



Communications Allowance  
Member's reimbursement form

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 PENROSE MP

Constituency

WESTON-SUPER-MARE

Office use only

Costs

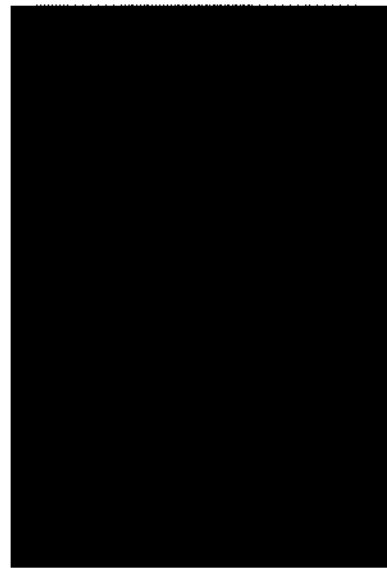
Claim details

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 01 / 01 / 2008 to 31 / 12 / 2008 Allowance year 2007 / 2008

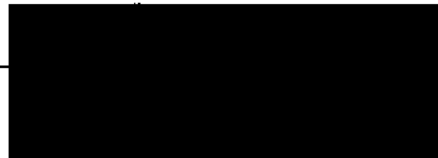
Description of service or goods	Amount
1/4 PAGE ADVERT FOR SURGERIES UPHILL VILLAGE SOCIETY.	£ 48 : — p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
<b>Total</b>	<b>£ 48 : — p</b>



Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature



MP

Date

14/3/08

## Uphill Village Society

### Application for Advertising in Uphill Views

Please complete and send payment to:



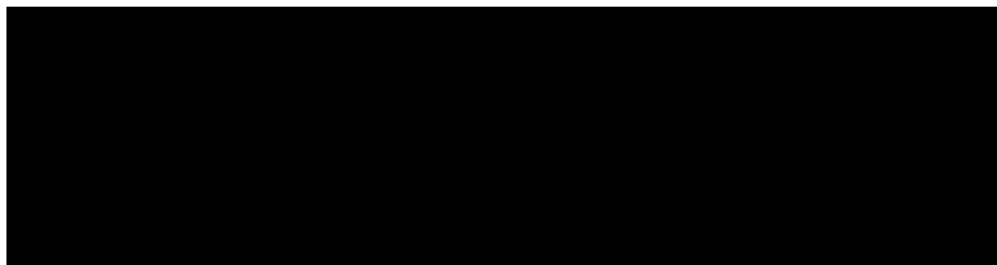
NAME:	John Penrose MP
BUSINESS NAME	
ADDRESS:	
TEL NO:	
EMAIL ADDRESS:	
NATURE OF BUSINESS:	

I enclose payment of £ 48..... Please make cheques payable to Uphill Village Society.

I confirm that I will be able to send copy to the editor by the deadline date indicated.

Signed...

Dated 13/03/08.....





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**Your details**

Name  
in CAPITAL LETTERS

JOHN PENROSE MP

Constituency

WESTON-SUPER-MARE

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 31 / 12 / 2007 to 31 / 12 / 2008 Allowance year 2007 / 2008

Description of service or goods	Amount
<u>1/2 PAGE ADVERT</u>	<u>£ 75 : - p</u>
<u>WINSCOMBE &amp; SANDFORD</u>	<u>£ : p</u>
<u>PARISH MAGAZINE</u>	<u>£ : p</u>
_____	<u>£ : p</u>
_____	<u>£ : p</u>
_____	<u>£ : p</u>
_____	<u>£ : p</u>
_____	<u>£ : p</u>
<b>Total</b>	<b>£ 75 : - p</b>

**Authorisation and declaration**

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

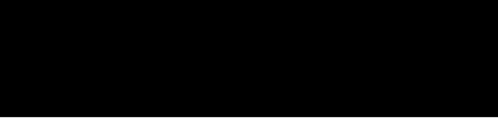
[Redacted Signature]

MP

Date 15/3/08

**WINSCOMBE AND SANDFORD  
PARISH MAGAZINE**

DUPLICATE COPY



1<sup>st</sup> December 2007

Any queries regarding  
This invoice contact me -

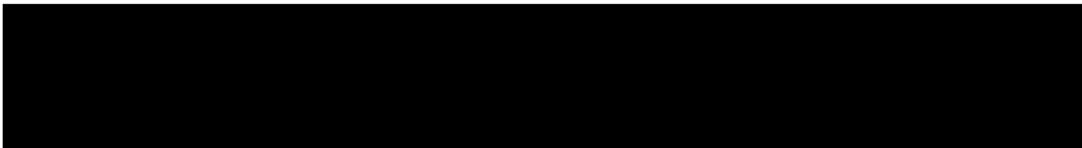


Inv. To



Months	Description	discount price	total
Jan/Dec 09	-½ Page Advert	£75.00	£75.00
			Vat NIL
		Total due	£75,00

Payment required by 31<sup>st</sup> December 2007





# Communications Allowance Direct payment of suppliers

020 7219 1340

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 PENROSE MP

Constituency

WESTON-SUPER-MARE

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 05 / 02 / 2008 to 29 / 02 / 2008 Allowance year 2007 / 2008 ✓

Suppliers

Amount

ARCHANT SOUTH WEST

£ 789 : 60 p

£ : 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, Parliamentary duties.

Signature



MP

Date

5/2/08

**ARCHANT } SOUTH WEST**  
**CONFIRMATION OF BOOKING**  
**INVOICE**

To

Your Order No

Delivery w/o 28-02-2008

Quantity 42000

Publications

North Somerset Times

Weston Admag

Leaflet size

A4 8pp / A3 4pp

Cost per thousand

£16.00

Leaflet Charge

£672.00

Extra Charge

Total Charge

£672.00

VAT

£117.60

Total inc VAT

£789.60 ✓



Communications Allowance

Member's reimbursement form

When to use this form

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About filling in this form

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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 PENROSE MP

Constituency

WESTON - SUPER - MARE

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 01 / 12 / 2007 to 31 / 12 / 2007

Allowance year

2007 / 2008

Description of service or goods

Amount

WINSCOMBE & SANDFORD PARISH MAGAZINE 2008 £ 75 : 00 p

1/2 page advert £ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 75 : 00 p

Authorisation and declaration

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted signature]

MP

Date

3/12/07

**WINSCOMBE AND SANDFORD  
PARISH MAGAZINE**

INVOICE 2008

1<sup>ST</sup> DECEMBER 2007

Any queries regarding  
this invoice contact me

Inv. To :-

Months	Description	Discount price	Total
Jan/Dec 08	-½ PAGE ADVERT	£75.00 per annum Vat	£75.00 NIL
Total due			£75.00

Payment required by 31<sup>st</sup> December 2007

If you wish to cancel this advert please contact  
above by 8<sup>th</sup> December 2007

Cheque please to



Communications Allowance  
Member's reimbursement form

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About filling in this form

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- 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 PENROSE MP

Constituency

WESTON - SUPER - MARE

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 01 / 01 / 2007 to 31 / 12 / 2007 Allowance year 2007 / 2008

Office use only

Description of service or goods

Amount

Description of service or goods	Amount
[REDACTED]	£ 62 : - p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Total

£ 62 : - p

Authorisation and declaration

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[REDACTED]

MP

Date

20/12/07



Communications Allowance  
Direct payment of supplier

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 PENROSE MP ✓

Constituency

WESTON - SUPER - MARE

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 01 / 10 / 2007 to 31 / 10 / 2007 Allowance year 2007 / 2008 ✓

Suppliers

Amount

Suppliers	Amount
[REDACTED]	£2,289 : - p
[REDACTED]	£ : p
[REDACTED]	£ : p
[REDACTED]	£ : p
[REDACTED]	£ : p
[REDACTED]	£ : p
[REDACTED]	£ : p
[REDACTED]	£ : p

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.

Signature

[REDACTED]

MP

Date

9/11/07

# SALES INVOICE

Invoice Number:	
Invoice Date:	
Account Number:	
Payment Due By:	28/11/2007

Description	VAT Code	Net Charge
Title: Weston Conservatives Issue Date: 05.10.07 Pagination: 4 Print Order: 45,000 Charge for Base Print Order: 45,000 Copies Transport: 140.00 Additional Page make up	Z	0.00
	Z	1,742.00
	S	140.00
	Z	382.50

Any queries must be notified to us within 7 days of the date of this invoice

Net Charge:	£2,264.50
VAT:	£24.50
Invoice Total:	✓ £2,289.00



# Member's reimbursement form

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 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 PENROSE MP  
Constituency: WESTON-SUPER-MARE

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 01/08/07 to 31/08/07 Allowance year 2007/2008

Description of service or goods	Amount
[Redacted]	£ <u>2,289</u> : - p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
<b>Total</b>	£ <u>2,289</u> : - p

## Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature: [Redacted] MP Date: 8/10/07

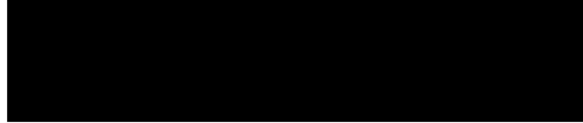


Harmsworth  
Printing

# SALES INVOICE



Invoice Number:	
Invoice Date:	
Payment Due By:	

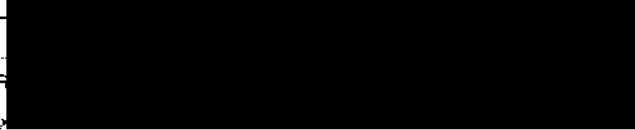


Description	VAT Code	Net Charge
Publication - Western Conservatives	Z	0.00
Issue Date - 14.07.07		
Pagination - 4		
Print Order - 45000		
Production Charge	Z	1,742.00
Transport	S	140.00
Additional Page Make Up	Z	382.50



Any queries must be notified to us within 7 days of the date of this invoice

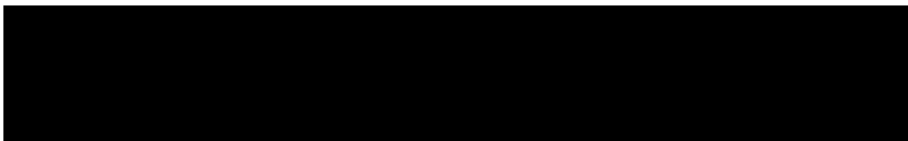
Net Charge:	£2,264.50
VAT:	£24.50
<b>Invoice Total:</b>	<b>£2,289.00</b>



# PAYMENT ADVICE

Invoice Date:	27/07/2007
<b>Invoice Total:</b>	<b>£2,289.00</b>

Harmsworth  
Printing





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Your details

Name in CAPITAL LETTERS

JOHN PENROSE ✓

Constituency

WESTON-SUPER-MARE ✓

Office use only box with Costc, M, and App/Res ID fields, some redacted.

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

20 SEP 2007

Period of claim

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

Allowance year

2007/2008 ✓

Description of service or goods

Amount

Table with 2 columns: Description of service or goods, Amount. Row 1: CONSTITUENCY NEWSPAPER, £ 824 : 72 p. Other rows are crossed out.

Total

£ 824 : 72 p ✓

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

13/9/07 ✓

**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 SW1A 0AA

**Office use only**

Initials / Date

Input subtotals per Cat 5

Validation completed

--	--



£ 824.72
£

**Comments**

--

# ARCHANT } SOUTH WEST

To



DATE 31-08-2007

ACCT NO

OUR REF



BS23 1AX

Leaflet Title



Your Order No



Delivery w/c 15-10-2007

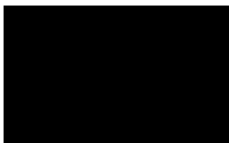
Quantity



Publications

North Somerset Times

Weston Admag



Leaflet size A4 8pp / A3 4pp

Cost per thousand £16.00

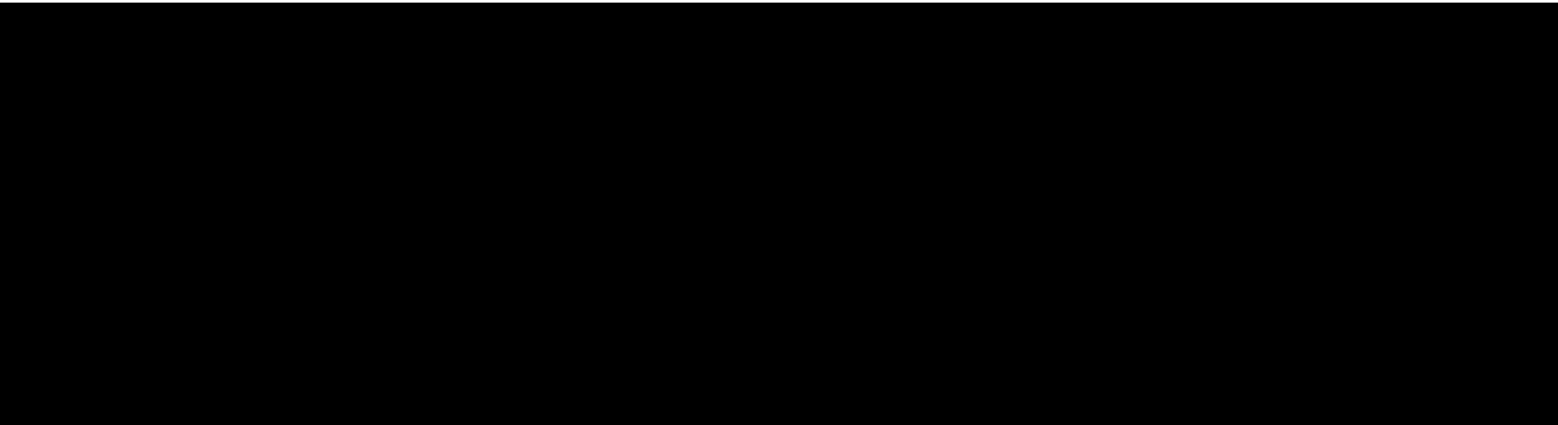
Leaflet Charge £701.89

Extra Charge

Total Charge £701.89

VAT £122.83

Total inc VAT £824.72





Communications Allowance
Direct payment of suppliers

23 JUL 2007

When to use this form

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

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Your details

Name in CAPITAL LETTERS

JOHN PENROSE MP

Constituency

WESTON - SUPER - MARE

Office use only Cos [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 29 / 05 / 2007 to 30 / 05 / 2007 Allowance year 2007 / 2008

Table with columns Suppliers and Amount. Includes handwritten entry for £1,962.50p and a large redacted area on the right.

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.

Signature

[Redacted signature]

MP

Date

20/7/07



**Harmsworth  
Printing**



**STATEMENT**



Weston Conservatives



Transaction Date	Transaction Type	Reference	Status	Balance
29/05/2007 ✓	SUIN			1,962.50

Ageing Analysis					Status Codes: H - On Hold D - Credit Denied Q - In Query P - Part Allocated I - Instalment
Current	1 Month	2 Month	3 Month	4 Months+	
0.00	1962.50	0.00	0.00	0.00	

**Total:** **£1,962.50** ✓





Direct payment of suppliers

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Your details

Name in CAPITAL LETTERS

JOHN PENROSE MP

Constituency

WESTON - SUPER - MARE

Office use only Costc

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 26/06/2007 to 19/07/2007

Allowance year 2007/2008

Suppliers

Amount

ARCHANT SOUTH WEST £ 824.72 p

Table with 2 columns: Suppliers, Amount. Includes a diagonal line through the remaining rows.

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.

Signature

[Redacted Signature]

MP

Date

9/7/07

# ARCHANT } SOUTH WEST

[REDACTED]

[REDACTED]

DATE 26-06-2007  
ACCT NO  
OUR REF

BS23 1AX

Leaflet Title [REDACTED]

Your Order No [REDACTED]

Delivery w/c 23-07-2007

Quantity [REDACTED]

Publications  
North Somerset Times  
Weston Admag

Leaflet size A4 8pp / A3 4pp

Cost per thousand £16.00

Leaflet Charge £701.89

Extra Charge

Total Charge £701.89

VAT £122.83

Total inc VAT £824.72

19-07-2007

[REDACTED]