



Communications Allowance

Comms1

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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

STUART BELL

Constituency

MIDDLESBROUGH

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 01 / 03 / 08 to 31 / 03 / 08

Allowance year

07 / 08

Description of service or goods

Amount

Royal Mail delivery of MP newsletter

£ 461 : 19 p

£ 768 : 37 p

£ 367 : 56 p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Exp. Type (cat5)

Total

£1597 : 12 p

Authorisation and declaration

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the per... es.

Signature

[Redacted Signature]

MP

Date

4 April 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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£ 1597.12

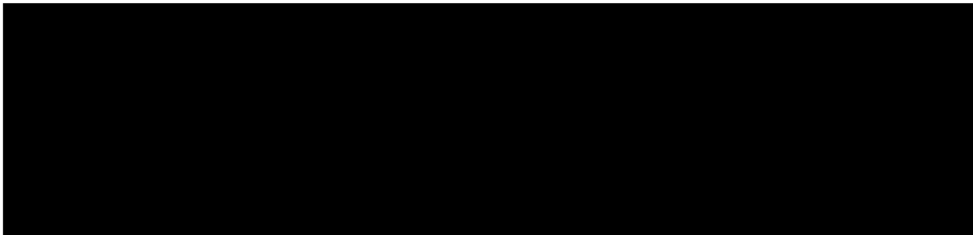
£

**Comments**





Royal Mail



Invoice number



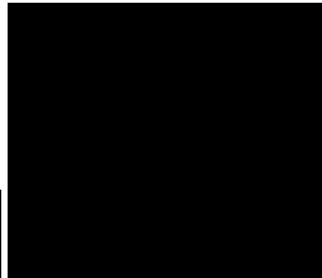
Invoice date

10 Mar 2008

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# Invoice



To  
STUART BELL MP



Account held at  
STUART BELL MP



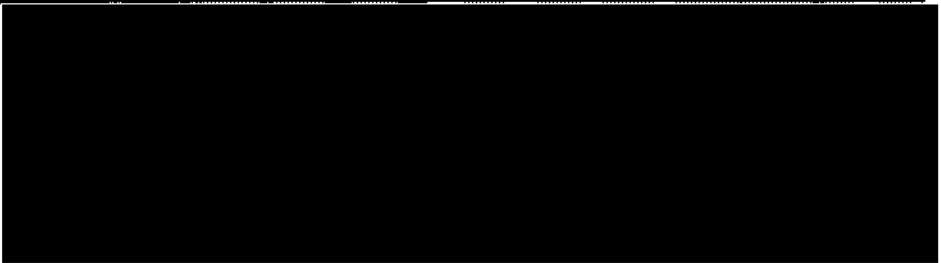
Docket no.	Posting date Postcode	Sender's ref. Contract no.	Format	Service Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
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[Redacted]	07 Mar 2008	[Redacted]		DOOR TO DOOR 21,344 21344 ITEMS AT 3.600 PENCE			768.37	E
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Total Net 768.37

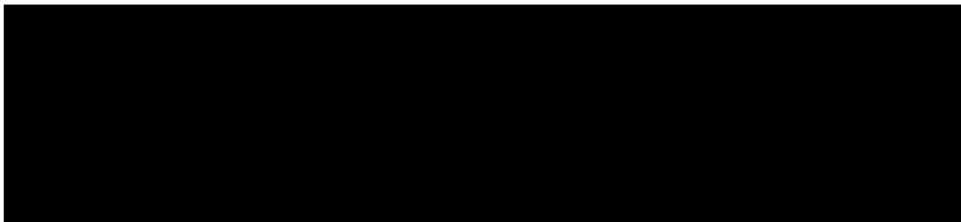
Total VAT E = exempt 0.00

Total 768.37





Royal Mail



Invoice number

Invoice date

**24 Mar 2008**

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# Invoice

To  
STUART BELL MP

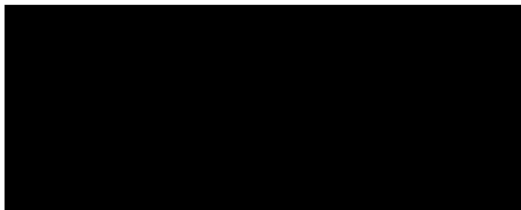
Account held at  
STUART BELL MP

Docket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	21 Mar 2008			DOOR TO DOOR 10,210 10210 ITEMS AT 3.600 PENCE			367.55	E

Total Net **367.56**

Total VAT E = exempt **0.00**

**Total 367.56**





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Your details

Name  
in CAPITAL LETTERS

STUART BELL

Constituency

MIDDLESBROUGH

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 01 / 03 / 08 to 31 / 03 / 08

Allowance year

07 / 08 ✓

Description of service or goods

CVN Print - MP's newsletter

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ 2485 : 50 p ✓

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

Total

£ 2485 : 50 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

24 April 08

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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

# INVOICE

# CVNprint

litho & digital printing

Stuart Bell

DATE	31/3/2008	ACCOUNT No.	[REDACTED]	YOUR ORDER No.	[REDACTED]	INVOICE No.	[REDACTED]
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JOB No.	DESCRIPTION	VAT RATE	GOODS	VAT	TOTAL
[REDACTED]	45000 4-page A4 Newsletters. Full colour throughout, 130gm gloss art paper	0.00	£2180.00	£0.00	£2180.00
	Delivery in 2 timed drops [REDACTED]	17.50	£260.00	£45.50	£305.50
	[REDACTED]				
	[REDACTED]				
		<b>TOTALS</b>	£2440.00	£45.50	£2485.50

INVOICE TOTAL

£2485.50