



Member's claim form

08/09

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 PETER TAPSELL

INV. A

425303

Constituency

LOUTH & HORNCASTLE

514602

514500

Office use only

Costs

MTAPSPLO

Supp/Res ID

[Redacted]

Claim details

You can only claim for

- costs you have actually paid
additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

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

Please attach

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

Period of claim

from 1 1 4 1 0 8

to 30 1 6 1 0 8 (x3)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 5417 : 00 p

Food

£ : p

Utilities

£ ~~275~~ : 07 p

Council Tax/Rates

£ 309 : 43 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

Other

£ : p

Other

£ : p

Total

£ 6001 : 50 p

Water + Elect. No receipts
58 347 57
JUL 2008
570422

please specify

please specify

please specify

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]
[Redacted] Postcode [Redacted]
[Redacted]

Declaration

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

Signature

[Redacted] MP

Date

23rd June 2008

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

INVOICE

In accordance with S.47/48 of the Landlord and Tenant Act 1987, the Landlord's address for the service of any Notice is:

[REDACTED]

[REDACTED]

Managing Agents for your Landlord

Contact
Accounts:
Surveyor:

Main Tel: [REDACTED] Fax: [REDACTED]
[REDACTED]
[REDACTED]

Slr Peter Tapsell MP

[REDACTED]

Date	02/06/2008
VAT no.	[REDACTED]
Tenant Ref	[REDACTED]
Invoice No.	[REDACTED]

Premises: [REDACTED]

Due Date	Description	From	To	Amount	VAT Code	VAT %	VAT Amount
24/06/2008	Rent THE ABOVE SUMS ARE DEMANDED WITHOUT PREJUDICE • LEASE EXPIRED, HOLDING OVER	24/06/2008	28/09/2008	5,417.00	E		0.00

DEFECTIVE PREMISES ACT 1972

This act increases a landlord's potential liability where damage or injury is caused by disrepair. It is essential that you report immediately to us as your landlord's Managing Agents any defect or item of disrepair which might give rise to liability under the Act.

IMPORTANT - PLEASE NOTE THE REMITTANCE DETAILS

Interest may be charged on late payment.

Please return the remittance slip to [REDACTED]

Please note that all dishonoured cheques may incur an Administration Fee.

Acceptance of payment from a person or company who is not the person named as Tenant does not imply recognition of that party as Tenant. Payments made by such a third party are only accepted on the basis that the third party is acting as Agent for the Tenant. Please ignore this demand if your payment has been sent within the last five days, or has been paid by standing order or bank transfer.

[REDACTED] is a Limited Liability Partnership.

TOTAL

5,417.00

ADD VAT

AMOUNT DUE

5,417.00

- 1 - 17.5%
- 2 - 8.0%
- 3 - 5.0%
- 4 - 15.75%
- E - Exempt
- O - Out of Scope
- Z - Zero Rated

Panci
16/6/08

Cheques should be made payable to: [REDACTED]



City of Westminster

Postal enquiries should be made to:
 Westminster City Council, Council Tax, P.O. Box 4009, London, SW1E 6QZ.
 Payments should be sent to:
 Westminster City Council, PO Box 397, Warrington, WA55 1GG.
 Telephone: 0845 302 3400 Mini com: 0845 070 0281
 (call charges will vary)
 Email: WestminsterCouncilTax1@Capita.co.uk

Date of Issue: 17-MAR-2008

SIR P TAPSELL [REDACTED]		Address of property [REDACTED]	
Account reference [REDACTED]	[REDACTED]	Property reference [REDACTED]	[REDACTED]

**Council Tax demand notice
2008/2009**

The property above has been placed in **band H**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2008 to 2009 are as follows.

		Percentage (%) Change From Last Year	
City Of Westminster		0.0 % Increase	755.60
Greater London Authority		2.0 % Increase	619.64
Council Tax for your property 2008 to 2009		0.9 % Increase	1375.24
Charge for Period 01-APR-2008 - 31-MAR-2009			1375.24
Adjustments	Period		
Discount 10% : 2nd Home/Company Property	01-APR-2008 31-MAR-2009		-137.52

*paid 27/3/08
£ 1237.72*

Please quote the full 11 digit account reference when making payment.

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a £50 penalty.
 The amounts shown below are currently payable by Cash / Cheque. You may also pay by one of the payment methods detailed overleaf. The City Council recommends paying by Direct Debit.

Total 1237.72

Date of payment	Amount due	Date of payment	Amount due
01-APR-2008	121.72	01-OCT-2008	124.00
01-MAY-2008	124.00	01-NOV-2008	124.00
01-JUN-2008	124.00	01-DEC-2008	124.00
01-JUL-2008	124.00	01-JAN-2009	124.00
01-AUG-2008	124.00		
01-SEP-2008	124.00		

From: Sir Peter Tapsell MP

24 JUN 2008

[REDACTED]

[REDACTED]

Can you take a look
at this? I'm happy
for you take necessary
action regarding utility
bills but please let me know.

[REDACTED]
Head of EAT & Validation Team
Department of Finance and Administration
House of Commons

[REDACTED]
23rd June 2008

Dear [REDACTED]

ADDITIONAL COSTS ALLOWANCE

I enclose my application for my Additional Costs Allowance for the first quarter (April/May/June) of the current parliamentary financial year in respect of my rented flat: [REDACTED]

I understand that my quarterly allowance is now £6,001.50! In fairly recent correspondence I was told that it was not necessary for me to provide supporting invoices each quarter, but in view of the controversies about this ACA, I thought it would be helpful if I did supply supporting documents in the hope that perhaps this will not be necessary in the three subsequent quarters.

My rent at [REDACTED] is £21,668 per annum, or £5,417 per quarter, which I pay at the end of each quarter to [REDACTED], the Estate Agents acting for the [REDACTED] who are my landlords.

The current rate of Westminster council tax I pay is £1,237.72 per annum, or £309.43 per quarter. That makes a quarterly total of £5,726.43. This leaves a gap of £275.07. My utility bills (e.g. water and electricity) obviously come to more than ^{*}£275 a quarter. Do you want me to send you receipted invoices for these also? If so, I would be happy to provide them to you.

* 275.07

Obviously, there are many other unavoidable charges which I have to meet which bring my basic living costs at [REDACTED] well over £6,000 per quarter and well over £24,006 per annum.

I may say that I have never charged against my ACA anything under the so called "John Lewis list". [REDACTED] was an unfurnished flat when it became my second home over 40 years ago and has always been furnished and decorated by me out of my taxed income.

I would therefore be grateful if you would pay my ACA allowance of £6,001.50 for this first quarter into my current account at [REDACTED]

Yours Sincerely,
[REDACTED]

PRIVATE AND CONFIDENTIAL

Sir Peter Tapsell MP



Tel : 0207 219 [REDACTED]
Fax : 0207 219 [REDACTED]
Email : [REDACTED]@parliament.uk

26 June 2008

Dear Sir Peter

Additional Costs Allowance (ACA) 2008/2009

Thank you for your Additional Costs Allowance claim dated 23 June 2008, a copy of which is attached for ease of reference.

You will now be in receipt of Simon Patrick's letter of 28 March 2008 in which Members are made aware of the decision made by the Members Estimate Committee in its First Report of Session 2007-08 (Review of Members' Allowances: Threshold for receipts, HC 415, 2007-08). This decision "instructed the Department of Resources that, with effect from 1 April 2008, no claim against allowances of £25 or more per item will be reimbursed unless it is accompanied by a receipt ... except for food to which the current £400 level still applies."

In this instance, even though you have explained that your utility bills are considerably more than the amount claimed, the Department of Resources is required to withhold the amount of £275.07 pending supporting documentation from you. This should be attached to the copied claim and returned to us for processing. The remainder of your claim, totalling £5,726.43 has been processed and the funds should reach your account within the next few days.

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

Yours sincerely



Validation Officer

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**
ELIZABETH HONER (DEPUTY DIRECTOR)
DIRECTORATES: **TERRY BIRD** (OPERATIONS) **CHRIS RIDLEY MBA FCCA** (FINANCIAL MANAGEMENT)
HEATHER BRYSON MA FCIPD (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)
DEPARTMENT OF RESOURCES HOUSE OF COMMONS LONDON SW1A 0AA



INVESTOR IN PEOPLE



Additional Costs Allowance

374849 ACA2

Member's claim form

cop 23/7 08/09

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.

516509

Your details

Name in CAPITAL LETTERS

SIR PETER TAPSELL

INV. A

514602

Constituency

LOUTH & HORNCASTLE

514500

Office use only

Costs

MTAPSPLO

Supp/Res ID

[Redacted]

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

5838802 JM 23/7/08

Period of claim

from 1 1 4 1 0 8

to 30 1 6 1 0 8 (x 3)

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 5417 : 00 p ✓

Food

£ : p

Utilities

£ [Redacted] : p

Council Tax/Rates

£ 309 : 43 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

see letters, Water + Elect No receipts 1/4. 58 347 57 RE 1/7 JUL 2008 5 10428


045 17

Pay to [Redacted]

From: Sir Peter Tapsell MP

- 9 JUL 2008






Assistant Validation Officer
Department of Resources
House of Commons

7th July 2008


Dear Mr: ,

ADDITIONAL COSTS ALLOWANCE 2008/2009

Further to previous correspondence  letter dated 26th June, 2008) and our subsequent conversation on the telephone, I have concluded that it would be much simpler if, instead of sending you receipts for the various utilities inseparable from living at , I am sending you the attached receipt for my insurance premium paid to Willis Limited to insure the contents of my flat. You will see that this insurance premium costs £2,515.93 per annum which my secretary tells me works out at £628.98 per quarter.

I am also attaching a summary of my rent, council tax and insurance costs. I calculate that these three items alone total £25,420 per annum (your office already has receipts from me for the rent and council tax).

Unless the ACA is increased to more than £25,420 may I assume that I need not submit any further details about my second home expenditures until the beginning of the next parliamentary financial year in April 2009?

Yours Sincerely,


SELECT SCHEDULE Dated 31st. March, 2008

Our Reference: [Redacted]

Certificate Number: [Redacted]

Cover Number: [Redacted]

N.B.

Premium: £ 2515.93

(Premium Inclusive of 5% IPT)

The Insured's Name & Address:

Sir P Tapsell

[Redacted]

Risk Address if different from above:

Period of Insurance: From 18th April 2008 to 31st March 2009
(both dates inclusive)

Schedule of Property Insured:

Section 1 - Buildings

Buildings Sum Insured:	£	4000
Subsidence Excess:	£	1000
Excess Applicable to any other loss:	£	50
Accidental Damage:		Not Included

Section 2 - Contents

Contents Sum Insured:	£	202200
Excess:	£	50
Accidental Damage:		Included

Section 3 - Accidents to Domestic Employees

This cover is only applicable when insurance is provided under Section 2

Section 4 - Legal Liability to the Public

This cover is only applicable when insurance is provided under Section 1 and/or 2

PAID
Willis Limited
3rd Floor
Thamesgate House
33-41 Victoria Avenue
Southend-on-Sea
SS2 6BU

4 July 2008

Rent:	£ 5.417	per quarter
	£21,668	per annum

Council Tax:	£ 309.43	per quarter
	£1,237.72	per annum

Albany Contents Insurance Premium

	£ 628.98	per quarter
	£ 2,515.93	per annum



2008-2009



With Compliments

SIR PETER TAPSELL, M.P.

If this is O.K. please send
the withheld £275(?) to
my [redacted] Paul Account

P.T.

7/7/08



HOUSE OF COMMONS
LONDON, SW1A 0AA



Member's claim form

28 AUG 2008

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 PETER TAPSELL

INV. A

333305

Constituency

LOUTH & HORNCASTLE

514602

514500

Office use only

Costc

MTAPSPLO

Supp/Res ID

[Redacted]

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

£844220
JW
27.08.08

Period of claim

from 1 1 7 12008

to 30 1 9 12008 (X3)

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 6001 : 50 p ✓

380887
AH 1/9

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

27/8/2008

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

SIR PETER TAPSELL, M.P.

28 AUG 2008



HOUSE OF COMMONS
LONDON SW1A 0AA

Rec'd 28/08

[REDACTED]
Head of EAT & Validation Team,
Department of Finance and Administration,
House of Commons.

28th August, 2008.

Approved (with initials in a circle)

Dear [REDACTED]

ADDITIONAL COSTS ALLOWANCE

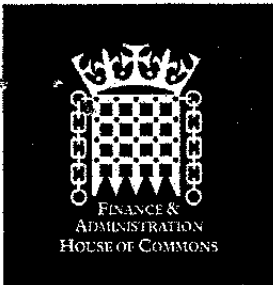
Please let me know if previous submissions are not sufficient to support this claim.

As I am going to be abroad for most of September, I am enclosing my ACA claim for the second quarter of my second home allowance for £6,001.50.

I think we agreed at the time of the settlement of my first quarter claim, when I sent you proof of my annual rental and other commitment in respect of my "second home", that you would require no further receipts until April, 2009, but if you want further supporting documents now, please let me know.

I shall be most grateful if you would arrange for the amount of £6,001.50 to be paid into my current account at [REDACTED]

Yours Sincerely,



Additional Costs Allowance

ACA2

Member's claim form

12 DEC 2008

About filling in this form

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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 PETER TAPSELL INV. A 590106

Constituency

LOUTH & HORNCASTLE 514602 514500

Office use only
Costc M TAPSPLO Supp/Res ID

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.

Handwritten notes: 399021, 90 15/12

Period of claim

from 1/1/08 to 31/12/08

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only)

£ 5417 : - p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ 584 : 50 p

Other

£ : p

Other

£ : p

Total

£ 6001 : 50 p

Handwritten notes: 5860413 CC 17/12

Handwritten note: As per agreement with F+R. please specify

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

10th December 2008

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

INVOICE

In accordance with S.47/48 of the Landlord and Tenant Act 1987, the Landlord's address for the service of any Notice is:

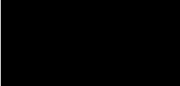


Managing Agents for your Landlord

Contact
Accounts:
Surveyor:

Main Tel: [Redacted] Fax: [Redacted]
[Redacted]
[Redacted]

Sir Peter Tapsell MP



Date	03/12/2008
VAT no.	[Redacted]
Tenant Ref	[Redacted]
Invoice No.	[Redacted]

Premises: [Redacted]

Due Date	Description	From	To	Amount	VAT Code	VAT %	VAT Amount
25/12/2008	Rent THE ABOVE SUMS ARE DEMANDED WITHOUT PREJUDICE - LEASE EXPIRED, HOLDING OVER	25/12/2008	24/03/2009	5,417.00	E		0.00

DEFECTIVE PREMISES ACT 1972

This act increases a landlord's potential liability where damage or injury is caused by disrepair. It is essential that you report immediately to us as your landlord's Managing Agents any defect or item of disrepair which might give rise to liability under the Act.

IMPORTANT - PLEASE NOTE THE REMITTANCE DETAILS

Interest may be charged on late payment.
Please return the remittance slip to [Redacted].
Please note that all dishonoured cheques may incur an Administration Fee.
Acceptance of payment from a person or company who is not the person named as Tenant does not imply recognition of that party as Tenant. Payments made by such a third party are only accepted on the basis that the third party is acting as Agent for the Tenant. Please ignore this demand if your payment has been sent within the last five days, or has been paid by standing order or bank transfer.
[Redacted] is a Limited Liability Partnership.

TOTAL	5,417.00
ADD VAT	
AMOUNT DUE	5,417.00

- 1 - 17.5%
- 2 - 8.0%
- 3 - 5.0%
- 4 - 15.75%
- 5 - 15.0%
- E - Exempt
- O - Out of Scope
- Z - Zero Rated

Cheques should be made payable to: [Redacted]

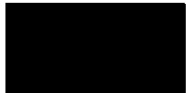
Remittance Advice

Please detach and return this with your payment

From: Sir Peter Tapsell MP



To: Property Accounts Department



Ref: [Redacted]


Cheques should be made payable to: [Redacted]

Bank Details: [Redacted]
Barclays Bank Plc
A/C No: [Redacted] Sort Code: [Redacted]
Swift Code: [Redacted] IBAN No: [Redacted]



From: Sir Peter Tapsell MP





Head of EAT & Validation Team
Department of Finance and Administration
House of Commons

11th December 2008

Dear 

ADDITIONAL COSTS ALLOWANCE

I enclose my ACA claim for the third quarter of my second home allowance for £6,001.50.

I shall be most grateful if you would arrange for this amount to be paid into my account at 

Yours Sincerely,





With Compliments

SIR PETER TAPSELL, M.P.

*Latest Quarterly Rent
(alone) demand attached*

10/12/08

*If you want details of P. & T.
Rates, etc, bringing the total to well over*

HOUSE OF COMMONS
LONDON, SW1A 0AA

£6,000

please let me know





12 MAR 2009

Member's claim form

About filling in this form

- For details of costs you can claim for, see *Green Book* section 31 NV.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

A 639506
514602
514500

Your details

Name in CAPITAL LETTERS

SIR PETER TAPSELL

Constituency

LOUTH & HORNCASTLE

Office use only

Costc

M T A P S P L O

Supp/Res ID

[Redacted]

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.

RR

BC ✓

Please list

- all items costing £25 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel costs.

Period of claim

from 1 / 1 / 2009

to 31 / 13 / 109

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 5,477 : 00 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 628 : 98 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 6001 : 50 n ✓

413894
S-S 18-3-09

5874198
CC 18/03

on file

= £6,045.98

Mr Tapsell has not claimed full amount as it would exceed the ACA budget RR

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

11/3/09

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.

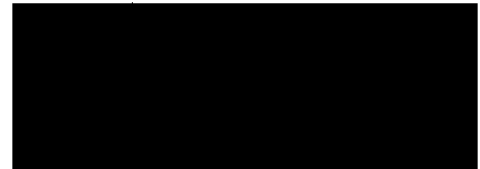
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 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 Resources, House of Commons, London SW1A 0AA

INVOICE

In accordance with S.47/48 of the Landlord and Tenant Act 1987, the Landlord's address for the service of any Notice is:



Managing Agents for your Landlord

Contact
Accounts:
Surveyor:

Main Tel: [Redacted] Fax: [Redacted]
[Redacted]
[Redacted]

Sir Peter Tapsell MP



Date	04/03/2009
VAT no.	[Redacted]
Tenant Ref	[Redacted]
Invoice No.	[Redacted]

Premises: [Redacted]

Due Date	Description	From	To	Amount	VAT Code	VAT %	VAT Amount
25/03/2009	Rent THE ABOVE SUMS ARE DEMANDED WITHOUT PREJUDICE - LEASE EXPIRED, HOLDING OVER	25/03/2009	23/06/2009	5,417.00	E		0.00

DEFECTIVE PREMISES ACT 1972
This act increases a landlord's potential liability where damage or injury is caused by disrepair. It is essential that you report immediately to us as your landlord's Managing Agents any defect or item of disrepair which might give rise to liability under the Act.
IMPORTANT - PLEASE NOTE THE REMITTANCE DETAILS
Interest may be charged on late payment.
Please return the remittance slip to [Redacted].
Please note that all dishonoured cheques may incur an Administration Fee.
Acceptance of payment from a person or company who is not the person named as Tenant does not imply recognition of that party as Tenant. Payments made by such a third party are only accepted on the basis that the third party is acting as Agent for the Tenant. Please ignore this demand if your payment has been sent within the last five days, or has been paid by standing order or bank transfer.
[Redacted] is a Limited Liability Partnership.

TOTAL	5,417.00	
ADD VAT		
AMOUNT DUE	5,417.00	

1 - 17.5%
2 - 8.0%
3 - 5.0%
4 - 15.75%
5 - 15.0%
E - Exempt
O - Out of Scope
Z - Zero Rated

Cheques should be made payable to: [Redacted]

Remittance Advice

Please detach and return this with your payment

From: Sir Peter Tapsell MP



To: Property Accounts Department



Ref: [Redacted]


Cheques should be made payable to: [Redacted]

Bank Details: [Redacted]
Barclays Bank Plc
A/C No: [Redacted] Sort Code: [Redacted]
Swift Code: [Redacted] IBAN No: [Redacted]



From: Sir Peter Tapsell MP




Head of EAT & Validation Team
Department of Finance and Administration
House of Commons


12 MAR 2009

11th March 2009

Dear 

ADDITIONAL COSTS ALLOWANCE

I enclose my ACA claim for the fourth quarter of my second home allowance for £6,001.50.

I enclose the quarterly invoice from  for £5,417.00, exclusive of council tax, all Service Charges and portorage etc which together exceed the quarterly "second home" allowance.

I shall be most grateful if you would arrange for this amount to be paid into my account at 

Yours Sincerely,

