



Direct payment of suppliers

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

CHARLOTTE ATKINS

Constituency

STAFFORDSHIRE MOORLANDS

Office use only Coste M A T K I C S T

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 / /

Allowance year

07/08

[Redacted]

Table with columns: Suppliers, Amount. Rows include: SLOTTEN CHRONICLE £ 15 : 04p, STAFFORDSHIRE NEWSPAPERS £ 94 : 36p, STAFFORDSHIRE NEWSPAPERS £ 15 : 43p, STAFFORDSHIRE NEWSPAPERS £ 15 : 89p, FREEPOST AP Afford 1st class £ 253 : 36p, PUBLIC IMPACT £ 2090 : = p, SUPRINT £ 1600 : = p, TOTAL 4084.08

Office use only Allow. / Supp ID / Exp.Type (Cat 5)

Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

7

Signature

[Redacted Signature]

MP

Date

15/5/08

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.

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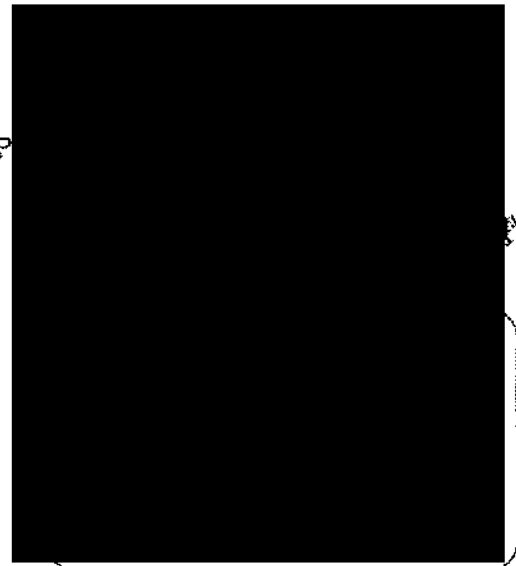
Send your completed
form to

Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

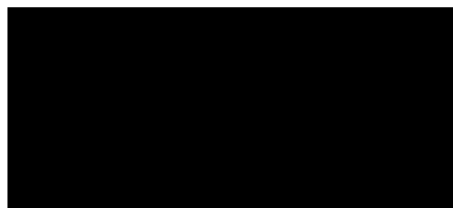
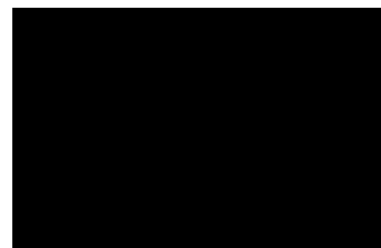
Validation
completed**Comments**



(C. Atkins.)

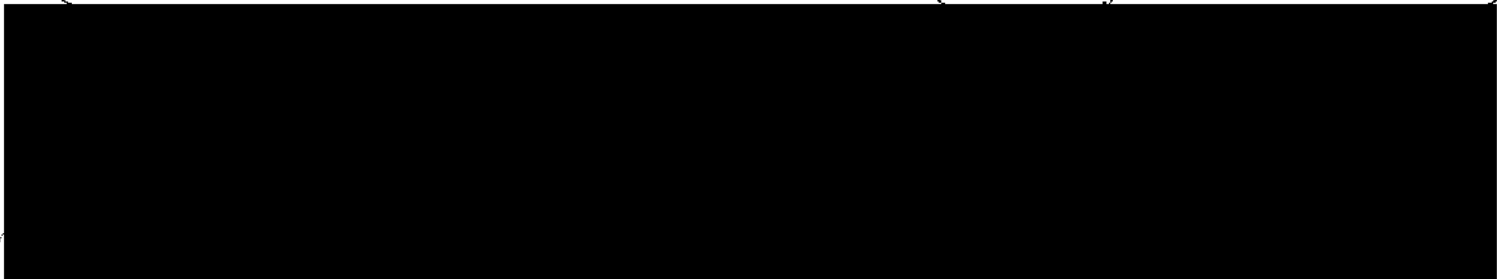


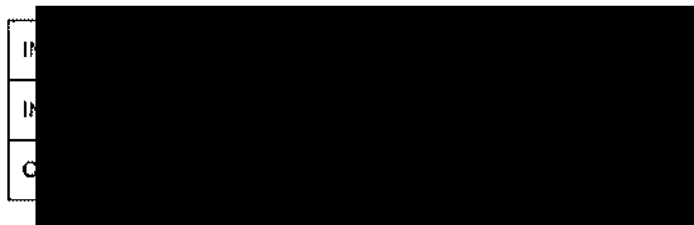
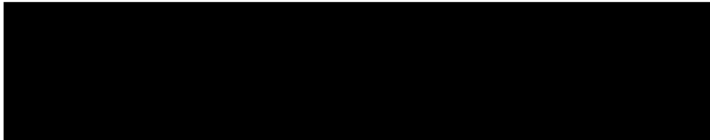
4	Advice Surgery	3.20	12.80
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Invoice total & VAT summary

Net	12.80
V.A.T.	2.24
Payable	15.04





Charlotte Atkins M P



PAYMENT DUE BY 28/04/08

ADVERTISEMENT SALES INVOICE

ITEM	INSERTION DATE	TITLE	DETAILS	ITEM/VALUE	VAT	ADVERTISEMENT VALUE
1	March 6	IN	03x01 Advertisement	45.30		
	March 6	S	03x01 Advertisement [REDACTED] CHARLOTTE AT		S	45.30
2	March 12	LP	05x01 Advertisement [REDACTED] CHARLOTTE AT	35.00	S	35.00

WE WOULD BE HAPPY TO HELP IF YOU HAVE ANY QUERIES REGARDING THIS INVOICE. SIMPLY TELEPHONE 01352 291111

TITLE KEY SEE OVERLEAF VAT KEY: S-STANDARD Z-ZERO E-EXEMPT

Code	VAT%	Amount	VAT
S	17.50%	80.30	14.06

TOTAL VALUE	80.30
VAT	14.06
INVOICE TOTAL	94.36



Staffordshire Newspapers Ltd

Publishers of:

17 MAR 2008

Please find our terms and conditions at
www.staffordshirenewspapers.co.uk

Charlotte Atkins

THANK YOU FOR YOUR CUSTOM

Page 1 of 1

Your Reference	Order Number	Client Reference	Advert Id	Invoice and Tax Date	Account Number	Invoice Number
			5	08-Mar-2008		
Catch Line						
Sales Contact Name		Accounts Contact Name				
Sales Contact Telephone		Accounts Contact Telephone				

Classification	Titles of Products Purchased	Size	Publishing Dates
N - Public Notices	Your Leek Paper	5x1	Mar 05

NET TOTAL	£13.13
VAT @ 17.50 %	£2.30
AMOUNT DUE	£15.43
Payment due by	28-Apr-2008

Staffordshire Newspapers Ltd

Publishers of:

25 MAR 2008

INVOICE

Please find our terms and conditions at
www.staffordshirenewspapers.co.uk

THANK YOU FOR YOUR CUSTOM

Page 1 of 1



468

Your Reference	Order Number	Client Reference	Advert Id	Invoice and Tax Date	Account Number	Invoice Number
				15-Mar-2008		
Catch Line						
Sales Contact Name		Accounts Contact Name				
Sales Contact Telephone		Accounts Contact Telephone				

Classification	Titles of Products Purchased	Size	Publishing Dates
N - Public Notices	Your Leek Paper	5x1	Mar 12
[Redacted Content]			

NET TOTAL	£13.52
VAT @ 17.50 %	£2.37
AMOUNT DUE	£15.89
Payment due by	28-Apr-2008

new Labour for Britain

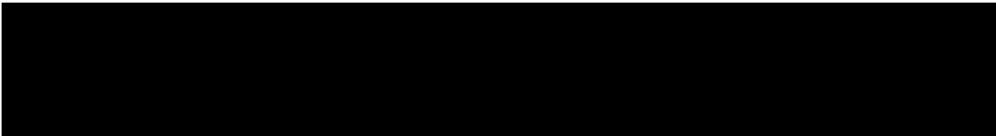
Charlotte Atkins MP

31st March 2008

INVOICE: Use of Freepost Account - 2007/08

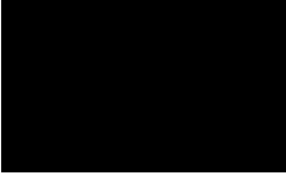
£253.36

 Labour



Invoice

Charlotte Atkins MP



Invoice No.

Invoice/Tax Date

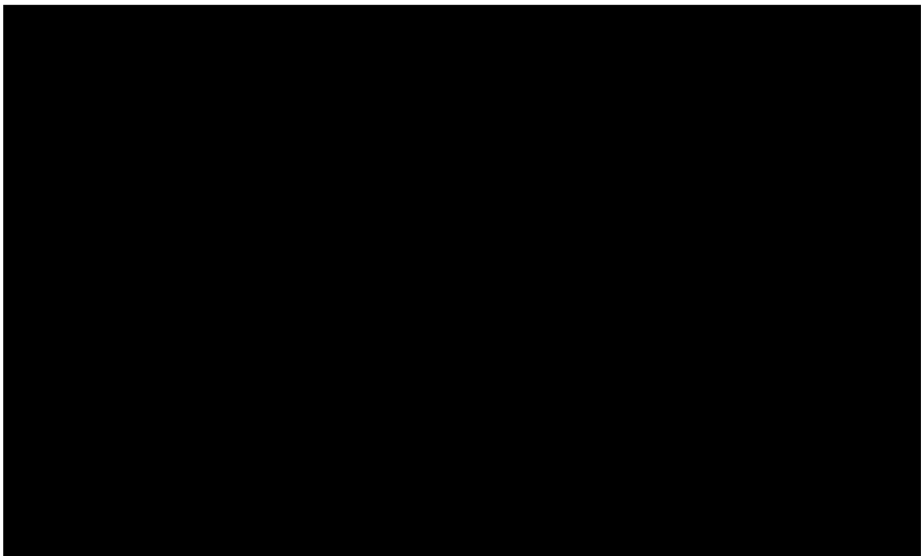
Cust. Order No.

Account Ref.



Quantity Details

	Unit Price	Net	VAT Rate	VAT
1.00 Printing of 40K DL 2008 Contact Your MP Leaflets	1,045.00	1,045.00	0.00	0.00
1.00 Printing of 40K DL How to contact your MP Leaflets	1,045.00	1,045.00	0.00	0.00



Total Net Amount 2,090.00

Total VAT Amount 0.00

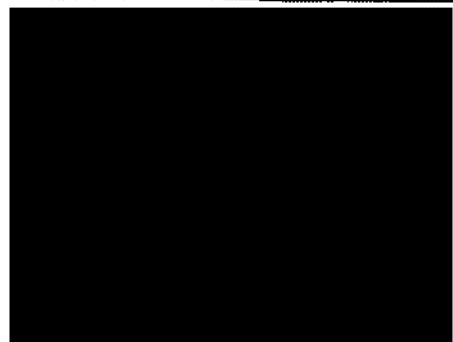
Invoice Terms: 30 Days

Invoice Total 2,090.00




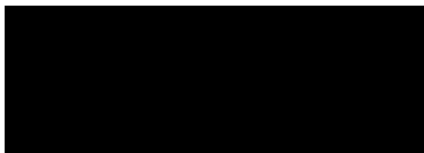
Suprint

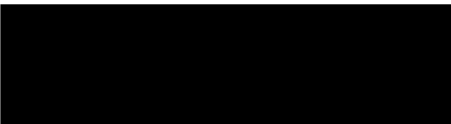
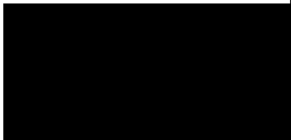

GENERAL AND COMMERCIAL PRINTERS
Limited



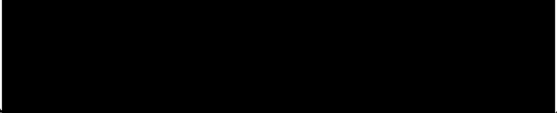
SALES INVOICE

Charlotte Atkins M.P.


Invoice Date and Tax Point 26.03.08


Your Order No.		Goods sent per	Ref.	
T Riley			x 5124-7	
Quantity	Details	VAT	Unit Price	
8,000	Newsletters (Biddulph)			
22,000	Newsletters (Staffordshire Moorlands)			
	printed black both sides on Cream 120gm Size A3 folded to A4 Revised			
				
				
				

Conditions overleaf.
 Terms: 30 days nett.
 Established 1982



Sub Total	1600.00
VAT	Zero
TOTAL DUE	1600.00



Communications Allowance
Direct payment of suppliers

02 MAY 2008

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- For details of costs you can claim for please refer to booklet on Communications Allowance.
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Your details

Name in CAPITAL LETTERS

CHARLOTTE ATKINS

Constituency

STAFFORDSHIRE MIDDLANDS

Office use only [Redacted]

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 ___/___/___ Allowance year 07/08 v

[Redacted]

Suppliers Amount

Table with 2 columns: Suppliers, Amount. Row 1: BARBARA BRAGG IN PARTNERSHIP, £ 1135.00 p. Subsequent rows are blank.

£ 1,135.00 v

[Large Redacted Area]

Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

[Redacted Signature Area]

Date 29/5/08

Data protection

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Send your completed form to

Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

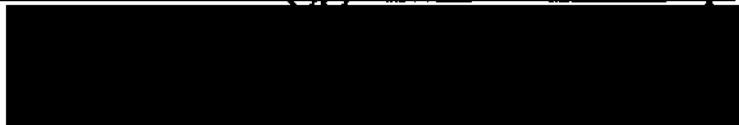
Office use only

Initials / Date

Validation completed

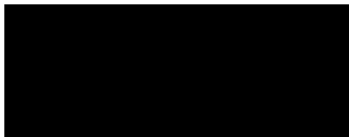
Comments

Barnard Braggins Partnership



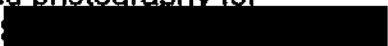
INVOICE

Charlotte Atkins MP



Date: 29th March 2008
Invoice No:

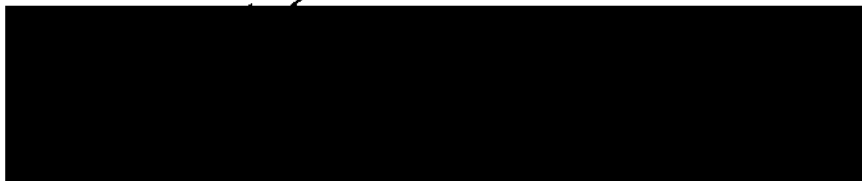


Parliamentary Research and photography for
MP's report to residents of 
for the period Jan 1st 2008 – 31st March 2008

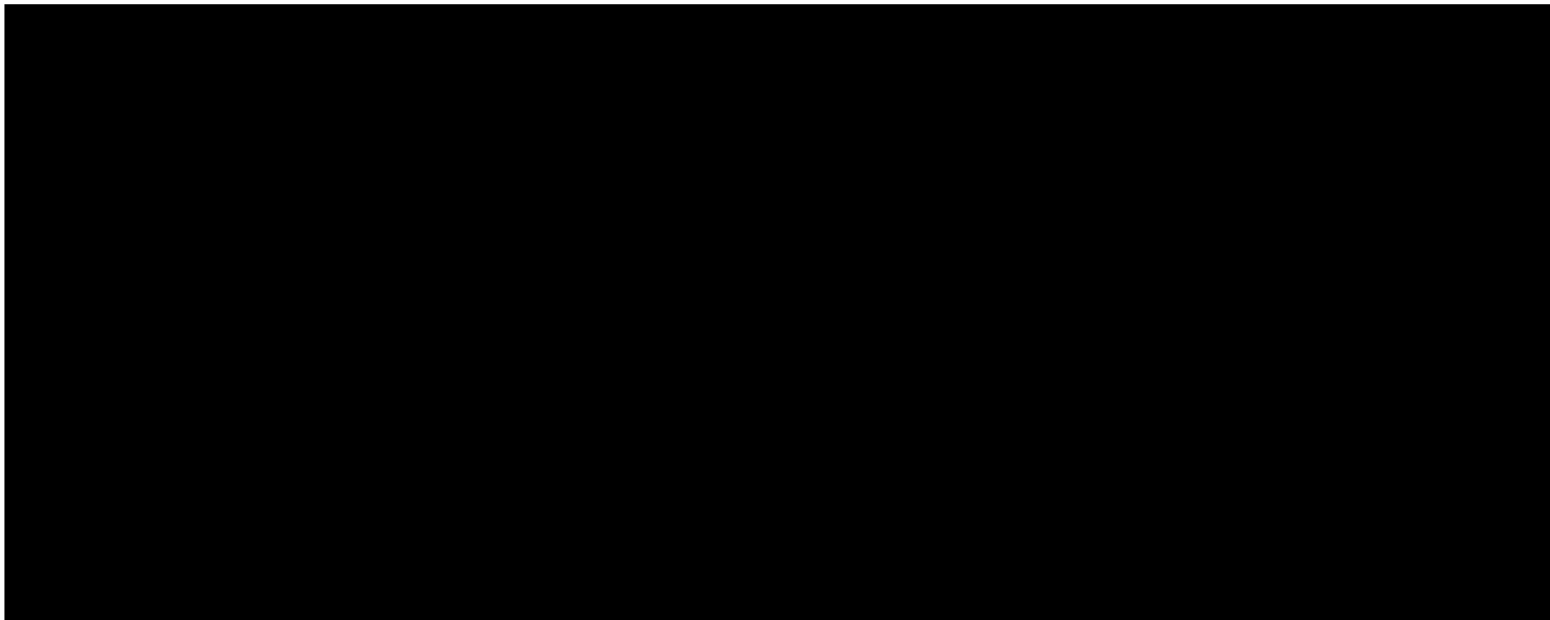
£ 1,135.00

Grand Total

£ 1,135.00



Terms:





Comms 1 - 4
Comms 2 - KP

Communications Allowance Direct payment of suppliers

VALIDATION

26 SEP 2007

Comms2

page 1 of 2

RECEIVED

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Your details

Name
in CAPITAL LETTERS

CHARLOTTE ATKINS MP

Constituency

STAFFORDSHIRE MOORLANDS

Office use only 

Claim details

You can only request
Please ensure

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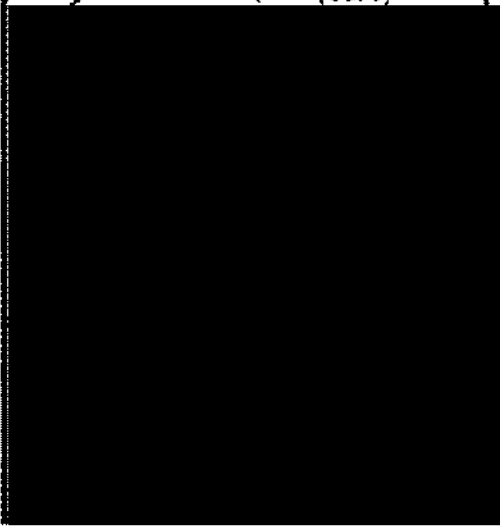
Period of claim from ___/___/___ to 24/09/07 Allowance year 07/08



Suppliers	Amount
<u>PARTNERSHIP</u> <u>BARNARD BRAGGINS</u>	<u>£ 1300. = p</u>
<u>SUPRINT</u>	<u>£ 795. = p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	<u>£ 2095. = p</u>

Office use only

Allow. /	Supp ID /	Exp.Type /
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(Cat 5)		



Authorisation and declaration



✓

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Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation completed

Comments

Barnard Braggins Partnership

INVOICE

Charlotte Atkins MP ✓
[Redacted]

Date: 20th June 2007 ✓
Invoice No: [Redacted]

Paper & Envelopes

£ 1300.00

Grand Total

£ 1300.00 ✓

Terms:

Payment should be received by 10th July 2007.

[Redacted]

Suprint

GENERAL AND COMMERCIAL PRINTERS



Limited

SALES INVOICE

Charlotte Atkins M.P. ✓

Invoice Date and Tax Point

20.08.07 ✓

Your Order No

Goods sent per
collected

Ref.

Quantity

Details

VAT

Unit Price

4000

Newsletters (Biddulph)

4739

11,000

Newsletters (Staffordshire Moorlands)

4738

printed black both sides on
Cream 100gm
Size A3 folded to A4
New Job

2 OCT 2007

Conditions overleaf.

Terms: 30 days nett.

Sub Total

795.00

VAT

Zero

TOTAL DUE

795.00 ✓