



Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

2002 100 4 0

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

CLIVE EFFORD ✓

Constituency

FELTHAM

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 ___/___/___ to ___/___/___

Allowance year

07/08

Description of service or goods

Postage

Amount

£ 713 : 76 p
£ : p
£ : p
£ : p
£ : p
£ : p
£ : p

Office use only

Allow. Exp. Type (calc)

Total

£ 713 : 76 p

Authorisation and declaration

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

Signature

[Signature]

Date

3/10/07

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	<input type="text"/>	514500	£ <input type="text"/>
	<input type="text"/>	514525	£ <input type="text"/>

Comments



1st class Large		
1487 @ 0.48		713.76
TOTAL DUE TO POST OFFICE		713.76
Cheque	FROM CUSTOMER	713.76
BALANCE		0.00

Thank You



Communications Allowance
Member's reimbursement form

13 JAN 2009

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Your details

Name in CAPITAL LETTERS CLIVE REEDS
Constituency _____
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 ___/___/___ to ___/___/___ Allowance year ___/___

Description of service or goods	Amount	Office use only	
		Allow.	Exp. Type (cat5)
<u>Post Office</u>	<u>£ 228:00 P</u>		
_____	£ _____ : _____ P		
_____	£ _____ : _____ P		
_____	£ _____ : _____ P		
_____	£ _____ : _____ P		
_____	£ _____ : _____ P		
_____	£ _____ : _____ P		
Total	£ 228 : 00 P		

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] MP Date 9/1/08

Data protection

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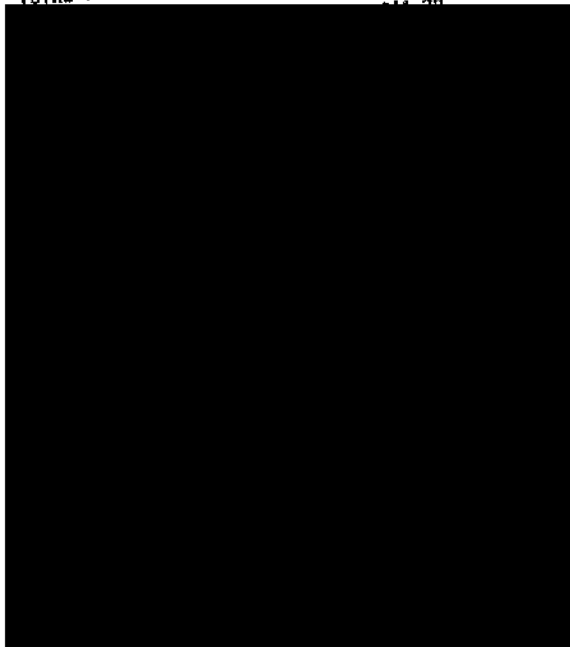
Office use only

	Initials / Date		Input subtotals per Cat 5
Validation completed	<input type="text"/>	514500	£ <input type="text"/>
		514525	£ <input type="text"/>

Comments



Special 2nd		72.00
300	@ 0.24	
S/a 2ndx100		168.00
7	@ 24.00	
Postage stamp		1.29
1	@ 1.29	
TOTAL DUE TO POST OFFICE		241.29





Communications Allowance
Direct payment of suppliers

24 DEC 2007
VALIDATION
24 DEC 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

- 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

CLIVE EFFORD

Constituency

PLTHAM

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.

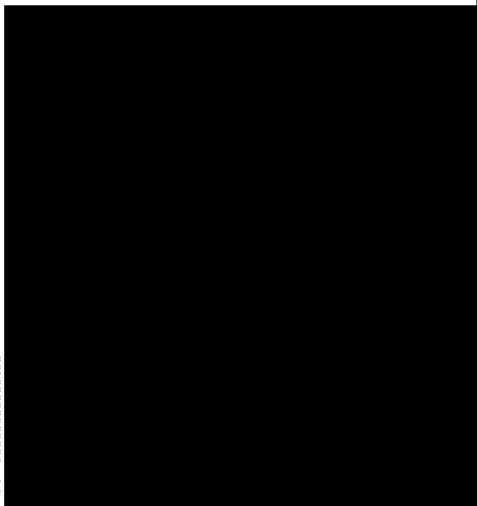
Period of claim

from ___/___/___ to ___/___/___

Allowance year

07 08

Suppliers	Amount
<u>Printed materials</u>	<u>£ 599.25 p</u>
_____	£ _____ : _____ 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, or in part, in the course of my Parliamentary duties.

Signature



MP

Date

22/12/07

Data protection

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Send your completed form to

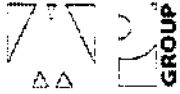
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only**Initials / Date**

Validation completed

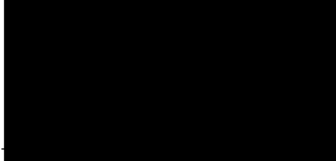
Comments

THE MARSTAN PRESS LIMITED

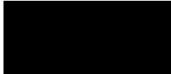


INVOICE

Clive Efford



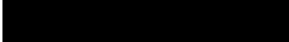
INVOICE NO.



Date:

12-Dec-07

Our Ref No.



Tax Point &
Date of Delivery

12-Dec-07

YOUR
ORDER No.

VAT

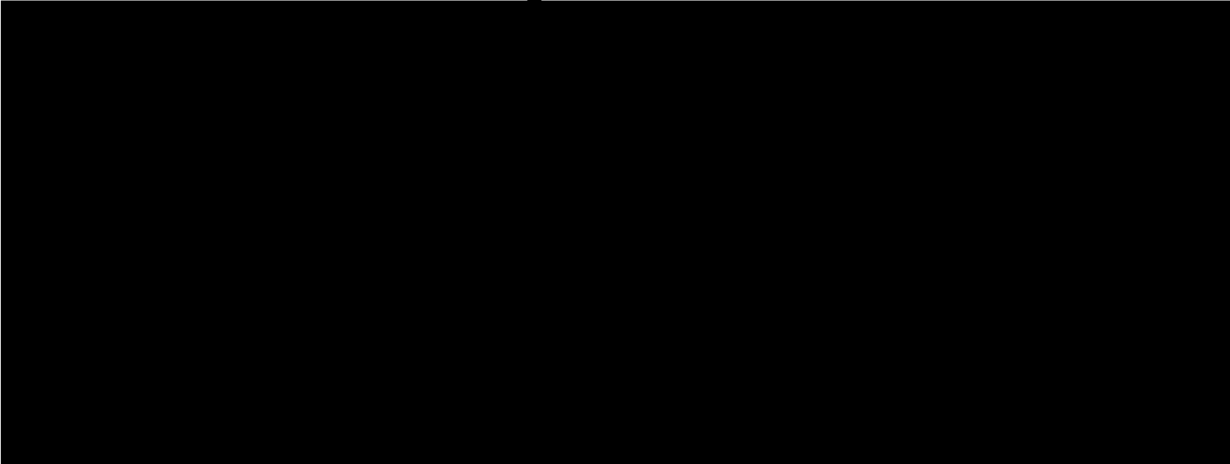
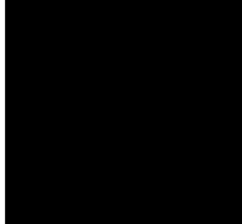
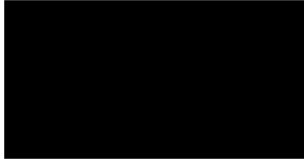
SALES

1000

Surgery Printed Information

£89.25

£510.00



Goods	£510.00
VAT	£89.25
	£599.25



Member's reimbursement form

0002 2711 11

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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

CLIVE EFFORD

Constituency

ELTHAM

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 ___/___/___ to ___/___/___

Allowance year

07/08

service or goods

Amount

Postage

£ 720 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 720 : 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

[Signature]

MP

Date

7/3/08

Data protection

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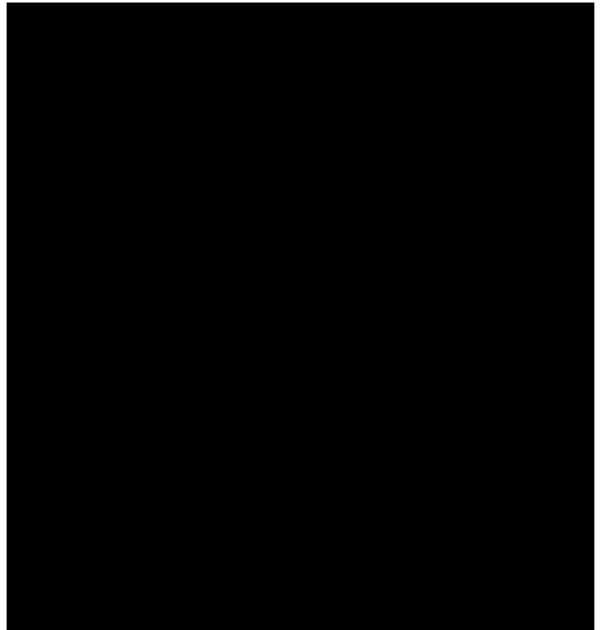
Office use only

	Initials / Date		Input subtotals per Cat 5
Validation completed	<input type="text"/>	514500	£ 720.00
	<input type="text"/>	514525	£

Comments



S/a 2ndx100		
30	8	24.00
		720.00
TOTAL DUE TO POST OFFICE		720.00





Communications Allowance
Direct payment of suppliers

VALIDATION

12 MAR 2008

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

CLIVE BIFFORD

Constituency

BELTHAM

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 / / to / /

Allowance year

07/08

Suppliers

Amount

Viking

£ 426.24 p

Viking

£ 225.20 p

ACE Web space

£ 75.00 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

7/3/08

Data protection

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Department of Finance & Administration, House of Commons, London SW1AA

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

1 [REDACTED]

ACCOUNT No.	DATE	INVOICE No.	YOUR REFERENCE	DATE ENTERED	DATE DESPATCHED
[REDACTED]	4/03/08	[REDACTED]	[REDACTED]	4/03/08	4/03/08

TERMS: NETT 30 DAYS

Clive Efford MP

[REDACTED]

Clive Efford MP

[REDACTED]

All goods remain property of Viking Direct until invoice is settled in full

DESCRIPTION	CATALOGUE NUMBER	QTY	DESPATCHED	VAT %	LIST PRICE	YOUR COST	NETT COST
1M DL RECY S/S WINDW ENV	G22-1T44	20	BX	17.5	40.38	17.990	359.80
NECTAR REGISTRATION FORM	G24-NECTARFORM	1	EA	17.5	.01		.00

[REDACTED]

[REDACTED]

* Take a look at our new designed website to make your online shopping experience *
* even better. [REDACTED] *

*Indicates this item is backordered and will be despatched as soon as stock is available

TOTAL VALUE AT LIST PRICE	YOU SAVED THIS AMOUNT	PAID IN ADVANCE	PLEASE PAY THIS AMOUNT	AMOUNT DUE
807.61	447.81			426.24

359.80 FREE 2.96 63.48

ACCOUNT No.	DATE	INVOICE No.	YOUR REFERENCE	DATE ENTERED	DATE DESPATCHED
[REDACTED]	4/03/08	[REDACTED]	[REDACTED]	4/03/08	0/00/00

TERMS: NETT 30 DAYS

Clive Efford MP



Clive Efford MP



All goods remain property of Viking Direct until invoice is settled in full

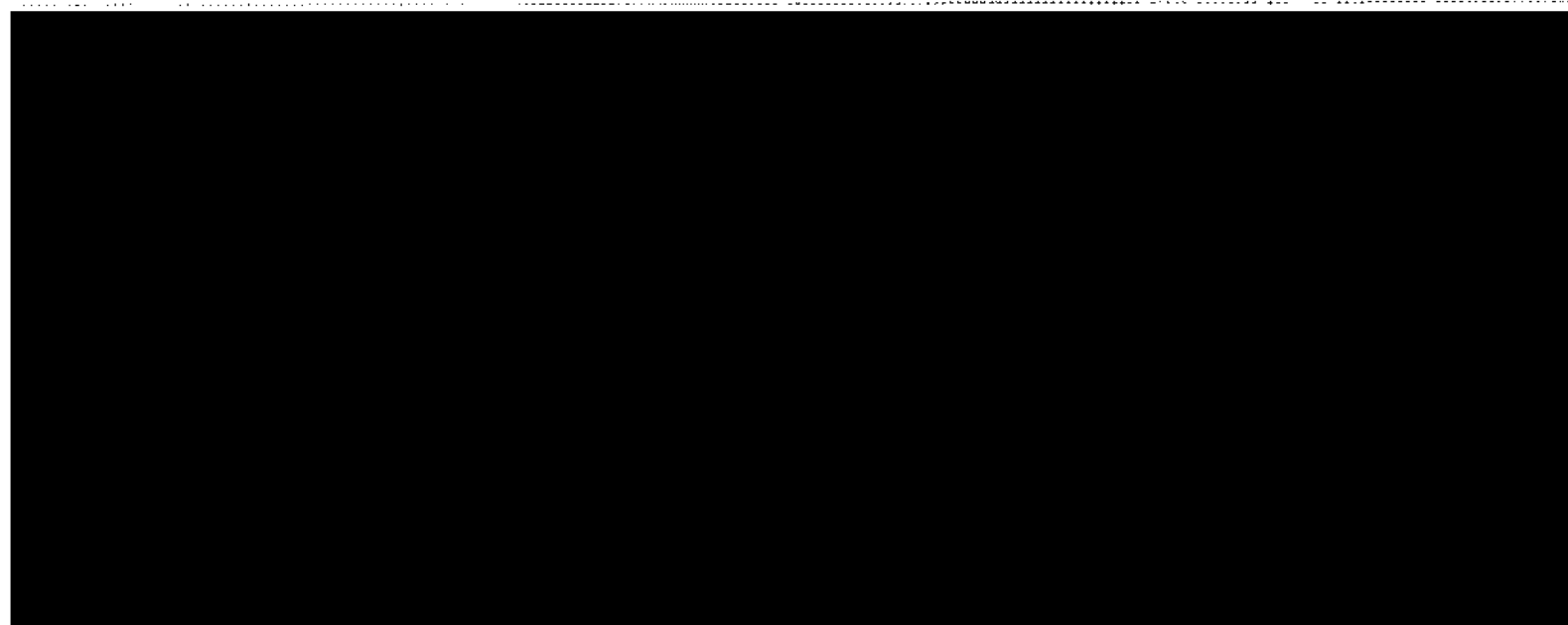
DESCRIPTION	CATALOGUE NUMBER	QTY DESPATCHED	VAT %	LIST PRICE	YOUR COST	NETT COST
EVOLVE BUSINESS A4 100GS	G24-EVB0324	30 RM	17.5	8.19	6.290	188.70

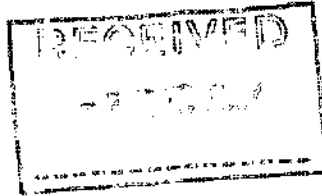
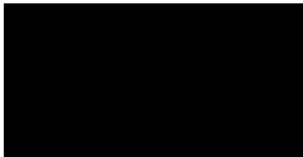


 * Take a look at our new designed website to make your online shopping experience *
 * even better. [REDACTED] *

*Indicates this item is backordered and will be back is available

TOTAL VALUE AT LIST PRICE	YOU SAVED THIS AMOUNT	PAID IN ADVANCE	PLEASE PAY THIS AMOUNT	AMOUNT DUE
245.70	57.00	188.70	FREE	225.20





Invoice

Date	Invoice No.
03/12/2007	

Invoice To
Clive Efford MP



P.O. Number	Rep

Description	Amount	Qty	Price
1st November 2007 to 30th October 2008 	75.00		75.00
Total			£75.00



FINANCE & ADMINISTRATION HOUSE OF COMMONS

Communications Allowance

23 APR 2008

Comms2

page 1 of 2

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

CLIVE BIFFORD

Constituency

ELTHAM

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 1/1/08

to 31/3/08

Allowance year

07/08

Suppliers

Amount

SENine (12 surgery advert)

£ 1,982.76 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

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

Data protection

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Office use only

Initials / Date

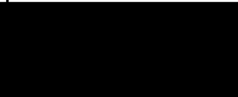
Validation
completed**Comments**

15 APR 2008

Invoice

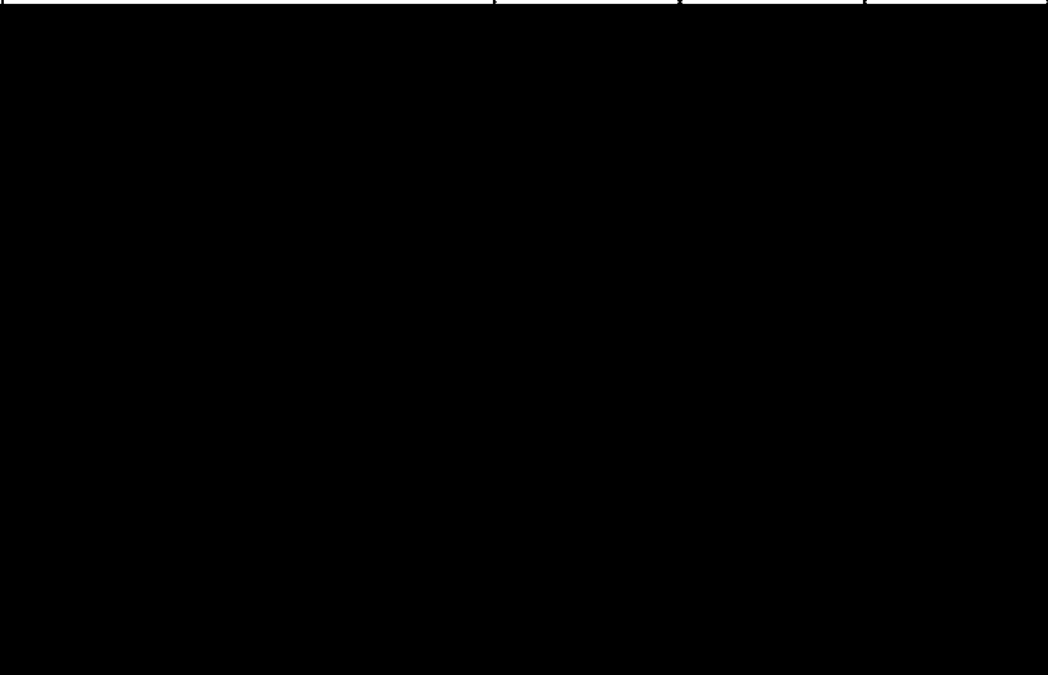
SEnine



Invoice To:
Clive Efford


Issue Month

Terms	Normal	Payment Due Date	04/04/2008
-------	--------	------------------	------------

Quantity	Item	Description	Price	Amount	VAT %
12	Quarter Page	Quarter page advert 12 months booking discount and ACE discount	148.00	1,776.00	17.50%
	D05%	Discount paid in advance	-5.00%	-88.80	17.50%
					
VAT%	VAT AMOUNT	VAT%	VAT AMOUNT	SUBTOTAL	£1,687.20
@ 17.5%	295.26			VAT TOTAL	£295.26
TOTAL					£1,982.46





Communications Allowance
Direct payment of suppliers

VALIDATION

22 MAY 2008

RECEIVED

Comms2

page 1 of 2

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About filling in this form

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Your details

Name in CAPITAL LETTERS

CLIVE EFFORD

Constituency

BELTHAM

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

08/08

x2

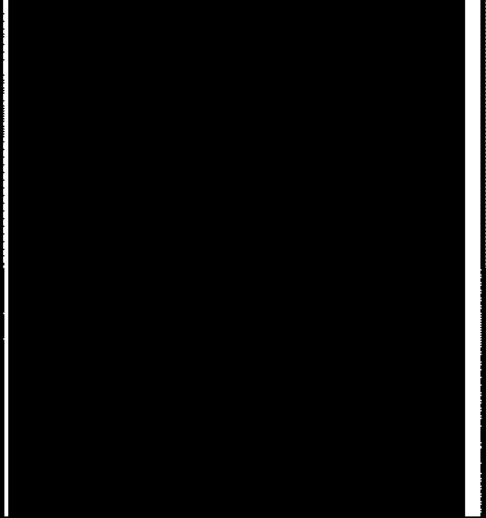
Suppliers

Amount

Suppliers	Amount
Letterheaded paper	£2062.13 p
Information cards	£1762.50 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

21/5/08

Data protection

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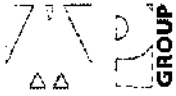
Office use only

Initials / Date

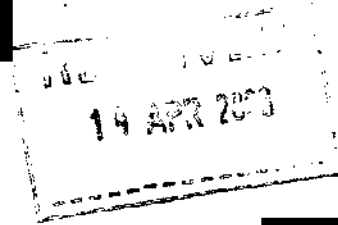
Validation completed

Comments

THE MARSTAN PRESS LIMITED



INVOICE



Clive Efford MP

INVOICE NO.

Date:

31-Mar-2008

Our Ref No.

Tax Point &
Date of Delivery

31-Mar-2008

YOUR Bill Haddock
ORDER No.

100000 Letterheads

VAT

SALES

£307.13

£1,755.00

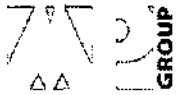


Goods £1,755.00

VAT £307.13

£2,062.13

THE MARSTAN PRESS LIMITED



INVOICE

14 APR 2008

Clive Efford MP

INVOICE NO. [REDACTED]

Date:

31-Mar-2008

Our Ref No. [REDACTED]

Tax Point &
Date of Delivery

31-Mar-2008

YOUR
ORDER No.

VAT

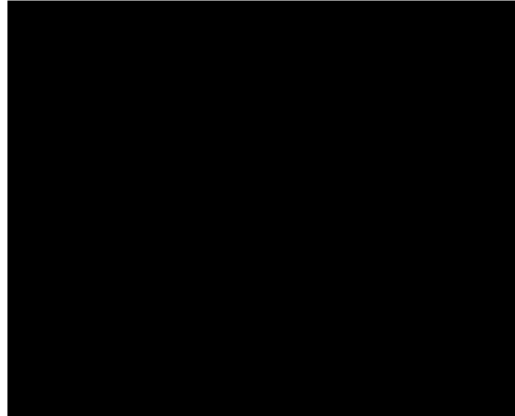
SALES

30000 "Telephone Numbers" Cards & Magnets

£262.50

£1,500.00

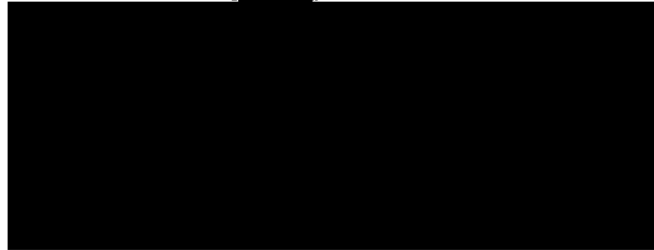
25,000 Cards
5,000 Magnets



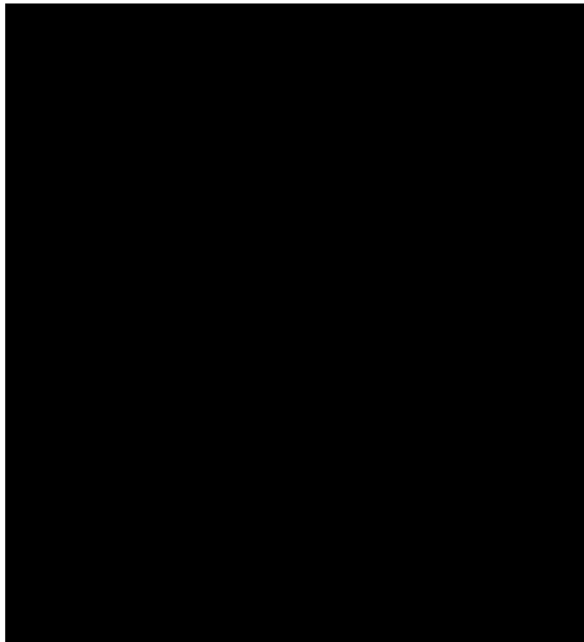
Goods £1,500.00
VAT £262.50

DELIVERY NOTE No. [REDACTED]

£1,762.50



S/a 2ndx100	-	
5	24.00	120.00
TOTAL DUE TO POST OFFICE		120.00





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

CLIVE PERFORD

Constituency

BELTHAM

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.

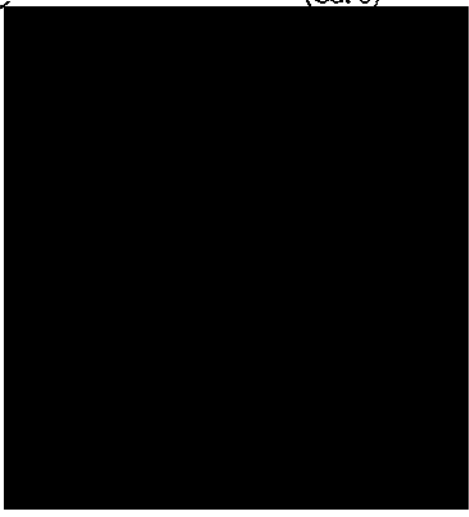
Period of claim

from 1 / 3 / 08 to 30 / 3 / 08 Allowance year 07/08 ✓

Suppliers

Amount

Suppliers	Amount
<u>Image Directors</u>	<u>£1927.00</u> 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

30/5/08

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.

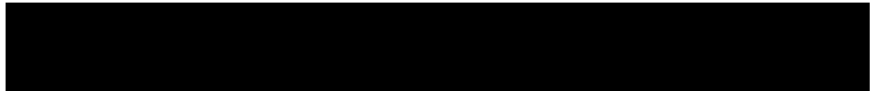
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Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled 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	<input type="text"/>
Comments 	



Clive Efford
Clive Efford MP



Invoice No [Redacted]
Date 30/3/08

Description	Amount
For design and application of new signage	£ 1,640.00
[Redacted]	[Redacted]
[Redacted]	[Redacted]
Net cost	£ 1,640.00
VAT	£ 287.00
TOTAL	£ 1,927.00

Payment Due 30 days from date of invoice
Cheques should be made payable to: Image Directors

£ 1,927.00

