



Communications Allowance

Direct payment of suppliers

Nov 6 2008

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

KEITH SIMPSON

Constituency

MID NORFOLK

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

PLS Ltd

£5,875:00p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£5,875:00p

Office use only

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

ration

- I confirm that the above are in respect of costs incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

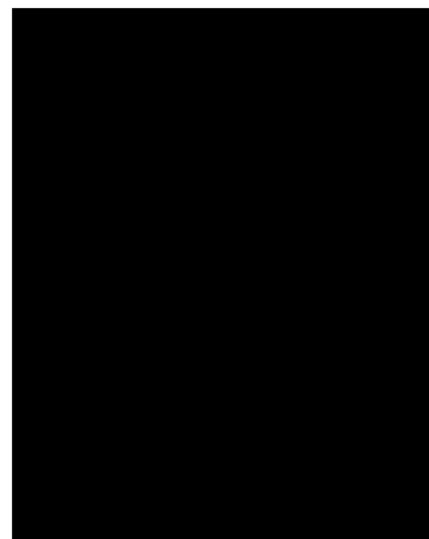
Signature


I [redacted] MP




Date

21/2/2008

Invoice



Invoice To
Keith Simpson MP


VAT REG NO	Tax Date	Invoice No	Ref No	Terms
	20/02/2008			Due on receipt

Description	Net Amount	VAT %	VAT AMT
Communications Work (CA)	5,000.00	17.50%	875.00



SUBTOTAL	£5,000.00
VAT TOTAL	£875.00
Total	£5,875.00



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20 FEB 2008

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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

Buttermountain Ltd

£3,525.00 p

£ : p

£ : p

£ : p

£ : p

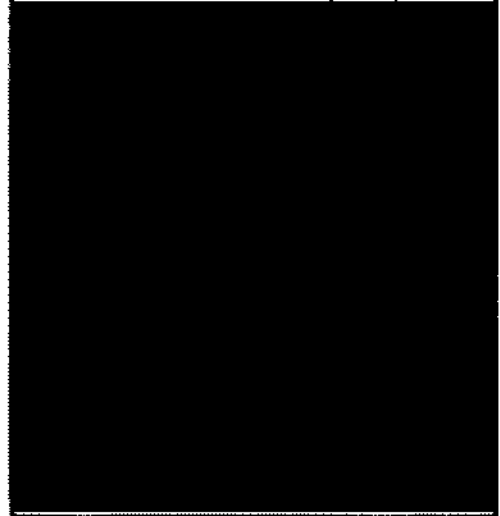
£ : p

£ : 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

[Redacted signature]

MP

Date

19/2/2008

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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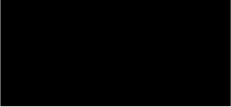
Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).


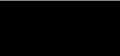
Send your completed form to


Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

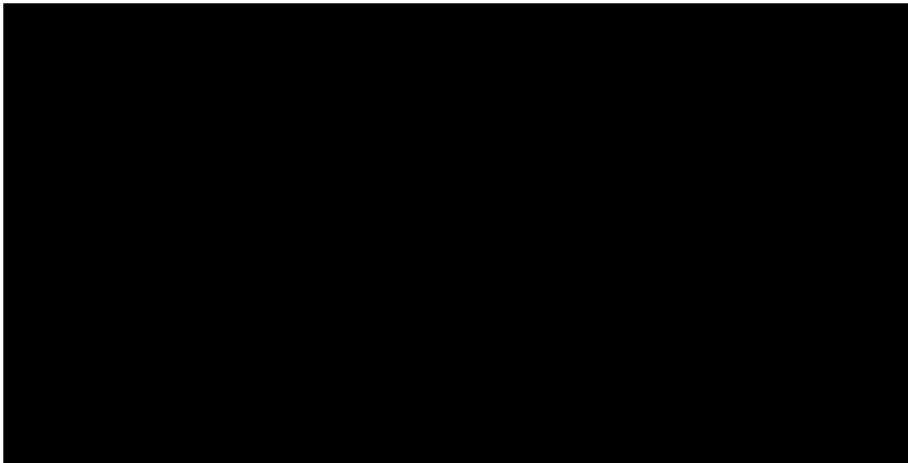
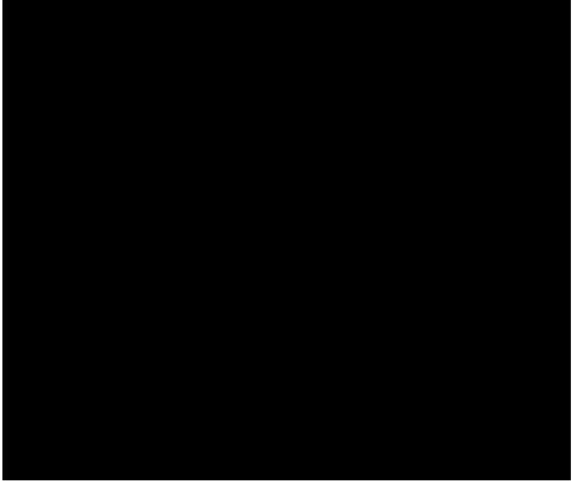
Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments	



Keith Simpson MP


Invoice Number	
Tax/Invoice Date	09/02/2008
Order Number	
Account Number	

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
1.00	Invoice of  hosting and maintenance for March 2008 - February 2009 @ £250 per month	3,000.00	3,000.00	17.50	525.00



Total Net Amount	3,000.00
Carriage Net	0.00
Total VAT Amount	525.00
Invoice Total	3,525.00



FINANCE &
ADMINISTRATION
HOUSE OF COMMONS

Communications Allowance

Direct payment of suppliers

08 AUG 2009

Comms2

page 1 of 2

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Your details

Name
in CAPITAL LETTERS

KEITH SIMPSON

Constituency

MID NORFOLK

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

08/09 ✓

Suppliers	Amount
Buttermountain Ltd	£ 47.00 p ✓
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

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

Authorisation and declaration

- I confirm that the above is an accurate and complete list of all the costs incurred wholly, exclusively or mainly in connection with my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

3/8/08

Data protection

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Send your completed form to

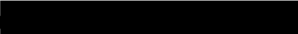
Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

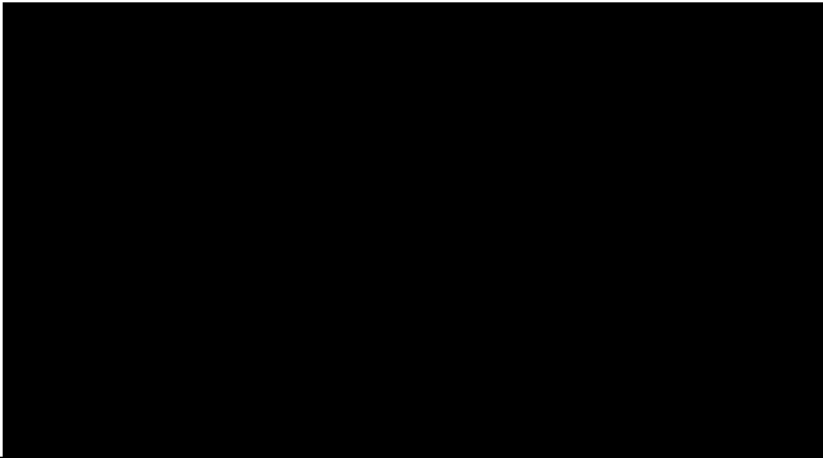
Office use only	
	Initials / Date
Validation completed	<input type="text"/>
Comments 	



Keith Simpson MP


Invoice Number	
Tax/Invoice Date	01/08/2008
Order Number	
Account Number	

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
1.00	 Hosting for 1 year	40.00	40.00	17.50	7.00



Total Net Amount	40.00
Carriage Net	0.00
Total VAT Amount	7.00
Invoice Total	47.00



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

KEITH SIMPSON

Constituency

MID NORFOLK

Office use only	Costs	
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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 08/09
07/08

Suppliers	Amount
<u>PLS Ltd</u>	<u>£9,987.50 p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	<u>£9,987.50 p</u>

Office use only		
Allow.	Supp ID	Exp.Type
		(Cal 5)

Signature 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

[Redacted Signature]

MP

Date

3/3/2008



FINANCE &
ADMINISTRATION
HOUSE OF COMMONS

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

KEITH SIMPSON

Constituency

MID-NORFOLK

Office use of

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 16/5/07 to 16/5/07

Allowance year

07/08

Description of service or goods

Amount

[Redacted description of service or goods]

£ 38 : 98 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 38 : 98 p

Office use only

Allow. / Exp. Type (cat5)

[Redacted office use only section]

Authorisation and declaration

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

Signature

[Redacted signature]

MP

Date

22 May 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.

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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



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Comments

Ryman

the stationery

SALES VOUCHER

Customer copy

	£
RYMAN REMAN R4606/M4646	25.99
1301012865	
RYMAN REMAN R4606/M4646	25.99
1301012865	
SUB TOTAL	51.98

2 Items

£38.98

£38.98

Code	Trans Amount	Vf
17.5%	33.17	5.81



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1 0 OCT 2007

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Your details

Name
 in CAPITAL LETTERS

KEITH SIMPSON

Constituency

IP11 - NORFOLK

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 1/10/07 to 1/1/08

Allowance year

07/08

Suppliers

Amount

<u>WINDRUSH DESIGN</u>	<u>£ 1,930.-</u> p
	£ : 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 in the course of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

[Redacted Date]

Data protection

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Initials / Date

Validation
completed

Comments



SALES STATEMENT

KEITH SIMPSON MP

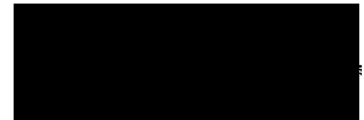
Date	Type Ref.	Description	£ Debit	£ Credit	£ Balance
24 SEP 07			1930.00		1930.00



AGED ANALYSIS * = In Dispute

Current	0.00
September	1930.00
August	0.00
July	0.00
Before July	0.00

Unallocated Credits 0.00 Total balance outstanding £ 1930.00





FINANCE & ADMINISTRATION
HOUSE OF COMMONS

Communications Allowance

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04 DEC 2007 **Comms2**

2007 13 40

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KEITH SIMPSON

Constituency

NU - NORFOLK

Office use only Costc

Claim details

You can only request
Please ensure

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- you attach all supplier invoices.

Period of claim

from 1/12/07

to 30/11/08

Allowance year

07/08

Suppliers

Amount

PALACE COMPUTING

£1,175.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type

Authorisation and declaration

- I confirm that the above information is true and correct in respect of costs incurred wholly, exclusively and necessarily in connection with the performance of my Parliamentary duties.

Signature

MP

Data protection

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Initials / Date

Validation
completed**Comments**

PALACE COMPUTING



INVOICE TO

Keith Simpson MP



Invoice

TAX DATE	INVOICE NO	TERMS	VAT REG NO
14/11/2007		Due By Return	

DESCRIPTION	QTY	RATE	VAT AMT	AMOUNT
12 Month Service Contract (Entire Office) 1st December 2007 to 30th November 2008	1	1,000.00	175.00	1,000.00



VAT SUMMARY	SUBTOTAL	AMOUNT
£ 175.00 @ 17.5%;		1,000.00
	VAT TOTAL	175.00
	Total	£1,175.00

