance Premium Tax)

£1,943.18

The Policyholder

Sir W M H Spicer

The address of the property insured

Period of insurance

1 April 2004
to
31 March 2005

Policy Number: [REDACTED]

Date:

12 March 2004

YOUR HOME INSURANCE POLICY SCHEDULE

Amount Due
(including Insurance Premium Tax)

£335.92

The Policyholder

Sir W M H Spicer

The address of the property insured

Period of insurance

1 April 2004
to
31 March 2005

SECTIONS

SUMS INSURED



Member's claim form 17 JUN 2004

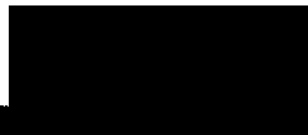


DFA

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Constituency

WEST WORCESTERSHIRE

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Period of claim

From 1st / 05 / 04 to 31st / 05 / 04.

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

£ 234 .00 p

Service/maintenance

£ 685 .00 p

(decoration works)

Repairs/insurance/security

£ : p

Other

£ 286 .00 p

▶ please specify GARDENING

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,205 .00 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

Signature

_____ MP



Date

1/6/04

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[REDACTED]

27 April 2004

[REDACTED]

[REDACTED]

**QUOTATION - DECORATION WORKS TO FIRST FLOOR REAR LANDING AREA -
STARTING AT ARCHWAY ADJACENT TO IRONING ROOM TO THE GUEST BATH
AND BEDROOM**

1. Quite extensive repair preparation to all plaster work of all walls and ceilings.
2. All woodwork (doors, door frames, windows, skirting boards, cupboards) and radiators, etc, to be prepared.
3. All walls and ceilings to be decorated in emulsion paint finish (colour to be chosen).
4. All woodwork, radiators, etc to be decorated in Satinwood finish (colour to be chosen).
5. All black exposed beams to be decorated as necessary.

All for the sum of:

£685.00

[REDACTED]

25th May 2004

PAY FOR APRIL 2004 (Gardening)

	£
Gross	280.00
NI	-
Tax	61.60
	<hr/>
	£218.40

EXPENSES

£2.00 (weedkiller)
£4.00 (petrol for the mower)

£6.00

TOTAL PAY

£218.40

£ 6.00

£224.40



Member's claim form



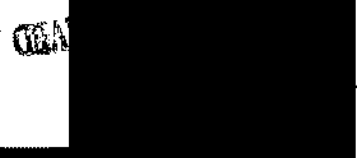
VBC

2005 10 10

Members' Allowances

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Constituency

WEST WORCESTERSHIRE

Claim details

Notes

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Please attach

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Period of claim

from 1 / 6 / 04 to 30 / 6 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 316 . 55 p

electricity

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 227 . 50 p

Service/maintenance

£ 350 . 16 p

Gardening

Repairs/insurance/security

£ 2,545 . 00 p

Repairs Decoration

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 3,439 . 21 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

1st JULY 2004**Data protection**

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SIR MICHAEL SPICER MP

Electricity meter reading
0000000000

Batch number 0000000000

Charges for Electricity

Reading	Present	Previous	Units	Amount
				£33.38

Earth type 0000000000

Reading	Present	Previous	Units	Amount
	269720.0	269650.6	69.4	£29.84

Amount to be paid for electricity

£29.84
£69.35
£99.19

Read by 0000000000

Revised by 0000000000

£69.35

MR W M H SPICER

Date of issue

15/06/2008

Customer's own meter reading
0600 785 528

Date of reading 14 June 2008

Charges for Electricity

Tariff type D (Standard No Standing Charge)

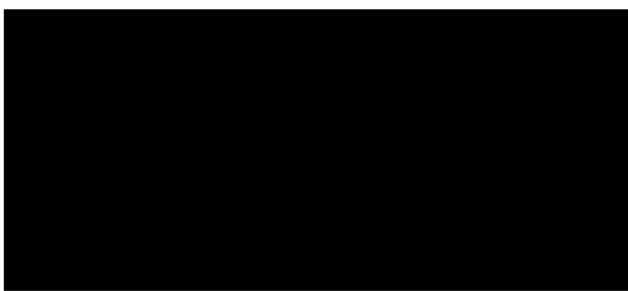
Heading	Present	Previous	Units	Amount
Units	892	892		
Total			36	3.25

VAI at E.O. 00423743

Reissued bill, thank you for your reading

Please pay

07/07/08

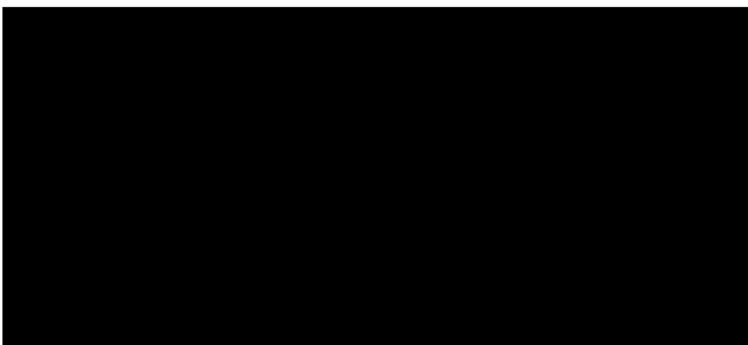
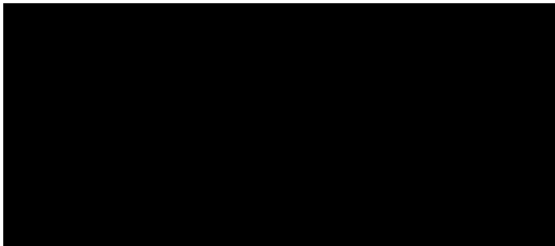


28th June 2004

PAY FOR JUNE 2004



	£
Gross	227.50
NI	-
Tax	50.05
	<hr/>
	£177.45



7th June 2004

PAY FOR MAY 2004 (Gardening)



	£
Gross	339.50
NI	-
Tax	74.69

	£264.81

£339.50
+ 10.66

£350.16.

EXPENSES

£4.00 (petrol for the mower)
£6.66 (2 bags of potting compost)

£10.66

TOTAL PAY

£264.81
£ 10.66

£275.47

Spicer

3 June 2004

I N V O I C E

RE: DECORATION WORKS -

Item 1: Well of the house and staircase, as per my quotation dated 15 October 2003

For the sum of £2190.00

Item 2: Reinstatement of £70 reduced from Invoice dated 22 April 2004, for decoration of newly fitted window

For the sum of £70.00

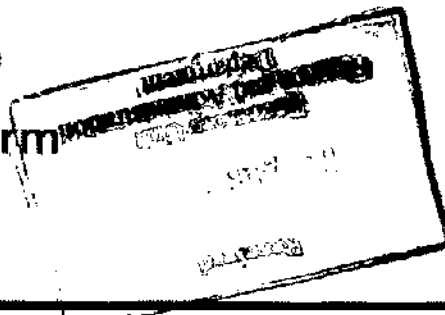
Item 3: Decoration works to exterior courtyard windows, as per my quotation dated 26 May 2004

For the sum of £285.00

Total amount due against this invoice £2545.00



Member's claim form



Members' Allowances

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Constituency

WEST WORCESTERSHIRE

Claim details

Notes

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Please attach

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Period of claim

from 1 / 7 / 04 to 31 / 7 / 04

Total cost of hotel stays
attach all receipts

£ : p



Mortgage payments
(interest only) or rent

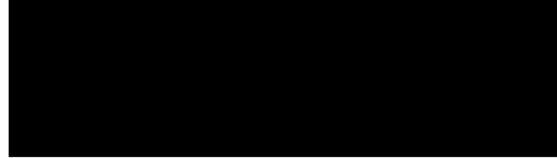
£ : p

Food

£ : p

Utilities

£ : p



Council Tax/Rates

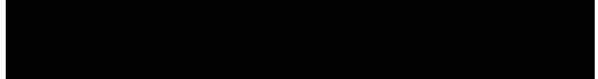
£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 221 . 00 p



Service/maintenance

£ 918 . 59 p (Garden maintenance)

Repairs/insurance/security

£ : p

Other

£ 1,200 . 00 p

▶ please specify

internal maintenance

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2,339 . 59 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 job or main home for the purpose of performing my

Signature

MP

Date

1st AUGUST 2004

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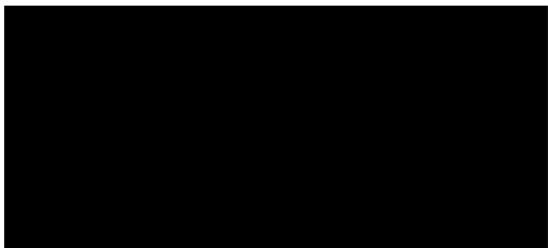
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23rd July 2004

PAY FOR JULY 2004



	£
Gross	221.00
NI	-
Tax	48.62
	<hr/>
	£172.38

13th July 2004

PAY FOR JUNE 2004 (Gardening)

	£
Gross	294.00
NI	-
Tax	64.68

	£229.32

EXPENSES

£3.50 (petrol for the mower)

TOTAL PAY

£229.32

£ 3.50

£232.82

Date	27th June 2004
Invoice Number	[REDACTED]

INVOICE

Sir Michael Spiocr
 [REDACTED]

CUSTOMER ORDER NUMBER :	CONTRACT ORDER NUMBER:
DESCRIPTION OF SERVICE :-	

Period 24/10/03 to 27/6/04			Price (£)
	Labour @ [REDACTED]		
1	[REDACTED] Furniture moving	1.50 hours	12.75
2	[REDACTED] Garden maintenance	4.25 hours	36.13
3	[REDACTED] Garden maintenance	3.25 hours	27.63
4	[REDACTED] Garden maintenance	3.00 hours	25.50
5	[REDACTED] Garden maintenance	5.25 hours	44.63
6	[REDACTED] Garden maintenance	3.75 hours	31.88
7	[REDACTED] Garden maintenance	5.00 hours	42.50
	[REDACTED] Supply petrol (Pasquali)	23.35 ltrs	19.59
8	[REDACTED] Garden maintenance	5.25 hours	44.63
9	[REDACTED] Hedge cutting	3.00 hours	25.50
	[REDACTED] Supplement	0.50 day	12.50
10	[REDACTED] Garden maintenance	5.25 hours	44.63
11	[REDACTED] Garden maintenance	1.25 hours	10.63
12	[REDACTED] Garden maintenance	5.00 hours	42.50
13	[REDACTED] Garden maintenance	5.50 hours	46.75
	[REDACTED] Supply petrol (Pasquali)	18.12 ltrs	15.20
14	[REDACTED] Garden maintenance	5.75 hours	48.88
15	[REDACTED] Garden maintenance	5.25 hours	44.63
16	[REDACTED] Garden maintenance	5.25 hours	44.63

N.B

Queries To

[REDACTED]

621.09

Total

621.09

VAT

17.50%

N/A

Payable

[REDACTED]

621.09




Sir Michael Spicer MP



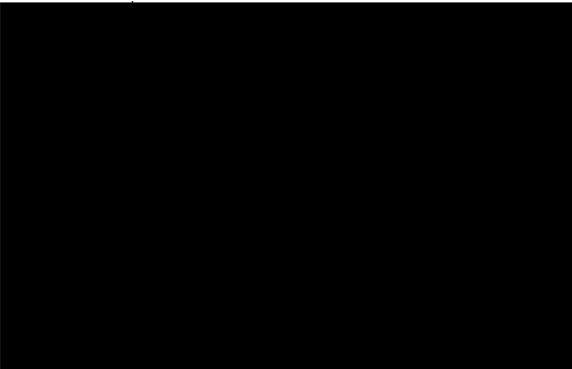
5 July 2004

INVOICE

For works carried out to stairway ceiling and first floor landing ceiling.

Labour and materials

£1,200





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Please attach

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Period of claim

from 1 / 8 / 04 to 31 / 8 / 04

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

£ 234.00 p

Service/maintenance

£ 620.00 p lighting & rewiring

Repairs/insurance/security

£ : p

Other

£ 189.00 p

▶ please specify GARDENING

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,043.00 p

Details of second home *if applicable*

Address of
second home
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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

1ST SEPT 2004**Data protection**

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20th August 2004

PAY FOR AUGUST 2004



	£
Gross	234.00
NI	-
Tax	51.48
	<hr/>
	£182.52

Invoice to - Sir Michael

Aug 15 04

Installation of lighting on Main Stairs & Hallway

Install 2 x 2 metre lighting tracks each complete with 4 low voltage spotlights.

Rewire light on far end of corridor with 3 core flex

Rewire 5 light fittings on main stairs with 3 core gold flex.

Install new glass chandelier at foot of stairs. Assemble & install new lighting fittings in main

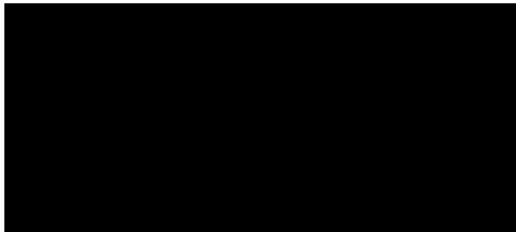
entrance hall

Wire 5 amp socket from existing switch on

Main stairs

Wire 2 single 13 amp sockets in rear entrance hall

\$620-00



19th August 2004

PAY FOR JULY 2004 (Gardening)

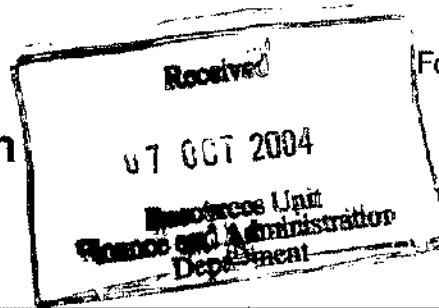


	£
Gross	189.00
NI	-
Tax	41.58
	<hr/>
	£147.42

Total Pay £147.42



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Please attach

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Period of claim

from 1 / 9 / 04 to 30 / 9 / 04

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

£ 301 . 00 p

Service/maintenance

£ 235 . 00 p

Gardening

Repairs/insurance/security

£ 2,350 . 00 p

Roofs repairs

Other

£ 120 . 64 p

▶ please specify

water

Other

£ 97 . 15 p

▶ please specify

electricity

Other

£ : p

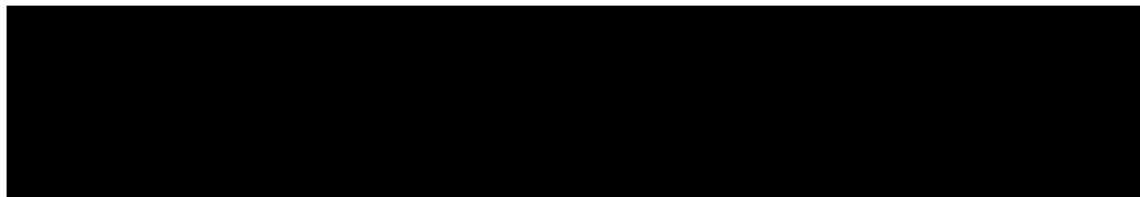
▶ please specify

Total

£ 3,103 . 79 p

Details of second home *if applicable*

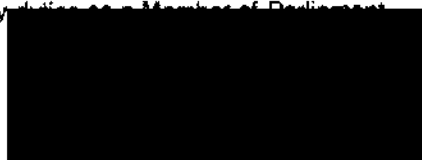
Address of
second home
for Additional
Costs Allowance



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

15th OCTOBER 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:

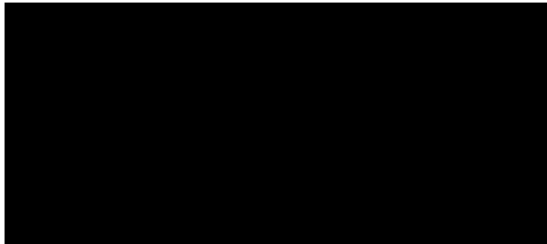
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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 3559, 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



30th September 2004

PAY FOR SEPTEMBER 2004



	£
Gross	301.00
NI	-
Tax	66.22
	<hr/>
	£234.78



16th September 2004

PAY FOR AUGUST 2004 (Gardening)



	£
Gross	231.00
NI	-
Tax	50.82
	<hr/>
	£180.18

EXPENSES

£4.00 (petrol for the mower)

TOTAL PAY

£180.18

£ 4.00

£184.18



Sir Michael Spicer



18th August 2004

Dear Sir



Quotation for the above address is as follows:-

Dormer Roofs

- Remove tiles from dormer roof and valleys for access to lead dormer cheeks —
- Remove rendering from dormer cheeks —
- Renew dormer cheeks in lead, use patination oil —
- Fix lead with lead roses
- Re-tile roof, replacing any broken tiles
- Renew step flashing to lower part of roof
- Renew lead flashing around chimney
- Re-point wall to side of chimney

Supply and Labour - £2,350.00



MR W M H SPICER

Account Number

Amount Due

£120.64

Bill Date

23 September 2004

Payable By

9 October 2004

Water Services Bill

Bill Period : 4 March 2004 to 22 September 2004

Balance brought forward	£138.99
Payments / Adjustments (See over)	£138.99 cr
Sub Total	£0.00

Charge Summary (Details on following page(s))

Water Standing Charge	£9.71
Water Supply	£46.97
Used Water Standing Charge	£4.89
Used Water	£29.22
Measured Drainage - Band 03	£29.85
Total charges for this period	£120.64

Amount Due

£120.64

Your electricity bill

SIR MICHAEL SPICER MP

Date of Issue **23 August 2004**

Please pay

£20.71

Your electricity bill

MR W M H SPICER

Date of issue **23 August 2004**

Total £97.15



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

SIR MICHAEL SPICER MP

Constituency

WEST WORCESTERSHIRE

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 1 / 10 / 04

to 31 / 10 / 04

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

£ 259.00 p cleaning

Service/maintenance

£ 284.00 p Gardening

Repairs/insurance/
security

£ 3,000.00 p Roofs repairs

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

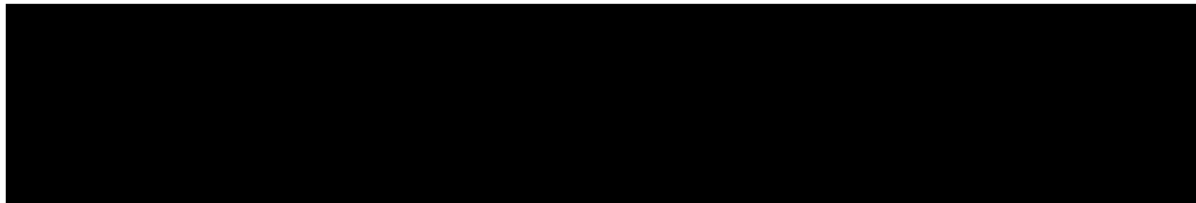
Total

£ 3,543.00 p

£344.95

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

1ST 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.

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



Sir Michael Spicer



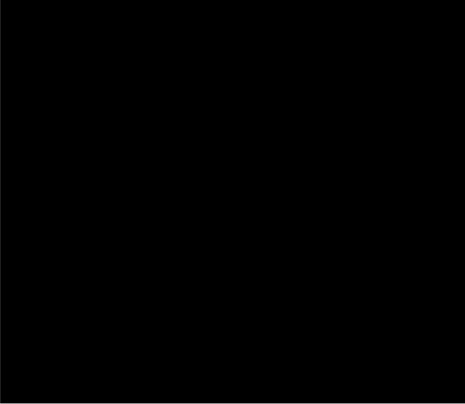
25th October 2004

Dear Sir



I acknowledge receipt of a cheque payment of £3,000.00.

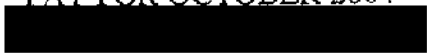
Thank you for your custom.





29th October 2004

PAY FOR OCTOBER 2004



	£	
Gross	259.00	✓
NI	-	
Tax	56.98	
	<hr/>	
	£202.02	✓



18th October 2004

PAY FOR SEPTEMBER 2004 (Gardening)



	£	
Gross	280.00	/
NI	-	
Tax	61.60	
	<hr/>	
	£218.40	

EXPENSES

£4.00 (petrol for the mower)

TOTAL PAY

£218.40

£ 4.00

£222.40