



Communications Allowance
Member's reimbursement form

29 MAY 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

KEITH VAZ MP

Constituency

LEICESTER EAST

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 01/4/07 to 31/5/07 Allowance year 2007, 2008

Description of service or goods	Amount
Website Creator	£ 411 : 25 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

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

Total

£ 411 : 25 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

MP

Date

23/5/07

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.

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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	<table border="1"><tr><td></td><td>30/5</td><td>514500</td><td>£ <input type="text"/></td></tr><tr><td></td><td></td><td>514525</td><td>£ <input type="text"/></td></tr></table>		30/5	514500	£ <input type="text"/>			514525	£ <input type="text"/>
	30/5	514500	£ <input type="text"/>						
		514525	£ <input type="text"/>						
Comments									



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

RT HON KEITH VAZ MP

Constituency

LEICESTER EAST

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 01 / 4 / 07 to 31 / 5 / 07 Allowance year 2007, 2008

Suppliers	Amount
Web in a Box	£ 235 : 00 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, exclu my Parliamentary duties.

Signature

MP

Date

new

Keith Vaz

Invoice No.
Invoice Date
Order No.
Account

18-Apr-07

INVOICE

Details

Amount

Web in a Box

200.00

Administration fee

35.00

For technical que

For financial que

For payment via BACS please use the following details

Invoice Total

£235.00



FINANCE & ADMINISTRATION
HOUSE OF COMMONS

Communications Allowance

Comms2

page 1 of 2

Direct payment of suppliers 29 JUN 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.

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

Rt Hon Keith Vaz MP

Constituency

Leicester East

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 01/06/07 to 31/07/07

Allowance year

2007, 2008

Suppliers

Amount

Suppliers	Amount
Dod's Parliamentary Communications	£ 411 : 00 p
Printank	£ 193 : 88 p
	£ : p
	£ : p
IFP COST	£ : p
JOURNAL	£ : p
ONE.	£ : p
	£ : p

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.

Signature

MP

Date

27/06/2007

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



SALES INVOICE

Printank Ltd

Keith Vaz M.P.

Number

Date

31 May 2007

Acc. Ref.

VAT Reg. No.

Our Ref.	Quantity	Your Order No.	Delivery Note No.	Description	Net Amount	VAT Amount
	5,000			Overprinting of Letterheads A4	£95.00	£16.63
	5,000			Overprinting of Letterheads A5	£70.00	£12.25

Net Amount £165.00

VAT Amount £28.88

Invoice Total **£193.88**

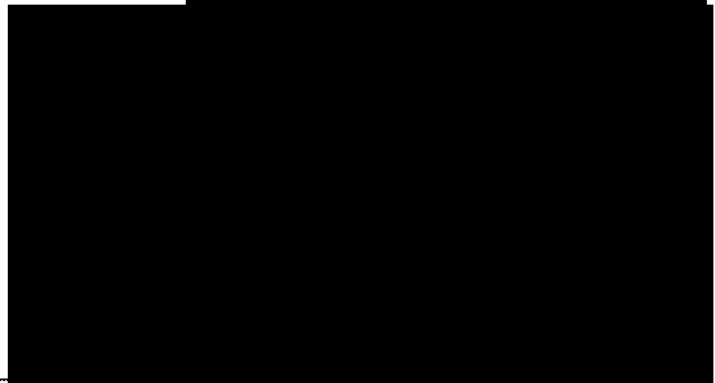


Dod's Parliamentary Communications

INVOICE

Invoice Address:

Mr Vaz MP



Account Code:	Invoice Number:	Date: 11/06/2007
---------------	-----------------	------------------

Reference	Title	Description	QTY	Value
11/06/2007 	The House Magazine	Subscription for 1 issue(s) from 1222 to 1222 inclusive	137	411.00

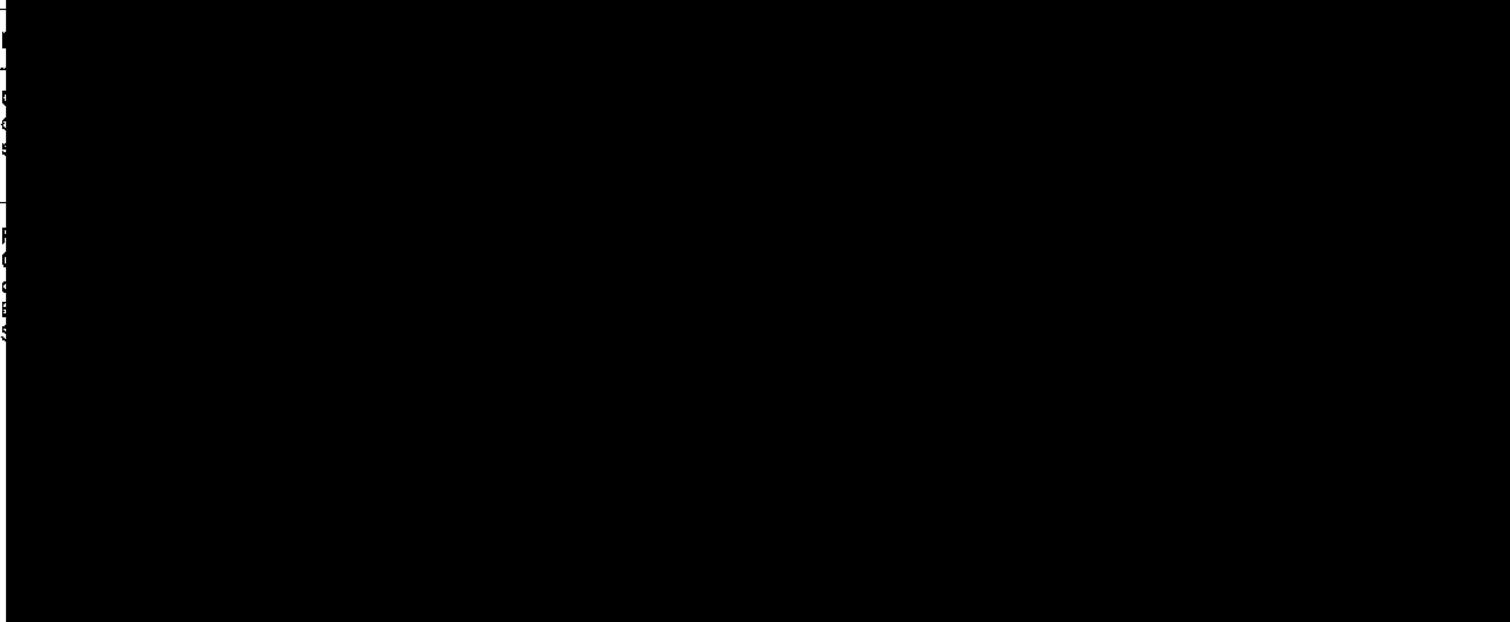
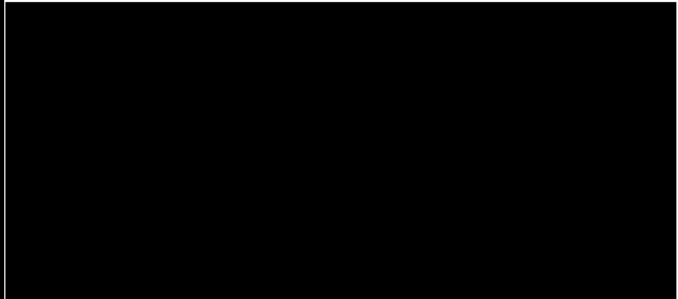
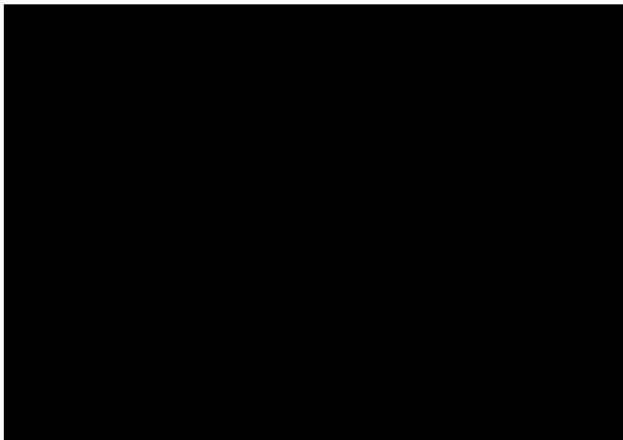
Package Total : 411.00

Payment Terms : Payment Now Due

Total Excl VAT :	411.00
Total VAT :	0.00
Total Incl VAT :	411.00
Currency : UK Pounds	

VAT Analysis :

Code	Description	Goods	VAT %	VAT	Total
1	Zero Rated	411.00	0.00%	0.00	411.00





22 OCT 2007

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

Rt. Hon Keith Vaz MP

Constituency

LEICESTER EAST

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 01/10/07 to 31/10/07

Allowance year

07/08

Suppliers

Amount

<u>EVINGTON Contact Keith</u>	<u>£ 255.00p</u>
<u>LATIMER Contact Keith</u>	<u>£ 270.00p</u>
<u>Thurcroft Contact Keith</u>	<u>£ 270.00p</u>
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p

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 by Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

16/10/07

Data protection

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

Office use only

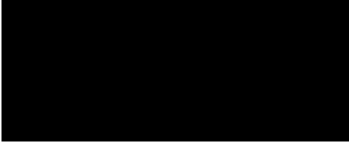
Initials / Date

Validation completed

Comments

Invoice

Keith Vaz



Account Number



Invoice Number

Tax Point

16/10/2007

Invoice Date

16/10/2007

VAT No.



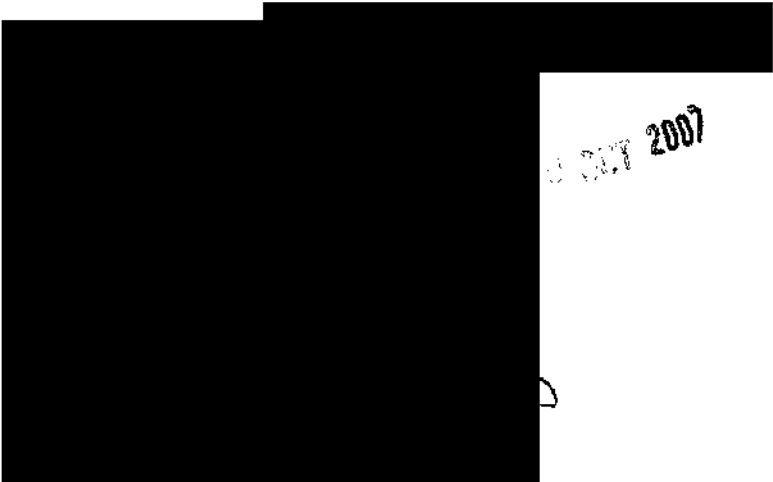
W/T No.
[Redacted]

PO No.

Del No.

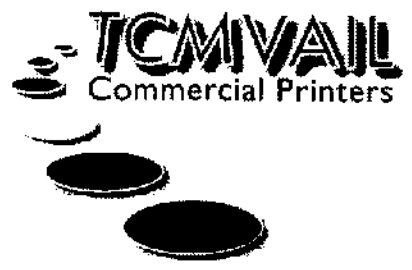
Due Date
15/11/2007

Description	Price	Discount	Value
4,500 x Contact DL Latimer	270.00	0.00	270.00
4,500 x Contact DL Thurmcourt	270.00	0.00	270.00



Net Amount (£)	540.00
VAT Amount (£)	0.00
Total Amount (£)	540.00





Invoice

Keith Vaz
[Redacted]

Account Number [Redacted]
Invoice Number [Redacted]
Tax Point 16/10/2007
Invoice Date 16/10/2007
VAT No. [Redacted]

W/T No. [Redacted]

PO No. [Redacted]

Del No. [Redacted]

Due Date 15/11/2007

Description	Price	Discount	Value
Evington x 4000 [Redacted]	255.00	0.00	255.00

[Redacted]

[Redacted]

29 OCT 2007

Net Amount (€)	255.00
VAT Amount (€)	0.00
Total Amount (€)	255.00



Communications Allowance
Direct payment of suppliers

2007 10 11

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

RT. HON KEITH VAZ MP

Constituency

LEICESTER EAST

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 / 07 to 31 / 10 / 07

Allowance year

07 / 08

Suppliers

Amount

Anna Calanders

£ 3525.00 p

Parliamentary Newsletter

£ 350.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

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, exclu of my Parliamentary duties.

Signature

[Signature]

MP

Date

4/10/07






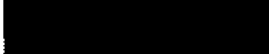
SALES INVOICE


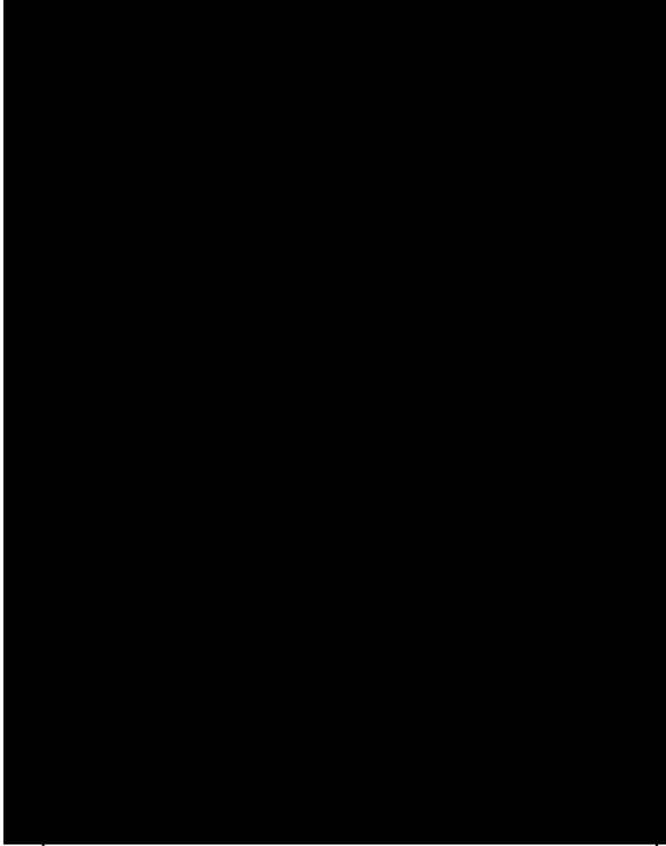
Printank Ltd

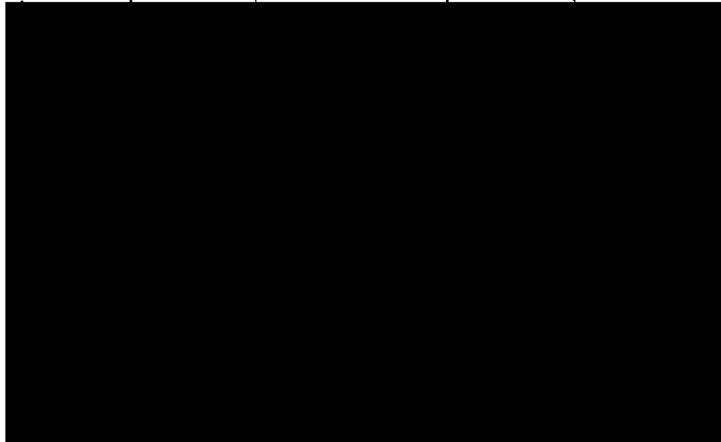


Keith Vaz M.P.

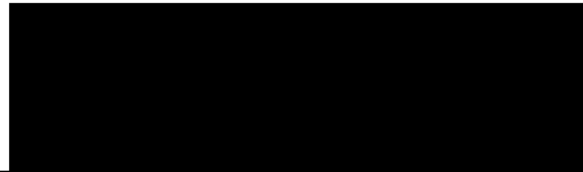


Number 
 Date 02 Oct 2007
 Acc. Ref. 
 VAT Reg. No. 

Our Ref.	Quantity	Your Order No.	Delivery Note No.	Description	Net Amount	VAT Amount
	42,000			Calendar 2008	£3,000.00	£525.00
						



Net Amount	£3,000.00
VAT Amount	£525.00
Invoice Total	£3,525.00





SALES INVOICE

Printank Ltd



Keith Vaz M.P.



Number

Date

03 Oct 2007

Acc. Ref.

VAT Reg. No.

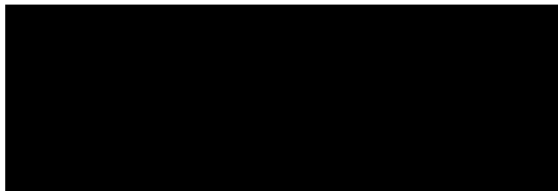
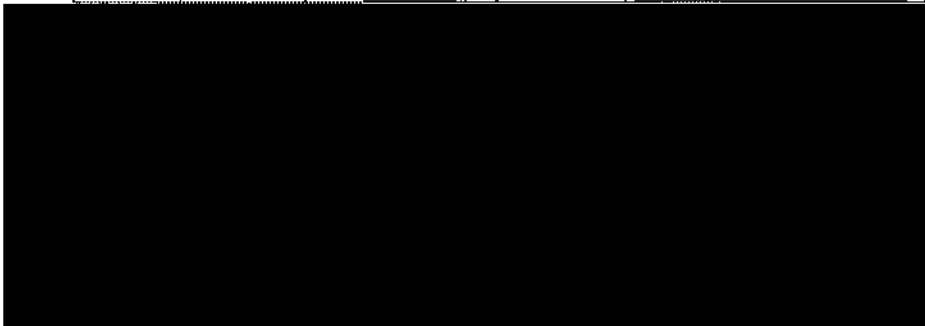


Our Ref.	Quantity	Your Order No.	Delivery Note No.	Description	Net Amount	VAT Amount
[Redacted]	2,500			Parliament Newsletter, 6pp DL, 4/4, 150g [Redacted]	£350.00	£0.00

Net Amount £350.00

VAT Amount £0.00

Invoice Total **£350.00**





Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

24 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

RT HON KEITH VAZ MP

Constituency

LEICESTER EAST

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

Period of claim from 01/10/07 to 31/10/07 Allowance year 07/08

Table with 2 columns: Description of service or goods, Amount. Row 1: 2nd class stamps, £ 210 : 00 p

Total

£ 210 : 00 p

Office use only

Allow. / Exp. Type (cat5)

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

2/10/07

Data protection

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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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514500

£ 210.00

514525

£

Comments

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Communications Allowance
Direct payment of suppliers

22

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

RT. HON. KEITH VAZ MP

Constituency

LEICESTER EAST

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 01/11/07 to 30/11/07

Allowance year

2007/2008

Suppliers

Amount

ROYAL MAIL - DOOR TO DOOR

£1,756 : 11 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

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

Parliamentary duties.

Signature

MP

Date

18/1/07

Data protection

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



Invoice number
 Invoice date
05 Nov 2007
 Page
1 of 1

Invoice

To
KEITH VAZ MP



Customer account number



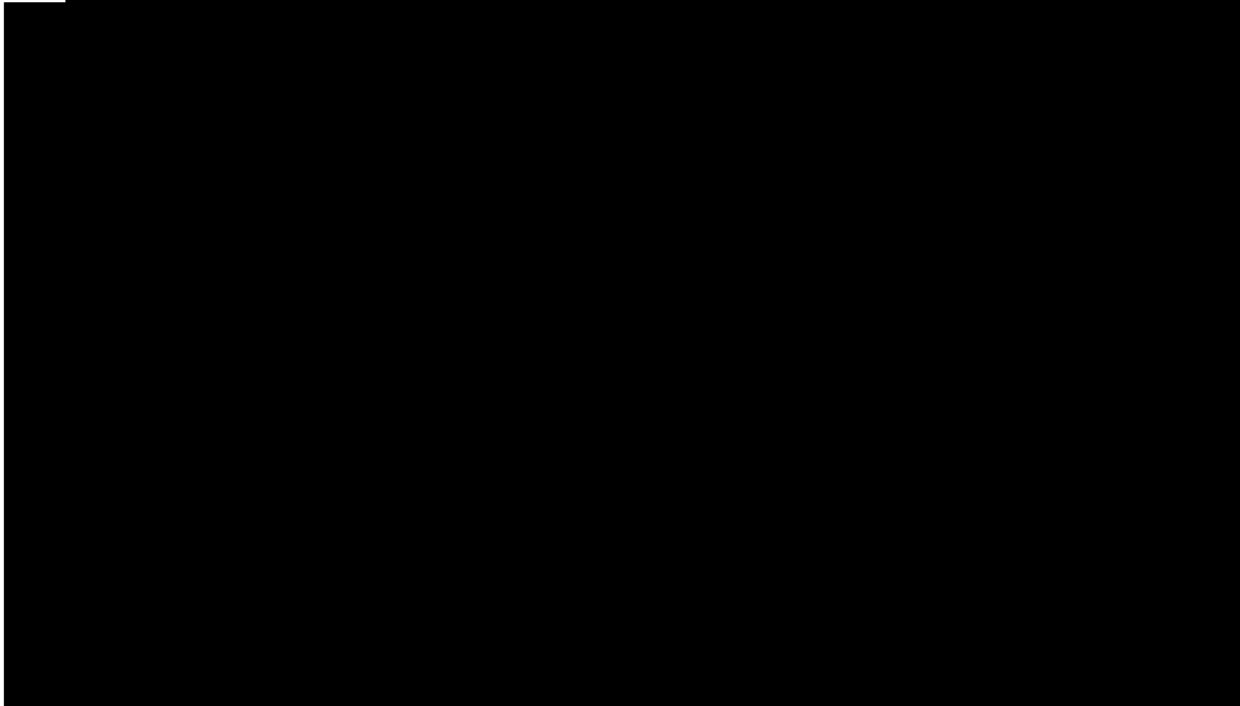
Legal entity number



Terms
10 days
 Please pay by
15 Nov 2007

Decket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	02 Nov 2007			DOOR TO DOOR 36,209 36209 ITEMS AT 4.850 PENCE			1,756.11	E

Total Net **1,756.11**
 Total VAT E = exempt **0.00**
 Total **1,756.11**



Total amount due
£1,756.11
 Your cheque number
 Amount tendered



Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form 22 NOV 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

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Your details

Name in CAPITAL LETTERS

RT HON KEITH VAZ MP

Constituency

LEICESTER EAST

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 / 11 / 07 to 30 / 11 / 07

Allowance year

2007, 2008

Unspent by Q4 27/11

Description of service or goods

Amount

Table with 2 columns: Description of service or goods, Amount. Row 1: 2nd class Post Stamps, £ 999 : 83 p.

Office use only

Allow. / Exp. Type (cat5)

Total

£ 999 : 83 p

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the period...

Signature

MP

Date

18 / 11 / 07

Data protection

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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	514500 <input type="text" value="£"/>
	514525 <input type="text" value="£"/>
 Comments 	



S/a 2ndx100		192.00
8 @	24.00	
SAS bk 2nd k 12		17.28
6 @	2.88	
2nd class stmp		0.72
3 @	0.24	
TOTAL DUE TO POST OFFICE		210.00
Cash	FROM CUSTOMER	210.00
BALANCE		0.00

Thank You



Post Office Ltd.
Your Receipt



Postage stamp		111.15
95 @	1.17	
2nd class stamp		1.69
7 @	0.24	
Postage stamp		189.20
110 @	1.72	
Postage stamp		41.40
60 @	0.69	
2nd class stamp		656.40
2735 @	0.24	
TOTAL DUE TO POST OFFICE		999.83
Cash	FROM CUSTOMER	999.83
BALANCE		0.00

Thank You



Communications Allowance
Direct payment of suppliers

17 MAR 2008

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

RT HON KEITH VAZ MP

Constituency

LEICESTER EAST

Office use only Cost: [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 01/03/08 to 31/03/08

Allowance year

2007, 2008

Suppliers

Amount

Suppliers	Amount
Rushey Head Newsletter	£ 480 : 89 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

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

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

14/3/08

Invoice

RT. Hon. Keith Yaz MP
[Redacted]

Account Number [Redacted]
 Invoice Number [Redacted]
 Tax Point 13/03/2008
 Invoice Date 13/03/2008
 VAT No. [Redacted]

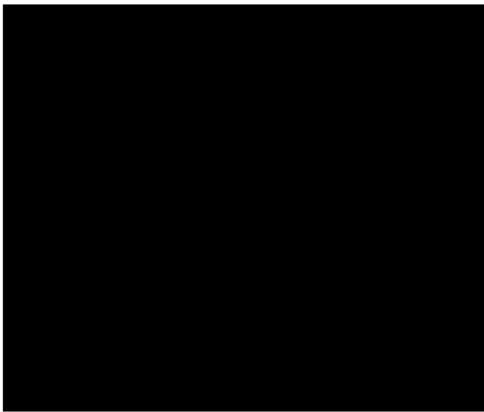
W/T No. [Redacted]

PO No. [Redacted]

Del No.

Due Date
12/04/2008

Description	Price	Discount	Value
6000 x Rushey Mead Newsletters	480.89	0.00	480.89



Net Amount (£)	480.89
VAT Amount (£)	0.00
Total Amount (£)	480.89

1000



Communications Allowance
Direct payment of suppliers

21 MAR 2008

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

~~RT~~ RT HON KEITH VAZ MP

Constituency

LEICESTER EAST

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 / 03 / 08 to 31 / 03 / 08 Allowance year 07 / 08

Suppliers

Amount

Belgrave Newsletter	£ 400 : 00 p
Communication Leaflet	£ 264 : 38 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

£ 664.38

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.

Signature

_____ MP

Date

21/03/08

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.

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).

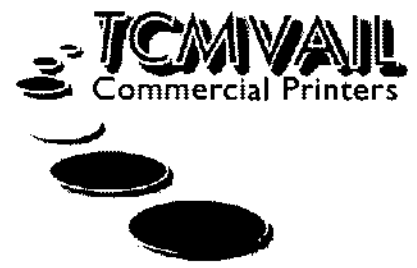
Send your completed form to

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

Office use only

Initials / Date

Validation
completed**Comments**



Invoice

RL Hon. Keith Vaz MP
[Redacted]

Account Number [Redacted]
Invoice Number [Redacted]
Tax Point 19/03/2008
Invoice Date 19/03/2008
VAT No. [Redacted]

W/T No. [Redacted]

PO No. [Redacted]

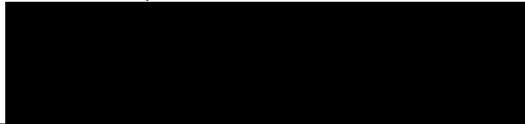
Del No. [Redacted]

Due Date
18/04/2008

Description	Price	Discount	Value
Belgrave Newsletter x 4k 150 gloss	400.00	0.00	400.00







Net Amount (€)	400.00
VAT Amount (€)	0.00
Total Amount (€)	400.00

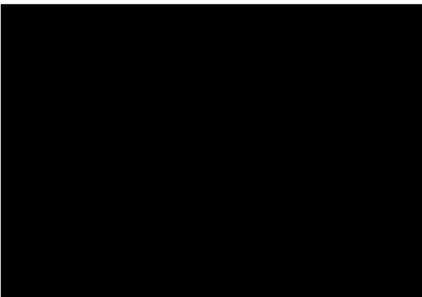

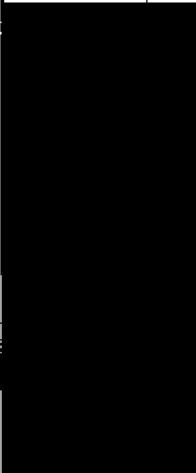




SALES INVOICE

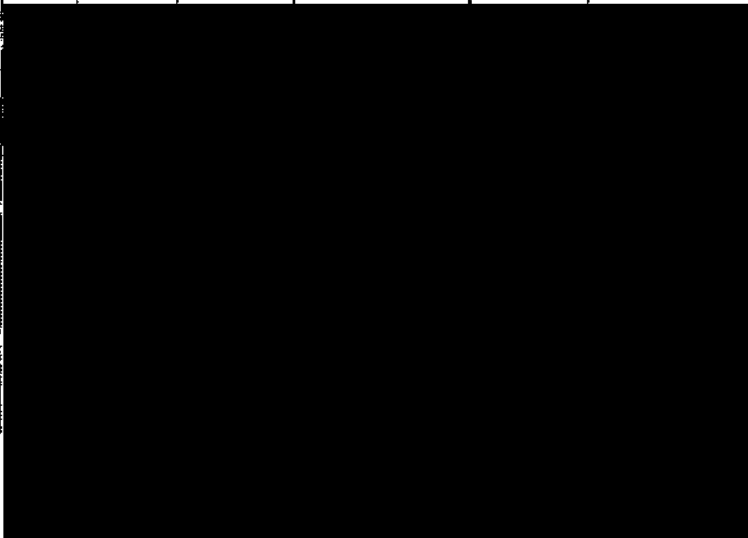


Keith Vaz M.P.


Number 
 Date 20 Mar 2008
 Acc. Ref. 
 VAT Reg. No. 

Our Ref.	Quantity	Your Order No.	Delivery Note No.	Description	Net Amount	VAT Amount
	2,000			communication leaflet 	£225.00	£39.38
						
						

02 APR 2008



Net Amount £225.00
 VAT Amount £39.38
 Invoice Total £264.38

