



Communications Allowance
Direct payment of suppliers

20 NOV 2007

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

JOHN BERLOW

Constituency

BUCKINGHAM

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

Amount

MP SERVICES

£2605.56p

£ : 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

19.11.2007

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

invoice

Mr John Bercow MP

Number: [REDACTED]

Account: [REDACTED]

Date: 31 October 2007

Orders

Order	Quantity	Product	VAT	Price
[REDACTED]	38000	- MP Annual Reports	£0.00	£2,548.00

Additional Costs

Order	Cost Description	VAT	Price
[REDACTED]	Dispatch from printer	£0.00	£57.56

Total (excl): £2,605.56

VAT: £0.00

TOTAL £2,605.56



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18 SEP

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Name in CAPITAL LETTERS

JOHN BERLOW ✓

Constituency

BUCKINGHAM ✓

Office use only

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

TNT POST

£ 1338.71 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

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

Authorisation and declaration

Signature

Costs incurred wholly,
on Parliamentary duties.

Date

17.9.2007 ✓

Data protection

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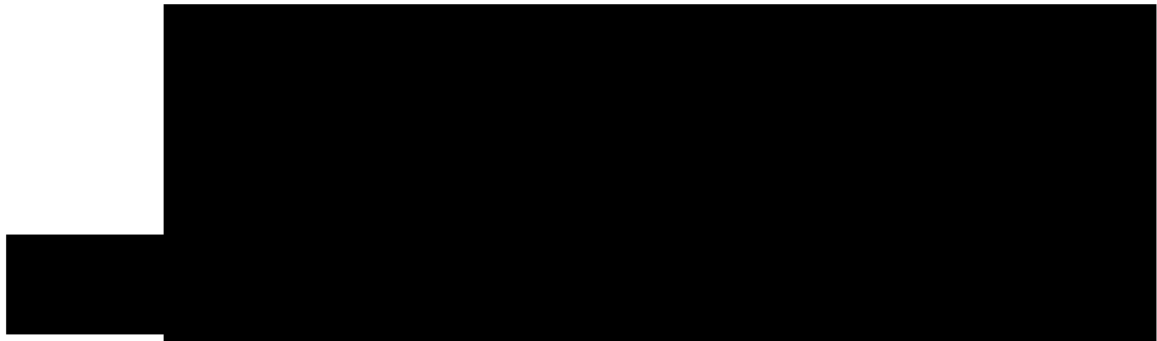
Comments

INVOICE



post

To
John Bercow MP



For the attention of



29 SEP 2007

Service	Cost	VAT Rate %	VAT
Method of Distribution : Royal Mail Item Title : MP Services Total Distribution Cost (1). 24,241 Leaflets @ £47.00/1000	£1,139.33	17.50%	£199.38
Special conditions : Advance payment required 14 days prior to distribution commencing.	TOTAL COST VAT @ 17.50% TOTAL CHARGE		£1,139.33 £199.38 £1,338.71



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12 JUN 2007

Comms2

page 1 of 2

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Name in CAPITAL LETTERS

JOHN BEGON

Constituency

SUCKINGHAM

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

07/08

Suppliers

Amount

TNT POST
TNT POST

£ 962.52 p

£ 1139.33 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, of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

11/6/07

Data protection

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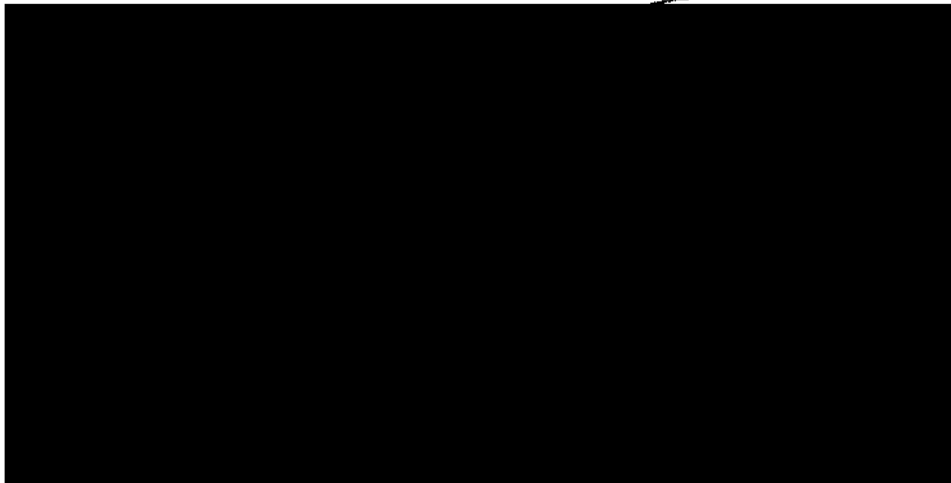
Comments

INVOICE




post

To
John Bercow MP



For the attention of



Service	Cost	VAT Rate %	VAT
Method of Distribution : Royal Mail Item Title : John Bercow MP April Total Distribution Cost (1). 24,241 Leaflets @ £47.00/1000 Royal Mail Contract Number 	£1,139.33	0.00%	£0.00
<i>Special conditions :</i> Immediate payment required.	TOTAL COST		£1,139.33
	VAT @ 0.00%		£0.00
	TOTAL CHARGE		£1,139.33

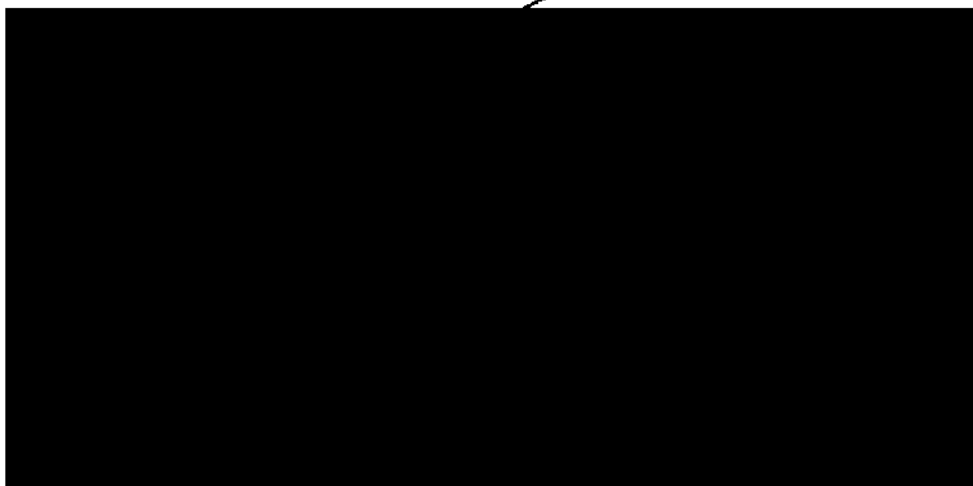
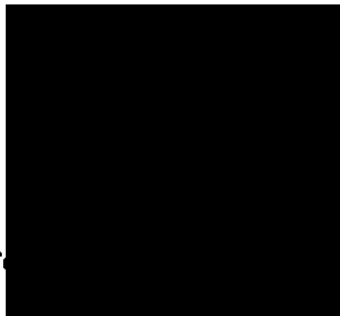


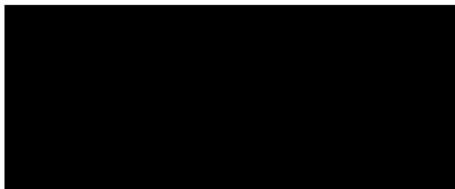
INVOICE



post

To
John Bercow MP



Service	Cost	VAT Rate %	VAT
<p>Method of Distribution : Street Level Item Title : John Bercow MP</p> <p>Total Distribution Cost (1). 10,240 Leaflets @ £80.00/1000</p> 	£819.20	17.50%	£143.36
<p><i>Special conditions :</i> Immediate payment required.</p>	<p>TOTAL COST VAT @ 17.50%</p> <p>TOTAL CHARGE</p>		<p>£819.20 £143.36 £962.56</p>