



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 ROBERTSON

Constituency

GLASGOW NORTH WEST

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 01/02/08 to 14/03/08

Allowance year

/ /

Description of service or goods

Amount

Description of service or goods	Amount
POSTAGE	£ 200 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only

Allow. / Exp. Type (cat5)

Total

£ 200 : 00 p

Authorisation and declaration

- ed wholly, exclusively and necessarily

Signature

MP

Date

14/3/08

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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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

--	--



£

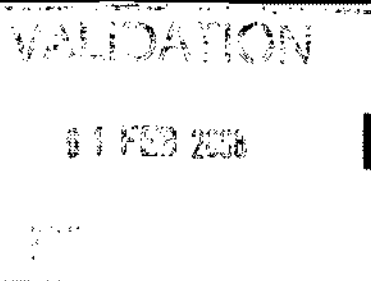
£

Comments

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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

JOHN ROBERTSON

Constituency

GLASGOW 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 01/12/07 to 20/12/07

Allowance year

07/08

Suppliers

ROYAL MAIL

Office use only

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

45.25 p

p

p

p

p

p

p

p

Authorisation and declaration

I declare that the above is a true and correct account of the total amount of costs incurred wholly, or in part, in the course of my Parliamentary duties.

Signature

MP

Date

20/12/07

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**



Invoice number [redacted]
 Invoice date **16 Dec 2007**
 Page 1 of 2

To
 JOHN ROBERTSON MP
 [redacted]
 [redacted]

Invoice
 for your reducing credit
 balance account

Account held at
 JOHN ROBERTSON MP
 [redacted]

Customer account number
 [redacted]

Legal entity number
 [redacted]

Terms
 30 days

Please pay by
15 Jan 2008

Docket no.	Posting date	Sender's ref. Contract no.	Format	Service	Quantity	Net value	VAT		
[redacted]	10 Nov 2007	[redacted]		RESPONSE	71	29.05	DR		
[redacted]	G15 8TE	[redacted]	Letter	36 Items					
			Letter	34 Items		69.05	CR		
			Letter	1 Item		16.80	E		
Breakdown w/e 10 Nov 2007									
			Mon	Tue	Wed	Thu	Fri	Sat	Total
			0	0	0	17	19	34	70
			0	0	0	0	0	1	1
			0	0	0	17	19	35	71
[redacted]	17 Nov 2007	[redacted]		RESPONSE SERVICES	71	16.80	E		
[redacted]	G15 8TE	[redacted]	Letter	63 Items		£0.235			
			Letter	7 Items		£0.235	Saturday posting		
			Letter	1 Item		£0.335			
Breakdown w/e 17 Nov 2007									
			Mon	Tue	Wed	Thu	Fri	Sat	Total

Amount carried forward to next page **33.60**



VALIDATION 21 DEC 2007

RECEIVED

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 ROBERTSON

Constituency

GLASGOW 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 01 / 12 / 07 to 21 / 12 / 07

Allowance year

Description of service or goods

Amount

Description of service or goods	Amount
POSTAGE	£ 100 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only

Allow. / Exp. Type (cat5)

Total

£ 100 : 00 p

Authorisation and declaration

wholly, exclusively and necessarily

Signature

MP

Date

21/12/07

Data protection

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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



Communications Allowance
Direct payment of suppliers

24 DEC 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

- 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 ROBERTSON

Constituency

GLASGOW 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 / 12 / 07 to 20 / 12 / 07

Allowance year

07 / 08

Suppliers

Amount

ROYAL MAIL

£ 45.85 p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

£ _____ p

Office use only

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

Authorisation and declaration

I declare that the above amount represents the total amount of costs incurred wholly, or in part, in the course of my Parliamentary duties.

Signature

MP

Date

20/12/07

Data protection

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Office use only

Initials / Date

Validation completed

Comments



Invoice number

Invoice date
16 Dec 2007

Page
1 of 2

To
JOHN ROBERTSON MP

Invoice

for your reducing credit
balance account

Account held at
JOHN ROBERTSON MP

Customer account number

Terms
30 days

Legal entity number

Please pay by
15 Jan 2008

Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
------------	--------------	---------------	--------	---------	----------	------------	---------------	-----------	-----

Opening balance on account

29.05 DR

Payment received - thank you

69.05 CR

10 Nov 2007
G15 8TE

RESPONSE SERVICES

71							
Letter	36 Items	£0.235					
Letter	34 Items	£0.235					
Letter	1 Item	£0.335					
					Saturday posting		
					Saturday posting		

16.80 E

Breakdown w/e 10 Nov 2007

	Mon	Tue	Wed	Thu	Fri	Sat	Total
Items @ £0.235	0	0	0	17	19	34	70
Items @ £0.335	0	0	0	0	0	1	1
Totals	0	0	0	17	19	35	74

17 Nov 2007
G15 8TE

RESPONSE SERVICES

71							
Letter	63 Items	£0.235					
Letter	7 Items	£0.235					
Letter	1 Item	£0.335					
						Saturday posting	

16.80 E

Breakdown w/e 17 Nov 2007

	Mon	Tue	Wed	Thu	Fri	Sat	Total
--	-----	-----	-----	-----	-----	-----	-------

Amount carried forward to next page

33.60



Communications Allowance
Member's reimbursement form

- 1 NOV 2007

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

SONN ROBERTSON

Constituency

GLASGOW NORTH WEST

Office use or

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.

- 5 NOV 2007

Period of claim from 01/10/07 to 31/10/07 Allowance year 07/08

Description of service or goods	Amount
POST OFFICE - PARCELS	£ 79 : 98 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

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

Total

£ 79 : 98 p

Authorisation and declaration

Signature

urred wholly, exclusively and necessarily

MP

Date

31/10/07

Data protection

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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"/>
	£ <input type="text"/>
Comments	



Post Label P		
1 @ 13.33		13.33
Post Label P		
1 @ 13.33		13.33
Post Label P		
1 @ 13.33		13.33
Post Label P		
1 @ 13.33		13.33
Post Label P		
1 @ 13.33		13.33
Post Label P		
1 @ 13.33		13.33

TOTAL DUE TO POST OFFICE 79.98

	FROM CUSTOMER	79.98
		0.00

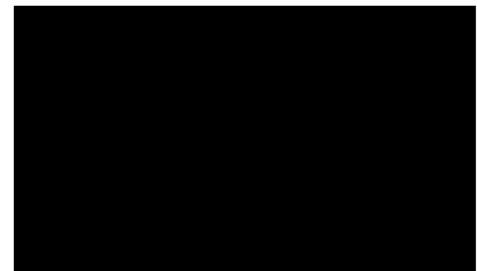
PLEASE RETAIN THIS RECEIPT AS PROOF OF POSTING FOR ITEMS LISTED BELOW

ITEM NO	BUILDING NAME OR NUMBER	POSTCODE
1
2
3
4

Payment Retail



Amount: £79.98





10 OCT 2007

Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

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About filling in this form

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Your details

Name in CAPITAL LETTERS

JOHN ROBERTSON

Constituency

GLASGOW NORTH WEST

Office use or

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

Period of claim

from 01/10/07 to 31/10/07

Allowance year

Description of service or goods

Amount

ROYAL MAIL

£ 453 : 56 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 453 : 56 p

Office use only

Allow. / Exp. Type (cat5)

Authorisation and declaration

Signature

I incurred wholly, exclusively and necessarily

MP

Date

9/10/07

Data protection

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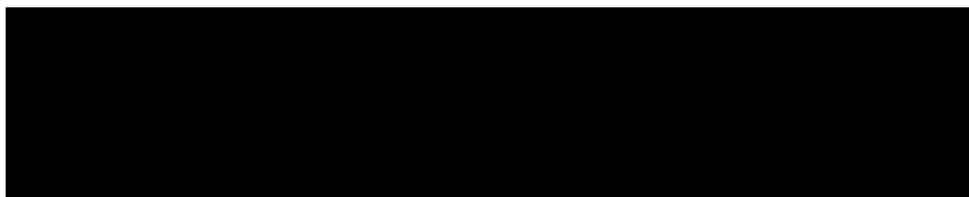
Send your completed form to

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	<input type="text"/>	<input type="text" value="£"/>
	<input type="text"/>	<input type="text" value="£"/>
Comments		



Royal Mail



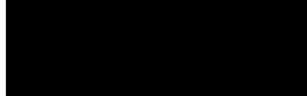
Invoice number
[redacted]
Invoice date
01 Oct 2007
Page
1 of 1

Invoice

To
JOHN ROBERTSON MP



Account held at
JOHN ROBERTSON MP



Customer account number



Legal entity number



Terms
10 days

Please pay by
11 Oct 2007

Docref no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
[redacted]	28 Sep 2007	[redacted]		DOOR TO DOOR	12,959			453.56	E
				12959 ITEMS AT 3.500 PENCE					

Total Net **453.56**

Total VAT E = exempt **0.00**

Total **453.56**

Legal Entity

Account Number

Invoice Date	Invoice Number	Due Date	Amount
01-Oct-07	[REDACTED]	11-Oct-07	453.56
		Total Due	453.56



Communications Allowance
Direct payment of suppliers

VALIDATION

26 SEP 2007

Comms2

page 1 of 2

1007-136-AZ
RECEIVED

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 ROBERTSON MP ✓

Constituency

GLASGOW NORTH WEST

Office use only Costc ✓

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 / 08 / 07 to 30 / 09 / 07 Allowance year 07 / 08

Unseen 26/09/07.

Suppliers	Amount
Milton Press	£ 1525.00 p
Milton Press	£ 325.00 p
Royal Mail	£ 6542 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

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

Authorisation and declaration

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

Signature

[Redacted Signature]

MP

Date

23/09/07

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	<input type="text"/>
Comments	

Sales Invoice

Date/Tax Point 31/08/2007 ✓

Invoice No. [REDACTED] ✓

Your Order No. [REDACTED] Terms 30 DAYS NETT

Quantity	Description	Value
43,000 VAT ZERO	Printed A4 Leaflets Full colour front, 2 colour reverse, Fold to 1/3 A4 size. [REDACTED] [REDACTED]	1525.00

Total Goods 1525.00

Total VAT 0.00

TOTAL INVOICE 1525.00 ✓

Sales Invoice

Date/Tax Point 31/08/2007 ✓

Invoice No. [REDACTED] ✓

Your Order No. Terms 30 DAYS NET [REDACTED]

Quantity	Description	Value
----------	-------------	-------

	Packaging & Distribution 4 Deliveries [REDACTED]	325.00
--	---	--------

- 2 OCT 2007

Total Goods	325.00
-------------	--------

Total VAT	56.88
-----------	-------

TOTAL INVOICE	381.88 ✓
----------------------	-----------------

PAYMENT STRICTLY 30 DAYS FROM INVOICE DATE.

Invoice

To
JOHN ROBERTSON MP

Account held at
JOHN ROBERTSON MP

Customer account number

Terms
10 days

Legal entity number

Please pay by
27 Sep 2007

17 OCT 2007

Docket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service Quantity	Weight/kg	Unit cost (£)	Net value	VAT
	14 Sep 2007			DOOR TO DOOR 19,012 19012 ITEMS AT 3.500 PENCE			665.42	E

Total Net	665.42
Total VAT	E = exempt 0.00
Total	665.42



Communications Allowance
Direct payment of suppliers

13 SEP 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 ROBERTSON MP

Constituency

GLASGOW NORTH WEST

Office use only	Costs	[REDACTED]
-----------------	-------	------------

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 10/09/07 to 10/09/07 Allowance year 07/08

Suppliers	Amount
<u>Royal Mail</u>	<u>£ 102.41 p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

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

Authorisation and declaration

Signature

[REDACTED SIGNATURE]

I declare that the amount of costs incurred wholly,
by Parliamentary duties.

MP

Date

12/12/07

Data protection

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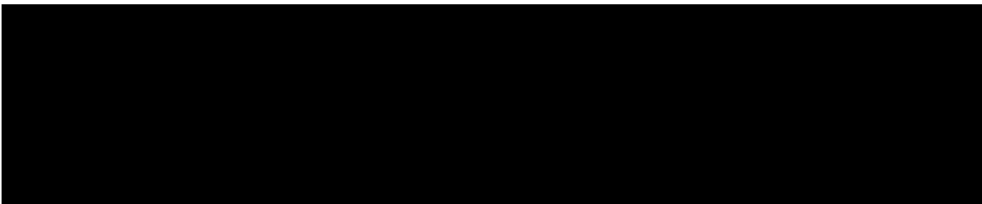
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Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments	
<input type="text"/>	



Invoice number
[Redacted]

Invoice date
10 Sep 2007

Page
1 of 1

Invoice

To
JOHN ROBERTSON MP



Account held at
JOHN ROBERTSON MP



Customer account number



Legal entity number



Terms
10 days

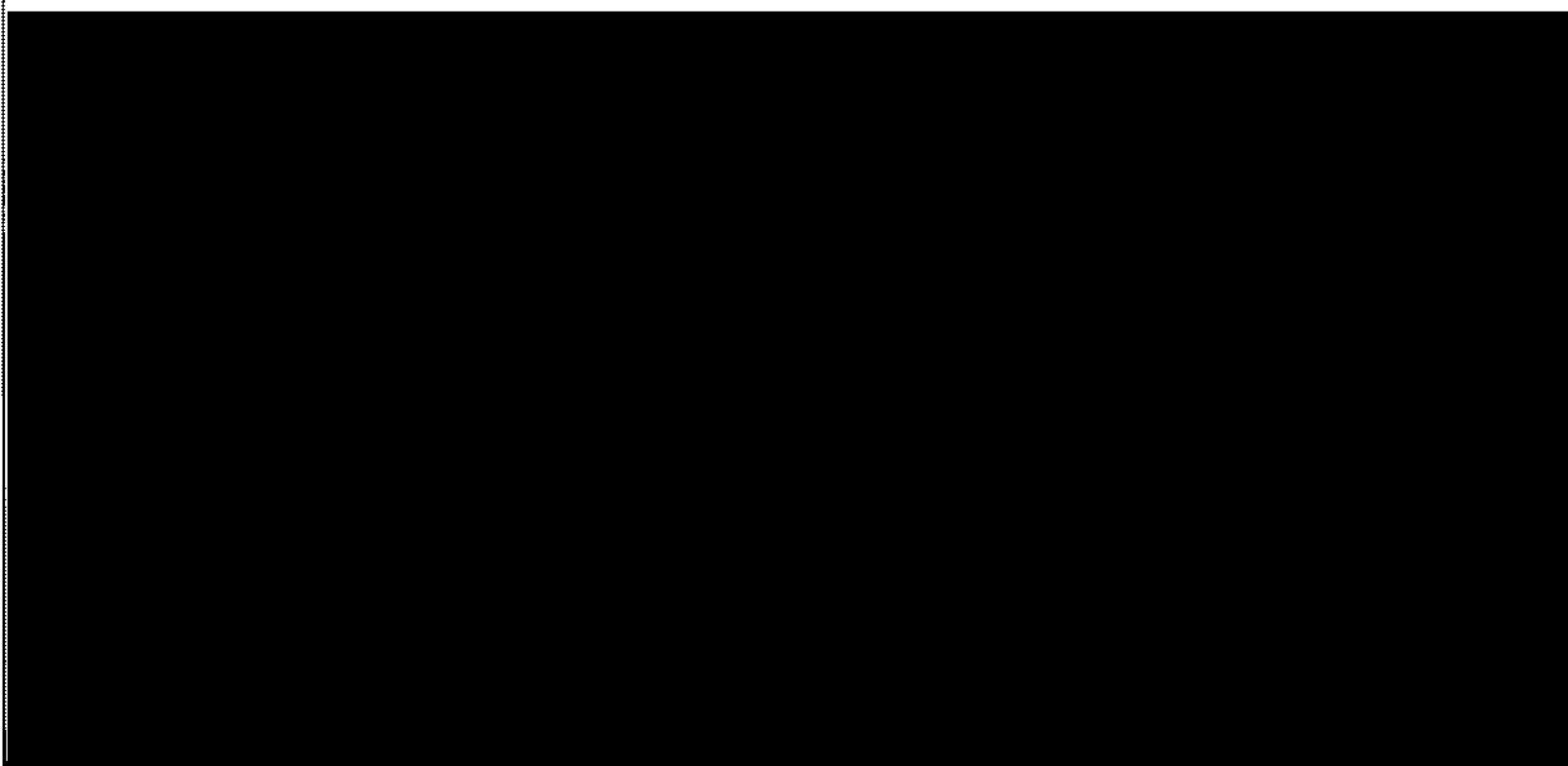
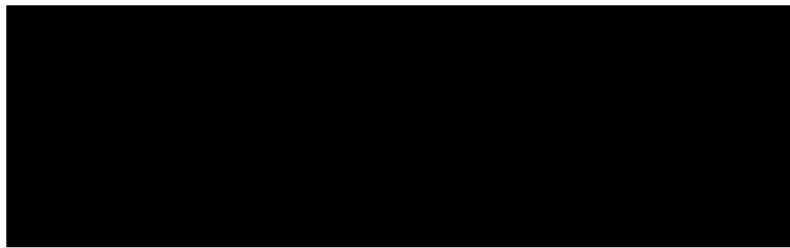
Please pay by
20 Sep 2007

Docket no.	Posting date Poster	Sender's ref. Contract no.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
[Redacted]	07 Sep 2007	[Redacted]		DOOR TO DOOR	2,926			102.41	E
				2926 ITEMS AT 3.500 PENCE					

Total Net **102.41**

Total VAT **0.00** E = exempt

Total **102.41**





Communications Allowance
Direct payment of suppliers

2007 NOV 6 1

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

JOHN ROBERTSON

Constituency

GLASGOW 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 01/07/07 to 10/7/07

Allowance year

07/08

Suppliers

Amount

ROYAL MAIL

£ 69 : 05 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allowance / Supplier ID / Expense Type

Authorisation and declaration

Signature

I hereby declare that the above is a true and correct account in respect of costs incurred wholly, or in part, for the discharge of my Parliamentary duties.

MP

Date

18/6/07

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	<input type="text"/>
Comments	



Invoice number
[Redacted]

Invoice date
12 Jun 2007

Page
1 of 1

To
JOHN ROBERTSON MP
[Redacted]
[Redacted]

Invoice

for your reducing credit balance account

Account held at
JOHN ROBERTSON MP
[Redacted]

Customer account number
[Redacted]

Legal entity number
[Redacted]

Terms
30 days
Please pay by
12 Jul 2007

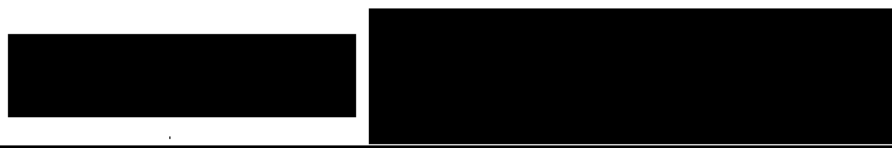
Docket no.	Posting date	Sender's ref.	Format	Service	Quantity	Weight(kg)	Unit cost (£)	Net value	VAT
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Payment received - thank you 41.50 CR

[Redacted] ZECT 10 Jul 2006 RESPONSE SERVICES LICENCE 1 68.50 E

[Redacted] ZECT 10 Jul 2007 RESPONSE SERVICES LICENCE 1 70.55 E

Total Net		139.05
Total VAT	E = exempt	0.00
Total		139.05
Including this usage your balance is now		29.05 DR
To maintain your credit balance please pay		69.05





Member's reimbursement form

- 1 APR 2008

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 ROBERTSON
Constituency GLASGOW NORTH WEST

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 01/03/08 to 30/03/08 Allowance year 07/08

Table with 2 columns: Description of service or goods, Amount. Row 1: Stamps - Post Office, £ 2.00 : 00 p

Total £ 2.00 : 00 p

Authorisation and declaration

Signature Date 30/3/08 MP
I have incurred wholly, exclusively and necessarily

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Send your completed form to

Validation Team, Operations Directorate,
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Comments