



Additional Costs Allowance

06/07
12 APR 2007
11 APR 2007

ACA2

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

BILL CASH

Constituency

STONE

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 06/07

to March 31 2007 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 1050 : 00 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 40 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p ✓

Cleaning

£ 60 : 00 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/
security

£ : p

Other

£ 474 : 50 p ✓

▶ please specify TV

Other

£ : p ▶ please specify

Other

£ : p ▶ please specify

Total

£ 2224 : 50 p ✓

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 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

7.4.07

Data protection

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Send your completed
form to

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

[REDACTED]

26 March 2007 ✓

Reference [REDACTED]

Mr W Cash

[REDACTED] ✓

Dear Mr Cash,

I am writing to thank you for the recent purchase you made from [REDACTED]

[REDACTED]

[REDACTED]	32"LCD HD TV	949.00	1.00	5 years parts and labour.
------------	--------------	--------	------	------------------------------

✓

[REDACTED]

claiming half = \$474.50.

[REDACTED]



Member's claim form

06 MAR 2007

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Your details

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BILL CASH

Constituency

STONE

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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 / /

to Feb 07

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1050 : 00 p

Food

£ 400 : 00 p

Utilities

£ 40 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

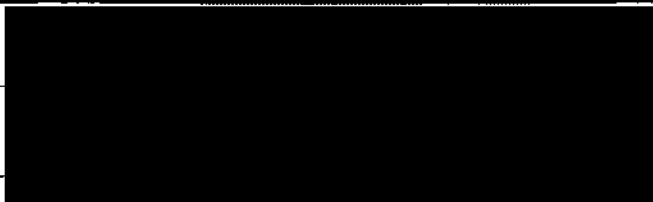
▶ please specify

Total

£ 1850 : 00 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 my duties as a Member of Parliament

X

Signature



MP

Date

3.3.07

✓

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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

15 FEB 2007

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Your details

Name in CAPITAL LETTERS

BILL CASH

Constituency

STONE

✓

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- 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

to Jan 31, 2007 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1050 : 00 p

Food

£ 400 : 00 p ✓

Utilities

£ 40 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ 175 : 00 p ✓

Cleaning

£ 60 : 00 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1,925 : 00 p ✓

Your account number

Bill number

Date
22 October 2006

MR W CASH

Bill for

Total now due

£ 261.69

claiming $\frac{2}{3}$ rds.

£175.00

Your mortgage statement

Date of statement: 31 Dec 2006

Page: 5 of 8

Please keep this statement in a safe place for future reference.

Sub-account summary

Balance at 31 Dec 2005

Debits

Credits

Balance at 31 Dec 2006

Amount arranged as interest-only

Mortgage term remaining at 31 Dec 2006

Interest rate at 31 Dec 2006

5.45%



Your sub-account transactions continued

Date	Type of transaction	Payments due £	Debits £	Credits £	Balance £
02 May 06		865.17			
02 May 06					
31 May 06					
01 Jun 06		865.17			
01 Jun 06					
30 Jun 06					
03 Jul 06		953.67			
03 Jul 06					
31 Jul 06					
01 Aug 06		953.67			
01 Aug 06					
31 Aug 06					
01 Sep 06		1001.83			
01 Sep 06					
30 Sep 06					
02 Oct 06		1001.83			
02 Oct 06					
31 Oct 06					
01 Nov 06		1001.83			
01 Nov 06					
30 Nov 06					
01 Dec 06	Payment Due	1050.05			
01 Dec 06	Direct Debit				
31 Dec 06	Interest				
Totals			£		
Balance at 31 Dec 2006					

Sub-account interest rate history

Sub-account interest rate at start of statement period		4.49%	
Interest rate changes affecting this sub-account during the statement period			
Interest rate	Applied from	Interest rate	Applied from
4.95%	1 Jul 2006	5.2%	1 Sep 2006
5.45%	1 Dec 2006		



Member's claim form

05 JAN 2007

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Your details

Name in CAPITAL LETTERS

WILLIAM CASH

Constituency

STONE

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 1 to Dec 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p

Food

£ 400 : 00 p

Utilities

£ 40 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ 207 : 76 p

Other

£ 335 : 83 p

Water GAS please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 2,108 : 59 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 duties as a Member of Parliament

Signature

[Redacted signature]

MP

Date

4.1.07

Data protection

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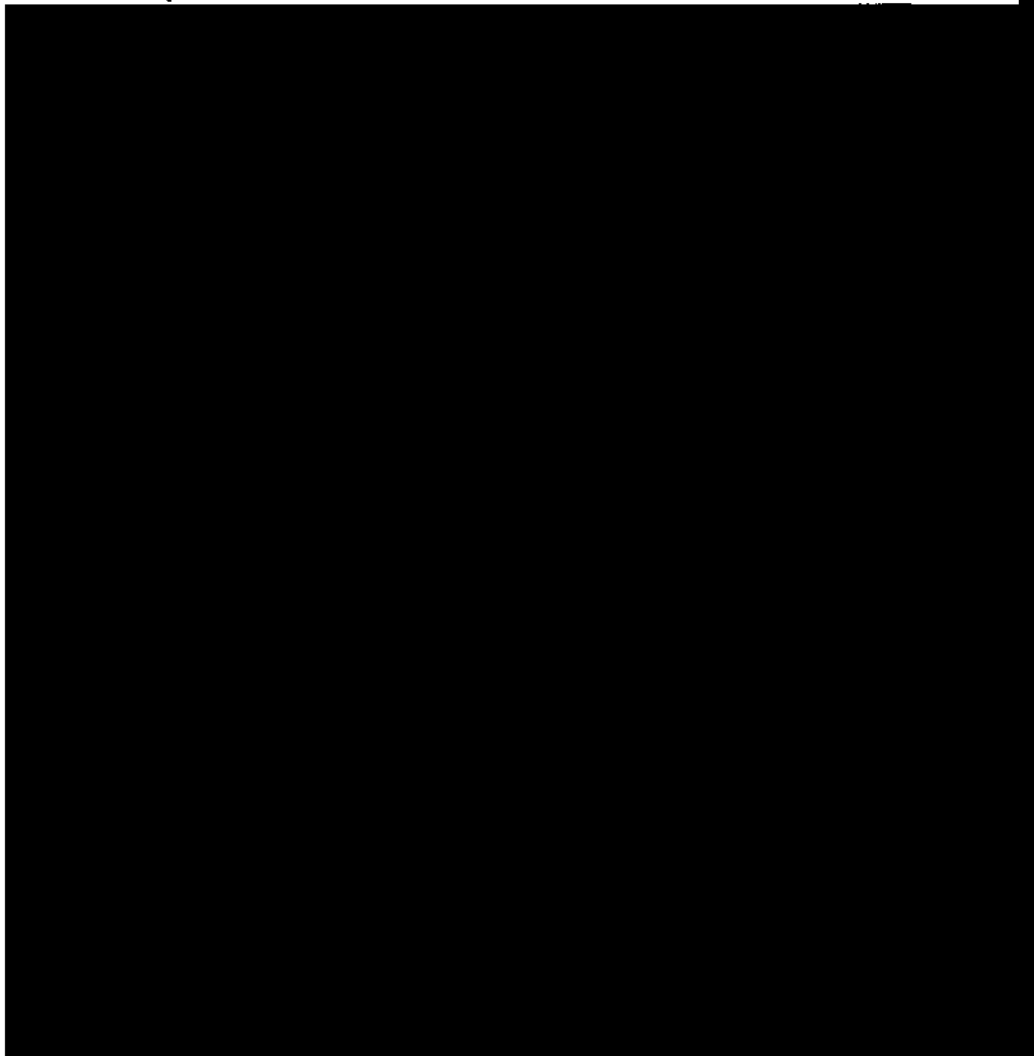
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Send your completed form to

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

HOW WE WORKED OUT YOUR GAS BILL

For the period 14 November 2004 - 14 November 2006 ✓



Your gas bill for this period is

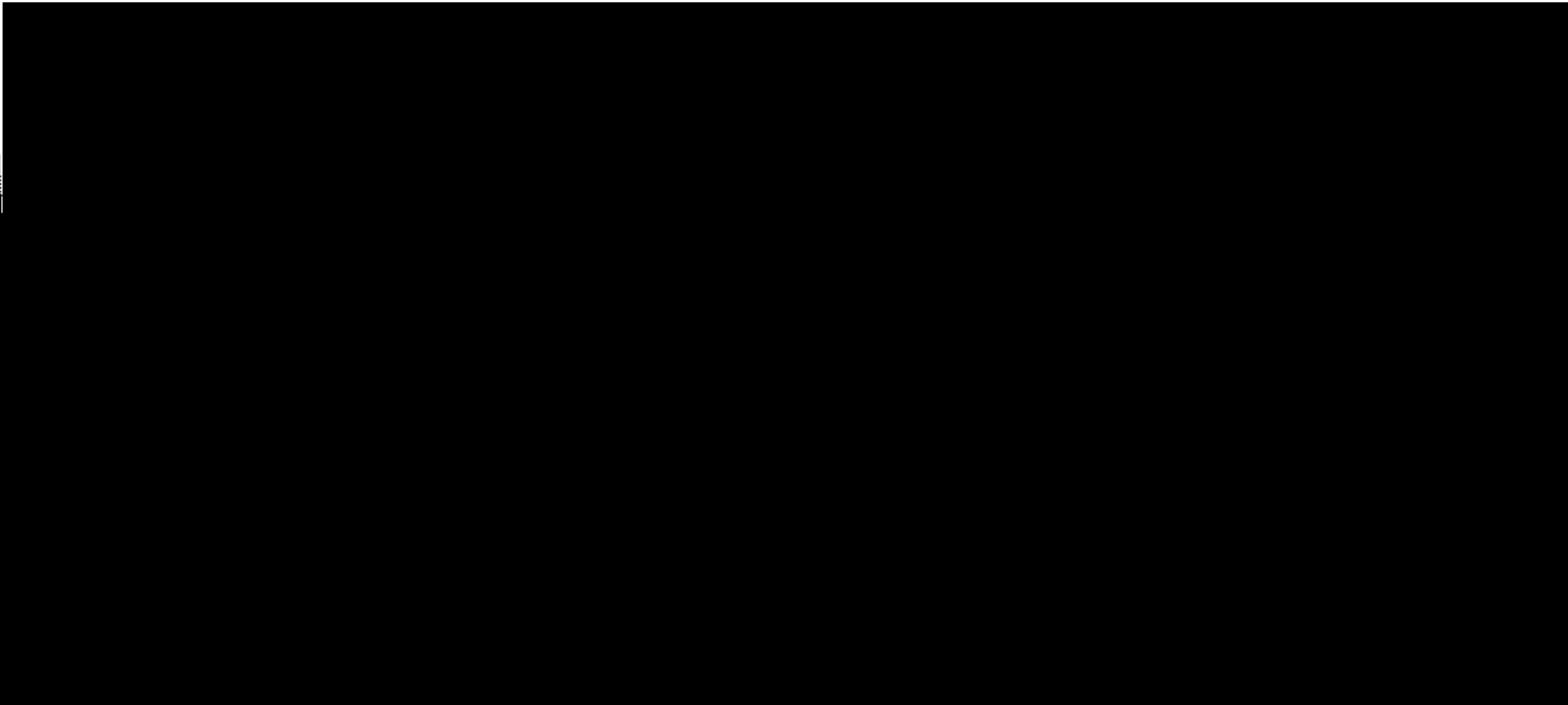
£671.66

Please pay now.

Bill date & tax point 14 November 2006



claiming half - £335.83.



[REDACTED]
MR W CASH
[REDACTED]

Your water services bill for the year 1 April 2006 to 31 March 2007

Current
charges

£207.76

See below



15 DEC 2006

Member's claim form

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Your details

Name in CAPITAL LETTERS

WILLIAM CASH

Constituency

STONE

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 1 to Nov 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p

Food

£ 400 : 00 p

Utilities

£ 40 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ : p

Repairs/insurance/security

£ 1,350 : 00 p

Electrical Works.

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£2,715 : 00 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 duties as a Member of Parliament.

Signature

[Redacted signature area]

MP

Date

12.12.06.

Data protection

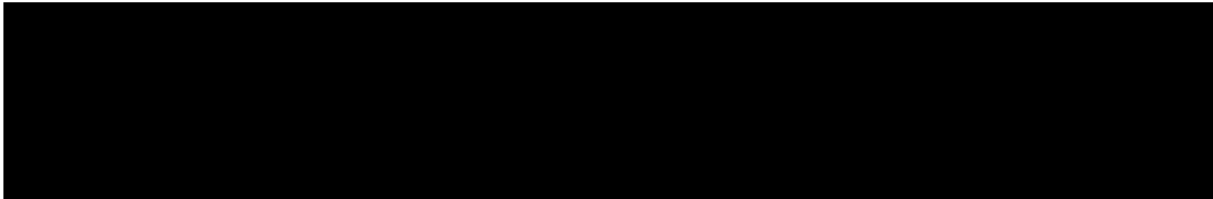
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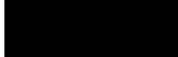

Send your completed form to

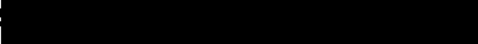
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA



INVOICE



Reference: 
Invoice No: 
Date: 24 Oct 2006
Vat No:

Re: 

Due Date	Description	Net	VAT	Gross
24 Oct 2006	electrical works	1,350.00		1,350.00
	Amount Due	1,350.00	0.00	1350.00

For the purpose of the
Landlord and Tenant Act 1987 section 47
your Landords name and address is:



B/F Arrears: £920.14

Total Due: £2,270.14

=====
=====
=====



Member's claim form

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Your details

Name in CAPITAL LETTERS

WILLIAM CASH

Constituency

STONE

Claim details

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- all items costing £250 or more and include receipts – except for food for which receipts are not required.
- receipts or invoices for any hotel cost even if it is less than £250.

Please list

Please attach

Period of claim

from 1 1

to Oct 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p

Food

£ 400 : 00 p

Utilities

£ 40 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 920 : 14 p

Repairs/Insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

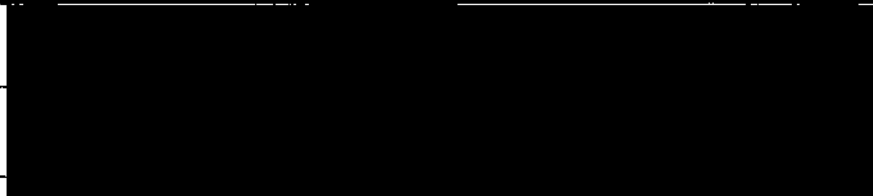
please specify

Total

£2,285 : 14 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

Nov 2 06

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INVOICE



Reference:
Invoice No:
Date: 4 Oct 2006
Vat No:

Re:

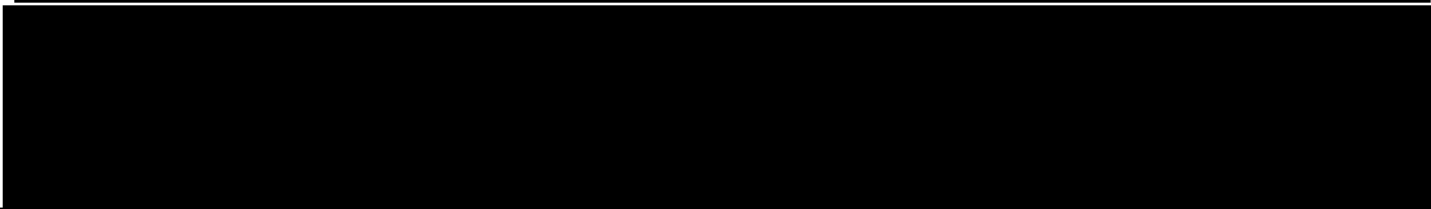
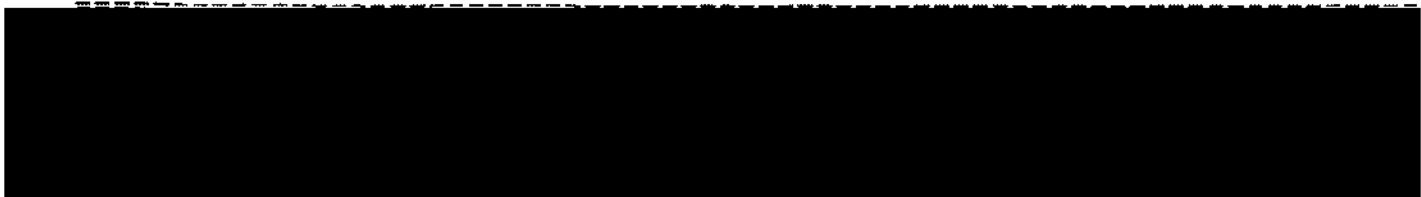
Due Date	Description	Net	VAT	Gross
29 Sep 2006	Half yearly Rent in Advance	75.00		75.00
29 Sep 2006	Half yearly Service charge in Advance	502.08		502.08
Amount Due		577.08	0.00	577.08

For the purpose of the
Landlord and Tenant Act 1987 section 47
your Landlords name and address is:



B/F Arrears: £343.06

Total Due: £920.14





Member's claim form

03 NOV 2006

1 of 2

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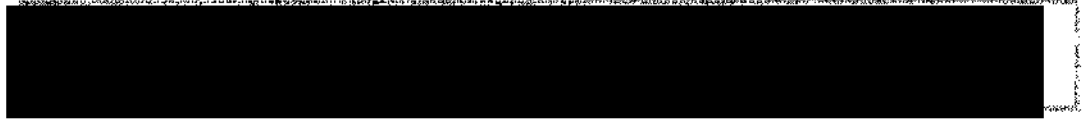
Your details

Name in CAPITAL LETTERS

WILLIAM CASH

Constituency

STONE



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Please list

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Please attach

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

Period of claim

from 1 / 1

to Sept 06 ✓

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p ✓

Food

£ 400 : 00 p

Utilities

£ 40 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 2.00 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1565 : 00 p ✓

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

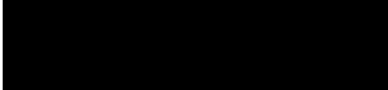
Postcode

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 my duties as a Member of Parliament.

Signature

Date

 MP
Nov 2. 06

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Constituency

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Please attach

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

Period of claim

from 1 / 1

to end August 2006

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p

Food

£ 400 : 00 p

Utilities

£ 20 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

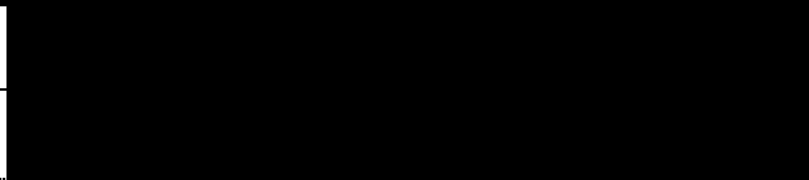
please specify

Total

£1545: 00 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance



✓

Declaration

I confirm that I incurred these costs wholly, exclusively and necessarily to enable 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. 9. 06

✓

Data protection

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Member's claim form

15 AUG 2006

15 AUG 2006

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Your details

Name in CAPITAL LETTERS

WILLIAM CASH

Constituency

STONE

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

Please list

Please attach

Period of claim

from 1 / 1

to July 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (Interest only) or rent

£ 865 : 00 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 20 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1545 : 00 p

Details of second home *if applicable*

Address of
second home
for Additional
Costs Allowance

[Redacted address information]

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

6.8.06

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

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

W. CASH

Constituency

STONE

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 / 1

to June 06

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 865 : 00 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 20 : 00 p ✓

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p ✓

Service/maintenance

£ 200 : 00 p ✓

Repairs/insurance/security

£ 165 : 99 p ✓

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ / : p

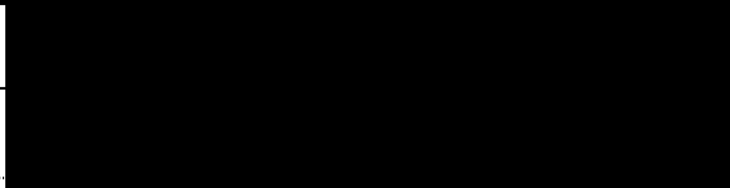
▶ please specify

Total

£ 1710 : 99 p

Details of second home *if applicable*

Address of second home
for Additional Costs Allowance



Code



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



Signature

MP

Date

10.7.06.

Data protection

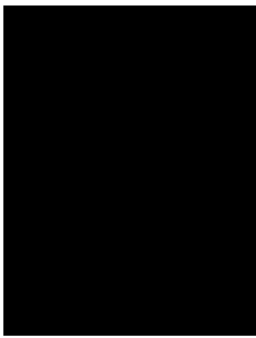
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Send your completed form to

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



Cash
[Redacted]



20 June 2006

Your Policy Number [Redacted]

IMPORTANT: CONFIRMATION OF YOUR DIRECT DEBIT INSTRUCTIONS

Dear [Redacted]

Below are the bank details from where we'll be taking your premium. Please take note of the amount and collection date, and let us know immediately if we have noted anything incorrectly.



Amount to be debited	£165.99
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Member's claim form

14 July 2003

Members' Allowances

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 please call 020 7219 1592.

Your details

Name
in CAPITAL LETTERS

W CASH

Constituency

STONE

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

to May 06 ✓

Total cost of hotel stays
attach all receipts

£ : p

Mortgage payments
(interest only) or rent

£ 865 : 00 p ✓

Food

£ 400 : 00 p ✓

Utilities

£ 20 : 00 p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ 60 : 00 p

Service/maintenance

£ 200 : 00 p

Repairs/insurance/
security

£ : p

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Other

£ : p

▶ please specify _____

Total

£ 1545 : 00 p ✓

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 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

10.6.06

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