



HOUSE OF COMMONS

PAAE 2

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

Office use only
Costs/Cat

Supp/Res ID

M HARRIS TGL

514602

INV. A 65890

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

514602

TOM HARRIS

GLASGOW SOUTH

Claim details

Month/period to be claimed

From

01042009

To

09042009

Subsistence

(No receipts required)

Number of nights spent away from main home

0

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

5881547

Mortgage interest

£ 952.28

514 631

Hotel

£

514 ---

Rent (inc deposits)

£

514 ---

Council Tax/rates

£ 55.00

514 633

Fixtures, fittings and furnishings

421157
JE
23/4

421824 | 23/4

£

£

£

£

£

Total

£

514 ---

Other household costs

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

PHONE

£ 24.99

ELECTRICITY

£ 16.00

SERVICE CHARGE

£ 887.33

Member will send - call 1414109

void see attachment.

Re process

25.04.09

5880757

Total

£ 1935.60

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

£ 1935.60

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

9/4/09

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

MR T HARRIS

Telephone:

Email:

23 Mar 2009

Dear Lessees,

ESTIMATED HALF-YEARLY SERVICE CHARGE ACCOUNT 01 APR 2009 TO 30 SEP 2009

Address:

Account No:

Please find enclosed your Estimated Service Charge Account for the current period. Your statement of account is as follows:

Balance Brought Forward	£0.00
Estimated Cost of Services for the current period (See section 1 of breakdown)	217.23
Estimated Management Costs (See section 2 of breakdown)	129.38
Other costs and adjustments (See section 3 of breakdown)	540.72
Total Half-Yearly Charge	£887.33
Less Payments Received	£0.00
Total Due	£887.33

The balance can be paid by cash or cheque in person at any one-stop facility, by post to by credit or debit card using our automated phone line on or by direct debit. If you think you may have difficulty in paying your account, please contact us at the above address.

W



HOUSE OF COMMONS

09/10

PAAE 2

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

23 APR 2009
Office use only
HARRIS
Allowance 51000

Supplies ID
[Redacted]

663005

Member's Name (CAPITAL LETTERS)

TOM HARRIS

Constituency (CAPITAL LETTERS)

GLASGOW SOUTH

Claim details

Month/period to be claimed

From 01042009 To 01042009

Subsistence

(No receipts required)

Number of nights spent
away from main home

@ £25.00 per night £

Exp. Limit
£405

Cost of accommodation

5881825
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)

Home insurance (receipt attached) £ 106.96

£

£

£

£

Total £

106.96 514 636

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 £

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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 22/4/09

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

422324
22/4/09
3



PO Box 899
123 Westerhill Road
Bishopbriggs
Glasgow
G64 2QR

Mr T H Harris



00029

4 March 2009

Policy Number

Dear Mr Harris

I am writing to confirm that following your instructions we have now altered your Home Insurance.

Amendment details with effect from: 04 March 2009

CHANGE OF COVER

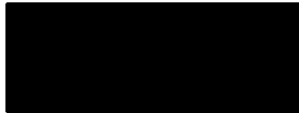
As a result of this change an additional premium of **£85.08** applies inclusive of Insurance Premium Tax at the usual rate and administration charges where applicable. Your monthly premiums will therefore increase to **£106.96** and collection of this amount will start on **2 April 2009**.

Please note that if this change has taken place within 5 days of your next payment date, the amount collected will be at the level indicated on your last schedule.

Please check your revised policy schedule carefully. It is enclosed with this letter and details your amended cover. If anything is incorrect or if there is something you do not understand please contact us.

As a result of this change your policy could now be subject to additional clauses or significant exclusions. This may already have been drawn to your attention. Full details of your terms and conditions can be found in your policy booklet, which should be read in conjunction with your most recent policy schedule. Again please contact us if you have any queries.

Yours sincerely



Hugh Hessing
Sales and Service Operations Director

Personal Belongings cover - covers your personal effects up to £10000, money up to £500 and Credit Cards up to £1000.

Pedal cycles cover - cover your bicycles up to a maximum of £1500 per cycle.

For further details call us on 0845 3005 898.

IF YOU HAVE ANY QUESTIONS PLEASE CALL US ON 0845 3005 898
8am - 8pm Monday to Friday , 9am - 5pm Saturdays and Sundays



HOUSE OF COMMONS

PAAE 2

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

Office use only
(Not to be filled in)

HARRTGL

Mr. Tom Harris

Member's Name (CAPITAL LETTERS)

TOM HARRIS

Constituency (CAPITAL LETTERS)

GLASGOW SOUTH

671901

Claim details

Month/period to be claimed

From 01/04 2009 To 30/04 2009

Subsistence

(No receipts required)

Number of nights spent away from main home

2 @ £25.00 per night £ 50.00

£ 637

Cost of accommodation

Mortgage interest £

Hotel £

Rent (inc deposits) £

Council Tax/rates £

Fixtures, fittings and furnishings

5884252

MB 13/5

Total £

Other household costs

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

424717

MB 13/5

Total £

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 £ 50.00 ✓

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.
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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

Date

6/5/09

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



HOUSE OF COMMONS

07 11 2009

Office use only
Cost/Cat2

PAAE 2

Supp/Res ID

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

M HARRIS

Allowance 514602

671902

Member's Name (CAPITAL LETTERS)

TOM HARRIS

Constituency (CAPITAL LETTERS)

GLASGOW SOUTH

Claim details

Month/period to be claimed

From 0105 2009 To 0605 2009

Subsistence

(No receipts required)

Number of nights spent
away from main home

@ £25.00 per night £

Exp type/
Cat5

Cost of accommodation

Mortgage interest	£ 952.28	514 631
Hotel	£	514
Rent (inc deposits)	£	514
Council Tax/rates	£ 55.00	514 633

Fixtures, fittings and furnishings

5884253

MB 13/5

£
£
£
£
£
£
Total £
514

Other household costs

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

424718

GP 13/5

£
£
£
£
£
£
Total £ 1007.28
514

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 £ 1,007.28

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

Data Protection

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About filing in this form.

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Send your completed form to:

Operations Directorate, Department of Resources
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: WestminsterCouncilTax1@Capita.co.uk



Date of issue: 16-MAR-2009

MR T HARRIS [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 C**. 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	335.82
Greater London Authority		0.0 % Increase	275.40
Council tax for your property 2009 to 2010		0.0 % Increase	611.22
Charge for period 01-APR-2009 to 31-MAR-2010			611.22
Adjustments	Period		
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010		-61.12

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.

Total 550.10

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

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	55.10	01-OCT-2009	55.00
01-MAY-2009	55.00	01-NOV-2009	55.00
01-JUN-2009	55.00	01-DEC-2009	55.00
01-JUL-2009	55.00	01-JAN-2010	55.00
01-AUG-2009	55.00		
01-SEP-2009	55.00		

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		

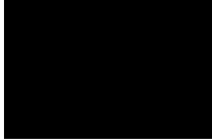


03 APR 2009

HOUSE OF COMMONS

PRIVATE AND CONFIDENTIAL

Mr Tom Harris MP



Tel : 020 7219 [REDACTED]
Fax : 020 7219 [REDACTED]
Email : [REDACTED]@parliament.uk

22 May 2009

Dear Mr Harris

Personal Additional Accommodation Expenditure (PAAE) 2009/2010

Thank you for your PAAE claim, for the month of May 2009, a copy of which is attached for ease of reference.

I note that you have omitted to sign your claim form. We have, on this occasion, processed your claim for payment and the funds should reach your account within the next few days.

However, as we require a signed claim form for our records, please sign the attached copy of your claim and return it to the Department of Resources at your earliest convenience.

If you have any questions about this matter please contact me or the Enquiry and Advice team on extension [REDACTED]

Yours sincerely



Assistant Validation Officer

Encl.

DIRECTOR GENERAL OF RESOURCES **ANDREW WALKER CPFA**
DIRECTORATES: **JANET RISSEN** (BUSINESS MANAGEMENT & DEVELOPMENT) **TERRY BIRD** (OPERATIONS)
HEATHER BRYSON MA FCIPD (HUMAN RESOURCE MANAGEMENT & DEVELOPMENT)
CHRIS RIDLEY MBA FCCA (FINANCIAL MANAGEMENT) **BONNIE MOHAN MCIPS** (COMMERCIAL SERVICES)
DEPARTMENT OF RESOURCES HOUSE OF COMMONS LONDON SW1A 0AA



INVESTOR IN PEOPLE



HOUSE OF COMMONS

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

VALIDATION

Office use only
Costs/Cat2

PAAE 2

Supp/Res ID

03 JUN 2009

M HARTLEY

Allowance 514602

688104

RECEIVED

Constituency (CAPITAL LETTERS)

Member's Name (CAPITAL LETTERS)

TOM HARRIS

GLASGOW SOUTH

Claim details

Month/period to be claimed

From 01062009 To 02062009

Subsistence

(No receipts required)

Number of nights spent away from main home

6

@ £25.00 per night £

150

Exp type/
Cat5

514637

Cost of accommodation

588939
KS 11/06

Mortgage interest

£ 952.28

514 631

Hotel

£

514 ---

Rent (inc deposits)

£

514 ---

Council Tax/rates

£ 55.00

514 633

Fixtures, fittings and furnishings

[Handwritten scribbles]

£

£

£

£

£

Total

£

514 ---

Other household costs

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

£

£

£

£

£

£

Total

£

514 ---

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 £ 1157.28

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 2/6/09

Data Protection

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Send your completed form to:

Operations Directorate, Department of Resources
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: WestminsterCouncilTax1@Capita.co.uk



Date of Issue: 16-MAR-2009

MR T HARRIS [REDACTED]		Address of property [REDACTED]	
Account reference	[REDACTED]	Property reference	[REDACTED]

Council tax demand notice 2009/2010

The property above has been placed in **band C**. 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	335.82
Greater London Authority	0.0 % Increase	275.40
Council tax for your property 2009 to 2010		611.22
Charge for period 01-APR-2009 to 31-MAR-2010		611.22
Adjustments	Period	
Discount 10% : 2nd home/company property	01-APR-2009 31-MAR-2010	-61.12

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.

If you believe you are no longer entitled to a discount, you must notify the City Council within 21 days or you may be subject to a penalty charge.

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

Total 550.10

Date of payment	Amount due	Date of payment	Amount due
01-APR-2009	55.10	01-OCT-2009	55.00
01-MAY-2009	55.00	01-NOV-2009	55.00
01-JUN-2009	55.00	01-DEC-2009	55.00
01-JUL-2009	55.00	01-JAN-2010	55.00
01-AUG-2009	55.00		
01-SEP-2009	55.00		

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		

00029986V1/050309

001247