



27 Feb 2008

Communications Allowance  
Member's reimbursement form

28 FEB 2008

Comms1  
page 1 of 2

When to use this form  Use this form to ask us to reimburse you for costs you incur 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

Huw IRRANCA-DAVIES

Constituency

OGMORE

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 \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Allowance year 07/08

Description of service or goods

Amount

[REDACTED]	6 : 79 p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ 6 : 79 p

Office use only

Allow. / Exp. Type (cat5)

Total

£ 6 : 79 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

Date 22/02/08

**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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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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£
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£
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Comments

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TRANSACTION REFERENCE  
(for Finance Office use)

RO/

NOTIFICATION OF CHEQUE RECEIPT - MEMBERS VOTE

1. TO BE COMPLETED BY DEPARTMENTS

Date of Cheque:

Cheque Number:

Huw Irranca-Davies

Cheque Payer:

Account Code	Amount		Cost C	Firo	Who	Exp_Type	Description
	£	p					
	6	79		07_08			Refund of website cost
Total	6	79					

COMPLETED BY:

Signature:

Name:

Date:

01/04/08

REMARKS:



**Communications Allowance**  
**Member's reimbursement**

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**Your details**

Name  
in CAPITAL LETTERS

Huw IRRANCA - DAVIES

Constituency

CARMORE

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 \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Allowance year 07/08

Description of service or goods	Amount
<u>8700 2nd Class stamps for delivery of newsletter</u>	<u>£ 2088:00p</u> ✓
_____	£ _____:____p
_____	£ _____:____p
_____	£ _____:____p
_____	£ _____:____p
_____	£ _____:____p
_____	£ _____:____p

Total £ 2088:00p ✓

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

Date 27/3/08

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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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£
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£
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Comments

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FINANCE & ADMINISTRATION  
HOUSE OF COMMONS

# Communications Allowance

## Direct payment of suppliers

29 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

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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

Huw IRRAWEN-DAVIES

Constituency

OSMORE

Office use only

Costs

### 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 \_\_\_ / \_\_\_ / \_\_\_ to \_\_\_ / \_\_\_ / \_\_\_

Allowance year

07 / 08

Suppliers

Amount

Supplier No:

[Redacted]

£ 50:00 p

Supplier No:

[Redacted]

£ 50:00 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

[Redacted Signature]

Date

26/10/07

**Data protection**

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

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

**Bridgend County Borough Labour Group**  
**Grwp Llafur Sirol Bwrdeistref Pen-y-bont ar Ogwr**

Labour  Llafur

To: Huw Irranca-Davies M.P.

Date: 15<sup>th</sup>. October 2007

Dear Huw,

Re : Risograph Printing – Invoice No.

Printing of 10,000 leaflets @ £0.01 per side = £100.00  
(October 2007)

Less credit of £50.00

**Total Amount Due = £50.00**

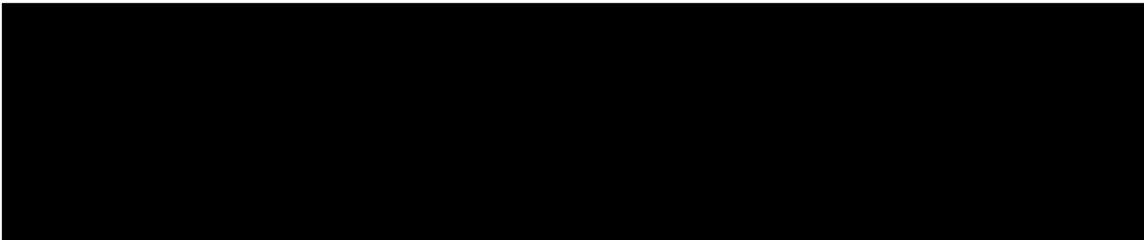
Thank you.

Yours sincerely

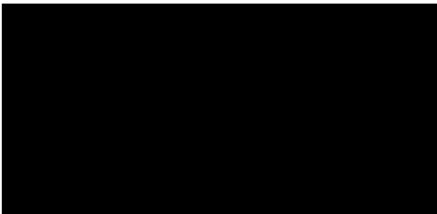


**Bridgend County Borough Labour Group**  
**Grwp Llafur Sirol Bwrdeistref Pen-y-bont ar Ogwr**

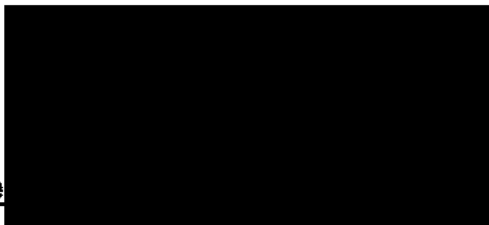
Labour  Llafur



To: Huw Irranca-Davies M.P.



Date: 15<sup>th</sup>. October 2007



Dear Huw,

Re : Risograph Printing – Invoice

Printing of 10,000 leaflets @ £0.01 per side = £100.00  
(October 2007)

Less credit of £50.00

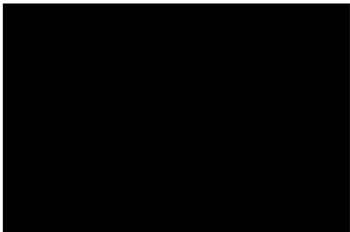
*Paid by Member - Huw Irranca-Davies*

**Total Amount Due = £50.00**



Thank you.

Yours sincerely,





**Communications Allowance**  
**Direct payment of suppliers**

**Comms2**

page 1 of 2

- 1 APR 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**

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**Your details**

Name  
in CAPITAL LETTERS

Huw Iwanca-Davies

Constituency

OGMORE

Office use only

Cost

**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 \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Allowance year

07/08

Suppliers

Amount

Office use only

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

① Direct To Door (Please use Account) £ \_\_\_\_\_ : \_\_\_\_\_ p

£1094:50p

£ \_\_\_\_\_ : \_\_\_\_\_ p

② BANNER (Envelopes + Paper for Newsletter distribution) £ \_\_\_\_\_ : \_\_\_\_\_ p

£ 115 : 37 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

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**Send your completed  
form to**

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

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**Office use only**

Initials / Date

Validation  
completed**Comments**

CONTRACT PREFACE

ROYAL MAIL DOOR TO DOOR



1. Customer Name and Address:

Huw Irranca Davies MP

3. Telephone Number

Facsimile Number;

4. Contract Number

5. This Contract is effective from 23-Feb-09 to 27-Feb-09 and may contain more than one Delivery Period. A Delivery Period is a delivery by Royal Mail of items for the customer in a five day period starting on a Monday and ending on a Friday, where these are working days.

6. The dimensions of each item shall not be greater than 297mm X 210mm and not smaller than 100mm X 70mm.

7. The combined weight of each item and its wrapper, envelope or other approved container shall not exceed: 20.0gms.

8. The total number of items in this contract is [redacted] and the total contract charge is £1,094.50.

9. Royal Mail shall during the Delivery Period(s) deliver to: Residential only, in the appropriate quantities and in the areas specified in the Delivery Schedule

10. A sample of the item must be received by Royal Mail at least 30 days prior to the commencement of the contract.

# Invoice

INVOICE NO. [REDACTED]  
\*\*\*\*\*  
Invoice To :

Huw Irranca-Davies MP

Charge To :

Huw Irranca-Davies MP



office2office

Banner Business Supplies Ltd

## PAYMENT SLIP

Please see reverse  
for terms of business  
and how to pay

Acc. No. : [REDACTED]

Inv. No. : [REDACTED]

Inv. Date: 28/03/2008

Am't. Due : 115.37

Page 1 Of 1 Date 28/03/2008

Acc.No. [REDACTED] Order Date 27/03/2008

Order [REDACTED]

C.A.R. [REDACTED]

Delivered To [REDACTED]

Huw Irranca-Davies MP

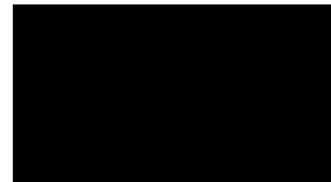
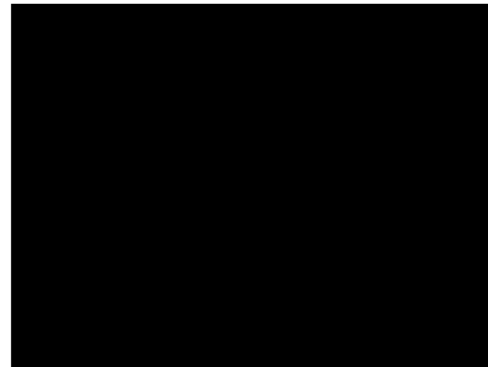
Customer Services

Telephone No : [REDACTED]

Fax No : [REDACTED]

Sales Order No : [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
1		9150014	BANNER A4 VALUE COPIER 80gsm WHITE	4	BX2500	7.7100	28/03/08	30.84	17.5	5.40 → 36.24
2		9000022	BANNER ENV 110x220 WDW 80g S/SL WH	9	EX1000	3.8400	28/03/08	34.56	17.5	6.05 → 40.61
3		9010025	BANNER ENV 324x229mm PLN 80g S/S MA	2	BOX250	16.3900	28/03/08	32.78	17.5	5.74 → 38.52



**Please  
return  
the slip**

from final page  
of invoice with  
your payment  
by

### V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	98.18	17.19

Sales Order Total (VAT excl) 98.18

VAT Registration : [REDACTED]

Settlement : None  
Discount Terms :

INVOICE GOODS	98.18
INVOICE V.A.T.	17.19
<b>INVOICE TOTAL</b>	<b>115.37</b>



**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**

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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

Huw IRRACA-DAVIES

**Constituency**

OGMORE

Office use only	Costs
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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 \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

**Allowance year**

07/08 ✓

x3

**Suppliers**

**Amount**

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

①	<u>VARWARREN Quality Printing</u> <u>(Printing of newsletters)</u>	<u>£ 700 : 00p</u> ✓	
		<u>£ _____ : _____ p</u>	
②	<u>BANNER</u>	<u>£ 108 : 57p</u> ✓	
③	<u>BANNER</u>	<u>£ 108 : 57p</u> ✓	
		<u>£ _____ : _____ p</u>	
		<u>£ _____ : _____ p</u>	
		<u>£ _____ : _____ p</u>	
		<u>£ _____ : _____ p</u>	
		<u>£ 917.14</u> ✓	

**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**

**Date**

3/4/08

**Data protection**

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**Send your completed  
form to**

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

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**Office use only**

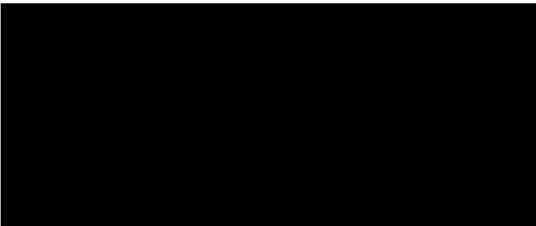
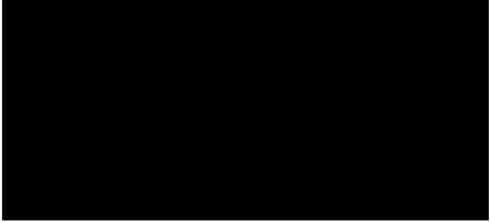
Initials / Date

Validation  
completed

Comments

# Vanwarren Quality Printing

# INVOICE



**Invoice Address:**

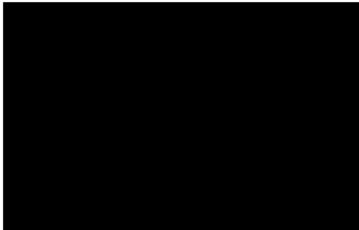
Huw Irranca-Davies MP

**Delivery Address:**

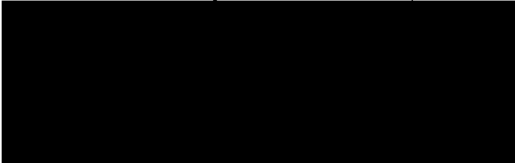
Huw Irranca-Davies MP

**Invoice Number:**   
**Invoice Date:** 28th March 2008  
**Order Number:**   
**Customer Ref:**   
**Terms:** 30 DAYS  
**Vat Reg No:**   
**Vat Codes:** S = 17.5% Z = 0%

Quantity	Description	Vat Code	Total
11,000	Spring 2008 Newsletter	Z	700.00



Post & Packing	£	
Sub Total	£	700.00
Vat @ 17.5%	£	0.00
<b>TOTAL</b>	<b>£</b>	<b>700.00</b>





# Invoice

\*\*\*\*\*  
\* INVOICE NO  
\*\*\*\*\*

Invoice To [REDACTED]  
Huw Irranca-Davies MP

Charge To :  
Huw Irranca-Davies MP ✓



Banner Business Supplies Ltd

**PAYMENT SLIP**  
Please see reverse  
for terms of business  
and how to pay

Acc. No. : [REDACTED]

Inv. No. : [REDACTED]

Inv. Date: 18/03/2008 ✓

Ant. Due : 108.57 ✓

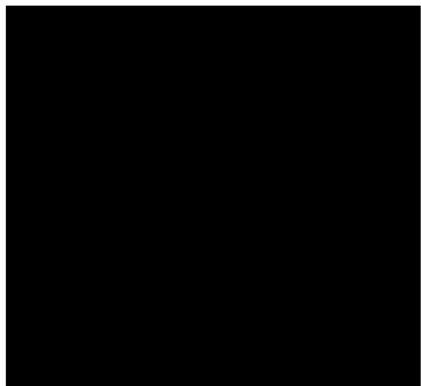
Page 1 of 1 Date 18/03/2008  
Acc. No. [REDACTED] Date 11/03/2008  
Order [REDACTED]  
C.A.R. [REDACTED]

Delivered To [REDACTED]  
Huw Irranca-Davies MP

Customer Services  
Telephone No : [REDACTED]  
Fax No : [REDACTED]

Sales Order No [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
1		PRMISCELLANEOUS	HC84 OVERPRINTED WITH HUW IRRANCA-DAVIES MP PRINTED IN GREEN 6 X BX100 ARTWORK SUPPLIED	6	EACH	15.4000	17/03/08 17/03/08 17/03/08 17/03/08	92.40	17.5	16.17



V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	92.40	16.17

Sales Order Total (VAT excl):

92.40

VAT Registration : [REDACTED]

Settlement Discount Terms [REDACTED]

INVOICE GOODS	92.40
INVOICE V.A.T.	16.17
<b>INVOICE TOTAL</b>	<b>108.57</b>

**Please  
return  
the slip**

from final page  
of invoice with  
your payment  
by

15/04/2008

# Invoice

\*\*\*\*\*  
 \* INVOICE NO [REDACTED]  
 \* \*\*\*\*\*  
 Invoice To :

Huw Irranca-Davies MP

Charge To :

Huw Irranca-Davies MP



Banner Business Supplies Ltd

**PAYMENT SLIP**  
 Please see reverse  
 for terms of business  
 and how to pay

Acc. No. [REDACTED]  
 Inv. No. [REDACTED]  
 Inv. Date: 18/03/2008  
 Amt. Due : 108.57

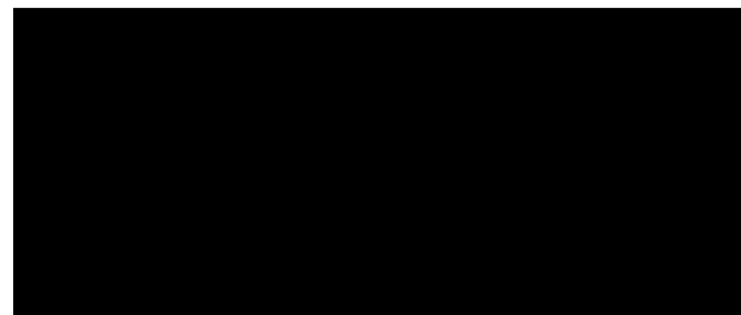
Page 1 of 1 Date 18/03/2008  
 Acc. No. [REDACTED] te 11/03/2008  
 Order [REDACTED]  
 C.A.R. [REDACTED]

Delivered To [REDACTED]  
 Huw Irranca-Davies MP

Customer Services  
 Telephone No : [REDACTED]  
 Fax No : [REDACTED]

Sales Order No [REDACTED]

Line No.	Line Ref.	Product Code	Product Description	Quantity	U.O.M.	Unit Price	Tax Date	Line Total (excl VAT)	VAT Rate	Line VAT
1		PRMISCELLANEOUS	HC84 OVERPRINTED WITH MAL REEVES PRINTED IN GREEN 6 X 8X100 ARTWORK SUPPLIED	6	EACH	15.4000	17/03/08 17/03/08 17/03/08 17/03/08	92.40	17.5	16.17



V.A.T. Summary

Rate	Taxable Sum	V.A.T. Amount
17.50	92.40	16.17

Sales Order Total (VAT excl) 92.40

INVOICE GOODS 92.40  
 INVOICE V.A.T. 16.17  
 INVOICE TOTAL 108.57

VAT Registration : [REDACTED]  
 Settlement : None  
 Discount Terms :

**Please  
 return  
 the slip**  
 from final page  
 of invoice with  
 your payment  
 by

15/04/2008



FINANCE & ADMINISTRATION HOUSE OF COMMONS

# Communications Allowance Direct payment of suppliers

Comms2

page 1 of 2

13 JUL 20

**When to use 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

HILL IRRAWANCA-DAVIES ✓

Constituency

Ogmore

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

Amount

£ 308 : 43 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type  
(Cal 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]

Date

14/12/07

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

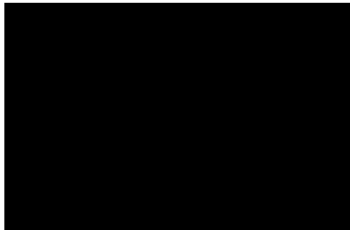
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**Office use only**

Initials / Date

Validation  
completed**Comments**

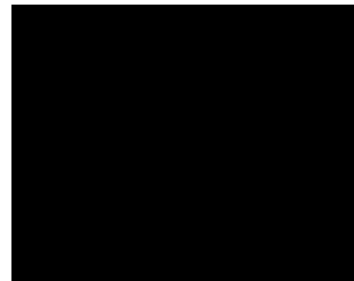
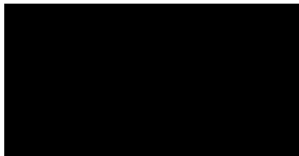
Postroom-online Ltd



Invoice

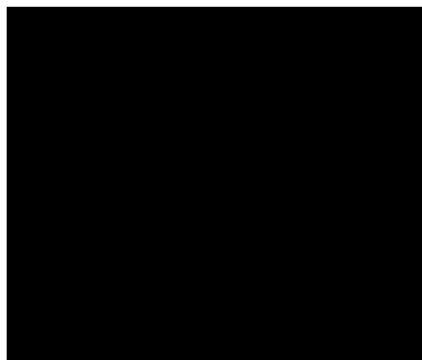
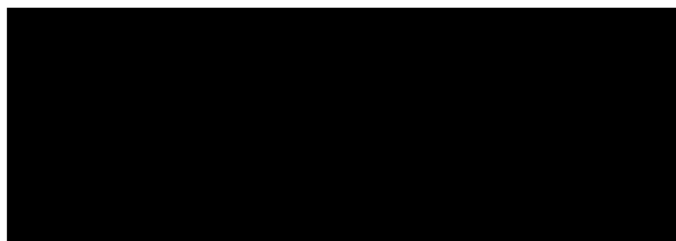
Page 1

Huw Irranca-Davies MP



VAT Reg No:

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
1.00	Techko 3 Paper Folding Machine	249.99	249.99	17.50	43.75
1.00	Folding machine roller rejuvenator	12.50	12.50	17.50	2.19



<b>Total Net Amount</b>	262.49
<b>Carriage Net</b>	0.00
<b>Total VAT Amount</b>	45.94
<b>Invoice Total</b>	308.43





Communications Allowance

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

Huw IRRANCA-DAVIES ✓

Constituency

QAMORE

Office use only	Costs	
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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 \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Allowance year 07/08

Suppliers	Amount
Supplier No: [redacted]	£ 308.43 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

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

Authorisation and declaration

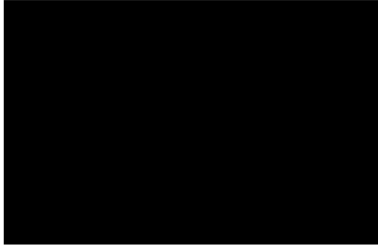
I confirm that the payments requested are in respect of costs incurred wholly, exclusively in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

Date 14/12/07

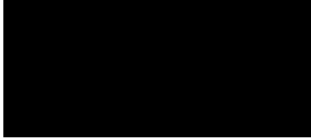
Postroom-online Ltd



Invoice

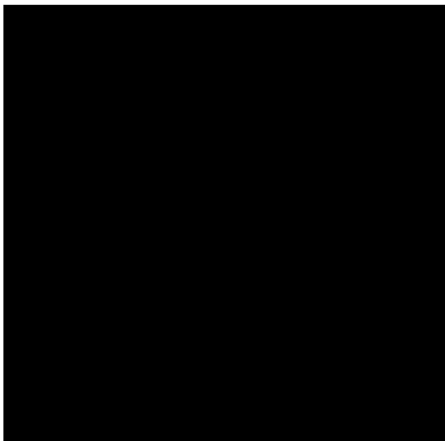
Page 1

Huw Irranca-Davies MP



VAT Reg No:

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
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1.00	Folding machine roller rejuvenator	12.50	12.50	17.50	2.19



7/1/18

<b>Total Net Amount</b>	262.49
<b>Carriage Net</b>	0.00
<b>Total VAT Amount</b>	45.94
<b>Invoice Total</b>	308.43

