



# 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

JACK STRAW

Constituency

BLACKBURN

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

x1

Amount

Greatledge Printers

£ 2000 : 00 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, exclusively in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

31-3-08

**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 SW1AA

**Office use only**

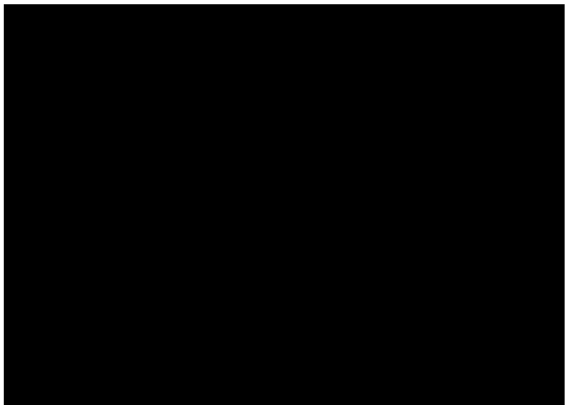
Initials / Date

Validation completed

**Comments**



# Invoice



Customer name Jack Straw MP


Address

Tel No. \_\_\_\_\_

Contact name \_\_\_\_\_

Date of delivery / collection 7/3/08

Please accept our delivery note and invoice as follows

Quantity	Description	Price £
44000	4 page A4 Parliamentary Report 4 colour 	2000.00

Received by \_\_\_\_\_

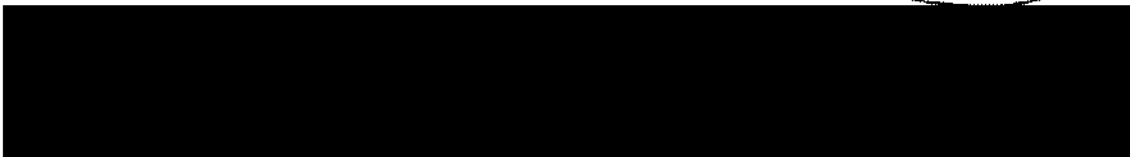
Amount Paid \_\_\_\_\_

Cheque / Cash \_\_\_\_\_

Sub Total 2000.00

Vat @ % -

Total Inc. Vat 2000.00





Communications Allowance
Direct payment of suppliers

25 MAR 2008

When to use this form

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About filling in this form

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Your details

Name in CAPITAL LETTERS

JACK STRAW

Constituency

BLACKBURN

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

MAS NORTHWEST

£ 68.40 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : 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

18.3.08

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Initials / Date

Validation completed

**Comments**

# MAS NORTHWEST

## INVOICE

<b>From:</b> MAS Northwest [REDACTED]		<b>To:</b> [REDACTED] Jack Straw's Office [REDACTED]	
<b>Date:</b> 10 <sup>th</sup> March 2008	<b>Payment Due by:</b> Within 21 days	<b>Please quote Ref no:</b> [REDACTED]	<b>Your Ref:</b> -

Quantity	Item	Description	Total
		Delivery of leaflets 900 leaflets to Beardwood and Lammack area as identified at £95 per 1000.  less 20% discount	85.50
		<b>TOTAL TO PAY</b>	<b>£68.40</b>



Communications Allowance
Direct payment of suppliers

29 FEB 2008

03 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

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Your details

Name in CAPITAL LETTERS

JACK STRAW

Constituency

BLACKBURN

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.

Date of claim

from / / to / /

Allowance year

07/08

Suppliers

Amount

AL MAIL

£ 283 : 39 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Authorisation and declaration

I declare that the above are in respect of costs incurred wholly, or in part, in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

20.2.08

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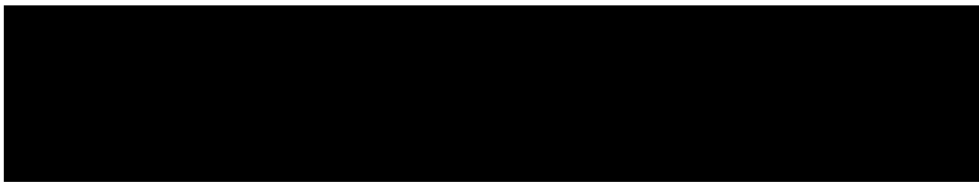
**Office use only**

Initials / Date

Validation completed

**Comments**





Invoice number

Invoice date  
**12 Feb 2008**

Page  
**1** of 1

VAT registration number 243 1700 02

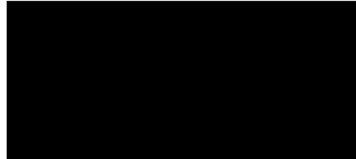
To  
JACK STRAW MP

# Invoice

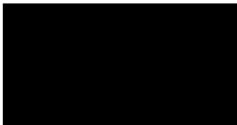
RECEIVED  
20 FEB 2008

Account held at  
JACK STRAW MP

14 FEB 2008  
PRIVATE OF



Customer account number



Terms  
**10 days**

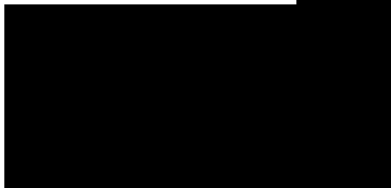
Please pay by  
**22 Feb 2008**

Docket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	09 Feb 2008			DOOR TO DOOR 8,097 6097 ITEMS AT 3.500 PENCE			263.39	E

Total Net	<b>263.39</b>
Total VAT	E = exempt <b>0.00</b>
<b>Total</b>	<b>263.39</b>



0113



nms1  
page 1 of 2

# Member's reimbursement form

**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

JACK STRAW

Constituency

BLACKBURN



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	Amount
ROYAL MAIL	£ 121 : 73 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Total

£ 121 : 73 p

Declaration

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

Signature

I



MP

Date

6.3.08

**Data protection**

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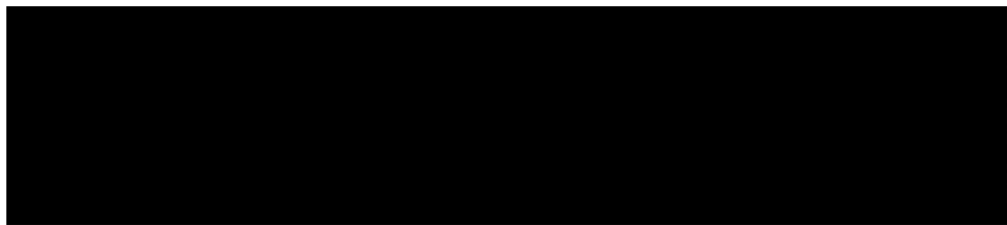
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Send your completed form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

Office use only	
	Initials / Date
Validation completed	<input type="text"/>
	Input subtotals per Cat 5
	<input type="text" value="121.73"/>
	<input type="text"/>
Comments	



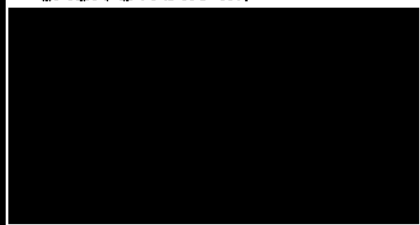
Invoice number

Invoice date  
**18 Feb 2008**

Page  
of 1

# Invoice

To  
JACK STRAW MP



Account held at  
JACK STRAW MP



Customer account number

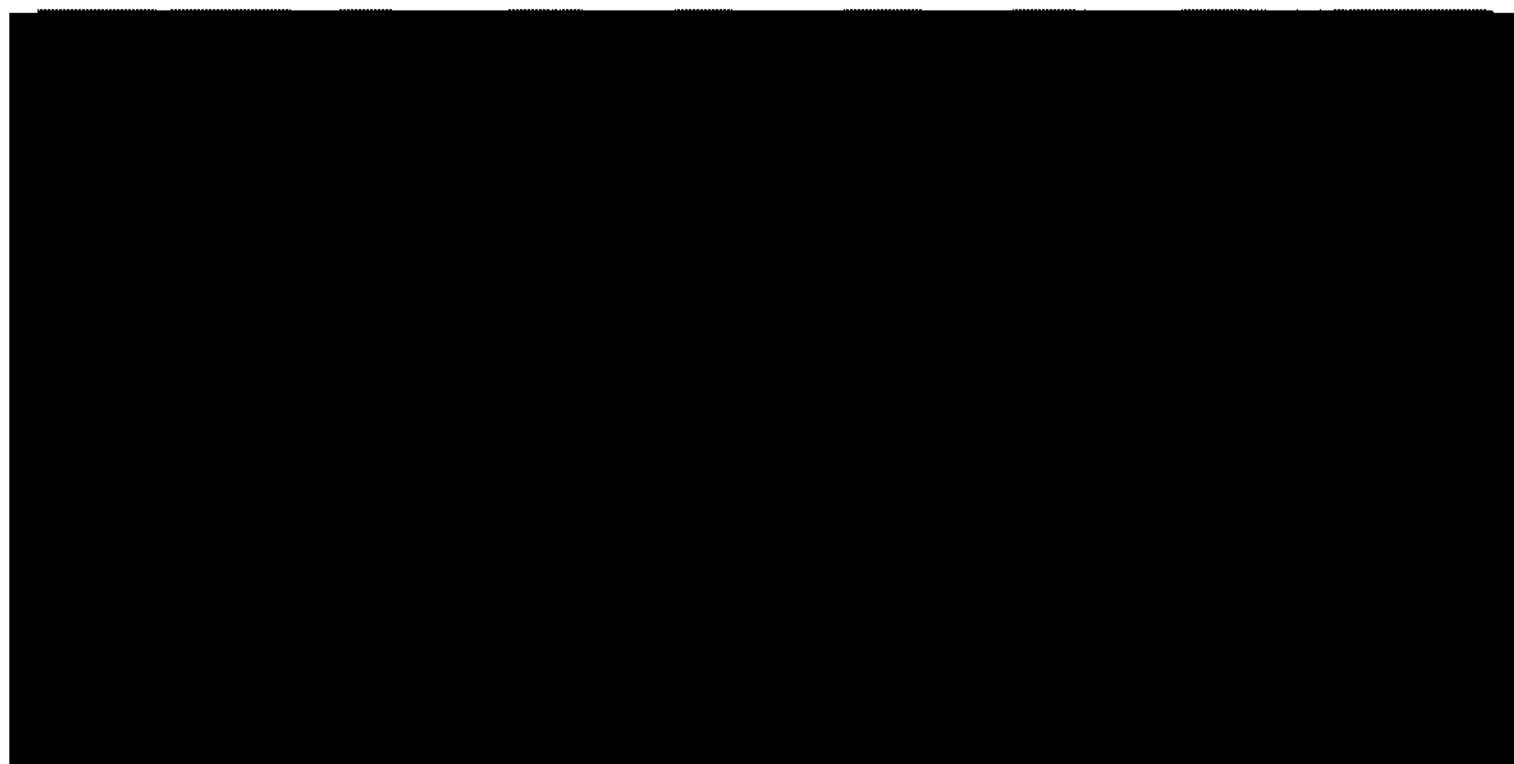


Terms  
10 days

Please pay by  
**28 Feb 2008**

Docket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service	Quantity	Weight(kg)	Unit cost (€)	Net value	VAT
	15 Feb 2008			DOOR TO DOOR	3,478			121.73	E
				3478 ITEMS AT 3.500 PENCE					

Total Net	121.73
Total VAT	E = exempt 0.00
<b>Total</b>	<b>121.73</b>





FINANCE &  
ADMINISTRATION  
HOUSE OF COMMONS

# Communications Allowance

## Direct payment of suppliers

2-5-08  
**Comms2**  
page 1 of 2

**When to use this form**

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**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

JACK STRAW

Constituency

BLACKBURN

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

ROYAL MAIL

£ 488 : 14 p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ 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

14.2.08

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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**



Royal Mail



invoice number

invoice data

04 Feb 2008

Page

1 of 1

# Invoice

To  
JACK STRAW MP

RECEIVED

Account held at  
JACK STRAW MP

16 FEB 2008



Customer account number



Terms

10 days

Please pay by

14 Feb 2008

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
	01 Feb 2008			DOOR TO DOOR 13,947 13947 ITEMS AT 3.500 PENCE				488.14	E

Total Net 488.14

Total VAT E = exempt 0.00

Total 488.14



Invoice number  
 Invoice date  
**04 Feb 2008**  
 Page  
 1 of 1

To  
**JACK STRAW MP**



# Invoice

RECEIVED

Account held at  
**JACK STRAW MP**

14 FEB 2008



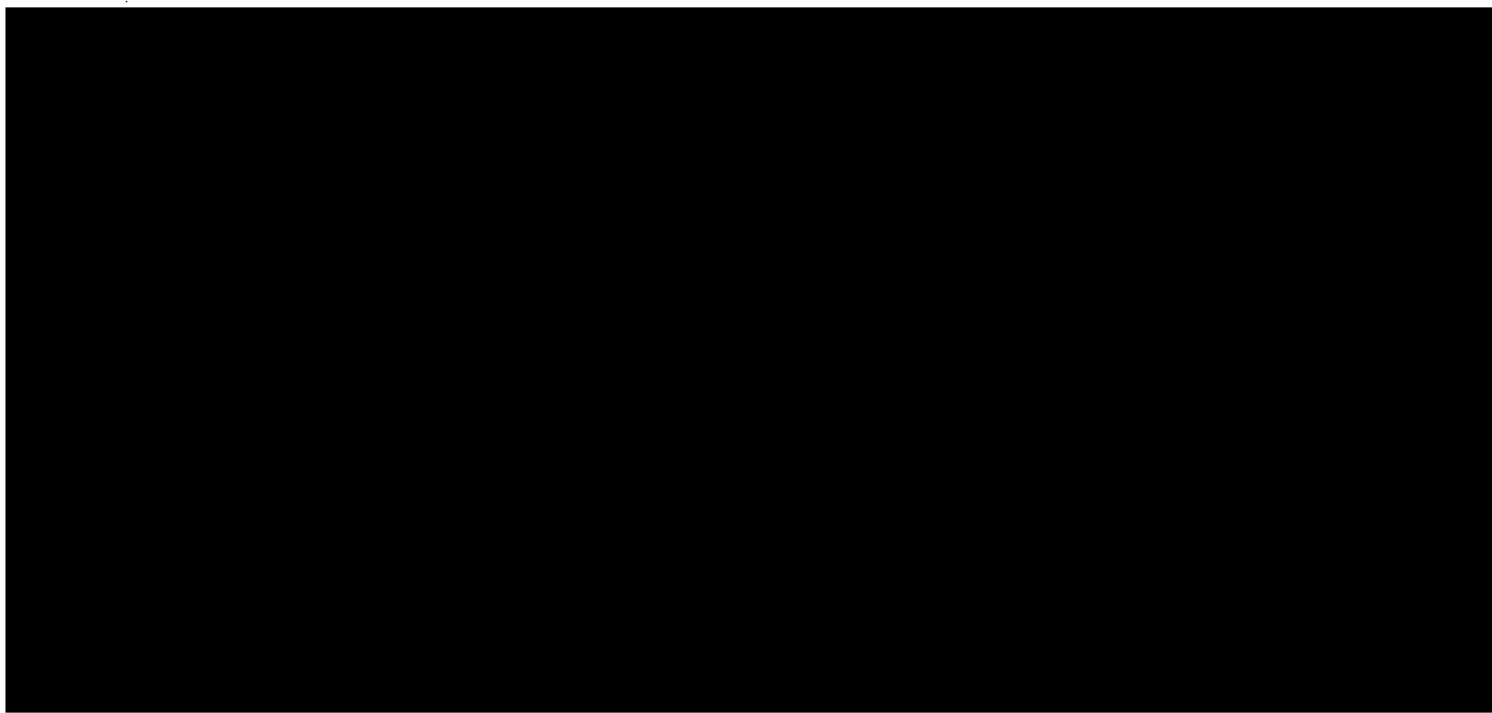
Customer account number



Terms  
**10 days**  
 Please pay by  
**14 Feb 2008**

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
[Redacted]	01 Feb 2008	[Redacted]		DOOR TO DOOR	13,947			488.14	E
				13947 ITEMS AT 3.500 PENCE					

Total Net	488.14
Total VAT	E = exempt 0.00
<b>Total</b>	<b>488.14</b>







# Communications Allowance

## Direct payment of suppliers

2007-08

2007-08

**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

JACK STRAW

Constituency

BLACKBURN

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

MAS Northwest

£ 190 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

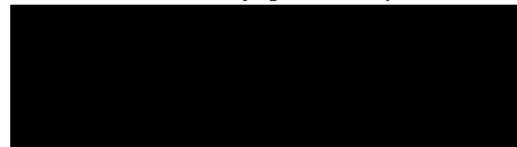
£ : p

£ : p

### Authorisation and declaration

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

Signature



MP

Date

17.12.07

**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

# MAS NORTHWEST

## INVOICE

<b>From:</b> MAS Northwest [REDACTED]		<b>To:</b> [REDACTED] Jack Straw's Office [REDACTED]	
<b>Date:</b> 6 <sup>th</sup> December 07	<b>Payment Due by:</b> 27 December 07	<b>Please quote Ref no:</b> [REDACTED]	<b>Your Ref:</b> -

Quantity	Item	Description	Total
		Delivery of leaflets 2000 leaflets to [REDACTED] as identified at £95 per 1000.	190.00
		<b>TOTAL TO PAY</b>	<b>£190.00</b>





FINANCE &  
ADMINISTRATION  
HOUSE OF COMMONS

# Communications Allowance

## Direct payment of suppliers

**Comms2**

page 1 of 2

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### Your details

Name  
in CAPITAL LETTERS

JACK STRAW

Constituency

BLACKBURN

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 ~~08~~ / 07 / 08

Suppliers

Amount

MAS NORTHWEST £ 112 : 50 p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

£ \_\_\_\_\_ : \_\_\_\_\_ p

### Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

31-03-08

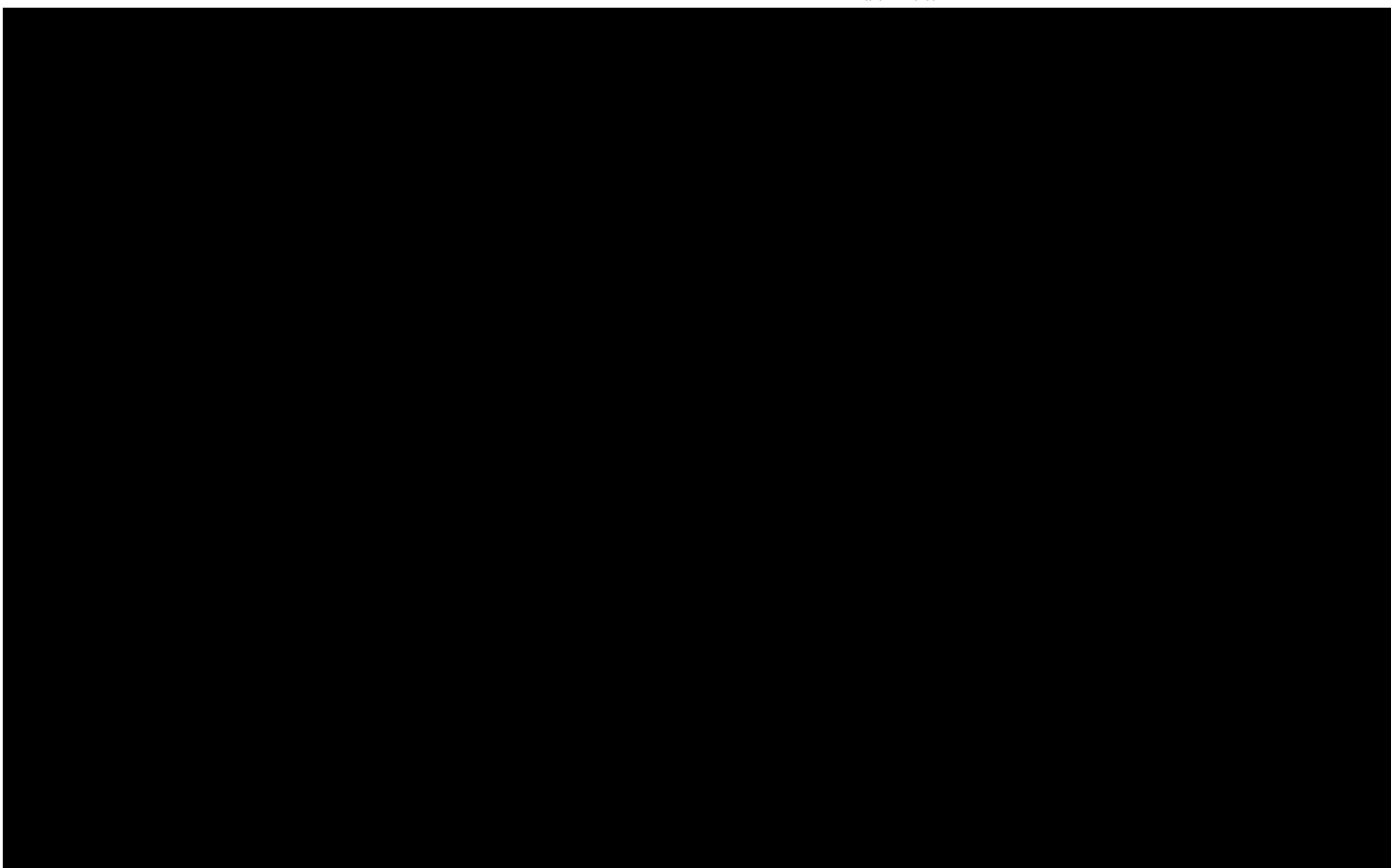


# MAS NORTHWEST

## INVOICE

<b>From:</b> MAS Northwest [REDACTED]		<b>To:</b> [REDACTED] Jack Straw's Office [REDACTED]	
<b>Date:</b> 27 <sup>th</sup> March 2008	<b>Payment Due by:</b> Within 21 days	<b>Please quote Ref no:</b> [REDACTED]	<b>Your Ref:</b> -

Quantity	Item	Description	Total
		Delivery of leaflets 1250 leaflets to Highercroft area as identified at £95 per 1000. [REDACTED]	112.50
		<b>TOTAL TO PAY</b>	<b>£112.50</b>



1. TO BE COMPLETED BY DEPARTMENTS

Date of Cheque:



Cheque Number



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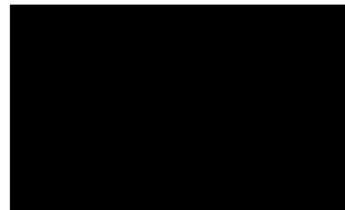
Cheque Payee:

The Fees Office.

Account Code	Amount £	p	Cost C	Piro	Who	Exp_Type	Description
	500	00					for use of room.
<b>Total</b>	500	00					

COMPLETED BY:

Signature:

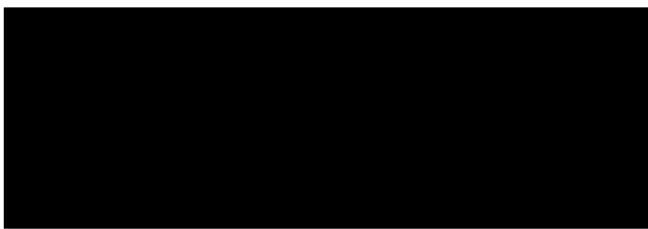


Name:

Date:

27-3-08

REMARKS:



Date of Cheque: [REDACTED]

Cheque Number: [REDACTED]

Cheque Payee: The Fees Office.

Account Code	Amount £	p	Cost C	Piro	Who	Exp_Type	Description
[REDACTED]	500	00	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	For use of room
Total	500	00					

COMPLETED BY:

Signature: [REDACTED]

Name: [REDACTED]

Date: 27-3-08

Please send this form together with the cheque and any background documentation (e.g. invoice or request for payment) to the Finance Office for processing.

See overleaf for Finance Office action.