



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

DON FOSTER

Constituency

BATH

Office use only	Costs	[REDACTED]
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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, 03, 08 to 31, 03, 08

Allowance year

2007, 2008
08 - 09

Suppliers

Amount

Office use only

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

£ 1000 : 00 p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ 1000 : 00 p

Authorisation

- [REDACTED] are in responsible for the performance of my Parliamentary duties.

Signature

[REDACTED]

MP

Date

16/05/08

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

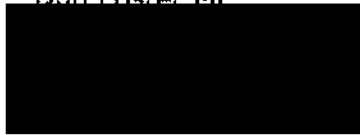
Office use only**Initials / Date**

Validation completed

Comments

Don Foster MP Website Invoice
13/05/08

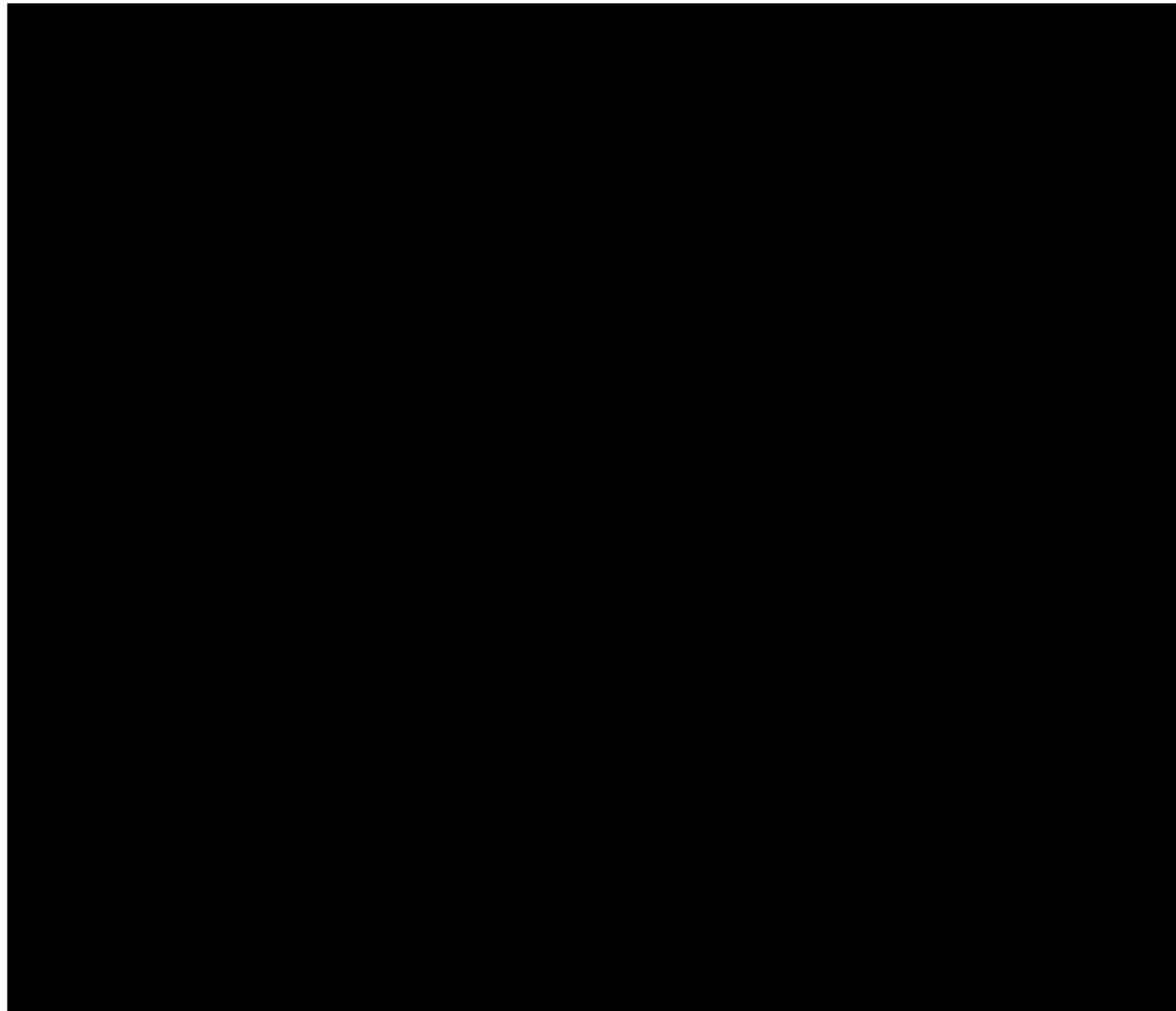
Don Foster MP



Quote Breakdown

Design (page design and photography):	£400.00
Construction (pages and system):	£400.00
Server setup and system testing:	£100.00
1 x Day on-site training, in Bath:	£100.00
Total:	£1000.00

Not VAT registered.





Communications Allowance
Direct payment of suppliers

Comms2

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When to use this form

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Your details

Name
in CAPITAL LETTERS

DON FORNER

Constituency

BATH

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 1/4/07 to 31/3/08

Allowance year 2007/2008 ✓

Suppliers

Amount

Office use only

£ 1241.40 ✓

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ _____ : _____ p

£ 1.241.40 ✓

Authorisation and declaration

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

Signature

MP

Date

31/3/08

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 	

BATH LIBERAL DEMOCRATS

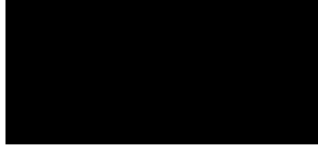
INVOICE



INVOICE
Date: March 28, 2008

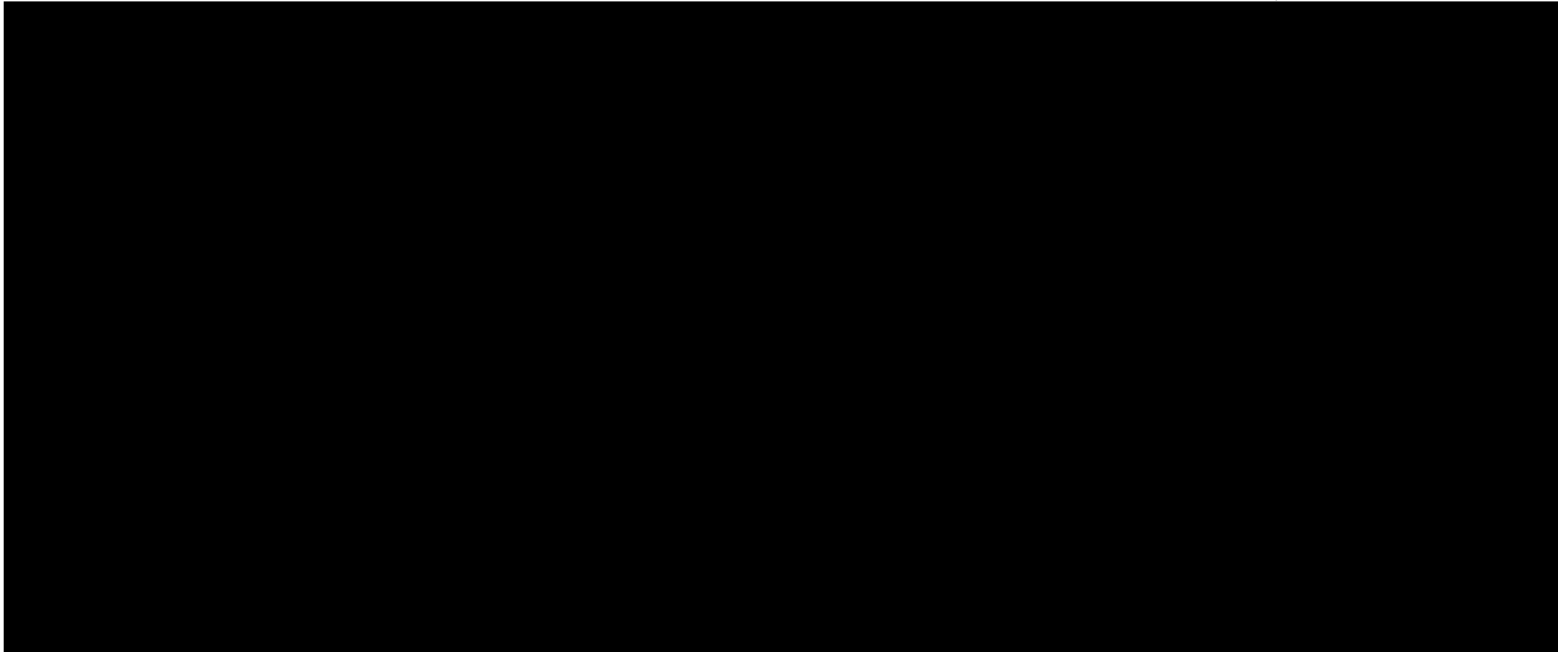


TO Don Foster MP



PRINTER	WORKSHEET #	FOLD/BUNDLE	SHIPPING TERMS	COLLECTION DATE	PAYMENT TERMS	PAYMENT DUE DATE
					30 Days	05/05/08

QTY	ITEM #	DESCRIPTION	UNIT PRICE (£)	DISCOUNT	LINE TOTAL (£)	
500		Letters to new voters - Print, fold, insert	0.05		25.00	
500		Stamps for letters to new voters	0.24		120.00	
200		ward surgery flyers	0.03		6.00	
400		ward surgery flyers	0.03		12.00	
400		ward surgery flyers	0.03		12.00	
500		ward surgery flyers	0.03		15.00	
400		ward surgery flyers	0.03		12.00	
		Artwork for annual report	Fixed Fee		400.00	
810		Stamps for survey reply letters	0.24		194.40	
		Technical support for E-News	Fixed Fee		320.00	
5		Surgery adverts in ward newsletters	25.00		125.00	
			TOTAL DISCOUNT			
					SUBTOTAL (£)	1241.40
					TOTAL (£)	1241.40





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Comms2

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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

DON FORSTER

Constituency

BATH

Office use only

Costs

M

Claim details

You can only request Please ensure

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

Period of claim

from 1/9/07 to 30/9/07

Allowance year

2007/2008

Suppliers

Amount

[Redacted]

£ 998.75 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / /

Supp ID

Exp. Type /

Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

5/10/07

Data protection

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Send your completed form to

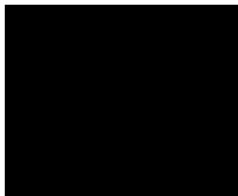
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

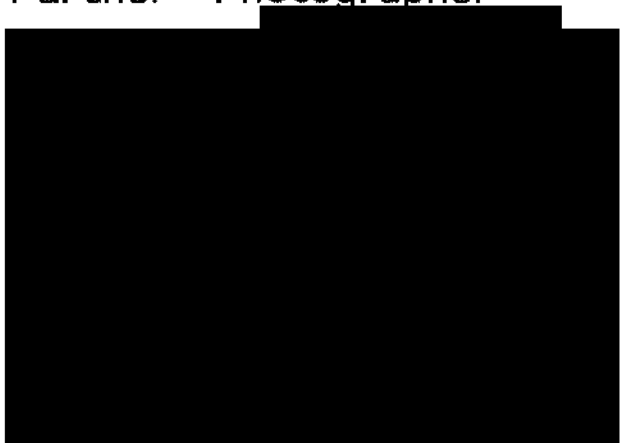
Initials / Date

Validation completed

Comments

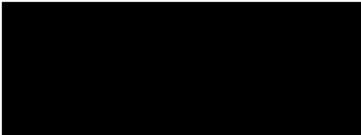


David Partner - Photographer



23rd September 2007 ✓

Don Foster MP ✓



To take photographs of Don around [redacted] 1 Day fee

1 Day @ £800 as agreed	£	800.00
Transport & Parking, File Handling		50.00
Total	£	850.00
VAT	£	148.75
Total	£	998.75 ✓

Vat No: [redacted]

Our preferred payment method is BACS. Please note our details:

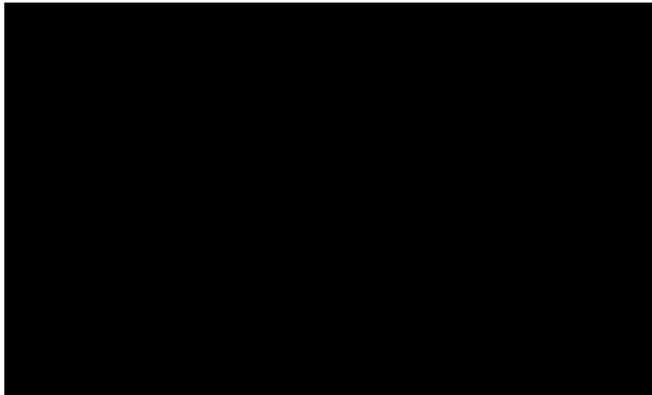
Sort Code: [redacted]

Ac No: [redacted]

Account Name: [redacted]

Bank: [redacted]

Please send remittance advice. Thank you





Communications Allowance
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23 OCT 2007

Comms2
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Your details

Name in CAPITAL LETTERS

DON FORDER

Constituency

BATH

Office use only Cost [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 1/09/07 to 30/09/07 Allowance year 2007/2008

Table with columns: Suppliers, Amount. Row 1: STUDIO HOPE, £ 5956: 06p

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

Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

20/10/07

Data protection

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Send your completed form to Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation
completed

Comments

invoice

studio**hope.**

to:
Bath Liberal Democrats

for:

date: 27/09/2007

from:

email:

job no:

job: Bath Liberal Democrats Annual Report, Lib Dem Annual Report
Fulfilment

	cost
102:1 Project management Liaising with client and printer	60.00
102:1 Couriers	13.00
102:1 Letterhead + Broadsheet 37.5k	2703.00
102:2 Fulfilment	2293.00
sub total:	5069.00
vat:	887.06
total:	5956.06



Communications Allowance

07 2007

Comms2

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Your details

Name in CAPITAL LETTERS

DON FOSTER

Constituency

BATH

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 1/03/08 to 31/03/08

Allowance year

2007, 2008

Suppliers

Amount

Office use only

Allow. / Supp ID / Exp Type

£ 1080.95 p ✓

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ 1080.95 ✓

Authorisation and declaration

... are in respect of costs incurred wholly, performance of my Parliamentary duties.

Signature

MP

Date

31/3/08

Don Foster's Website Invoice

Don Foster MP

Invoice Breakdown

Design (page design and photography):	£400.00
Construction (pages and system):	£400.00
Server setup and system testing:	£100.00
1 x Day on-site training, In Bath:	£100.00
Website hosting (at Fasthosts for 1 year):	£51.57
Website Database (at Fasthosts for 1 year):	£29.38
Total:	£1080.95

Not VAT registered.

Payment Details

Name:
Bank:
Account number:
Sort code: