



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

SIR MICHAEL SPICER MP

Constituency

WEST WORCESTERSHIRE

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 01/03/07 to 31/03/07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 807 + 27 p

electricity

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

£ 807 + 27 p

£ 793-20

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

Address of  
second home  
for Additional  
Costs Allowance

\_\_\_\_\_  
\_\_\_\_\_  
Postcode

**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

\_\_\_\_\_  
05/04/07

**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 electricity bill**

SPICER

13 March 2007

RE:

Amount Due - Please pay by 27th March 2007

£ 220.29

MR W M H SPICER

Date of Issue 19 March 2007

Amount Due - Please pay by 26th March 2007 £ 586.98



1002 074 0

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Please attach

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

Period of claim

from 01 / 02 / 07 to 01 / 03 / 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 129 . 69 p water

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 288 . 00

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 856 . 71

Total = £ 856 . 71

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

13/03/07

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

Account Number

Amount Due

Bill Date

£129.69

7 February 2007

MR W M H SPICER

**Water Services Bill**

Bill Period : 21 September 2006 to 7 February 2007

**Amount Due**

**£129.69**



23<sup>rd</sup> February 2007

PAY FOR FEBRUARY 2007

 per hour

£



£224.64



1. TO BE COMPLETED BY DEPARTMENTS

Date of Cheque: 05/02/07

Cheque Payee: Sir Michael Spicer

Account Code	Amount £ p		Cost C	Piro	Who	Exp_Type	Description
	1079.	39					refund of costs for gardening
Total	1079.	39					

COMPLETED BY:

Signature:

Name:

Date:

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.



Date  
3rd December 2006

# INVOICE

Sir Michael Spicer

CUSTOMER ORDER NUMBER :  
DESCRIPTION OF SERVICE :-

CONTRACT ORDER NUMBER:

VAT Reg. No

Period 14/7/06 to 3/12/06

Price (£)

Value (£)

Labour [redacted] per hour

1	[redacted] Garden maintenance	55.00
	[redacted] Garden maintenance	20.00
	[redacted] Supply petrol [redacted]	21.10
	[redacted] Supply two-stroke oil	3.00
2	[redacted] Garden maintenance	45.00
3	[redacted] Hedge Cutting (Beech)	50.00
	[redacted] Hedge Cutting (Beech)	22.50
	[redacted] Supplement	30.00
4	[redacted] Garden maintenance	40.00
5	[redacted] Garden maintenance	40.00
6	[redacted] Garden maintenance	35.00
7	[redacted] Garden maintenance	40.00
8	[redacted] Hedge Cutting (Vegetable Garden & Heli-Pa	45.00
	[redacted] Supplement	15.00
9	[redacted] Garden maintenance	55.00
	[redacted] Supply petrol [redacted]	17.79
10	[redacted] Garden maintenance	30.00
11	[redacted] Garden maintenance	45.00

The supplement is charged at a rate of £30 per day.  
This includes use of [redacted] hedge trimmer, blower vac,  
two-stroke mix and resin solvent.

609.39

Total

609.39

VAT

17.50%

N/A

Payable

609.39



Additional Costs Allowance

ACA2

31 JAN

Member's claim form

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SIR MICHAEL SPICER MP

Constituency

WEST WORCESTERSHIRE

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Please attach

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

Period of claim

from 01/01/2007 to 31/01/2007

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ - : p

Food

£ : p

Utilities

£ 663.55 p OIL FOR HEATERS

Council Tax/Rates

£ 250.00 p council tax.

Telephone and telecommunications

£ : p

Cleaning

£ 288.00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 140.00 p please specify ELECTRICIAN (light replacement)

Other

£ : p please specify

Other

£ : p please specify

Total

£1,341.55 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

31/01/07

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Validation Team, Operations Directorate,  
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INVOICE

Invoice No. [REDACTED]

Order Ref. No. [REDACTED]

Date 12/12/2006

SIR MICHAEL SPICER MP %

DELIVER TO:

Description

[REDACTED] Thermo Premium  
THIS FUEL IS NOT TO BE USED AS ROAD FUEL

31.60

TOTAL VAT

31.60

TOTAL £

~~663.55~~

PAYMENT DUE BY

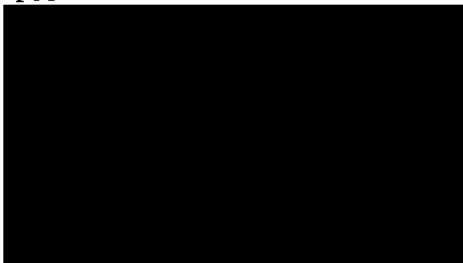
[REDACTED]





29<sup>th</sup> January 2007

PAY FOR JANUARY 2007



£224.64



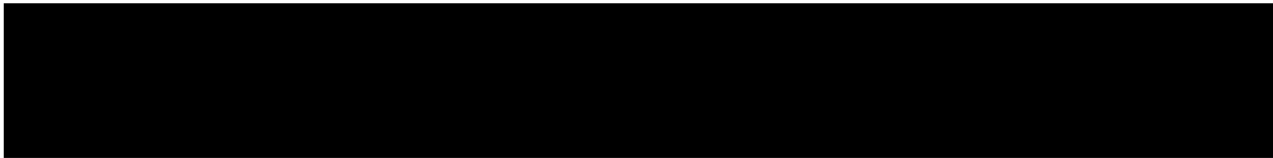


**INVOICE**

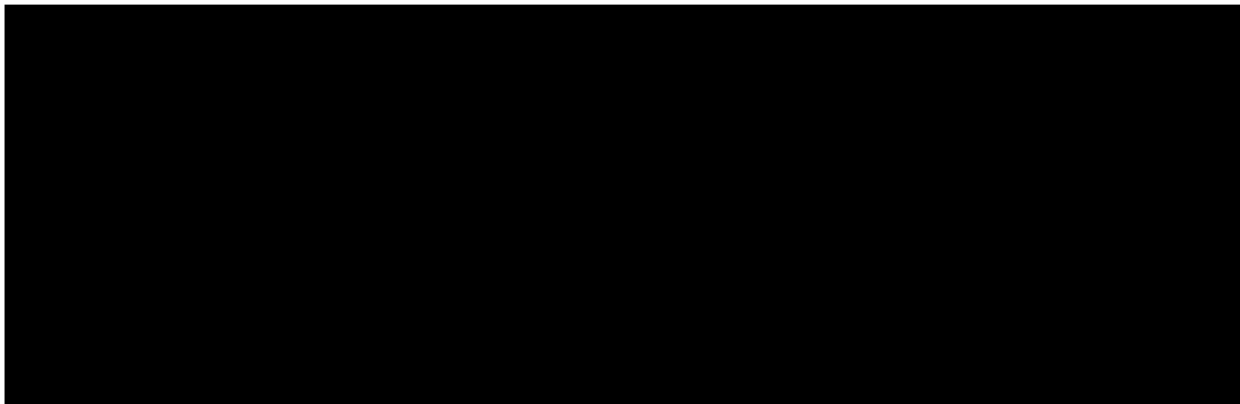
**Sir Michael Spicer**



**06/01/007**



**A sum of £140.00 is now due for payment.**





Additional Costs Allowance

ACA2

Member's claim form

28 DEC 2006

04 JAN 2007

About filling in this form

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Your details

Name in CAPITAL LETTERS
Constituency

SIR MICHAEL SPICER
WEST WORCESTERSHIRE

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Please attach

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deduct for Gardening costs

Period of claim

from 01/12/06 to 31/12/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 287.35 p electricity

Council Tax/Rates

£ 250.00 p Council tax

Telephone and telecommunications

£ : p

Cleaning

£ 240.00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 1,433.39 p please specify Gardening/Tree care

Other

£ : p please specify

Other

£ : p please specify

Total

£ 2,210.74 p Total £ 1,117.35

04 JAN 2007

**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

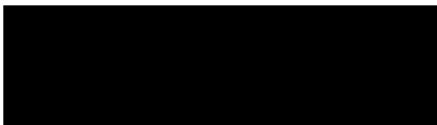
01/01/07

**Data protection**

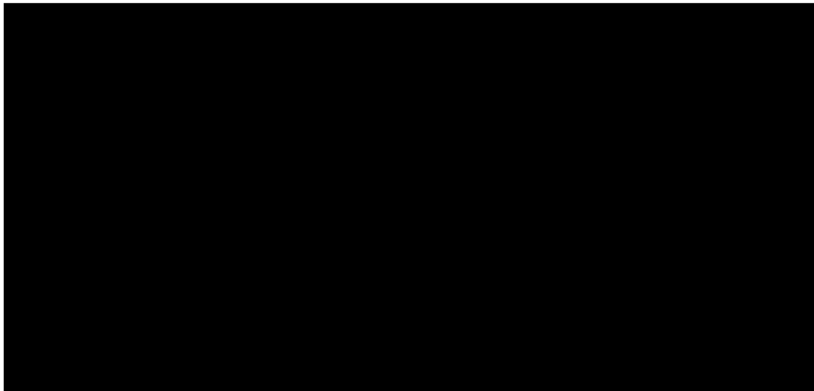
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information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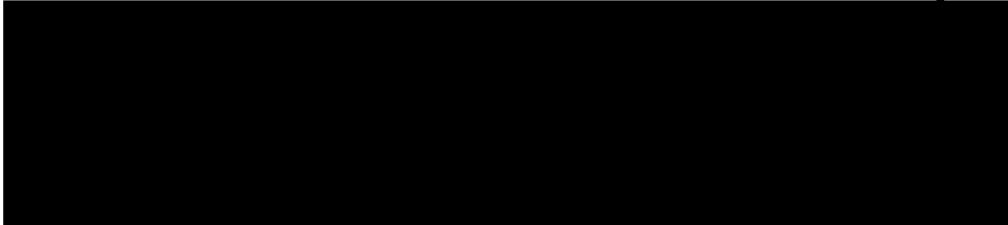
**Your electricity bill**



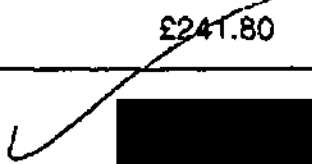
MR W M H SPICER




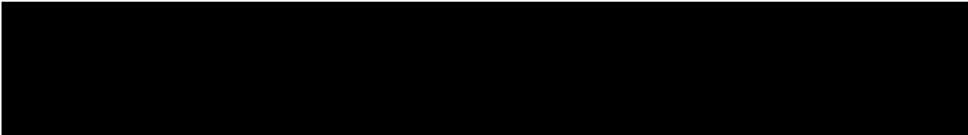
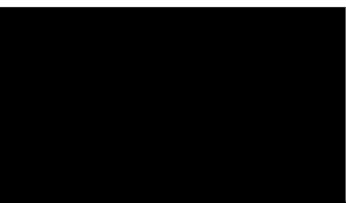
Date of issue 27 November 2006



Please pay £241.80



Total paid  
£ 287 - 35 ✓  
Cheque NO: 

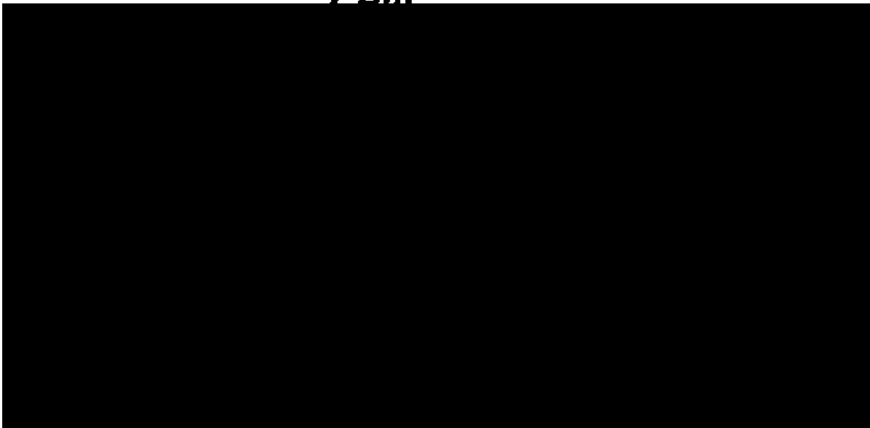
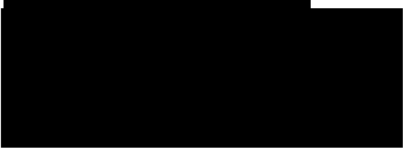




*Your electricity bill*



SIR MICHAEL SPICER MP



Date of issue 27 November 2000



*Please pay*

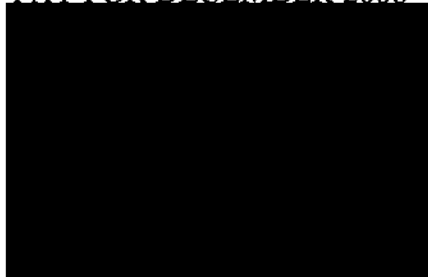
£45.58





18<sup>th</sup> December 2006

PAY FOR DECEMBER 2006



£187.20



18<sup>th</sup> December 2006

PAY FOR NOVEMBER 2006(Gardening)



£273.00

EXPENSES

£4.00 (Petrol for lawnmower)

**TOTAL PAY**

**£273.00**

**£ 4.00**

-----  
**£277.00**

Date	3rd December 2006
Invoice Number	

# INVOICE

Sir Michael Spicer  
 [Redacted]

CUSTOMER ORDER NUMBER : [Redacted]      CONTRACT ORDER NUMBER: [Redacted]  
 DESCRIPTION OF SERVICE :-

Period 14/7/06 to 3/12/06		Price (£)
<b>Labour @ [Redacted]</b>		
1	Garden maintenance	55.00
	Garden maintenance	20.00
	Supply petrol [Redacted]	21.10
	Supply two-stroke oil	3.00
2	Garden maintenance	45.00
3	Hedge Cutting (Beech)	50.00
	Hedge Cutting (Beech)	22.50
	Supplement	30.00
4	Garden maintenance	40.00
5	Garden maintenance	40.00
6	Garden maintenance	35.00
7	Garden maintenance	40.00
8	Hedge Cutting (Vegetable Garden & Heli-Pad)	45.00
	Supplement	15.00
9	Garden maintenance	55.00
	Supply petrol [Redacted]	17.79
10	Garden maintenance	30.00
11	Garden maintenance	45.00

The supplement is charged at a rate of £30 per day.  
 This includes use of [Redacted] hedge trimmer, blower vac,  
 two-stroke mix and resin solvent.

Queries To : [Redacted]

VAT Reg. No
Value (£)
609.39

Total

609.39

VAT

17.50%

N/A

Payable

609.39







Additional Costs Allowance

05 DEC 2006

ACA2

Member's claim form

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Constituency

WEST WORCESTERSHIRE

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Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

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

Period of claim

from 01/11/06 to 30/11/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p ✓

Council Tax/Rates

£ 250.00 p Council TAX

Telephone and telecommunications

£ : p ✓

Cleaning

£ 285.00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 245.00 p Replacement kitchen flooring

Other

£ 305.00 p please specify GARDENING

Other

£ : p please specify

Other

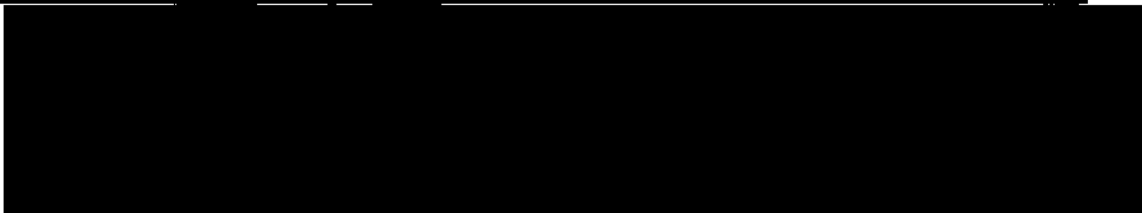
£ : p please specify

Total

£ 1,085.00 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**

2/12/06

---

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**Send your completed  
form to**

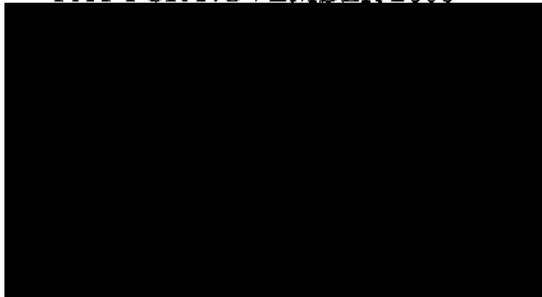
Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

---



1<sup>st</sup> December 2006

PAY FOR NOVEMBER 2006



£222.30

[Redacted]

[Redacted]

[Redacted]

14 November 2006

Spicer  
[Redacted]


[Redacted]

Labour and materials..... £245.00

[Redacted]

[Redacted]

[Redacted]

21<sup>st</sup> November 2006

PAY FOR OCTOBER 2006(Gardening)



£234.78

EXPENSES

£4.00 (Petrol for lawnmower)

**TOTAL PAY**

£234.78

£ 4.00

-----  
£238.78



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Constituency

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Please attach

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

Period of claim

from 01 / 11 / 06 to 26 / 11 / 06

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

£ 440 . 00 p

Building repairs

Repairs/insurance/security

£ : p

Other

£ 45 . 00 p

please specify

Fitting of mice baits

Other

£ 47 . 50 p

please specify

chimney sweep

Other

£ : p

please specify

Total

£ 532 : 50 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**

21/11/06

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ESTIMATES FREE

SPICER

Nov. 2006

Hi

To Take out existing pipe and  
renew

Knock of existing plaster and  
replace with polystyrene backed  
plaster board and plaster  
same.

Renew skirting board

Labour & Materials

3 days Labour

Materials

390 = 00

50 = 00

---

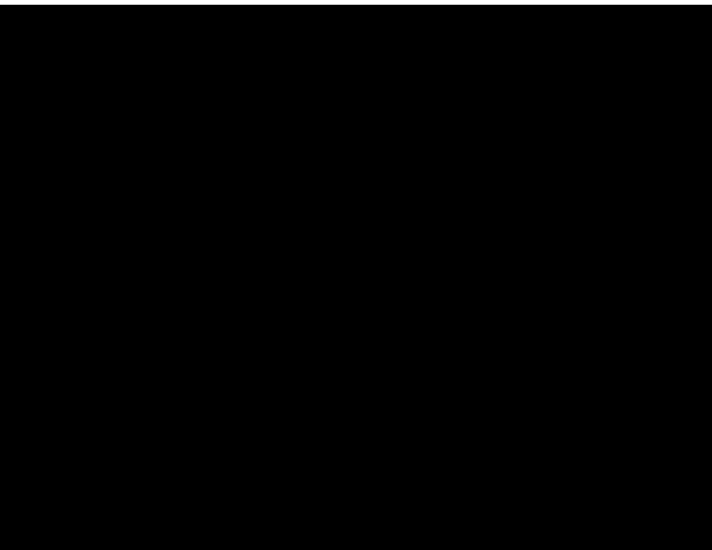
£ 440 = 00

# INVOICE

DATE 10/11/06

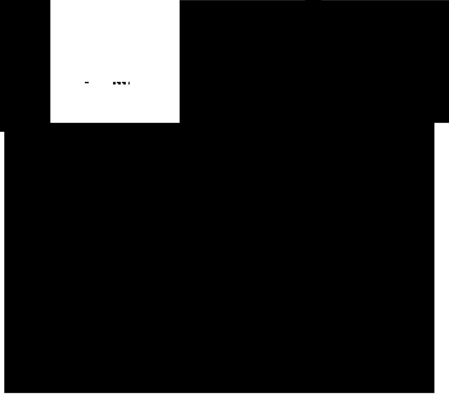


# RECEIPT



Baiting with  
difenacoum in  
left areas for  
the control of  
mice

Many thanks



V.A.T.

TOTAL

£45





Member's claim form

01 NOV 2006

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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

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Please attach

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

Period of claim

from 01 / 10 / 06

to 31 / 10 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 62 : 61 p sewer-trent

Council Tax/Rates

£ 250 : 00 p council tax

Telephone and telecommunications

£ : p

Cleaning

£ 270 : 00 p

Repairs/insurance/security

£ 1,225 : 00 p Removal / repairs to guttering

Other

£ 329 : 00 p please specify Gardening

Other

£ 94 : 90 p please specify Oven repair

Other

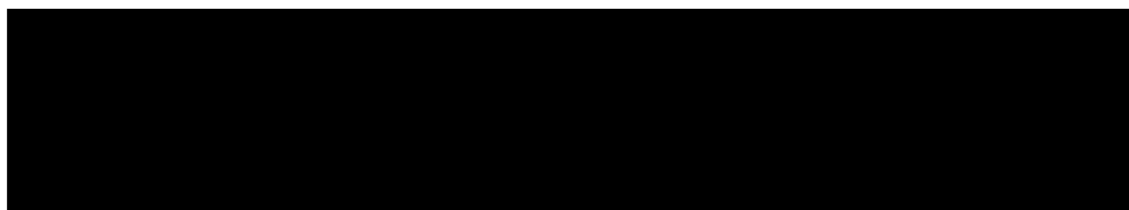
£ 94 : 00 p please specify Tree inspection

Total

£ 2,355 : 51 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**

1/11/06

✓

**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

MR W M H SPICER

Amount Due

£62.61

Bill Date

21 September 2006

Water Services Bill

Bill Period: 11 April 2006 to 21 September 2006

Amount Due

£62.61



28<sup>th</sup> October 2006

PAY FOR OCTOBER 2006 ✓



	£	
Gross	270.00	✓
NI	-	
Tax	59.40	
	<hr/>	
	£210.60	✗



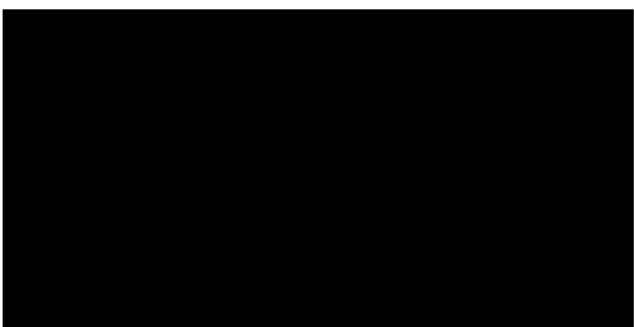
23 October 2006

INVOICE

For works carried out at Cropthorne Manor, as detailed below:

- 1 Remove old guttering
- 2 Supply and fit new guttering – in old style
- 3 Clear away all rubbish and leave site clean

*Labour and materials*                      **£1,225.00**

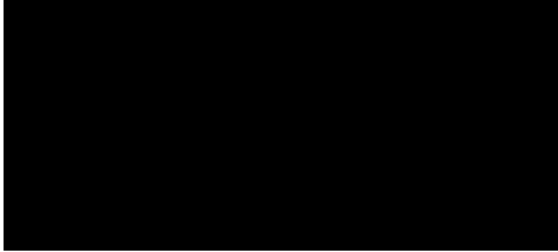




17<sup>th</sup> October 2006



PAY FOR SEPTEMBER 2006(Gardening)



£256.62



Date: 16/9/06  
 Check No.:

Spicer



Make						Date Purchased
Fault Description	Oven tripping elec when use of bottom oven					
Technician Report	TO REPLACE ELEMENT & TEST					
Actions Taken	TEMPERATURE					
Description of materials used	Part Number	Quantity	Code	Unit Price	Price	
OVEN					40.77	
ELEMENT						
				Total Materials	40.77	
				Labour	40.00	
				Sub Total	80.77	
				Sales Tax	14.13	
				VAT @	14.13	
Amount Paid				Total	94.90	

✓

INVOICE

Sir Michael [redacted] Spicer

Date 18<sup>th</sup> September 2006 ✓

£

[redacted]  
Tree inspection and report [redacted]

80.00

Sub Total

80.00

VAT@17.5%

14.00

Total

£94.00 ✓



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

SIR MICHAEL SPICER MP

Constituency

WEST WORCESTERSHIRE

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 01/09/06 to 30/09/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 129.99 p Electricity

Council Tax/Rates

£ 250.00 p Council tax

Telephone and telecommunications

£ : p

Cleaning

£ 270.00 p cleaning

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 347.50 p please specify GARDENING

Other

£ : p please specify

Other

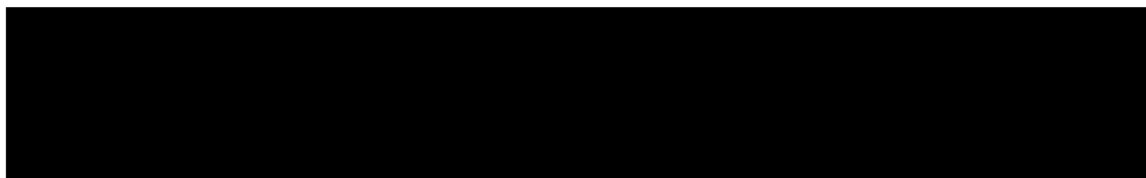
£ : p please specify

Total

£ 997.49 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 my duties as a Member of Parliament.

**Signature**

\_\_\_\_\_  \_\_\_\_\_ MP

**Date**

\_\_\_\_\_ 1/10/06 \_\_\_\_\_

✓

**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 electricity bill**

MR W M H SPICER

Date of issue **23 August 2006**

*Please pay*

£108.51

**Your electricity bill**

SIR MICHAEL SPICER MP

Date of issue **23 August 2006**

Please pay

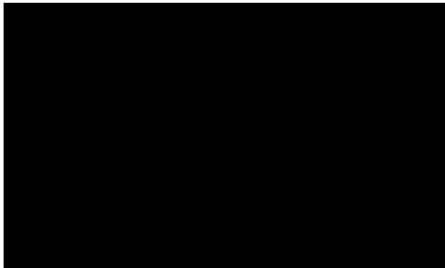
£21.48

Total  
# 129.99



28<sup>th</sup> September 2006

PAY FOR SEPTEMBER 2006



£210.60

20<sup>th</sup> September 2006 ✓

PAY FOR AUGUST 2006(Gardening)

EXPENSES

£4.50 (Petrol for lawnmower) ✓

**TOTAL PAY**

£267.54

£ 4.50

-----  
£272.04

COPY





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

SIR MICHAEL SPICER MP

Constituency

WEST WORCESTERSHIRE

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 01/08/06 to 31/08/06 ✓ ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 250.00 p council tax ✓

Telephone and telecommunications

£ : p

Cleaning

£ 270.00 p

Service/maintenance

£ 318.50 p Gardening

Repairs/insurance/security

£ : p

Other

£ 68.00 p ✓

▶ please specify

Window cleaners

Other

£ 107.00 p ✓

▶ please specify

Supply of fit Roller Blinds

Other

£ : p

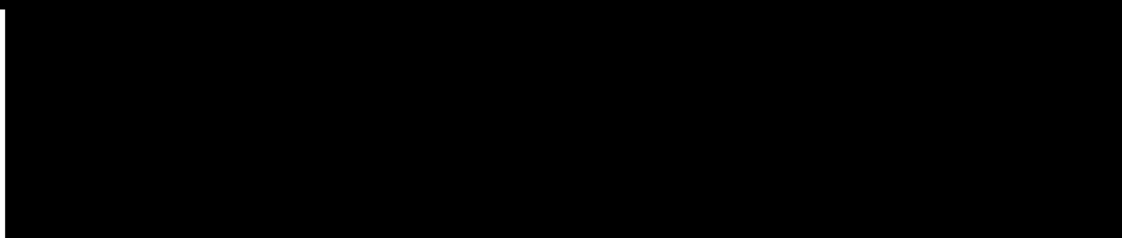
▶ please specify

Total

£ 1,013.50 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**

1/9/06

**Data protection**

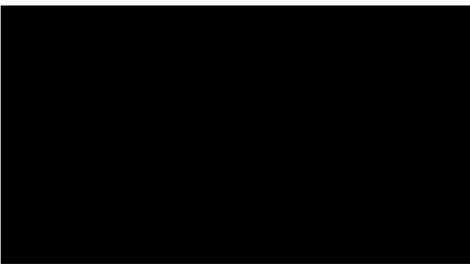
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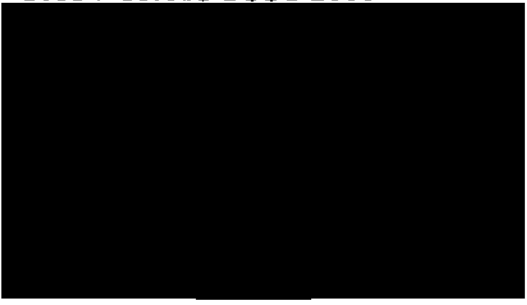
**Send your completed form to**

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



22<sup>nd</sup> August 2006 ✓

PAY FOR AUGUST 2006



£210.60



22<sup>nd</sup> August 2006 ✓

PAY FOR JULY 2006(Gardening)



£248.43

RECIPT

AUG-18/06

FROM:

TO:

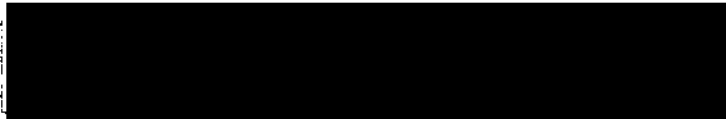
WINDOWS CLEANED OUTSIDE

49.00

19.00

68.00

✓



✓ Date  
22 August 200

To supplying and fitting:-

2 No. Roller Blinds in Carnival Marachino

Price including all materials and labour. ....

£167 00 ✓



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

SIR MICHAEL SPICER

Constituency

WEST WORCESTERSHIRE

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 01 / 07 / 06 to 31 / 07 / 06 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p ✓

Council Tax/Rates

£ 250 . 00 p council tax

Telephone and telecommunications

£ : p

Cleaning

£ 277 . 50

Service/maintenance

£ 654 . 26 p GARDENING \*

Repairs/insurance/security

£ 370 . 00 p Repairs/maintenance

Other

£ 39 . 95 p please specify new telephone

Other

£ : p please specify

Other

£ : p please specify

Total

£ 1,591 . 71 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

\_\_\_\_\_ 3/17/06 ✓

**Data protection**

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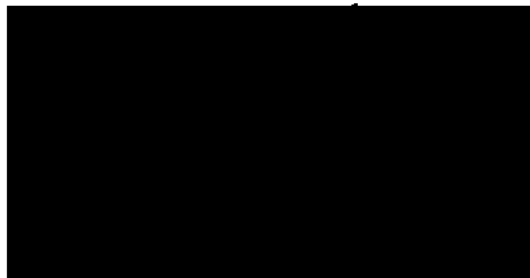
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Send your completed  
form to

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





25<sup>th</sup> July 2006

PAY FOR JULY 2006

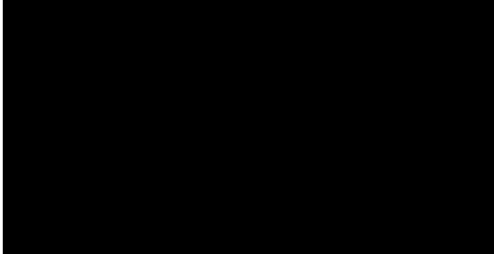


£216.45



27<sup>th</sup> July 2006 ✓

PAY FOR JUNE 2006(Gardening)



£218.40

EXPENSES

£9.65 (Petrol for lawnmower)

**TOTAL PAY**

£218.40

£ 9.65

----- ✓  
£228.05

Date  13th July 2006  
 Invoice Number

**INVOICE**

CUSTOMER ORDER NUMBER :  CONTRACT ORDER NUMBER:

DESCRIPTION OF SERVICE :-		Price (£)
Period 8/6/05 to 13/7/06		
Labour @ <input type="text"/>		
1	<input type="text"/> Garden maintenance	51.70
	<input type="text"/> Supply petrol (Pasquali)	19.01
2	<input type="text"/> Garden maintenance	51.70
3	<input type="text"/> Garden maintenance	23.50
4	<input type="text"/> Garden maintenance	23.50
5	<input type="text"/> Garden maintenance	56.40
	<input type="text"/> Garden maintenance	18.80
Labour @ <input type="text"/>		
6	<input type="text"/> Garden maintenance	40.00
7	<input type="text"/> Garden maintenance	30.00
8	<input type="text"/> Garden maintenance	50.00

VAT Reg. No

Value (£)
364.61

Total

364.61

VAT

17.50%

N/A

Payable

364.61

[Redacted]

[Redacted]

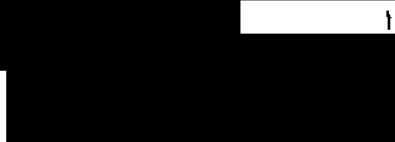
Dear Mr. [Redacted]  
[Redacted] finished the final part  
of the work to-day i.e. [Redacted]

[Redacted]

370.

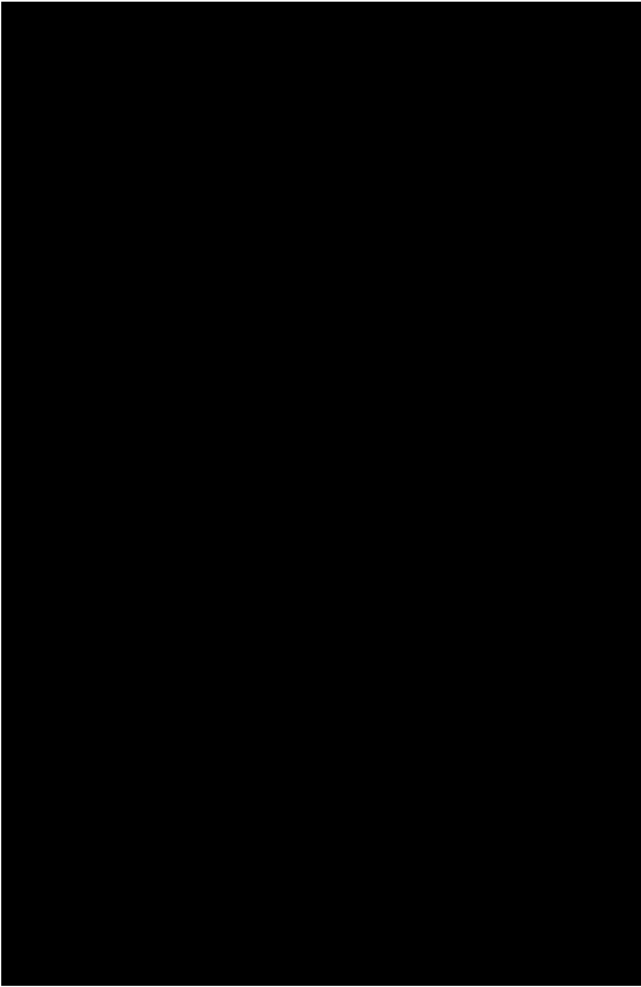
✓

1000



1 39.95

TOTAL 39.95





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

SIR MICHAEL SACCAE MP

Constituency

WEST WORCESTERSHIRE

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 01 / 06 / 06 to 30 / 06 / 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 250 . 00 p / council tax

Telephone and telecommunications

£ : p

Cleaning

£ 285 . 00 p / cleaning

Service/maintenance

£ 193 . 87 p / carpentry/repairs

Repairs/insurance/security

£ : p

Other

£ 766 . 01 p / please specify Gardening

Other

£ 2,795 . 00 p / please specify Decorating

Other

£ : p / please specify

Total

£ 4,289 . 88 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

1/07/06

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**Send your completed  
form to**

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





26<sup>th</sup> June 2006

PAY FOR JUNE 2006



£222.30

[REDACTED]

Sir Michael [REDACTED]

Em [REDACTED]

[REDACTED]

[REDACTED]

INVOICE

To

Cut out decayed door frame head to outhouse at [REDACTED] Manor.

Replace with new timber and make good to brickwork above. £ 150.00

Replace [REDACTED] window fastener in [REDACTED] £ 15.00

£ 165.00

[REDACTED]

£ 28.87

£ 193.87

✓

[REDACTED]

[REDACTED]

Date

7th June 2006

# INVOICE

Sir Michael Spicer

CUSTOMER ORDER NUMBER :  
DESCRIPTION OF SERVICE :-

CONTRACT ORDER NUMBER:

VAT Reg. No

Period 5/12/05 to 7/6/06

Labour @

		Price (£)
1	Garden maintenance	68.15
	Supply petrol (Pasquali)	22.00
	Supply two-stroke oil	3.00
2	Garden maintenance	28.20
3	Garden maintenance	37.60
4	Garden maintenance	32.90
5	Garden maintenance	37.60
	Supply petrol (Pasquali)	21.30
6.	Garden maintenance	47.00
7	Garden maintenance	21.15
8	Garden maintenance	49.35
9	Garden maintenance	32.90

Value (£)

401.15

Total

401.15

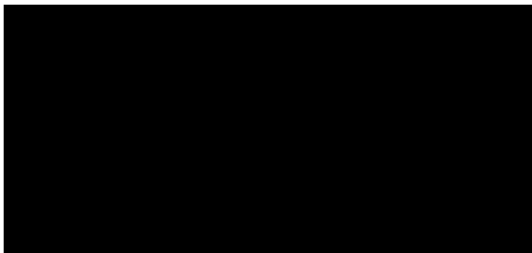
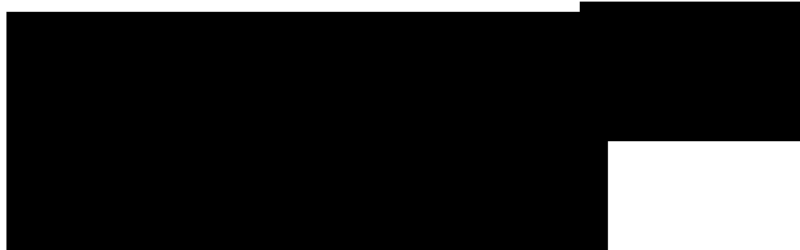
VAT

17.50%

N/A

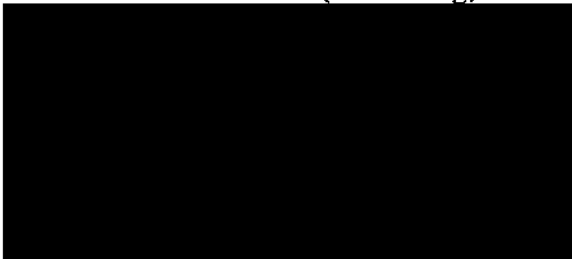
Payable

401.15



16<sup>th</sup> May 2006

PAY FOR MAY 2006(Gardening)



**£273.00**



**EXPENSES**

£4.80 (6 tomato plants)

£6.66 (2 bags of compost)

£3.40 (12 8ft canes)

-----  
£14.86

**TOTAL PAY**

**£273.00**

**£ 14.86**

-----  
**£287.86**

Spicer

Invoice No. [REDACTED]

9 June 2006

# INVOICE

[REDACTED]

For decoration works to bedroom and all exterior decorations, as per my quotations (copies enclosed).

For the sum of: . . . . . £2745.00

*Plus extras:-*

1. Extra works carried out to exterior window of right-hand bedroom, above Laundry Room, prepared and decorated in undercoat and gloss paint finish.

For the sum of: . . . . . £30.00

2. Supply and fit new catches to Drawing Room shutters.

For the sum of: . . . . . £20.00

**TOTAL INVOICE:** . . . . . £2795.00

[REDACTED]



Member's claim form

About filling in this form

- For details of costs you can claim for, see Green Book section 1.
If you have any doubt about whether you can claim for a cost please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SIR MICHAEL SPICER

Constituency

WEST WORCESTERSHIRE

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 01/05/06 to 31/05/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 315.45 p electricity

Council Tax/Rates

£ 250.00 p council tax

Telephone and telecommunications

£ : p

Cleaning

£ 247.50 p

Service/maintenance

£ 1,195.91 p service oven

Repairs/insurance/security

£ 119.85 p tv aerial

Other

£ 349.00 p please specify Gardening

Other

£ : p please specify

Other

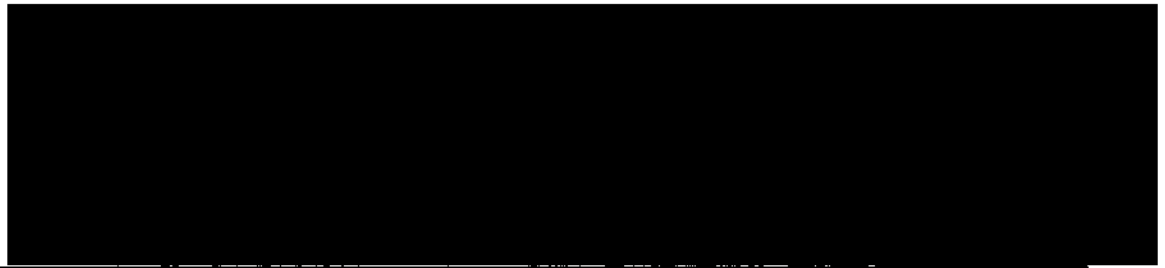
£ : p please specify

Total

£ 2,477.71 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**

\_\_\_\_\_ 11/06/06 \_\_\_\_\_

**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 electricity bill**

Date of issue **24 May 2006**

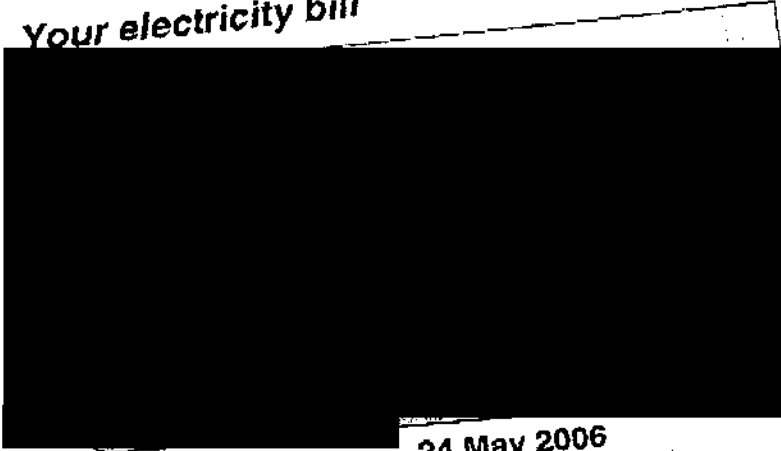
Please pay

£244.57

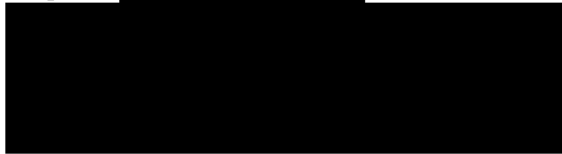
Total paid  
£315.45



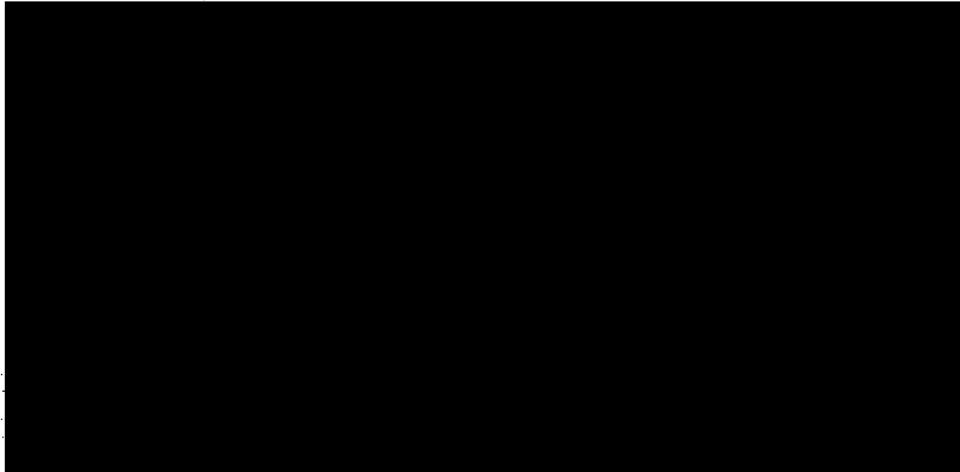
Your electricity bill



SIR MICHAEL SPICER MP



Date of issue 24 May 2006



Please pay

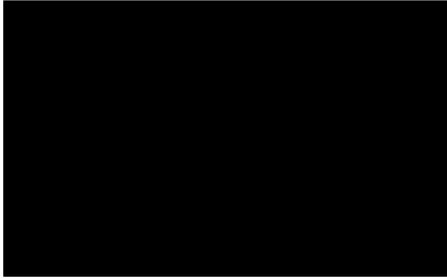
£70.88





26<sup>th</sup> May 2006

PAY FOR MAY 2006



£193.05

Invoice to

Sir Michael Spicer

Invoice No. [REDACTED]

Date 08/05/2006

Order No.

Account No. [REDACTED]

Quantity	Details	Unit Price	Net Amount
	20 Year Guarantee Flue System.		
1.00	150 Liner Adaptor Class 1	25.39	25.39
8.00	Metre x 150 Liner Class 1 (904)	49.13	393.04
1.00	150 Plate & Clamp Class 1	17.63	17.63
1.00	150 Rain Cowl Class 1 Liner	21.03	21.03
10.00	Bags of Vermiculite	11.00	110.00
1.00	Register Plate & Fixings	45.00	45.00
1.00	Flue Data Plate & Notification Certificate (HETAS)	7.50	7.50
1.00	Tin of HT Spray Paint	7.75	7.75
1.00	Labour Cost for the Installation.	320.00	320.00
	Additional materials etc extra to above quote		
4.00	Bags of Vermiculite	11.00	44.00
1.00	Stove Door refurb	26.45	26.45



Total Net Amount 1,017.79  
Carriage Net 0.00  
Total VAT Amount 178.12  
Invoice Total 1,195.91

Invoice

Mr. Michael Spices 5 5 2006 ✓

	£	p
Remove old aerial system		
Softiv to existing download		
18 element wideband TV aerial system complete	102	-
FVAT	17	85
Installation & gutting	119	85

Due within 7 Days

16<sup>th</sup> May 2006

PAY FOR APRIL 2006 (Gardening)



EXPENSES

£10.00 (petrol for lawn mower)

£10.00 (3 bags of compost)

-----

£20.00

**TOTAL PAY**

**£256.62**

**£ 20.00**

-----

**£276.62**



Additional Costs Allowance

CAZ

Member's claim form

9002 24.1.00

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

SIR MICHAEL SPICER

Constituency

WEST WORCESTERSHIRE

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 01/04/06 to 02/05/06.

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 249.57 p council tax.

Telephone and telecommunications

£ : p

Cleaning

£ 232.50 p

Service/maintenance

£ 175.00 p Plumbing/heating maintenance

Repairs/insurance/security

£ 2,278.36 p Home INSURANCE

Other

£ 1,147.89 p please specify GARDENING.

Other

£ 782.46 p please specify OIL FOR HEATERS

Other

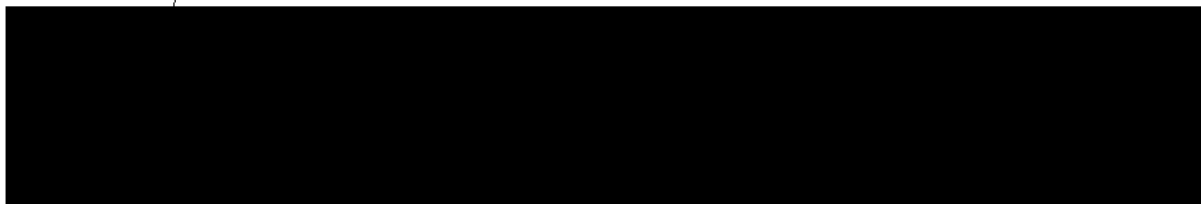
£ 211.50 p please specify REPAIRS TO LAWNMOWER

Total

£ 5,077.28 p

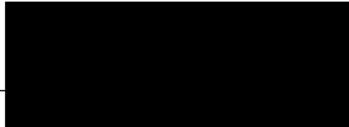
**Details of second home** *if applicable*

**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**

\_\_\_\_\_ 7/5/06 \_\_\_\_\_

**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



27<sup>th</sup> April 2006



PAY FOR APRIL 2006



	£
Gross	232.50
NI	-
Tax	51.15
	<hr/>
	£181.00



Spicer

To install new immersion heater in hot water cylinder. To disconnect supplies to gas water heater. As quoted £100-00

To rewasher kitchen sink tap.  
To refill water systems in cottage.

Total 175-00

Sir W M H Spicer

Policy Number

Date:

11 April 2006

Dear Sir Spicer

**Annual Premium**

Amount Due inc. Insurance Premium Tax

**£1,908.81**

*\* For your protection, we may record and monitor calls.  
\* Calls charged at national rate.  
Authorised and regulated by the Financial Services Authority.  
A member of the Association of British Insurers.*

Legal & General Insurance Limited  
Registered in England No. 423930  
Registered Office: Temple Court,  
11 Queen Victoria St.

www.legalandgeneral.com

Policy Number:

Date:

11 April 2006

Dear Sir Spicer

**Annual Premium**

Amount Due inc. Insurance Premium Tax

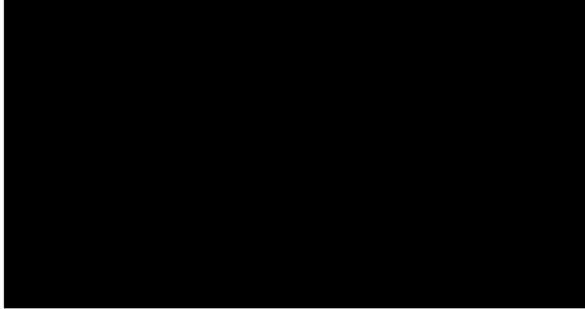
£369.55

\* For your protection, we may record and monitor calls.  
\* Calls charged at national rate.  
Authorised and regulated by the Financial Services Authority.  
A member of the Association of British Insurers

Legal & General Insurance Limited  
Registered in England No. 423930  
Registered Office: Temple Court,  
11 Queen Victoria Street, London EC4N 4TP



PAY FOR MARCH 2006(Gardening)



EXPENSES

£24.92 (Selection of herb plants)

£ 8.97 (36 Geranium plants)

-----

£33.89

**TOTAL PAY**

£191.10

£ 33.89

-----

£224.99

FROM : SIR MICHAEL SPICER

Dear [REDACTED]

Thanks for the previous  
cheque for [REDACTED]

Phase II is complete for

£239. Please may I have cash for  
this payment as mine agreed I could  
have some cash.

The final payment which will  
be complete in a week weather permitting  
will be £370. This can be a cheque of

Summary Phase I 260  
" II 239  
" III 370  
Total £869

Date 22/03/2008

SOLD TO:  
SIR MICHAEL SPICER MP %

Account No. Date Delivered Delivery Note No. Vehicle Reg. No. Order No.

Description	Quantity	Unit Price	Value	VAT Rate	VAT
Thermo Premium THIS FUEL IS NOT TO BE USED AS ROAD FUEL					37.26

Sir Michael Spicer.

Date:  
Invoice No  
Ref:

Description	£
Service to your [redacted] mower. Have replaced all filters, plug, oil and drive disc: NB: the cutting deck has become perforated and needs to be replaced at next service. Parts and labour	180.00

	180.00
Ve	31.50
£	211.50