



Communications Allowance
Member's reimbursement form

- 2 APR 2008

Comms1
page 1 of 2

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

Sharon Hodgson

Constituency

Gateshead East + Washington West

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.

17-4-08

Period of claim

from 1, 3, 08 to 31, 3, 08

Allowance year

07, 08

Description of service or goods	Amount
Website support / Maintenance	£ 34 : 27 p
stamps 1000 X 24	£ 240.00 p
Envelopes & paper	£ 43.00 p
	£ : p
	£ : p
	£ : p
	£ : p

Total

£ 317 : 27 p

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31/3/08

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.

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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			
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Your details

Name
in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East + Washington West

Office use only

Cost

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.

17-4-08

Period of claim

from 1, 2, 08 to 29, 2, 08

Allowance year

07, 08

Description of service or goods

Amount

<u>Website support / Maintenance</u>	£ <u>34 : 27</u> p
<u>Stamps 500 x 24</u>	£ <u>120 : 00</u> p
<u>White envelopes + paper</u>	£ <u>21 : 50</u> p
<u>1/2 Sports & Leisure publications Ad-Ado</u>	£ <u>69 : 33</u> p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

Total

£ 245 : 10 p

Authorisation and declaration

I claim reimbursement of those costs which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31/3/08

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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East + Washington West

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.

174.08

Period of claim

from 1/1/08 to 31/1/08

Allowance year

07/08

Description of service or goods	Amount
Website support/maintenance	£ 34.27 p
stamps 1000 x .24p	£ 240.00 p
white envelopes & paper	£ 43.00 p
Xerox colour print cartridge	£ 102.22 p
	£ : p
	£ : p
	£ : p

Total

£ 419.49 p

Authorisation and declaration

I incurred wholly, exclusively and necessarily on my Parliamentary duties.

Signature

MP

Date

31/3/08

Data protection

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£

£

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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East + Washington West

Office use only

Cost

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.

17408

Period of claim

from 1/12/07 to 31/12/07

Allowance year

07 08

Description of service or goods

Amount

Website support/maintenance £ 34 : 27 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 34 : 27 p

Authorisation and declaration

Signature

[Redacted Signature]

I incurred wholly, exclusively and necessarily

MP

Date

31/3/08

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Your details

Name in CAPITAL LETTERS

Shaun Hodgson

Constituency

Conterdred East + Washington West

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.

17/4/08

Period of claim

from 1/11/07 to 30/11/07

Allowance year

07/08

Description of service or goods	Amount
Website Support/Maintenance	£ 34 : 27 p
stamps 500 x 24	£ 120 : 00 p
white envelopes + paper	£ 21 : 50 p
	£ : p
	£ : p
	£ : p
	£ : p

Total

£ 175 : 77 p

Authorisation and declaration

I hereby authorise the reimbursement of the costs which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31/3/08

Data protection


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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Grateford East + Washington West

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.

17-4-08

Period of claim

from 1/10/07 to 31/10/07

Allowance year

07/08

Description of service or goods

Amount

Website support / Maintenance £ 34 : 27 p

stamps 1000 x .24 £ 240 : 00 p

White envelopes & paper £ 43 : 00 p

Xerox color print Cartridge £ 102 : 22 p

10/10 Sports & Leisure publications Ltd - Surgery Addy £ 45 : 83 p

17/10 Sports & Leisure " " " £ 45 : 83 p

£ : p

Total

£ 511 : 15 p

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

Signature

MP

Date

31/3/08

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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East + Washington West

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 1, 9, 07 to 30, 9, 07 Allowance year 07, 08

Table with 2 columns: Description of service or goods, Amount. Rows include Website Support/Maintenance, stamps, white envelopes + paper.

Total

£ 175 : 77 p

Authorisation and declaration

I declare that the costs claimed were incurred wholly, exclusively and necessarily in connection with my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31/3/08

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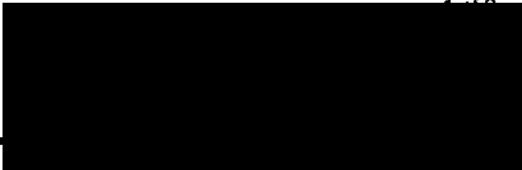
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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East & Washington West

Office use only

Cost



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 1/8/07 to 31/8/07

Allowance year

07/08

Description of service or goods

Amount

Website Support/Maintenance £ 34.27 p

£ : p

£ : p

£ : p

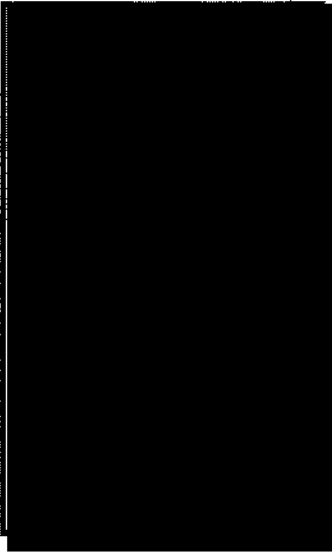
£ : p

£ : p

£ : p

Total

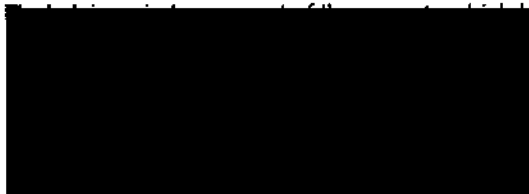
£ 34.27 p



Authorisation and declaration

incurred wholly, exclusively and necessarily

Signature



MP

Date

31/3/08

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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Crutchedford East + Wokingham West

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.

17-4-08

Period of claim

from 1,7,07 to 31,7,07

Allowance year

07,08

Description of service or goods

Amount

Website support / maintenance £ 34 : 27 p

Stamps 500 x .24 £ 120 : 00 p

White envelopes + paper £ 21 : 50 p

£ : p

£ : p

£ : p

£ : p

Total

£ 175 : 77 p

Authorisation and declaration

I declare that the costs claimed above were incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31/3/08

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Your details

Name in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gateshead East + Wash Wood

Office use only

Cost

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 1, 6, 07 to 30, 6, 07

Allowance year

07, 08

Description of service or goods

Amount

Website support/maintenance £ 34.27 p

Stamps 1000 x .24 £ 240.00 p

White envelopes & paper £ 43.00 p

£ : p

£ : p

£ : p

£ : p

Total

£ 317.27 p

Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

31/3/08

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Your details

Name
in CAPITAL LETTERS

Sharon Hodgson

Constituency

Gatehead East + Washington West

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 1/5/07 to 31/5/07

Allowance year

07/08

Description of service or goods

Amount

Website support/maintenance £ 34 : 27 p

Stamps 1000 x .24 £ 240 : 00 p

White envelopes & paper £ 43 : 00 p

£ : p

£ : p

£ : p

£ : p

Total

£ 317 : 27 p

Authorisation and declaration

Signature

[Redacted Signature]

which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

MP

Date

31/3/08

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Comments			



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.

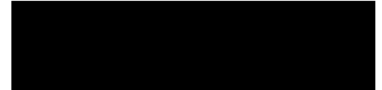
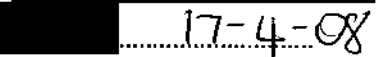
About filling in this form For details of costs you can claim for please refer to booklet on Communications Allowance.
 If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS Sharon Hodgson
Constituency Gateshead East + Wash West

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.  17-4-08

Period of claim from 1/4/07 to 30/4/07 **Allowance year** 07/08

Description of service or goods	Amount
Website support/maintenance	£ 34 : 27 p
Stamps 1000 x .24p	£ 240 : 00 p
White envelope paper	£ 43 : 00 p
Xerox color print cartridge	£ 102 : 22 p
Xerox black printer cartridges	£ 54 : 05 p
	£ : p
	£ : p

Total £ 473 : 54 p

Authorisation and declaration

I have incurred wholly, exclusively and necessarily
Signature  **MP** **Date** 31/3/08

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

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**Comments**