



Communications Allowance

Direct payment of suppliers

31 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

PETER AINSWORTH

Constituency

EAST SURREY

Office use only

Costs



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.

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

Mindrush

£ 1940.00 p

PLS

£ 2216.27 p

£ _____ p

£ _____ p

£ _____ p

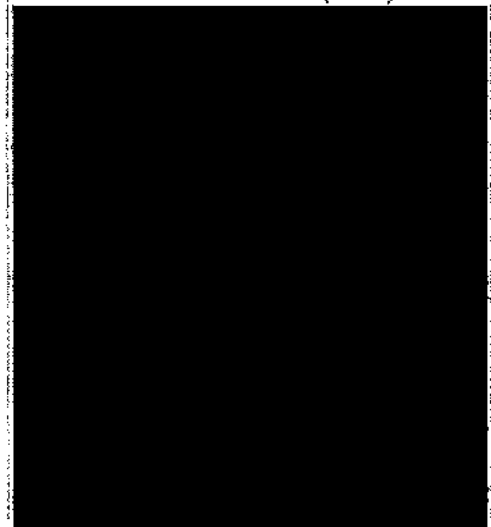
£ _____ p

£ _____ 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

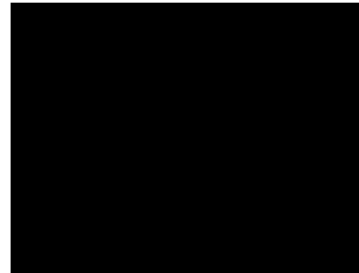
[Redacted Signature]

MP

Date

29/01/08

INVOICE



PETER AINSWORTH MP



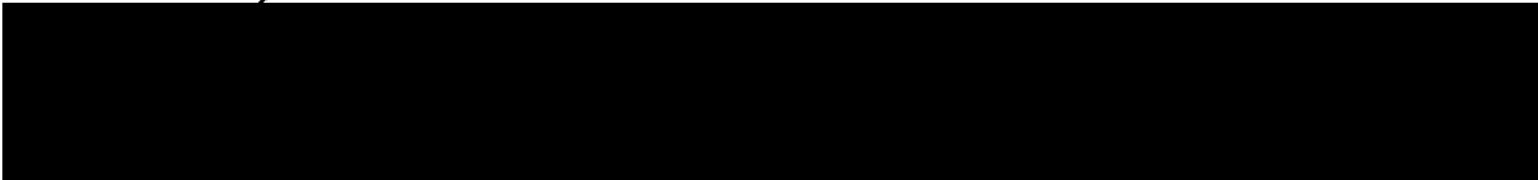
Your Ref.	Account	Our Ref.	Delivery	Type	Date	Number
				INV Page:1	22 JAN 08	
Description			Quantity	Price		Value
JOB NO [REDACTED]			1.00	1820.00		1820.00 0
WESTMINSTER REPORTS						
QTY: 37343						
INK: 4X4						
STOCK: 90 GSM BOND						
TRIM FOLD AND PACK						
DELIVERY - 2 DROPS			1.00	120.00		120.00 0



<-----£ VAT Analysis----->

Code	Supplies	VAT
0 0.00	1940.00	0.00

Net	1940.00
VAT	0.00
Total	1940.00
Due by	19 FEB 08



Invoice



Parliamentary
Liaison Services
Limited

Invoice To
Peter Ainsworth MP
[REDACTED]

VAT REG NO	Tax Date	Invoice No	Ref No	Terms
[REDACTED]	02/01/2008	[REDACTED]	[REDACTED]	Due on receipt

Description	Net Amount	VAT %	VAT AMT
Recharge of Royal Mail Distribution Costs (CA) [REDACTED]	1,886.19	17.50%	330.08

[REDACTED]	SUBTOTAL	£1,886.19
[REDACTED]	VAT TOTAL	£330.08
[REDACTED]	Total	£2,216.27



Communications Allowance
Direct payment of suppliers

12 OCT 2007

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PETER AINSWORTH

Constituency

EAST SURREY

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 August 107 to / /

Allowance year

2007 / 2008

Suppliers

Amount

PLS

£ 2068.40 p

Wendren

£ 1950.00 p

Banner - ~~Utter~~

£ 170.59 p

£ 100.86 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, exclusi of my Parliamentary duties.

Signature

MP

Date

10/10/07

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

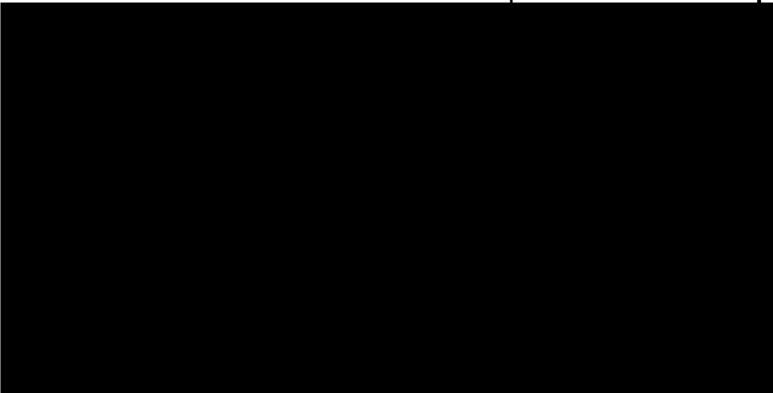


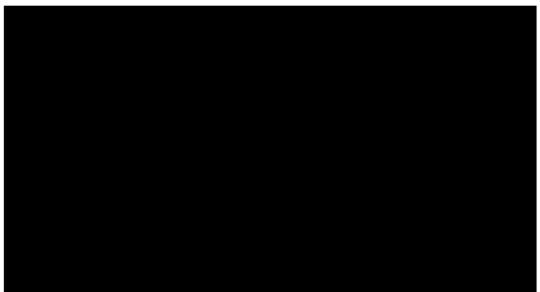
Parliamentary
Liaison Services
Limited



Invoice To
Peter Ainsworth MP


VAT REG NO	Tax Date	Invoice No	Ref No	Terms
	21/08/2007			Due on receipt

Description	Net Amount	VAT %	VAT AMT
Recharge of Distribution Costs of Westminster Report	1,760.34	17.50%	308.06
			



SUBTOTAL	£1,760.34
VAT TOTAL	£308.06
Total	£2,068.40



SALES STATEMENT

PETER AINSWORTH MP

Account

Date 1 OCT 07

Date	Type Ref.	Description	£ Debit	£ Credit	£ Balance
24 SEP 07			1950.00		1950.00

AGED ANALYSIS

* = In Dispute

Current	0.00
September	1950.00
August	0.00
July	0.00
Before July	0.00

Unallocated Credits 0.00 Total balance outstanding £ 1950.00

Statement



office2office

Banner Business Supplies Ltd

Peter Ainsworth MP

Customer Account : [REDACTED]

Statement Date : 12/09/2007

Page : 1

Date	Transaction Type	Document	Customer Reference	Status	Transaction Value	Outstanding Value
01/09/2007	INV	[REDACTED]	[REDACTED]		170.59	170.59

The items listed are outstanding on your account.
Payment is awaited, also if appropriate your instructions for use of any credit items.
Please ignore items under query or paid within the last 10 days.

Banner
world-class office products

Type:	Status:
INV Invoice	P Partly paid
CRN Credit Note	D Invoice under query
CASH Payment	
CADJ Credit Adjustment	
DADJ Debit Adjustment	

Total : 170.59

Credit Note



 * CREDIT NOTE *

Credit To :

Peter Ainsworth MP

Credit To :

Peter Ainsworth MP

Banner Business Supplies Limited

PO Box 524



Delivered To :

Peter Ainsworth MP



Page 1 Of 1 Date 21/09/2007

Acc.No. Order Date 20/09/2007

Order

C.A.R.

Sales Order No :

Please see reverse
 for how to use this
 credit note

Acc. No. :

Credit Note :

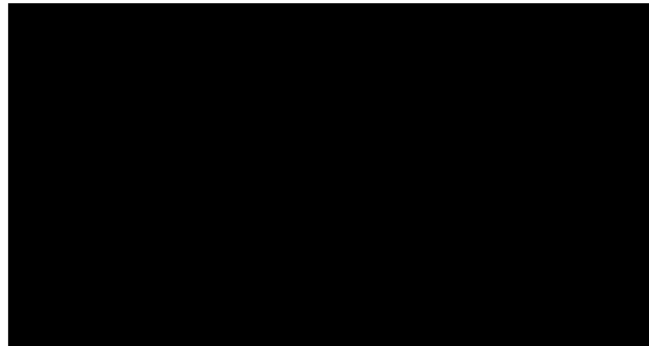
Credit Note Date: 21/09/2007

Credit Due : -100.86

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total excl VAT	VAT Rate	Line VAT
5		9424030	BANNER FS DOCUMENT WALLET 32mm AS Quantity returned : 8 This credit refers to original order D3500662 and Invoice No 18170909	-8	PACK50	10.7300	20/09/07 20/09/07 20/09/07 20/09/07	-85.84	17.50	-15.02

This credit can only be used as payment for invoices from:

Banner Business Supplies Limited



V.A.T. Summary			Sales Order Total (VAT excl)	-85.84
Rate	Taxable Sum	V.A.T. Amount	CREDIT GOODS	-85.84
17.50	-85.84	-15.02	CREDIT V.A.T.	-15.02
VAT Registration :			CREDIT TOTAL	-100.86
Settlement : None				
Discount Terms :				

Invoice

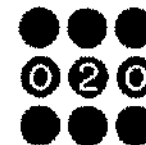
 * INVOICE NO. *

Invoice To :

Peter Ainsworth MP

Charge To :

Peter Ainsworth MP



office2office

Banner Business Supplies Ltd

Cashier

PAYMENT SLIP

Please see reverse
 for terms of business
 and how to pay

Acc. No. :

Inv. No. :

Inv. Date: 01/09/2007

Amt. Due : 170.59

Page 1 Of 1 Date 01/09/2007

Acc.No. Order Date 31/08/2007

Order

C.A.R

Delivered To :

Peter Ainsworth MP

Sales Order No :

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (exc)	VAT VAT	Rate	Line VAT
1		0500800	PILOT BEGREEN V-BALL LIO R/B PEN BK	1	BOX10	10.3200	31/08/07	10.32	17.5		1.81
2		5000229	CAMBRIDGE RECY A4 FT WIREBOUND PAD	2	EACH	1.6600	31/08/07	3.32	17.5		0.58
3		0390052	TIPP-EX AQUA CORRECTION FLUID 20ml	1	BOTTLE	0.9600	31/08/07	0.96	17.5		0.17
4		0410080	PRITT STANDARD 10g STICK ADHESIVE	1	STICK	0.6300	31/08/07	0.63	17.5		0.11
5		9424030	BANNER FS DOCUMENT WALLET 32mm AS	10	PACK50	10.7300	31/08/07	107.30	17.5		-18.78
6		7900481	CLIPPER FAIRTRADE ORGANIC COFFEE	1	EACH	14.9900	31/08/07	14.99	0.0		0.00
7		0070813	STATIONERY ESSENTIALS TAGS 51mm	1	BOX100	1.7900	31/08/07	1.79	17.5		0.31
8		0500309	BIC VELOCITY GEL PEN RED	1	BOX12	8.1000	31/08/07	8.10	17.5		1.42

V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	132.42	23.18
0.00	14.99	0.00

Sales Order Total (VAT excl) 147.41

INVOICE GOODS	147.41
INVOICE V.A.T.	23.18
INVOICE TOTAL	170.59

Settlement : None
 Discount Terms :

EEE Producer Registration No: WEE/DK0044SY

**Please
 return
 the slip**

from final page
 of invoice with
 your payment
 by

29/09/2007