



Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

NOV 2007

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

BAAZIER

Constituency

Canterbury

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 \_\_\_/\_\_\_

Description of service or goods

Amount

Photographs for Constituency Newsletter (to be used in spring 08) £ 17 - 63 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 17 - 63 p

Authorisation and declaration

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

Signature

MP

Date

7/Nov/07

**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

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Communications Allowance
Direct payment of suppliers

MEMBERS
30 NOV 2007
BUDGETS

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

BRAZIER ✓

Constituency

Wiltshire

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 1 / Nov / 07 to 29 / Nov / 07 Allowance year 07 / 08 ✓

Suppliers

①

Amount

Parkers

£ 2,822.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

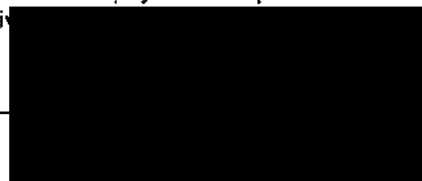
£ : p

£ : p

Authorisation and declaration

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

Signature



MP

Date

29 / Nov / 07

**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

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**Office use only**

Initials / Date

Validation completed

**Comments**



**parkers**  
MARKETING · PRINT · DESIGN



E.C.Parker & Company (Services) Ltd

Canterbury Conservative Assoc.



**Invoice**

Number: [redacted] ✓  
Date: 29/11/2007 ✓  
Del. ref: [redacted]  
Order ref:

Description

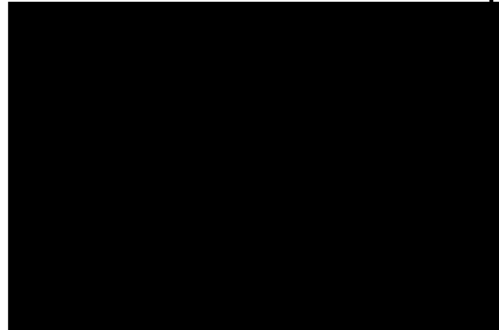


To printing A3 in full colour both sides on 90gsm gloss art.  
Folded to 12pp DL finished size. Two versions - common inside.  
Canterbury - 22,000, Whitstable - 14,000

Artwork for both versions

2622.00

200.00



*29/11/2007*

Sub total

2,822.00

VAT 17.50 %

0.00

TOTAL

2,822.00 ✓

11/11/07  
E.C.Parker & Company (Services) Ltd

