



Communications Allowance
Direct payment of suppliers

C 4 APR 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

MIKE HANCOCK, MP

Constituency

PORTSMOUTH SOUTH

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 31/3/08 to 31/3/08

Allowance year 2007-2008

Suppliers

Amount

LYRECO UK LIMITED £ 996.59

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ 996.59

Office use only Allow. / Supp ID / Exp Type

Authorisation and declaration

I confirm that the payments requested are in respect of costs incurred wholly, in respect of my Parliamentary duties.

Signature

Date 03/07/08

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

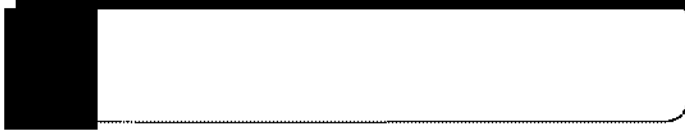
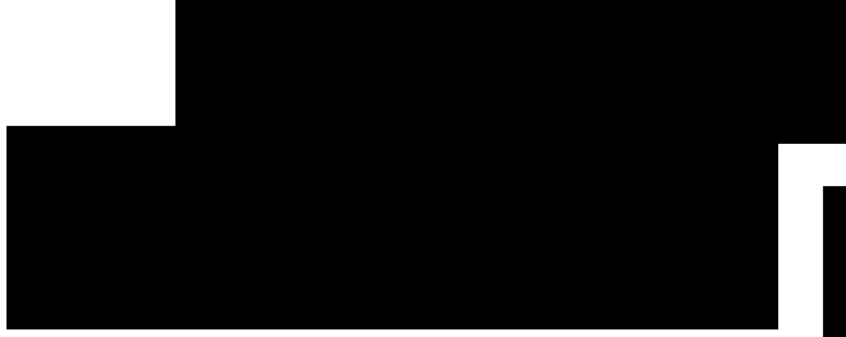
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation completed

Comments



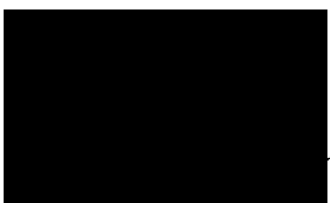
Product Code	Quantity Delivered	Product Description	Unit gross price Excl. VAT	Unit net price Excl. VAT	Total net price Excl. VAT	VAT Code
--------------	--------------------	---------------------	----------------------------	--------------------------	---------------------------	----------

Do we have your name and address details correct?
 If not, please fax your correct details to us on fax number [REDACTED]

Delivery [REDACTED] of 31/03/2008

Order No [REDACTED] of MIKE HANCOCK [REDACTED]

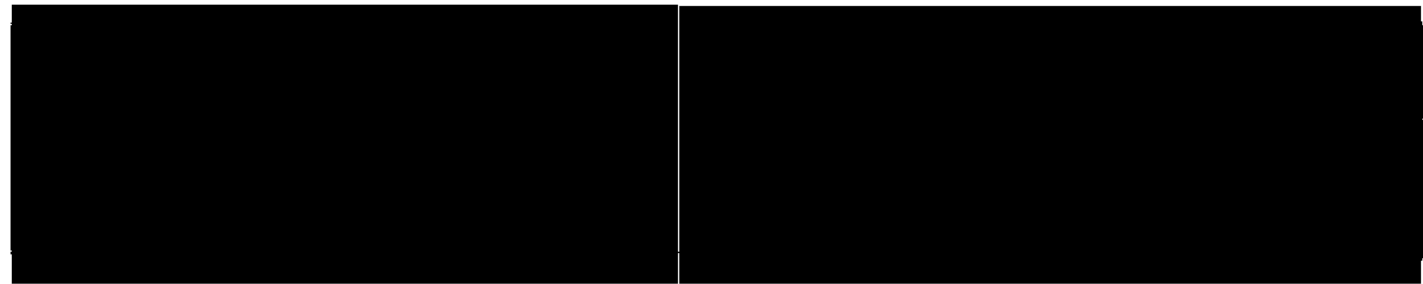
60		EX1000 IMPEGA 90DL MAIL ENV WI DL 90G W		8.80	528.00	1
87		RM500 IMPEGA BUDGET PAPER A3 80GR		3.68	320.16	1



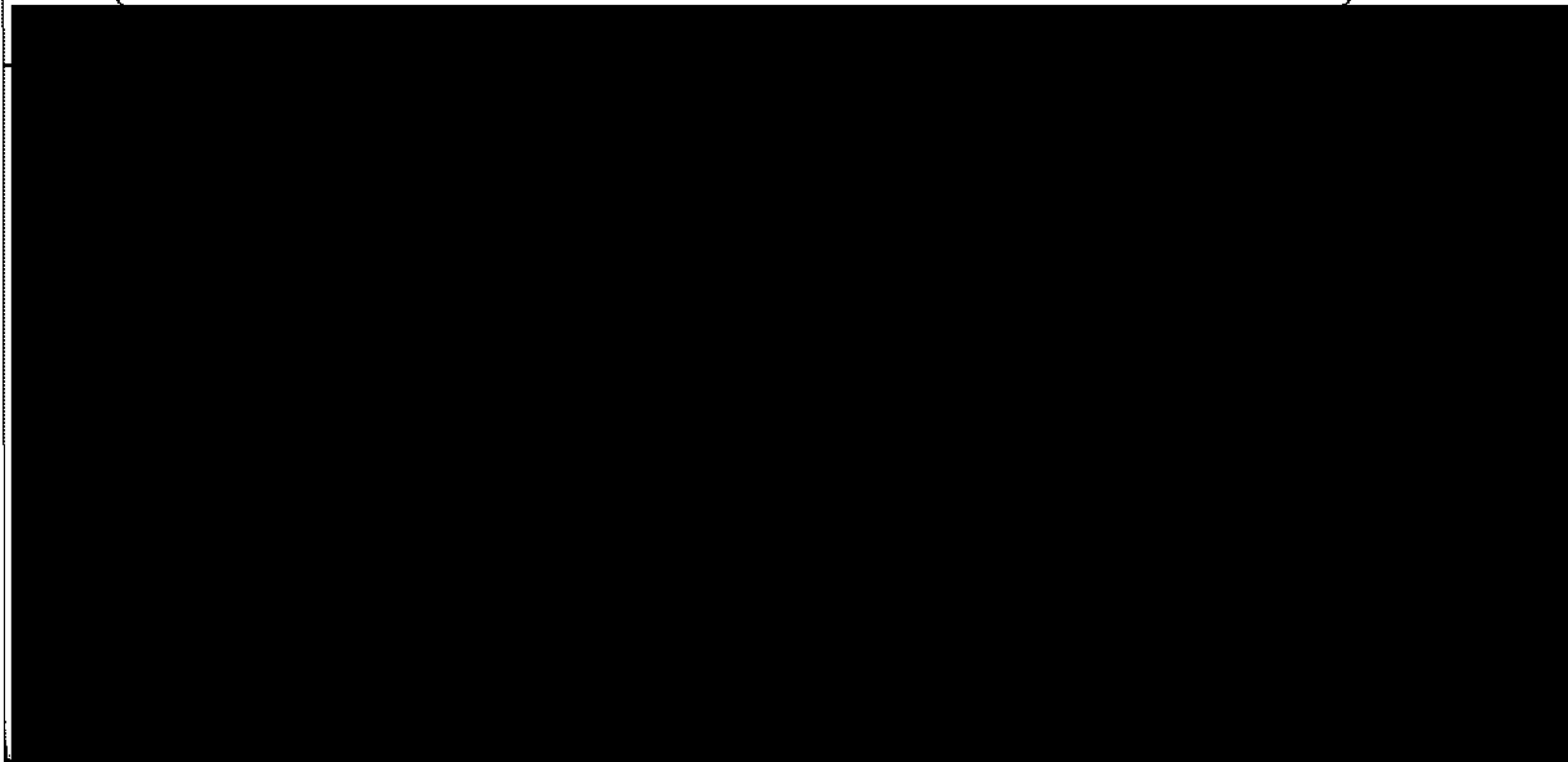
					Total Excl. VAT	848.16
					Total VAT	148.43

VAT code % rate	1	17.50				
Total excl. VAT		848.16				
Freight						
Total VAT		148.43				

Amount Due Inc.VAT GBP **996.59**



Date	Invoice / Credit note	Amount excl. VAT	Amount incl. VAT
31/03/2008	I [REDACTED]	+ 848.16	+ 996.59
		Total amount due	+ 996.59 GBP





S/a 2ndx100		
11 @ 24.00		<u>264.00</u>
TOTAL DUE TO POST OFFICE		264.00
Cash	FROM CUSTOMER	264.00
BALANCE		0.00





S/a 2ndx100		
3 @ 24.00		72.00
2nd class stamp		
50 @ 0.24		12.00
S/a 1stx100		
4 @ 34.00		136.00
TOTAL DUE TO POST OFFICE		220.00
Cash	FROM CUSTOMER	220.00
BALANCE		0.00

Thank You



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

MIKE HANCOCK MP.

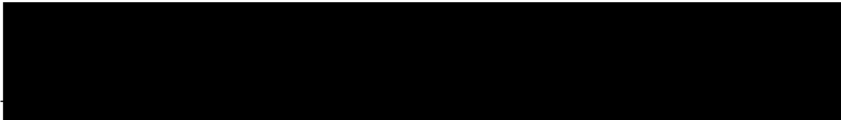
Constituency

PORTSMOUTH SOUTH.



Office use

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 31/3/08 to 31/3/08.

Allowance year

2007/2008.

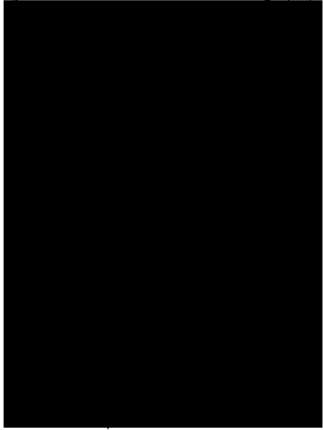
Description of service or goods

Amount

Description of service or goods	Amount
<u>1- STAMPS.</u>	<u>£ 264.00 p</u>
<u>2- STAMPS.</u>	<u>£ 220.00 p</u>
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p

Office use only

Allow. / Exp. Type (cat5)



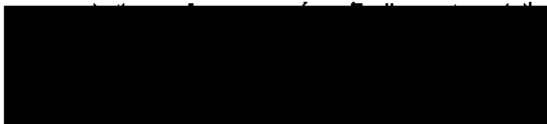
Total

£ 484.00 p

Authorisation and declaration

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

Signature



MP

Date

1/4/2008.

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.

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 \$

Validation completed

--	--

	£
	£

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

MIKE HANCOCK

Constituency

PORTSMOUTH SOUTH.

Office use only

Costs



Claim details

You can only request
Please ensure

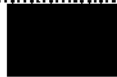
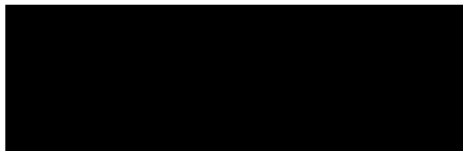
payment to suppliers for goods and services directly relating to Communications Allowance.
you attach all supplier invoices.

Period of claim

from ___/___/___ to ___/___/___

Allowance year

2007, 2008



Amount

PARK COMMUNICATIONS LTD £ 990 . 00 p

_____ £ _____ p

_____ £ _____ p

_____ £ _____ p

_____ £ _____ p

_____ £ _____ p

_____ £ _____ p

_____ £ _____ p

Office use only
Allow. / Supp ID / Exp.Type



I confirm that the payments requested are in respect of costs incurred wholly,
of my Parliamentary duties.

Signature



MP

Date

6TH 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.

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

Park

Invoice

Mike Hancock MP

Invoice date: 29 February 2008
Invoice number: [REDACTED]

Order number:

PORTSMOUTH SOUTH - LEAFLET

£ 990.00

To print and supply 40,000 copies.

[REDACTED]

Sub total	£	990.00
VAT	£	0.00
Total	£	990.00

[REDACTED]



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
Constituency

MIKE MANCOCK, MP
PORTSMOUTH SOUTH

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 / / to / /

Allowance year

2007, 2008

Unseen 27/12/07

Table with columns: Suppliers, Amount. Row 1: LYRECO, £399.50. Row 2: [Redacted], JAN 2008.

Office use only
Allow. / Supp ID / Exp.Type

Authorisation and declaration

X

Signature

[Redacted Signature]

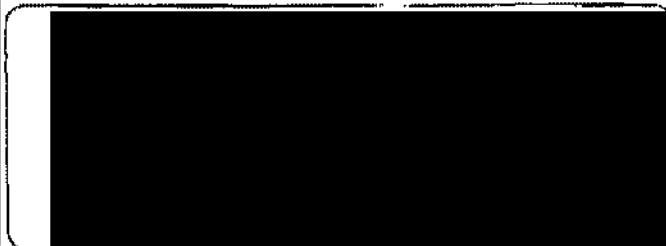
of costs incurred wholly,
by Parliamentary duties.


MP

Date

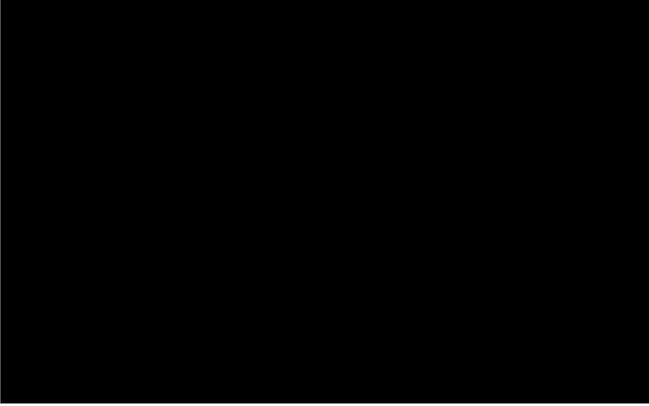
8/02/07

Lyreco



Date	Invoice / Credit note	Amount excl. VAT	Amount incl. VAT
31/10/2007		+ 340.00	+ 399.50
		Total amount due	+ 399.50 GBP

reco



Product Code	Quantity Delivered	Product Description	Unit gross price Excl. VAT	Unit net price Excl. VAT	Total net price Excl. VAT	VAT Code
--------------	--------------------	---------------------	----------------------------	--------------------------	---------------------------	----------

Do we have your name and address details correct?
 If not, please fax your correct details to us on fax number: [Redacted]

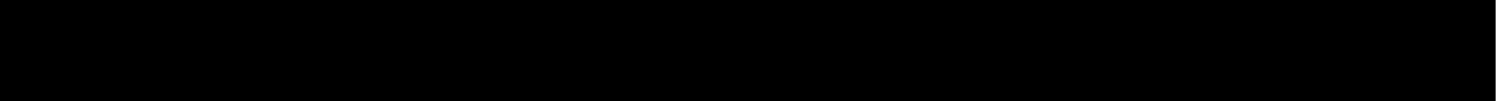
Delivery of 04/30/2002

Order No. [Redacted]	40	EX1008 EMPEGA SODE MAIL ENV WI DL 900 W Exceptional discount	[Redacted]	10.07 8.50	340.00	1
----------------------	----	---	------------	---------------	--------	---



Total Excl. VAT 340.00
 Total VAT 59.50

VAT code % rate	1	17.50			
Total excl. VAT		340.00			
Freight					
Total VAT		59.50			
				Amount Due Inc. VAT GBP	399.50





Communications Allowance
Direct payment of suppliers

11 DEC 2007
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

MIKE HAWCOCK

Constituency

PORTSMOUTH SOUTH

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

2007 2008

Suppliers

Amount

PRINTED FORMS EQUIPMENT LTD. £ 5287.50 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,
my Parliamentary duties.

Sig

[Redacted Signature]

MP

Date

8/12/07

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

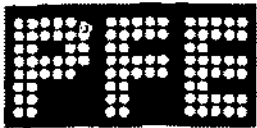
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

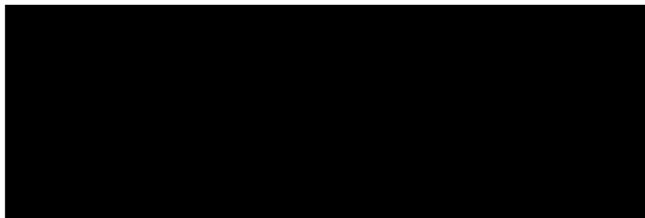
Validation completed

Comments



World Leaders

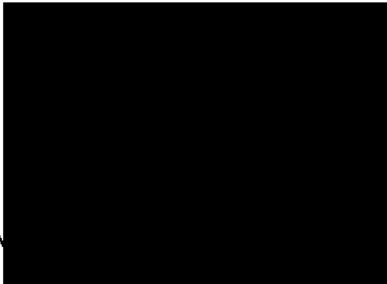
IN MAILROOM TECHNOLOGY



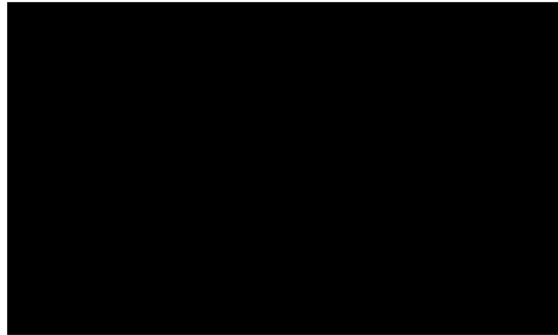
INVOICE	
Invoice No.	[Redacted]
Tax Point	[Redacted]
Page No.	[Redacted]
SO No.	[Redacted]

Invoice Address

Attn: Mike Hancock MP



Delivery Address



Your Order No.	Account No.	Special Instructions
----------------	-------------	----------------------

Part No.	Description	UM	Qty	Price	Disc%	Goods Value
INVOICE DATED AUGUST IS REQUIRED						
E1244AA	MM4+ 4 STATION 240v Serial: [Redacted]	EA	1	4500.00		4,500.00
A3251A	NARROW ENV FEED SHAFT	EA	1	0.00		0.00
A0271A	FREE ENVELOPES BOX ASSY	EA	1	0.00		0.00



Due By
30/09/07

V.A.T. %	Goods Total	V.A.T. Total	Invoice Total
17.50 GBP	4500.00 GBP	787.50 GBP	5287.50



Communications Allowance
Direct payment of suppliers

23 MAR 2008

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

MIKE MANCOCK MP.

Constituency

PORTSMOUTH SOUTH.

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

2007 / 2008

Suppliers

Amount

PLDPS.

£ 1200.00 p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

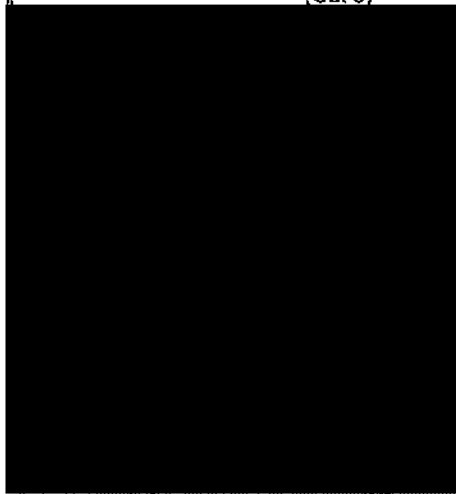
£ _____ p

£ _____ p

£ _____ p

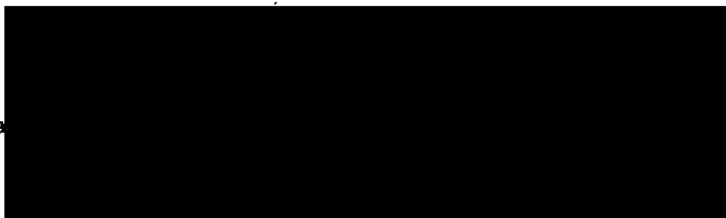
Office use only

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



Authorisation and declaration

Signature



incurred wholly,
Parliamentary duties.

Date

26 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.

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 (held) 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

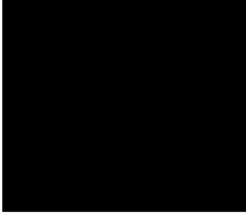
Office use only

Initials / Date

Validation completed

Comments

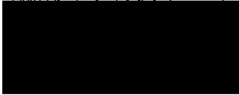
PLDPS



INVOICE



Mike Hancock MP.



For delivery of Annual Report across Portsmouth South Constituency

£1,200.00

