



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

ANDREW GWYNNE

Constituency

DENTON & REDDISH

Office use only

Costs

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 1 / 3 / 08

to 31 / 3 / 08

Allowance year

07 / 08

Suppliers

Amount

PUBLIC IMPACT

£ 4,987.51 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Authorisation and declaration

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

Signature

MP

Date

31/3/08

Invoice

Page 1

Andrew Gwyn MP

Invoice No. [REDACTED]

Invoice/Tax Date

28/03/2008

Cust. Order No.

Account Ref. [REDACTED]

Quantity Details

Unit Price Net VAT Rate VAT

1.00 How to Contact your MP - A4 Posters - 1000 off

265.00 265.00 17.50 46.38

1.00 and A3 500 off

395.00 395.00 17.50 69.13

1.00 How to contact your MP - DL 20k off

750.00 750.00 0.00 0.00

1.00 wallet cards 10k off

440.00 440.00 17.50 77.00

1.00 Parliamentary Report Leaflets - A4 45K off

2,945.00 2,945.00 0.00 0.00

Total Net Amount

4,795.00

Total VAT Amount

192.51

Invoice Total

4,987.51

Invoice Terms: 30 Days



Member's reimbursement

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

ANDREW GWYNNE

Constituency

DENTON & REDDISH

376008

Office use only

Costs

M

Supp/Res ID 7

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 19 / 3 / 08 to 19 / 3 / 08

Allowance year

07 / 08

XL

Description of service or goods

Amount

STAMPS

£ 496 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 496 : 00 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

[Redacted Signature]

MP

Date

19/3/08

MHT



Your order

Please print this page and retain for your records.

Print ↻

Your order number is: [REDACTED]

Contact details

Andrew Gwynne
[REDACTED]

Deliver to

Andrew Gwynne, Room [REDACTED]
[REDACTED]

Pay using

[REDACTED]
MR ANDREW GWYNNE
[REDACTED]

Items to be delivered

Delivered in 1-2 Days	Quantity	Price per item	Subtotal
100 x 2nd Class Stamp Sheet	14	£24.00	£336.00
50 x Large letter 2nd class stamp sheet	8	£20.00	£160.00
Delivery charge:			Free
Order Total:			£496.00

Print ↻



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Your details

Name ANDREW GWYNNE
in CAPITAL LETTERS
Constituency DENTON & REDDISH

Office use only Cost: M [REDACTED]

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 1, 2, 08 to 27, 2, 08 Allowance year 07, 08

Suppliers ^{X1}	Amount	Office use only Allow. / Supp ID / Exp.Type (Cat 5)
<u>GREATLEDGE</u>	<u>£ 160 : 00 p</u>	[REDACTED]
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	
_____	£ _____ : _____ p	

Authorisation and declaration

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

Signature [REDACTED] MP Date 27/2/08

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

Delivery Note / Invoice

Customer name

ANDREW GUYNIFE M

Address

Tel No.

Contact name

Date of delivery / collection

1/2/08

Please accept our delivery note and invoice as follows

Quantity	Description	Price £
3000	me leaflets - 4 col.	160-

Sub Total

160-

Vat @ %

-

Total Inc. Vat

160.00



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320352

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Your details

Name
in CAPITAL LETTERS

ANDREW GWYNNE ✓

Constituency

DENTON & REDDISH

Office use only

Costs

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 24 / 7 / 07 to 30 / 8 / 07

Allowance year

07 / 08

① Unseen by QA 03/09/07

Suppliers	Amount
RCD - delivery of my Parliamentary News. (not yet had bill for printing!)	£2,467.50 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	189000

Office use only

Allow. / Supp ID / Exp.Type ✓

514670 / 87	/ 514
514670 / 87	/ 514
514670 / 87	/ 514
514670 / 87	/ 514
514670 / 87	/ 514
514670 / 87	/ 514
514670 / 87	/ 514

Authorisation and declaration

Signature

[Redacted Signature]

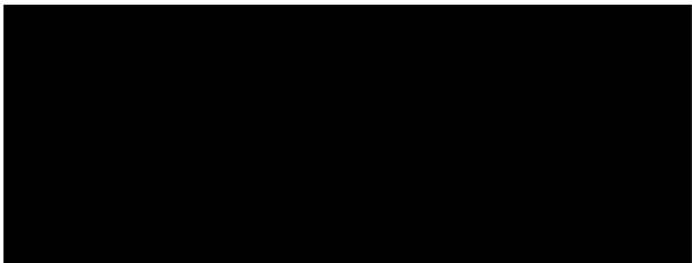
costs incurred wholly,
Parliamentary duties.

AP

Date

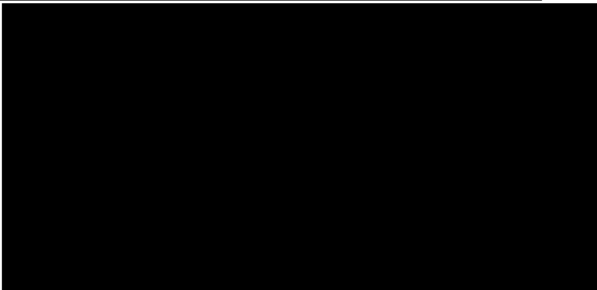
28 / 8 / 07

R/C/D/ ✓



Customer Details

ANDREW GWYNNE M.P.



Date 24/07/07 ✓

Invoice No.

LEAFLET DISTRIBUTION	AREA QTY
PRO FORMA INVOICE	X 1000
ASHTON-UNDER-LYNE - as per maps supplied	42.000
<div style="border: 1px solid black; padding: 2px;">Delivery Dates: W/C 3rd SEPTEMBER 2007</div>	

Payment due prior to commencement of distribution
We reserve the right to charge interest at Bank of England
Base Rate plus 8% under "The Late Payment of
Commercial Debts (Interest) Act 1998"

Leaflet Total	42.000
Cost per Thousand	£50.00
Sub Total	£2,100.00
V.A.T. @ 17.5%	£367.50
You Pay this Amount	£2,467.50 ✓

VAT Registration Number 782 0020 64

Specialist Circular Distribution
Over 10 years experience in leaflet distribution



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Comms2

page 1 of 2

28 SEP 2007

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Your details

Name
in CAPITAL LETTERS

ANDREW GWYNNE

Constituency

DENTON & REDDISH

Office use only Costc M

Claim details

You can only request
Please ensure

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- you attach all supplier invoices.

Period of claim

from 1 / 9 / 07 to 22 / 9 / 07 Allowance year ____ / ____

[Redacted]

Suppliers	Amount	Office use only Allow. / Supp ID / Exp.Type (Cat 5)
GREATLEDGE PRINTERS	£ 1780.00 p	[Redacted]
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514
_____	£ _____ p	514670 / 87 / 514

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 22/9/07

Data protection

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Send your completed form to

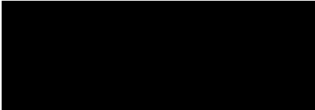
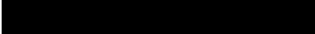
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments	



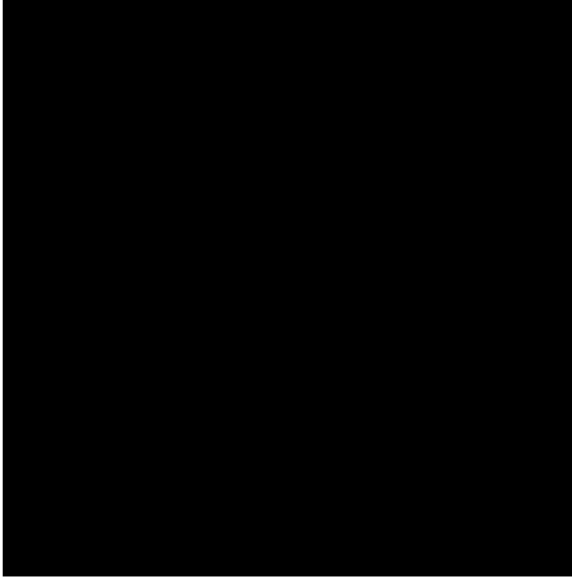
Invoice



Customer name Andrew Gwynne MP
Tel No. 
Contact name 
Date of delivery / collection 5/9/07

Address _____

Please accept our delivery note and invoice as follows

Quantity	Description	Price £
42000	A3 leaflet 4 colour 	1780.00

Received by _____
Amount Paid _____
Cheque / Cash _____

Sub Total	1780.00
Vat @ %	-
Total Inc. Vat	1780.00

