



Additional Costs Allowance

420698

ACA2

09/10

Member's claim form

CP 22/4
15 APR 2010

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.

INV. A 658201
514602
514500

Your details

Name in CAPITAL LETTERS

TIM YEO

Constituency

SOUTH SUFFOLK

Office use only

Costs

M Y E O T S U F

Supp/Res ID

[Redacted]

Claim details

You can only claim for

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

RR

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 / 4 / 09 to 30 / 4 / 09

Total cost of hotel stays
attach all receipts

£ : p

514631 Mortgage payments
(interest only) or rent

£1,651 : 31 p ✓

Food

£ : p

5880320

514636 Utilities

£ 435 : 02 p ✓

SS 21-4-09

514633 Council Tax/Rates

£ 1,335 : 24 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

514636 Service/maintenance

£ 1,515 : 35 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 4,976 : 92 p

£ 3,734 . 92

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

3.4.09

Data protection

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

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

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

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



City of Westminster

Enquiries by post: Westminster City Council, Council Tax, PO Box 165, Erith DA8 9DW
Send payments to: Westminster City Council, PO Box 397, Warrington WA55 1GG
Tel: 0845 302 3400 8.30am to 6pm Monday to Friday
Minicom: 0845 070 0281 (call charges will vary)
Email: WestminsterCouncilTax2@Capita.co.uk



Date of Issue: 16-MAR-2009

MR TKS YEO, MRS YEO
[Redacted]
[Redacted]
Account reference [Redacted]

Address of property
[Redacted]
Property reference [Redacted]

Council tax demand notice 2009/2010

The property above has been placed in band H. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

Table with columns for entity, percentage change, and amount. Includes rows for City of Westminster (755.60), Greater London Authority (619.64), Council tax for your property (1375.24), and Total (1375.24).

If you would like us to send your future bills by email, please send a request to wccctax.dd@capita.co.uk, quoting your council tax account number(s) and the email address that you would like them sent to.

The amounts shown below are currently payable by direct debit. NO FURTHER ACTION IS REQUIRED.

Table with columns: Date of payment, Amount due, Date of payment, Amount due. Lists payment dates from 01-APR-2009 to 01-JAN-2010 with amounts of 133.24 and 138.00.

Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

Table with columns: Entity, Efficiency savings, as a % of 2007/08 spending. Shows savings for Westminster City Council (£16,980,000, 4.5%) and London Fire and Emergency Planning Authority (£4,724,000, 1.1%).

These efficiencies equal £135 for the average Band D home

00025996V1/D50309



003934



Head Office:



YOUR REF : [REDACTED]

16th March 2009

Mr & Mrs T Yeo

Accounts Assistant [REDACTED]

Direct Line [REDACTED]

E-mail [REDACTED]

Re: [REDACTED] ✓

DEMAND/CREDIT NOTE NO [REDACTED]

DATE	DESCRIPTION	PERIOD	AMOUNT
5 Apr 2009	Quarterly Service Charge in advance	5 Apr 2009 - 4 Jul 2009	1,515.35
Total :			£1,515.35

Demand on behalf of [REDACTED]

For the purposes of the Landlord & Tenant Act 1987 Section 47 and Section 48 the address(es) at which Notices (including Notices in proceedings) may be served on the Landlord by you is :

[REDACTED ADDRESS]

Balance outstanding on account : £6,061.40

If you require a full statement of your account please contact your Accounts Assistant as above.

S

Your Reference : [REDACTED]
Amount Outstanding : £6,061.40

Name : Mr & Mrs T Yeo

Payment can be made by the following methods :

- CHEQUE :** Please return this remittance advice with your cheque to the above address.
- DIRECT DEBIT :** If you require a Direct Debit form please contact your Accounts Assistant, as above.
- ELECTRONIC BANK TRANSFER :** Please quote reference [REDACTED] and make payment to :
Account Number [REDACTED] Sort Code [REDACTED]
- DEBIT/CREDIT CARD :** If you wish to pay by debit or credit card please contact your Accounts Assistant, as above.
Please note there is a 2.5% charge for paying by credit card.
- ONLINE :** You can make payment online via our website [REDACTED]



Account Number
[REDACTED]

If you like the convenience of using online services, you can pay your bill, tell us you're moving and more, simply log on to www.thameswater.co.uk

JM0171210_1SOP1_7905
AA59864/007805/017571

49114 239 6



MR T S YEO
[REDACTED]

Your water services bill for the year 1 April 2009 to 31 March 2010

Current charges

£435.02

See below

Amount to pay by 1st April 09

£217.51

The remaining £217.51 should be paid by 1st October 09 - we will send you a reminder nearer the time

You can pay the whole bill now if you prefer. If making full payment, please change the amount due box on the giro slip to £435.02

Service charges 1 April 2009 - 31 March 2010

Wastewater

Chargeable value/rate per £
1799 @ 22.18p

Supply charge £
399.02

Fixed charge £
36.00

Totals £
435.02

Please contact us if your property is connected to mains water

Charges

£435.02

Paying your bill

If paying at a bank, please allow 7 days for payment to reach us. There is no counter fee if you pay at a branch of your bank. Full details of how to pay are shown on the back.

Other ways to pay

Direct Debit is the easiest way to pay - simply call our Direct Debit Hotline on 0845 6410 055 or fill in the form on the reverse and return it to us within 7 days.



Trans cash



bank giro credit



COMMERCIAL BANK Bootle Merseyside GIR 0AA
Reference (customer account number)

Credit account number

Standard fee payable at PO Counter

£ 217.51

Cheque NOT acceptable at Post Office

Cashiers stamp and initials

Signature

Date

MR T S YEO
[REDACTED]

NatWest
Collection Account
Thames Water
Utilities Ltd

Cash

Cheques

£

Refs

Fee

Please do not write or mark below this line and do not fold this counterfoil

PRIVATE AND CONFIDENTIAL

Mr Tim Yeo MP
House of Commons
Westminster
London
SW1A 0AA

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

17 April 2009

Dear Mr Yeo

Personal Additional Accommodation Expenditure (PAAE) 2009/2010

Thank you for your Personal Additional Accommodation Expenditure claim, dated 3 April 2009, a copy of which is attached for ease of reference.

With reference to your claim of £1,375.24 for council tax. Your council tax bill states that you will pay your council tax via direct debit with one instalment of £133.24 commencing on 1 April 2009, followed by nine instalments of £138.00. Therefore I am required to reduce your claim for council tax to £133.24. I would be grateful if you could annotate future claims as £138.00 per month. The Department of Resources will hold a copy of your bill on file.

The remainder of your claim, totalling £3,734.92 has been processed and should reach your account within the next few days.

If you have any questions about this matter please do not hesitate to contact the Enquiry and Advice team on the numbers listed above.

Yours sincerely

[REDACTED]
Assistant Validation Officer





HOUSE OF COMMONS

22 APR 2009

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

Office use only
Costs/Cat2

MYEOTSOF
Allowance 514602

Supp/Res ID

663009

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

TIM YEO

SOUTH SUFFOLK

Claim details

Month/period to be claimed

From 01042009 To 30042009

Subsistence

(No receipts required)

Number of nights spent
away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5881829

MB 29/4

Mortgage interest £ 514

Hotel £ 514

Rent (inc deposits) £ 514

Council Tax/rates £ 514

Fixtures, fittings and furnishings

£	
£	
£	
£	
£	
£	
Total	£ 514

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

EDF ENERGY	£ 180.82
£	
£	
£	
£	
£	
Total	£ 180.82

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 180.82

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's
Signature

[Redacted Signature]

Date 21.4.09

Data Protection

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About filling in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA



www.edfenergy.com
 Any questions?
0800 096 9000
 Mon-Fri 8am to 8pm
 Sat 8am to 2pm
 account number
 [REDACTED]

24 hours a day 7 days a week
0800 028 0247
 bill for 15 Jan 09 - 14 Apr 09
 bill date 15 Apr 09



24411
 MR TYEO

Page 2 of 3



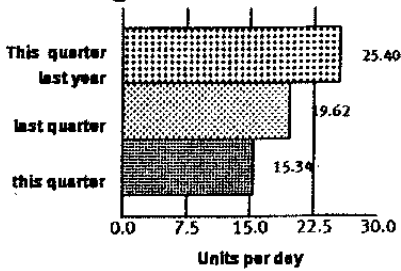
electricity bill: £180.82

Please pay **£180.82**.

Paid 21/4



Your average daily electricity usage



bill summary

Amount of last bill	£238.69
Payments	-£238.69
Charges this period	£180.82
Total for this period	£180.82

Payment due from the date of this bill, please ensure payment reaches us no later than 29 April 09

Nectar points this quarter



Reserved Nectar points **50**

Don't forget to register to start collecting Nectar points
 Don't forget to register with us for Nectar or you'll miss out on the reserved points we've been saving for you.
 It couldn't be easier to register, simply visit us at www.edfenergy.com/nectarforhome

S [REDACTED]

Alliance & Leicester
 COMMERCIAL BANK
 Bootle Merseyside G1R 0AA



EDFENERGY

Payment Slip

Bank Giro Credit



Reference (Customer account number)

Credit Account Number

Amount due
 (no fee payable at PO counter)

£ 180.82

[REDACTED]

[REDACTED]

signature

date

Cheque acceptable at PO counter



Cashier's stamp and initials

[REDACTED]

HSBC Bank plc
 Head Office Collection Account
 EDF Energy Customers plc



Cash		
Cheque		
£		

Please do not write or mark below this line
 Do not fold this payment slip

[REDACTED]



HOUSE OF COMMONS

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

08 MAY 2009

Office use only
Cost/Cat2

MYEOTSOJ
Allowance 534602

Supp/Res ID

[Redacted]

673500

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

TIM YEO

SOUTH SUFFOLK

Claim details

Month/period to be claimed

From

01052009

To

31052009

Subsistence

(No receipts required)

Number of nights spent
away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5884760

425 2.44

SP
15/5

MB 15/5

Mortgage interest

£ 1651.31 / 514 631

Hotel

£ 514 ---

Rent (inc deposits)

£ 514 ---

Council Tax/rates

£ 138.00 / 514 633

Fixtures, fittings and furnishings

£	
£	
£	
£	
£	
£	
Total	£ 514 ---

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

B.T.

£ 146.32 ✓

£	
£	
£	
£	
£	
£	
Total	£ 146.32 514 636

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 1935.63 ✓

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's
Signature

[Redacted Signature]

Date 7.5.09

Data Protection

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About filling in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:

Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA



020 7931 7439

Bringing it all together



Your account number

Bill number

Date
14 April 2009

If you have a query please see reverse for our contact details.

MR T YEO MP

Paid on phone **22/4**
Ref: 618901



Reminder

for [redacted]

Total now overdue
£ 146.32

If you have paid this amount in full within the last few days

- thank you for your payment
- please accept our apologies for this reminder
- there is no need to call us.

If you have not yet paid this amount in full please do so immediately. See back of the reminder for payment options.

Please pay this bill immediately
You may incur a £7.50 late payment charge and/or a reconnection charge if you fail to pay this bill immediately.
You can pay by either Debit or Credit Card by calling 0800 1690108 or visiting www.bt.com/billing-payments.
For details of other payment options, please see the back of this bill.

sheet 1 of 1

00002638



- You can find details of how to pay overleaf.
- If appropriate, fill in the details on this payment slip.
- Please don't send cash by post.
- Please quote 'Your account number' below on correspondence or remittance advices.

bank giro credit

ABC

Total now due
£ 146.32

Cashier's stamp and initials

Your account number

Signature

Date



Bank details

Barclays PLC
Automated Bulk Credit Clearing
BT 00-00

Cash		
Cheques		
£		

No. cheques

Fee

Please do not fold, pin or staple this slip; or write below this line.

146.32



HOUSE OF COMMONS

my 03 JUN 2009

PAAE 2

Member's Reimbursement Form
Personal Additional Accommodation Expenditure (PAAE)

Office use only
Costs/Cat2
M Y E O T S H
Allowance 514602

Supp/Res ID

684908

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

TIM YEO

SOUTH SUFFOLK

Claim details

Month/period to be claimed

From 01062009 To 30062009

Subsistence

(No receipts required)

Number of nights spent away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5889053
£51106

Mortgage interest	£ 1,250 -	514631
Hotel	£	514 ---
Rent (inc deposits)	£	514 ---
Council Tax/rates	£ 138 -	514633

Fixtures, fittings and furnishings

[Handwritten scribbles]

£	
£	
£	
£	
£	
£	
Total	£ 514 ---

Other household costs

(e.g. service charges, utilities, telecommunications, maintenance and repairs)

✓ BRITISH GAS

£ 205.70	
£	
£	
£	
£	
£	
Total	£ 514 036

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00 unless standing documents e.g. mortgage statements, rental agreements etc. have previously been lodged.

Grand Total £ 1,593.70 ✓

Authorisation and declaration

- ✓ I confirm that the amounts claimed were incurred in respect of my additional home as reported to the Department of Resources.
- ✓ I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

[Redacted signature]

Date 1.6.09

Data Protection

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

0800 048 0101

Freephone*

Mon - Fri, 8am - 8pm, Sat, 8am - 6pm.

Please have your latest meter reading handy.

Planning on moving home?

Call the number above and press 1

britishgas.co.uk/billing

To manage your account on line

Customer reference number

Bill date:

7 May 2009

Bill period:

11 Feb 09 - 06 May 09

49114 432

Mr T YEO



Paid by phone 19/5

Ref:

452 000 046002047011



Your gas bill - actual

Please pay **£205.70** - to reach us by **21 May 2009**

Pay by this date and you'll benefit from our new Prompt Pay discount on your next bill

Before this bill

Your previous bill	£736.56 in debit
What you paid	£736.56
Balance after your last payment	£0.00

This bill

Balance brought forward	£0.00
Gas you've used this period	£195.91
VAT at 5%	£9.79
Total to pay	£205.70 in debit

For further details please turn over →

Message board

Great News - we've introduced a Prompt Payment Discount

As a valued customer, you can now benefit from our new prompt payment discount. Just pay this bill in full, within the next 14 days and we'll apply the discount to your next bill. Over the year you could save up to £15* per fuel.

* Electricity customers paying quarterly by either Cash or Cheque, Variable Direct Debit or Quarterly Equal Payments whose payment is received within 14 days of the bill issue date will receive a discount off their next quarters bill of 3.3% up to a maximum of £3.75.

Terms and Conditions

We have made some changes to our terms and conditions for supplying your energy. For a copy, call **0800 048 0101** or go to britishgas.co.uk/terms

Ways to pay your bill

When paying you need your customer reference number which is [REDACTED]

Please allow 3 working days for your payment to clear at a bank or Post Office and 5 working days if you pay by post.

Switch to Direct Debit
It's easy, convenient and saves you money. Call us on 0800 048 0101 to spread your payments over the year, or pay your bill in full each quarter.

Credit/Debit card, by phone or online
Call us on 0800 107 0224 or visit britishgas.co.uk/paymybill

Internet or phone banking
Pay directly to our account number 71584685 and sort code 40-05-30.

At any bank or by post
Make cheques payable to "British Gas Trading Ltd" and write your customer reference number on the back. Take your cheque with this completed payment slip to the bank, or send them to British Gas, Payment Area 55, Camberley, GU95 1AB. Please don't send cash in the post. Some banks charge for this service.

By PayPoint
Take your whole bill and pay by cash.

At the Post Office
Take your bill or payment card, fill in this payment slip and make your cheque payable to "Post Office Ltd".



City of Westminster

Enquiries by post:
Westminster City Council, Council Tax, PO Box 165, Erith DA8 9DW

Send payments to:
Westminster City Council, PO Box 397, Warrington WA55 1GG
Tel: 0845 302 3400 8.30am to 6pm Monday to Friday
Minicom: 0845 070 0281 (call charges will vary)
Email: WestminsterCouncilTax2@Capita.co.uk

Date of Issue: 16-MAR-2009

MR TKS YEO, MRS YEO

[Redacted]

[Redacted]

[Redacted]

Account reference [Redacted]

Address of property

[Redacted]

Property reference [Redacted]

Council tax demand notice 2009/2010

The property above has been placed in **band H**. For properties in this band within the City of Westminster (not including the Montpelier Square area) the amounts set for the financial year 2009 to 2010 are as follows.

		Percentage (%) change from last year	
City of Westminster		0.0 % Increase	755.60
Greater London Authority		0.0 % Increase	619.64
Council tax for your property 2009 to 2010			1375.24
Charge for period 01-APR-2009 to 31-MAR-2010			1375.24
Adjustments	Period		
Total			1375.24

If you would like us to send your future bills by email, please send a request to wccctax.dd@capita.co.uk, quoting your council tax account number(s) and the email address that you would like them sent to.

The amounts shown below are currently payable by direct debit. **NO FURTHER ACTION IS REQUIRED.**

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	133.24	01-OCT-2009	138.00
01-MAY-2009	138.00	01-NOV-2009	138.00
01-JUN-2009	138.00	01-DEC-2009	138.00
01-JUL-2009	138.00	01-JAN-2010	138.00
01-AUG-2009	138.00		
01-SEP-2009	138.00		

Efficiency information

Councils and Fire Authorities must consider economy, efficiency and effectiveness in their actions. An efficiency saving occurs when the cost of an activity falls but its effectiveness does not. By the end of March 2009, efficiency savings since April 2008 are forecast to be:

	Efficiency savings	as a % of 2007/08 spending
Westminster City Council	£16,980,000	4.5%
London Fire and Emergency Planning Authority	£4,724,000	1.1 ^d ₃ %