

Members' Allowances

### **Additional Costs Allowance**

### Member's claim form

APRIL 2004

Form ACA2 Page 1 of 2

continued on page 2

About filling in this form	
Your details	
Name in CAPITAL LETTERS	
Constituency	AUDRIDGE-BROWNHULS
Cision detaile	
Claim details	
Note:	
You can only claim fo	<ul> <li>costs you have actually paid</li> <li>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.</li> </ul>
Please lis	all items costing £250 or more and include receipts – except for food, for which receipts are not required.
Please attact	tr ⊂ C. receipts or invoices for any hotel cost even if it is less than £250
Period of clain	n from 1 / 4 / 2004 to 30 / 4 / 2004
Total cost of hotel stay: attach all receipt	
Mortgage payments (interest only) or ren	
Food	d <u>£</u> : p
Utilitie	s <u>£ 770 : 16 p</u> GAS
Council Tax/Rates	s / £ 890 : 54 p
Telephone and telecommunications	s
Cleaning	
Service/maintenance	e V E 455 : OF P VGAEDEN MAINT!
Repairs/insurance securit	
Othe	r .£ : p   please specify
Othe	r E : p please specify
Othe	r £ : p   please specify

£1695 : 75P

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 MI

Date S APRIV, 2004

Data protection

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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.

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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

### HOW WE WORKED OUT YOUR GAS ACCOUNT

For the period 23 December 2003 - 26 March 2004

Total charges

£220.66

### **COUNCIL TAX BILL 2004-2005**

Date of Issue 15 Mar 2004 Telephone No.

Property Band Comprising

2004/05 Council Tax

Police Fire & C/D

= £1781.08 3.6% £115.68 12.5% = £56.79 7.8%

2.9%

= £1608.61

Increase over the previous year

Percentage

Account No.

MR RICHARD SHEPHERD

Address of property, if different

**Property Ref** 

Amount due 01APR04 to 31MAR05 Less Discount at 50.00% Code 03 01APR04 to 31MAR05 Total Amount Payable

1781.08 890.54-

890.54

**BALANCE DUE** 

890.54

31.3.04. MR RSHEPHERD.

HOURS WORKED from November-MARCH. TOTAL \$455.05



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Form ACA2 Page 1 of 2

continued on page 2

### Member's claim form

11 MAY 2004

Members' Allowances

Total

10 MAY 2004

About filling in this form	☐ If you have a		it whethe	ee Green Boo			
Your details							
Name in CAPITAL LETTERS	RICHARI	) Step	HERI	)			
Constituency	MORIDG	E - BRU	W Z H	ILUS		.++	<del></del>
Claim details							
Notes							
You can only claim for	© costs you hav	e actually pair	d -				
,	additional exp	enses wholly,	exclusive				e you to stay overnigh arliamentary duties.
Please list	ali items cost are not requir		ore and i	nclude receipts -	except for	food, for	which receipts
Please attach	🕮 receipts or im	voices for any	hotel cos	t even if it is less	than £250	Ď.	
Period of claim	tom /	5 /20	04	<u>L</u> to	/	f	
Total cost of hotel stays attach all receipts	<u>£</u>	:	<u>p</u>				
Mortgage payments (interest only) or rent	£	-	<u> </u>				
Food	£	<u> </u>	<u>P</u>				-
Utilities	28- E 33	9 <u>5</u> - <del>59</del>	p/				WATER
Council Tax/Rates	£	*	p				
Telephone and telecommunications	£ 42	: उद	_p /				
Cleaning	£	<u>:</u>	p				
Service/maintenance	€ 130	: 🗘 🗘	p /	•			
Repairs/Insurance/	£ 498	: 75	<u> </u>				
Other	£	:	<u>p</u>	please specify	i		
Other	£	:	p	please specify	L		
Other	£	4	_ <u>p</u> _	please specify	:		

64p

### 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 my duties as a Member of Parliament.

Signature

.......MP

Date

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

### Home Insurance Renewal Schedule

POLICY NUMBER

Mr R Shepherd

Date of Birth

Daytime

PERIOD OF INSURANCE

O4/04/04 to 03/04/05

Your next renewal date is 4/04/05

Amount Payable

£498.75

MR R SHEPHERD

Date of issue

3 May 2004

Total £33,59 ·

MR R SHEPHERD	
Total now due	£ 42.35

Mr R Shepherd

Cashier's Stamp / & Initials £ \_\_\_\_ \

Bill Date / Tax Point

02/04/2004

	Total water charges	£5.41	£4.98	£10.39	
F I	VAT at ZERO Total sewerage charges	£4.48	£14.08	£0.00 £18.56	
	The amount due will be taken by direct debit on or after O4/May/O4.		Your total bill is	£28.95	,



Member's claim form

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23 12K 2004

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Form ACA2 Page 1 of 2

continued on page 2



- 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	RICHAR	N 2416	PHER	<i>D</i>
Constituency	AURIDE	75 - BCO	MMHII	
Claim details				
Notes				
You can only claim for	© costs you h	• -		
				vely and necessarily incurred to enable you to stay overnight for the purpose of performing your Parliamentary duties.
Please list	all items coarse not requ		nore and	include receipts - except for food, for which receipts
Please attach	•		y hotel c	ost even if it is less than £250.
Period of claim	from /	6 17	2004	
Total cost of hotel stays attach all receipts	£	<u>-</u>	p	
Mortgage payments (interest only) or rent	£	:	P	
Food	£	1	р	
Utilities	£	:	Þ	
Council Tax/Rates	£	¥ -	р	
Telephone and telecommunications	<u>į</u> £	:	p	
Cleaning	£ 130	: 00	) p	
Service/maintenance	E 228	_ : 65	• Р	GARDEN MAINTENANCE (APRIL-JUNE)
Repairs/insurance/ security	£	*	р	CHIMIC ONACT
Other	£	<u> </u>	Р	please specify
Other	£	:	р	please specify
Other	E	;	р	please specify

358 : 65 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 122 Jine 2004 Date The rules governing payments made from the Additional Costs Allowance say we must **Data protection** 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.

Members' Allowances Section, Operations Directorate,

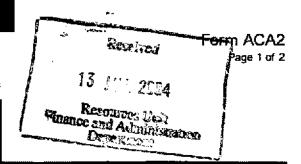
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Send your completed

form to



### Member's claim form



continued on page 2

Members' Allowances

Your details

About filling in this form

- For details of costs you can claim for, see Green Book section 3.
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Name in CAPITAL LETTERS	RICHAR	D ZHE	yphei	ಶು		
Constituency	AURID	56 - B	20MN	HUS		
Claire details						
Claim details Notes						
You can only claim for	翻 costs you ha	ve actually pa	id			
						ble you to stay overnight ⊃arliamentary duties.
Please list	all items cost are not requi	**	nore and	include receipts – ex	cept for food, f	or which receipts
Please attach	🍇 receipts or in	voices for any	/ hotel oc	st even if it is less th		
Period of claim	trom 1	7 12	004	to /		
Total cost of hotel stays attach all receipts	£		р			
Mortgage payments (interest only) or rent	£	:	р		-	
Food	£	::	р			
Utilities	<u>E</u>	:	<u>p</u>			
Council Tax/Rates	Į £	:	р			
Telephone and telecommunications	<u>E</u>	*	Þ			
Cleaning	0813	: 00	<u>p</u>			
Service/maintenance	E 3 0	: 00	р			
Repairs/insurance/ security	_ <b>£</b>	<u>.</u>	р			
Other	£	;	p	please specify		
Other	£	:	p	please specify		
Other	£	:	<u>p</u>	please specify	L	
Total	£440	: 🗘 0	р			continued on page 2

# Details of second home if applicable Address of second home for Additional Costs Allowance I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overright away from my only or main home for the purpose of performing my duties as a Member of Parliament. Signature Date Date Date

**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 30th June. 2004 MR R SHEPHERD.

Homs worker. 27.5-x fr.00. £220.00. Two trailer loans of Russish

From Eoge. E45.00 each

TOTAL \$310.00.



Members' Allowances

### **Additional Costs Allowance**

Member's claim form

MBMITTED 16 AUGUST SUBMITTED

Form ACA2 Page 1 of 2

continued on page 2

About filling in

this form

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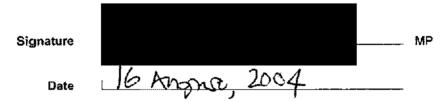
- For details of costs you can claim for, see Green Book sec
- 3 If you have any doubt about whether you can claim for a co please call 020 7219 1592.

Your details	
Name in CAPITAL LETTERS	RICHARD SHEPHERD
Constituency	ANDRIDGE - BROWNHILLS
Claim details	
Notes	
You can only claim for	<ul> <li>costs you have actually paid</li> <li>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.</li> </ul>
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	trom 1 / 8 / 2004 Lto / /
Total cost of hotel stays attach all receipts	£ ; p
Mortgage payments (interest only) or rent	£ : p
Food	2 2 / =
Utilities	E 101 : 80 P
Council Tax/Rates	£ ; p
Telephone and telecommunications	£ : p
Cleaning	130 : - p
Service/maintenance	£ 192 :- p
Repairs/insurance/ security	<u>£</u> : <u>p</u>
Other	£ : p   please specify
Other	£ : p   please specify
Other	£ : p   please specify

# Address 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 me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.



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Form ACA

continued on page 2

### Member's claim form

13 SEP 2004

Members' Allowances



About	filli	ng	ŧΠ
+	in in	for	**

- 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.

	please call 0	20 7219 1592.				
Your details						
Name in CAPITAL LETTERS	RICHAR	ED SHE	PHERD			
Constituency	AUDRID	SC-BRO	NAHIUS			
Claim details						
Notes You can only claim for	圈 costs you have					
Please list	away from yo	ur only or main l ing £250 or mor	xclusively and neces home for the purpos e and include receip	e of perform	ning your Parliament	ary duties.
Please attach	are not requii □ receipts or in		otel cost even if it is	less than E	250.	
Period of claim		_	<u>04</u> _to			*****
Total cost of hotel stays attach all receipts	<u>.</u> £	:	p	_		
Mortgage payments (interest only) or rent	<u>.</u> £	:	<u>p</u>			
Food	£	:	<u>p</u>			
Utilities	£	:	<del>p</del>			
Council Tax/Rates	<u>.</u> £	<u> </u>	<u>p</u>	-		
Telephone and telecommunications			<u>p</u>			
Cleaning	£ 130		<u>p</u>			
Service/maintenance	£	_	P T		KNOG ROPAR	·
Repairs/insurance/ security	£ 573	<b>,</b>	<u>p</u>			
Other	£		p piease sp	1		
Other	£		p please sp			
Other	£	·	p please st	reichty		

# Details of second home Address of second home for Additional Costs Altowance Declaration | confirm that | incurred these costs wholly, exclusively and necessarily to enable

Signature L
Date 10th Sept. 2004

my duties as a Member of Parliament.

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

me to stay overnight away from my only or main home for the purpose of performing

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OUR REF	YOUR REF:
MR.R.SHEPHERD.	SEPTEMBER 1 <sup>ST</sup> 2004
ROOF-REPAIRS:	Carry out roof repairs to main roof as instructed: Supply all
labour and material	s were necessary: Inclusive of state visits:
	FOR THE SUM OF £488.00
	PLUS V.A.T. £85,40

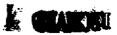
TOTAL COST £573,40



### Form ACA2 Page 1 of 2

### Member's claim form

19 OCT 2004



continued on page 2

About filling in

this form

- For details of costs you can claim for, see Costs (section 3.
- if you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

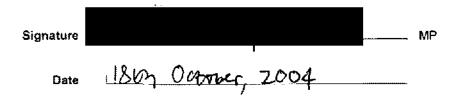
Your details			
Name in CAPITAL LETTERS	RICHARD SI	HEPHERD	
Constituency	MURIDGE-BR	MNHIUS	
Claim details			
Notes			
You can only claim for		y, exclusively and necessarily it	ncurred to enable you to stay overnight rforming your Parliamentary duties.
Please list	all items costing £250 or are not required.	more and include receipts – ex	cept for food, for which receipts
Please attach	-	ly hotel cost even if it is less th	an £250.
Period of claim	trom   / 10 / 2	2004 to 1	
Total cost of hotel stays attach all receipts	£ :	<b>p</b>	
Martgage payments (interest only) or rent	£ :	<b>p</b>	
Food	£ :	<u>p</u>	
Utilities	42 46	<u>p</u>	T.
Council Tax/Rates	<u>t</u> :	p	
Telephone and telecommunications	<u>£</u> :	ρ	
Cleaning	£ 130 :	<u>p</u>	
Service/maintenance	£ 248 : -	р	MINDOM
Repairs/insurance/ security	<u> 140 : -</u>	p	Mindood
Other	£ :	p please specify	L
Other	£ :	p please specify	<u> </u>
Other	£ :	p please specify	L

£ 560 :46 p

## Address of second home Address of second home for Additional Gosts 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.



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112 NOV 2004

### Member's claim form

Members' Allowances

About filling in this form

- m 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 1592

Your details						
Name in CAPITAL LETTERS	RICHAR	d zhc	PHE	<b>D</b>		
Constituency	MUDRIDE	r€- B	zown	Hus_	<del>" - 1</del>	
Claim details						
Notes		`		-		
You can only claim for		enses wholly	, exclusiv			able you to stay overnight Parliamentary duties.
Please list	all items costi are not requir		nore and	include receipts — 6	except for food,	for which receipts
Please attach	E receipts or im	voices for any	y hotel co	ost even if it is less t	than £250.	
Period of claim	from 1	11 12	004	<u>to</u>	/ <u>/</u>	
Total cost of hotel stays attach all receipts	£	:	p			
Mortgage payments (interest only) or rent	£	:	p			
Food	£		<u> </u>			
Utilities	£ 41	:91	<u>p</u>	į.	iatek	
Council Tax/Rates	; £		Þ			
Telephone and telecommunications	£ 52	:45	р			
Cleaning	£ 130	:	<u> P</u>			
Service/maintenance	£	:	<u>p</u>			
Repairs/Insurance/ security	£	*	р			
Other	£	:	р	please specify		
Other	<u>£</u>	:	Р	please specify	L.,,	
Other	L£	:	р	please specify	1	

224:36 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.

. MP Signature 11th November, 2004 Date

Data protection

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Form ACA2

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Members' Allowances

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Your details											
in CAPITAL LET	Vame	IRICHARD SHEPHERD									
Constitu						ALD	RIDGE -	-BENY	ZLJ HL		
Claim details											
4	Votes								•		
You can only clai	m for	₩ add	ditional e		vholly, exclu	isively and nece he for the purpo					
Pleas	e tist		items co		or more a	nd include recei	pts – excep	t for food, for	which receip	ots	
Please a	ttach	© rec	eipts or i	invoices fo	or any hotel	cost even if it is		250.			
Period of	claim	frem	1 /	12	12002		1				
Total cost of hotel: attach all re-		£		* 7	р						
Mortgage payn (interest only) o		£		:	p_						
	Food	£	·····	:	р						
Ut	littles	Elc	4	: -	79 👂	G	24				
Council Tax/f	Rates	£			р						
Telephoni telecommunica		£			P.						
Cle	aning	£	210	:	р						
Service/mainter	nance	<u>. E</u>	172	:	<u> </u>	GARDEN					
Repairs/insur sei	ance/ curity	£		:	p						
•	Other	<u>;</u> £		:	р	please s	pecify				
•	Other	£		:	р	please s	pecify				
•	Other	£		:	р	please s	pecify	<del>-</del>			
					1						

### 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. MP Signature 140 December, 2004 Date The rules governing payments made from the Additional Costs Allowance say we must Data protection 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.

Members' Allowances Section, Operations Directorate,

Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Send your completed

form to

Form ACA2 Page 1 of 2

continued on page 2

### Member's claim form

Members' Allowances

About filling in this form

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

Your details								
Name in Capital Letters	RICHARD SHEPHERD							
Constituency	AUDRIDGE-BROWNHIUS							
		21 012 01						
Claim details								
Notes								
You can only claim for	≌ ad		enses	wholly, exclusi	sively and necessarily incurred to enable you to stay overnigh e 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		•		for any hotel o	cost even if it is less than £250.			
Period of claim	from	/	1	12005	[to312 <del>4</del> / 1 /2005			
Total cost of hotel stays atlach all receipts	£		-	р_				
Mortgage payments (interest only) or rent	: <b>£</b>		<u>:</u>	р				
Food	<u>. £</u>	· · · · · · · · · · · · · · · · · · ·	_:_	р	Received			
Utilities	<u>.</u>	ioi	:	04 p	25 JAN 2003			
Council Tax/Rates	£		:	р	These pross Light			
Telephone and telecommunications	£		:	P_	and the state of t			
Cleaning	£	210	:	p				
Service/maintenance	£	257 1000	<u> </u>	24 p	157-20 101-04			
Repairs/insurance/ security	£		_ :	р				
Other	£		_ :	р	please specify			
Other	£		:	р	please specify			
Other	£	<del></del>	:	р	please specify			

568: 24p

£

### 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 24 by Janvary 2005 Date The rules governing payments made from the Additional Costs Allowance say we must Data protection 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.

Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA

Members' Allowances Section, Operations Directorate,

Send your completed

form to

C ate 8 November 2004 HomeCare Agreement £ 178.04 -18.0i 160.0t 60.0( 37.20 :57.20



Form ACA2 Page 1 of 2

### Member's claim form

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Members' Allowances

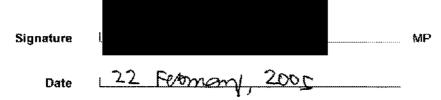
About filling in this form

- 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	RICH	HARD	SHE	PHER	as			
in CAPITAL LETTERS	_		•					
Constituency	KUDI	<u>UDG</u>	E - 13R	ZOWN.	HULS			
Claim details								
Notes								
You can only claim for	₩ costs	you have	e actually pa	aid				
					ively and necessare for the purpose o			you to stay overnight
Please list								
	all items costing £250 or more and include receipts – except for food, for which receipts are not required.							
Please attach	_				cost even if it is les			*****************
Period of claim	; from	f	2 / 2	<u> 2002</u>	ı to	1	1	
			<del>.</del>					_
Total cost of hotel stays attach all receipts	£	<del></del>	;	<u>p</u>				
Mortgage payments	£		:	P_				
(interest only) or rent	TO THE	80		_				
Food	£		;	p				
Utilities	<u>£</u>	28	: 35	p				
Council Tax/Rates	, £		:	р				
	······	31	12		HATEIC			
Telephone and telecommunications	£	20	_ :	р				
Cleaning	£ 2	210	. —	ρ				
6								
Service/maintenance	£			p				
Repairs/insurance/ security	£		H .	p				
/ Other	£		•	p	piesse speci	ifu i		
/	L	***************************************	<u>.</u>	<u> </u>	h harana alama.			
Other	£		*	р	please speci	ify		
Other	ı £		;	p	please speci	ify i		
/	t							
Total	£ 4	4-20	: 8(	p			ı	continued on page 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 my duties as a Member of Parliament.



**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

	•								
	Transaction No	in the late of the							
Financial Processing }	Registration No	· 3							
	registration no	a a a wife							
Validation Claim Summary S Please write or print clearly & at		ACA							
Member Supplier ID									
Pay recipient (NB Financial Processing to check	whether a dedicated a/c e	kists)							
Text MAR OS									
Invoice No.									
Account code / Allowance									
Members cost centre (Cat1)									
Financial Year/PIRO (Cat2)		04_05 / 05_06							
Financial Year/PIRO (Cat2)  Expenditure type (Cat5):		04_05 / 05_06							
		04_05 / 05_06							
		04_05 / 05_06							
Expenditure type (Cat5) :									
* Validation purposes only (please  Mortgage documentation held  Addresses comply with central reco	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco Invoices relate to Z <sup>nd</sup> home addres Budget checked Claim signed	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco Invoices relate to Z <sup>nd</sup> home addres Budget checked Claim signed	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco Invoices relate to Z <sup>nd</sup> home addres Budget checked Claim signed	tick to indicate compliance								
* Validation purposes only (please  Mortgage documentation held Addresses comply with central reco Invoices relate to 2 <sup>nd</sup> home addres Budget checked Claim signed Claim correctly dated	tick to indicate compliance								

Form ACA2 Page 1 of 2

### Member's claim form

0 5 APR 2005

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	<u>ر الآرا</u>	<u>char</u>	ZD_	SH	SPH.	ાટા	<u> </u>
in CAPITAL LETTERS		רשו של מיין פו	~^-	- 20	) alira	11 211	4.5
Constituency	IM	DRJIX	<u> </u>	TO N		uri iu	<u>~~~</u>
Claim details							
Notes							
You can only claim for		sts you					
							sively and necessarily incurred to enable you to stay overnigh ne for the purpose of performing your Parliamentary duties.
Please list		items c		_	0 or m	оге ап	nd include receipts - except for food, for which receipts
Please attach			•		or any	hotel :	cost even if it is less than £250.
***************************************		te <b>sa</b> 1 *** ta:					
Period of claim	from		1 3	3	12	200	to / /
Total cost of hotel stays	£			:		р	
attach all receipts	£					n	
Mortgage payments (interest only) or rent	<u> </u>					<u> </u>	
Food	ľ. <u>E</u>		)			<u> </u>	CAS
Utilities	£	312			70 70	) p	WATER
Constitution							
Council Tax/Rates	<u>1</u>			·····		р	
Telephone and telecommunications	£				••••	р	
Cleaning	£	130	)	:		р	
		0.0				_	GA THE TOTAL OF
Service/maintenance	£	٥٠	<b>&gt;</b>	·····		р	GARDON MAINTENANCE
Repairs/insurance/ security	£			<u>:</u>		<u>. p</u>	
Other	£			:		р	please specify
							<b>.</b>
Other	L <del>£</del>			<u>:</u>		<u>p</u>	piease specify
Other	£			:	······	<u>p</u>	please specify
	<u> </u>	/ ~					
Total	£	63	\$	: 4	70	P	continued on page 2

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 170 April 2005

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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

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### HOW WE WORKED OUT YOUR GAS ACCOUNT

For the period 20 December 2004 - 17 March 2005

Total charges

