



Member's claim form

of 2

About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.1
- If you have any doubt about whether you can claim for a cost please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only  
Costs/Cat 2

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 01 / 03 / 07 to 31 / 03 / 07

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ : p

Food

£ : p

Utilities

£ 163 : 31 p

(Water rates)

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 643 : 46 p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 806 : 77 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature

MP

Date

12-03-07

**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



Date 08 March 2007

INVOICE No. 



**Intercom Panel**

Removed faulty panel and supplied and fitted, in a new location, one new four way push button stainless steel/ aluminium panel, reconnected all four systems all in accordance with our quotation dated 11<sup>th</sup> January 2007, left all in good working order.

Total 386 60

**Main Entrance Door Furniture**

Replaced all of the main front door furniture with new polished brass finished furniture in accordance with our quotation, left in good order.

Total 431 65

**Brass Plaque/Address Plate**

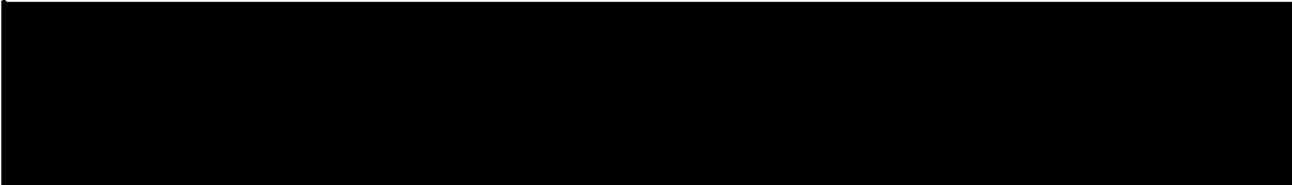
Supplied and fitted over the hole in the wall left by the removal of the faulty intercom, one large brass plaque/address plate all in accordance with our quotation, left in good order.

Total 277 00

Grand Total 1095 25

VAT @ 17.5% 191 67

1286 92





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R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

Claim details

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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.

Please list

Please attach

Period of claim

from 01, 03, 07 to 31, 03, 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ : p

Utilities

£ 257 : 15 p

Council Tax/Rates

£ 108 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 20 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p

Other

£ 34 : 99 p

Other

£ 29 : 70 p

Other

£ 240 : 00 p

Total

£ 1,489 : 64 p

▶ please specify

Kettle

▶ please specify

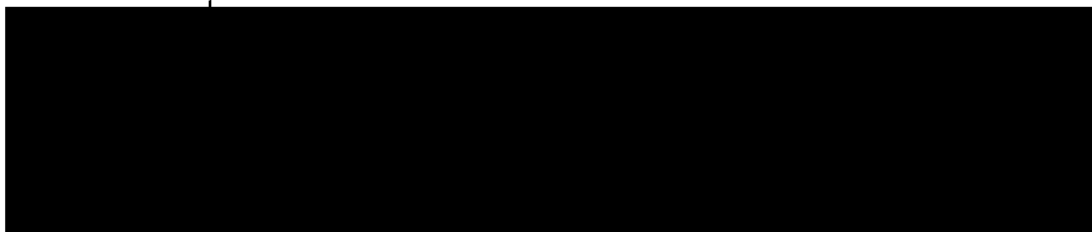
Decorating materials

▶ please specify

Decoration

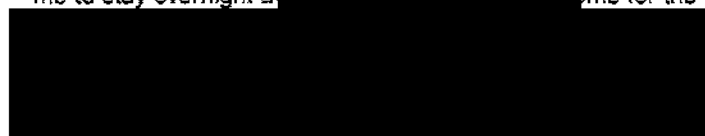
**Details of second home** *if applicable*

**Address of  
second home**  
*for Additional  
Costs Allowance*

**Declaration**

I confirm that I incurred [redacted] [redacted] and necessarily to enable  
me to stay overnight at [redacted] [redacted] home for the purpose of performing

**Signature**



**Date**

24.2.2007

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---

	£	
LTR KETTLE	1.98	A1
PAINT BRUSH	4.98	A1
SPIRIT2L	1.78	A1
HIGH GLOSS	9.98	A1
DULUX PAINT <sup>1</sup>	10.98	A1

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Total 5	Items	29.70
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KETTLE

34.99

---

TOTAL 1 Items 34.99



16 February 2007

**INVOICE**

**For decoration of front door and surround:**

**Total due: £240.00**







Member's claim form

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Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC M

Constituency

MEDWAY

Office use only

Costs/Cat 2

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.

Reduced for food - £400.00 max

Period of claim

from 01, 02, 07 to 28, 02, 07 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ 460 : 00 p ✓

Utilities

£ 71 : 30 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 174 : 64 p ✓

Cleaning

£ : p

Service/maintenance

£ 261 : 36 p ✓

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ 20 : 00 p ✓

▶ please specify

Clearing

Other

£ 97 : 98 p ✓

▶ please specify

Decorations

Other

£ : p

▶ please specify

Total

£ 1825 : 08 p

Please pay £1825.08 ✓

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

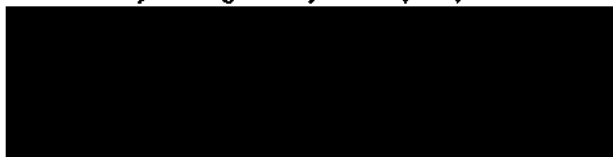
|

|

**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

01.02.07

**Data protection**

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form to

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

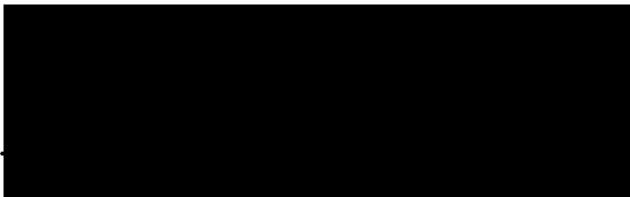


4<sup>TH</sup> January 2007 ✓

# INVOICE

For sanding, repair and painting of windows:

£240.00



£ 21.36

£261.36 ✓



	£	
KETTLE	1.98	A1
R CAULK	1.18	A1
RY SATIN	8.24	A1
ADH	2.98	A1
FILLER	6.98	A1
1 5 Items Sold	21.36	

00•00•00

02•00

0009

04 •19•99

04 •12•99

04 •65•00

•97•954



mk

12 JAN 2007

Member's claim form

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Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC M

Constituency

MEDWAY

Office use  
Costs/Cat

Claim details

You can only claim for

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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.

Please list

Please attach

Period of claim

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

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 729 : 80 p ✓

Food

£ 164 : 00 p

Utilities

£ 49 : 92 p

Council Tax/Rates

£ 108 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 500 : 00 p

Service/maintenance

£ 50 : 00 p

Repairs/insurance/  
security

£ 70 : 00 p

Other

£ 20 : 00 p

▶ please specify

Window cleaning

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1691 : 72 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

[Redacted address information]

**Declaration**

Signature

[Redacted signature]

and necessarily to enable  
the purpose of performing

MP

Date

02.01.07

**Data protection**

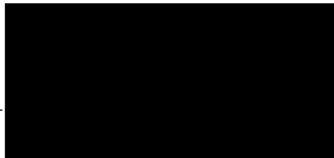
The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information 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.

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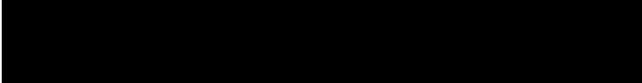
Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



20 December 2006

**INVOICE**

For cleaning  
2006:



October to December

£500.00



Signed:



.....





Member's claim form

About filling in this form

- For
  - If
- please call 020 7210 1000.

Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

Claim details

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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, 12, 06 to 31, 12, 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

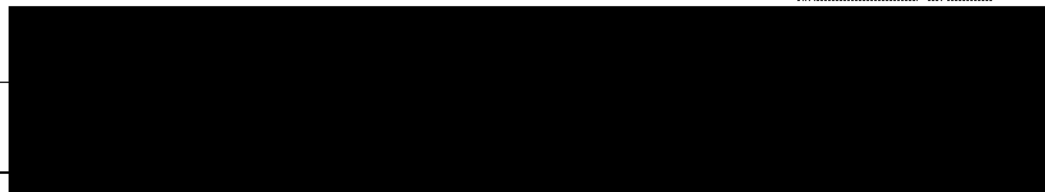
Total

£ 907 : 80 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

04.12.06

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Member's claim form

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Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

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Please list

Please attach

Period of claim

from 01, 11, 06 to 30, 11, 06

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 729 : 80 p

Food

£ 77 : - p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

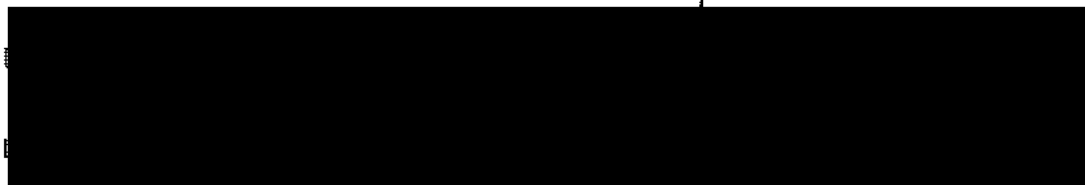
▶ please specify

Total

£ 914 : 80 p

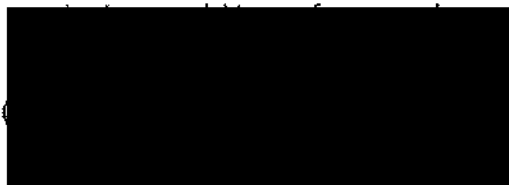
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature



MP

Date

7.11.06

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Member's claim form

19 OCT 2006

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Your details

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Constituency

MEOWAY

Office use only

Costs/Cat 2

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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 / 10 / 06 to 31 / 10 / 06

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

£ 1,102 : 23 p

(See attached letter & invoice)

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

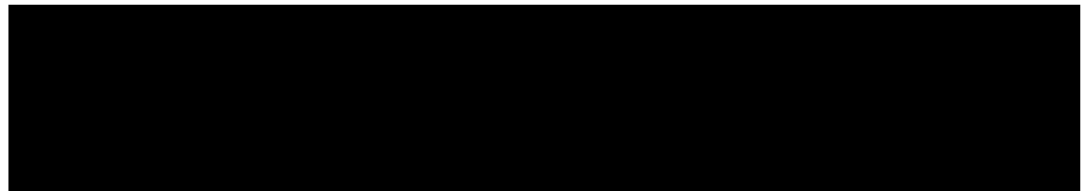
▶ please specify

Total

£ 1,102. : 23 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  
the purpose of performing

**Signature**



MP

**Date**

13.10.06

**Data protection**

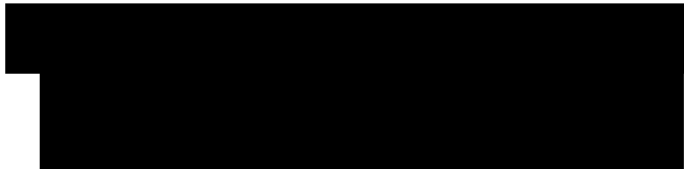
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**Send your completed  
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Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



Robert Marshall-Andrews QC MP  
 [Redacted]

VAT REG ...	Tax Date	Invoice #
[Redacted]	05/10/2006	[Redacted]

# Invoice

Description	Qty	Rate	VAT ...	Amount	VAT %
BEDROOM SIDE WINDOW. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	13.25	265.00	5.00%
Hack out & replace 4 cracked panes with coloured glass while completing draught proofing to window.	1	69.20	3.46	69.20	5.00%
LOUNGE SIDE WINDOW. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	13.25	265.00	5.00%
Hack out & replace with coloured glass while completing draught proofing to window.	1	18.50	0.93	18.50	5.00%
LOUNGE BAY - 2 OUTER WINDOWS. Overhaul with installation of our Weather Seal System of Draught Proofing.	2	255.00	25.50	510.00	5.00%
Hack out & replace cracked panes with coloured glass while completing draught proofing to window.	3	18.50	2.78	55.50	5.00%
CENTRE WINDOW OF BAY. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	13.25	265.00	5.00%
Hack out & replace 2 cracked panes with coloured glass while completing draught proofing to window.	1	37.50	1.88	37.50	5.00%
OFFICE FRONT BAY - 2 OUTER WINDOWS. Overhaul with installation of our Weather Seal System of Draught Proofing.	2	255.00	25.50	510.00	5.00%
Hack out & replace cracked panes with coloured glass while completing draught proofing to window.	2	18.50	1.85	37.00	5.00%
CENTRE WINDOW OF BAY. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	13.25	265.00	5.00%
Hack out & replace with coloured glass while completing draught proofing to window.	2	18.50	1.85	37.00	5.00%
Sash Eyes for opening of top sashes	8	7.50	10.50	60.00	17.50%
Pole & Hook	1	19.00	3.33	19.00	17.50%
Hack out & replace with clear laminated glass.	1	104.12	18.22	104.12	17.50%

SUBTOTAL
VAT TOTAL
<b>Total</b>

<b>Payments/Credits</b>
<b>Balance Due</b>



# Invoice

Robert Marshall-Andrews QC MP

VAT REG ...	Tax Date	Invoice #
	05/10/2006	

Description	Qty	Rate	VAT ...	Amount	VAT %
OVER FRENCH DOORS. Hack out & replace with coloured glass.	3	18.50	9.71	55.50	17.50%
Hook fitted to existing pole.	1	15.00	2.63	15.00	17.50%

SUBTOTAL	£2,588.32
VAT TOTAL	£161.14
<b>Total</b>	<b>£2,749.46</b>
Payments/Credits	-£545.00
<b>Balance Due</b>	<b>£2,204.46</b>

50%





Member's claim form

09 Oct 2006

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Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

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 those 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 / 10 / 06 to 31 / 10 / 06 ✓

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ 729 : 80 p ✓

Food

£ : p

Utilities

£ : p ✓

Council Tax/Rates

£ 108 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ 420 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ 20 : 00 p ✓

▶ please specify

Window cleaning

Other

£ 153 : 20 p ✓

▶ please specify

Water

Other

£ : p


▶ please specify

Total

£ 1,501 : 00 p

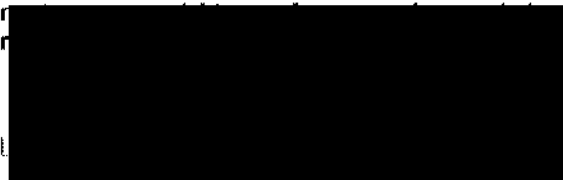
**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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

Signature



MP

Date

06.10.06

**Data protection**

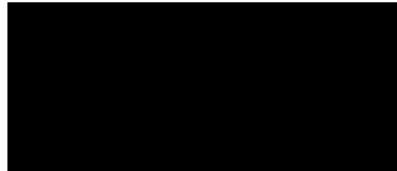
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Send your completed  
form to

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



28 September 2006 ✓

**INVOICE**

For cleaning  from July to September 2006:

**£420.00** ✓

Signed:  .....



Member's claim form

About filing 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

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

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 01 / 09 / 06 to 30 / 09 / 06

Total cost of hotel stays attach all receipts

£ - : - p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ 402 : 400.00 p *not*

Utilities

£ - : - p

Council Tax/Rates

£ 108 : 00 p ✓

Telephone and telecommunications

£ - : - p

Cleaning

£ 40 : 00 p ✓

Service/maintenance

£ 272 : 50 p ✓

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ 20 : 00 p ✓ ▶ please specify

Window Clearing

Other

£ 72 : 96 p ✓ ▶ please specify

Cas

Other

£ 100 : 00 p ✓ ▶ please specify

Parking Permit

Total

£ ~~1815~~ : 26 p £ 1813 - 26

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I declare that I have provided the information above truthfully and necessarily to enable  
[redacted] home for the purpose of performing

Signature [redacted] MP

Date

4.9.06

**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

Robert Marshall-Andrews QC MP

14/07/2006

Description	Qty	Rate	VAT...	VAT A..	Amount
BEDROOM SIDE WINDOW. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	5.00%	13.25	265.00
Hack out & replace 4 cracked panes with coloured glass while completing draught proofing to window.	1	69.20	5.00%	3.46	69.20
LOUNGE SIDE WINDOW. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	5.00%	13.25	265.00
Hack out & replace with coloured glass while completing draught proofing to window.	1	18.50	5.00%	0.93	18.50
LOUNGE BAY - 2 OUTER WINDOWS. Overhaul with installation of our Weather Seal System of Draught Proofing.	2	255.00	5.00%	25.50	510.00
Hack out & replace cracked panes with coloured glass while completing draught proofing to window.	2	18.50	5.00%	1.85	37.00
CENTRE WINDOW OF BAY. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	5.00%	13.25	265.00
Hack out & replace 2 cracked panes with coloured glass while completing draught proofing to window.	1	37.50	5.00%	1.88	37.50
OFFICE FRONT BAY - 2 OUTER WINDOWS. Overhaul with installation of our Weather Seal System of Draught Proofing.	2	255.00	5.00%	25.50	510.00
Hack out & replace cracked panes with coloured glass while completing draught proofing to window.	2	18.50	5.00%	1.85	37.00
CENTRE WINDOW OF BAY. Overhaul with installation of our Weather Seal System of Draught Proofing.	1	265.00	5.00%	13.25	265.00
Hack out & replace with coloured glass while completing draught proofing to window.	1	18.50	5.00%	0.93	18.50
Sash Eyes for opening of top sashes	8	7.50	17.50%	10.50	60.00
Pole & Hook	2	19.00	17.50%	6.65	38.00

SUBTOTAL

VAT TOTAL

Total

Payments/Credits

Customer Total Balance

*f 274.5 ÷ 2 =*  
*f 272.50*

Robert Marshall-Andrews QC MP

VAT REG NO	Tax Date	Invoice No
	14/07/2006	

Description	Qty	Rate	VAT...	VATA...	Amount
FRONT ENTRANCE DOOR. Overhaul of front door.	1	64.00	17.50%	11.20	64.00
Hack out & replace with clear laminated glass.	1	104.12	17.50%	18.22	104.12

I hope this meets with your satisfaction & look forward to hearing from you soon  
Please sign both copies and return one to RM with the deposit of 20% as agreed. Payment is required on completion of work

*545*

SUBTOTAL £2,563.82

VAT TOTAL £161.47

**Total** £2,725.29

**Payments/Credits** £0.00

**Customer Total Balance** £2,725.29



Member's claim form

QUALITY  
07 AUG 2006  
ASSURANCE

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

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat 2

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 01/08/06 to 31/08/06 ✓

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 40 : 00 p

Service/maintenance

£ 272 : 50 p ✓

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ 131 : 50 p ✓

▶ please specify

TV Licence

Other

£ 68 : 48 p ✓

▶ please specify

EDF Energy

Other

£ 94 : 34 p ✓

▶ please specify

British Gas

Total

£ 1514 : 62 p



**Details of second home** *if applicable*

Address of  
second home  
*for Additional  
Costs Allowance*

**Declaration**

Signature

and necessarily to enable  
the purpose of performing

MP

Date

01-08-06

**Data protection**

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



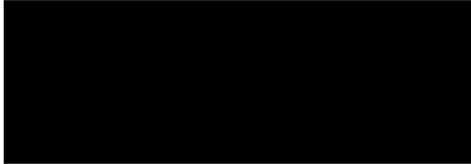
Robert Marshall-Andrews QC MP



Reply to :  
House of Commons   
Constituency Office



2 August 2006



Dear Sir or Madam

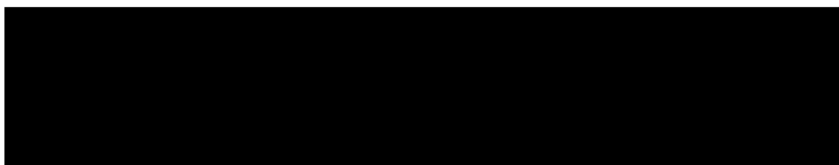
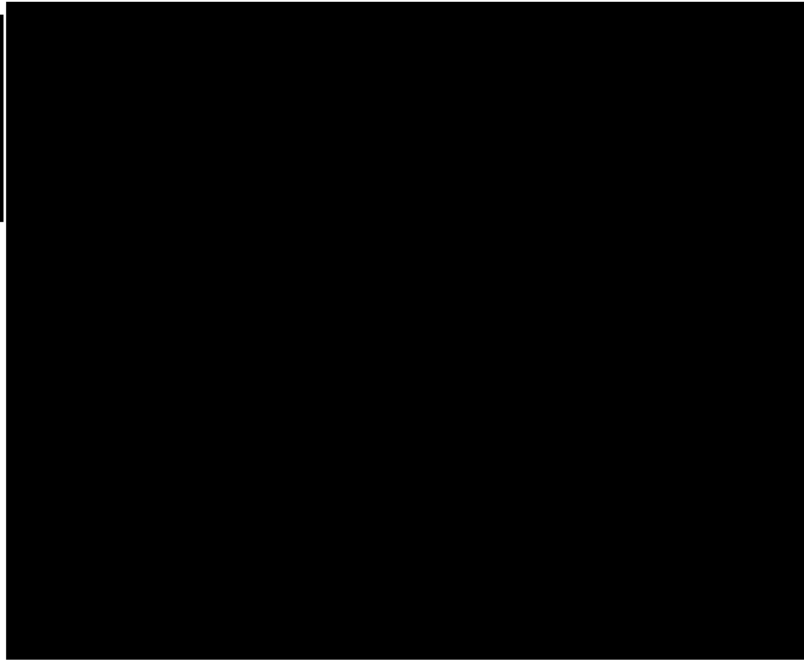
**Re.: ACA and Members' Reimbursement – August 2006**

Please find enclosed claim forms for ACA and Members' Reimbursement for August. The constituency flat (which is also my office) is in need of essential repair work to its sash cord windows, front door and a number of glazed panels. I have paid a deposit of £545 (being 20% of total cost) and have claimed half this amount from ACA and the other half from Members' Reimbursement. I am enclosing a copy of the contract. I hope this meets with approval.



Bob Marshall-Andrews QC MP

Encs





# Additional Costs Allowance

0 8 11 2005

## Member's claim form

# ACA2

Page 1 of 2

### About filling in this form

- For details of costs you can claim for, see *Green Book* section 1.1
- If you have any doubt about whether you can claim for a cost please call 020 7219 1340.



### Your details

Name  
in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use  
Costs/Cat 2



### 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 01 / 07 / 06 to 31 / 07 / 06

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 729 : 80 p

Food

£ 125 : 00 p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p

Telephone and  
telecommunications

£ : p

Cleaning

£ 420 : 00 p ✓

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 70 : 00 p ✓

Other

£ 110 : 51 p

▶ please specify

see attached

Other

£ : p

▶ please specify

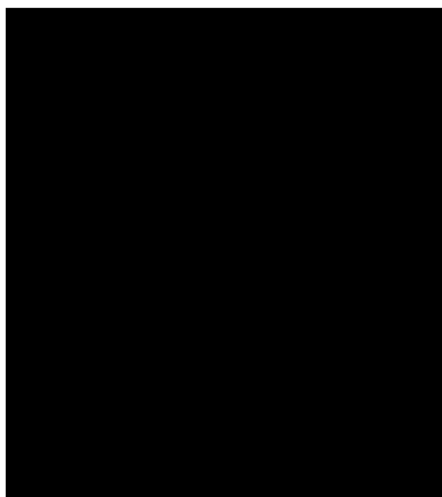
Other

£ : p

▶ please specify

Total

£ 1563.31 p

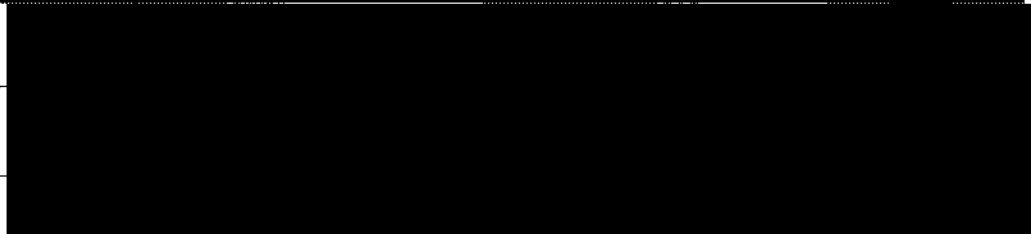


continued on page 2

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

L  
L

**Declaration**

Signature

and necessarily to enable  
for the purpose of performing

' MP

Date

23.6.06

**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

**MARK SCHOLFIELD**



30 May 2006

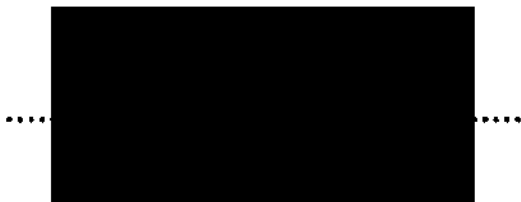
**INVOICE**

**For refurbishment of balcony rail:**

**Materials:            £20.51 (receipts attached)**

**Labour:                £90.00**

**Total due:          £110.51**







30 June 2006 ✓

**INVOICE**

For cleaning  from April to June 2006:

£420.00 ✓

Signed: 

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

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use  
Costs/Cal 2

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 check

Period of claim

from 01 / 04 / 06

to 30 / 04 / 06

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*interest only or rent*

£ 729 : 80 p ✓

Food

£ 132 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 ✓

Telephone and telecommunications

£ : p

Cleaning

£ 420 : 00

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 70 : 00 p ✓

Other

£ ~~56~~ : ~~00~~ p

▶ please specify

Lamps

Other

£ 62 : 99 p

▶ please specify

Other

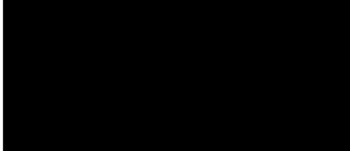
£ : p

▶ please specify

Please pay £420.00  
Total

£ 1522 : 79 p





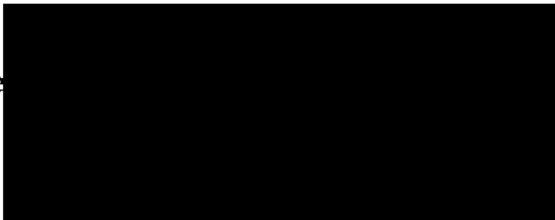
30 March 2006

**INVOICE**

For cleaning  from January to March 2006:

£420.00/

Signe





Member's claim form

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

R. Marshall-Andrews QC MP

Constituency

MEDWAY ✓

Office use Cost/Cat 2

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 those 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, 06, 06 to 30, 06, 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 907 : 80 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

01.06.06

**Data protection**

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09 12 2006

Member's claim form

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

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use  
Costs/Cat 2

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 01, 05, 06 to 31, 05, 06

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 729 : 80 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p

Telephone and  
telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ 70 : 00 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

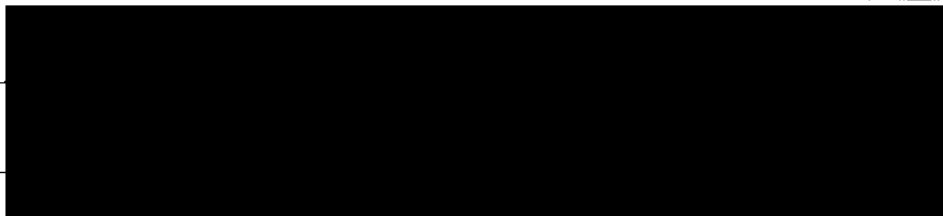
Total

£ 907. : 80 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 claim for the purpose of performing

**Signature**



\_\_\_\_\_  
MP

**Date**

\_\_\_\_\_

**Data protection**

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**Send your completed  
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Department of Finance & Administration, House of Commons, London SW1A 0AA



Member's claim form

06/07

About filling in this form

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

Your details

Name in CAPITAL LETTERS

R. Marshall-Andrews QC MP

Constituency

MEDWAY

Office use only

Costs/Cat

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 01/04/06 to 30/04/06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 729 : 80 p ✓

Food

£ 132 : 00 p ✓

Utilities

£ : p

Council Tax/Rates

£ 108 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ 420 : 00 p Need Receipts

Service/maintenance

£ : p

Repairs/insurance/security

£ 70 : 00 p ✓

Other

£ ~~58~~ : ~~00~~ p please specify Lamps

Other

£ 62 : 99 p please specify

Other

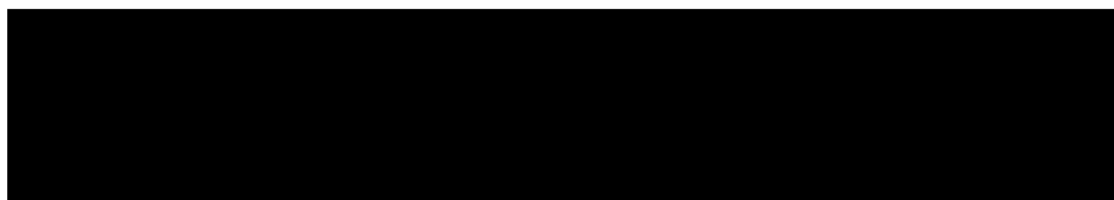
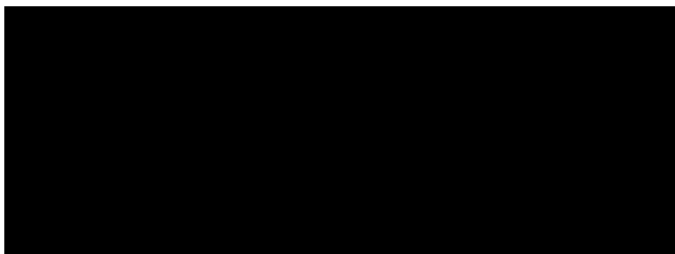
£ : p please specify

Total

£ 1522 : 79 p Please Pay £1102.79

**Details of second home** *if applicable*

*X*  
**Address of  
second home**  
*+*  
**for Additional  
Costs Allowance**

**Declaration****Signature**

necessarily to enable  
the purpose of performing

**Date**

25.04.06

**Data protection**

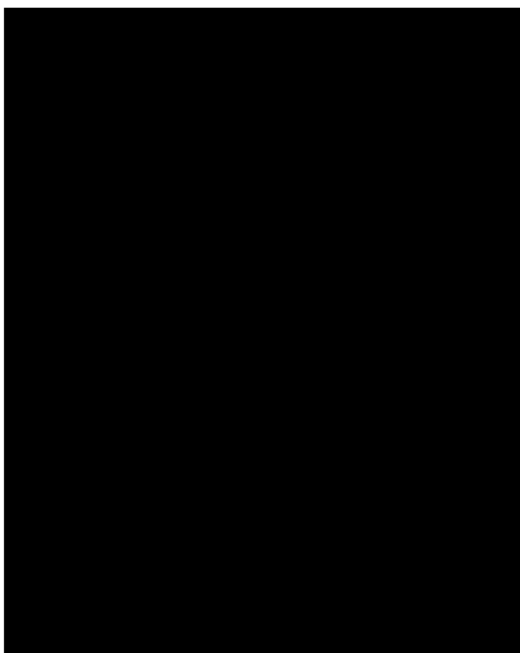
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form to**

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



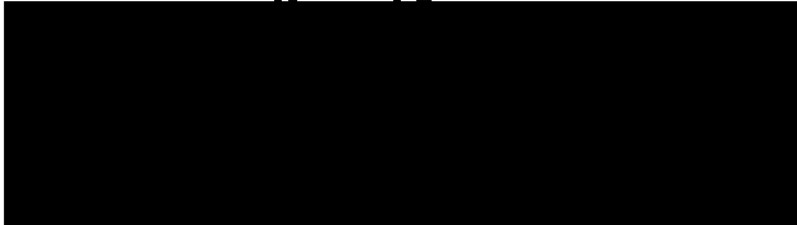
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ITEM # 90061249	15386			



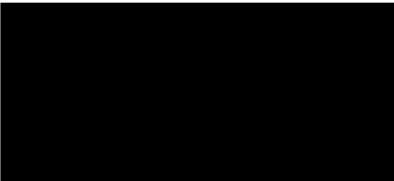


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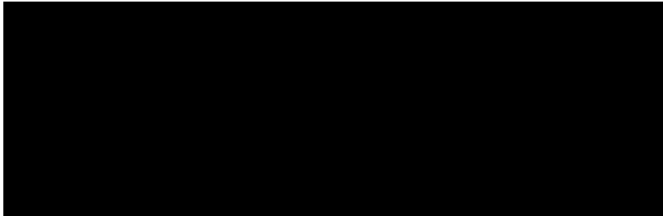
TOTAL ~~29.2~~ ~~33.1~~ 585.60



Reply to :  
House of Commons   
Constituency Office



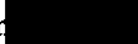
11 October 2006




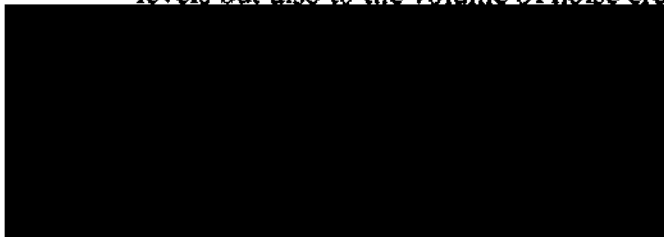
19 OCT 2006

Dear Sir or Madam

**Re.: Sash Window Restoration**

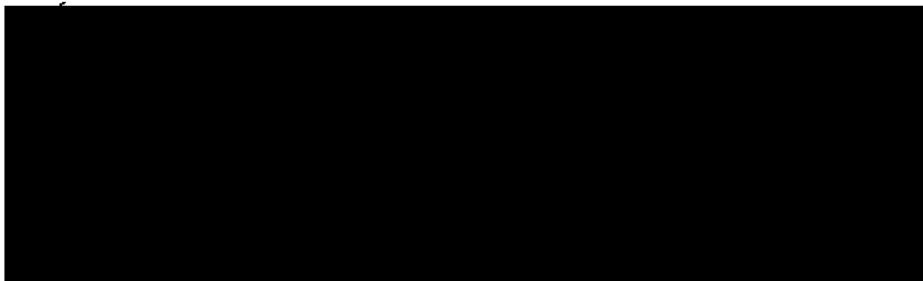
I have now received a verbal response of approval from  in reply to my letter of 1 September (copy enclosed) regarding splitting the cost of the sash window restoration between my ACA and IEP account. I am, therefore, attaching ACA and IEP claim forms each showing 50% of the final bill.

It was necessary to have this work done on my constituency accommodation as the sashes were in need of repair to operate safely and to provide necessary draught-proofing.  is a Victorian building (listed) with exceptionally large bay windows which face directly on to the River Medway. During winter months, the office and my living quarters are extremely difficult to keep warm. The work has now been completed and has made a substantial difference not only to temperature levels but also to the volume of noise created by traffic.



Bob Marshall-Andrews

Encs





1 September 2006

Dear Sir or Madam

**Re.: Sash Window Restoration**

Thank you for your note, copy enclosed. I have claimed this sum against ACA as directed but I would like you to reconsider the matter since this is a deposit as against a larger bill.

More detail may help. My premises in Rochester are both my constituency residence and constituency office. It comprises of three large rooms, a kitchen and bathroom. One room (which has three windows) is entirely fully equipped office accommodation. The large dining and living area is used by my staff during the working day and by myself when I am resident in the constituency. It has four windows and a balcony door. The third room is my bedroom and apart from some storage capacity is for my own use. Where general repairs are concerned it has always seemed logical to divide these evenly between ACA and IEP. In truth, from my own expenses, it makes little difference as I rarely use the substantial proportion of either allowance but it would seem appropriate to charge according to the realities should I have exceptional expenditure in any year on either vote.

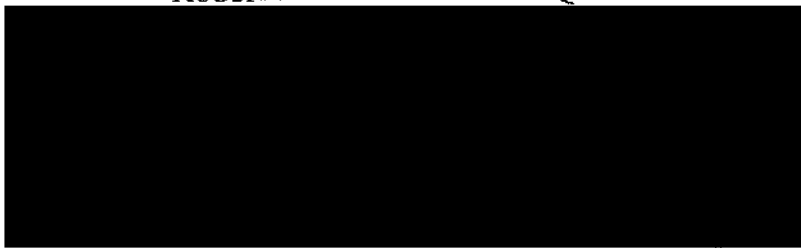
Please let me have your observations.

Yours faithfully

Bob Marshall-Andrews QC MP

Enc

Robert Marshall-Andrews QC MP



Reply to :

House of Commons   
Constituency Office

1 September 2006



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Bob Marshall-Andrews QC MP

Enc

