



Communications Allowance
Member's reimbursement form

8002 834 90

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page 1 of 2

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 JOHN HAYES
Constituency S. HOLLAND & THE DEEPINGS

Office use only
Costs

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 08/01/08 to 09/01/08 Allowance year 07/08

Description of service or goods	Amount
Newspaper advert	£ 25 : 00 p
photos for publicity material	£ 70 : 00 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
Total	£ 95 : 00 p

Office use only
Allow. / Exp. Type (cat5)

Authorisation and declaration

Signature _____ MP Date 4/2/08
I have incurred wholly, exclusively and necessarily the above costs.

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 SW1A 0AA

Office use only

Initials / Date

Input subtotals per Cat 5

Validation completed

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£

£

Comments

INVOICE

[REDACTED]
Freelance Photographer

To:

John Hayes MP

Date: January 08, 2008

(T)

Photo session as requested:	GBP
1x standard [REDACTED] 7th October with images submitted as thumbnail prints (@ 45.00 per session) FOC	0.00
Picture(s) as requested:	
1x A4 Print @ 10.00 each	10.00
Special preparation of 4 Images for print	23.00
1x A5 Print @ 5.00 each	5.00
Special preparation of image for print	5.00
1x A5 Print @ 5.00 each	5.00
1x A5 Print @ 5.00 each	5.00
1x A5 Print @ 5.00 each	5.00
1x A5 Print @ 5.00 each	5.00
1x A5 Print @ 5.00 each	5.00
Packing & Postage	2.00
Total Amount	70.00
Amount Paid	70.00
Amount Due	00.00

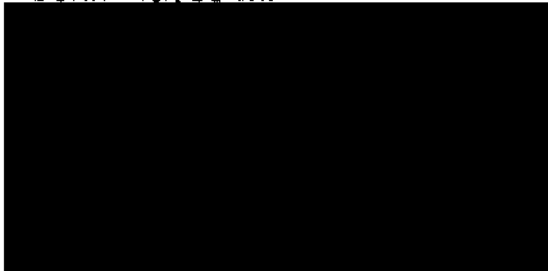
INVOICE


Freelance Photographer

To:

John Hayes MP

Date: January 09, 2008


Picture(s) as requested - December 14, 2007: GBP
1x Image file (_20071007899.JPG) @ 25.00 per use 25.00
For your Christmas Advert

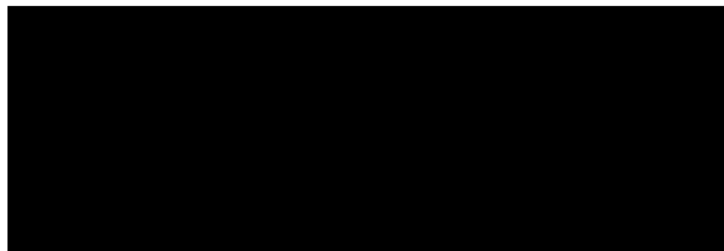
Once-off rights only

For the fee of 25.00 GBP per picture you have the 'once-off reproduction rights' to publish in ONE ONLY of any form of publication, such as a magazine, newspaper, book, poster, calendar, postcard, web page, the above picture(s).

If the picture(s) is/are used repeatedly in the same publication - perhaps in an article, as an inset picture on the cover, and on the contents page, I will ask for a higher payment rate.

All pictures supplied are the copyright of 

Amount Due 25.00





Communications Allowance

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

JOHN HAYES

Constituency

S. HOLLAND & THE DEEPINGS

Table with 2 columns: Office use only, Cost. The Cost column is 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 22/12/07 to 22/12/07 Allowance year 07/08

1

Suppliers

Amount

Table with 2 columns: Suppliers, Amount. Row 1: JOHNSTON PUBLISHING LTD, £ 533.36p. Subsequent rows are empty.

Table with 3 columns: Office use only, Allow., Supp ID, Exp.Type. The table is mostly redacted.

Authorisation and declaration

Signature

[Redacted signature area]

I hereby declare the truth in respect of costs incurred wholly, in the discharge of my Parliamentary duties.

MP

Date

07/01/08

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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	<input type="text"/>
Comments 	

Invoice



Johnston Press Midlands Division

John Hayes M P

Order Reference		DUE DATE: 21/01/2008	Account Number
Booked By			Invoice Number
Advert ID			Invoice Date
Classification			URN Number
Size			Customer Tel No

Title	First Insert Date	No. Inserts	Charge	Amount
Lincolnshire Free Press Stamford Mercury	18/12/2007 21/12/2007	1 1	GROSS AMOUNT	453.92
			SUB-TOTAL	453.92
			VAT AT 17.50%	79.44
			Total Amount Due	£ 533.36





Communications Allowance
Member's reimbursement form

03 JAN 2018

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page 1 of 2

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this form

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About filling in
this form

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Your details

Name
in CAPITAL LETTERS

JOHN HAYES

Constituency

S. HOLLAND & THE DECAINGS

Office use only

Costs

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 ___/___/___ to ___/___/___

Allowance year

___/___

Description of service or goods

Amount

Description of service or goods	Amount
PRINTER (FOR MAILINGS)	£ 54 : 99p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only

Allow. / Exp. Type (cat5)

Total

£ 54 : 99p

Authorisation and declaration

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

Signature

MP

Date

31/12/07

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Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1A 0AA

Office use only					
Initials / Date	Input subtotals per Cat 5				
Validation completed	<table border="1"><tr><td><input type="text"/></td><td>£ <input type="text"/></td></tr><tr><td><input type="text"/></td><td>£ <input type="text"/></td></tr></table>	<input type="text"/>	£ <input type="text"/>	<input type="text"/>	£ <input type="text"/>
<input type="text"/>	£ <input type="text"/>				
<input type="text"/>	£ <input type="text"/>				
<div style="border: 1px solid black; height: 150px; padding: 5px;">Comments</div>					



INK 2 PRINT



OPEN MON- SAT 9.00 - 5.00
CLOSED ALL DAY THURSDAY

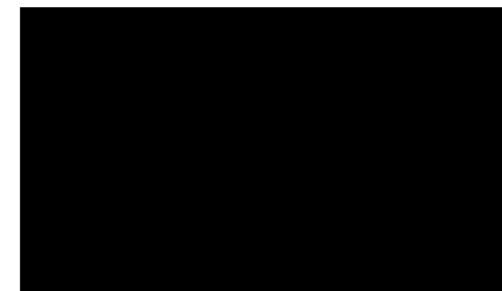
PLEASE KEEP ALL RETAIL PACKAGING
THIS WILL SPEED UP OUR RETURNS
PROCEDURE

SPECIAL ORDERS ARE NON REFUNDABLE
UNWANTED NON FAULTY PRODUCTS ARE SUBJECT
TO A 20% RESTOCKING FEE & CREDIT NOTE

Epos No: 1
Cashier: 
TxNo : 
Items : 1
Date : 18/12/2007 : 10:20

Epson DX 4450	1	59.99

SubTotal:		59.99
Tendered: Voucher		5.00
Tendered: Card		54.99
Change :		.00





Communications Allowance
Direct payment of suppliers

Comms2

page 1 of 2

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

JOHN HAYES MP

Constituency

S. HOLLAND & THE DEERINGS

Office use only Cost

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 12/10/07 to 12/10/07 Allowance year 07/08

Suppliers

Amount

Classic Printers

£ 2,049.46

ok to pay - approved by G.J.

Office use only

Allow. / Supp ID / Exp.Type (Cat 5)

Authorisation

Signature

costs incurred wholly, Parliamentary duties.

MP

Date

30/10/07

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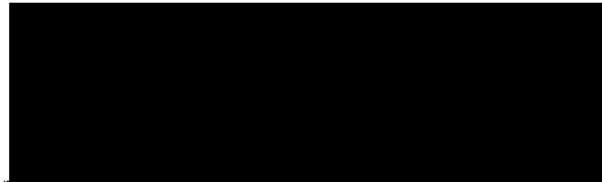
Send your completed form to

Validation Team, Operations Directorate,
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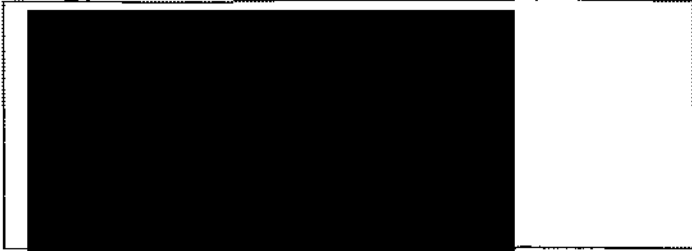
Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments	



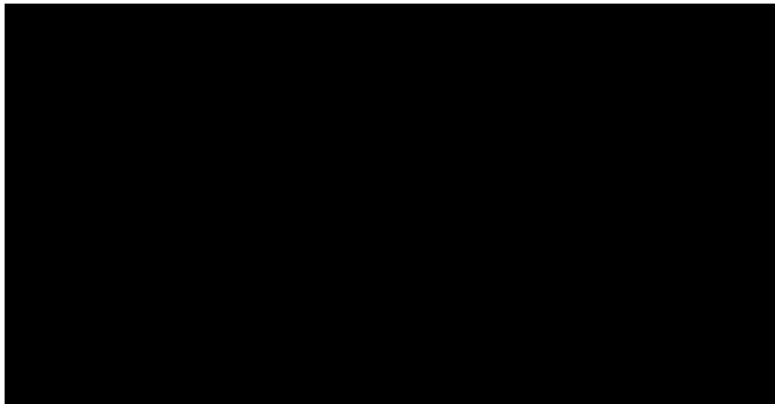
Invoice



Invoice No.		
Invoice/Tax Date		
Order No.		
Account No.		



Quantity	Description	Net Amount	VAT Amount
25,000	South Holland Focus Issue 10 Autumn 2007, to set and print.	£2,049.46	£0.00



Total Net Amount	£2,049.46
Total VAT Amount	£0.00
Invoice Total	£2,049.46





Member's reimbursement form

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Your details

Name in CAPITAL LETTERS

JOHN HAYES MP

Constituency

S. HOLLAND & THE DEEPINGS

Office use only

Costs

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items claimed.

Period of claim

from 06/09/07 to 10/10/07

Allowance year

07/08

Unseen 22/10/07

Description of service or goods	Amount
S&C Distribution	£ 105 : 00 p
S&C Distribution	£ 367 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only Allow. / Exp. Type (cat5)

Total

£ 472 : 00 p

Authorisation and declaration

and wholly, exclusively and necessarily

Signature

[Redacted Signature]

MP

Date

12/10/07

Data protection


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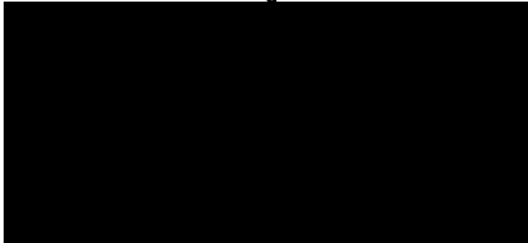
Office use only	
	Initials / Date
Validation completed	<input type="text"/>
	
	Input subtotals per Cat 5
	<input type="text" value="£ 472.00"/>
	<input type="text" value="£"/>
 Comments 	

S & C DISTRIBUTION



INVOICE

No: John Hayes MP



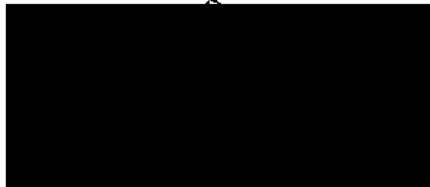
Invoice Date: 6.9.07

Order No:

To deliver 7,000 bafels to
Market Deeping + area.

PAID With Thanks

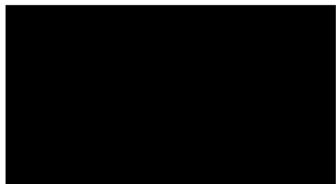
6957.



Sub Total 105.00

VAT /

TOTAL 105.00

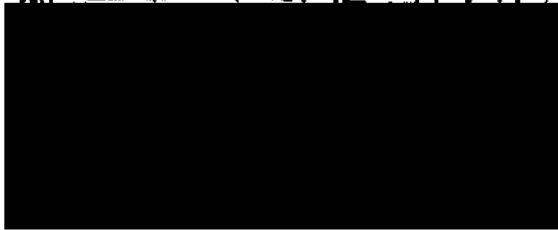


S & C DISTRIBUTION



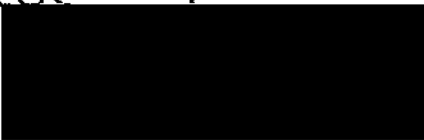
INVOICE

Mr John Hayes MP



Invoice Date: 10.10.07

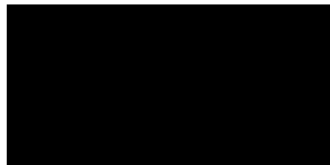
Order No: _____

<p>To deliver 24,500 @ £15 per 1000</p> <p>Paid in full</p> 	
--	--

Sub Total

VAT

TOTAL 367.50





Communications Allowance
Direct payment of suppliers

03 OCT 2007

Comms2

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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

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Your details

Name in CAPITAL LETTERS

JOHN HAYES

Constituency

S. HOLLAND & THE DEEPINGS

Office use only

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 8,09,07 to 10,09,07

Allowance year

07,08

Suppliers

Amount

CLASSIC PRINTERS

£ 659.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type

Authorisation and declaration

Signature

[Redacted Signature]

are in respect of costs incurred wholly,
performance of my Parliamentary duties.

MP

Date

30/9/07



Classic

Invoice

Invoice No.

Invoice/Tax Date

Order No.

Account No.

Quantity

Description

Net Amount

VAT Amount

7,500
1

Deeping Focus - Summer 2007 Issue
Additional costs for Authors Alterations

£518.00
£120.00

£0.00
£21.00

Total Net Amount

£638.00

Total VAT Amount

£21.00

Invoice Total

£659.00



Communications Allowance
Direct payment of suppliers

13 SEP 2007

When to use this form

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Your details

Name
in CAPITAL LETTERS

JOHN HAYES

Constituency

S. HOLLAND AND THE DEEPINGS

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 25/4/07 to 27/4/07 Allowance year 07/08

Suppliers

Amount

Office use only

Allow. / Supp ID / Exp.Type

PLUS TWO DESIGN
AND PHOTOGRAPHY

£ 763 : 75p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Authorisation and declaration

Signature

[Redacted Signature]

I certify that the above amount is the correct amount of costs incurred wholly, and exclusively, for the purpose of my Parliamentary duties.

MP

Date

11/9/07.

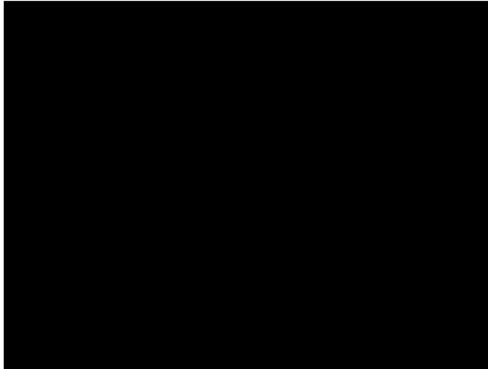
Design of
tabloid newspaper



John Hayes Harrox house



In

Amount	Description
£650.00	South Holland Focus Stage 1 Design of 4 page tabloid newsletter 
£650.00	Sub Total
£113.75	VAT
£763.75	Invoice Total

