



FINANCE &
ADMINISTRATION
HOUSE OF COMMONS

Communications Allowance

Direct payment of suppliers

16 OCT 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

CELIA BARLOW MP

Constituency

HOVE

Office use only Costc

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

___/___

Suppliers

Amount

FAT FLYERS

£ 2,310.00 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, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

10/10/2007

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

Comments

FATFLYERS.COM

Invoice

Invoice

CELIA BARLOW MP (HOVE)

DOCUMENT No.

DATE/TAX POINT

ORDER No.

ACCOUNT No.

02/10/2007

40K A3 170gsm Poster-LABOUR
PARTY NEWSLETTER

2,310.00

0.00

0.00

PAYMENT DUE

Total Net Amount 2,310.00

Carriage Net 0.00

Total VAT Amount 0.00

Invoice Total 2,310.00



Communications Allowance
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21 NOV 2007

Comms2
page 1 of 2

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Your details

Name
in CAPITAL LETTERS

CELIA BARLOW MP

Constituency

HOVE AND PORTSLADE

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 ___ / ___ / ___ to ___ / ___ / ___

Allowance year

07 / 08

Suppliers

Amount

ROYAL MAIL GROUP LTD

£ 110 : 55 p

_____ £ _____ : _____ p

_____ £ _____ : _____ p

_____ £ _____ : _____ p

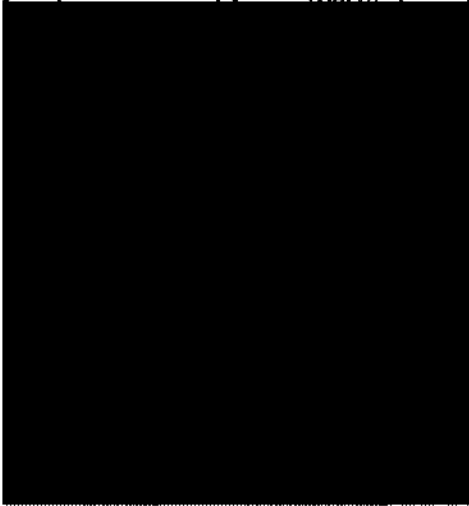
_____ £ _____ : _____ p

_____ £ _____ : _____ 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, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

21/11/07

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Office use only

Initials / Date

Validation completed

Comments



Invoice number
 Invoice date **06 Nov 2007**
 Page **1** of 1

Other enquiries and information
 Please see overleaf

To
CELIA BARLOW MP



Invoice
 for your reducing credit
 balance account

Account held at
CELIA BARLOW MP



Customer account number



Legal entity number

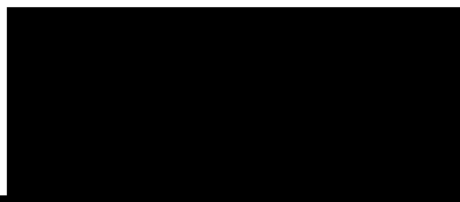


Terms
30 days
 Please pay by
06 Dec 2007

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
------------	--------------	---------------	--------	---------	----------	------------	---------------	-----------	-----

								70.55	E
				RESPONSE SERVICES LICENCE	1				

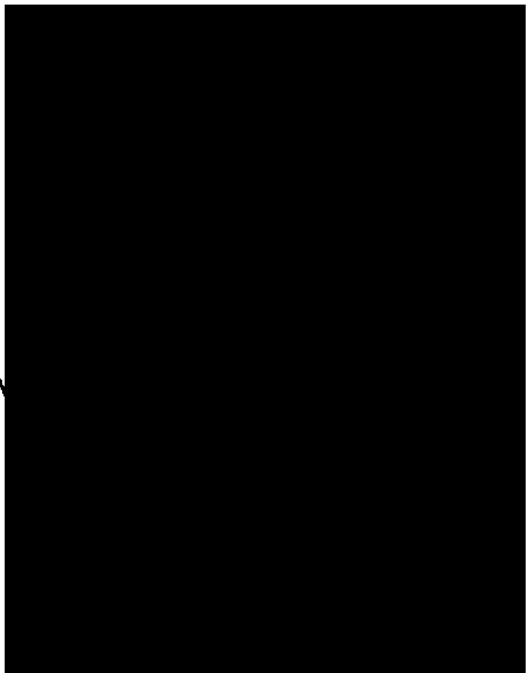
Total Net		70.55
Total VAT	E = exempt	0.00
Total		70.55
including this usage your balance is now		70.55 DR
To maintain your credit balance please pay		110.55



Payment advice

For Royal Mail use only

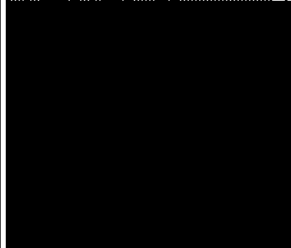
Office code	Bank code	Rec'd by	Input by
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Total amount due
£110.55

Your cheque number

Amount tendered





Communications Allowance
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Your details

Name
in CAPITAL LETTERS

CELIA BARLOW MP ✓

Constituency

HOVE AND PORTLAD

Office use only

Costs

[Redacted]

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

Suppliers	Amount
<u>THE LABOUR PARTY</u>	£ <u>411</u> <u>25</u> p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p

Office use only
Allow. / Supp ID / Exp.Type
(Cat 5)

[Redacted]

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

24/10/07

Computing for Labour

15 October 2007 ✓
Site ID: [REDACTED] ✓

Dear Celia Barlow MP

Labour Web Creator; Your Annual Renewal due by 10 November 2007

We are writing to inform you that your annual renewal for Labour Web Creator is now due.

This year there will be a small annual increase in the cost of Labour Web Creator. This is as a result of the cost at which you are currently charged for Labour Web Creator being a one-off specially reduced introductory rate. The increase to £411.25 a year reflects therefore the current cost of purchasing the system. There will also shortly be some very exciting new features added to Web Creator which you will receive upon renewal at no extra cost.

We can accept payment by Direct Debit, Credit or Debit Card and Cheque, which need to be made payable to *The Labour Party*. To renew please complete the attached form to do so and return it to the address given by the 10th November 2007. Alternatively you can re-enter your details and renew quickly and easily online, please follow this link to do so:

[REDACTED]

[REDACTED]

With best wishes,

Labour Interactive Web Creator Team

[REDACTED]



Communications Allowance
Member's reimbursement form

14 OCT 2007

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

CELIA BARLOW

Constituency

HOVE

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 1.10.07

Allowance year

07/08

Approved 28/09/07

Table with 2 columns: Description of service or goods, Amount. Row 1: Stamp for parliamentary news, £9600.00 p

Office use only

Allow / Exp. Type (cat)

20 NOV 2007

Total

£9600.00

Authorisation and declaration

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my duties as a Member of Parliament.

Signature

MP

Date

10/10/07

Data protection

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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

Initials / Date

Input subtotals per Cat 5

Validation completed

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£

£

Comments

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Communications Allowance
Direct payment of suppliers

VALIDATION
20 AUG 2007
RECEIVED

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

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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

CELIA BARLOW
HOVE

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 20/07/07 to 20/07/07 Allowance year 07/08

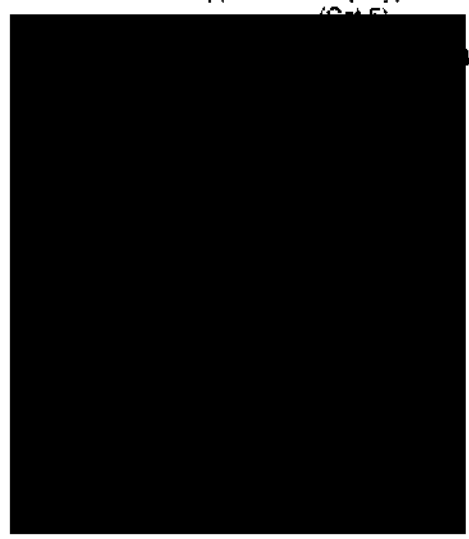


Suppliers

Amount

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

Table with columns for Suppliers and Amount. Entry: DELL, £ 180.95 p



Authorisation and declaration

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

Signature



MP

Date

09-08-07

Data protection

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Send your completed form to

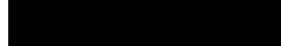
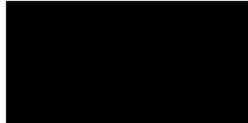
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation completed

Comments



Invoice

Invoice to:

Deliver To:

Celia Barlow MP

Mrs Celia Barlow MP



Invoice No: Customer No: Dell Order No: Page 1 of 2

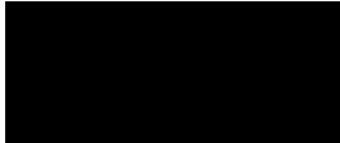
Your Ref/PO No.
Despatch Note No.
Despatch Date
Payment Terms
Invoice Date

Booking Reference:
Account Manager
Account Manager Tel
Account Manager Fax
Account Manager Email

Table with 5 columns: Item No., Description, Quantity, Unit Price, Net. Contains 3 rows of item data.

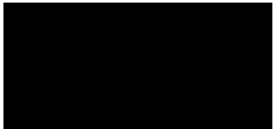
VAT Summary table with columns for VAT Rate, Total Net £, GBP VAT £, Subtotal, Freight, VAT £, Total. Includes a checkmark next to the total value.

Tag Nos.



Dual use goods: Subject to control if exported outside the European Union. These commodities, technology or software were exported in accordance with the US Export Administration Regulations...

Please include invoice number, Customer Number and Order Number on any correspondence with Dell

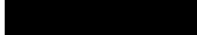




Invoice

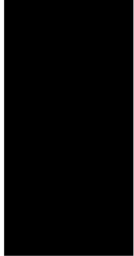
Invoice to:

Deliver To:



Celia Barlow MP

Mrs Celia Barlow MP



Invoice No:	Customer No:	Dell Order No:	Page 2 of 2
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Your Ref/PO No.
 Despatch Note No.
 Despatch Date
 Payment Terms
 Invoice Date



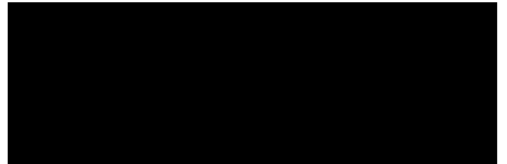
Booking Reference:
 Account Manager
 Account Manager Tel
 Account Manager Fax
 Account Manager Email



Ms Celia Barlow MP



Tel :
Fax :
Email :



28 August 2007

Dear Ms Barlow

Communications Allowance

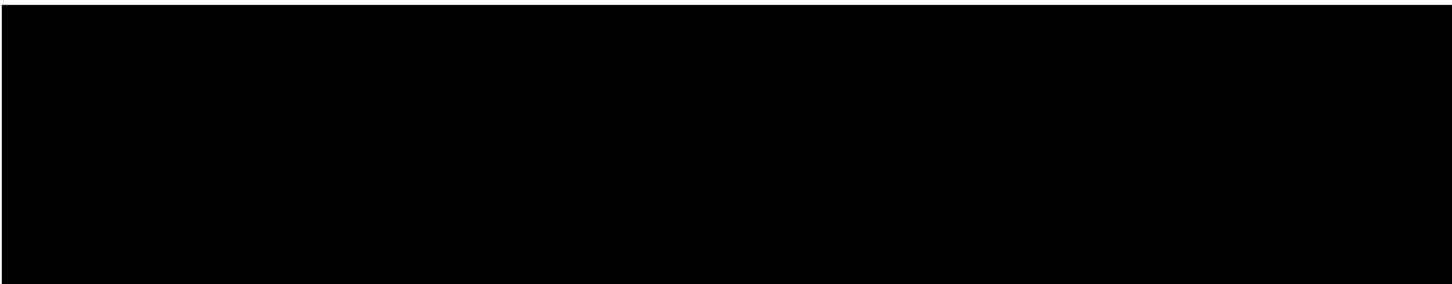
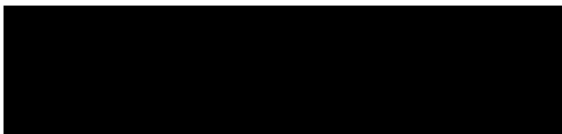
Thank you for your Comms 2 claim form (copy enclosed) on which was included an invoice for Dell.

Payment for office supplies such as toner cartridges is not an allowable cost from the Communications Allowance, unless used solely for the specific purpose of communicating proactively with your constituents. General office supply costs fall to the Incidental Expense Provision. Please refer to 'The Communications Allowance and the use of House Stationery' booklet for further information.

In accordance with the above, I have provisionally allocated the cost of the toner cartridges to the Incidental Expense Provision.

Please do not hesitate to contact me if you wish to discuss this matter.

Yours sincerely





Communications Allowance
Direct payment of suppliers

26 JUL 2007

Comms2

page 1 of 2

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If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

CELIA BARLOW

Constituency

HOVE

Office use only Costc

Claim details

You can only request Please ensure

- payment to suppliers for goods and services directly relating to Communication
you attach all supplier invoices.

Period of claim

from 05 / 04 / 07 to 06 / 05 / 07

Allowance year

Suppliers

Amount

HOSTWAY - REF: BARLOW0974

£ 16.39 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, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

25/07/2007

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

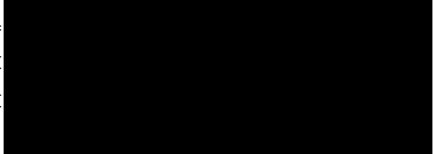
Validation completed

Comments

Ms Celia Barlow MP



Tel :
Fax :
Email :



9 August 2007

Dear Ms Barlow

Communications Allowance

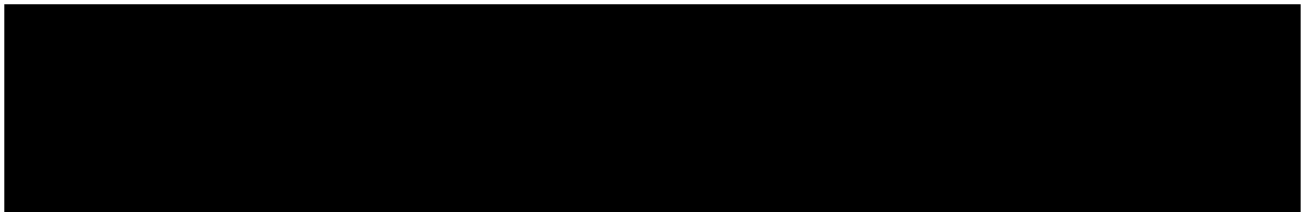
Thank you for your recent Communications Allowance claim form, on which was attached an invoice relating to website maintenance and update.

A booklet, detailing the administrative procedures relating to this allowance, was sent out in April. May I draw your attention to Para 23, Page 29 which states that a hard copy of the website homepage should be enclosed with the claim. This enables DFA staff to ensure that the main content of the site falls within the agreed guidelines as detailed on pages 26 and 27 of the booklet.

Although this was not attached, I have now reviewed your homepage and refer you to Page 29, Para 24 which states that you should "*display prominently on the homepage of your website, a statement that it is funded from Parliamentary allowances*". This has not been included.

Please also note Page 27, Para 7 which states that your website must not "*advance perspectives or arguments with the intention of promoting the interests of any person, political party or organisation you support, or damaging the interests of any other such person, party or organisation.*" I refer you specifically to the 'Your NHS: Better with Labour' link on the top left hand corner of the webpage. This is not acceptable to be included within a publicly funded website.

I would be grateful if these required changes to your website could be made as soon as possible.





Communications Allowance
Direct payment of suppliers

20 JUN 2007

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Your details

Name in CAPITAL LETTERS

CELIA BARLOW

Constituency

HOVE

Office use only Costc

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 16/04/07

to 05/05/07

Allowance year

2007/08

Suppliers

Amount

Hostway Ltd

£ 16.39p

Office use only

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

Table with 2 columns: Suppliers, Amount. Includes rows for Hostway Ltd and several blank rows.

Authorisation and declaration

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

Signature

MP

Date

15/06/2007

Data protection

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Initials / Date

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Comments