



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

ROB MARRIS

Constituency

W'ham SW

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 / 04 / 04

to 30 / 04 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 457 : ~~05~~ p

Food

£ 120 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ 210 : - p

▶ please specify

Furniture

Other

£ 73 : - p

▶ please specify

Soft furniture

Other

£ : p

▶ please specify

Total

£ 952 : - p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance



Pos



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

23-5-04

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.

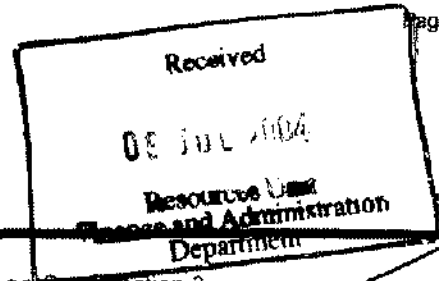
If you have any concerns about how your information is handled, please call our Data Protection Officer on 020 7219 3659, who acts on behalf of the Data Controller, Clerk of the House.

Send your completed
form to

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



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Your details

Name in CAPITAL LETTERS ROB MARRIS

Constituency W'ham SW

Claim details

Notes

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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 01 105 104 to 31 105 104

Total cost of hotel stays <i>attach all receipts</i>	£	:	p
Mortgage payments <i>(interest only) or rent</i>	£	<u>457</u>	: - p
Food	£	<u>330</u>	: - p
Utilities	£	<u>30</u>	: - p
Council Tax/Rates	£	<u>35</u>	: - p
Telephone and telecommunications	£	<u>7</u>	: - p
Cleaning	£	:	: p
Service/maintenance	£	:	: p
Repairs/insurance/security	£	<u>20</u>	: - p
Other	£	:	: p
Other	£	:	: p
Other	£	:	: p
Total	£	<u>879</u>	: - p

▶ please specify _____

▶ please specify _____

▶ please specify _____

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted] _____
Postcode [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 duties as a Member of Parliament.

Signature

[Redacted] _____ MP

Date

5-7-04 _____

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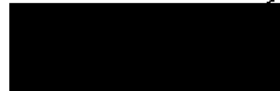
Member's claim form



Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

Wilton SW

Claim details

Notes

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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 01 / 06 / 04

to 30 / 06 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only; or rent)

£ 472 : 99 p

Food

£ 300 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 864 : 99 p

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

5-7-04

Data protection

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Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

W'ham SW

Claim details

Notes

You can only claim for

- costs you have actually paid
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Please list

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

Please attach

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

Period of claim

from 01 / 07 / 04 to 31 / 07 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 492 : 72 ✓

Food

£ 300 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and
telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 884 : 72 P

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

31.7.04

Data protection

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

W'ham SW

Claim details

Notes

You can only claim for

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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 01 / 08 / 04 to 31 / 08 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 492 : 72 p

Food

£ : p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and
telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 584 : 72 p

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

31.8.04

Data protection

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Member's claim form

01 OCT 2004

RECEIVED

Members' Allowances

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Your details

Name in CAPITAL LETTERS

ROB MARRIS

Constituency

Wilton SW

Claim details

Notes

You can only claim for

Please list

Please attach

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Period of claim

from 01 / 09 / 04 to 30 / 09 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 492 : 72 p

Food

£ : p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 20 : - p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 584 : 72 p

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

1-10-04

Data protection

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

Wilton SW

Claim details

Notes

You can only claim for

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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 01 / 11 / 04

to 30 / 11 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 516 : 14 p

Food

£ 450 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and
telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1,058 : 14 p

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

3.12.04

Data protection

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Member's claim form

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

W'ham SW

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 01 / 12 / 04 to 31 / 12 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 516 : 14 p

Food

£ 330 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

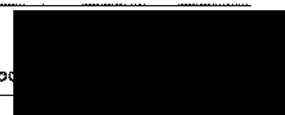
£ 938 : 14 p

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

23.12.04

Data protection

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

W'ton SW

Claim details

Notes

You can only claim for

Please list

Please attach

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- 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 / 01 / 05 to 31 / 01 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 516 : 14 p ✓

Food

£ 300 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 908 : 14 p

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

31.1.05

Data protection

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Your details

Name
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Constituency

ROB MARRIS

W'ham SW

Claim details

Notes

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Please list

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Please attach

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

Period of claim

from 1 / 10 / 04 to 31 / 10 / 04

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 539 : 55* p ✓

Food

£ 300 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 931 : 55 p

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

4.11.04

Data protection

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Member's claim form

03 MAR 2005

Members' Allowances

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Your details

Name
in CAPITAL LETTERS

ROB MARRIS

Constituency

Wolverhampton SW

Claim details

Notes

You can only claim for

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Please list

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

Please attach

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

Period of claim

from 01 / 02 / 05

to 28 / 02 / 05

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 516 : 14 p

Food

£ 330 : - p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 968 : 14 p

continued on page 2

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted]

Postcode

[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

1.3.05

Data protection

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Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

Validation Claim Summary Sheet

ACA

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated a/ [REDACTED])

Text

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04_05 / 05_06

Expenditure type (Cat5) :

[REDACTED]

** Validation purposes only (please tick to indicate compliance)*

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

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

** Financial Processing purposes on*

Registered by (initials & date)

Posted by (initials & date)

[REDACTED]



Member's claim form

31 MAR 2005

31 MAR 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
in CAPITAL LETTERS

ROB MARRIS

Constituency

Wolverhampton SW

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 01 103 105 to 31 103 105

Total cost of hotel stays
attach all receipts

£ 450 : - p

(should be for FOOD).
pay £400.00

Mortgage payments
(interest only) or rent

£ 516 : 14 p

Food

£ : p

Utilities

£ 30 : - p

Council Tax/Rates

£ 35 : - p

Telephone and
telecommunications

£ 7 : - p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 20 : - p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,058 : 14 p

Pay 1008.14

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

31-3-05

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