



Communications Allowance
Direct payment of suppliers

2007 NOV 5 0

When to use this form

- Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

About filling in this form

- For details of costs you can claim for please refer to booklet on Communications Allowance.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

ALEX SALMOND MP

Constituency

BANGOR AND BISHOP

Office use only

Costs

Claim details

You can only request Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance.
you attach all supplier invoices.

Period of claim

from / / to 22 / 10 / 07 Allowance year 07 / 08

Suppliers

Amount

GEN UK

£ 2109 : 13 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ 2109 : 13 p

Office use only

Authorisation and declaration

Signature

d wholly, duties.

29 OCT 07

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 HM Revenue & Customs. 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 SW1AA

Office use only

Initials / Date

Validation
completed

Comments



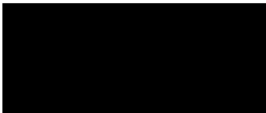
GEM UK

MAILING SOLUTIONS LIMITED
MAIL ROOM EQUIPMENT SPECIALISTS



INVOICE TO


Office of Rt Hon. Alex Salmond MSP



DELIVER TO



DATE	PAGE	YOUR ORDER NUMBER	ACCOUNT NUMBER	DOCUMENT TYPE	DOCUMENT NUMBER
08/10/2007	1				

QUANTITY	DESCRIPTION	NETT PRICE	NETT VALUE
1.00	IDEAL 8343 (220) AUTOMATIC LETTER FOLDER	1,795.00	1,795.00
	THE ABOVE IS A SPECIAL PRICE FOR PAYMENT BY RETURN		
0.00	WARRANTY: 12 MONTHS, PARTS AND LABOUR	0.00	0.00
	 D)		

TOTAL VALUE	1,795.00
VAT	314.13
TOTAL DUE	2,109.13

E & OE



Communications Allowance
Member's reimbursement form

01 OCT 2007

When to use
this form

Use this form to ask us to reimburse you for costs you have incurred on your Parliamentary duties.

About filling in
this form

For details of costs you can claim for please refer to booklet on Communications Allowance.
 If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name
in CAPITAL LETTERS

ALEX SALMOND MP

Constituency

BANK AND BURNHAM

Office use only

Cost:

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items of £250 and above.

Period of claim

from 1 / 8 / 07 to 31 / 8 / 07

Allowance year

07 / 08

Description of service or goods

Amount

LAPTOP COMPUTER
(1EP)

£ 2107 : 89 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 2107 : 89 p

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily

Signature

Date

28/9/2007

Data protection

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Send your completed form to

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

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	Initials / Date		Input subtotals per Cat 5
Validation completed	<input type="text"/>	514500	<input type="text" value="£"/>
		514525	<input type="text" value="£"/>

Comments

