



Additional Costs Allowance

CA2

INV

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 1340.

Your details

Name in CAPITAL LETTERS

Tom Curran

Constituency

Walsley

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 1 13 06 to 31 13 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665 : 60 p

Food

£ 400 : 8 p

Utilities

£ 25 : p

Council Tax/Rates

£ 120 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 166 : 93 p

Repairs/insurance/security

£ 10 : 05 p

Other

£ 10 : 08 p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

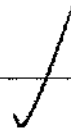
Total

£ 1397 : 66 p

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

Address of second home  
for Additional Costs Allowance

Postcode



**Declaration**

Signature

Date

and necessarily to enable  
for the purpose of performing

MP



**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



Member's claim form

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Your details

Name in CAPITAL LETTERS

TOM CUNNINGHAM MP ✓

Constituency

WORKINGTON

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 1 12 106 to 28 12 106

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665 : 60 p ✓

Food

£ 400 : p ✓

Utilities

£ 25 : p

Council Tax/Rates

£ 120 : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 166 : 93 p ✓

Repairs/insurance/security

£ 10 : 05 p

Other

£ 10 : 08 p

▶ please specify TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1397 : 66 p

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

Address of  
second home  
for Additional  
Costs Allowance

Postcode

**Declaration**

Signature

Date

and necessarily to enable  
for the purpose of performing

MP

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Member's claim 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

Tony Greenwood

Constituency

Wokingham

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 1 11 06 to 31 10 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665 : 60 p ✓

Food

£ 400 : p ✓

Utilities

£ 25 : p ✓

Council Tax/Rates

£ 120 : p ✓

Telephone and telecommunications

£ 40 : 66 p ✓

Cleaning

£ : p

Service/maintenance

£ 166 : 93 p ✓

Repairs/insurance/security

£ 10 : 05 p ✓

Other

£ 10 : 08 p ✓ please specify TV Licence

Other

£ : p please specify

Other

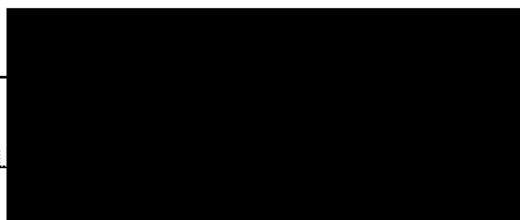
£ : p please specify

Total

£ 1438 : 32 p

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

Address of second home  
for Additional Costs Allowance

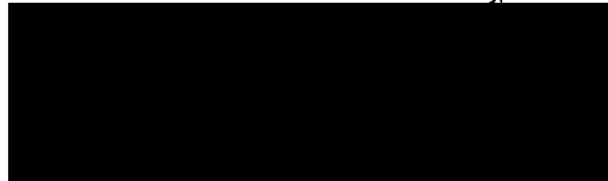


Postcode

**Declaration**

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

Signature



MP

Date

8/2/06

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# Direct Debit

– the smart way to pay.

Your account number

Bill number

Date  
1 February 2006

MR T.A CUNNINGHAM

## Reminder

for

Total now overdue  
**£ 40.66**

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

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

[Redacted Address]

Postcode

**Declaration**

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

Signature

[Redacted Signature]

MP

Date

28/12/05

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# Additional Costs Allowance

AGA2

## Member's claim form

### 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

TOM CUNNINGHAM ✓

Constituency

Woburn



### 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 1 12 05 to 31 12 05

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 665 : 60 p ✓

Food

£ 400 : p

Utilities

£ 25 : 00 p

Council Tax/Rates

£ 120 : 00 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 166 : 93 p

Repairs/insurance/security

£ 10 : 05 p

Other

£ 10 : 08 p

▶ please specify TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1397 : 66 p ✓



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

TOM CUNNINGHAM

Constituency

WORKINGTON

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 1 / 10 / 05 to 30 / 11 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1331 : 20 p ✓

Food

£ 800 : p ✓

Utilities

£ 240 : 90 p ✓

Council Tax/Rates

£ 80 : 00 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 233 : 96 p ✓

Repairs/insurance/security

£ 20 : 15 p ✓

Other

£ 10 : 08 p ✓ ▶ please specify TV Licence

Other

£ ~~10~~ : p ▶ please specify

Other

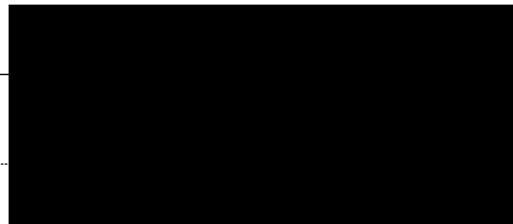
£ 399 : 99 p ✓ ▶ please specify TV

Total

£ 3216 : 41 p

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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**Declaration**

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

Signature



Date

17/11/07

**Data protection**

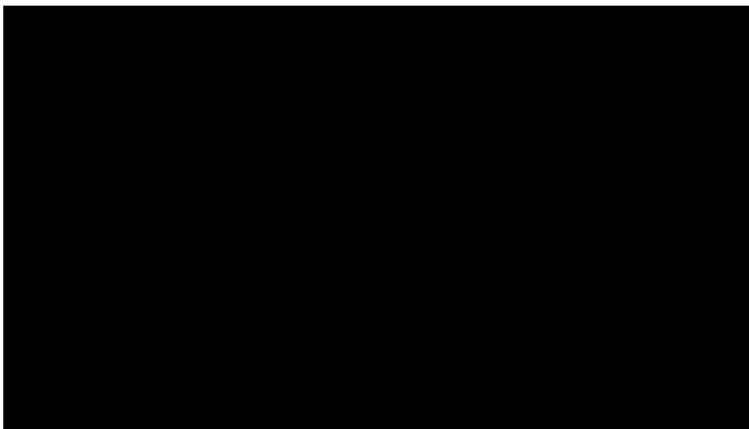
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**SALES RECEIPT**

LC205H1E 20" LC £399.99  
642233873

**TOTAL £399.99**



**CHANGE £0.00**

\*\*\*\*\*  
MAKE YOUR NEXT VISIT EVEN MORE  
REWARDING, ASK STAFF ABOUT THE  
RECOGNITION SCHEME

\*\*\*\*\*

Black redaction box covering the bottom section of the receipt, including a date stamp.

DATE 15/11/05





Additional Costs Allowance

Member's claim form

2

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

TOM CUNNINGHAM

Constituency

Worthington

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 1 18 105 to 30 19 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1331 : 20 p

Food

£ 200 : - p

Utilities

£ 50 : - p

Council Tax/Rates

£ 202 : 52 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 350 : - p

Repairs/insurance/security

£ 40 : 30 p

Other

£ 19 : 40 p

▶ please specify TV LICENCE

Other

£ : p

▶ please specify

Other

£ : p

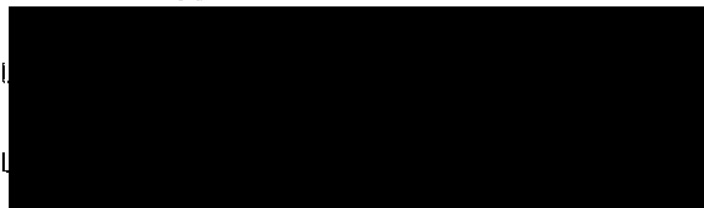
▶ please specify

Total

£ 2193 : 42 p

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

Address of  
second home  
for Additional  
Costs Allowance



Postcode

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing

Signature



Date

20/9/05

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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

TOM CUNNINGHAM MR

Constituency

Wokingham

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 16 105 to 30 16 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665: 60 p ✓

Food

£ 400: 00 p

Utilities

£ 25: 00 p

Council Tax/Rates

£ 101 : 26 p

Telephone and telecommunications

£ : p

Cleaning

£ 175: 00 p

Service/maintenance

£ 20: 15 p

Repairs/insurance/security

£ (9: 70) p

Other

£ : p

▶ please specify Monthly TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

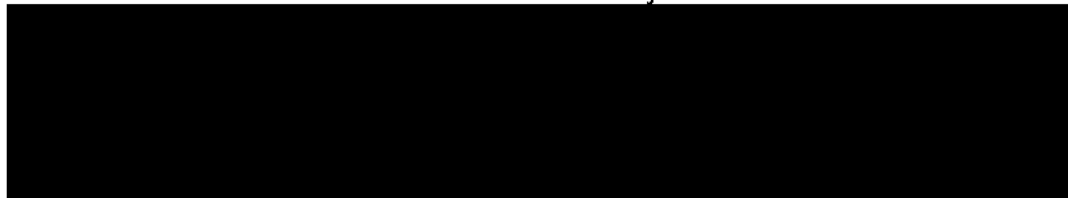
Total

£ 1396: 71 p



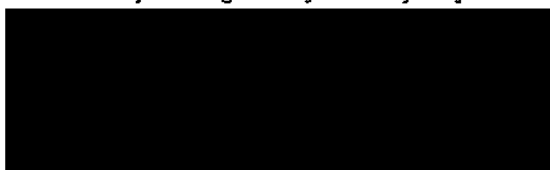
**Details of second home** *if applicable*

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

14-07-05

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Member's claim 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

Tom Cunningham AM

Constituency

Wokingham

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 1 17 105 to 31 17 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665: 60 p ✓

Food

£ 400: 00 p

Utilities

£ 25: 00 p

Council Tax/Rates

£ 101: 26 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 175: 00 p

Repairs/insurance/security

£ 20: 15 p

Other

£ 9: 70 p

▶ please specify Monthly TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1396: 71 p ?

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

Address of second home  
for Additional Costs Allowance

[Redacted]

Postcode

[Redacted]

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament

Signature

[Redacted Signature]

MP

Date

16-07-05

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Additional Costs Allowance

AGA2

Member's claim form

18/7/5

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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

TONY CUNNINGHAM MP

Constituency

Wokington

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 1 15 105 to 31 15 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665 : 60 p

Food

£ 400 : 00 p

Utilities

£ 25 : 00 p

Council Tax/Rates

£ 101 : 26 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 175 : 00 p

Repairs/insurance/security

£ 20 : 15 p

Other

£ 9 : 70 p

please specify TU LICGCG

£ : p

please specify

£ : p

please specify

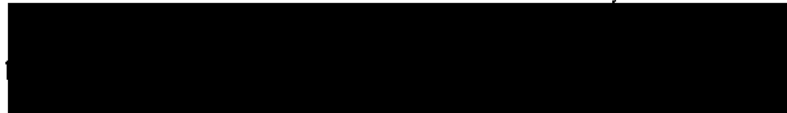
£ : p

£1396.71 total

£1396.71

**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

14-07-05

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form to

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Department of Finance & Administration, House of Commons, London SW1A 0AA

Financial Processing }

Transaction No.

Registration No.

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedicated

**Text** 1 - 31 April 05

**Invoice No.** 11/5/05

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

04\_05 / 05\_06

**Expenditure type (Cat5) :**

Pay £ 512.12

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

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 <sup>nd</sup> home address	<input checked="" type="checkbox"/>
Budget checked	<input checked="" type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input checked="" type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date)

16/05

Posted by (initials & date)

17 MAY 2005



Member's claim form

05/06

Members' Allowances

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS

TONY CUNNINGHAM MP

Constituency

WORKINGTON

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, 24, 05

to 31, 34, 05.

Total cost of hotel stays  
attach all receipts

£ : p

Mortgage payments  
(interest only) or rent

£ 665 : 60 p

Food

£ 400 : 00 p

Utilities

£ 25 : 00 p

Council Tax/Rates

£ 101 : 26 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 175 : 00 p

Repairs/insurance/security

£ 20 : 15 p

Other

£ 9 : 70 p

▶ please specify Monthly TV Licence

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1396 : 71 p

÷ 30 = £46.55 x 11 days =

continued on page 2

512. 72.

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

04.11.11

Address of  
second home  
for Additional  
Costs Allowance

\_\_\_\_\_  
\_\_\_\_\_  
Postcode \_\_\_\_\_

**Declaration**

Signature

\_\_\_\_\_  
\_\_\_\_\_  
11/05/05

Date

**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



Financial Processing }

Transaction No.

Registration No.

**Validation Claim Summary Sheet**

Please write or print clearly & attach to claim

**Member Supplier ID**

**Pay recipient**

(NB Financial Processing to check whether a dedicate

*Text* 1 - 31 March 05

**Invoice No.** 11/5/05

**Account code / Allowance**

**Members cost centre (Cat1)**

**Financial Year/PIRO (Cat2)**

05 / 05\_06

**Expenditure type (Cat5) :**

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

Mortgage documentation held	<input checked="" type="checkbox"/>
Addresses comply with central records	<input checked="" type="checkbox"/>
Invoices relate to 2 <sup>nd</sup> home address	<input checked="" type="checkbox"/>
Budget checked	<input checked="" type="checkbox"/>
Claim signed	<input checked="" type="checkbox"/>
Claim correctly dated	<input checked="" type="checkbox"/>

\* Financial Processing purposes only

Registered by (initials & date)

[Redacted]

16/05

Posted by (initials & date)

[Redacted]

17 MAY 2005



Member's claim form

04/05

Members' Allowances

About filling in this form

- For details of costs you can claim for, see Green Book section 3.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1592.

Your details

Name in CAPITAL LETTERS

TONY CUNNINGHAM MP

Constituency

WORKINGTON

Claim details

Notes

You can only claim for

Please list

Please attach

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

Period of claim

from 1 1 3 105 to 31 13 105

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 665 : 60 p

Food

£ 400 : 00 p

Utilities

£ 25 : 00 p

Council Tax/Rates

£ 101 : 26 p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ 175 : 00 p

Repairs/insurance/security

£ 20 : 15 p

Other

£ 9 : 70 p

please specify Monthly TV Licence

Other

£ : p

please specify

Other

£ : p

please specify

Total

£ 1396 : 71 p

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

OK. AM  
 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

11/5/05

**Data protection**

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

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

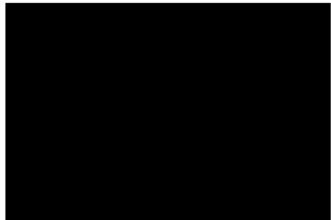
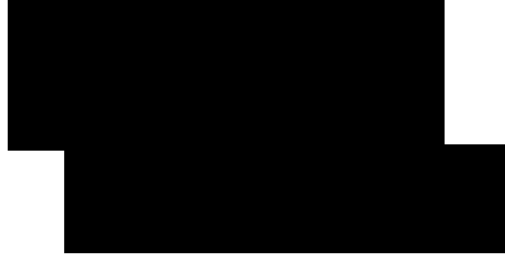
We will normally keep the information you give for three years following the year in which you incurred the expense.

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Send your completed  
 form to

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

Mr T A Cunningham



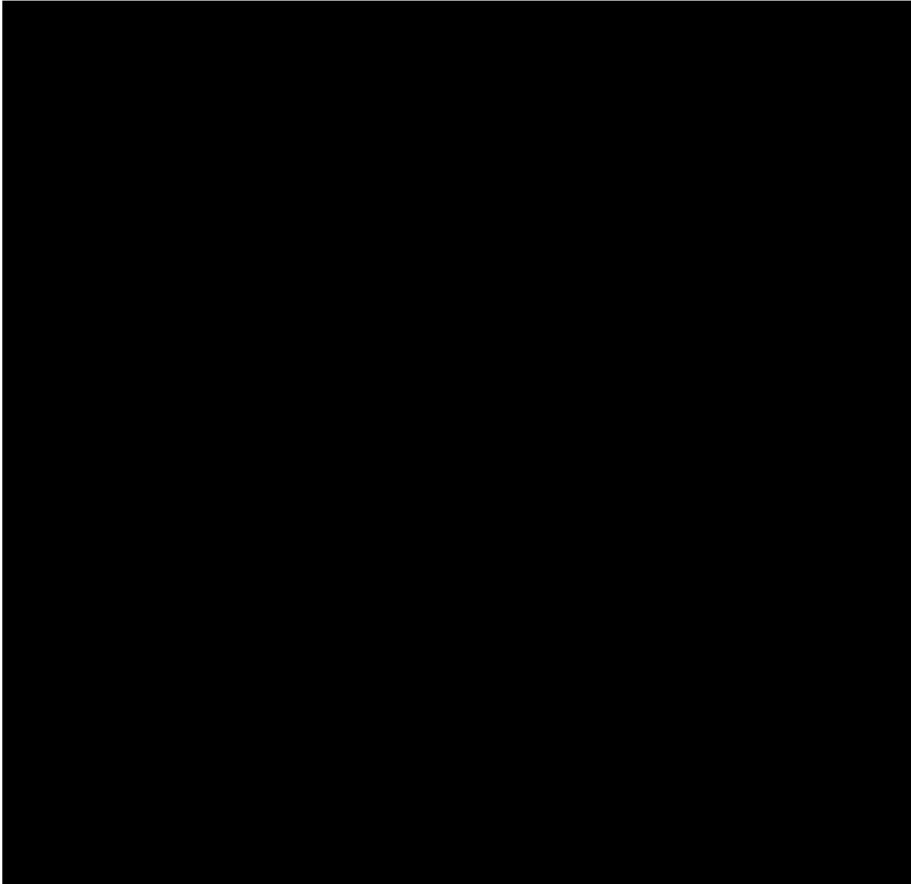
**RENEWAL  
NOTICE**



Dear Mr Cunningham,

*Avoid the TV Licence  
fee increase on 1 April  
by renewing NOW.*

**YOUR TV LICENCE EXPIRES ON 31 MARCH 2004.**

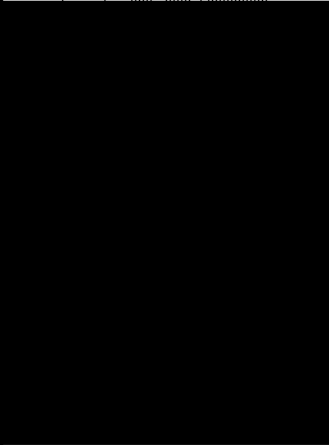


Payment  
due by  
31 March 2004

**RENEWAL AMOUNT**

**£116.00**

if paid before  
31 March 2004



70481 402 1



MR T CUNNINGHAM

### Your water services bill for the year 1 April 2004 to 31 March 2005

Current charges

**£281.48**

See below

Amount to pay by 1st April 04

**£140.74**

The remaining £140.74 should be paid by 1st October 04 - 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 £281.48.

#### Service charges 1 April 2004 - 31 March 2005

	Chargeable value/rate per £	Supply charge £	Fixed charge £	Totals £
Water	363 @ 38.13p	138.41	18.00	156.41
Wastewater	363 @ 26.74p	97.07	28.00	125.07
			<b>Charges</b>	<b>£281.48</b>

30-01-04  
 National Westminster Bank  
 £140.74  
 credited

paid by C9 1209  
 7 8.4.04 ac

# Bill for 2004/05

MR T A CUNNINGHAM

Date:  
**17 March 2004**

Account enquiries:

000023

Property subject to council tax:

This property is in valuation band [redacted] The 2004/2005 council tax for this band is £933.71 (an increase of 5.57% on 2003/04)  
The tax comprises: [redacted] £719.19 (an increase of 4.99%)  
£214.52 (an increase of 7.50%)

Council tax for period 01.04.2004 to 31.03.2005 £933.71  
unfurnished and unoccupied property - no discount (01.04.2004 to 31.03.2005)

**Amount payable for 2004/2005**

**£933.71**

MR CUNNINGHAM

Date of issue 5 February 2004

This is not a VAT invoice

Date of Estimate 5 February 2004

### Charges for Electricity

Tariff Type Standard Rate

Reading*	Present	Previous	Units	Amount
Units	18499 E	17427E	182 at 10.940p 890 at 5.670p	
Total			1072	£70.37
VAT at 5.00% on £70.37				£3.51
<b>Charges this quarter</b>				<b>£73.88</b>
Credit balance brought forward				£3.62 CR
Payments made to 02/02/2004				£75.00 CR

*Budget Scheme - for information only*

*This bill is estimated. Please see the back of the bill and give us your own meter reading*

*For Information*

£4.74 CR

T [REDACTED] Cunningham

Date: 23 Sep 2004  
[REDACTED]

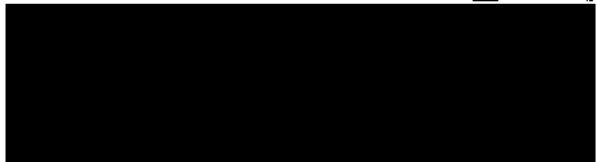
Payment by: Chq

Dryden Court - Flat 26

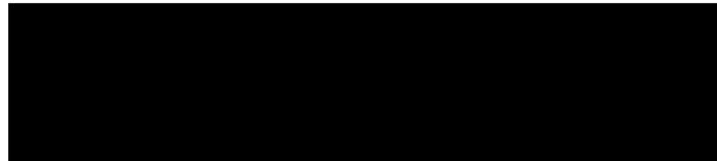
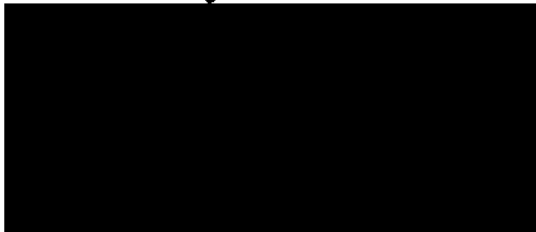
A minus sign  
indicates a credit

<i>Date</i>	<i>Description</i>	<i>Gross</i>
	<i>Brought forward balance</i>	<i>0.00</i>
29 Sep 2004	24 Mar 2005 Half Yearly Rent in Advance	25.00
29 Sep 2004	24 Mar 2005 Half Yearly Service Charge in Advance	598.09
29 Sep 2004	24 Mar 2005 Half Yearly Service Charge Insurance in Adv	146.83
29 Sep 2004	24 Mar 2005 Half Yearly Service Charge Reserve in Advance	280.02
	Balance to Pay:	<u>1,049.94</u>





Mr Cunningham



Telephone:



Customer Reference:

13 August 2002



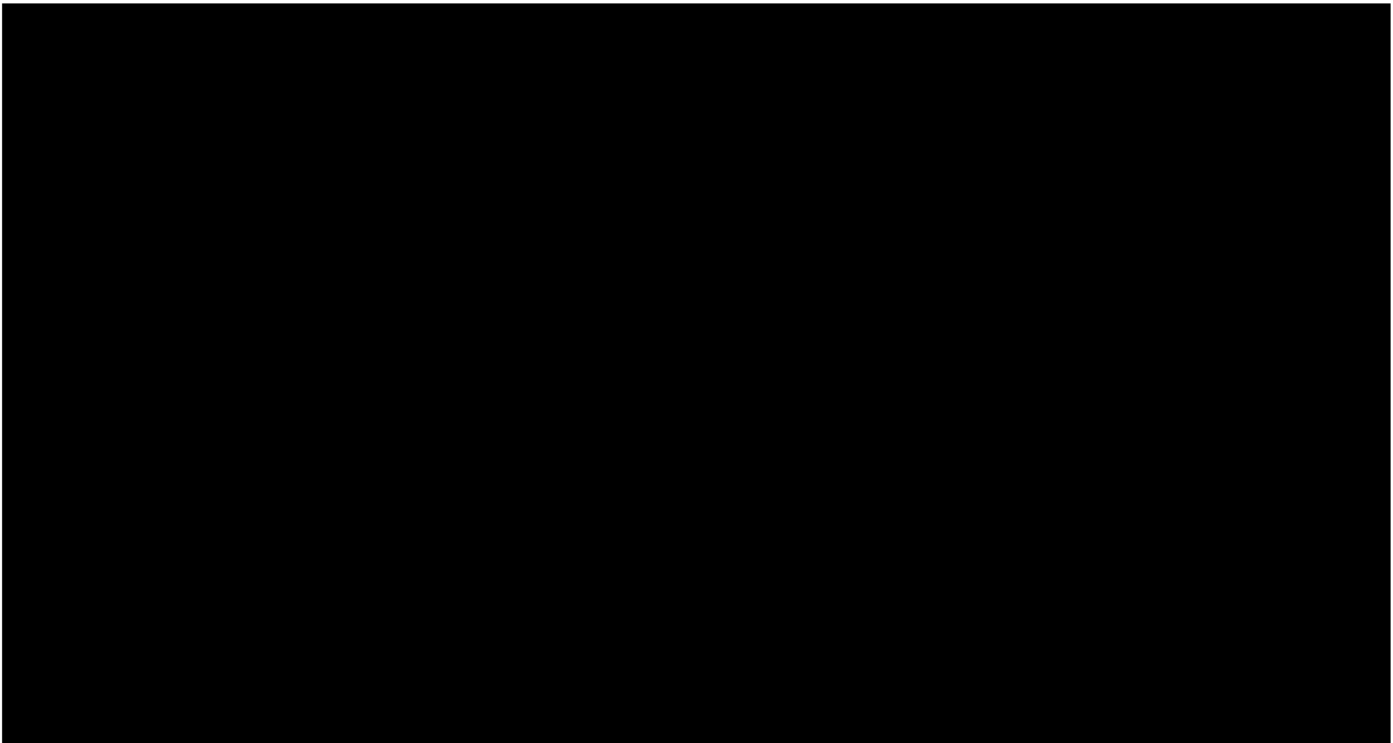
Dear Mr Cunningham

Electricity Account Number



Thank you for choosing to pay for your electricity by Direct Debit.

Please can you check that the details below are correct.





# Notification of Member's home addresses

for travel entitlements and Additional Costs Allowance

## Members' Allowances

Use this form to tell us

- the address of your main home
- the address of your second home, if you intend to claim Additional Costs Allowance for it.

### Your details

Name

TONY CUNNINGHAM

Constituency

WORKINGTON

### Address details

Address of main home



Postcode

Address of second home

for Additional Costs Allowance (if claimed)

Postcode

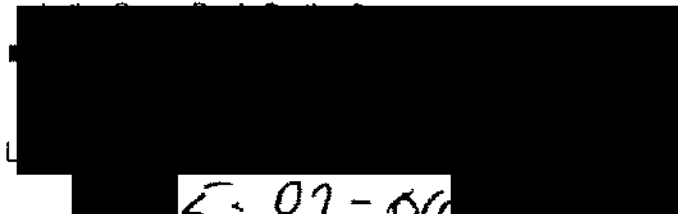
### Declaration

- I confirm that my address details I have given above are correct.
- I understand that I must tell the Members' Allowances Section about any changes to the above arrangements.
- I understand that I must tell the Members' Allowances Section in advance about any substantive change to the financial arrangements for these homes, such as changes to the value of mortgages and bank loans.

If you intend to claim Additional Costs Allowance for a second home

- I confirm that I have read the rules on Additional Costs Allowance as set out in the Members' Allowances Handbook and I confirm that the address of my second home I have given above.

Signature



Date

5-02-04

### Data protection

The rules governing payments made from the Additional Costs Allowance say we must keep the information we ask for on this form.

The information you give will be seen by:

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

We will keep the information you give for the length of the parliament.

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