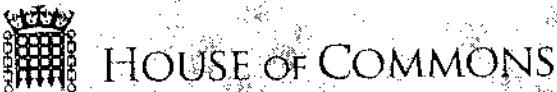


C1



**Member's Reimbursement Form**  
Administrative and Office Expenditure (AOE)

Member's Name (CAPITAL LETTERS)

JULIA GOLDSWORTHY

Constituency (CAPITAL LETTERS)

FALMOUTH & CAMBOURNE

**Claim details**

Month/period claimed

From 01042009 To 31052009

**Cost of accommodation**

(e.g. office rent, rates, surgery hire, repairs, alterations, security, buildings insurance and utilities)

£  
£  
£  
£

**Equipment & supplies**

(e.g. telecommunications, purchase & hire of IT & office equipment, equipment insurance, furniture, stationery, postage and petty cash)

BT phone  
BT fax  
Orange  
Petty Cash

£ 221.3  
£ 62.55  
£ 38.78  
£ 25.00

**Travel costs**

(e.g. travel incurred over and above that provided from your travel expenditure may relate to staff travel or taxis for UK travel. Journey details must be provided)

£  
£  
£  
£

**Work commissioned & bought in services**

(e.g. maintenance & janitorial services, translation & interpretation services, training, recruitment services and professional fees)

NB  Please indicate those costs you wish to be charged to your Staffing Expenditure otherwise costs will automatically be charged to your AOE.

£  
£  
£  
£

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00.

Total £ 355.93

**Authorisation and declaration**

I hereby declare that the expenditure claimed on this form has been incurred by me or on my behalf.

Signature

Date 25/5/09

**Data Protection**

This form is a computerised database which is subject to the provisions of the Data Protection Act 1998. The Department of Resources will process the information you provide on this form for the purposes of the Data Protection Act 1998. The information you provide on this form will be processed by the Department of Resources and HRM. The information you provide on this form will be processed by the Department of Resources and HRM for the purposes of the Data Protection Act 1998. The information you provide on this form will be processed by the Department of Resources and HRM for the purposes of the Data Protection Act 1998. The information you provide on this form will be processed by the Department of Resources and HRM for the purposes of the Data Protection Act 1998.

About filling in this form:

If you have any questions about this form, please call 020 7119 1340

Send your completed form to:

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



HOUSE OF COMMONS

C2

**Direct Payment to Third-Parties**

Administrative and Office Expenditure (AOE)

Member's Name (CAPITAL LETTERS)

JULIA GOLDSWORTHY

Constituency (CAPITAL LETTERS)

FALMOUTH & CARBORNE

**Cost of accommodation**

(e.g. office rent, rates, surgery, fire, repairs, alterations, security, buildings insurance and utilities)

Office Rent  
Share of Bills

£ 1343.14  
£ 697.93

**Equipment & supplies**

(e.g. telecommunications, purchase & lease of IT & office equipment, equipment insurance, furniture, stationery, postage and petty cash)

Banner Stationery x3 invoice

£ 233.92

**Travel costs**

(e.g. If not incurred over and above that provided from your Home Expenditure may relate to staff travel or taxis for UK travel (airfare details must be provided))

**Work commissioned and bought in services**

(e.g. maintenance & janitorial services, translation & interpretation services, training, recruitment services and professional fees)

NB

Please indicate those costs you wish to be charged to your Staffing Expenditure otherwise costs will automatically be charged to your AOE.

£  
£  
£  
£

Please securely attach required invoices in support of your payments. Statements, order confirmations & proforma invoices will not be accepted.

**Authorisation and declaration**

I warrant that the above information is true and correct and complies with the terms and rules contained in the House Book

Member's Signature

Date 25/5/07

**Data Protection**

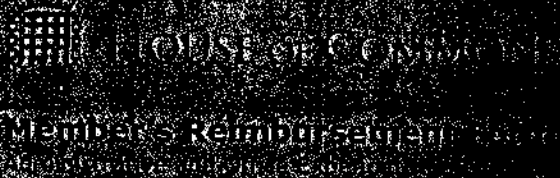
The House of Commons Administration will process the information you provide on this form for the purposes of administering the Direct Payment to Third Parties (DP3) scheme. The information you provide will be used to process your claim for reimbursement of costs. The information you provide will also be used to monitor the DP3 scheme and to ensure that the scheme is administered in accordance with the House of Commons Administration's policies and procedures. The information you provide will also be used to monitor the DP3 scheme and to ensure that the scheme is administered in accordance with the House of Commons Administration's policies and procedures. The information you provide will also be used to monitor the DP3 scheme and to ensure that the scheme is administered in accordance with the House of Commons Administration's policies and procedures.

**About filing 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



Office use only

Costc/Cat2

Supp/Res ID

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1 1 1 1 1 1 1 1 1 1

Allowance 514510

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

JULIA GOLDSWORTHY FALMOUTH & CAMBOURNE

Claim details

Month/period claimed

From 2 0 To 2 0

Cost of accommodation

(e.g. office rent, rates, surgery hire, repairs, alterations, security, buildings insurance and utilities)

|                          |         |
|--------------------------|---------|
| Redruth Community Centre | £ 37-43 |
| window cleaning          | £ 75-00 |
|                          | £       |
|                          | £       |

Equipment & supplies

(e.g. telecommunications, purchase & lease of IT & office equipment, equipment insurance, furniture, stationery, postage and petty cash)

|                   |         |
|-------------------|---------|
| Cross Street News | £ 50    |
| Orange            | £ 40-27 |
| Petty Cash        | £ 25-   |
| Commons Papers    | £ 25-00 |

Travel costs

(e.g. travel incurred over and above that provided from your Travel Expenditure: may relate to staff travel or taxis for UK travel. Journey details must be provided)

£  
£  
£  
£

Work commissioned & bought in services

(e.g. maintenance & janitorial services, translation & interpretation services, training, recruitment services and professional fees)

NB  Please indicate those costs you wish to be charged to your Staffing Expenditure otherwise costs will automatically be charged to your AOE.

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | £ |
| <input type="checkbox"/> | £ |
| <input type="checkbox"/> | £ |
| <input type="checkbox"/> | £ |

Please securely attach required documentation e.g. invoices, receipts etc. in support of individual items equal to or in excess of £25.00.

Total £

Authorisation and declaration

I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

*J.G.*

Date 24/6/09

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 2042, who acts on behalf of the Data Controller (the Clerk of the House).

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

Office use only  
Coste/Cat2

Supp/Res ID

£

£

Allowance 514510

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

JULIA GOLDSWORTHY FALMOUTH & CAMBOURNE

Cost of accommodation

(e.g. office rent, rates, surgery hire, repairs, alterations, security, buildings insurance and utilities)

|  |   |  |
|--|---|--|
|  | £ |  |
|  | £ |  |
|  | £ |  |
|  | £ |  |

Equipment & supplies

(e.g. telecommunications, purchase & lease of IT & office equipment, equipment insurance, furniture, stationery, postage and petty cash)

|                       |   |                   |
|-----------------------|---|-------------------|
| Siemens-copier lease  | £ | 261.16            |
| Banner-stationery     | £ | 35.08             |
| <del>XXXXXXXXXX</del> | £ | <del>XXXXXX</del> |
|                       | £ |                   |

Travel costs

(e.g. travel incurred over and above that provided from your Travel Expenditure; may relate to staff travel or taxis for UK travel. Journey details must be provided)

|  |   |  |
|--|---|--|
|  | £ |  |
|  | £ |  |
|  | £ |  |
|  | £ |  |

Work commissioned and bought in services

(e.g. maintenance & janitorial services, translation & interpretation services, training, recruitment services and professional fees)

NB  Please indicate those costs you wish to be charged to your Staffing Expenditure otherwise costs will automatically be charged to your AOE.

|                          |  |   |  |
|--------------------------|--|---|--|
| <input type="checkbox"/> |  | £ |  |
| <input type="checkbox"/> |  | £ |  |
| <input type="checkbox"/> |  | £ |  |
| <input type="checkbox"/> |  | £ |  |

Please securely attach required invoices in support of your payments. Statements, order confirmations & proforma invoices will not be accepted.

Authorisation and declaration

I confirm that the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

J. Goldsworthy

Date 24/6/09

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 Member's 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).

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House of Commons, London SW1A 0AA