



Communications Allowance

Direct payment of suppliers

COMM 001 1/1



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 Liz Blackman MP
in CAPITAL LETTERS

Constituency Erewash

Office use only 

Claim details

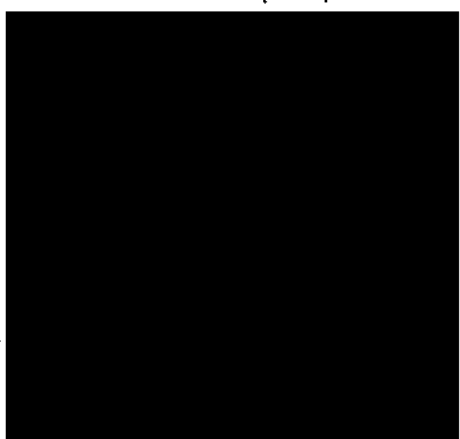
You can only request payment to suppliers for goods and services directly relating to Communications Allowance
Please ensure you attach all supplier invoices.

Period of claim from ___/___/___ to ___/___/___ Allowance year ___/___

+3

Suppliers	Amount
1. Design and Print(Parlimentary Report)	£ 1,675:00 p
2. Design and print (Parliamentary Report)	£ 2,373:84 p
3. Design and print (Parliamentary Report)	£ 235:00 p
4.	£ _____ : _____ p
5.	£ _____ : _____ p
6.	£ _____ : _____ p
7.	£ _____ : _____ p
8.	£ _____ : _____ 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 7th March 2008

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

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

20 FEB 2008



DESIGN & PRINT
Creative Solutions

design

print

web

Invoice

Accounts Payable
Liz Blackman MP

Invoice Number

Invoice Date

26/02/2008

Customer Order Number

See below

Payment Due Date

27/03/2008

Page 1 of 1

Description

Amount

Parliamentary Leaflet - Print

On approval of artwork dw are to print, pack suitably ready for despatch.

Client Ref:	Quantity	Price	VAT	Total
	43000	£1,675.00	£0.00	£1,675.00

Sub-Total £1,675.00

VAT £0.00

Total Due £1,675.00



**DESIGN
& PRINT**
Creative Solutions

20 Feb 2008

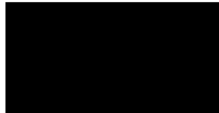
design

print

web

Invoice

Accounts Payable
Liz Blackman MP



Invoice Number	[Redacted]
Invoice Date	26/02/2008
Customer Order Number	See below
Payment Due Date	27/03/2008

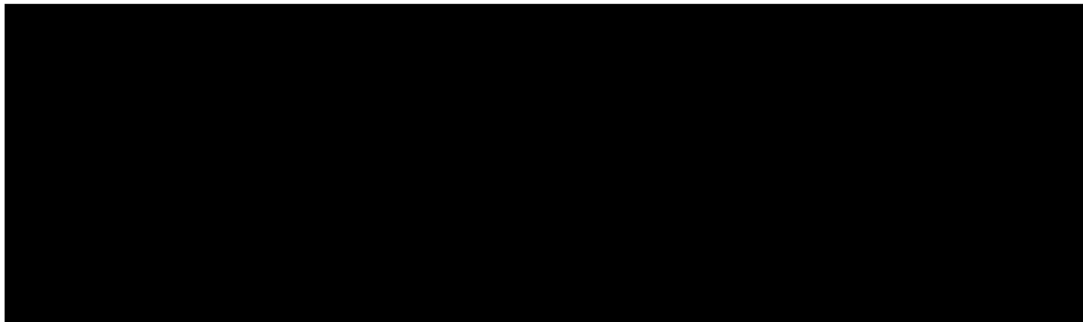
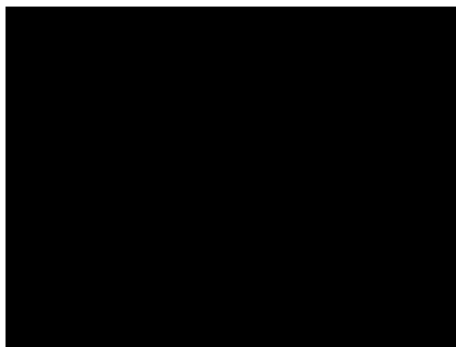
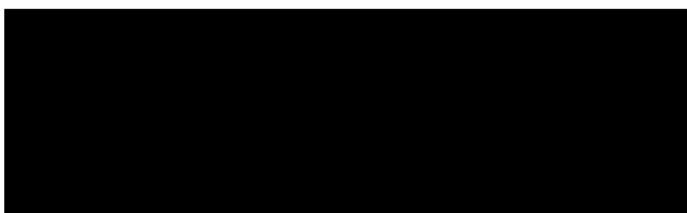
Page 1 of 1

Description	Amount
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Parliamentary Leaflet - Delivery

dw deliver to Royal Mail RDS centre and Royal Mail to door drop 37,532 house holds

Client Ref:	Quantity	Price	VAT	Total
[Redacted]	37532	£2,020.29	£353.55	£2,373.84



Sub-Total	£2,020.29
VAT	£353.55
Total Due	£2,373.84

Please make all cheques payable to:
DW Graphic Design Ltd.

20 FEB 2008



DESIGN & PRINT
Creative Solutions

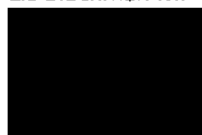
design

print

web

Invoice

Accounts Payable
Liz Blackman MP



Invoice Number	[Redacted]
Invoice Date	26/02/2008
Customer Order Number	See below
Payment Due Date	27/03/2008

Page 1 of 1

Description	Amount
-------------	--------

Parliamentary Leaflet - Design
dw to design an A4 4pp newsletter.

Client Ref:	Quantity	Price	VAT	Total
[Redacted]	1	£200.00	£35.00	£235.00



Sub-Total	£200.00
VAT	£35.00
Total Due	£235.00

Please make all cheques payable to:
DW Graphic Design Ltd.



Communications Allowance
Direct payment of suppliers

19 SEP 2007

Comms2
page 1 of 2

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Your details

Name
in CAPITAL LETTERS

LIZ BLACKMAN ✓

Constituency

EREWASH

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 ___ / ___ / ___ to ___ / ___ / ___

Allowance year

___ / ___

Suppliers

Amount

BURROWS Communicat	£464.13	p
(Advert)	£	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 and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

14/9/07

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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

Invoice

Mrs Liz Blackman
Liz Blackman MP

Account No

Invoice Number

Invoice Date 10/08/2007 ✓

Account Name Liz Blackman MP

Advertising Space:
Publication: Erewash Street Plan
Size: Half Page Ls

Net	Vat	Gross
£395.00	£69.13	£464.13

Total £464.13 ✓



Communications Allowance
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2

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Your details

Name
in CAPITAL LETTERS

LIZ BLACKMAN MP ✓

Constituency

EREWASH

Office use only Cost

Claim details

You can only request payment to suppliers for goods and services directly relating to Communications Allowance.
Please ensure you attach all supplier invoices.

Period of claim from ___/___/___ to ___/___/___ **Allowance year** ___/___

Unseen 25/10/07
Suppliers

Amount

LABOUR PARTY	£ 282.12 p
LABOUR PARTY	£ 36.00 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 and necessarily in the performance of my Parliamentary duties.

Signature

_____ MP

Date

19/10/07

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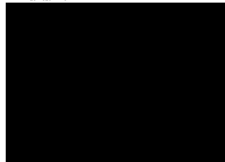
Comments



SALES INVOICE

18 OCT 2007

Liz Blackman MP



Your Account Code



Invoice Date

09/10/2007 ✓

Customer Reference

Invoice Number



Description

Qty

Price Per

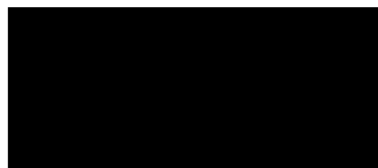
Value

Recharges - Postage & Franking

1

282.12

282.12

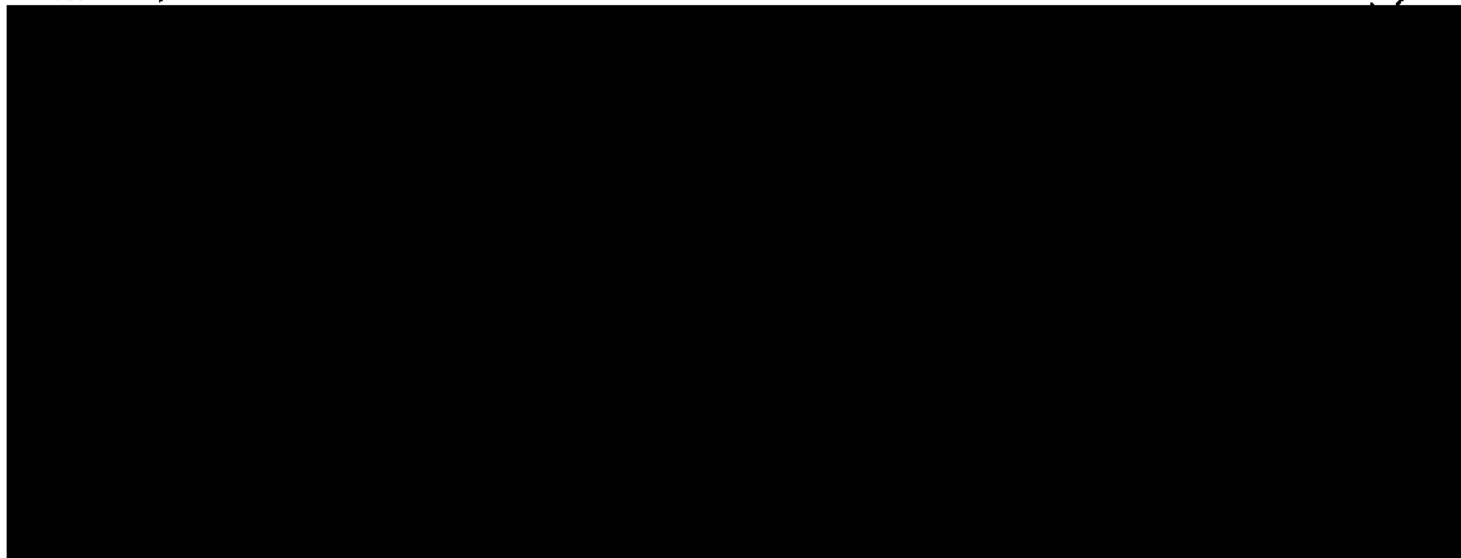


Net Total GBP 282.12

Vat Total GBP 0.00

Invoice Total GBP 282.12

Please send your remittance to:



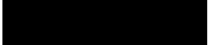


SALES INVOICE

Liz Blackman MP



Your Account Code
Invoice Date
Customer Reference
Invoice Number

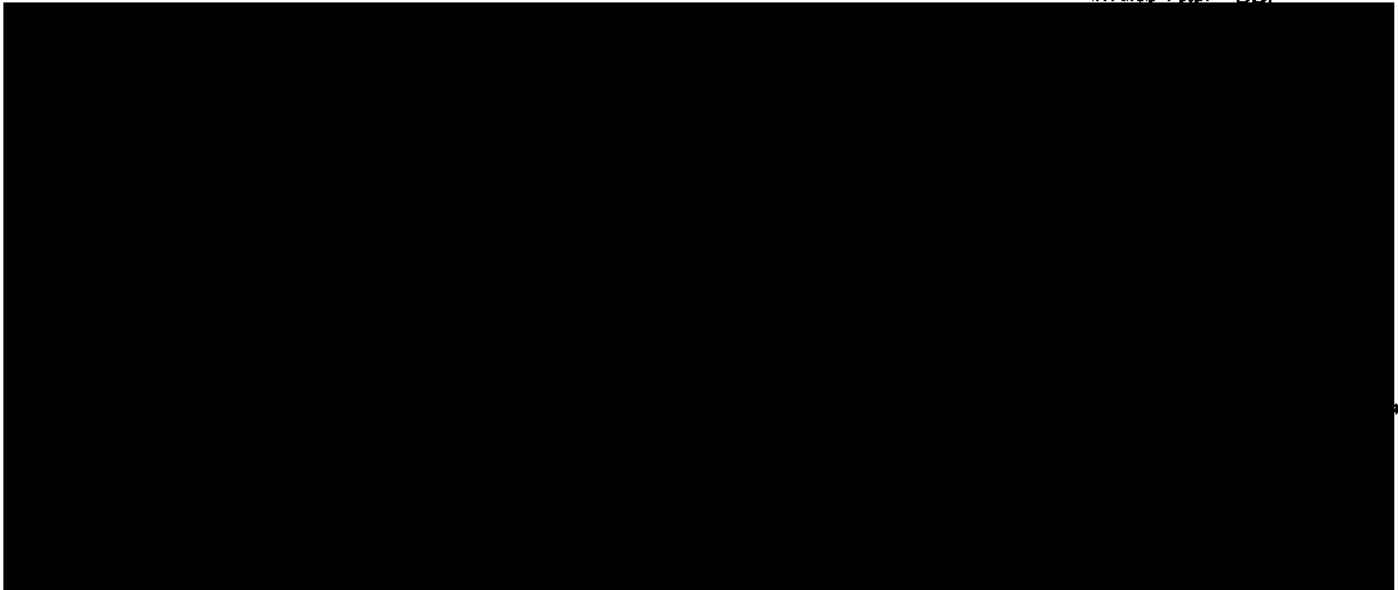


09/10/2007



Description	Qty	Price Per	Value
Printed envelopes (own envelopes)	1	36.00	36.00

Net Total	GBP	36.00
Vat Total	GBP	0.00
Invoice Total	GBP	36.00





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06 NOV 2007

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Your details

Name **Liz Blackman MP**
in CAPITAL LETTERS

Constituency **Erewash**

Office use only Cost M 

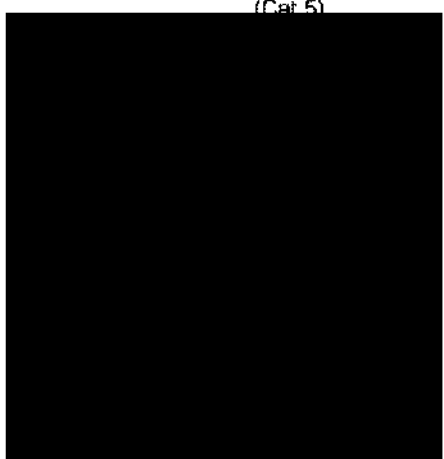
Claim details

You can only request payment to suppliers for goods and services directly relating to Communications Allowance. Please ensure you attach all supplier invoices.

Period of claim from ___/___/___ to ___/___/___ Allowance year ___/___

Suppliers	Amount
1. Public Impact	£305.21 p
2.	£ _____ p
3.	£ _____ p
4.	£ _____ p
5.	£ _____ p
6.	£ _____ p
7.	£ _____ p
8.	£ _____ p

*Unseen by QA
06/11/07*

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 02/11/07

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Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments	
<div style="border: 1px solid black; height: 100px;"></div>	

1 / OCT 2007

13 NOV 2007
Invoice

Page 1

Liz Blackman MP

Invoice No. [REDACTED]

Invoice/Tax Date

30/09/2007

Cust. Order No.

Account Ref. [REDACTED]

Quantity Details

1.00 5000 Wallet Cards

Unit Price

240.00

Net

240.00

VAT Rate

17.50

VAT

42.00

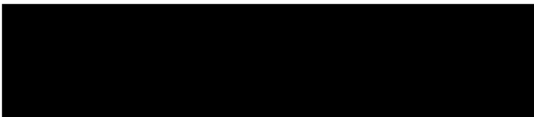
1.00 Delivery

19.75

19.75

17.50

3.46



RECEIVED
22 OCT 2007

Total Net Amount

259.75

Total VAT Amount

45.46

Invoice Terms: 30 Days

Invoice Total

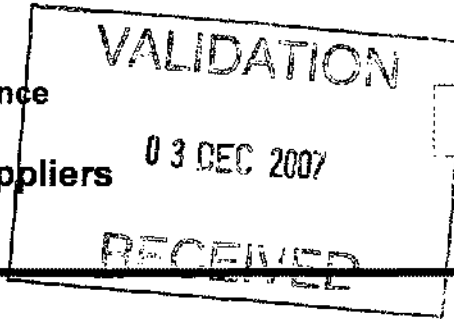
305.21





Communications Allowance

Direct payment of suppliers



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Your details

Name Liz Blackman MP in CAPITAL LETTERS

Constituency Erewash

Office use only Cost: M

Claim details

You can only request payment to suppliers for goods and services directly relating to Communications Allowance. Please ensure you attach all supplier invoices.

Period of claim from / / to / / Allowance year /

Table with 2 columns: Suppliers, Amount. Row 1: Public Impact, £323:79p. Rows 2-8 are blank.

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 I MP Date

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

Invoice

Page 1

Liz Blackman MP

Invoice No. [REDACTED]**Invoice/Tax Date**

14/11/2007

Cust. Order No.**Account Ref.** [REDACTED]**Quantity Details**

	Disc%	Disc Amount	Net	VAT Rate	VAT
1.00 Leaflets - Roving Surgery 1pp A5 Colour 10K	0.00	0.00	295.00	0.00	0.00
1.00 Delivery Scale A	0.00	0.00	24.50	17.50	4.29

Total Net Amount 319.50**Total VAT Amount** 4.29**Invoice Terms: 30 Days****Invoice Total** 323.79



Communications Allowance

2007 NOV 8 2

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Your details

Name Liz Blackman MP in CAPITAL LETTERS

Constituency Erewash

Office use only Cost M [redacted] [checked]

Claim details

You can only request payment to suppliers for goods and services directly relating to Communications Allowance. Please ensure you attach all supplier invoices.

Period of claim from [redacted] / [redacted] / [redacted] to [redacted] / [redacted] / [redacted] Allowance year 07, 08 [checked]

Table with 2 columns: Suppliers, Amount. Row 1: 1. Royal Mail a/c 0092931000 £41.50p. Rows 2-8 are empty.

Office use only Allow. / Supp ID [checked] Exp. Type (Cat 5) [checked] [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 23/11/07

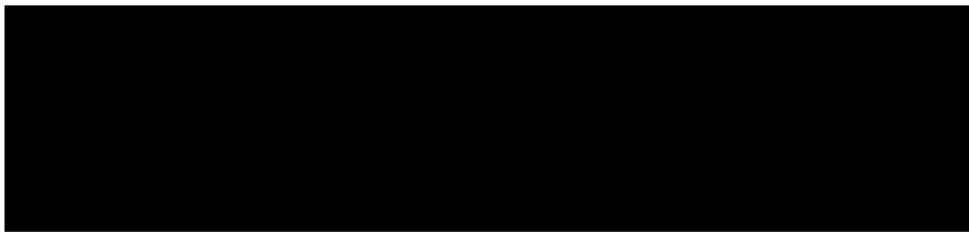
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Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments 	



Invoice number [redacted] ✓
 Invoice date **11 Nov 2007** ✓
 Page 1 of 2

To
 LIZ BLACKMAN MP

Invoice
 for your reducing credit
 balance account

13 NOV 2007

Account held at
 LIZ BLACKMAN MP ✓

Customer account number
 [redacted]

Terms
 30 days

Legal entity number
 [redacted]

Please pay by
11 Dec 2007

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
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Opening balance on account 70.55 DR

Payment received - thank you 112.05 CR

06 Oct 2007 [redacted] RESPONSE SERVICES 1.89 E
 Letter 8 8 Items £0.235

Breakdown w/e 06 Oct 2007	Mon	Tue	Wed	Thu	Fri	Sat	Total
Items @ £0.235	0	2	3	3	0	0	8
Totals	0	2	3	3	0	0	8

13 Oct 2007 [redacted] RESPONSE SERVICES 4.23 E
 Letter 18 14 Items £0.235
 Letter 4 Items £0.235 Saturday posting

Breakdown w/e 13 Oct 2007	Mon	Tue	Wed	Thu	Fri	Sat	Total
Items @ £0.235	14	0	0	0	0	4	18
Totals	14	0	0	0	0	4	18

Amount carried forward to next page 6.12

Total amount due
£41.50