

I wish to claim reimbursement of the following amounts in respect of additional costs which I have necessarily incurred for overnight stays away from my main home (as notified to the Fees Office) on Parliamentary duties during the period from 01/04/04 to 30/09/04..... made up as follows:-

Hotel Accommodation £

Residential Accommodation £

- (i) Rent/Rates 100.00
- (ii) Heat and Light
- (iii) Telephone
- (iv) Cleaning
- (v) Repairs and Maintenance
- (vi) Other (please specify)

Food £

Other Expenses (please specify)

 £

Total £ 100.00

Signed  M.P.

Print Name PATRICK MERUER OBE

Date 29/3/04 Constituency NEWARK

Mr P [REDACTED] Mercer

Property Ref : [REDACTED]

Invoice Number: [REDACTED]

Invoice Date : 01/04/04
(Tax point)

Dear Sir/Madam

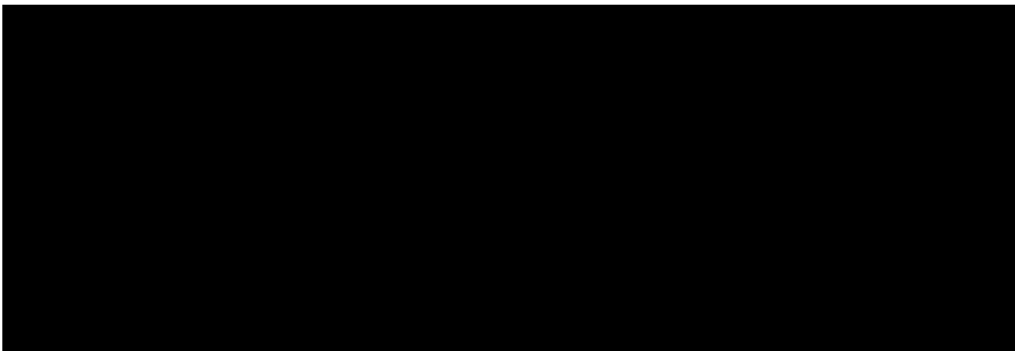
[REDACTED]

Ground rent is due to us on 01/04/04
and should be paid promptly.

The ground rent relates to the period from 01/04/04 to 30/09/04

Rent: 100.00

Total Due (£): 100.00



I wish to claim reimbursement of the following amounts in respect of additional costs which I have necessarily incurred for overnight stays away from my main home (as notified to the Fees Office) on Parliamentary duties during the period from 1.4.04 to 3.3.05 made up as follows:-

Hotel Accommodation

£



Residential Accommodation

£

(i) Rent/Rates

907.50

907.50

(ii) Heat and Light

.....

(iii) Telephone

.....

(iv) Cleaning

.....

(v) Repairs and Maintenance

.....

(vi) Other (please specify)

.....

£

Food

£

Other Expenses (please specify)

.....

.....

.....

.....

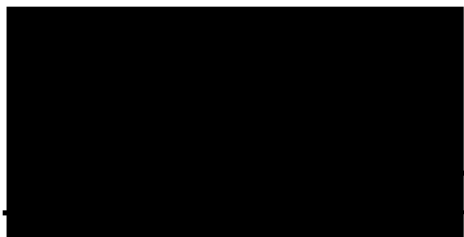
.....

£

Total £907.50



Signed



.....M.P.

Print Name

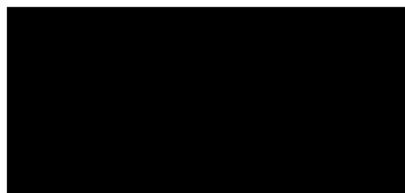
PATRICK MERCER

Date

22/03/04

.....Constituency

NEWARK

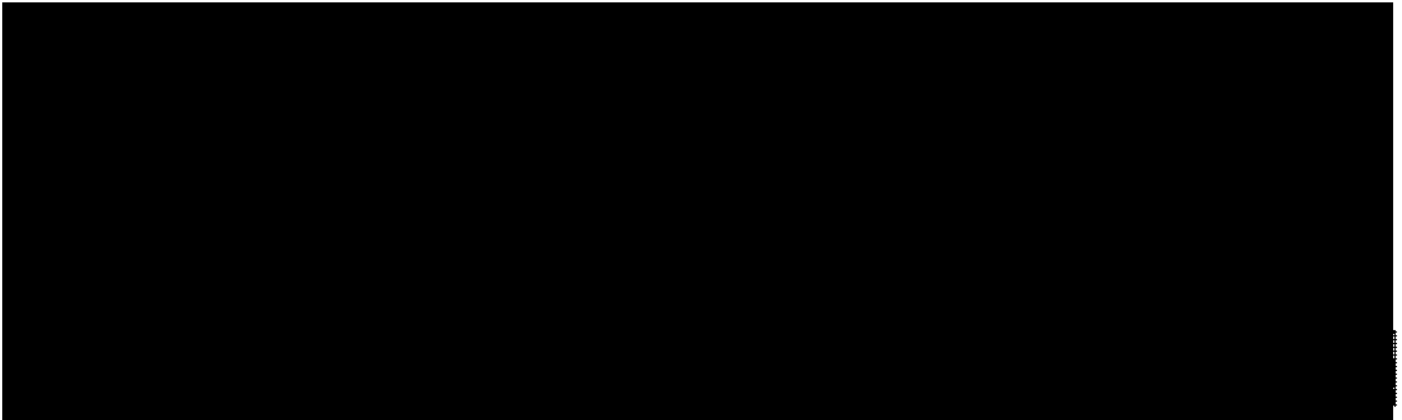


Date of Issue: 15-MAR-2004

MRS CJ MERCER	
[REDACTED]	
Account reference	[REDACTED]

Address of property (if different)	
[REDACTED]	
Property reference	[REDACTED]

**Council Tax demand notice
2004 to 2005**



Charge for Period 01-APR-2004 - 31-MAR-2005		1008.33
Adjustments	Period	
Discount 10% : 2nd Home/Company Property	01-APR-2004 31-MAR-2005	-100.83

[REDACTED]	Total	907.50
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I wish to claim reimbursement of the following amounts in respect of additional costs which I have necessarily incurred for overnight stays away from my main home (as notified to the Fees Office) on Parliamentary duties during the period from to..... made up as follows:-

Hotel Accommodation

£

Residential Accommodation

£

(i) Rent/Rates

.....

(ii) Heat and Light

33.73

(iii) Telephone

.....

(iv) Cleaning

.....

(v) Repairs and Maintenance

.....

(vi) Other (please specify)

.....

£

Food

£

Other Expenses (please specify)

.....

.....

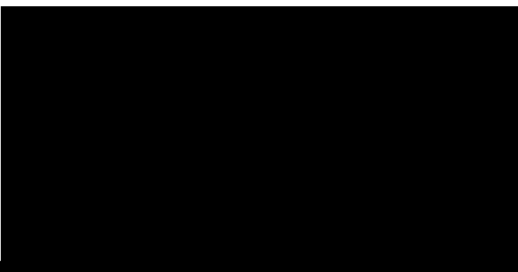
.....

.....

.....

£ 33.73

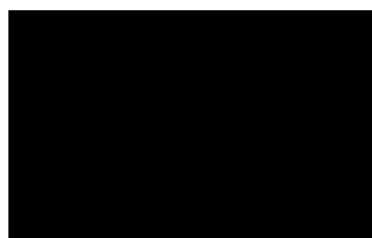
Total £ 33.73



Sign.....M.P.

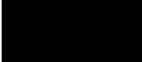
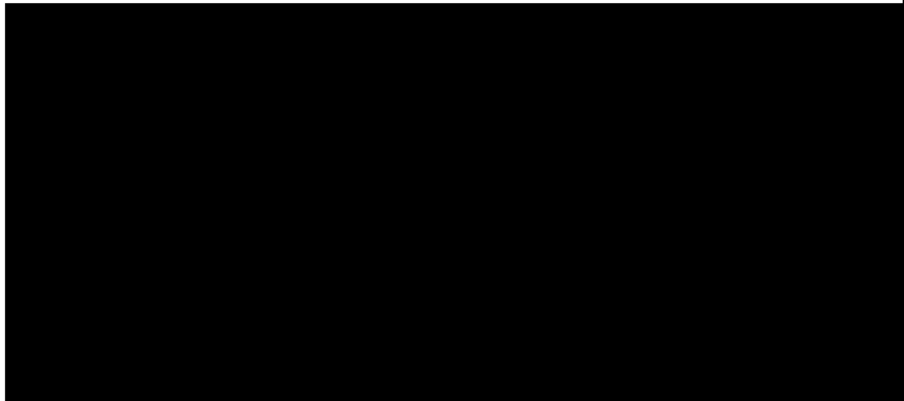
Print Name.....PATRICK MERCER OBE.....

Date.....10/5/04.....Constituency.....NEWARK.....



YOUR GAS BILL

29 April 2004



Mercer,

Your gas bill for this period is

£33.73

Please pay now. Thank you.



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

PATRICK MERGER OBE

Constituency

NEWARK

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.
- 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 1 / 1

to 1 / 1

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 56 : 62 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

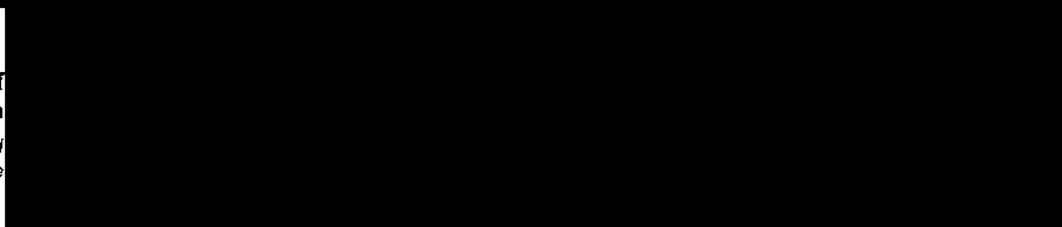
▶ please specify

Total

£ 56 : 62 p

Details of second home

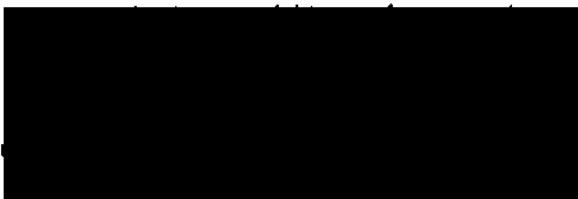
Address of
second home
for Additional
Costs Allowance



Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
[redacted] to maintain home for the purpose of performing

X Signat



MP

X

Date 27/5/04

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

Mr P Mercer

Date of Bill: 21 May 2004

Amount Due

Withdrawn Charges

Charges withdrawn against bill dated 17 May 2004

Charges	Vat Rate	Excluding VAT	
Electricity	5.0%	86.65 CR	86.65 CR



Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

PATRICK MERCER OBE

Constituency

NEWARK

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 1 / 1 to 1 / 1

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1509 : 98 p

Food

£ : p

Utilities

£ 28 : 94 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

£ 1538 : 92 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
[redacted] for main home for the purpose of performing

Signature

MP

Date

7 July 2004**Data protection**

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Send your completed
form to

Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

MERSEX

Electricity bill

22 June 2004

Please pay

£28.94

Please make sure your payment
reaches us within 14 days.

APPLICATION FOR RENTS DUE

Mercer

Date: 23 Jun 2004

Our Ref:

Page No: 1

Date	Description	Debit	Credit	Balance
	Balance Brought Forward	1,316.98		1,316.98dr
9 Jul 2003	Payment Received - Thank You		1,316.98	0.00
1 Jan 2004	Interim S/Charge 1 Jan 2004 to 30 Jun 2004	1,326.42		1,326.42dr
30 Jan 2004	Payment Received - Thank You		1,326.42	0.00
1 Jul 2004	Excess for y/e 31 Dec 2003	54.94		54.94dr
1 Jul 2004	Reserve Fund Special Call	128.62		183.56dr
1 Jul 2004	Interim S/Charge 1 Jul 2004 to 31 Dec 2004	1,326.42		1,509.98dr
	Amount Now Due			1,509.98dr



Member's claim for



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

PATRICK MERCER

Constituency

NEWARK

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.



Period of claim

from / /

to / /

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 19 28 : 69 94 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

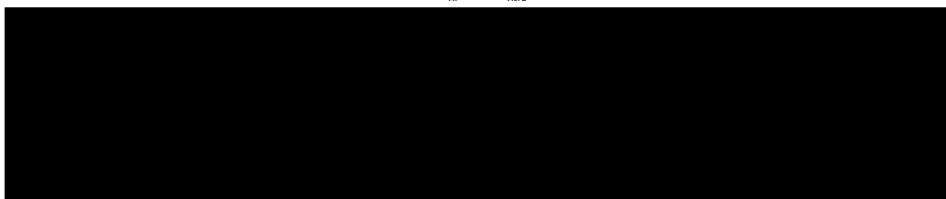
▶ please specify

Total

£ 48 : 63 p

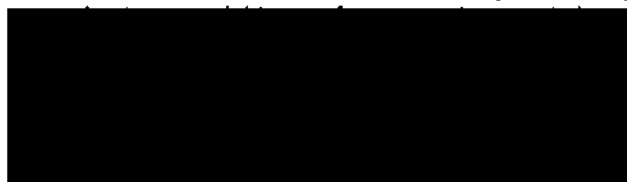
Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
for the purpose of performing

Signature



MP

Date

7/9/04

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

MERSER

*Amount
you owe*
£28.94

London Energy 0131 522 5000

YOUR GAS BILL

30 July 2004

side ① of 6

██████████ Mercer,

Your gas bill for this period is

£19.69

Please pay now. Thank you.

Pay now and save!



[REDACTED] MERCER

Sort No: [REDACTED]

22 August 2004

[REDACTED] MERCER

Mortgage Interest Rate Change Notification

The Society will be changing its base interest rates with effect from 1 September 2004. This will affect the rates that apply to your mortgage.

Your mortgage accounts are detailed below, showing the effect of this change. The monthly payment amount includes insurance premiums, where applicable.

<u>Account Number</u>	<u>Old Rate</u>	<u>New Rate</u>	<u>Monthly Payment</u>
[REDACTED]	4.79 %	5.04 %	£1,271.67

If you are paying by variable Direct Debit, the Society will collect the new payment automatically with effect from October.

If you are paying by fixed Direct Debit which is now less than the revised amount, please contact the Society so that an appropriate adjustment may be made.

No action is required if you are paying by fixed Direct Debit which is in excess of the revised amount. If you wish to amend your payment, please contact the Society with your revised instructions.

You will receive a further notification letter from the Society whenever future interest rate changes result in a change to the interest rate charged on your mortgage. Such notifications are always sent in strict date order with the latest dated being that applicable to you, should you receive more than one within a short time scale.



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

PATRICK MERLER OBE

Constituency

NEWARK

Claim details

Notes

You can only claim for

Please list

Please attach

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.
- all items costing £250 or more and include receipts – except for food, for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.



Period of claim

from 01 / 10 / 04

to 31 / 03 / 05

Total cost of hotel stays
attach all receipts

£ : p

~~Mortgage payments~~
(interest only) or rent

£ 100 : 00 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

£ 100 : 00 p

continued on page 2

Details of seco

Address
second hon
for Addition
Costs Allowan

Declaration

...ively and necessarily to enable
...ome for the purpose of performing

X

Signature

MP

Date

22 Sep 04

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 3859, 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

Mercer

Invoice Date : 01/10/04
(Tax point)

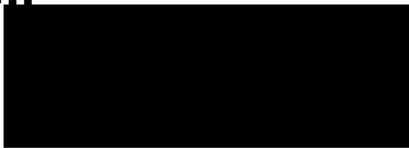
Dear Sir/Madam

Ground rent is due to us on 01/10/04
and should be paid promptly.
The ground rent relates to the period from 01/10/04 to 31/03/05

Rent:	100.00
<hr/>	
Total Due (€):	100.00
<hr/>	



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 PATRICK MERCER

Constituency NEWARK

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 / / to / /

Total cost of hotel stays £ : p
attach all receipts

Mortgage payments £ : p
(interest only) or rent

Food £ : p

Utilities £ 28 : 93 p

Council Tax/Rates £ : p

Telephone and telecommunications £ : p

Cleaning £ : p

Service/maintenance £ : p

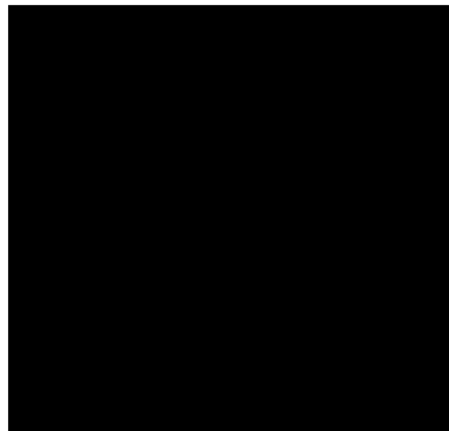
Repairs/insurance/security £ : p

Other £ : p ▶ please specify _____

Other £ : p ▶ please specify _____

Other £ : p ▶ please specify _____

Total £ 28 : 93 p



Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

I confirm that the information provided is true and necessarily to enable
me to claim the allowance for the purpose of performing
my duties.

X Signature

MP

Date

12 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.

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Send your completed
form to

Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Electricity bill

24 September 2004

MERSER

Please pay

£28.93



Member's claim for

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book*
- If you have any doubt about what you can claim for, please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS

PATRICK MERCER DBE

Constituency

NEWARK

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.
- 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 1 / 1 to 1 / 1

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 17 : 15 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

£ : p

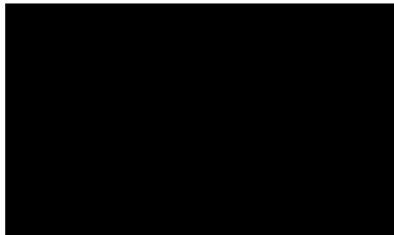
Details of second home *if applicable*

Address
second home
for Additional
Costs Allowance

Declaration

I declare that the above information is true and correct and that I use the second home wholly, exclusively and necessarily to enable me to perform my only or main home for the purpose of performing my duties for the House of Commons.

Signature



MP

Date

2/11/04

Data protection

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Send your completed form to

Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

YOUR GAS BILL

27 October 2004

 Mercer,

Your gas bill for this period is

£17.15

Please pay now. Thank you.

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

Declaration

Signature

wholly, exclusively and necessarily to enable
only or main home for the purpose of performing
st.

MP

Date

13/1/05

Data protection

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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

PATRICK MERCER OBE

Constituency

NEWARK

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 / 1 to 1 / 1

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1398 : 77 p ✓

Food

£ : p

Utilities

£ 33 : 24 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

£ 1432 : 01 p

17 December 2004

Electricity bill

Please pay

£33.24

MERSER

APPLICATION FOR RENTS DUE

Mercer

Date: 10 Dec 2004

Our Ref

Page No: 1

[REDACTED]

Date	Description	Debit	Credit	Balance
	Balance Brought Forward	1,509.98		1,509.98dr
14 Jul 2004	Payment Received - Thank You		1,509.98	0.00
1 Jan 2005	Interim S/Charge 1 Jan 2005 to 30 Jun 2005	1,398.77		1,398.77dr
	Amount Now Due			1,398.77dr



Member's claim form

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

PATRICK MERCER OBE

Constituency

NEWARK

Claim details

Notes

You can only claim for

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

Please list

Please attach

Period of claim

from / / to / /

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 33 : 24 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

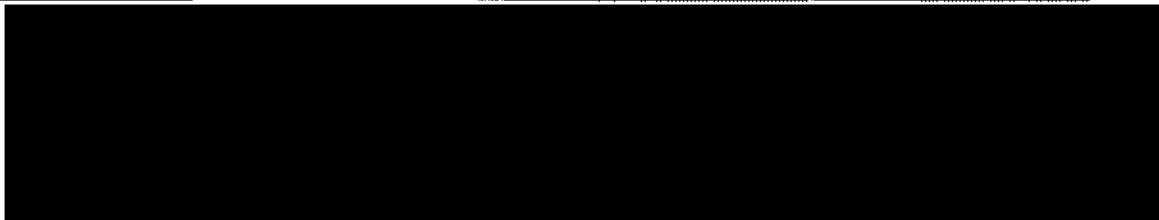
▶ please specify

Total

£ 33 : 24 p

Details of second home *if applicable*

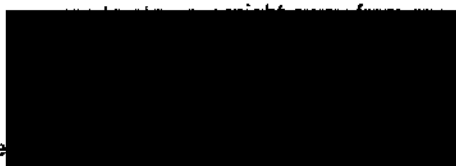
Address of
second home
for Additional
Costs Allowance



Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
[redacted] only or main home for the purpose of performing
[redacted] nt.

Signature



MP

Date

24 / 1 / 05

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

MERSER

Account Number

Date

14 January 2005

electricity bill.

*Amount
you owe*
£33.24



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

PATRICK MERLER OBE

Constituency

NEWARK

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 / / to / /

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 49 : 25 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

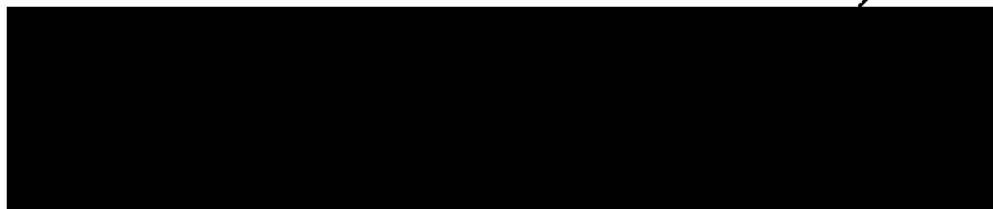
▶ please specify

Total

£ 49 : 25 p

Details of second home *if applicable*

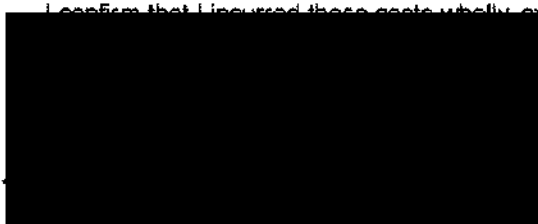
Address of
second home
for Additional
Costs Allowance



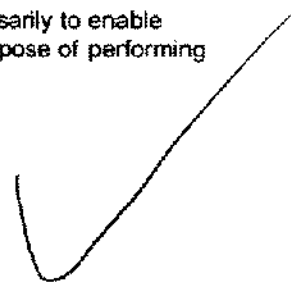
Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable
to remain home for the purpose of performing

Signature



MP



Date

8/2/05

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:

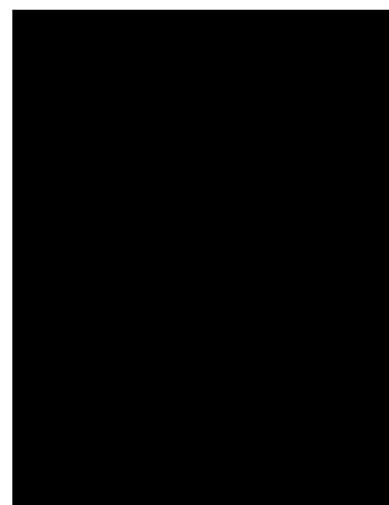
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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



YOUR GAS BILL

2 February 2005

MERCER

Please quote your customer reference

Mercer,

Your gas bill for this period is

£49.25

Please pay now. Thank you.



11 MAR 2005

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

PATRICK MERCER OBE

Constituency

NEWARK

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.
- 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 10 / 1 / 05

to 10 / 3 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ 400 : 00 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

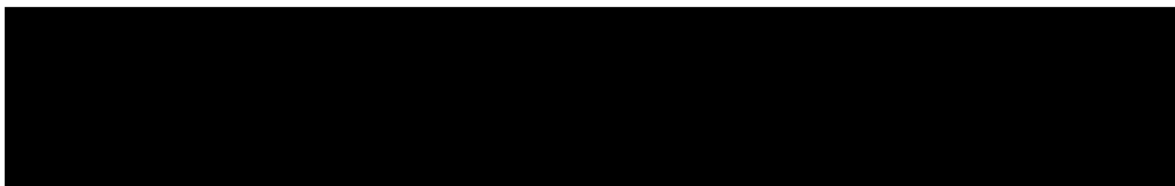
▶ please specify

Total

£ 400 : 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

Signature



MP



Date

7/11/2000

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



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

PATRICK MERCER OBE

Constituency

NEWARK

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 / / to / /

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 100 : 00 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 _____

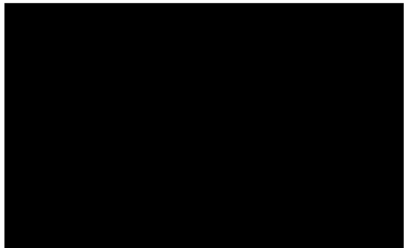
Other

£ : p

▶ please specify _____

Total

£ 100 : 00 p



09 MAR 2005

Details of second home *if applicable*

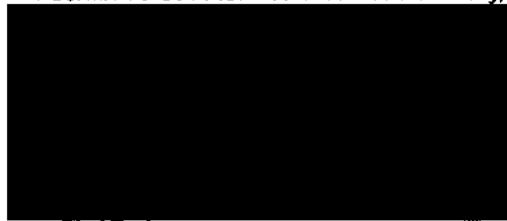
Address of
second home
for Additional
Costs Allowance



Declaration

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

Signature



MP

Date

8/3/05

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

[REDACTED]

[REDACTED] Mercer

Property Ref : [REDACTED]

Invoice Number [REDACTED]

Invoice Issue Date: 25/02/05

Accounting Date: 01/04/05

[REDACTED] Mercer

This notice is given in respect of:

It requires you to pay rent of £ 100.00

(Note 2) Ground rent is due to us on 01/04/05 and should be paid promptly
The ground rent relates to the period from 01/04/05 to 30/09/05

[(Note 3) In accordance with the terms of your lease the amount of £...
is/was due on... (insert date on which rent due in accordance with lease).]

[REDACTED]

Rent:	100.00
-------	--------

Total Due (£):	100.00
----------------	--------

Financial Processing }

Transaction No. ...

Registration No. ...

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated

* Text 04/05 & 05/06 **

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04_05 / 05_06

Expenditure type (Cat5) :

* Validation purposes only (please tick to indicate compliance)

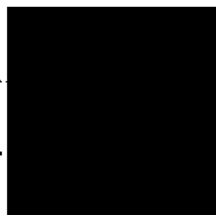
05/06 = Trans

Mortgage documentation held
Addresses comply with central records
Invoices relate to 2 nd home address
Budget checked
Claim signed
Claim correctly dated

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

* Financial Processing purposes only

Registered by (initials & date)



3/6/05

JUN 2005

Posted by (initials & date)

* 04/05 £ 29.62 ✓
** 05/06 £ 45.04





17 MAY 2005

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

PATRICK MERCER

Constituency

NEWARK



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 / / to / /

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ 45 : 04 p 29 : 62

05/06 04/05 ✓

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

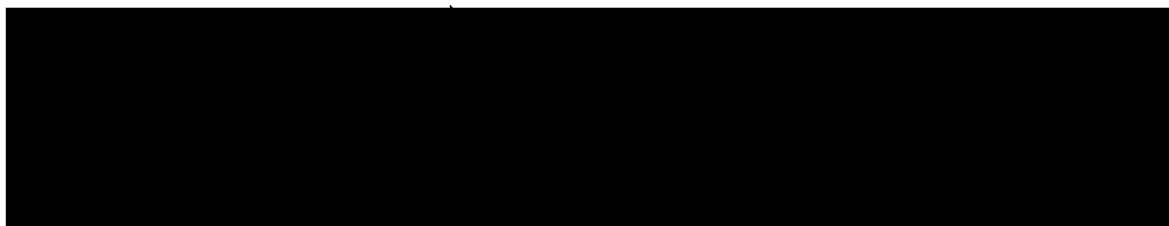
Total

£ 74 : 66 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
the purpose of performing

Sig

IP

Date

16 MAY 2005**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.

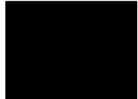
For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

[Redacted]
[Redacted]
[Redacted]
MERCER
[Redacted]



Electricity bill

18 March 2005

We will take

£29.62

[Redacted]

[Redacted]