

1. TO BE COMPLETED BY DEPARTMENTS

Date of Cheque: 12/20/06

Cheque Number: [REDACTED]

Cheque Payee: Northampton Borough Council

Account Code	Amount £ p		Cost C	Piro	Who	Exp_Type	Description
[REDACTED]	1948	50	[REDACTED]	2005-2006	/	[REDACTED]	DUPLICATE PAYMENT REFUND
Total	£1948	50					

COMPLETED BY:

Signature: [REDACTED]

Name: [REDACTED]

Date: 28th June 2006

REMARKS:

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

See overleaf for Finance Office action.

Date : 22 JUN 06

Creditor Number :

REFERENCE	YOUR INVOICE/REFERENCE DETAIL	AMOUNT
		1948.50
		1948.50

TOTAL £

Date : 22 JUN 06

Creditor Number :



REFERENCE	YOUR INVOICE/REFERENCE DETAIL	AMOUNT
		1948.50
TOTAL £		1948.50



Member's claim form

Members' Allowances

05/06

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.



Your details

Name in CAPITAL LETTERS

SALLY KOWALE

Constituency

ROTHAMPTON NORTH

Claim details

Notes

You can only claim for

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

Please list

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

Please attach

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

Period of claim

from 1/06/2005 to 30/3/2006 ✓

Total cost of hotel stays
attach all receipts

£ / p

Mortgage payments
(interest only) or rent

£ / p

Food

£ : p

Utilities

£ 176:60 p

Council Tax/Rates

£ / p

Telephone and telecommunications

£ / p

Cleaning

£ / p

Service/maintenance

£ / p

Repairs/insurance/security

£ 165:53 p

Other

£ : p

▶ please specify water

Other

£ / p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 342:13 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

Date

11.5.2006

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:

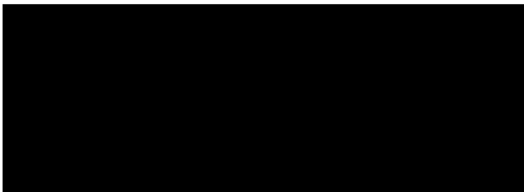
- staff who are responsible for processing Members' Additional Costs Allowance claims and travel claims
- National Audit Office staff.

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

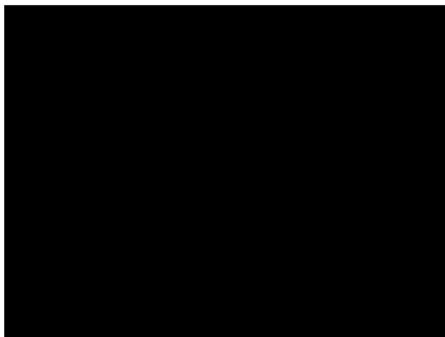
Members' Allowances Section, Operations Directorate,
Department of Finance & Administration, 3rd Floor, 7 Millbank, LONDON SW1 0AA



Account number



Customer name(s)



Account date

8 Apr 06

Premises supplied



Payment number



period of charge

27th September 05 - 3rd April 06

Balance brought forward

£0.00

Total water charge

£45.19

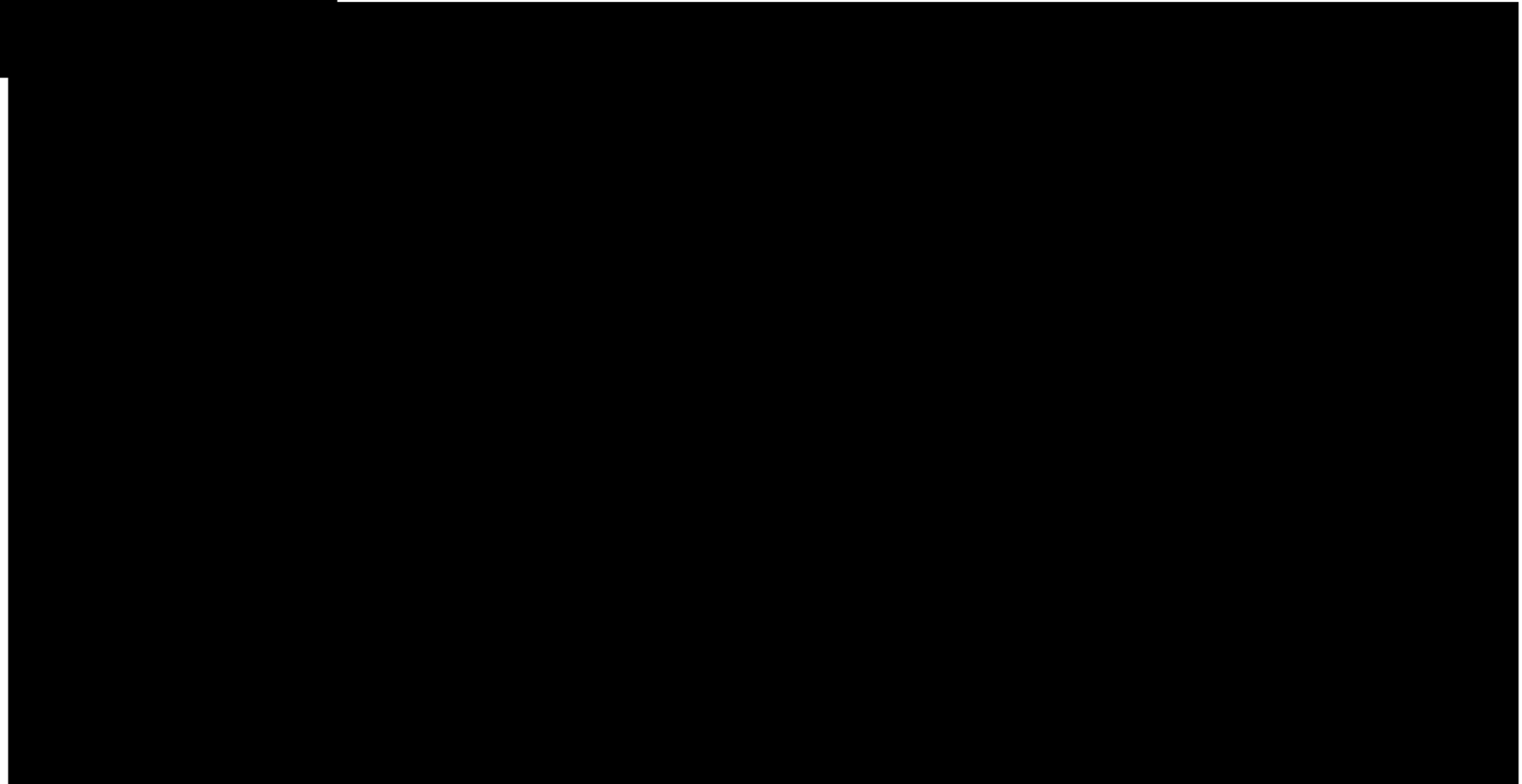
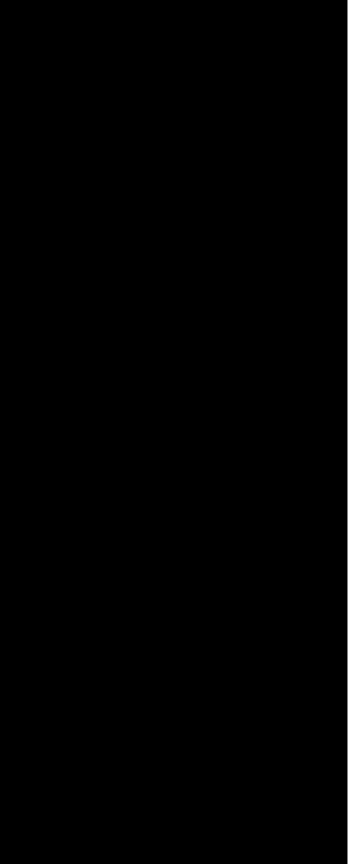
Total sewerage charge

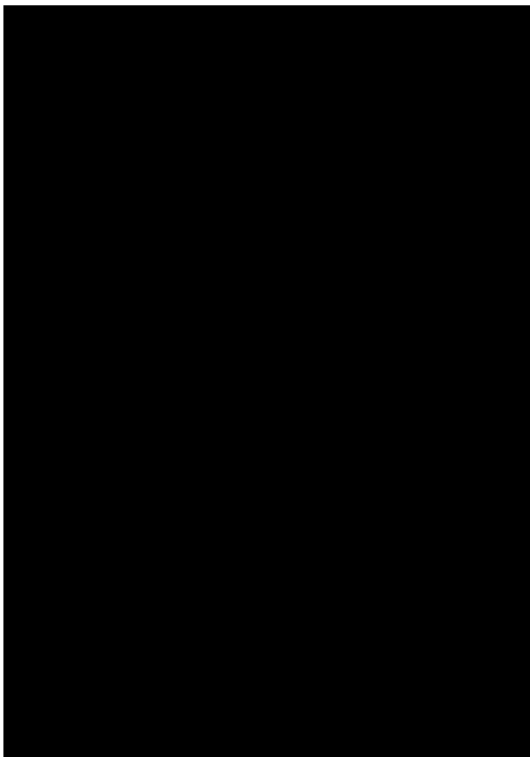
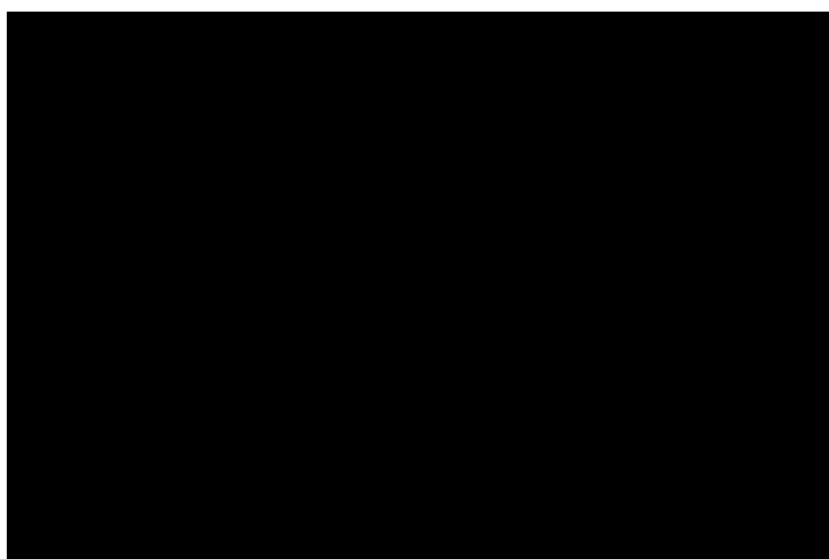
£65.34

bill amount

£110.53

This is a statement in accordance with your direct debit instruction. Your bank account will be debited on or immediately after 22 Apr 06 with £110.53 to clear the bill amount shown above.



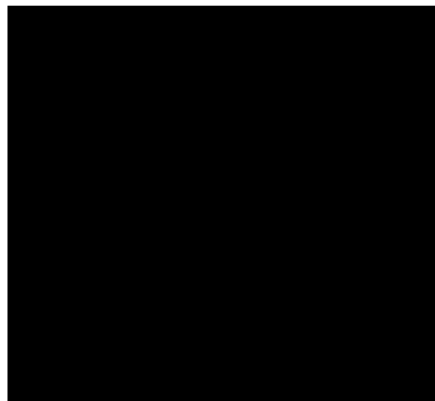
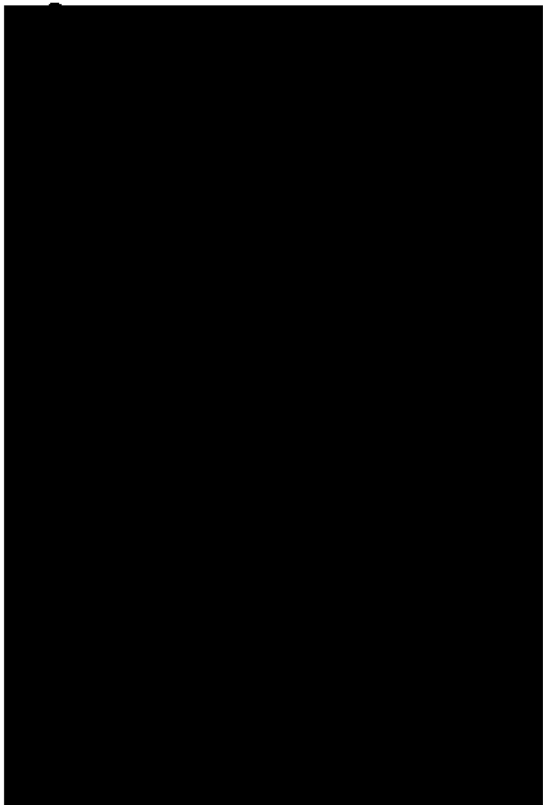


Your British Gas HomeCare Agreement

	£
Three Star Central Heating Care	176.00
• Boiler - Glow Worm	
Low Call-Out Discount	-18.00
Total	<u>158.00</u>
Plumbing Care	54.00
• Plumbing -	

From the 20th March 2005 your monthly
payment will now be
£17.74

see monthly direct debit schedule opposite for subsequent payments





Member's reimbursement form

When to use this form

Use this form to ask us to reimburse you for costs you have incurred on your Parliamentary duties.

About filling in this form

For details of costs you can claim for, see *Green Book* section 5.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name
in CAPITAL LETTERS

SALLY LEASIE MP

Constituency

NORTHAMPTON NORTH

Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 1/6/05

to 1/4/06

Allowance year

05/06

Office use only

Allow or Expr
A/c code Cat 5

	Description of service or goods	Amount
Item 1	Steel + Shovel	£ 3036.62 p
Item 2		£ : p
Item 3		£ : p
Item 4		£ : p
Item 5		£ : p
Item 6		£ : p
Item 7		£ : p
Item 8		£ : p
Item 9		£ : p
Item 10		£ : p

Total

£ 3036.62 p

£ 1,829.70

continued on page 2



Member's claim form

05/06

About filling in this form

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

Your details

Name in CAPITAL LETTERS

SALLY KOORSE

Constituency

ROUZHAMPUR NORTH

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 10 15 12005 to 1 1 12006

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) or rent

£ : p

Food

£ 1440 : 2 p

£10 x 36 weeks

Utilities

£ 761 : 2 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 510 : 48 p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

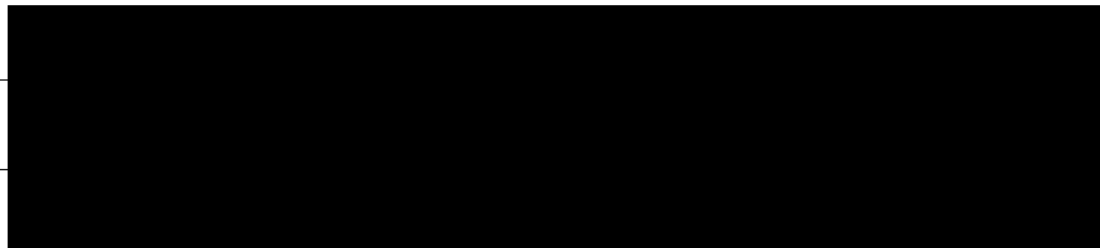
▶ please specify

Total

£ 2,711 : 48 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

Date

26-6-2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

**Send your completed
form to**

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

Summary and detail

If you require a copy of your bill, or request calls to be itemised after the bill is produced, an administration charge will be raised. You can view your bill and all your calls online for free at www.bt.com.

Bill totals

This is a summary of your main bill totals, together with where to find information of each total.

Cost of calls	£ 16.46	see below
Your benefits	£ 0.00	see page 3
Service charges	£ 42.54	see page 4
Credits	- £ 2.55	see page 4
VAT	£ 9.88	see page 4
Total	£ 66.33	✓

Summary and detail

If you require a copy of your bill, or request calls to be itemised after the bill is produced, an administration charge will be raised. You can view your bill and all your calls online for free at www.bt.com.

Bill totals	Cost of calls	£ 26.28	<i>see below</i>
<i>This is a summary of your main bill totals, together with where to find information of each total.</i>	Your benefits	£ 0.00	<i>see page 3</i>
	Service charges	£ 42.54	<i>see page 4</i>
	Credits	- £ 2.55	<i>see page 4</i>
	VAT	£ 11.60	<i>see page 4</i>
	Total now due	£ 77.87	

Energy Payments

Dear MR PORTER,

As part of our service to you we have checked your energy usage against your current monthly payment of £58.00.

This has shown that your current payments will not cover your usage for the year, and that if your payments stay the same, you will have a balance to pay at the end of the year. To help you, and to make sure this does not happen, we have revised your monthly payment to £78.50.

Your revised payment has been calculated from the information below:

Account Balance	£275.87 cr
Period from	21st July 2005
Period to	19th April 2006
Estimated cost of consumption	£470.75

As you pay by Direct Debit there is no need for you to take any further action. Your new monthly payment will be collected from your bank account on 20th November 2005.

If you have any questions regarding your energy payments, please contact us straight away. We'll be happy to help.



Member's claim form

05/06

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SALLY KEEBLE

Constituency

NORTHAMPTON NORTH

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 14/3/06 to 30/3/06

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

£ 1327 : 75 p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1327 : 75 p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted address area]

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

[Redacted signature area]

Signature

Date

26.6.2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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

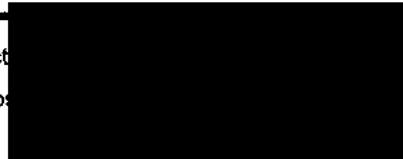


Member's claim form

31 MAR 2006

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.



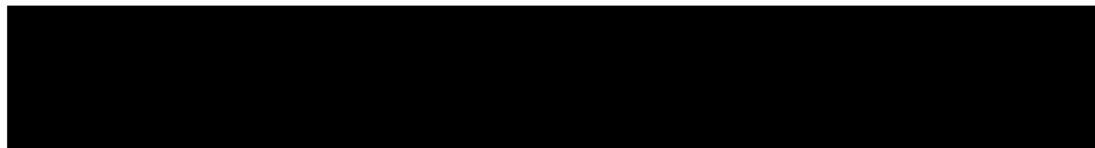
Your details

Name in CAPITAL LETTERS

SALLY KEEBLE

Constituency

NORTHAMPTON NORTH



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



Period of claim

from 05/05/05 to 01/04/06

Total cost of hotel stays attach all receipts

£ : p [Redacted]

Mortgage payments (interest only) or rent

£ 6,363 : 51 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

£ 6,363 : 51 p

Handwritten: Total £5942.11


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
 for the purpose of performing

Signature

MP

Date

30.3.2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

**Send your completed
form to**

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



Member's claim form

31 MAR 2006

About filling in this form

- 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 1340.

Your details

Name in CAPITAL LETTERS

SALLY KEENE

Constituency

Northampton North

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 25 6 05 to 23 7 05

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

£ 2,403 : 58 p

please specify Sullivan fittings

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 2,403 : 58 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

Date

 MP
30.3.2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed
form to

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

CUSTOMER INFORMATION

Name: MRS S KEEBLE

Address:

Postcode:

Tel No: Daytime:

Evening:

Balance required by date:

Estimated delivery date:

COMMENTS:

CUSTOMER ORDER

STORE R

PURCHASE DETAILS

Item	Description	Unit Value (£)	Quantity	Unit Total (£)	M/D	Unit Disc (£)	Order Value (£)
SPA1230	Space 600 H/l base	73.00	1	73.00	1C	14.60	58.40
SPA1690	Space 500 Larder twr	152.00	1	152.00	1C	30.40	121.60
SPA1690	Space 500 Larder twr	152.00	1	152.00	1C	30.40	121.60
SPA1230	Space 600 H/l base	73.00	1	73.00	1C	14.60	58.40
SPA1230	Space 600 H/l base	73.00	1	73.00	1C	14.60	58.40
SPA1430	Space 600 F/h wall	70.00	1	70.00	1C	14.00	56.00
SPA1430	Space 600 F/h wall	70.00	1	70.00	1C	14.00	56.00
SPA1490	Space 600 Hob wall	43.00	1	43.00	1C	8.60	34.40
SPA1490	Space 600 Hob wall	43.00	1	43.00	1C	8.60	34.40
SPA1960	Space Continuous plinth	24.00	2	48.00	1C	9.60	38.40
SPA1948	Space. Cornice (mod)	37.00	2	74.00	1C	14.80	59.20
WTC3110	White Customfit panel	30.00	1	30.00	1C	6.00	24.00
APM8630	White knight F/s cond dryr	289.00	1	289.00	1C	57.80	231.20
XHG8620	2 years tumble dryer warranty	40.00	1	40.00		0.00	40.00 +
HKC9987	Space handle fixing instructions	0.00	1	0.00	1C	0.00	0.00
HKC9997	Sys 3 kitchen Instal'n manual	0.00	1	0.00	1C	0.00	0.00
SIN4204	Franke erica s/s 1.5 bowl sink	198.00	1	198.00	1C	39.61	158.39
HAN4601	Chrome 1.5 bowl Pop up waste	38.00	1	38.00	1C	7.60	30.40
TAP2440	Chrome atomix Lever action Monoblo	112.00	1	112.00	1C	22.40	89.60
HKC0020	Dummy drawer pack	5.01	2	10.02	6D	10.02	0.00
WOR3260	Blackstone 3m 616 38 wtop	99.00	1	99.00	1C	19.81	79.19
ACK8803	S/s 600 Sink unit liner	14.00	1	14.00	1C	2.86	11.20
SPA1972	Space 1000 Shelf inc fittings	58.00	2	116.00	1C	23.20	92.80
ZZG11	Kitchen fitting charge	950.00	1	950.00		0.00	950.00
ZZD39	Delivery	0.00	1	0.00	5D	0.00	0.00
	Sub-total			2,767.02		363.44	2,403.58

CUSTOMER INFORMATION

Name: MRS S KEEBLE

Address:

Postcode:

Tel No: Daytime:
Evening:Balance required by
Estimated delivery

STORE INFORMATION

PAYMENT DETAILS

CHEQUE:	241.00	TOTAL ORDER VALUE	2,403.58
---------	--------	-------------------	----------

TOTAL PAYMENTS	241.00
----------------	--------

DEPOSIT	241.00
---------	--------

BALANCE OUTSTANDING	2,162.60
---------------------	----------



Member's claim form

31 MAR 2006

About filling in this form

- For details of costs you can claim for, see *Green Book* section 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

SALLY KEORUE

Constituency

NORTHAMPTON

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 29/11/2005 to 1/1/

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

£ 5,000 : p

▶ please specify kitchen repairs.

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 5,000 : 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



Date

30-3-2006

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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

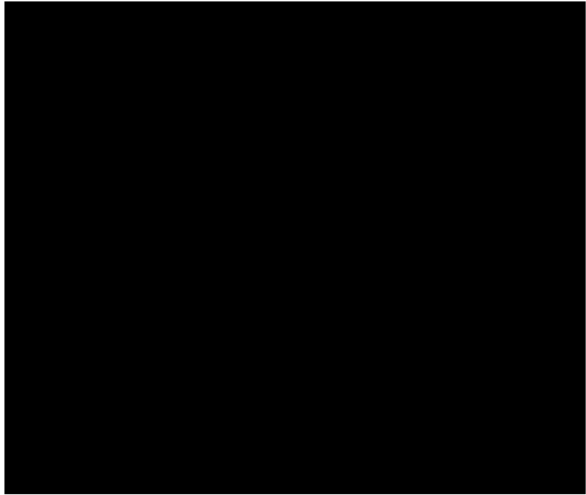




Sally Keeble

Statement of account, works carried out.

Original works carried out as quoted		6419.00
Variations to original contract:		
Supply of Extractor unit.	556.89	
Change of spec from Granite to Decoglaze to worktops	311.41	
Omit Provisional sum for electrics.	-600.00	
Add for electric and plumbing works carried out.	1646.80	
Omit provisional sum for Fireplace repairs.	-250.00	
Rebuild fireplace brickwork, hearth and repoint.	1339.25	
Omit Provisional sum for floor repairs.	-500.00	
Cleaning floor and sealing.	462.25	
Omit provisional sum for decoration.	-800.00	
Add for decorations carried out.	1081.06	
Omit provisional sum for plumbing works.	-450.00	
Omit provisional sum for DPC treatment.	-600.00	
Plastering works carried out.	413.99	
Variations to contract:	2611.65	2611.65
Sub total:		9030.65
Plus VAT at 17.6%		1580.36
Now due for payment:		<u>10611.01</u>





Additional Costs Allowance

Member's claim form

05/06

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
Constituency

SALLY KEARSE
NORTHAMPTON

Claim details

Notes

You can only claim for

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

Please list

Please attach

Period of claim

from 1 1 12 2005 to 4 1 12 2005

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ ~~1000~~ : 1000 p

Food

£ 50 : 00 p

Utilities

£ 250 : 00 p

Council Tax/Rates

£ ~~100~~ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/
security

£ 50 : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 350 : 00 p

continued on page 2

16 JUN 2005



Member's claim form

9007 2006

05/06

About filling in this form

- For details of costs you can claim for, see *Green Book* section 10.
- If you have any doubt about whether you can claim for a cost please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SALLY KEESLE

Constituency

NORTHAMPTON NORTH

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 10/12/2005 to 31/13/2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ 2136 : = p ✓ 178 x 12 =

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ 661 : 20 p ✓ £55.10 x 12 =

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify Pay

Total

£ 2797 : 20 p = 341/365 = £ 2613.27 continued on page 2

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance

[Redacted address box]

Postcode

Declaration

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

Signature

[Redacted signature box]

MP

Date

26.4.2008

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research. For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act. Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to

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