



**Communications Allowance**  
**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

JOHN HEALEY

Constituency

WENTWORTH

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 / 03 / 08 to 31 / 03 / 08 Allowance year 07 / 08

Description of service or goods	Amount
<u>PRINT SURGERY CALENDAR</u> <u>(as approved)</u>	<u>£ 263 : 20 p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

Office use only  
Allow. / Exp. Type (cat5)

Total

**£ 263 : 20 p**

**Authorisation and declaration**

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily

Signature

[Redacted Signature]

MP

Date

16/4/08

**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 SW1A 0AA

**Office use only**

Initials / Date

Input subtotals per Cat 5

Validation completed

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£

£

**Comments**

# Invoice

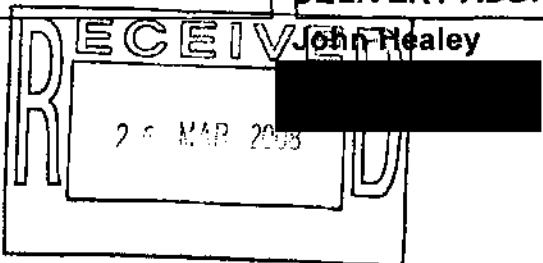
**PAPER ISLAND™**



DIVISION	Paper Island Print
INVOICE No.	[REDACTED]
TAX DATE	14/03/2008

INVOICE ADDRESS

DELIVERY ADDRESS



SALES ORDER	ACCOUNT No.	P.O. No.	TERMS	REP
[REDACTED]	[REDACTED]	[REDACTED]	+1M	
QTY	DESCRIPTION		RATE	AMOUNT
1,500	Surgery Calendar 2008		0.14933	224.00
	[REDACTED]			
	[REDACTED]			
VAT SUMMARY 224.00 @ 17.50%				
			SUBTOTAL	224.00
			VAT TOTAL	39.20
			TOTAL GBP	263.20

See overleaf for full terms and conditions of sale.



# Communications Allowance Member's reimbursement 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

JOHN HEANEY

Constituency

WENTWORTH

Office use

Costs

### Claim details

You can only claim for  costs you have actually paid.

Please ensure  you attach all receipts or invoices for items of £25

Period of claim from 01/01/08 to 24/02/08 Allowance year 07/08 ✓

Office use only

Allow  Exp. Type  (cat5)

Description of service or goods	Amount
Distribution of Parliamentary papers to constituents	£ 137.55 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Total £ 137.55 p

### Authorisation and declaration

I authorise you to use the above information wholly, exclusively and necessarily

Signature \_\_\_\_\_ MP Date 24/2/08 ✓

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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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£ 137.55.
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£
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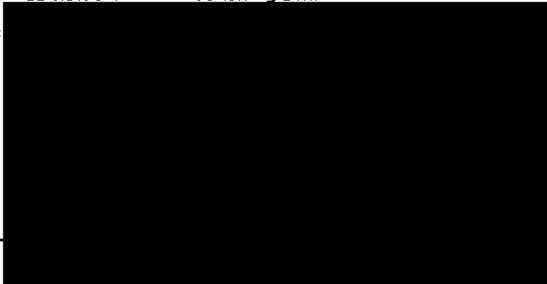
**Comments**

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Garnett  
Dickinson  
Publishing

**Advertiser Record Weekender**

Garnett Dickinson Publishing Limited



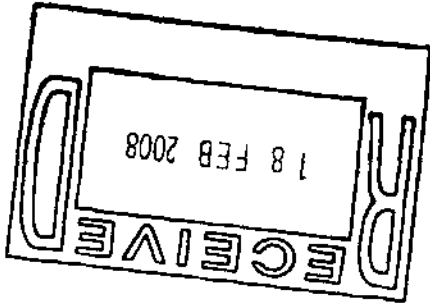
JOHN HEALEY MP



**INVOICE**

Invoice No.	[REDACTED]
Invoice/Tax Date	06/02/2008
Order No.	
Account No.	[REDACTED]

Description	VAT Code	Supplied	List Price	Total
5,309 7-10GMS REC	1	1.00	117.06	117.06
£22.05/1000	1	1.00	0.00	
	1	1.00	0.00	



VAT			
Code	Rate		Goods Total
1	17.5	%	117.06
0		%	0.00
0		%	0.00
0		%	0.00
0		%	0.00

<b>GOODS TOTAL</b>	117.06
<b>VAT TOTAL</b>	20.49
<b>INVOICE TOTAL</b>	137.55



# 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

JOHN HEALEY

Constituency

WENTWORTH

Office use only 

### Claim details

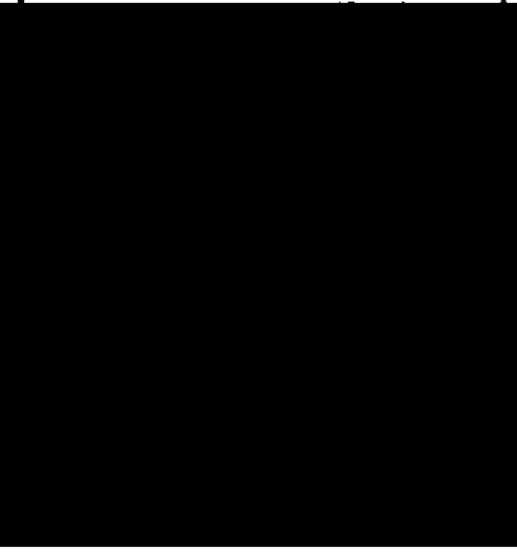
You can only request  
Please ensure

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

Period of claim from 31/1/08 to 31/1/08 Allowance year 07/08

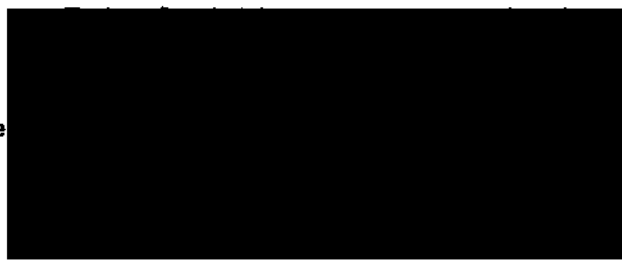
 Suppliers  Amount

Suppliers	Amount
<u>PAPER ISLAND</u>	<u>£ 3412.20 p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

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


### Authorisation and declaration

Signature



...ect of costs incurred wholly,  
...f my Parliamentary duties.

MP

Date

10/2/08

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**Send your completed  
form to**

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

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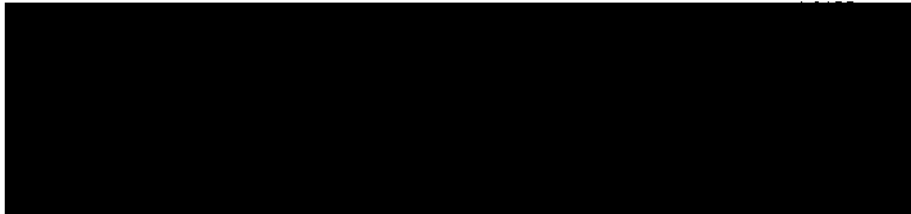
**Office use only**

Initials / Date

Validation  
completed**Comments**



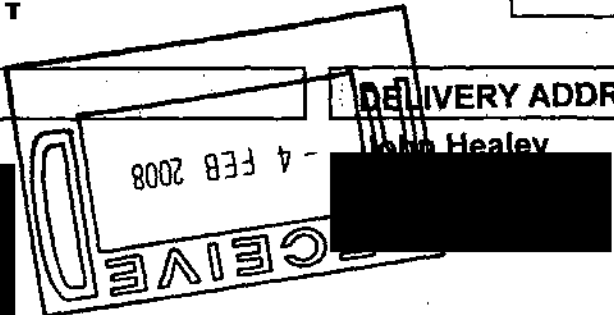
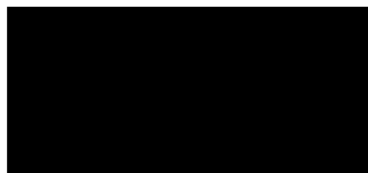
# Invoice



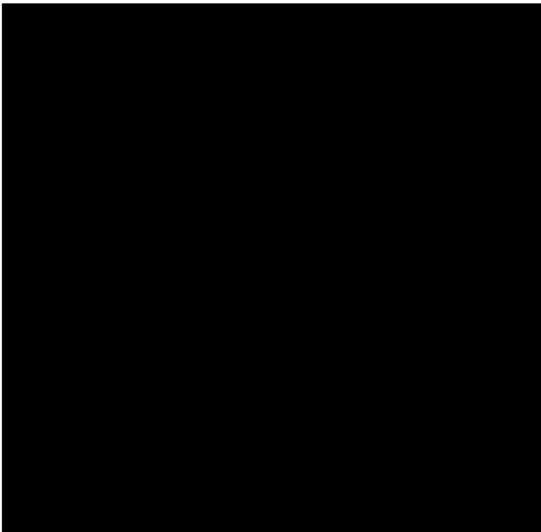
DIVISION	Paper Island Print
INVOICE No.	[REDACTED]
TAX DATE	31/01/2008

P R I N T

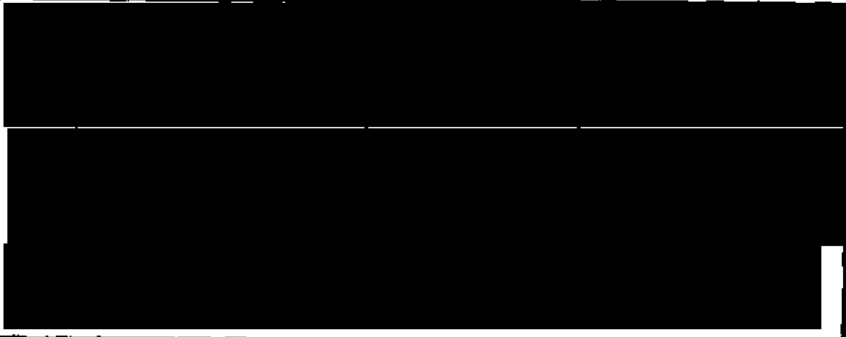
INVOICE ADDRESS	DELIVERY ADDRESS
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SALES ORDER	ACCOUNT No.	P.O. No.	TERMS	REP
[REDACTED]	[REDACTED]	[REDACTED]	+1M	

QTY	DESCRIPTION	RATE	AMOUNT
51,000	PIP [REDACTED] -ParRep  		2,904.00

VAT SUMMARY	2,904.00 @ 17.50%
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	SUBTOTAL	2,904.00
	VAT TOTAL	508.20
	TOTAL GBP	3,412.20

See overleaf for full terms and conditions of sale.



Communications Allowance
Direct payment of suppliers

VALIDATION

Comms2

page 1 of 2

15 JAN 2008

RECEIVED

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Name in CAPITAL LETTERS

JOHN HEALEY

Constituency

WENTWORTH

Office use only

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

ACONIX

£ 411.25 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

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

Authorisation and declaration

Signature

[Redacted Signature]

of costs incurred wholly, by Parliamentary duties.

MP

Date

12/1/08

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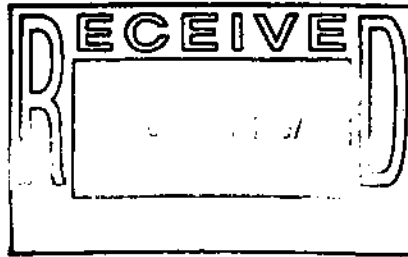
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**Office use only**

Initials / Date

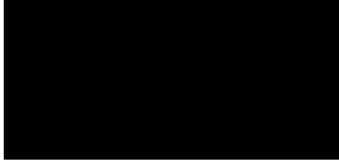
Validation completed


**Comments**


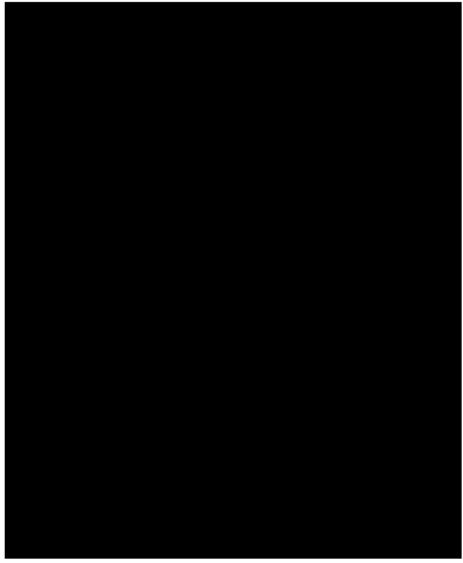


# Invoice


John Healey MP



TAX DATE	PO. NO.	NUMBER
07 Dec 07	Not Supplied	

DATE	DESCRIPTION	NETT	VAT RATE	VAT
07 Dec 07	1 year of hosting, system updates and support to  Expires 31st December 2008.	350.00	61.25	411.25
				

**How to pay this invoice:**

To pay by BACS, please use these details: Sort Code   
 To pay by Cheque, please post it to the address below, writing the Invoice Number on the reverse.  
 Credit and debit card payment options are also available. Please contact us for details.

Subtotal	350.00
VAT Total	61.25
<b>Total GBP</b>	<b>£ 411.25</b>