

11 JAN 2003

11 JAN 2003

6 MONTHS CLAIM

Transaction code.

CI. REIMBURSEMENT

I wish to claim reimbursement of the following amounts from my Incidental Expenses Provision for the period 1 July 07 to 31 Dec 07 as detailed below.

I attach certified receipts/invoices for all equipment & software leased or purchased.

Item	Description of service / goods	Amount £	Fees office use only
1	JUNVANT RFC - ADV IN PROGRAMME OSPREYS RFC " " "	88 - 12 352 - 50	[REDACTED]
2	BT BT BT	73 - 07 53 - 16 76 - 44	
3	BT STAPLES	53 - 23 28 - 49	
4	BANNER " "	123 - 77 43 - 50 151 - 58	
5	" BANNER INFORMATION COMMISSIONER	113 - 20 19 - 06 35 - 00	
6	VODAPHONE "	20 - 73 74 - 44	
7	" "	19 - 99 38 63	
8			
9	TOTALS: S14670 £440.62 S14510 £766.71		
10	S14510 £151.58		

Comm 5

£1364.97p

I certify that the expenses shown above have been wholly, exclusively and necessarily incurred on parliamentary business

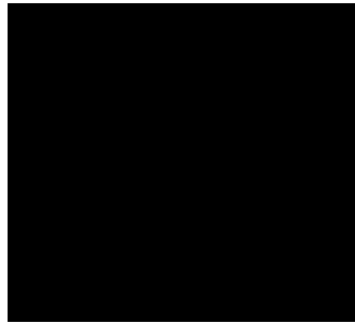
SIGNED.....MP

PRINTED NAME Alan Williams

DATE 9-1-08 CONSTITUENCY SWANSEA WEST



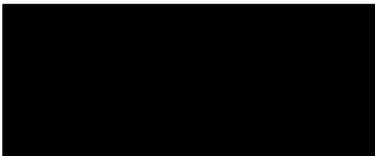
DUNVANT RFC



No. 400 Date & Tax Point: 1st December 2007

To:

Mr Alan Williams MP



To;

Sponsor Dunvant RFC
Season 2007-08

£75.00

Vat @ 17.5%

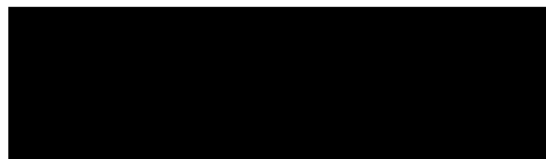
£13.12

Total

£88.12

Cheques made payable
To Dunvant RFC.

Thanks for your support



Paid 21 Dec

INVOICE

ALANW
Alan Williams MP

Invoice No. [REDACTED]
Tax Point **31/10/2007**
Order Number Programme

DESCRIPTION	TOTAL
Season 2007/08	
Programme Advertisement	300.00
Payment is due upon receipt of invoice	

Code	VAT Goods	Analysis Rate	VAT
S	300.00	17.50	52.50

Total Goods	£	300.00
Total VAT	£	52.50
Total Due	£	352.50





ALAN WILLIAMS MP



Bringing it all together

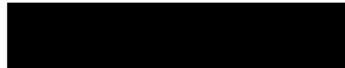
Your account and bill number



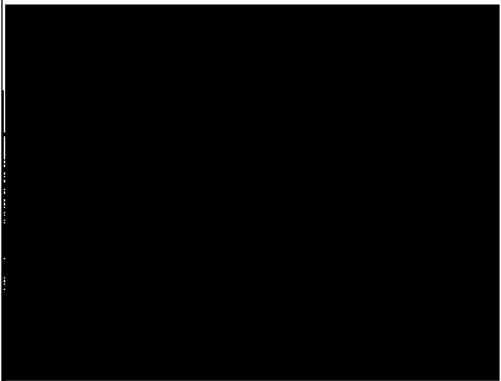
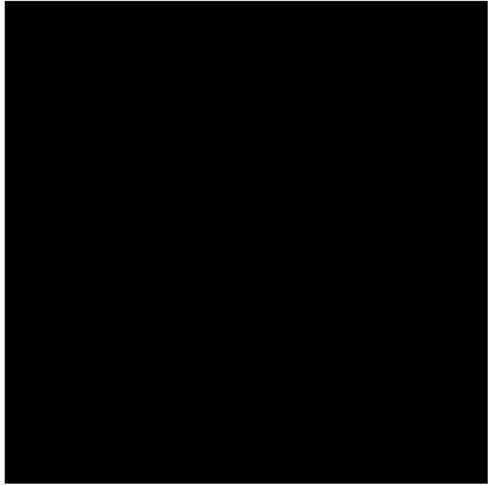
Date
1 October 2007

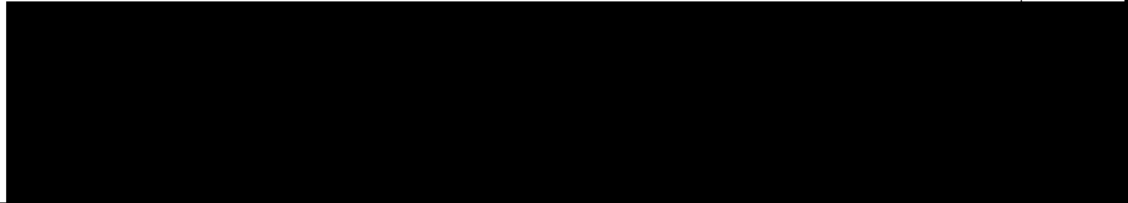
If you have a query
please see reverse for
our contact details.

BT Commitment



Cost of calls	£ 10.71
Package benefits	£ 0.00
BT Commitment	
Service charges	£ 47.65
Payment charges	£ 4.50
VAT	£ 10.21
Total now due	£ 73.07





Your account and bill number
[Redacted]

THE LABOUR PARTY
[Redacted]

ALAN WILLIAMS MP
[Redacted]



Bringing it all together

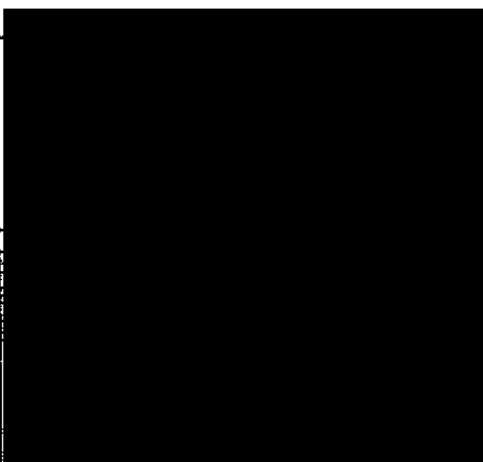
Date
1 October 2007

If you have a query
please see reverse for
our contact details.

BT Commitment

[Redacted]

Cost of calls	£ 0.27
Package benefits	£ 0.00
BT Commitment	
Service charges	£ 41.15
Payment charges	£ 4.50
VAT	£ 7.24
Total now due	£ 53.16



[REDACTED]

THE LABOUR PARTY

[REDACTED]

ALAN WILLIAMS MP

[REDACTED]



Bringing it all together

Date
1 July 2007

if you have a query
please see reverse for
our contact details.

BT Commitment

[REDACTED]

Cost of calls	£ 0.33
Package benefits BT Commitment	£ 0.00
Service charges	£ 41.15
Payment charges	£ 4.50
VAT	£ 7.25
Total now due	£ 53.23

U
Paid 10-7-07

Your account and bill number
[REDACTED]

[REDACTED]
ALAN WILLIAMS MP
[REDACTED]



Bringing it all together

Date
1 July 2007

If you have a query
please see reverse for
our contact details.

BT Commitment

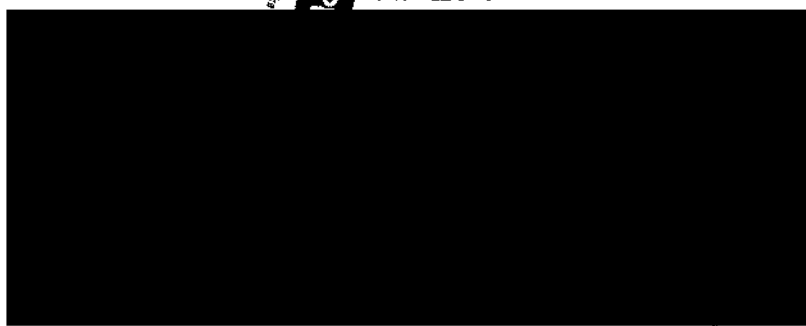
[REDACTED]

Cost of calls	£ 14.83
Package benefits BT Commitment	£ 0.00
Service charges	£ 46.40
Payment charges	£ 4.50
VAT	£ 10.71
Total now due	£ 76.44

[REDACTED]

STAPLES

APLES

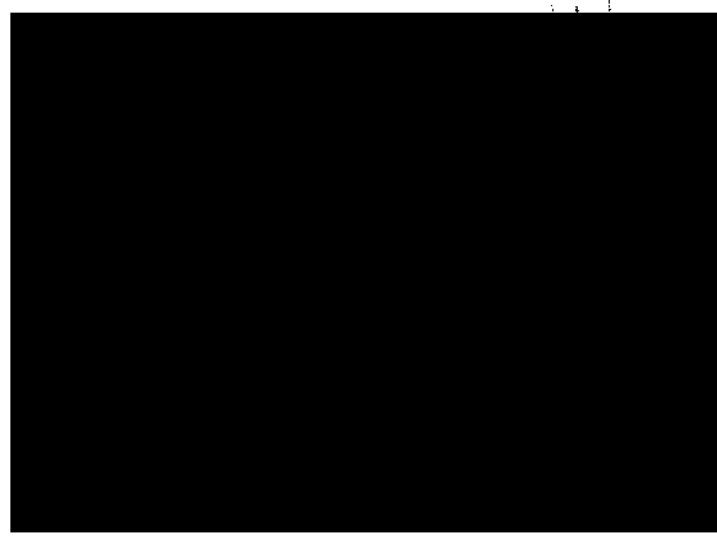


1 BROTHER PC302RF TTR BLK 28.49 1
4977766054416
SUBTOTAL 28.49

VAT Code	Ex VAT	VAT	TOTAL
1 17.5%	24.25	4.24	28.49

TOTAL £28.49

Cash 30.00
Cash Change £1.51



ce



office2office

CE NO. [REDACTED]

ce To :

Charge To :
Rt Hon A J Williams MP

Banner Business Supplies Ltd

m A J Williams MP

Rt Hon A J Williams MP

0AA

Delivered To [REDACTED]
Rt Hon A J Williams MP

Customer Service [REDACTED]
Telephone No : [REDACTED]
Fax No : [REDACTED]

1 Of 1 Date 30/08/2007

Order Date 28/08/2007

Sales Order No : [REDACTED]

Ref	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
	0630554	STABILO BOSS HIGHLIGHTER YELLOW	2	BOX10	6.2000	28/08/07	12.40	17.5	2.17
	0630559	STABILO BOSS HIGHLIGHTER RED	2	BOX10	6.2000	28/08/07	12.40	17.5	2.17
	0630814	SHARPIE RT RETRACTABLE MARKER BLACK	1	BOX12	10.5100	29/08/07	10.51	17.5	1.84
	9240039	BANNER FINE POINT PERM MARKER BK	1	BOX10	4.8900	28/08/07	4.89	17.5	0.86
	0080102	POST-IT INDEX FLAG DISP 25x44mm YE	20	DISP	1.4300	28/08/07	28.60	17.5	5.01
	0080101	POST-IT INDEX FLAG DISP 25x44mm RED	20	DISP	1.4300	28/08/07	28.60	17.5	5.01
	9140008	BANNER FAX ROLL 210mmx30mmx12mm	2	BOX6	3.9500	28/08/07	7.92	17.5	1.39

V.A.T. Summary

Taxable Sum 105.32
V.A.T. Amount 18.45

Sales Order Total (VAT excl)

105.32

VAT Registration [REDACTED]

INVOICE GOODS 105.32
INVOICE V.A.T. 18.45
INVOICE TOTAL 123.77

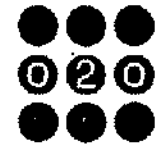
Settlement : None
Discount Terms :

EEE Producer Registration [REDACTED]

mer
ce products

BBSInvoice07/03

Invoice



office2office

Banner Business Supplies Ltd

 * INVOICE NO. [REDACTED] *

Invoice To :
 Rt Hon A J Williams MP
 [REDACTED]

Charge To :
 Rt Hon A J Williams MP
 [REDACTED]

Delivered To : [REDACTED]
 Rt Hon A J Williams
 [REDACTED]

Customer Service
 Telephone No : [REDACTED]
 Fax No : [REDACTED]

Page 1 Of 1 Date 30/08/2007
 Acc.No. [REDACTED] Order Date 29/08/2007
 Order [REDACTED]
 C.A.R.

Sales Order No : [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
1		0340318	BT DECOR 1500 TEL ANSWER MACHINE CH	1	EACH	30.2600	29/08/07	30.26	17.5	5.30
2		S2040363	EVOLVE BUSINESS PAPER A4 80g WHITE	3	REAM	2.2700	29/08/07	6.81	17.5	1.19

V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	37.07	6.49

Sales Order Total (VAT excl) 37.07

INVOICE GOODS	37.07
INVOICE V.A.T.	6.49
INVOICE TOTAL	43.56

Settlement : None
 Discount Terms :

EEE Producer Registration [REDACTED]

Invoice



 * INVOICE NO. [REDACTED] *

Invoice To :
 Rt Hon A J Williams MP
 [REDACTED]

Charge To :
 Rt Hon A J Williams MP
 [REDACTED]

Banner Business Supplies Ltd
 [REDACTED]

Page 1 of 1 Date 06/09/2007
 Acc.N [REDACTED] Order Date 30/08/2007
 Order [REDACTED]
 C.A.R.

Delivered To :
 Rt Hon A J Williams
 [REDACTED]

Customer Serv [REDACTED]
 Telephone No [REDACTED]
 Fax No [REDACTED]

Sales Order No [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	UoM	Unit Price	Tax Date	Net Total	VAT Rate	Line VAT
1		6003098	BROTHER 1020E FAX MACHINE	1	EACH	129.0000	05/09/07	129.00	17.5	22.58
2		6009999	DELIVERY	1	EACH	0.0000	05/09/07	0.00	17.5	0.00

V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	129.00	22.58

Sales Order Total (VAT excl) 129.00

INVOICE GOODS	129.00
INVOICE V.A.T.	22.58
INVOICE TOTAL	151.58

VAT Registration : [REDACTED]

Settlement : None
 Discount Terms :

EEE Producer Registration No [REDACTED]

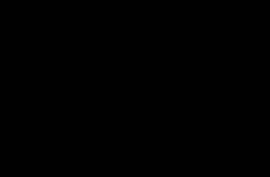
Invoice

Paid 21 Dec



office2office

Banner Business Supplies Ltd



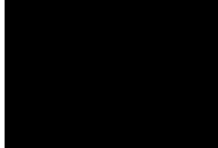
Customer Service
Telephone No : [Redacted]
Fax No : [Redacted]

Sales Order No : [Redacted]

* INVOICE NO [Redacted] *

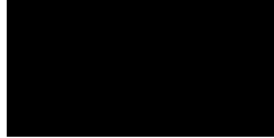
Invoice To :

Rt Hon A J Williams MP



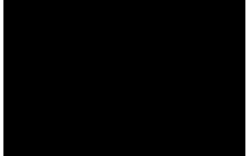
Charge To :

Rt Hon A J Williams MP



Delivered To

Rt Hon A J Williams



Page 1 Of 1 Date 16/12/2007

Acc. No [Redacted] Order Date 07/12/2007

Order [Redacted]

C.A.R.

Line No.	Line Ref.	Product Code	Product Description	Quantity	UoM	Unit Price	Tax Date	Line Total (excl. VAT)	VAT Rate	Line VAT
1		2400564	SASCO UNMOUNTED YEAR PLANNER 2008	1	EACH	9.4400	07/12/07	9.44	17.5	1.65
2		9410401	BANNER A4 MW FLUSH FLDR 105mm CLEAR	1	PACK25	4.7800	07/12/07	4.78	17.5	0.84
3		9150014	BANNER A4 VALUE COPIER 80gsm WHITE	1	BX2500	8.5900	07/12/07	8.59	17.5	1.50
4		0986962	TONER CARTRIDGE DELL 1700N 3K STANDARD CARTRIDGE REF: 593-10036	1	EACH	73.5300	14/12/07 14/12/07 14/12/07	73.53	17.5	12.87

V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	96.34	16.86

Sales Order Total (VAT excl)

96.34

VAT Registration : [Redacted]

Settlement : None
Discount Terms :

EEE Producer Registration : [Redacted]

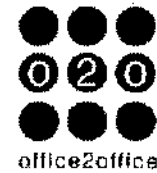
INVOICE GOODS	96.34
INVOICE V.A.T.	16.86
INVOICE TOTAL	113.20



Under plan office supplies

BBShoping0707

Invoice



office2office

 * INVOICE NO. [REDACTED] *
 * *****
 Invoice To :

Rt Hon A J Williams MP

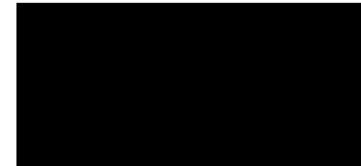


Charge To :

Rt Hon A J Williams MP



Banner Business Supplies Ltd



Delivered To :

Rt Hon A J Williams MP



Customer Servt
 Telephone No :
 Fax No :



Page 1 Of 1 Date 21/11/2007

Acc.No [REDACTED] Order Date 20/11/2007

Order [REDACTED]

C.A.R.

Sales Order No [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
1		0631420	SHARPIE PERMANENT MARKER 1mm RED	1	BOX12	12.3400	20/11/07	12.34	17.5	2.16
2		0470156	RAPESCO COLGURED FOLDBACK CLIP 32mm	2	PACK10	1.9400	20/11/07	3.88	17.5	0.68

V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	16.22	2.84

Sales Order Total (VAT excl) 16.22

INVOICE GOODS	16.22
INVOICE V.A.T.	2.84
INVOICE TOTAL	19.06

Settlement : none
 Discount Terms :

EEE Producer Registration No [REDACTED]

Banner

world class office products

voice07/03



MR ALAN JOHN WILLIAMS



12 September 2007

Data Controller Name: ALAN JOHN WILLIAMS

Registration Number: [REDACTED]

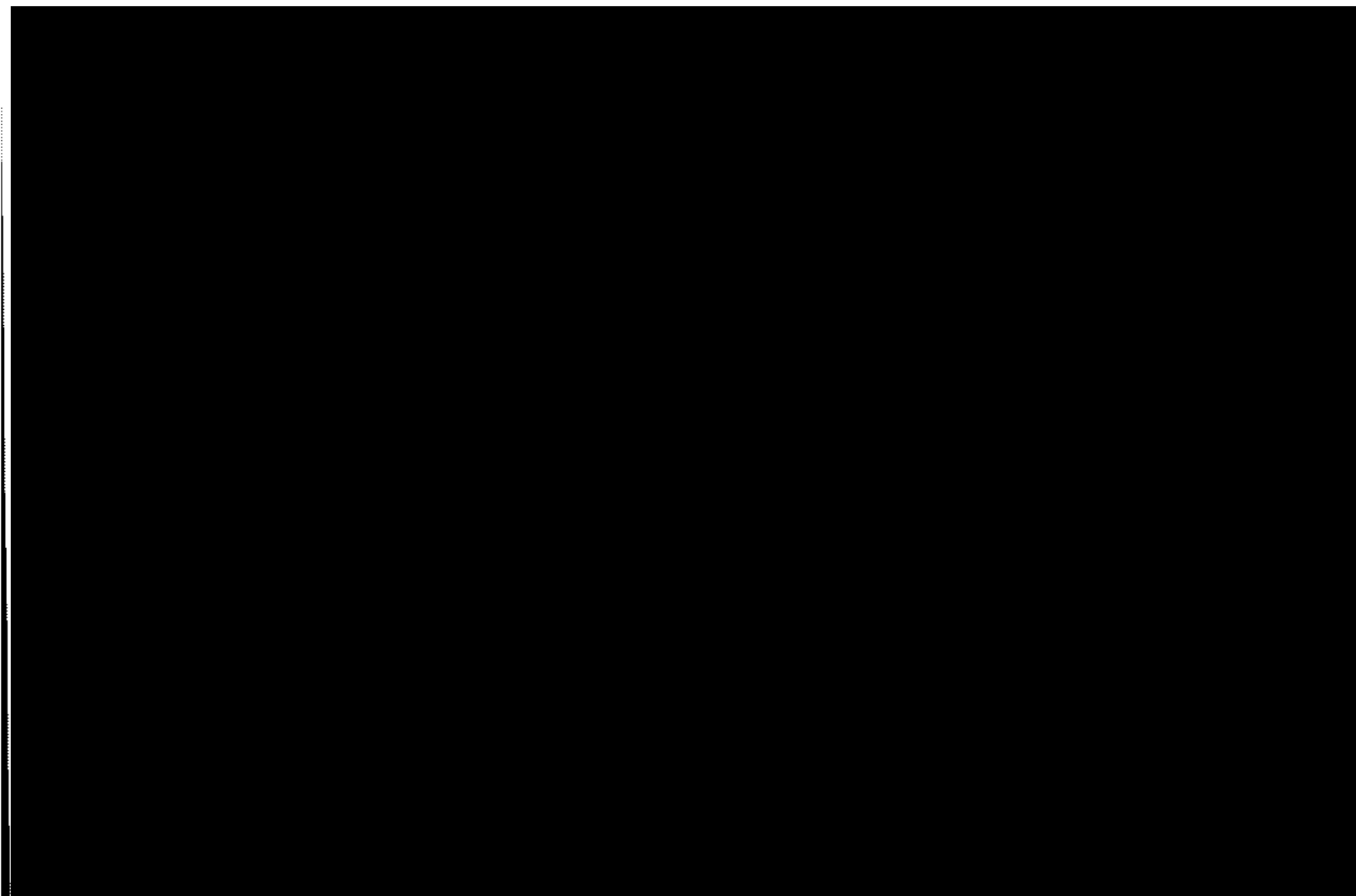
For the attention of : MR ALAN JOHN WILLIAMS

Data Protection Act 1998 – Reminder to Renew

Your register entry [REDACTED] has an expiry date of **24 October 2007**.

The fee for renewal of the entry is £35.00 (VAT nil). The payment options are listed below. You may find that the most convenient way of renewing is to pay by direct debit because you would not need to take any action to renew in subsequent years (see over). A direct debit form is enclosed.

Payment must be received by this office on or before 24 October 2007.



Finance and Administration		Reason for Amendment:	
Prepared by: <i>(print and sign)</i>			Alun Williams MP
Authorised by: <i>(print and sign)</i>		Correct allocation of receipt	05/06
Date:	30/11/2007		

Transfer Description	Account Code	Cost Centre	Cat 2	Cat 3	Cat 4	Cat 5	Cat 6	Cat 7	Debit	Credit
									£	£
									£ 973.83	
										£ 973.83
									£ 973.82	
										£ 973.82

Total	1,947.65	1,947.65
-------	----------	----------

All backing documentation must be attached to this form and filed in the Correction Journal file.

Transaction Reference:

Date received:

Input by: *(Signature)*

Date Input onto Computer:

Checked by: *(Signature)*

Date of Cheque: 2 | 1 | 1 | 1 | 0 | 7

Cheque Number: [REDACTED]

Swansea CLP

Cheque Payee: _____

Account Code	Amount £	p	Cost C	Piro	Who	Exp_Type	Description
[REDACTED]	973	83	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Refund from supplier
[REDACTED]	973	82	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Refund from supplier
Total	1947	65					

COMPLETED BY: [REDACTED]

Signature: _____

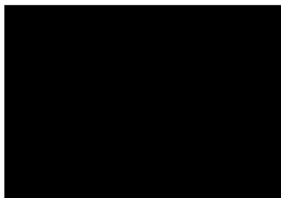
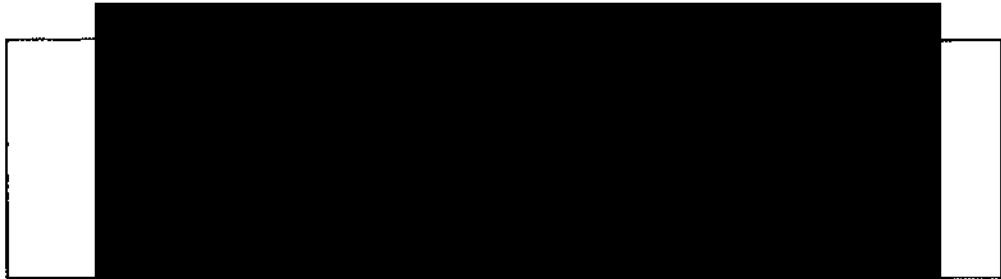
Name: _____

Date: 30/11/07

REMARKS:

[REDACTED]

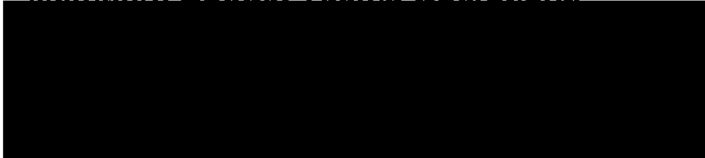
[REDACTED]




Thursday, 22 November 2007



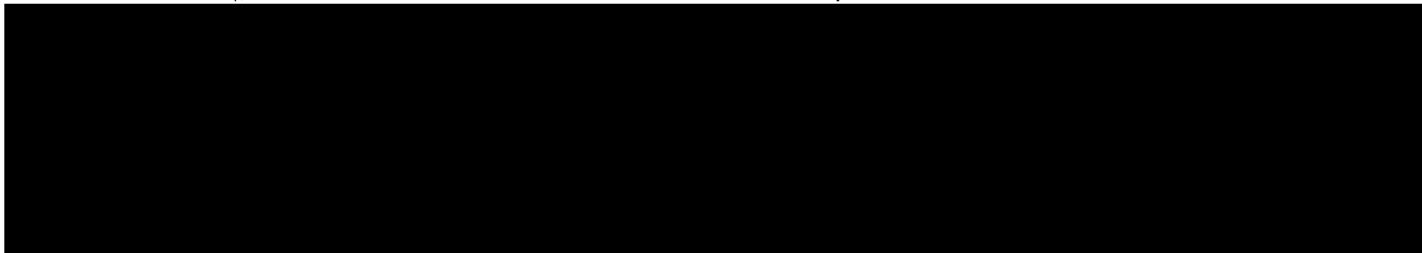
Members Budget Teams Operations



Dear Colleagues,

The former Constituency Office premises at  were leased by a joint Swansea Labour Party Office Management body set up by Swansea East & Swansea West Constituency Labour Parties. The lease has now terminated. All funds are held in a separate Swansea Labour Party Office Account held with the Unity Trust Bank plc.

Over the period of occupation from 2001 – 2005 rental charges were received from the Members of Parliament & Assembly Members.



The original claim for dilapidations was	£24,711
This was negotiated down to a final total of	£ 8,935

The Swansea East & West Labour Parties liabilities in respect of the dilapidations was 20%	£ 1,787.00
Add 17.5% VAT	£ 312.73

Total Dilapidation Costs (Paid to Lambert Smith Hampton)	£ 2,099.73
---	-------------------

There were, in addition, fees & charges in dealing with the dilapidations :-

Morgan La Roche Initial Claim Report Fee	£ 88.13
Rowland Jones & Partners Fees	£ 558.13

Total Payments made from the sinking fund	£ 2,745.99
--	-------------------

These sums have been paid from the funds provided in a Sinking Fund set up in October 2003 wherein it was agreed that a sum of £276.72 per month would be set aside as a sinking fund from October 2003 to September 2005 to pay for the dilapidations.

Sinking Fund @ 24 x £276.72 =	£ 6,641.28
-------------------------------	------------

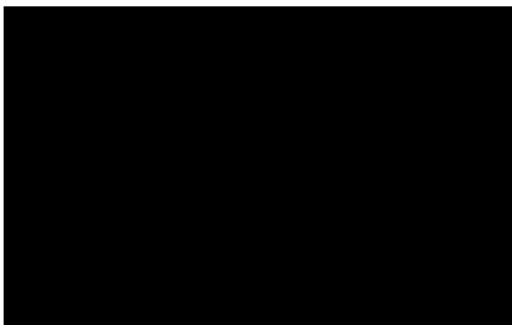
Less Payments made	£ 2,745.99
--------------------	------------

Balance Remaining in the sinking fund.	£ 3,895.29
---	-------------------

This balance is being paid back to the House of Commons Fees Office/Assembly Government on a 50/50 basis i.e. £1947.65 to each fees office.

I have enclosed a cheque for £1,947.65 accordingly.

Yours sincerely,



42 HIGH STREET

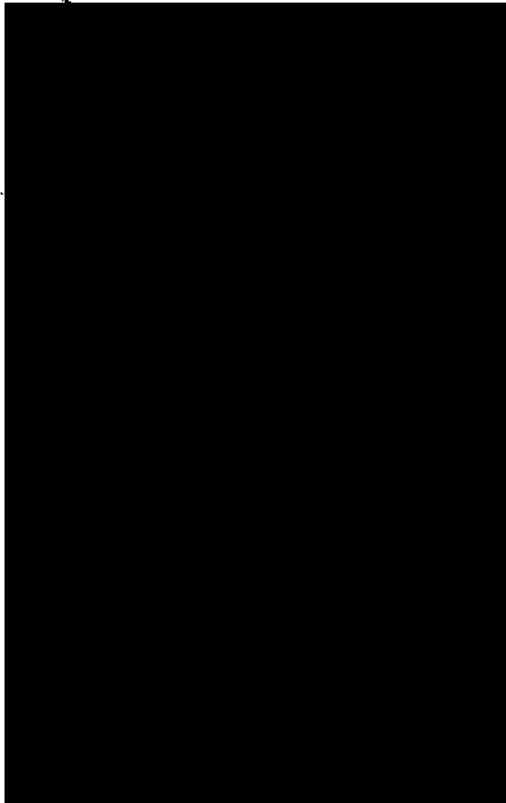
Re: Office Rental Agreement dated [] between Swansea West and East Labour Parties and Donald Anderson, Andrew Davies, Val Lloyd and Alan Williams (the "Agreement")

We agree to amend the Agreement, with effect from the date hereof, by adding the following to its terms:

"From the rental, the Two Constituency Parties will establish a sinking fund (the "Sinking Fund") into which they will pay, in equal shares, a sum of £276.72, monthly until the end of the contract. The Sinking Fund will be used to fund any costs of the Two Constituency Parties (or either of them) arising from putting right any dilapidations suffered by the Office which result during the term of this tenancy, at the end of that term. Any surplus monies in the Sinking Fund will, after such costs have been paid, belong to and be returned to, in equal shares, the Finance Officers of the House of Commons and of the Welsh Assembly.

The Two Constituency Parties shall have exclusive use of the room known as the "Store Room."

We further agree that the annual rent payable by each MP and AM shall be £5,125 from 1 April 2003, and such sum after 1 April 2004 and from 1 April 2005 as recommended by the Valuer to take account of annual inflation.



03 JUL 2007

Transaction code.

C1. REIMBURSEMENT

I wish to claim reimbursement of the following amounts from my Incidental Expenses Provision for the period 1 April to 30 June 07 as detailed below.

I attach certified receipts/invoices for all equipment & software leased or purchased.

Item	Description of service / goods	Amount £	Fees office use
1	VODAPHONE	19-99	
2	BANNER	5-43	
3			
4			
5			
6			
7			
8			
9			
10			
		£ 25-42	

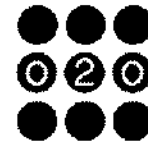
I certify that the expenses shown above have been wholly, exclusively and necessarily incurred on parliamentary business

SIGNED [Signature] MP

PRINTED NAME ALAN WILLIAMS

DATE 2 July 07 CONSTITUENCY Swansea W

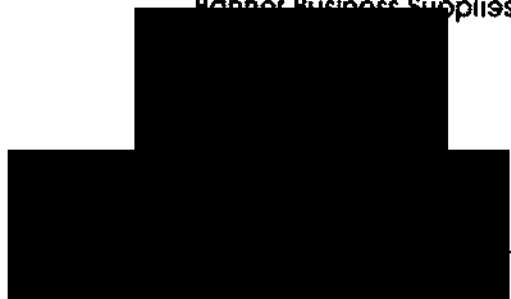
Statement



office2office

Banner Business Supplies Ltd

Tel No
Fax No
EMail



Page : 1

Mr Ken J Williams MP
[Redacted]

Customer Account : [Redacted]
Statement Date : 19/06/2007

Date	Transaction Type	Document	Customer Reference	Status	Transaction Value	Outstanding Value
13/06/2007	INV	[Redacted]			5.43	5.43

The items listed are outstanding on your account.
Payment is awaited, also if appropriate your instructions for use of any credit items.
Please ignore items under query or paid within the last 10 days.



Type:	Status:
INV Invoice	P Partly paid
CRN Credit Note	D Invoice under query
CASH Payment	
CADJ Credit Adjustment	
DADJ Debit Adjustment	

Total : 5.43



Questions?

Give us a call on

Email us at

Account number

Invoice number

Date

11 May 07

MR ALAN J. WILLIAMS

your vodafone bill

Quick breakdown

Service charges

Anytime 75 STC + VP 1 May to 31 May	£17.02
Free Itemised Billing	£0.00
Video Calling	£0.00
Min Term 18 mths not 12 mths	£0.00

Usage charges up to 27 Apr

Calls	£0.00
Total before VAT	£17.02
VAT at 17.5% on £17.02	£2.97
Total	£19.99

Your price plan

Anytime 75 minutes + Vodafone Stop The Clock + Vodafone Passport (Anytime 75 STC + VP)

► **150 inclusive minutes to use this month**

75 rolled over from your last bill plus 75 in your price plan



06/07 + 07/08

22 MAY 2007

Transaction code.

CI. REIMBURSEMENT

I wish to claim reimbursement of the following amounts from my Incidental Expenses Provision for the period ... 1 MARCH ... to 31 MARCH 07 ... as detailed below.

I attach certified receipts/invoices for all equipment & software leased or purchased.

Item	Description of service / goods	Amount £	Fees office use only
1	VODAPHONE	19 — 99	[REDACTED]
2	VODAPHONE	19 — 99	[REDACTED]
3	BT	72 — 79	[REDACTED]
4	BT	48 — 97	[REDACTED]
5			
6	06/07 + [REDACTED] 07/08		
7	[REDACTED]		
8	[REDACTED]		
9	£ 19.99 06/07		
10	£ 141.75 07/08		
		£ 161 — 74	

I certify that the expenses shown above have been wholly, exclusively and necessarily incurred on parliamentary business

SIGNED..... [REDACTED] MP

PRINTED NAME..... ALAN WILLIAMS

DATE 21 April 07 CONSTITUENCY..... Swansea W



[Redacted]

ALAN WILLIAMS MP.

[Redacted]



Bringing it all together

Date
1 April 2007

If you have a query
please see reverse for
our contact details.

BT Commitment

[Redacted]

Cost of calls	£ 15.55
Package benefits BT Commitment	£ 0.00
Service charges	£ 46.40
VAT	£ 10.84

Total now due **£ 72.79**

*Please make sure we receive the total now due by
12 April 2007.*

07/08

[Redacted]

[Redacted]



Your account and bill number

[Redacted]

THE LABOUR PARTY

ALAN WILLIAMS MP

[Redacted]

Date
1 April 2007

If you have a query
please see reverse for
our contact details.



Bringing it all together

BT Commitment

[Redacted]

Cost of calls	£ 0.53
Package benefits	£ 0.00
BT Commitment	
Service charges	£ 41.15
VAT	£ 7.29

Total now due £ 48.97

*Please make sure we receive the total now due by
12 April 2007.*

✓

07/08

[Redacted]

[Redacted]



Questions?

Give us a

Email

Account number

Invoice number

Date

MADE IN

MR ALAN J. WILLIAMS

your vodafone bill

Quick breakdown

Service charges

Anytime 75 STC + VP 1 Apr to 30 Apr	£17.02
Min Term 18 mths not 12 mths	£0.00
Video Calling	£0.00
Free Itemised Billing	£0.00

Usage charges up to 29 Mar

Calls	£0.00
Total before VAT	£17.02
VAT at 17.5% on £17.02	£2.97

Total £19.99

Your price plan

Anytime 75 minutes + Vodafone Stop The Clock + Vodafone Passport (Anytime 75 STC + VP)

▶ Last time, you used up all your minutes.

Important news

From 1st June the way we charge for Vodafone Live and the Mobile Internet is changing. To find out more please look at the enclosed leaflet.



Questions?

Give us a call on

Email us at

Account number

Invoice number

Date

12 Mar 07

[Redacted]

MR ALAN J. WILLIAMS

[Redacted]

[Redacted]

your vodafone bill

Quick breakdown

[Redacted]

Service charges		
Anytime 75 STC + VP	1 Mar to 31 Mar	£17.02
Video Calling		£0.00
Min Term 18 mths not 12 mths		£0.00
Free Itemised Billing		£0.00
Usage charges up to 28 Feb		
Calls		£0.00
Total before VAT		£17.02
VAT at 17.5% on £17.02		£2.97
Total		£19.99

[Redacted]

Your price plan

Anytime 75 minutes + Vodafone Stop The Clock + Vodafone Passport (Anytime 75 STC + VP)

► 129 inclusive minutes to use this month

54 rolled over from your last bill plus 75 in your price plan

