



Communications Allowance

Direct payment of suppliers

28 MAR 2008

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

DR D. NAYSMITH

Constituency

Bristol North-west

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 01 / 03 / 2008 to 28 / 03 / 2008 Allowance year /

Suppliers

Amount

Table with 2 columns: Suppliers, Amount. Rows include Barrowmead Project Ltd (£ 65:00 p), Lockleaze Neighbourhood Trust (£ 44:00 p), Patchway People (£ 30:00 p), Upper Horfield Community Trust (£ 20:00 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

[Redacted signature area]

Date 28/03/2008

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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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 	

10 MAR 2008

Dr Doug Naysmith

28/02/2008

Quantity Details

1.00 Advert in February local



Unit Price	Net Amount	VAT Rate	VAT
65.00	65.00	0.00	0.00

Total Net Amount	65.00
Carriage Net	0.00
Total VAT Amount	0.00
Invoice Total	65.00



Lockleaze Neighbourhood Trust

Date: 19th March 2008 ✓

To: [Redacted]

Office of Doug Navsmith MP ✓
[Redacted]

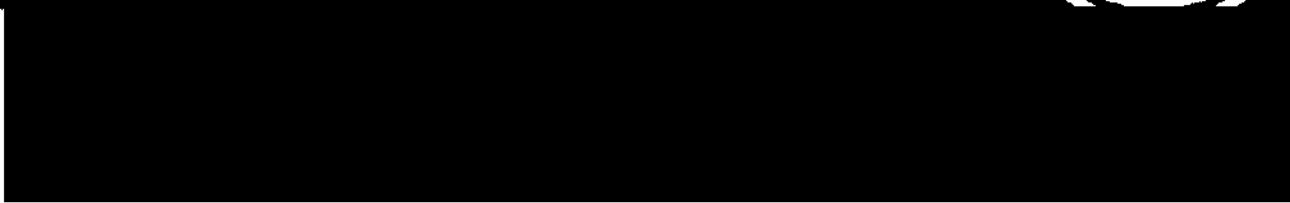
Number [Redacted]

Re:	Description	Cost
Unlocked Newsletter Spring Edition 2008	Quarter Page advertisement To run in three issues: Winter 2007 and Spring and Summer 2008 Total discounted cost £132	
	Amount due now for Spring issue	£44.00
	Total costs	£44.00 ✓

Please send your payment within 28 days of the above date. ✓

Please make cheques payable to [Redacted]

Patchway People



INVOICE

March 2008 ✓

DR D NAYSMITH M.P. ✓
[Redacted]

Invoice number [Redacted] ✓

DATE	DESCRIPTION	AMOUNT
March 2008	ADVERTISEMENT IN PATCHWAY PEOPLE QUARTERLY MAGAZINE ✓ [Redacted]	£30.00
TOTAL DUE		£30.00 ✓

Invoice

Upper Horfield Community Trust

10 MAR 2008

Invoice To
Clir Doug Naysmith MP ✓

Invoice No:

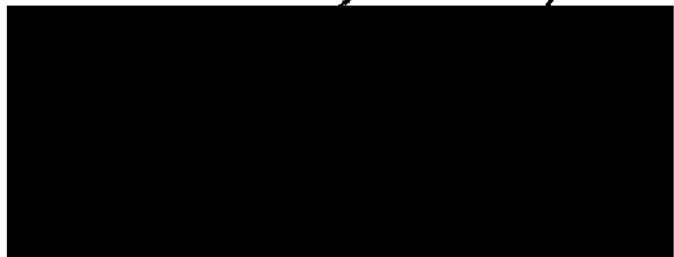
Tax Date:

06/03/2008

DESCRIPTION	AMOUNT
For newsletter article ✓	20.00

Balance Due ✓

£20.00





Communications Allowance
Direct payment of suppliers

Comms2

page 1 of 2

0002 834 8 0

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Your details

Name
in CAPITAL LETTERS

Dr D. WATSMITH

Constituency

Bristol North-West

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 28/01/2008 to 05/02/2008 Allowance year 2007/2008

Suppliers

Amount

Shire

£ 173.25 p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

Office use only

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



Authorisation and declaration

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Signature



MP

Date

05/02/2008

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

Office use only

Initials / Date

Validation
completed**Comments**

Invoice

DATE

INVOICE NO.

31/01/2008

INVOICE TO

Dr Doug Naysmith MP

TERMS

DUE DATE

Issue Date

10% monthend di

31/01/2008

31/01/2008

ITEM	DESCRIPTION	COL-CM	RATE	AMOUNT
Adv	Advanced Payment for advert	108	1.83333	198.00
Disc Off	If payment received by month end		-10.00%	-19.80
Disc Amt	Discount Amount		10.00%	19.80
	12 months @ 9 col-cm per month			
	Thank you for agreeing to pay in advance			

Total

£198.00



Communications Allowance
Direct payment of suppliers

30 JAN 2008

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Your details

Name in CAPITAL LETTERS

D. D. NAYSMITH

Constituency

Bristol North West

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 01 / 01 / 2008 to 28 / 01 / 2008 Allowance year 2007 / 2008

Suppliers

Amount

Church of Christ the King

£ 21 : 10 p

Pathway People

£ 30 : 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

28 / 01 / 2008



BOOKING FORM FOR USE OF CHURCH PREMISES

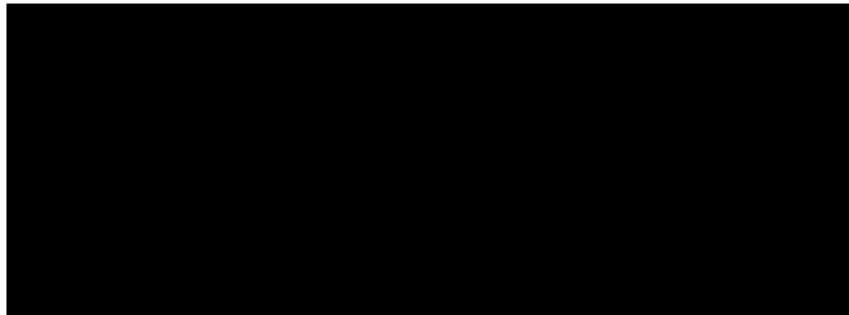
Name of Hirer Organisation DOUG NAYSMITH M.P.

Contact Person

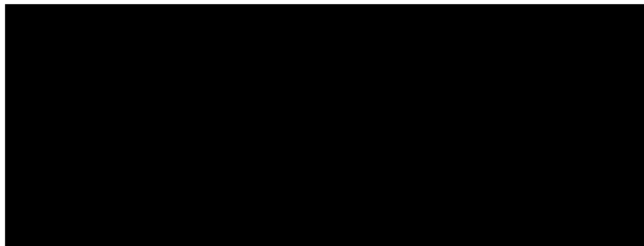
Address

Telephone

Email



Areas of premises required: *delete those not applicable*



Date(s):

Time(s):

Total number of sessions:

Charge per session:

£ 21-10

Total charge:

£ 21-10

Less 10% if weekly over a term. Net charge:



Other relevant information:



This booking is not confirmed unless it has been accepted on behalf of the church.

On behalf of the organisation listed above, I confirm that we wish to make this booking and agree to the Conditions given on the terms sheet.

Signed:



Date:

31/12/07



Patchway People



INVOICE


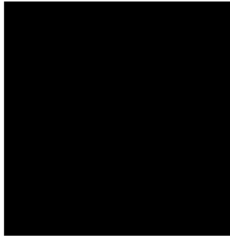
December 2007

Dr D. NAYSMITH M.P



Invoice number



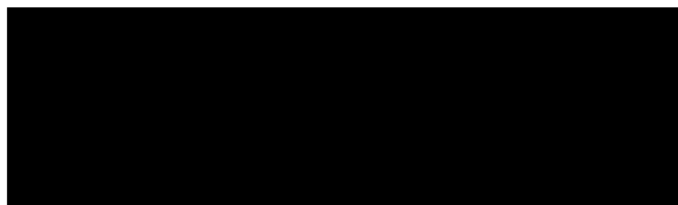
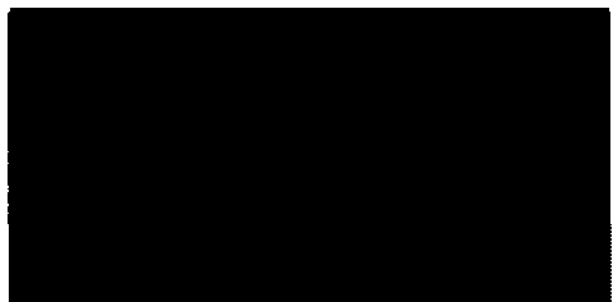
DATE	DESCRIPTION	AMOUNT
December 2007	ADVERTISEMENT IN PATCHWAY PEOPLE QUARTERLY MAGAZINE  	£ 30.00
TOTAL DUE		£30.00



REMITTANCE ADVICE	INVOICE NUMBER: 0212
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PLEASE ENCLOSE THIS ADVICE WITH YOUR PAYMENT

INVOICE TOTAL:	£30.00
AMOUNT ENCLOSED:	£30.00





Communications Allowance
Direct payment of suppliers

VALIDATION
24 DEC 2007
RECEIVED

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Your details

Name
in CAPITAL LETTERS

DR D. NAYSMITH

Constituency

Bristol North-West

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 / 12 / 2007 to 31 / 12 / 2007 Allowance year 2007 / 2008

Suppliers	Amount
Lockleaze Neighbourhood Trust	£ 44 : 00 p
Upper Horfield Community Trust	£ 15 : 00 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

21/12/07

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



Lockleaze Neighbourhood Trust

Date: 26th November 2007

To: [REDACTED]
Office of Doug Naysmith MP

[REDACTED]
INVOICE
[REDACTED]


Re:	Description	Cost
Unlocked Newsletter Winter Edition 2007	Quarter Page advertisement To run in three issues: Winter 2007 and Spring and Summer 2008 Total discounted cost £132	
	Amount due now for Winter issue	£44.00
	Total costs	£44.00

Invoice

2007 2007

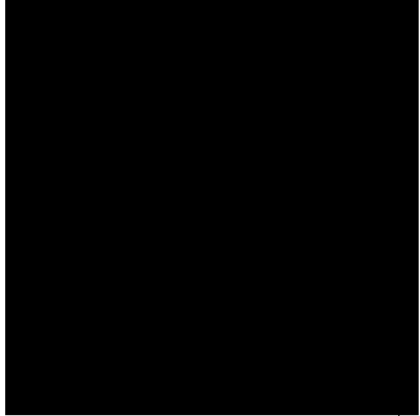
Upper Horfield Community Trust



Invoice To
Cllr Doug Naysmith MP


Invoice No: 

Tax Date: 17/12/2007

DESCRIPTION	AMOUNT
For advert in newsletter	15.00
	
Balance Due	£15.00



Direct payment of suppliers

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Your details

Name in CAPITAL LETTERS

Dr D. NAISMITH

Constituency

Bristol North West

Office use only Coste

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 20/11/07 to 07/12/07 Allowance year 2007/08



Suppliers

Amount

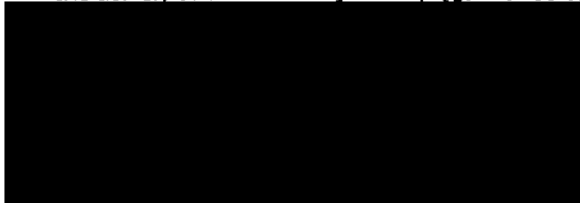
Table with 2 columns: Suppliers, Amount. Rows include Borrowmead Project (£ 65:00 p) and Taylor Bros Bristol htd (£ 2600:00 p). The rest of the table is crossed out with a diagonal line.

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 and necessarily in the performance of my Parliamentary duties.

Signature



MP

Date 07/12/07

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Office use only

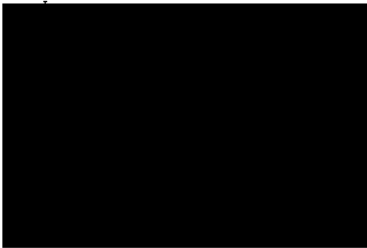
Initials / Date

Validation
completed**Comments**

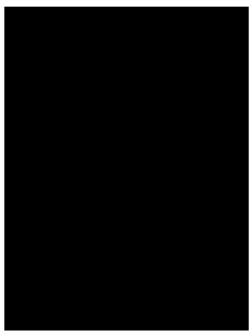
Barrowmead Project Limited

Invoice

Page 1



28 NOV 2007



Dr Doug Naysmith



Quantity Details

1.00 Advert December Local

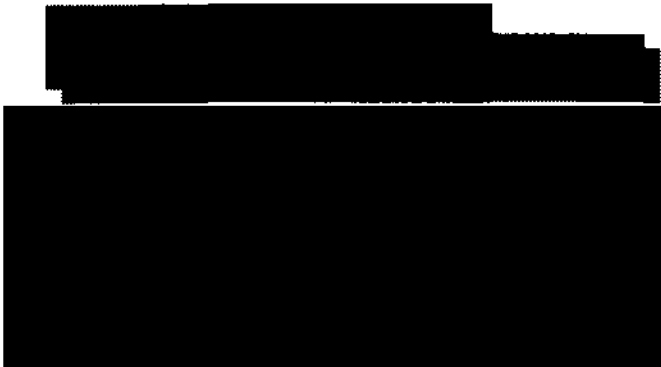
Unit Price	Disc Amount	Net Amount	VAT %	VAT
65.00	0.00	65.00	0.00	0.00



Total Net Amount	65.00
Carriage Net	0.00
Total Tax Amount	0.00
Invoice Total	65.00

Invoice

27 NOV 2007



invoice Address

Invoice No.	
Invoice Tax Date	
Order No.	
Account No.	

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
1.00	Parliamentary Report - Doug Naysmith	2,600.00	2,600.00	0.00	0.00

Delivery Address

Payment Terms: 0 day

Total Net Amount £	2,600.00
Carriage Net £	0.00
Total VAT Amount £	0.00
Invoice Total £	2,600.00



Communications Allowance
Direct payment of suppliers

28 NOV 2007

When to use this form

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Your details

Name in CAPITAL LETTERS

DOUG NAYSMITH

Constituency

BRISTOL NORTH WEST

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 9 / 11 / 07

to 1 / 12 / 07

Allowance year

2007 / 08



Supplier

Amount

Leaflets 4 U

£ 928 : 20 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow.

/

Supp

/

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

27.11.07

Data protection

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**Send your completed
form to**

Validation Team, Operations Directorate,
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Office use only

Initials / Date

Validation
completed

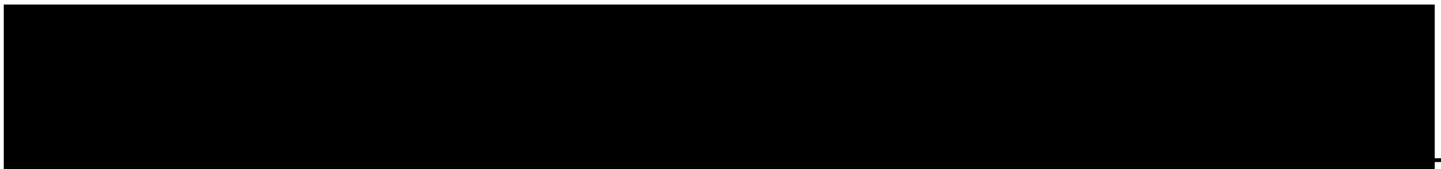
Comments

INVOICE



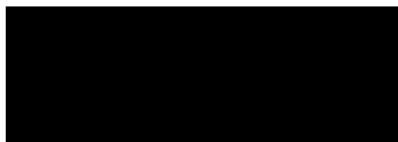
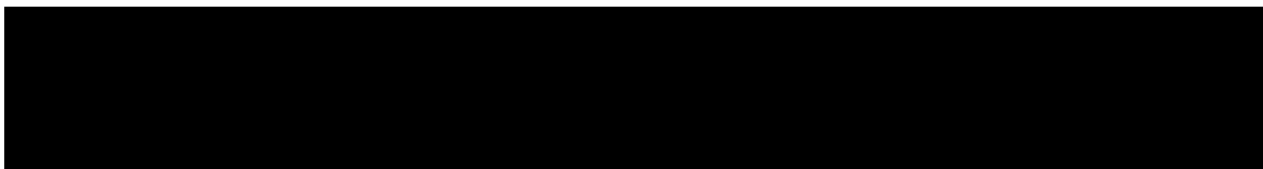
TO:
MR DOUG NAYSMITH - MP ✓

SHIP TO:



SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
23,800	LEAFLETS TO BE DELIVERED IN THE [REDACTED]	£39.00	£928.20
	[REDACTED]		
		SUBTOTAL	£928.20
		BALANCE DUE	£928.20 ✓





Communications Allowance
Direct payment of suppliers

21 NOV 2007

Comms2
page 1 of 2

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Your details

Name
in CAPITAL LETTERS

Dr D. NAYSMITH

Constituency

Bristol North-West

Office use only	Cost	M	
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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 25 / 10 / 2007 to 16 / 11 / 2007 Allowance year 2007 / 2008

Suppliers	Amount
<u>Burrowhead Project Ltd</u>	<u>£ 65 : 00 p</u>
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p
_____	£ _____ p

Office use only		
Allow.	Supp ID	Exp.Type
[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

16 / 11 / 07

Data protection

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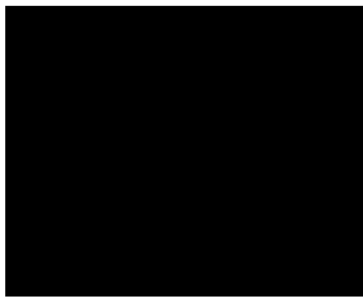
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

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Comments

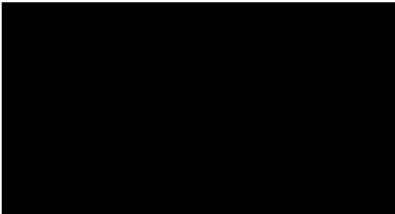


5 10/17 2007

Invoice

Page 1

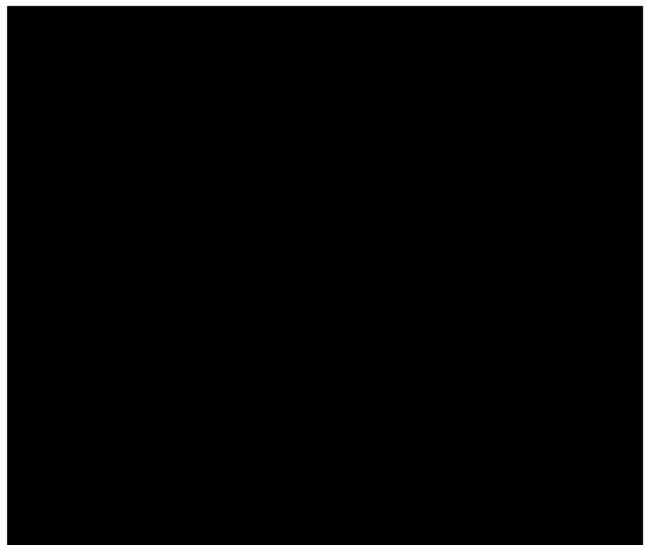
Dr Doug Naysmith



Quantity Details

1.00 September issue The Local

Unit Price	Net Amount	VAT Rate	VAT
65.00	65.00	0.00	0.00



Total Net Amount	65.00
Carriage Net	0.00
Total VAT Amount	0.00
Invoice Total	65.00



Communications Allowance Direct payment of suppliers

06 NOV 2007

When to use this form

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About filling in this form

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Your details

Name in CAPITAL LETTERS

Dr D. NAYSMITH

Constituency

Bristol North-West

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 01/11/07 to 05/11/07 Allowance year 2007/2008



Amount

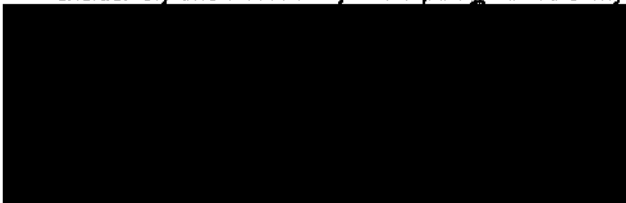
Table with columns for description and amount. Row 1: leaflets 4 u £ 928 : 20 p

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

Authorisation and declaration

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

Signature



MP

Date

05/11/07

Data protection

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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

TO:
MR DOUG NAYSMITH - MP

SHIP TO:

SALESPERSON

P.O. NUMBER

REQUISITIONER

SHIPPED VIA

F.O.B. POINT

TERMS

QUANTITY

DESCRIPTION

UNIT PRICE

TOTAL

23,800

LEAFLETS TO BE DELIVERED IN THE

£39.00

£928.20

SUBTOTAL

£928.20

BALANCE DUE

£928.20



Communications Allowance
Member's reimbursement form

25 SEP 2007
26 SEP 2007
RECEIVED
Comms1
page 1 of 2

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

Dr D NAYSMITH ✓

Constituency

Bristol North-West

Office use only

Cost

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 1/08/07 to 21/09/07

Allowance year 2006/2007

Description of service or goods

Amount

Patchway People	£ 30 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Total

£ 30 : 00 p

Office use only

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

21/9/07 ✓

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

Comments

Patchway People

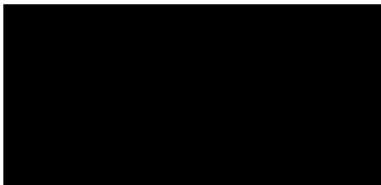


20 SEP 2007

INVOICE


September 2007

DR D NAYSMITH M.P



Invoice number



DATE	DESCRIPTION	AMOUNT
September 2007	ADVERTISEMENT IN PATCHWAY PEOPLE QUARTERLY MAGAZINE 	£ 30.00
TOTAL DUE		£30.00