

Your details

Additional Costs Allowance

ACA2

Member's claim form

MCK MERBERT

carg : _ _ _ 3

Page 1 of 2

About filling in this form

Name

- 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.

in CAPITAL LETTERS. Constituency	ARUMBEL & SOUTH DOWNS							
Claim details								
You can only claim for	additional to enable	e you to stay ove	lly, exclusion	vely and necessarily ay from your only or Parliamentary duties	main home			
Please list		costing £250 or receipts are no		l include receipts – e	except for food,			
Please attach	■ receipts	or invoices for a	ny hotel c	ost even if it is less t				
Period of claim				to 22	, 9 , 2005 X 15.			
Total cost of hotel stays attach all receipts		:	р					
Mortgage payments (interest only) or rent	$\frac{1}{\epsilon}$ $\frac{2}{2}$	500 : 00	9 Р 🖺	> 1100 Rende				
Food	£	:	<u> </u>					
Utilities	£	:	Þ					
Council Tax/Rates	£	<u> </u>	p					
Telephone and telecommunications	E	:	p					
Cleaning	£	:	р					
Service/maintenance	£	:						
Repairs/insurance/ security	<u>E</u>	;	р					
Other	£	:	<u>p</u>	please specify				
Other	l E	:	p	please specify	<u> </u>			
Other	£	:	<u> </u>	please specify				
Total	£ (500 . 00			continued on page 2			



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

1 Ocholor 2005

Data protection

Signature

Date

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.

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Send your completed form to

Validation Team, Operations Directorate,



Additional Costs Allowance



Member's claim form

05/06.

About filling in this form

For details of costs you can claim for see Green Book sect

If you have any doubt about whether you can claim for a coplease call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

NICK HARBERT

ARVINER & SNIM DOWNS

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	lai				
				а .	

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

Tota!

all items costing £250 or more and include receipts - except for food,

for which receipts are not required.

£10,825: 00 p

Please attach

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

£	* *	p	
£	:	p	
ţ	<u>:</u>	<u> </u>	
£	:	p	
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£		P_	
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E 150	. 00	p please specify	NET VALUATION PET
£ (0,000	. 00	p please specify	STAMP OUTY
	£ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £	E : E : E : E : E : E : E : E :	£ : p £ : p

COMPLETION STATEMENT AS OF 31 MARCH 2006

	,,,, ,		
	£	£	
Purchase price		490,000.00	
Plus:			
Stamp Duty Land Tax	14,700.00	£10,000	clai
and Registry fees	220.00		
Bankruptcy search	4.00		
Land Registry Priority Search	4.00		
Searches	268.23		
Land Registry search fees	8.00		
Bank Transfer fee	29.38		
Funded by:			
Deposit received	24,500.00		
Mortgage advance	465,470.00	489,970.00	
Amount	need to complete	£15,263.61	

- Paid 1-470
3/2/06
UESS repayment on completion (1:320)

-> NET PAYMENT: \$150

21. 3. 06 1= 15.263.61

8. What fees must you pay? Non Refundable Fees payable to Accord Mortgages	Fee Amount
Product Arrangement Fee paid on completion You have asked for this fee to be added to the loan	£495
Basic Valuation Fee Paid At Application	£470
Current Redemption Administration Fee payable on full repayment of the loan before the end of the term.	£199
CHAPS fee - for the electronic transmission of the loan amount to our legal adviser paid on completion	£30
Other Fees	
Legal Fees - payable on or before completion. Please note, the figure quoted here is an estimate and only covers part of the costs of the legal work that you might need to pay	£117

- Paid 1-1
3/2/06
Will report
completion
A MET PM \$150

30 January 2006

Mr N Herbert

	Fcc £	VAT £	Total £
To: taking your instructions, attending at the property and carrying out a survey of the general state and repair of the building and reporting to you thereon in duplicate, subject to certain limitations more particularly as set out in our report.	_		
Special fee and as agreed	574.47		
Out of pocket expenses, travelling, telephone and photo copying etc. (no charge to this account)	nil		
Total:	574.47	100.53	675.00

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

215/06 Date

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Additional Costs Allowance

05/06.

Member's claim form

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- If you have any doubt about whether you can claim for a or please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

MUK HERBERT

ARVMORT & SOUTH HOWNS

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	2111	П		-		

You can only claim for

costs you have actually paid

E1,240:75

Total

 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	fra nci 	12 ,	3/	06	ta 31 / 3 / 06
otal cost of hotel stays attach all receipts	_£		: _	ρ	
Mortgage payments (interest only) or rent	<u> </u>	840	<u>; </u>	-9 p	
Food	£	<u></u>	:	p	
Utilities	3	400	; (0 o	
Council Tax/Rates	£	-4174-11- <u></u>	:	_p	
Telephone and telecommunications	<u> 2</u>	······································	<u>:</u>	p	
Cleaning	£		<u>:</u>	<u>q</u>	
Service/maintenance	£	·	:	<u>_</u>	, .
Repairs/insurance/ security	£		,	Þ	
Other	£		:	<u> </u>	please specify
Other	£		:	р	picase specify
Other	£		:	р	please specify

Page 2 of 2

Details of second h

Address of second home for Additional

Costs Allowance

Declaration

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

Signature

Date

7 (5/06

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MP

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Send your completed

form to

Validation Team, Operations Directorate,



06 April 2006

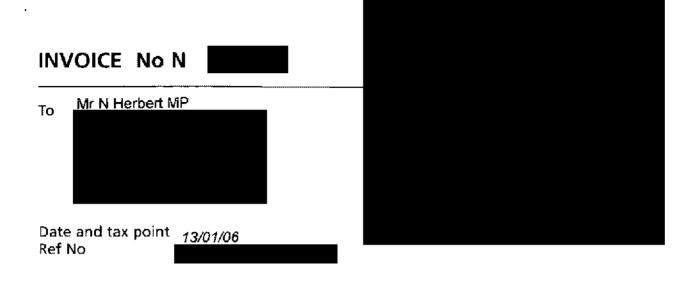
Dear Mr Herbert

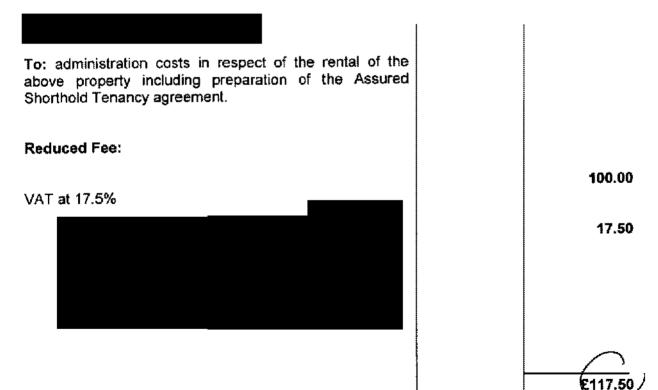
We write to you following the expiry of your tenancy at the above mentioned property and herewith outline the final damages claim due from the deposit.

OIL

£ 400.00

TOTAL AMOUNT £ 400.00





Your Ref:

Nicholas Herbert MP

Acting as Agents for:

Due Date	Tan Point Detail	Amgunt VAT Code
12/02/06	***ARREARS AND PREVIOUSLY DEMANDED Monthly Rent FROM 12/02/06 TO 11/03/06) ITEMS*** 1100.00
	BALANCE BROUGHT FORWARD	1100.00
12/03/06	***THIS DEMAND*** Monthly Rent FROM 12/03/06 TO 31/03/06	723.29

Code

Net

TAV

NET	1823.29
ADD VAT	0.00
AMOUNT DUE	1823.29



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Additional Costs Allowance

AGA2

Member's claim form

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Page 1 of 2

continued on page 2

About filling in this form

- 簡 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	MI	uk neke	PrRT	OVTH DOWNS
in CAPITAL LETTERS	A	RUMBER	& so	OVTH DOWNS
Constituency	<u> </u>	*****		
Claim details				
You can only claim for	_	u have actually		in the second or accommodate in the control of
	to enabl	e you to stay ov	ernight aw	sively and necessarily incurred vay from your only or main home ir Parliamentary duties.
Piease list	圖 all items	costing £250 c	r more and	d include receipts – except for food,
Please attach		h receipts are n or involces for	•	d. cost even if it is less than £250.
			•••••••••	
Period of claim	12 trom	, 02 ,	06	Lto 11 , 03 , 06
Total cost of hotel stays attach all receipts	Ē	:	р	
Mortgage payments (Interest only) or rent	ι <mark>ε Ι,</mark>	100 : 0	o p	
Food	£	:	р	
Utilities	<u>£</u>	<u>:</u>	<u> </u>	
Council Tax/Rates	£	;;	ρ	
Telephone and	£	:	p	
telecommunications Cleaning	٤	:		
Service/maintenance				
	<u>£</u>		<u> </u>	
Repairs/insurance/ security	£	<u> </u>	<u> </u>	
Other	L <u>£</u>	:	<u>p</u>	please specify
Other	E	:	р	please specify
Other	LE	:	p_	please specify

£ 1,100 : 00

Total

Page 2 of 2

Address 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

- MP

Data protection

Signature

Date

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Send your completed form to

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

Your Ref: Acting as Agents for: Nicholas Herbert MP Due Date-Tax Point Detail Amount VAT Code ***ARREARS AND PREVIOUSLY DEMANDED ITEMS*** 12/01/06 Monthly Rent 1100.00 FROM 12/01/06 TO 11/02/06 ______ BALANCE BROUGHT FORWARD 1100.00 ***THIS DEMAND*** **X**12/02/06 1100.00 Monthly Rent FROM 12/02/06 TO 11/03/06 VAT NET 2200.00 Net Code ADD VAT 0.00 AMOUNT DUE 2200.00

CORRECTION TO GENERAL LE	DGER
<u> </u>	2 (3 1 1 1 1

Prepared by: (print and sign) Shame Shah	S' ACCOUNT
C	
Authorised by: Iponi and sign) And Marin	
Date: 02/03/2006 MEMBERS' VOTE	

	Transfer	Account								Debit	Credit
Σ	Description	Code	Cost Centre	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Cat 7	£	£
Transfer From	to Nick HerbertMP								ļ	·	5,500.00
Transfer From	to Nick HerbertMP							***************************************		5,500.00	
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		•									
			 					<u> </u>			

	l	
Total	5,500.00	5,500.00
h	II	_

All backing documentation must be attached to this form and filed in the Correction Journal file.							
		Transaction Reference:					
Date received:	Input by: (Signature)						
Date Input onto Computer:	Checked by: (Signature)						



Additional Costs Allowance

SS AGAZ

Member's claim form 31 JAN 2006

Page 1 of 2

About filling in this form	For details of the second in t	ny doubt ai	bout wheth					
Your details	prease can v.	ZU 72 13 13	·····					
Name in CAPITAL LETTERS Constituency	NICH ARV	K HEI NDER	RBTR & J	TOUTH	lon	N		
Claim details								
You can only claim for	costs you have additional expenses to enable you for the purpo	penses who u to stay over	olly, exclusiv ernight awa	ay from you	r only or m	ain home		
Please list	all items cost for which rec				ceipts – ex	cept for food	,	
Please attach	题 receipts or in	voices for a	any hotel co	ost even if i	t is less th	ian £250.		
Period of claim	[from /2 /	<i>t</i> ,	06	<u> ta</u>	11 1	2,	06	************
Total cost of hotel stays aftech all receipts	£	:	p	_				
Mortgage payments (interest only) or rent	£ /, / 0	0 ; 0	0 p.~/					
Food	£		p					
Utilities	£	:	р					
Council Tax/Rates	£		р					
Telephone and telecommunications	Ę	:	<u> </u>					
Cleaning	£		p					
Service/maintenance	£	:	p					
Repairs/Insurance/ security	1. £	:	p					
Other	ı £	:	p) piease	specify	1		

Total

£

p

please specify

p

please specify

p

please specify

continued on page 2

Page 2 of 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

Signature L

Data protection

Date

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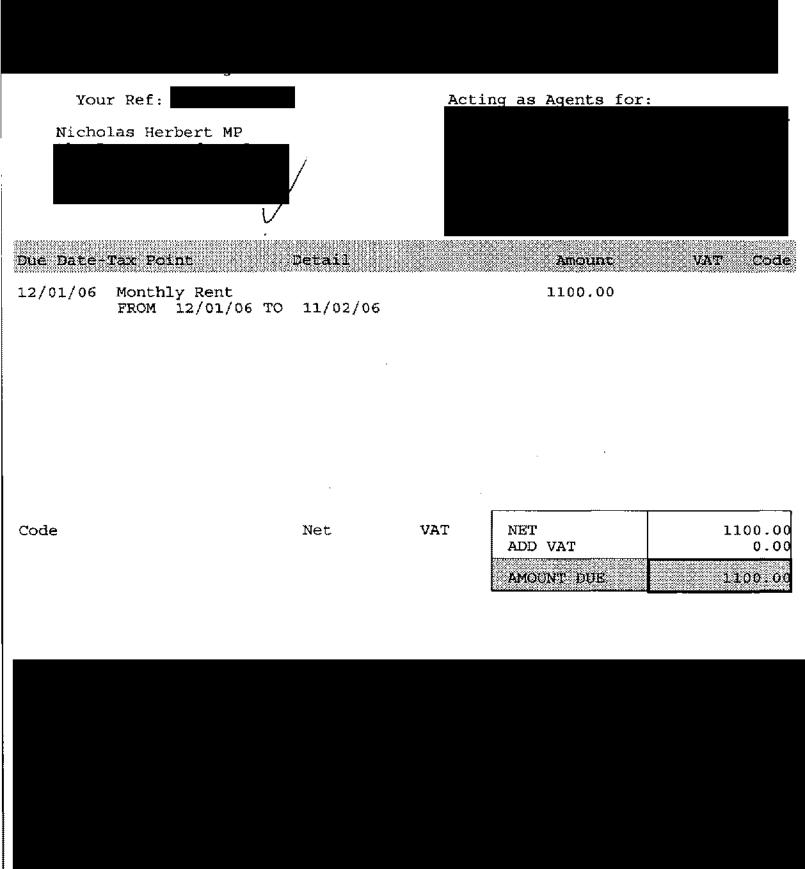
MP

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Send your completed form to

Validation Team, Operations Directorate.





Your details

Additional Costs Allowance

ACA2

Member's claim form

S 8 NOA 5002

Page 1 of 2

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.

Name	NICH	C HER	ber 7			- 	
in CAPITAL LETTERS Constituency	ARU	Mel	f s	in th	s was		
Claim details							
You can only claim for	圈 costs you h	ave actually pa	-id				
Too can only claim for	additional e to enable you	• •	y, exclusive night away	y from your on	ly or main ho		
Please list	all items co for which re	sting £250 or r eceipts are not		include receipt	ts – except fo	or food,	
Please attach	≅ receipts or i	invoices for an	y hotel co	st even if it is	less than £2	50.	
	2.7	, (1 , (a (5 ,12	ده	······································
Period of claim	from			Lta / J			
otal cost of hotel stays attach all receipts	L E		р				
Mortgage payments (interest only) or rent	E 6	87:13	<u> </u>				
Food	£		<u> </u>				
Utilities	£		p				
Council Tax/Rates	£	:	P_				
Telephone and telecommunications	£	<u>.</u> :	р				
Cleaning	£	2	р				
Service/maintenance	£	<u>:</u>	p				
Repairs/insurance/ security	£	:	p				
Other	£	:	р	please sp	ecify L		
Other	ΓĒ	:	р	please sp	ecify		
Other	ſ Ĕ	:	р	please sp	ecily [
Total	€ 68	87:13	Р			conti	nued on page 2

age 2 of 2

Details of second

Address of second home

for Additional Costs Allowance

Declaration

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

Signature

Date

28/11/05

Data protection

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Validation Team, Operations Directorate,

Your Ref:

Nicholas Herbert

27/11/05 Monthly Rent FROM 27/11/05 TO 15/12/05

Due Date-Tax Point

687.13

Code

Net

TAV

NET	687.13
ADD VAT	0.00
AMOUNT DUE	687.13

Ampunt VAT Cod



Your details

Additional Costs Allowance

22 NOV 2005



Member's claim form

Page 1 of 2

About filling in this form

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

Name	, NICK HORBERT	
in CAPITAL LETTERS Constituency	ARUNDEL & SOUTH JOWN	<u>(</u>
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 ho for the purpose of performing your Parliamentary duties. 	
Please list	all items costing £250 or more and include receipts – except for for which receipts are not required.	or food,
Please attach	☐ receipts or invoices for any hotel cost even if it is less than £25	59.
Period of claim	[from 28 , 10 , 2005 to/27 , 11	, 2005
Total cost of hotel stays attach all receipts	<u>£</u> : <u>p</u>	
Mortgage payments (interest only) or rent	£ 1, 100 : 00 p	
Food	<u>£</u> : p	
Utilities	<u>ξ</u> : 'ρ	
Council Tax/Rates	<u>£</u> ; <u>p</u>	
Telephone and telecommunications	<u>£ - · · · · · · · · · · · · · · · · · · </u>	
Cleaning	£ ; p	
Service/maintenance	[4]	
Repairs/insurance/ security	<u>E</u> : p	
Other	£ : p please specify	
Other	£ : p please specify	
Other	£ : p please specify	
Total	£ 1, 100 : 00 p	continued on page 2

Page 2 of 2

Details of second home if and least

Address of second home for Additional Costs Allowance

Declaration

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Signature

21 Mentin 2005

Date

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Validation Team, Operations Directorate,

CORRECTION TO GENERAL LEDGER

Finance and Administration R	leason for Amendment:	Transfer of Agency Staff cost for Nick Herbert MP from 06/07	7 Staffing
Prepared by		budget to 05/06 Staffing budget	
Authorised			
Date: 16/06/2006			

Transfer	Account				·				Debit	Credit
Description	Code	Cost Centre	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Cat 7	£	£
Credit to 06/07 Staffing budget (trans no 244873)										2,000.00
Debit to 05/06 Staffing budget (trans no 244873)							<u>.</u>		2,000.00	
								_		
			-							····
						<u> </u>	<u> </u>			

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Proto1	2,000,00		2,000.00
From	2,,000.00		Z,\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\

			Transaction Reference:
Date received:	Input by: (Signature)		
Date Input onto Computer:	Checked by: (Signature)	*** *** * ** * ** * ** * * * * * * * *	