



Communications Allowance
Direct payment of suppliers

03 JAN 2009

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

CHRISTINE RUSSELL

Constituency

CITY OF CHESTER

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 23, 12, 07 to 23, 12, 07

Allowance year 07, 08

Suppliers	Amount
SMITH DAVIES PRESS	£ 6158.00 p
ROYAL MAIL	£ 1315.01 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only
Allow. / Supp ID / Exp Type

Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

23/12/07

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

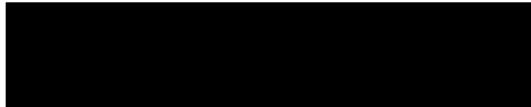
Comments

Smith Davis

P R E S S

INVOICE

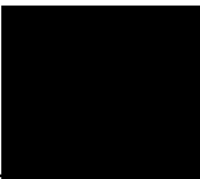
Number



Date 26 SEP 07

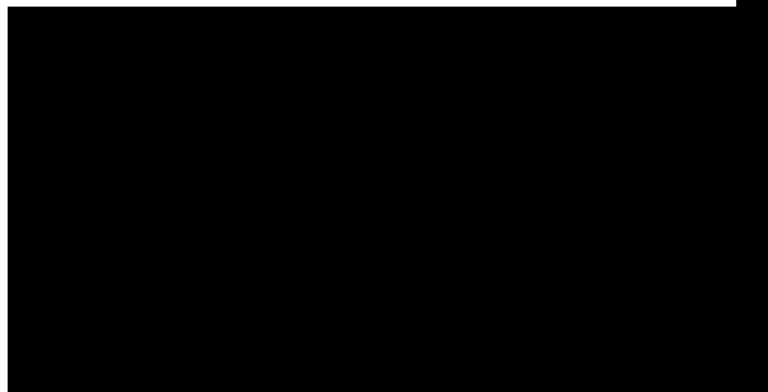
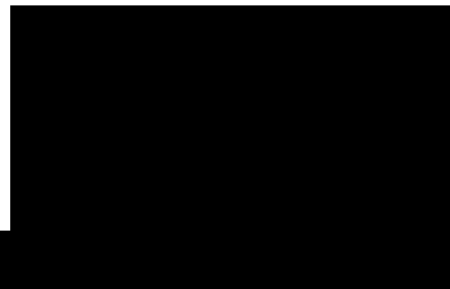
Invoice Address

Christine Russell



Description

Production of MP's report 44,000 copies
8 pages Autumn 2007, including additional
delivery to Royal Mail.



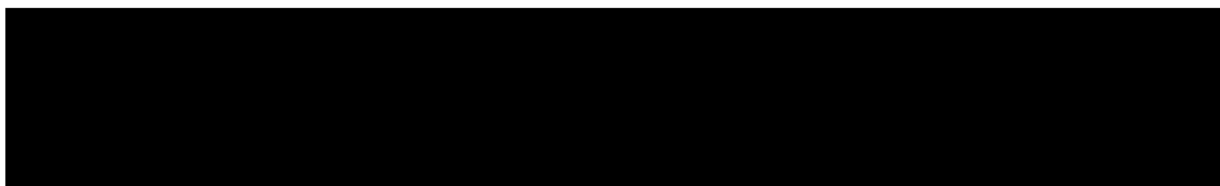
Our Contact

CHRISTINE RUSSELL

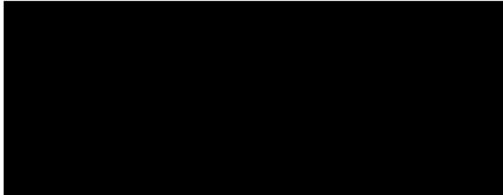
Net 6158.00
VAT 0.00

Total 6158.00

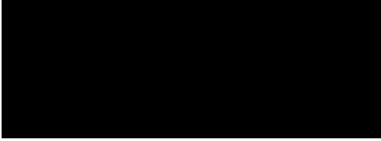
Payment due by 17 OCT 07



INVOICE



CHRISTINE RUSSELL MP



Page 1 of 1



Terms of payment Payment Due Within 28 Days
Due for payment by 23.12.2007

Item Ref No.	Description Product	Quantity	Price	Price Unit	Value	VAT Code
	Misc Charges (Including VAT) Print & Fu					
		1	450.34	EA	450.34	AS
	Miscellaneous charges Print & Fulfilment					
		1	785.86	EA	785.86	A0
	items for boundary match mailings					

Code	VAT %	Total Sales	Total VAT	Total net	
A0	0.00	785.86		VAT	1,236.20
AS	17.50	450.34	78.81	VAT	78.81
				Final amount	1,315.01

