

Voluntary Publication of Parliamentary Expenses

Member:	Jo Swinson
Constituency:	East Dunbartonshire
Period:	1 December 09 – 31 December 09

Allowance and Breakdown	Totals
Personal Additional Accommodation Expenditure (PAAE)	
Rent	1250.00
Utilities	35.00
Council Tax/Rates	82.00
Telephone and telecommunications	11.78
Total	1,378.78
Staffing Expenditure	
Total	8,238.45
Travel Expenditure	
Car travel	56.00
Train travel	399.00
Staff train travel	103.70
Train tickets refunded*	CR 185.00
Total	373.70
Communications Expenditure	
Printing 5000 contact cards**	309.35
Total	309.35
Administration and Office Expenditure	
Employer's Liability Insurance	288.75
Legal fees for drawing up office lease documents	519.20
Surgeries: Hire of Torrance Community Centre	7.30
Surgeries: Hire of Kessington Hall	7.30
Hire of room for staff training day	30.00
Special delivery	15.31
Overprinting of headed paper (1,750 sheets)	74.75
Constituency office rent (December)	391.67
Electricity	253.82
T-Mobile voice and data costs	62.49
Petty cash (None spent as awaiting new debit cards - balance remains in account and petty cash tins)	50.00
Total	1,700.59
Centrally Provided Stationery	
House of Commons 1 st class franked plastic mailers	292.59
House of Commons 1 st class franked envelopes	318.72
Total	611.31
Monthly Total	12,612.18

*Train tickets are purchased as far in advance as possible in order to minimise the cost, however occasionally they are cancelled and refunded due to Parliamentary business, which is often announced at short notice.

**Cards ordered for summer tour in August but not invoiced until 1st December.