



Communications Allowance
Direct payment of suppliers

12 APR 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

LOUISE ELLMAN MP

Constituency

LIVERPOOL RIVERSIDE

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 01/04/07 to 10/04/07

Allowance year

07/08

and
 06/07

Suppliers

Amount

Supplier list only

Allow. Supp ID / Exp.Type

ROYAL MAIL GROUP PLC £1473.90 p

KALD ~~KALD~~ LIVERPOOL £2055.- p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : 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

MP

Date

10/04/07

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

INVOICE



Invoice No. [REDACTED]
Invoice Date 30.03.2007

Bill to No. [REDACTED]

Your Order No. [REDACTED]
Sales Order/Contract No. [REDACTED]
Sales Order Date 30.03.2007

Vat Reg ID: [REDACTED]

Page 1 of 1

9 APR 2007

Telephone Enquiries [REDACTED]

Terms of payment ~~Payment Due Within 28 Days~~
Due for payment by 27.04.2007

For payment enquiries quote your Payer Acct No. as shown on the remittance advice

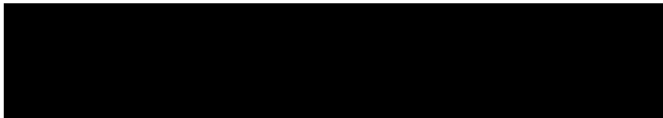
Item Ref No.	Description Product	Quantity	Price	Price Unit	Value	VAT Code
[REDACTED]	PRINT & PRODUCTION 3005730	1	390.38	EA	390.38	AS
[REDACTED]	PRINT & PRODUCTION VAT EXEMPT 3006270	1	1,015.20	EA	1,015.20	A0

Boundary Matching Fulfilment of 5,640 items - preparation for mailing
£389.38 and despatch - 20/03/06

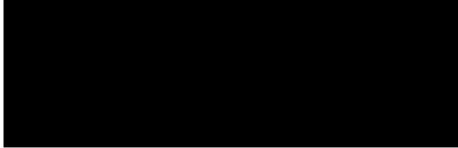
5640

As requested by Doreen Bedlow

Code	VAT %	Total Sales	Total VAT	Total net	
AO	0.00	1,015.20		VAT	1,405.58
AS	17.50	390.38	68.32	VAT	68.32
				Final amount	1,473.90



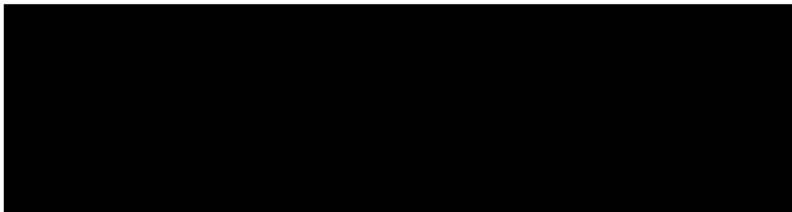
Louise Ellman MP



Customer No. Telephone No. Your ref



Date
23 April 2007



	Net	VAT	Gross
46570 A3 brochure folded to A4	2,055.00	0.00	2,055.00

Total Charges:	2,055.00
VAT:	0.00
Total:	2,055.00
Deposit:	0.00
Payments:	0.00
Balance Due:	2,055.00





FINANCE & ADMINISTRATION HOUSE OF COMMONS

Communications Allowance Direct payment of suppliers

30 JAN 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

Louise Ellman

Constituency

Liverpool Riverside

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 28/01/08 to 07/01/08 Allowance year 07/08

Suppliers	Amount
<u>Post office</u>	<u>£ 838.40</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

Office use only		
Allow.	Supp ID	Exp.Type (Cat5)
[REDACTED]	[REDACTED]	[REDACTED]

Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[REDACTED SIGNATURE]

MP

Date

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

To
LOUISE ELLMAN MP

Account held at
LOUISE ELLMAN MP

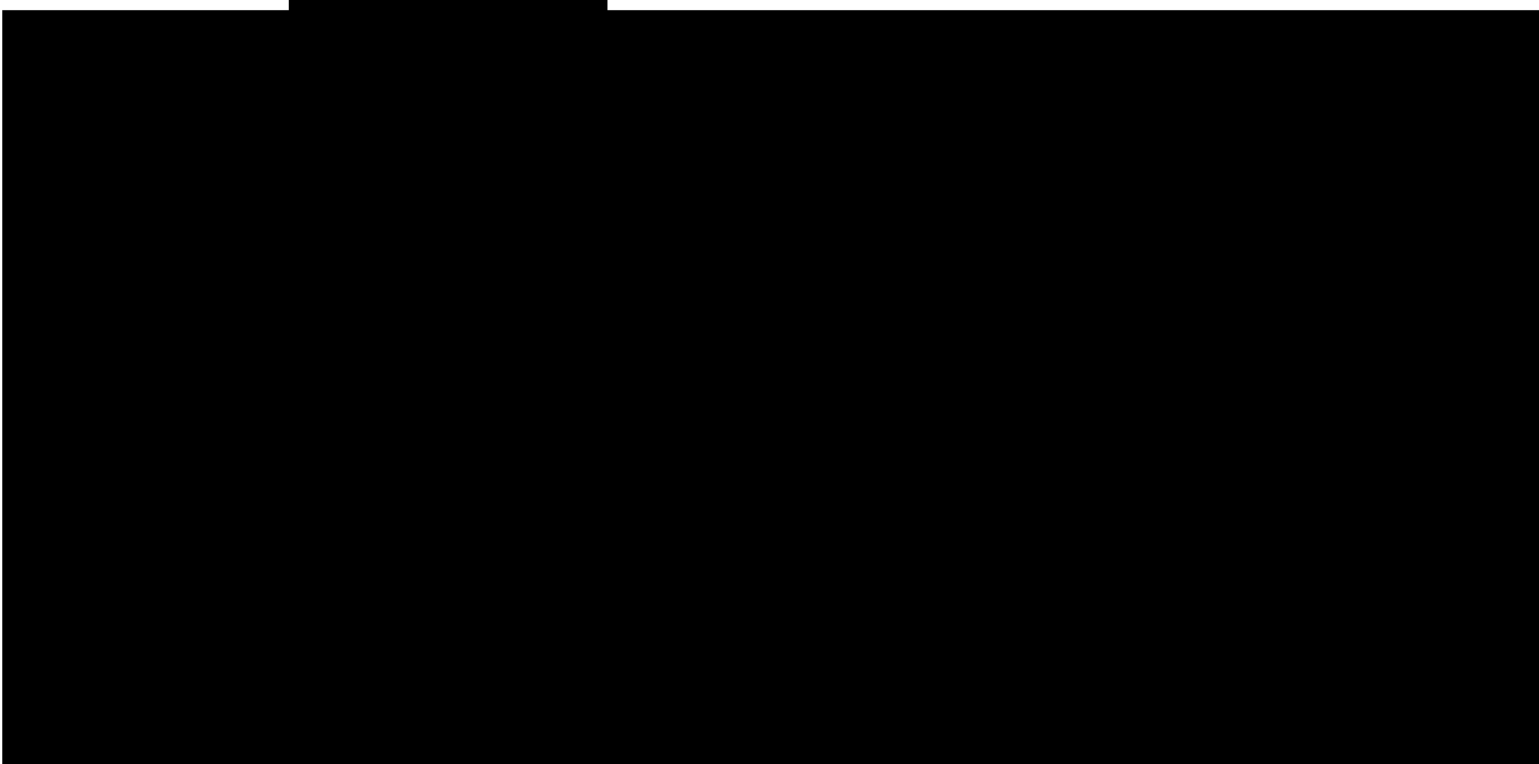
Customer account number

Terms
10 days
Please pay by
07 Feb 2008

DocId no.	Posting date Poster	Sender's ref. Contract no.	Format	Service Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	25 Jan 2008 L3 9L.G			DOOR TO DOOR 17,287 17287 ITEMS AT 4.850 PENCE			838.40	E

Total Net	838.40
Total VAT	E = exempt 0.00
Total	838.40

06 FEB 2008





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

LOUISE ELLMAN

Constituency

LIVERPOOL RIVERSIDE

Office use only Cost: M _____

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 28 / 01 / 08 to 18 / 02 / 08 Allowance year 07 / 08

Suppliers	Amount
ROYAL MAIL GRP PLC	£ 838 : 40 p
ROYAL MAIL GRP PLC	£ 176 : 33 p
ROYAL MAIL GRP PLC	£ 606 : 58 p
ROYAL MAIL GRP PLC	£ 164 : 31 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
967.22	

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 18 / 02 / 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

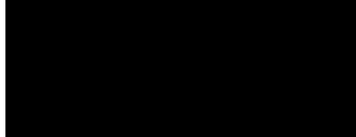


To LOUISE ELLMAN MP



Invoice

Account held at
LOUISE ELLMAN MP



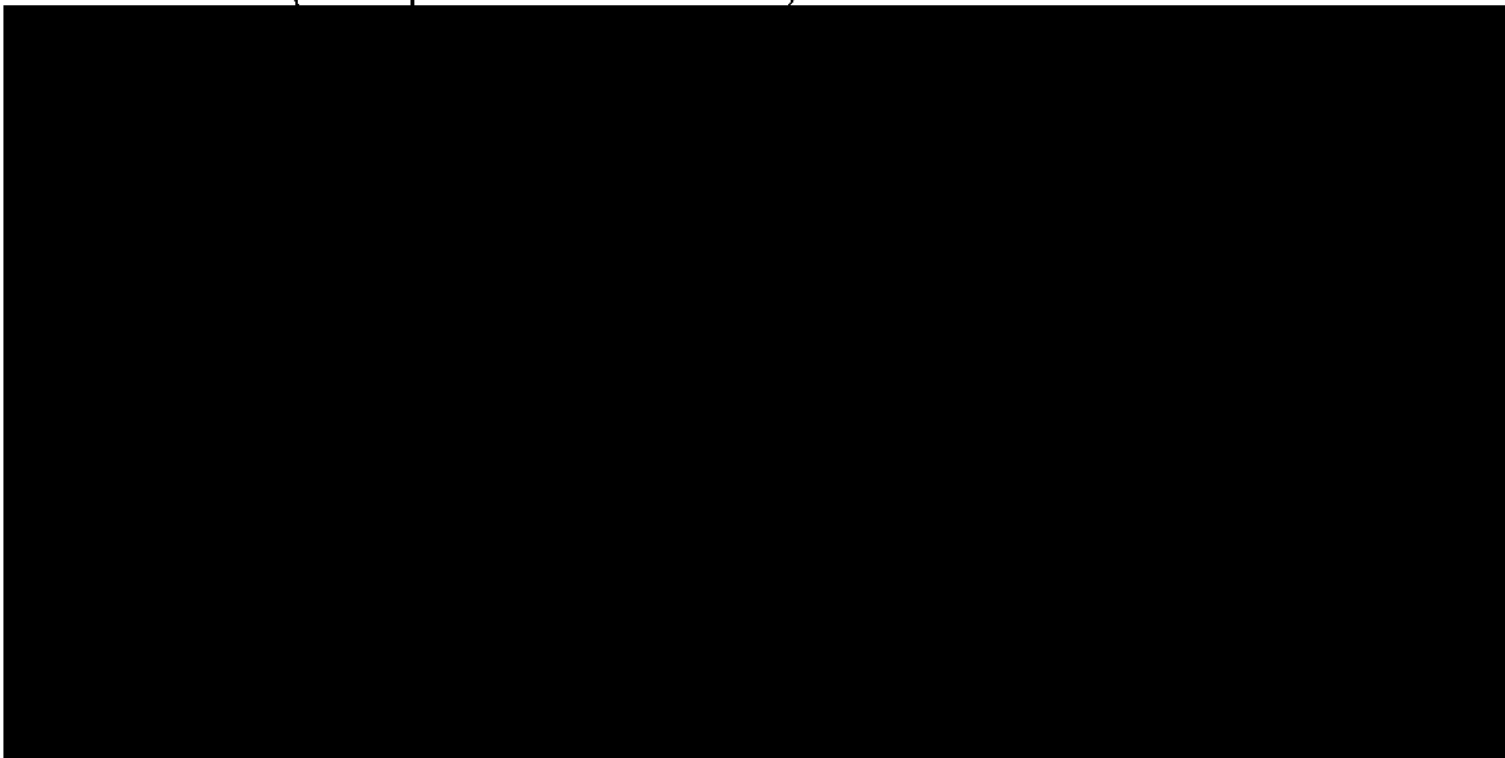
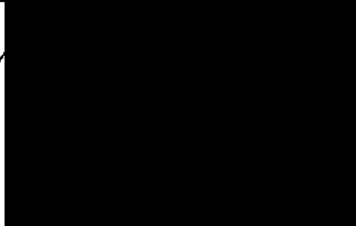
Customer account number



Terms
10 days

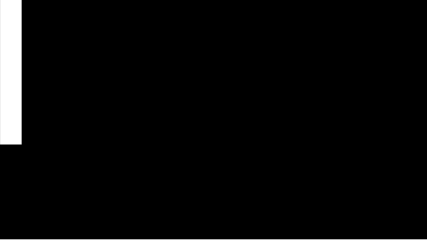
Please pay by
07 Feb 2008

Order ref.	Printed date	Sender's ref	Form no	Service	Quantity	Weight	Net value	VAT	
	25 Jan 2008 L3 ALG			DOOR TO DOOR	17,287		836.40	E	
							Total Net	836.40	
							Total VAT	0.00	E = exempt
							Total	836.40	





To
LOUISE ELLMAN MP



Invoice



Account held at
LOUISE ELLMAN MP



Customer account number



Terms
10 days

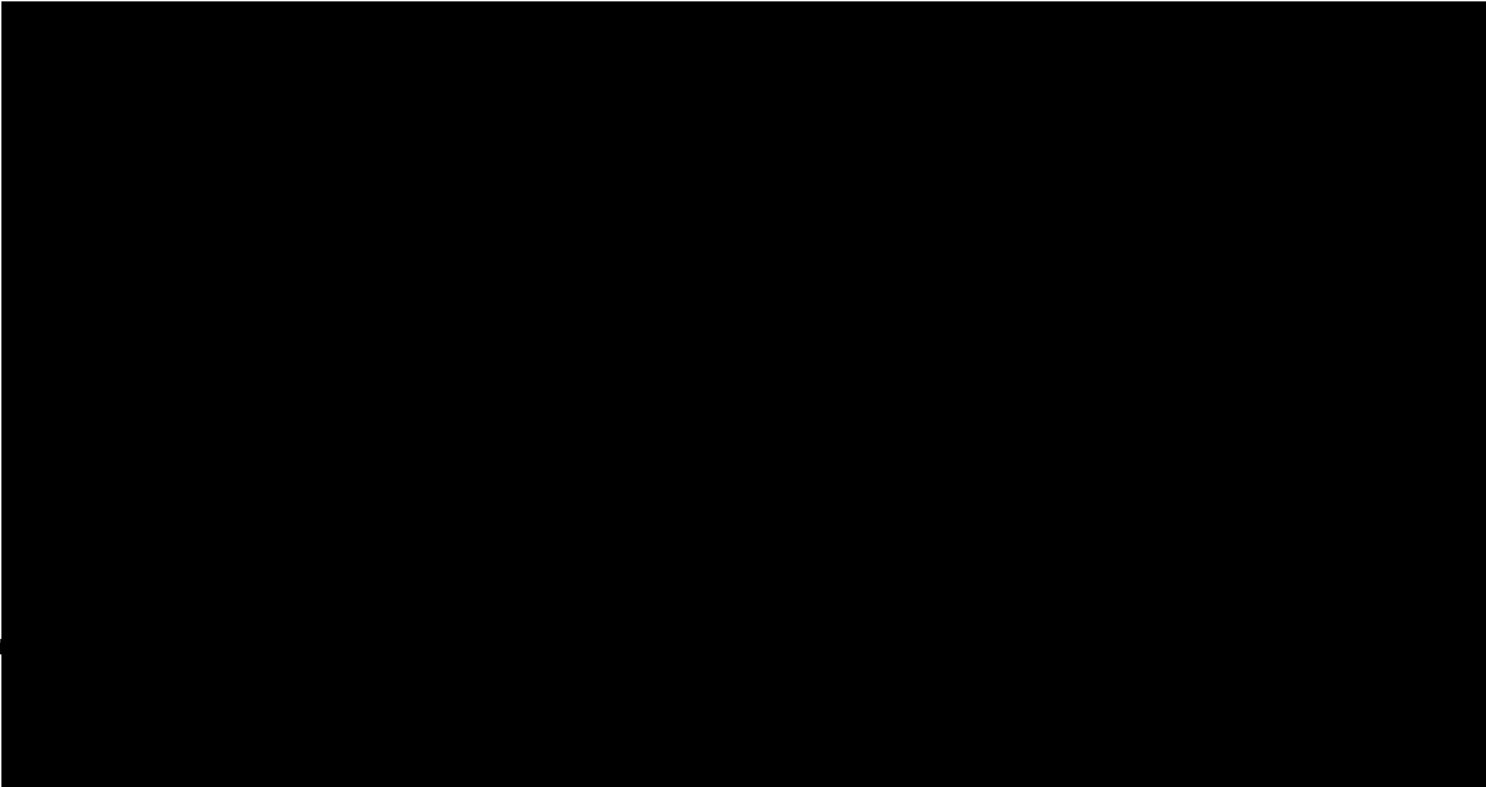
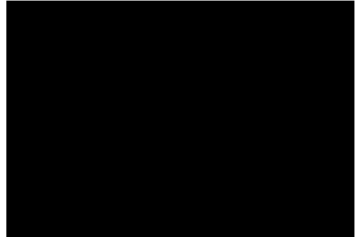
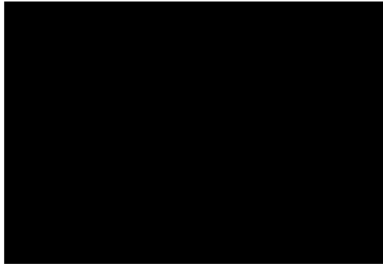
Please pay by
14 Feb 2008

Docket no.	Posting date Poster	Sender's ref. Control No.	Format	Service Quantity	Weighting	Unit coef (CF)	Net value	VAT
[Redacted]	01 Feb 2008 L3 9LG	[Redacted]		DOOR TO DOOR 3,636 3636 ITEMS AT 4.650 PENCE			176.33	E

Total Net **176.33**

Total VAT E = exempt **0.00**

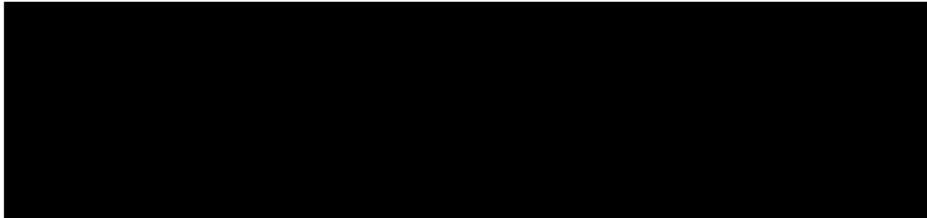
Total **176.33**



P



Royal Mail



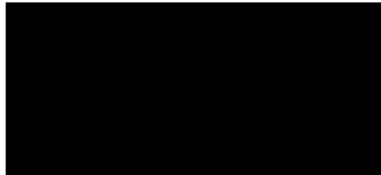
Invoice date
12 Feb 2008
Page
1 of 1

Invoice

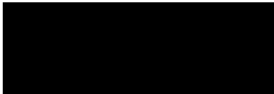
To
LOUISE ELLMAN MP



Account held at
LOUISE ELLMAN MP



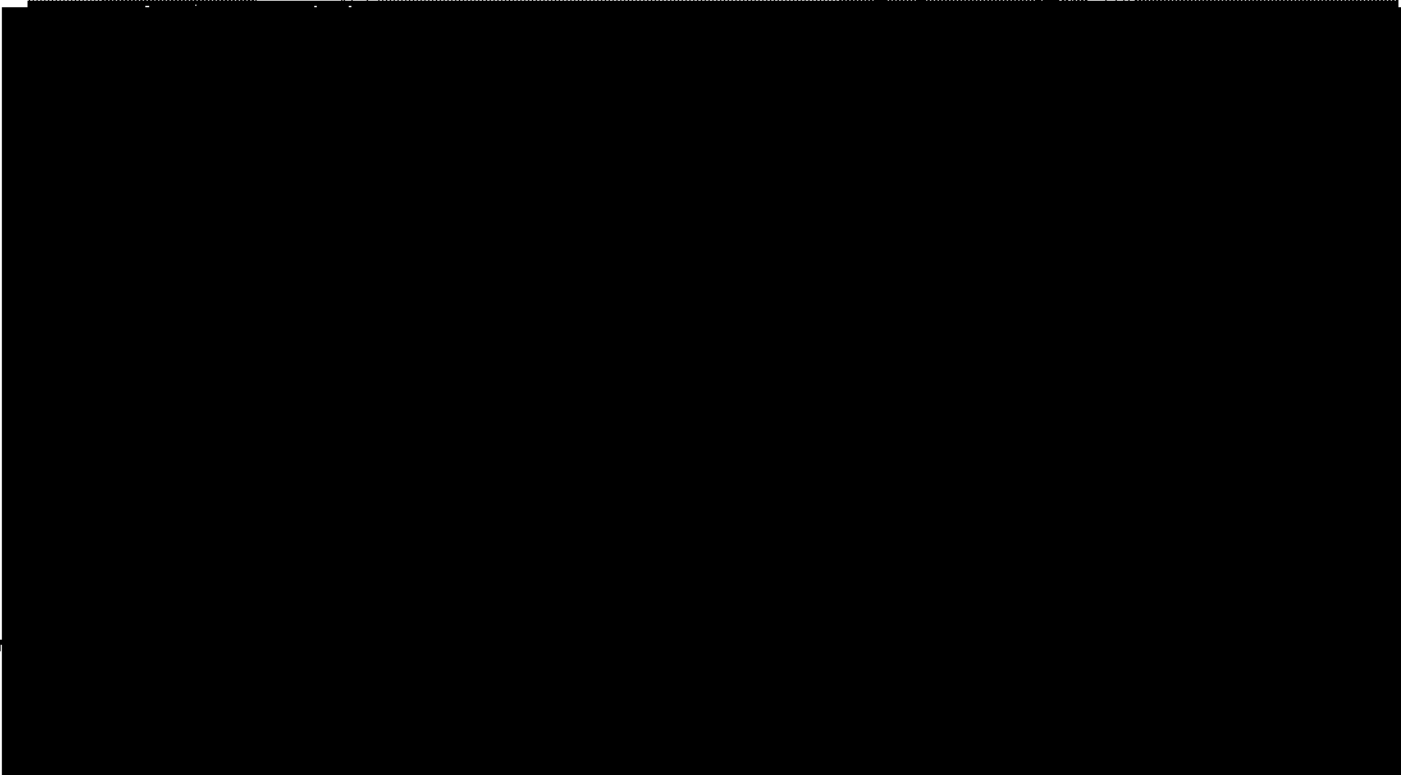
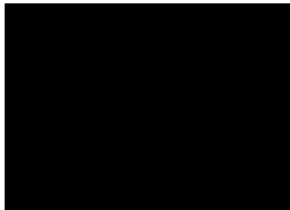
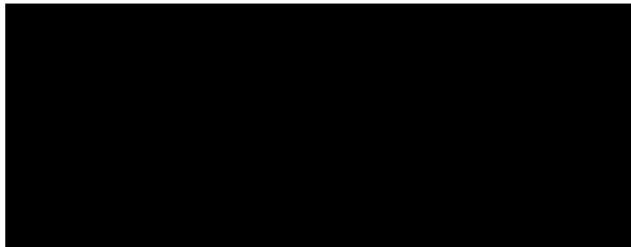
Customer account number



Terms
10 days
Please pay by
22 Feb 2008

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
[Redacted]	09 Feb 2008 L3 9LG	[Redacted]		DOOR TO DOOR	12,507			606.58	E
				12507 ITEMS AT 4.850 PENCE					

Total Net		606.58
Total VAT	E = exempt	0.00
Total		606.58



P



Royal Mail

Invoice

To
LOUISE ELLMAN MP

Account held at
LOUISE ELLMAN MP

Customer account number

Terms
10 days

Please pay by
28 Feb 2008

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	15 Feb 2008 L3 9LG			DOOR TO DOOR	3,388			164.31	E
				3388 ITEMS AT 4.850 PENCE					

Total Net **164.31**

Total VAT E = exempt **0.00**

Total **164.31**

Pr



Communications Allowance

Comms1

page 1 of 2

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

LOUISE ELLMAN

Constituency

LIVERPOOL RIVERSIDE

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.

Dated of claim

from ~~1/1/08~~ to 27/02/08

Allowance year

07/08

Description of service or goods

Amount

REPLY OF PARLIAMENTARY REP £ 215 : 91 p

TO MAILING HOUSE - £ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 215 : 91 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

MP

Date

27/02/08

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 SW1A 0AA

Office use only

Initials / Date

Input subtotals per Cat 5

Validation completed

--	--

514500

£ 215.91

514525

£

BM

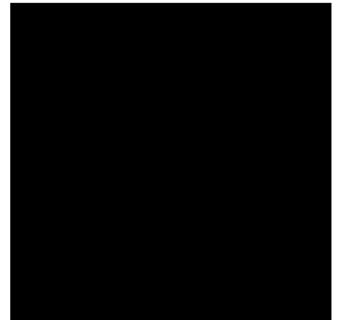
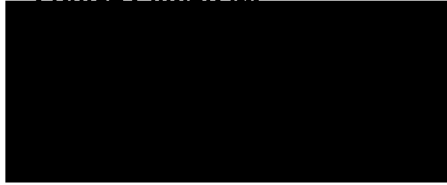
Comments

--



Royal Mail

Louise Ellman MP



Royal Mail Sameday Invoice

Vat Registration no.

date of booking (tax point)
invoice number

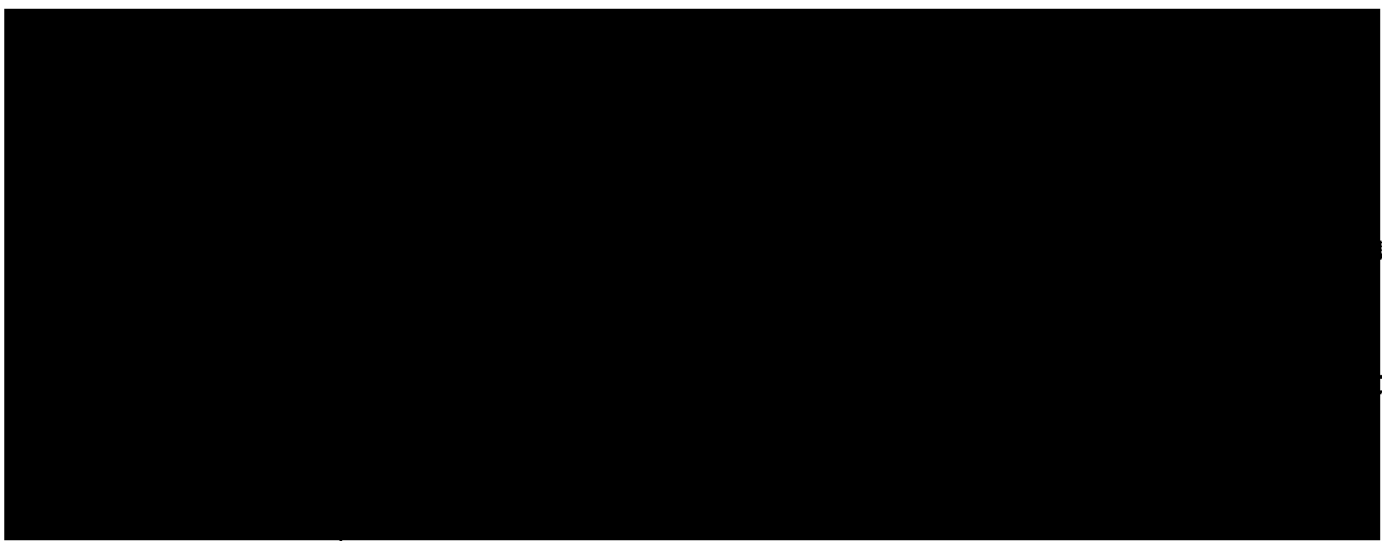
Consignment number

£

Collected from
Delivered to:

VAT at 17.5% £

£



us.

punt



FINANCE & ADMINISTRATION
HOUSE OF COMMONS

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

LOUISE ELLMAN

Constituency

LIVERPOOL RIVERSIDE

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 24/03/08 to 28/03/08

Allowance year

07/08

Suppliers

Amount

ROYAL MAIL (DOCMAN SERVICES) £2019 : 79p

WRITTEN BYTE LTD £251 : 75p

£ : 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

28/03/08

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



Document
Management
Services

Invoice No.
Invoice Date

Bill to No.

Your Order No.
Sales Order/Contra
Sales Order Date

Vat Reg ID:

Page 1 of 1

C/O Louise Ellman

Telephone Enquiries to

For payment enquiries quote your Payer Acct
No. as shown on the remittance advice

Terms of payment Payment Due Within 30 Days
Due for payment by 29.04.2008

Item Ref No.	Description Product	Quantity	Price	Price Unit	Value	VAT Code
	Misc Charges (Including VAT) Print & Fu					
	3000055 ✓	1	738.10	EA		
	Miscellaneous charges Print & Fulfilment					
	3000182 ✓	1	1,152.52	EA		
	Liverpool Riverside Constituency mailings					

Code	VAT %	Total Sales	Total VAT	Total net	Value	VAT Code
AO	0.00	1,152.52		VAT	1,890.62	
AS	17.50	738.10	129.17	VAT	129.17	
				Final amount	2,019.79	✓

Momo Web (Written Byte Ltd)

INVOICE

Invoice No [REDACTED] ✓
Invoice Date: 24/03/2008 ✓

Price	Quantity	Total
£10.00/Month	✓ 12	£120.00
£11.75	✓ 1	£11.75
£40.00/Hour	✓ 3	£120.00

TOTAL DUE

£251.75 ✓

[REDACTED]

13 MAR 2008



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

LOUISE ELLMAN

Constituency

LIVERPOOL RIVERSIDE



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 1/1/08

to 27/2/08

Allowance year

07/08

Suppliers

Amount

KALL KWIK LIVERPOOL £ 2140 : - p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

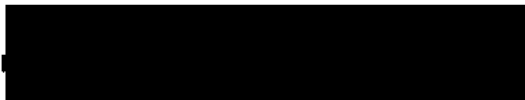
£ : p



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.

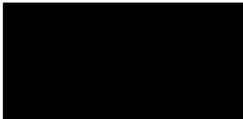
Signature



MP

Date

27/2/08



BY OK

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 (Sales)

Louise Ellman MP

Customer No. Telephone No. Your ref

Date
27 February 2008

46,000 x A3 brochure folded to A4 printed onto 130gsm
boxed in 500's & shrink wrapped onto pallet
20,923 delivered to [redacted] - 25th Feb
15,895 delivered to [redacted] - 10th March
Artwork supplied by customer
Balance to be collected

	<i>Net</i>	<i>VAT</i>	<i>Gross</i>
46,000 x A3 brochure folded to A4	2,140.00	0.00	2,140.00

<i>Total</i>	2,140.00
<i>Charges:</i>	
<i>VAT:</i>	0.00
<i>Total:</i>	2,140.00
<i>Deposit:</i>	0.00
<i>Payments:</i>	0.00
<i>Balance</i>	2,140.00
<i>Due:</i>	