



Member's reimbursement form

VALIDATION

Page 1 of 2

01 JUN 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, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and
- any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 19/06/2006

to 13/07/2006

Allowance year

2006/2007

|         | Description of service or goods          | Amount       |
|---------|--|--------------|
| Item 1  | RYMANS - CONSUMABLES                     | £ 8 : 99 p   |
| Item 2  | DABS - BACK-UP PRINTER                   | £ 194 : 88 p |
| Item 3  | EBUYER - SOFTWARE                        | £ 164 : 63 p |
| Item 4  | DESKTOP <sup>CONSUMABLES</sup> COMPUTERS | £ 12 : 00 p  |
| Item 5  | STS <sup>CONSUMABLES</sup> COMPUTERS     | £ 24 : 50 p  |
| Item 6  | MC AFFEIS <sup>SECURITY</sup> - SOFTWARE | £ 55 : 47 p  |
| Item 7  | STS - INKJET CONTAINER                   | £ 165 : 00 p |
| Item 8  | FACILITY/FURNITURE, TONERS               | £ 689 : 53 p |
| Item 9  | P.C. World CONSUMABLES                   | £ 49 : 97 p  |
| Item 10 | BT OPEN WORLD - INKJET                   | £ 30 : 99 p  |

Total

£ 1394 : 96 p

continued on page 2

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

30 May 2007

Data protection

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[Redacted]

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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

| Validation                               | Initials | Date  |
|--|----------|-------|
| Claims received                          |          | 1 / 1 |
| Signature check                          |          | 1 / 1 |
| Funds check                              |          | 1 / 1 |
| Allowable expenditure                    |          | 1 / 1 |
| Member Res ID & Costc                    |          | 1 / 1 |
| Ext type/Cat 5 & subtotals added to form |          | 1 / 1 |
| Receipts/ documentation present          |          | 1 / 1 |
| Processing                               |          |       |
| Input                                    |          | 1 / 1 |

Input subtotals per Cat 5

|           |
|-----------|
| £ 1035.45 |
| £         |
| £         |
| £ 194.88  |
| £         |
| £ 164.63  |
| £         |
| £         |
| £ 1394.96 |

Comments

[Redacted Comments]

**Order Confirmation**

Thank you for your order and choosing dabs.com.  
 This is your order confirmation. It is not a tax  
 invoice.  
 Your order number is [REDACTED]

**Delivery Address**


Mr Paul Beresford  
 [REDACTED]

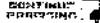
**Payment Details**

£194.88 paid on card detailed below:  
 [REDACTED]

**Order Details**

| Sales Order | Order Date | Reference | Order Status | Account Number |
|-------------|------------|-----------|--------------|----------------|
| [REDACTED]  | 20/06/2006 |           | Order Placed | [REDACTED]     |

| product name  | used stock | qty | ex vat                       | line price | status       |
|---|------------|-----|------------------------------|------------|--------------|
|  <b>Maxtor One Touch III 500GB<br/>                     USB2 7200rpm 16MB<br/>                     quicklink</b> |            | 1   | £159.90                      | £159.90    | Order Placed |
|   |            |     | delivery charges<br>(2.71kg) | £5.96      |              |
| image(s) for illustrative purposes only   |            |     | subtotal                     | £165.86    |              |
|   |            |     | vat                          | £29.02     |              |
|   |            |     | total                        | £194.88    |              |



View Order

Ebuyer Invoice



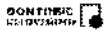
**Invoice No**  
**Invoice Date**  
**Customer Ref.**  
**Order No**  
**Client Name**  
**Account Name**  
**Account No**  
**Payment Method**  
**Last 4 Card Digits / Expiry**



| Qty | Product Description                   | QuickFind | Status   | Cost    | Line cost |
|-----|---------------------------------------|-----------|----------|---------|-----------|
| 1 x | Symantec Pcanywhere Host & Remote V12 |           | Invoiced | £134.31 | £134.31   |

|                         |                                       |
|-------------------------|---------------------------------------|
| <b>Deliver:</b>         | Fri 23rd Jun 2006<br>(2 Working Days) |
| <b>Consignment No:</b>  | Track Your Delivery                   |
| <b>Number of Boxes:</b> | N/A                                   |

|                      |         |
|----------------------|---------|
| <b>Carriage</b>      | £5.79   |
| <b>Subtotal</b>      | £140.10 |
| <b>VAT</b>           | £24.53  |
| <b>Invoice Total</b> | £184.63 |





This is your receipt. Please print a copy of this page for your records. A printout of this page will be considered an official receipt and proof-of-purchase.

[Print](#)

Customer: Paul Beresford

26 June 2006

|                        |                          |
|------------------------|--------------------------|
| <b>Billing Address</b> | <b>Payment Type</b>      |
| [REDACTED]             | Mastercard<br>[REDACTED] |

| Qty | Item  | Delivery | Price (GBP)             | Total (GBP)  |
|-----|---|----------|-------------------------|--------------|
| 1   | McAfee Internet Security Suite 8.0  | Download | 49.98                   | 49.98        |
| 1   | McAfee Internet Security Suite 8.0 (Extended Download)<br>Install from My Account | Download | 5.49                    | 5.49         |
|     |   |          | <b>Sub Total (£):</b>   | <b>55.47</b> |
|     |   |          | <b>Tax (£):</b>         | —            |
|     |   |          | <b>Grand Total (£):</b> | <b>55.47</b> |

STS Computers

E  
D  
P

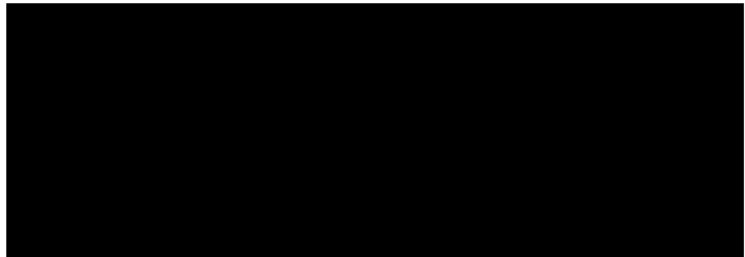
|   |                                   |         |
|---|-----------------------------------|---------|
| 2 | HP 57 Tri Colour Inkjet Cart      | £40.85  |
| 2 | HP Black Inkjet Cart (HP 56)      | £31.49  |
| 2 | HP Ink Cartridge HP 59 Photo grey | £32.34  |
| 2 | HP Inkjet Cart (HP 58) colour     | £35.74  |
|   | Sub Total                         | £140.43 |
|   | VAT                               | £24.57  |
|   | Total                             | £165.00 |
|   | Tendered                          | £165.00 |
|   | Change                            | £0.00   |

Receipt

You were served by

# Invoice

Facilities Fulfilment Ltd



**Invoice To**  
**SIR BERESFORD**  
 [Redacted]

**Deliver To**  
**Sir P Beresford**  
 [Redacted]

| Account No | Your Order Ref | Invoice No | Order No   | Delivery No | Date    | Page |
|------------|----------------|------------|------------|-------------|---------|------|
| [Redacted] | [Redacted]     | [Redacted] | [Redacted] |             | 4/07/06 | 1    |

| Product Code / Description | Price | Disc % / Serial Number | Net Price | Quantity | Unit | Line Value Ex. VAT | VAT Rate | VAT Value |
|----------------------------|-------|------------------------|-----------|----------|------|--------------------|----------|-----------|
|----------------------------|-------|------------------------|-----------|----------|------|--------------------|----------|-----------|

Thank you for your order

This order has been supplied by

Facilities Fulfilment Limited

acting on behalf of

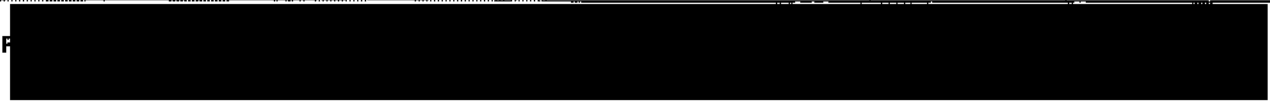
Lexmark International Inc.

TEL: [Redacted]

FAX: [Redacted]

|                               |       |  |       |       |    |        |        |       |
|-------------------------------|-------|--|-------|-------|----|--------|--------|-------|
| [Redacted]                    | 66.19 |  | 66.19 | 2.000 | EA | 132.38 | 17.500 | 23.17 |
| C520 4K BLACK PREBATE TONER   |       |  |       |       |    |        |        |       |
| [Redacted]                    | 75.60 |  | 75.60 | 2.000 | EA | 151.20 | 17.500 | 26.46 |
| C520 3K CYAN 3K PREBATE TONER |       |  |       |       |    |        |        |       |
| [Redacted]                    | 75.60 |  | 75.60 | 2.000 | EA | 151.20 | 17.500 | 26.46 |
| C520 3K MAGENTA PREBATE TONER |       |  |       |       |    |        |        |       |
| [Redacted]                    | 75.60 |  | 75.60 | 2.000 | EA | 151.20 | 17.500 | 26.46 |
| C520 3K YELLOW PREBATE TONER  |       |  |       |       |    |        |        |       |
| FCFIF                         |       |  |       | 1.000 | EA |        | 17.500 |       |
| FREE NEXT DAY DELIVERY        |       |  |       |       |    |        |        |       |

|            |                      |        |
|------------|----------------------|--------|
| [Redacted] | <b>Goods Total</b>   | 585.98 |
| [Redacted] | <b>VAT Total</b>     | 102.55 |
| [Redacted] | <b>Invoice Total</b> | 688.53 |





Member's reimbursement form

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- Use this form to ask us to reimburse you for costs you have incurred on your Parliamentary duties.

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- For details of costs you can claim for, see Green Book section 5.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

Claim details

Please ensure

- your claim totals more than £100
you provide journey details of all taxi journeys
you attach all receipts or invoices for items of £250 and above
any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 25/01/2007

to 31/03/07

Allowance year

2006/2007

Office use only

Allow or Exp/ A/c code Cat 5

Table with 3 columns: Item, Description of service or goods, Amount. Includes handwritten entries like 'TELEPHONE REPAIRS', 'PC WOUND KEYBOARD', 'STAPLES - CONSUMABLES', etc.

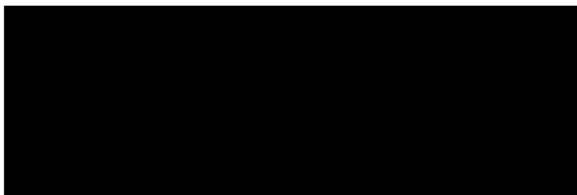
continued on page 2



Authorisation and declaration

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

Signature

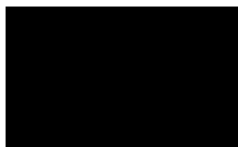


MP

Date

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

06/07



**Office use only**

| Validation                               | Initials | Date | Input subtotals per Cat 5 |
|--|----------|------|---------------------------|
| Claims received                          |          | / /  | £ 431.10                  |
| Signature check                          |          | / /  | £                         |
| Funds check                              |          | / /  | £                         |
| Allowable expenditure                    |          | / /  | £                         |
| Member Res ID & Costc                    |          | / /  | £                         |
| Ext type/Cat 5 & subtotals added to form |          | / /  | £ 431.10                  |
| Receipts/ documentation present          |          | / /  |                           |
| Processing input                         |          | / /  |                           |
|  |          |      | <b>Comments</b>           |



# Member's reimbursement form

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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

Constituency

## Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

06/07

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 19/2/07

to 19/2/07

Allowance year

1 06/07

Office use only  
Allow or Exp/  
A/c code Cat 5

|         | Description of service or goods             | Amount       |
|---------|---|--------------|
| Item 1  | BT Home <sup>LINE</sup> <del>LOCATION</del> | £ 48 : 35 p  |
| Item 2  | BT Home <sup>LINE</sup> <del>OFFICE</del>   | £ 411 : 54 p |
| Item 3  |   | £ : p        |
| Item 4  |   | £ : p        |
| Item 5  |   | £ : p        |
| Item 6  |   | £ : p        |
| Item 7  |   | £ : p        |
| Item 8  |   | £ : p        |
| Item 9  |   | £ : p        |
| Item 10 |   | £ : p        |

Total

£ 508 : 24 p

**Authorisation and declaration**

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

Signature  MP  
Date 

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Department of Finance & Administration, House of Commons, London SW1A 0AA

06/07

**Office use only**

| Validation                               | Initials | Date |
|--|----------|------|
| Claims received                          |          | / /  |
| Signature check                          |          | / /  |
| Funds check                              |          | / /  |
| Allowable expenditure                    |          | / /  |
| Member Res ID & Costc                    |          | / /  |
| Ext type/Cat 5 & subtotals added to form |          | / /  |
| Receipts/ documentation present          |          | / /  |
| Processing                               |          | / /  |
| Input                                    |          | / /  |

**Input subtotals per Cat 5**

|  |          |
|--|----------|
|  | £ 508.24 |
|  | £        |
|  | £        |
|  | £        |
|  | £        |
|  | £        |
|  | £        |
|  | £        |
|  | £ 508.24 |

**Comments**

Your account and bill number

Date

19 February 2007

SIR PAUL BERESFORD



Bringing it all together

## Your BT bill

for

Service charges

£ 41.15

VAT

£ 7.20

**Total now due**

**£ 48.35**

*Please make sure we receive the total now due by  
2 March 2007.*

Your account and bill number

19 February 2007

SIR PAUL BERESFORD



Bringing it all together

## Your BT bill

for

|                 |          |
|-----------------|----------|
| Cost of calls   | £ 296.35 |
| Service charges | £ 53.90  |
| VAT             | £ 61.29  |

**Total now due**                    **£ 411.54**

*Please make sure we receive the total now due by  
2 March 2007.*

# PC WORLD

The Computer Superstore

LOGITECH W DRK PLT OPT MSE £9.99

Vat Code 'A'

1 x 0000535695 @ £9.99

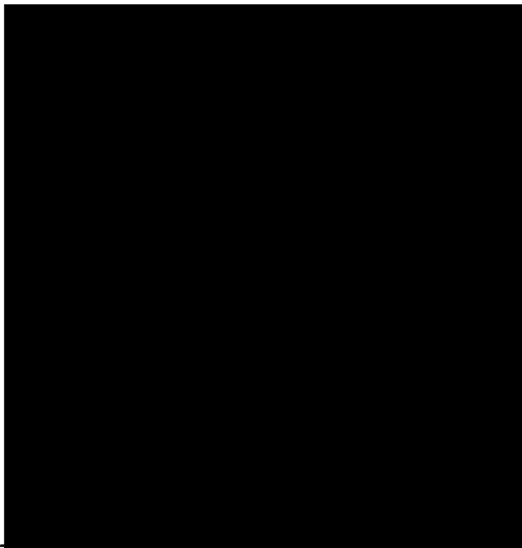
MICROSOFT K/BRD BLK 500 £14.99

Vat Code 'A'

1 x 0000676531 @ £14.99

---

Total £24.98



**SALE**

Assistant: 64 KEITH

PANASONIC DVD-RW 25 PK CASE £17.99

1 x 0000824875 @ £17.99

PHILIPS CDR 25PK PRINT £8.99

1 x 0000188032 @ £8.99

PANASONIC DVD-RW 25 PK CASE £17.99

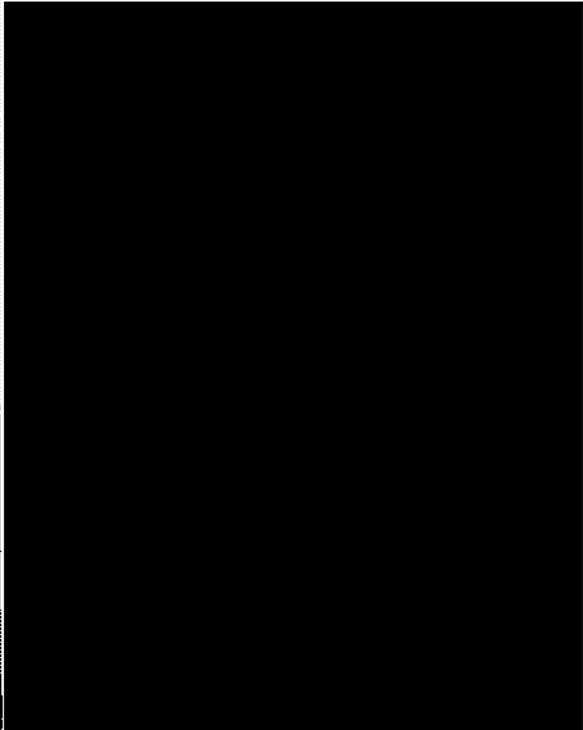
1 x 0000824875 @ £17.99

PHILIPS CD-R 25PK SPINDL £7.99

1 x 0000567206 @ £7.99

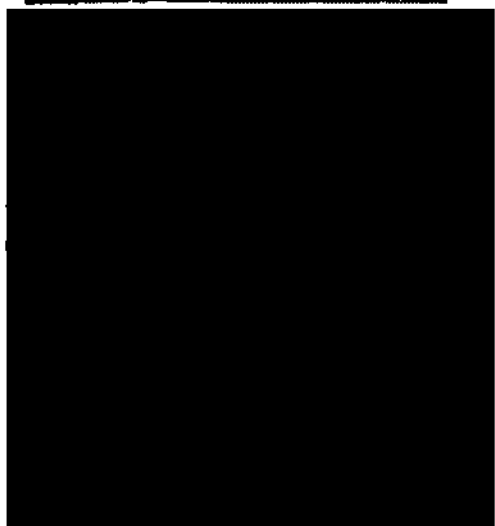
AMOUNT DUE £52.96

MASTERCARD £52.96



# PC WORLD

The Computer Superstore



FELLOWS MATT LABEL 100PK £17.99

Vat Code 'A'

1 x 0000293378 @ £17.99

NEATO JEWEL REFILL X20 £9.99

Vat Code 'A'

1 x 0000413754 @ £9.99

VERBATIM 10PK LIGHTSCRIBE £17.99

Vat Code 'A'

1 x 0000204624 @ £17.99

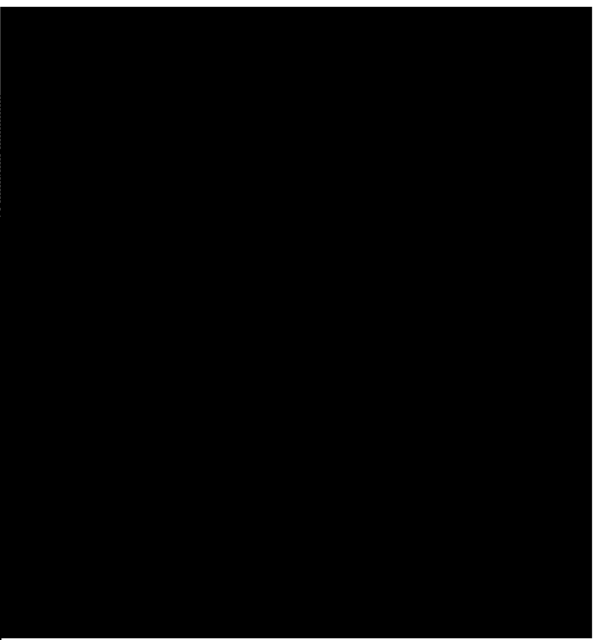
DISCO 1GB + 2GB TWIN PK £24.99

Vat Code 'A'

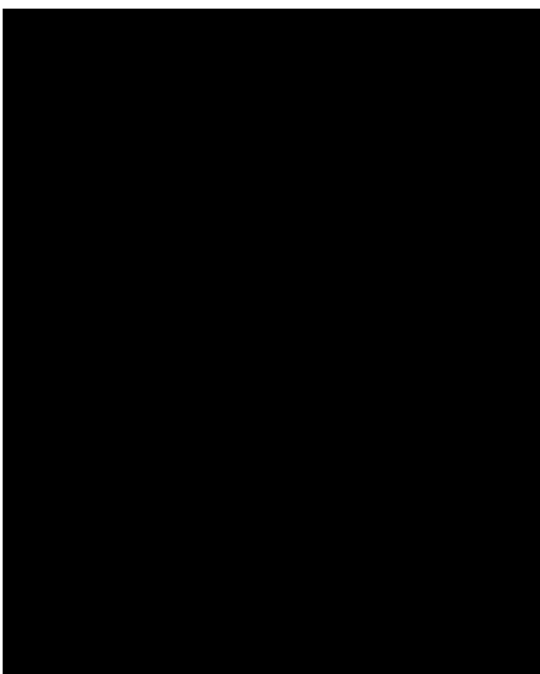
1 x 0000140222 @ £24.99

---

Total £70.96







SALE

Assistant

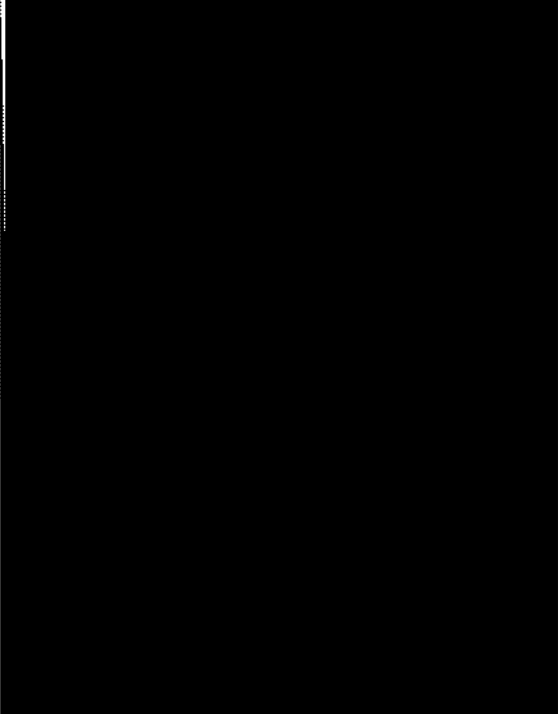


NETGEAR 108MBPS PCI CRD £34.99

1 x 0600356353 @ £34.99

AMOUNT DUE £34.99

MASTERCARD £34.99



# PC WORLD

The Computer Superstore

## SALE

Assistant: 125 BEN

MAXTOR 32GB USB EXT HDD £139.99

1 x 0000133685 @ £139.99

Discount: Promotion - Promotional Offer £70.00

AMOUNT DUE £69.99

MASTERCARD £69.99

# PC WORLD

The Computer Superstore

BELKIN 1.8 LAPTO P-POWER

£9.99

Vat Code 'A'

1 x 0030561533 @ £9.99

Total

£9.99

## Order Receipt



Name: Paul Beresford

Shipping Address

Billing Address

| Quantity | Item No. | Description  | Price  | Sub total |
|----------|----------|--|--------|-----------|
| 1        | C5220CS  | Lexmark [REDACTED] CYAN<br>RETURN PROG TONER<br>LE00C522CS   | £79.99 | £79.99    |
| 1        | C5220KS  | Lexmark [REDACTED] BLACK<br>RETURN PROG TONER<br>LE00C5220KS | £72.95 | £72.95    |
| 1        | C5220MS  | Lexmark [REDACTED]<br>RETURN PROG TONER<br>LE00C5220MS       | £79.99 | £79.99    |
| 1        | C5220YS  | Lexmark [REDACTED]<br>RETURN PROG TONER<br>LE00C5220YS       | £79.99 | £79.99    |

SUBTOTAL £312.92  
 VAT £46.61  
 SHIPPING £0.00  
 DISCOUNT £0.00  
 ORDER TOTAL £312.92



Member's reimbursement form

VALIDATION  
01 JUN 2007  
RECEIVED

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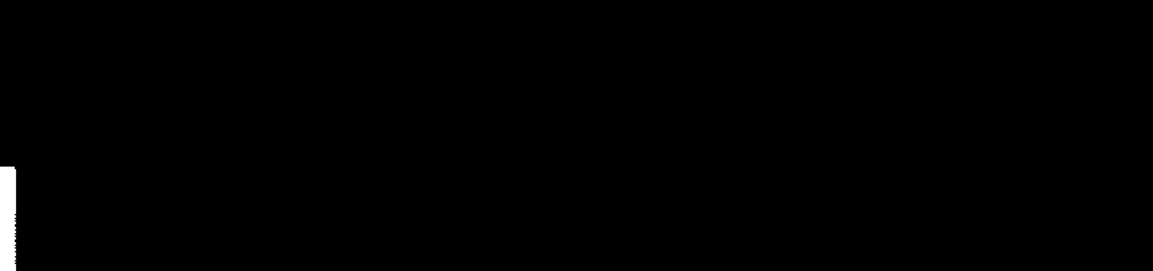
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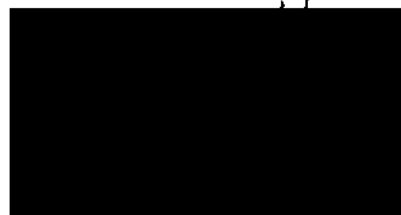
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Period of claim

from 18/12/2006 to 15/01/2007

Allowance year

2006/2007

|         | Description of service or goods | Amount     |   |
|---------|---------------------------------|------------|---|
| Item 1  | VEVING DIRECT/CONSUMABLES       | £ 50 : 41  | p |
| Item 2  | PC WORLD - ROUTER               | £ 34 : 99  | p |
| Item 3  | PC World - East Drive           | £ 69 : 99  | p |
| Item 4  | PC WORLD<br>PREFERED CABLE      | £ 9 : 99   | p |
| Item 5  | WH SMITH CONSUMABLES            | £ 12 : 99  | p |
| Item 6  | CANTONER SAVE-TONGS             | £ 312 : 92 | p |
| Item 7  | PC World - Software             | £ 199 : 98 | p |
| Item 8  | TEK MATH - Repair               | £ 13 : 98  | p |
| Item 9  | BT BROADBAND - 4MAY             | £ 112 : 76 | p |
| Item 10 | BT OPEN WORLD                   | £ 30 : 99  | p |

Total

£ 849 : 00 p

Office use only

Allow or Exp/  
A/c code Cat 5



continued on page 2

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

30 May 2007

Data protection

[Redacted]

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| Validation                               | Initials | Date |
|--|----------|------|
| Claims received                          |          | / /  |
| Signature check                          |          | / /  |
| Funds check                              |          | / /  |
| Allowable expenditure                    |          | / /  |
| Member Res ID & Costs                    |          | / /  |
| Ext type/Cal 5 & subtotals added to form |          | / /  |
| Receipts/ documentation present          |          | / /  |
| Processing                               |          |      |
| Input                                    |          |      |

Input subtotals per Cal 5

|            |          |
|------------|----------|
| [Redacted] | £ 649.07 |
| [Redacted] | £        |
| [Redacted] | £        |
| [Redacted] | £        |
| [Redacted] | £        |
| [Redacted] | £ 199.98 |
| [Redacted] | £        |
| [Redacted] | £        |
| [Redacted] | £ 849.00 |

Comments

[Redacted Comments]



SALE

Assistant: 39 OWEN

|                             |         |
|-----------------------------|---------|
| SYMANTEC PCANYWHERE E 12.0  | £169.99 |
| 1 x 0000489215 @ £169.99    |         |
| KOCH MEDIA NEROPREMO 7RECDR | £29.99  |
| 1 x 0000739711 @ £29.99     |         |

AMOUNT DUE £199.98



# 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, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Page 1 of 2

**VALIDATION**

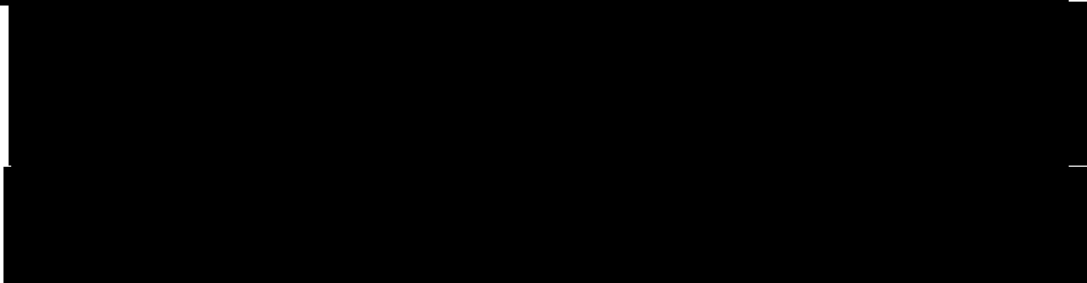
01 JUN 2007.....

**RECEIVED**

## Your details

Name  
in CAPITAL LETTERS

Constituency



007

## Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

01/07

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 31 / 10 / 2006 to 12 / 12 / 06

Allowance year

2006 / 2007

Office use only

Allow or Exp/  
A/c code Cat 5

|         | Description of service or goods                | Amount              |
|---------|--|---------------------|
| Item 1  | <u>HOUSING STORAGE</u>                         | £ <u>59 : 99</u> p  |
| Item 2  | <u>W H SMITH CONSUMABLES</u>                   | £ <u>12 : 99</u> p  |
| Item 3  | <u>BT OPEN WORLD - INTERNET</u>                | £ <u>30 : 99</u> p  |
| Item 4  | <u>P.C. WORKING - <sup>ADDF</sup> SOFTWARE</u> | £ <u>69 : 99</u> p  |
| Item 5  | <u>BT COMPUTER LEASE</u>                       | £ <u>18 : 35</u> p  |
| Item 6  | <u>BT HOME OFFICE LEASE</u>                    | £ <u>449 : 82</u> p |
| Item 7  | <u>PC WORKING SOFTWARE</u>                     | £ <u>164 : 78</u> p |
| Item 8  | <u>Carphone ACCESSORIES</u>                    | £ <u>39 : 99</u> p  |
| Item 9  | <u>IMPRESSIONS - PRINTING</u>                  | £ <u>226 : 78</u> p |
| Item 10 | <u>BT OPEN WORLD - INTERNET</u>                | £ <u>30 : 99</u> p  |

Total

£ 1134 : 87 p

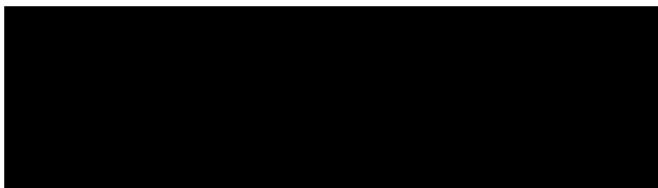
continued on page 2



Authorisation and declaration

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

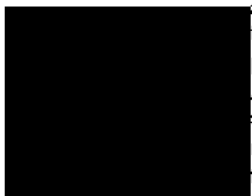
Signature



Date

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 Inland Revenue. 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.



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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**

| Validation                               | Initials             | Date                 | Input subtotals per Cat 5 |
|--|----------------------|----------------------|---------------------------|
| Claims received                          | <input type="text"/> | <input type="text"/> | £ 969.89                  |
| Signature check                          | <input type="text"/> | <input type="text"/> | £ <input type="text"/>    |
| Funds check                              | <input type="text"/> | <input type="text"/> | £ <input type="text"/>    |
| Allowable expenditure                    | <input type="text"/> | <input type="text"/> | £ 164.99                  |
| Member Res ID & Cost                     | <input type="text"/> | <input type="text"/> | £ <input type="text"/>    |
| Ext type/Cat 5 & subtotals added to form | <input type="text"/> | <input type="text"/> | £ 1134.87                 |
| Receipts/ documents present              | <input type="text"/> | <input type="text"/> |                           |
| Processing                               | <input type="text"/> | <input type="text"/> |                           |
| Input                                    | <input type="text"/> | <input type="text"/> |                           |

Comments

# PC WORLD

The Computer Superstore

ADVENT ADE-F2G STOR/ 3E

£59.99

Val Code 'A'

1 x 000077363, £59.99

Total

---

£59.99

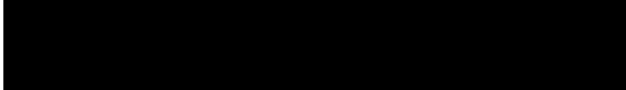


ADOBE PS ELEMENTS5 CDR £69.99

Val Code 'A'

1 x 0000606704 @ £69.99

Total £69.99



SIR PAUL BERESFORD

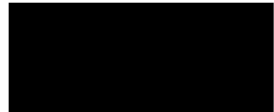


Bringing it all together


Your account and bill number



Date  
20 November 2006

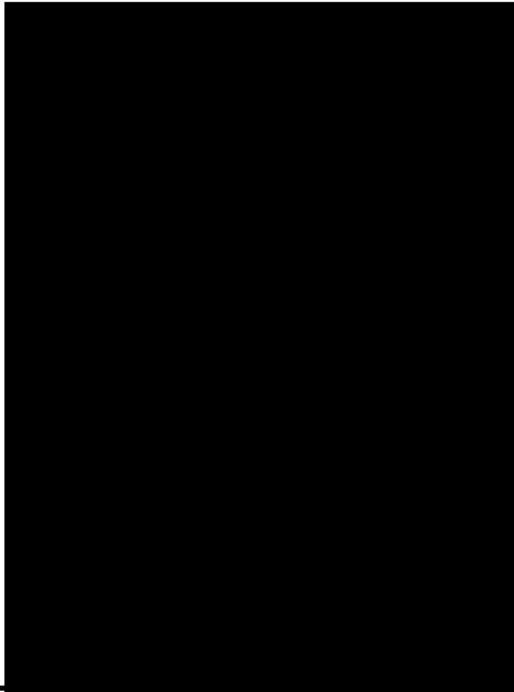
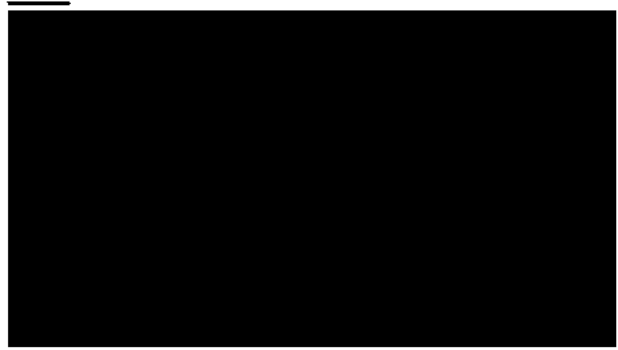


## Your BT bill

for 

|                      |                |
|----------------------|----------------|
| Service charges      | £ 41.15        |
| VAT                  | £ 7.20         |
| <b>Total now due</b> | <b>£ 48.35</b> |

*Please make sure we receive the total now due by  
1 December 2006*



Your account and bill number

Date  
20 November 2006

SIR PAUL BERESFORD



Bringing it all together

## Your BT bill

for

|                 |          |
|-----------------|----------|
| Cost of calls   | £ 328.93 |
| Service charges | £ 53.90  |
| VAT             | £ 66.99  |

**Total now due**                    **£ 449.82**

*Please make sure we receive the total now due by  
1 December 2006*



SALE

Assistant [REDACTED]

MICROSOFT AUTOGRAPH S1007PC £34.99

1 x 0000-212-2124

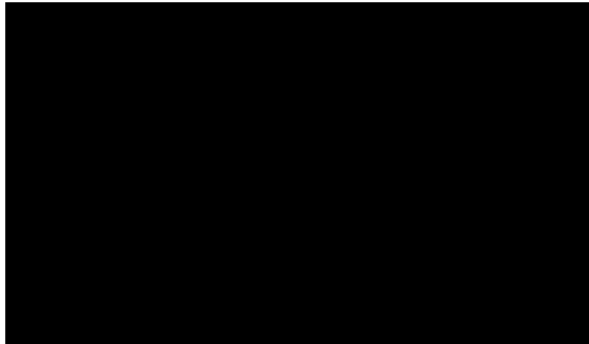
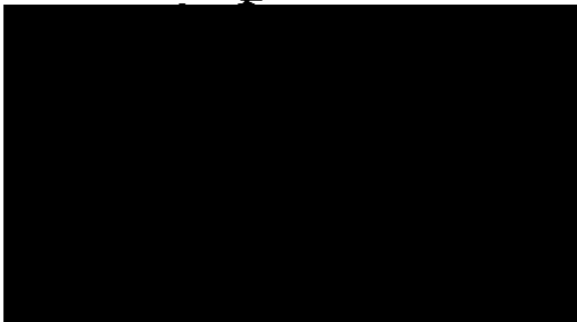
SAGE II. £129.99

1 x 000-

AMOUNT DUE £164.98

MASTERCARD £164.98

PC WORLD, GUILDFORD SECURITY CHECK





# 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, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

## Your details

Name  
in CAPITAL LETTERS

Constituency

## Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 15 / 08 / 2006

to 25 / 10 / 2006

Allowance year

2006 / 2007

Office use only

Allow or Exp/  
A/c code Cat 5

|         | Description of service or goods   | Amount       |
|---------|-----------------------------------|--------------|
| Item 1  | BT OPENWORLD INTERNET             | £ 30 : 99 p  |
| Item 2  | PLANNING<br>PC-WORLD SCANS AT ST. | £ 217 : 95 p |
| Item 3  | BT HOME OFFICE LEASE              | £ 211 : 40 p |
| Item 4  | BT COMPUTER LEASE                 | £ 48 : 35 p  |
| Item 5  | PL VAND-CONTRACTS                 | £ 17 : 97 p  |
| Item 6  | TELETYPE-REPAIRS                  | £ 72 : 00 p  |
| Item 7  | OZ - WORKING                      | £ 21 : 48 p  |
| Item 8  | IMPRESSION - PRINTING             | £ 417 : 13 p |
| Item 9  | BT OPENWORLD - INTERNET           | £ 30 : 99 p  |
| Item 10 | RYMANS - CONTRACTS                | £ 9 : 16 p   |

Total

£1077 : 42 p

continued on page 2

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

30 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 Inland Revenue. 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.

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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

Validation

Initials Date

Claims received

[Initials] [Date]

Signature check

[Initials] [Date]

Funds check

[Initials] [Date]

Allowable expenditure

[Initials] [Date]

Member Res ID & Cost

[Initials] [Date]

Ext type/Cat 5 & subtotals added to form

[Initials] [Date]

Receipts/ documentation present

[Initials] [Date]

Processing

Input

[Initials] [Date]

Input subtotals per Cat 5

£ 859.47

£

£

£ 217.95

£

£

£

£

£ 1077.42

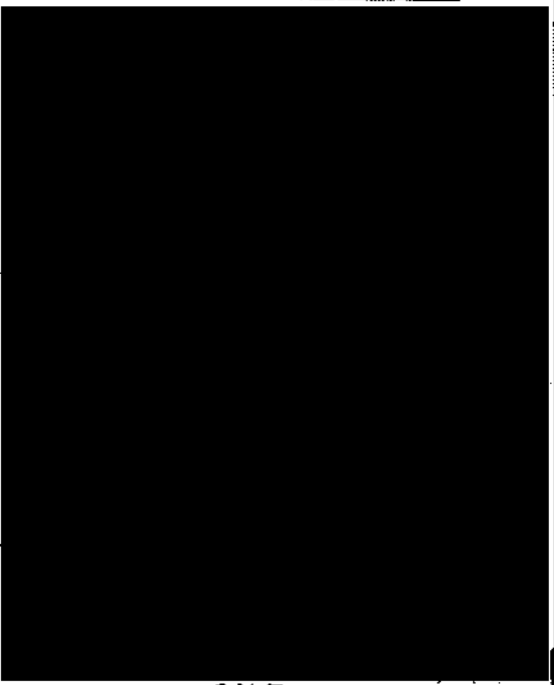
Comments

[Comments box]



# PC WORLD

The Computer Superstore



**SALE**

Assistant: XXXXXXXXXX

PLANTRONIC DSP 400 STEREO £52.99

1 x 0000775698 @ £52.99

VECTOR OEM GENEALOGY SUITE ~~£18.99~~

1 x 0000158210 @ £19.99

SCANSOFT DNSPREFFE RED9.0 £149.99

1 x 0000491548 @ £149.99

BUY 1 GET 1 FREE £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

including Discount -£4.99

BUY 1 GET 1 FREE £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

BUY 1 GET 1 FREE £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

1 -> MOTIF ALLIN1A45 DDS  
0000353185 @ £4.99

AMOUNT DUE

~~£237.94~~

WARD

~~£237.94~~

SIR PAUL BERESFORD

Date  
20 August 2006



Bringing it all together

## Your BT bill

for

|                 |          |
|-----------------|----------|
| Cost of calls   | £ 127.14 |
| Service charges | £ 52.78  |
| VAT             | £ 31.48  |

**Total now due**                      **£ 211.40**

*Please make sure we receive the total now due by  
31 August 2006*

Your account and bill number

Date  
20 August 2006

SIR PAUL BERESFORD



Bringing it all together

## Your BT bill

for

Service charges £ 41.15

VAT £ 7.20

**Total now due £ 48.35**

*Please make sure we receive the total now due by  
31 August 2006*

# invoice

Impressions Print Group

Sir Paul Beresford

Account VAT No.

Account Code:

impressions 

Date/tax point: 30-Sep-05

Invoice number:

Your reference:

Price

VAT

17.50%

Job no.

355.00

62.13

Sir Paul Beresford Letterheads - 10,000 copies

From pre die stamped letterheads supplied, we to remake plate and overprint 1 colour on 1 side as previous. Deliver to London.

355.00

62.13

417.13

VAT Total

Total



# 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, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

**VALIDATION**  
01 JUN 2007  
**RECEIVED**

## Your details

Name  
in CAPITAL LETTERS

Constituency

## Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and above
- any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 16/09/06 / to 16/09/06 /

Allowance year

06/07

Office use only

Allow or Exp/  
A/c code Cat 5

Description of service or goods

Amount

TELEPHONE REPAIR. £ 247 : 48 p

£ : p

£ : p

£ : p

Item 4

Item 5

£ : p

Item 6

£ : p

Item 7

£ : p

Item 8

£ : p

Item 9

£ : p

Item 10

£ : p

Total

£ 247 : 48 p

continued on page 2

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

30 May 2007

Data protection

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[Redacted]

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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

| Validation                               | Initials | Date |
|--|----------|------|
| Claims received                          |          | / /  |
| Signature check                          |          | / /  |
| Funds check                              |          | / /  |
| Allowable expenditure                    |          | / /  |
| Member Res ID & Costc                    |          | / /  |
| Ext type/Cat 5 & subtotals added to form |          | / /  |
| Receipts/ documentation present          |          | / /  |
| Processing                               |          |      |
| Input                                    |          | / /  |

Input subtotals per Cat 5

|         |
|---------|
| £       |
| £       |
| £       |
| £       |
| £       |
| £       |
| £247.48 |
| £       |
| £247.48 |

Comments

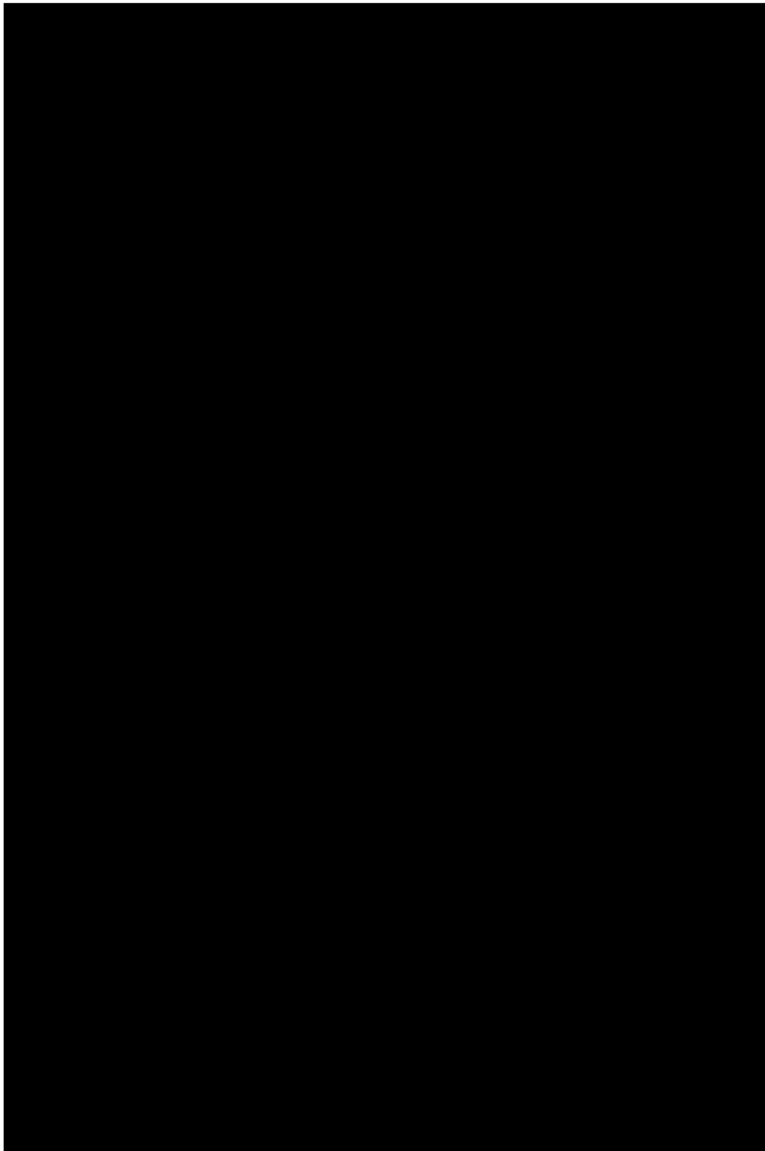
[Empty Comments Box]

Private Computers

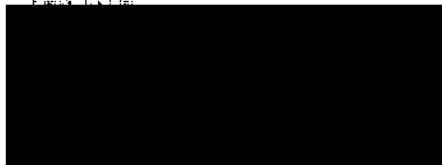


| Item    | Description                         | Amount |
|---------|-------------------------------------|--------|
| Special | Gigabyte Mainboard S750             | £44.99 |
| Special | AMD Sempron Processor 3             | £54.99 |
| Special | 80GB Hard Disk Drives               | £52.00 |
| Service | Workshop Labour<br>Work Order 10778 | £70.50 |
| Service | Workshop Labour<br>Fast Track       | £25.00 |

=====  
Sub Total            £210.62  
value Added Tax     £36.86  
Total                £247.48



TEKNOTE



MAESTRO



SALE

AMOUNT

0247.48

VERIFIED BY PIN







Entered by:  
 Customer reference:  
 Internal reference:

Tel. 1:  
 Tel. 2: Fax:  
 e-mail:

**Task description:**

*Check Specs for xp*

*Fasttrack*

| Products   | Serial number | Status | On warranty | On contract | Contract reference |
|------------|---------------|--------|-------------|-------------|--------------------|
| Evesha0002 |               | Opened | No          | No          |                    |

| Appointments        | Expec. duration | Real duration | Technician    | Status      |
|---------------------|-----------------|---------------|---------------|-------------|
| 06/09/2006 09:02:50 | 1h 00m          | 1h 00m        | Paul Austwick | In progress |

| Action     | Date                | Appointment date    | Duration | Technician    | Serial number |
|------------|---------------------|---------------------|----------|---------------|---------------|
| Product    |                     | Product description |          |               |               |
| 1          | 06/09/2006 09:02:50 | 06/09/2006 09:02:50 | 1h 00m   | Paul Austwick |               |
| Evesha0002 |                     | Evesham Tower       |          |               |               |

*Hdd is failing  
 Backup started using ahost.  
 backup failed*

*I used Ge!Data!Bark to recover the data*

*CPU fan is making large amount of noise - replaced*

*North Bridge fan is not spinning - cleaned and oiled  
 VGA fan is not spinning - cleaned and oiled*

*Now switches on but wont display graphics.*

*Looks like processor has failed (heatsink has yellow burn on base and is very hot) smell of burning too.*

*Spoke to customer*

| Service      | Bank | Billed time                  |
|--------------|------|------------------------------|
| Regular Rate |      | 1h 00m                       |
|              |      | <b>Total service: 1h 00m</b> |

|                          | Real duration | Billed time |
|--------------------------|---------------|-------------|
| <b>Total work order:</b> | 1h 00m        | 1h 00m      |



Member's reimbursement form

VALIDATION 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.

JUN 2007

About filling in this form

- For details of costs you can claim for, see *Green Book* section 5.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

RECEIVED

Your details

Name in CAPITAL LETTERS

PAUL BEDESEOND

Constituency

MOLE VALLEY

Claim details

Please ensure

- your claim totals more than £100
- you provide journey details of all taxi journeys
- you attach all receipts or invoices for items of £250 and over
- any claims for petty cash do not exceed £250 per month

You can only claim for

- costs you have actually paid
- office and surgery accommodation, equipment and supplies, communication and travel.

Period of claim

from 01/04/2006

to 15/06/2006

Allowance year

2006/2007

Office use only

Allow or Exp/ A/c code Cat 5

|         | Description of service or goods | Amount     |
|---------|---------------------------------|------------|
| Item 1  | BT OPEN WORLD - INTERNET        | £ 29:99 p  |
| Item 2  | COMPL - SOFTWARE                | £ 417:13 p |
| Item 3  | PC World - TONES / PRINTER      | £ 297:94 p |
| Item 4  | DABG - MONITOR Toner            | £ 568:93 p |
| Item 5  | BT OPEN WORLD - INTERNET        | £ 29:99 p  |
| Item 6  | PC World Consumer Base          | £ 94:95 p  |
| Item 7  | BT Home Office Phone            | £ 212:14 p |
| Item 8  | BT - Computer Lane              | £ 48:35 p  |
| Item 9  | ALAPAG - Security               | £ 29:99 p  |
| Item 10 | BT - Open World Internet        | £ 29:99 p  |

£ 1759:40 p

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]

Date

30 May 2007

Data protection

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[Redacted]

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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

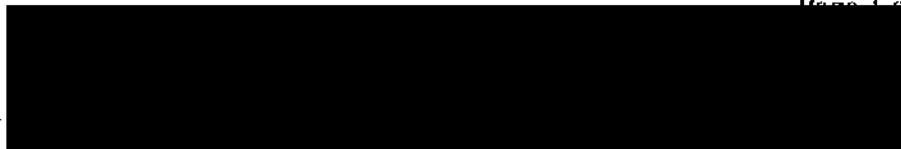
| Validation                               | Initials | Date  |
|--|----------|-------|
| Claims received                          |          | 7 / 1 |
| Signature check                          |          | 1 / 1 |
| Funds check                              |          | 1 / 1 |
| Allowable expenditure                    |          | 1 / 1 |
| Member Res ID & Costs                    |          | 1 / 1 |
| Ext type/Cat 5 & subtotals added to form |          | 1 / 1 |
| Receipts/documentation present           |          | 1 / 1 |
| Processing Input                         |          | 1 / 1 |

Input subtotals per Cat 5

|           |
|-----------|
| E 773.34  |
| E         |
| E         |
| E 568.93  |
| E         |
| E 417.13  |
| E         |
| E         |
| E 1759.40 |

Comments

[Redacted Comments]



Sign out | My Account | View Cart | International

Products Free Trials Store Community Support About Pa

Home > Store

Store Home

Store Catalogue


Shipping Rates

Help and FAQ

# Corel Store - Order Confirmation

Thank you for shopping at the Corel Store. Your card was successfully authorized. A confirmation card has been sent to the e-mail address you provided. You may want to note the details below or print this page for your records.

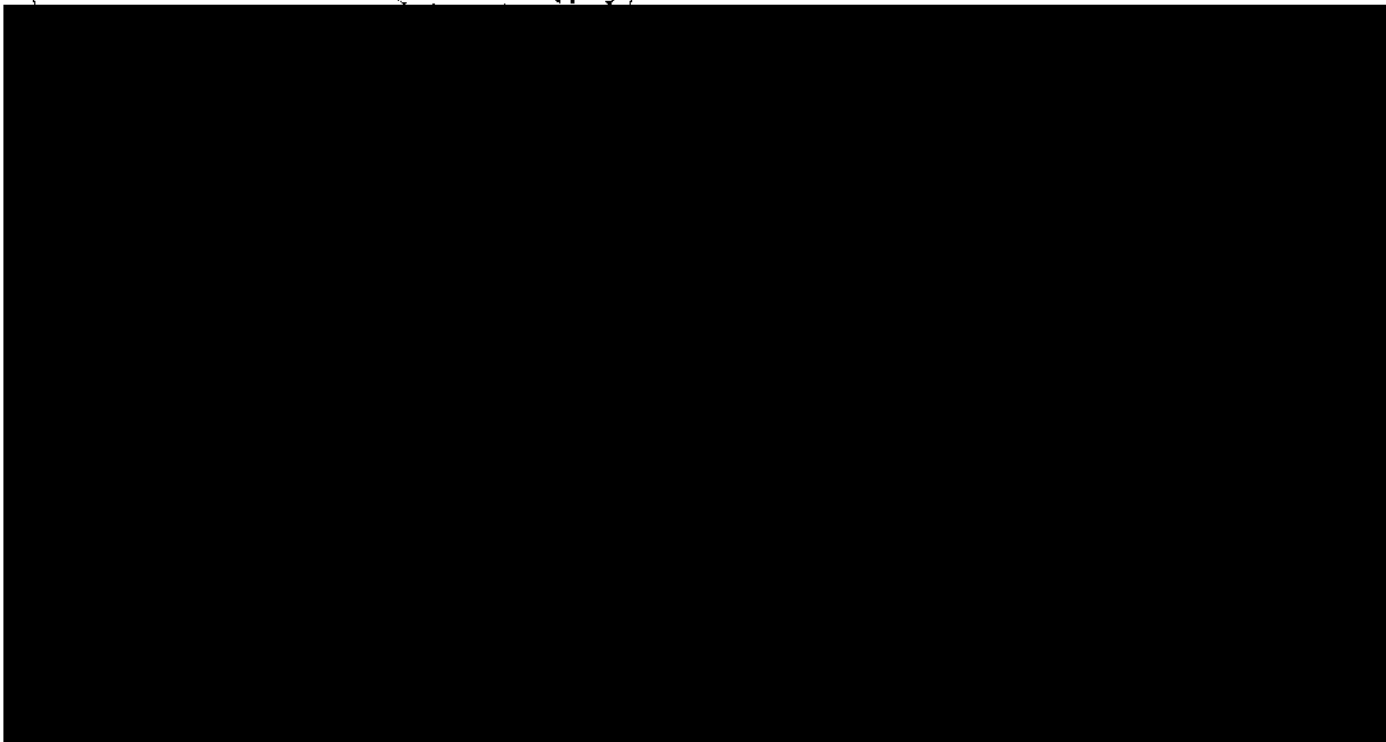
**Please note:** If you have ordered a download version you will shortly receive a download link via e-mail.

Order Number: 

| Quantity | Item                                | Shipping Method                    | Each |
|----------|-------------------------------------|------------------------------------|------|
| 1        | Corel WordPerfect Office X3         | UPS Standard Delivery: 3 to 5 days | £235 |
| 1        | Corel WordPerfect Office X3 Upgrade | UPS Standard Delivery: 3 to 5 days | £115 |

|               |
|---------------|
| Subtotal      |
| VAT 17%       |
| Shipping      |
| Shipping Tax  |
| Total         |
| Total         |
| Total Payable |

[Continue Shopping](#)



Order Confirmation

Thank you for your order and choosing dabs.com. This is your order confirmation. It is not a tax invoice. Your order number is:

Delivery Address




Mr Paul Beresford

Payment Details

[Redacted Payment Details]

Order Details

| Sales Order | Order Date | Reference | Order Status | Account Number |
|-------------|------------|-----------|--------------|----------------|
| [Redacted]  | 11/05/2006 | HoC       | Order Placed | SIR0146        |

| product name   | used stock | qty | inc vat                        | line price     | status       |
|--|------------|-----|--------------------------------|----------------|--------------|
|  <b>ViewSonic 19"VA1912W Multimedia 8ms</b><br>quicklinx: 3Z1ZWS  <br>mfr# [Redacted] |            | 1   | £215.02                        | £215.02        | Order Placed |
|  <b>Samsung ML1520 Toner</b><br>[Redacted]  |            | 2   | £52.61                         | £105.23        | Order Placed |
|  <b>Brother MFC-7820N Multifunction</b><br>quicklinx: 3NKBWS  <br>mfr#: MF [Redacted] |            | 1   | £235.88                        | £235.88        | Order Placed |
|  |            |     | delivery charges<br>(22.639kg) | £12.80         |              |
|  |            |     | <b>total</b>                   | <b>£568.93</b> |              |

Image(s) for illustrative purposes only

Your account and bill number

Date  
18 May 2006

SIR PAUL BERESFORD



Bringing it all together

## Your BT bill

for

|                 |          |
|-----------------|----------|
| Cost of calls   | £ 124.38 |
| Service charges | £ 56.17  |
| VAT             | £ 31.59  |

**Total now due**                      **£ 212.14**

*Please make sure we receive the total now due by  
29 May 2006.*



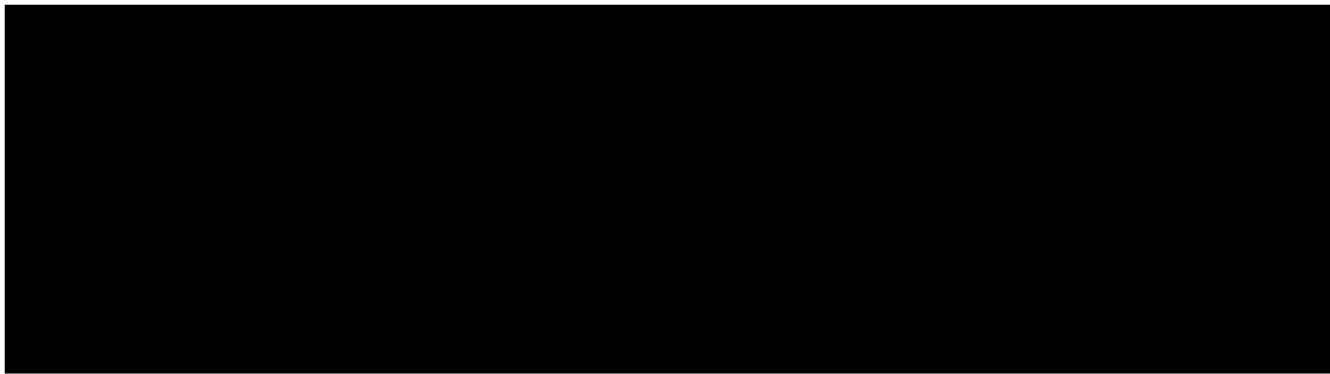
This is your receipt. Please print a copy of this page for your records. A printout of this page will be considered an official receipt and proof-of-purchase.

Customer: Paul Beresford

11 June 2006

| Billing Address              | Payment Type |
|------------------------------|--------------|
| Paul Beresford<br>[REDACTED] | [REDACTED]   |

| Qty              | Item   | Delivery            | Price (GBP)      | Total (GBP) |
|------------------|--|---------------------|------------------|-------------|
| 1                | McAfee VirusScan (1-year subscription)<br>£10.00 Instant Discount<br>Install from My Account | Online Installation | 39.99<br>- 10.00 | 29.99       |
| Sub Total (£):   |  |                     |                  | 29.99       |
| Tax (£):         |  |                     |                  | .....       |
| Grand Total (£): |  |                     |                  | 29.99       |



27 April - 26 May 2006

| Transaction Date | Description                         | Amount            |
|------------------|-------------------------------------|-------------------|
|                  | BALANCE FROM PREVIOUS STATEMENT     | £ 5,003.26        |
| 26 APR           | CC LONDON 0845 900 1234             | 8.00              |
| 29 APR           | KINGSCROFT S/STN SURREY GBR         | 52.97             |
| 30 APR           | SHELL LEATHERHD657 LEATHERHEAD      | 27.45             |
| 03 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 04 MAY           | SHELL LEATHERHD657 LEATHERHEAD      | 44.70             |
| 08 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 09 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 11 MAY           | DIRECT DEBIT PAYMENT - THANK YOU    | 5,003.26 -        |
| 11 MAY           | Sainsburys-PFS- Cobham GBR          | 33.02             |
| 11 MAY           | COREL STORE WWW.COREL.COMGBR        | 417.13            |
| 13 MAY           | P C WORLD GUILDFORD GBR             | 297.94            |
| 11 MAY           | LIPHOOK NORTH 229 LIPHOOK           | 55.48             |
| 14 MAY           | SW TRAINS TELESale TEL 0845 6000    | 66.50             |
| 15 MAY           | DABS.COM PLC BOLTON GBR             | 568.93            |
| 15 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 15 MAY           | BT Operworld Internet Gateshead GBR | 29.99             |
| 11 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 16 MAY           | CC LONDON 0845 900 1234             | 8.00              |
| 15 MAY           | ACE OF SPADES 211 SURBITON          | 54.87             |
| 18 MAY           | THE ORIENTAL BAR BIRMINGHAM B1      | 67.81             |
| 20 MAY           | RAMADA HOTEL BIRMINGHAM GBR         | 220.00            |
| 21 MAY           | SKY SUBSCRIPTION 08702 404040 GBR   | 42.50             |
| 23 MAY           | Sainsburys Local South LambethGBR   | 53.05             |
| 22 MAY           | CC LONDON 0845 900 1234             | 8.00              |
|                  | <b>NEW BALANCE</b>                  | <b>£ 2,096.35</b> |



**AirMiles**  
 AirMiles awarded this month 104  
 AirMiles adjusted 0.  
 Total transferred to AirMiles 104

Total balance held at AirMiles as at 18/MAY/06 600





Direct payment of suppliers

11 MAY 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, see Green Book section 5.13.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

[Redacted Name and Constituency fields]

Claim details

Please ensure

- your claim totals more than £100 – this will enable us to process your claim more promptly
- any claims for petty cash do not exceed £250 per month
- you attach all supplier invoices.

You **must** specify

- the Incidental Expenses Provision for costs that include office and surgery accommodation, equipment and supplies, communication and travel.

You can specify

- the Incidental Expenses Provision or the Staffing Allowance for costs that include work commissioned or bought in services.

Date of claim

31 / 03 / 07

Allowance year

06 / 07

Incidental Expenses Provision claims

|        | Suppliers                      | Amount    |
|--------|--------------------------------|-----------|
| Item 1 | <i>[Handwritten Signature]</i> | £ 3979.50 |
| Item 2 |                                | £ : p     |
| Item 3 |                                | £ : p     |
| Item 4 |                                | £ : p     |
| Item 5 |                                | £ : p     |
| Total  |                                | £ : p     |

Office use only

| Allow or A/c code | Supplier ID | Exp/ Cat 5 |
|-------------------|-------------|------------|
|                   |             |            |
|                   |             |            |
|                   |             |            |
|                   |             |            |
|                   |             |            |

Claim details continued

**Staffing Allowance claims**

|              | Suppliers | Amount              |
|--------------|-----------|---------------------|
| Item 6       | PRU       | £ 3877 : 50 p       |
| Item 7       |           | £ : p               |
| Item 8       |           | £ : p               |
| Item 9       |           | £ : p               |
| <b>Total</b> |           | <b>£3877 : 50 p</b> |



**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

1 / 5 / 2007

**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**

**Validation**

**Initials Date**

Claims received

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Signature check

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Funds check

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Allowable expenditure

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

**Validation**

**Initials Date**

Member ID added to form

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Payment codes added to form

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Receipts/ documentation present

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Processing

Input

|  |   |   |
|--|---|---|
|  | / | / |
|--|---|---|

Please use margin for comments



# Parliamentary Resources Unit

## INVOICE

VAT Registration Number: [REDACTED]

### Service

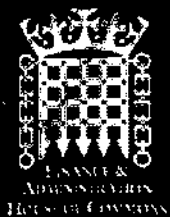
For the provision of research services from the PRU, for the period 1 April 2006 to 31 March 2007.

### Fee

Standard contract: £3,300 plus VAT: **Total £3,877.50**

Please complete the enclosed C2 form and return it, along with the invoice, to the Department of Finance & Administration. Alternatively, cheques can be made payable to [REDACTED] and sent to us at the above address.





Direct payment of suppliers

22 AUG 2006

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, see Green Book section 5.13.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name  
in CAPITAL LETTERS

Constituency

Claim details

Please ensure

- your claim totals more than £100 – this will enable us to process your claim more promptly
- any claims for petty cash do not exceed £250 per month
- you attach all supplier invoices.

You *must* specify

- the Incidental Expenses Provision for costs that include office and surgery accommodation, equipment and supplies, communication and

You can specify

- the Incidental Expenses Provision or the Staffing Allowance for costs that include work commissioned or bought in services.

Date of claim

19 / 08 / 06

Allowance year

06 / 07

Incidental Expenses Provision claims

| Suppliers            | Amount |   |
|----------------------|--------|---|
| Moul Valley Cars etc | £ 242  | p |
| Moul Valley Cars etc | £ 98   | p |
|                      | £ :    | p |
|                      | £ :    | p |
|                      | £ :    | p |

Total £340 : 00 p

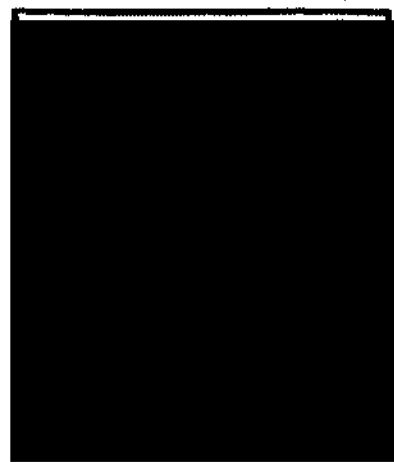
Office use only

| Allow or A/c code | Supplier ID | Exp/ Cat 5 |
|-------------------|-------------|------------|
|                   |             |            |
|                   |             |            |
|                   |             |            |

Claim details continued

**Staffing Allowance claims**

|        | Suppliers              | Amount        |
|--------|------------------------|---------------|
| Item 6 | <i>Morrells Law As</i> | £ 7310 : 00 p |
| Item 7 |                        | £ : p         |
| Item 8 |                        | £ : p         |
| Item 9 |                        | £ : p         |
| Total  |                        | £ 7310 : 00 p |



**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



Date

17 / 08 / 06

**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                 |          |      |  |
|---------------------------------|----------|------|--|
| Validation                      | Initials | Date |  |
| Claims received                 |          | / /  |  |
| Signature check                 |          | / /  |  |
| Funds check                     |          | / /  |  |
| Allowable expenditure           |          | / /  |  |
| Validation                      |          |      |  |
| Member ID added to form         |          | / /  |  |
| Payment codes added to form     |          | / /  |  |
| Receipts/ documentation present |          | / /  |  |
| Processing                      |          |      |  |
| Input                           |          | / /  |  |

Please use margin for comments

# Mole Valley Conservative Association



SIR PAUL BERESFORD MP



## INVOICE

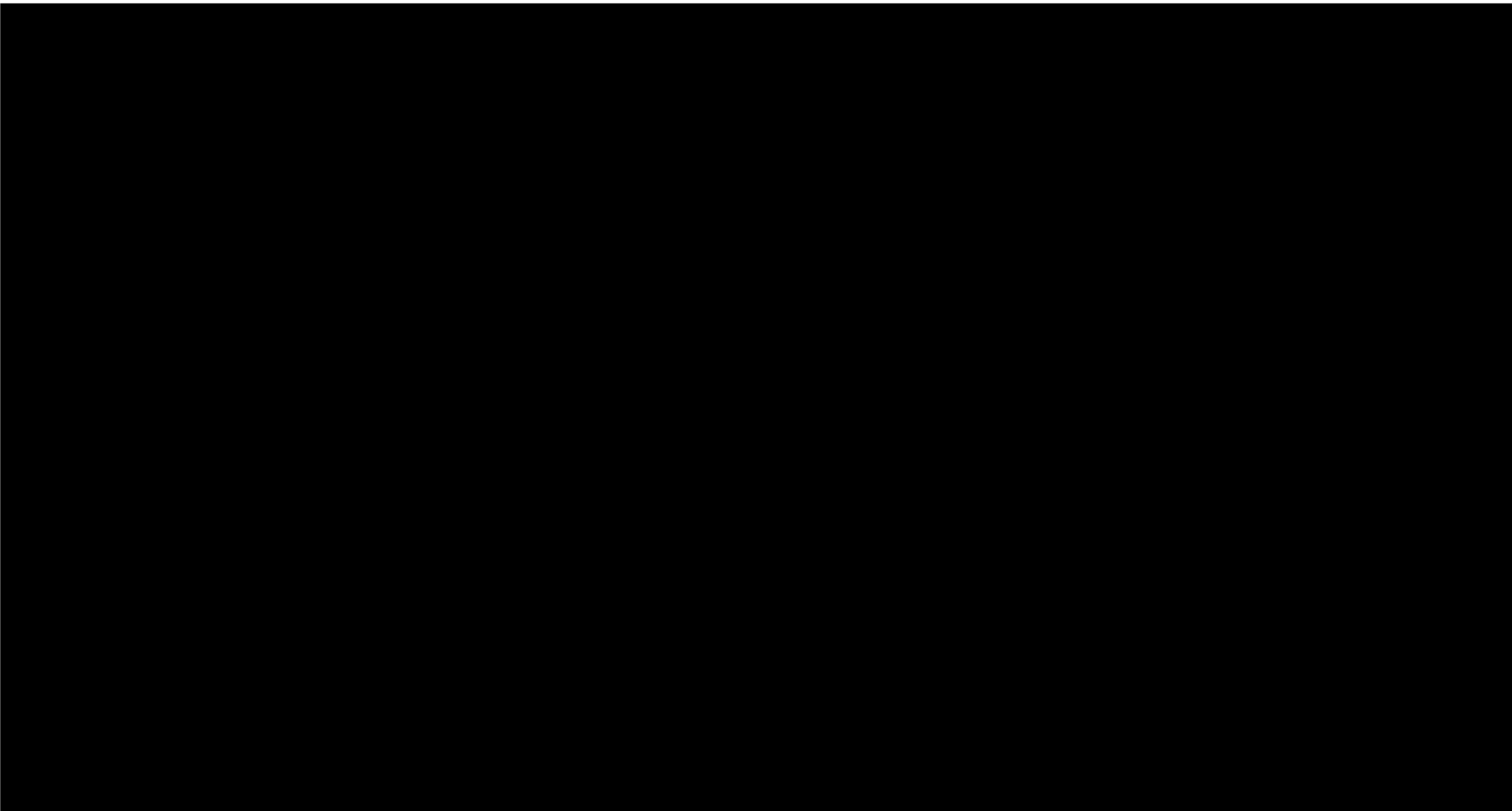
7 June 2006

To:

Services provided to Sir Paul Beresford MP in connection with his duties as Member of Parliament from April 2006 - March 2007 in respect of:

|                                     |                 |
|-------------------------------------|-----------------|
| Secretarial and staff support       | £7,310.00       |
| Contribution to fax/telephone costs | £242.00         |
| Occasional use of office facilities | £ 98.00         |
| <b>TOTAL</b>                        | <b>£7650.00</b> |

Instalments to be paid monthly





Direct payment of suppliers

AUG 2006

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, see Green Book section 5.13.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

Constituency

Claim details

Please ensure

- your claim totals more than £100 – this will enable us to process your claim more promptly
- any claims for petty cash do not exceed £250 per month
- you attach all supplier invoices.

You must specify

- the Incidental Expenses Provision for costs that include office and surgery accommodation, equipment and supplies, communication and travel.

You can specify

- the Incidental Expenses Provision or the Staffing Allowance for costs that include work commissioned or bought in services.

Date of claim

15 / 08 / 06

Allowance year

06 / 07

Incidental Expenses Provision claims

|        | Suppliers         | Amount        |
|--------|-------------------|---------------|
| Item 1 | PLS               | £ 445 : 56 P  |
| Item 2 | PLS               | £ 29 : 87 P   |
| Item 3 | M.P.G Impressions | £ 701 : 48 P  |
| Item 4 |                   | £ : P         |
| Item 5 |                   | £ : P         |
| Total  |                   | £ 1176 : 91 P |

Claim details continued

**Staffing Allowance claims**

|        | Suppliers    | Amount            |
|--------|--------------|-------------------|
| Item 6 | _____        | £ _____ : _____ p |
| Item 7 | _____        | £ _____ : _____ p |
| Item 8 | _____        | £ _____ : _____ p |
| Item 9 | _____        | £ _____ : _____ p |
|        | <b>Total</b> | £ _____ : _____ p |

| Office use only   |             |            |
|-------------------|-------------|------------|
| Allow or A/c code | Supplier ID | Exp/ 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 13 / 08 / 06

**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   |          |       |  |
|---|----------|-------|--|
| Validation  | Initials | Date  |  |
| Claims received   |          | /   / |  |
| Signature check   |          | /   / |  |
| Funds check   |          | /   / |  |
| Allowable expenditure   |          | /   / |  |
|  |          |       |  |
| Validation  | Initials | Date  |  |
| Member ID added to form   |          | /   / |  |
| Payment codes added to form   |          | /   / |  |
| Receipts/ documentation present   |          | /   / |  |
| <b>Processing</b>   |          |       |  |
| Input   |          | /   / |  |
| Please use margin for comments  |          |       |  |



# Invoice



Parliamentary  
Liaison Services  
Limited

Invoice To

Sir Paul Beresford MP

| VAT REG NO | Tax Date   | Invoice No | Ref No     | Terms          |
|------------|------------|------------|------------|----------------|
| [REDACTED] | 29/06/2006 | [REDACTED] | [REDACTED] | Due on receipt |

| Description                               | Net Amount | VAT %  | VAT AMT |
|---|------------|--------|---------|
| Recharge of mailing costs (£41/100 + VAT) | 25.42      | 17.50% | 4.45    |
| [REDACTED]                                | [REDACTED] |        |         |

SUBTOTAL £25.42

VAT TOTAL £4.45

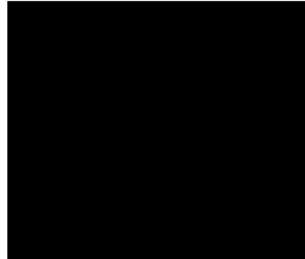
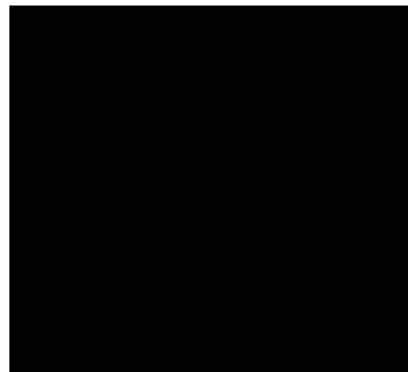
**Total** £29.87

# Statement



Parliamentary  
Liaison Services  
Limited

|                       |
|-----------------------|
| Invoice To            |
| Sir Paul Beresford MP |
| [Redacted]            |



| Tax Date   | Amount Due | Amount Enc. |
|------------|------------|-------------|
| 14/06/2006 | £445.56    |             |

| Date       | Description  | Amount              | Balance             |                       |            |
|------------|--|---------------------|---------------------|-----------------------|------------|
| 23/02/2006 | INV [Redacted] Due 23/02/2006. Orig. Amount<br>£445.56.<br>--- Mailing Costs £379.20<br>--- Total VAT £66.36 | 445.56              | 445.56              |                       |            |
|            | [Redacted]   |                     |                     |                       |            |
| Current    | 1-30 Days Past Due   | 31-60 Days Past Due | 61-90 Days Past Due | Over 90 Days Past Due | Amount Due |
| 0.00       | 0.00   | 0.00                | 0.00                | 445.56                | £445.56    |



# INVOICE

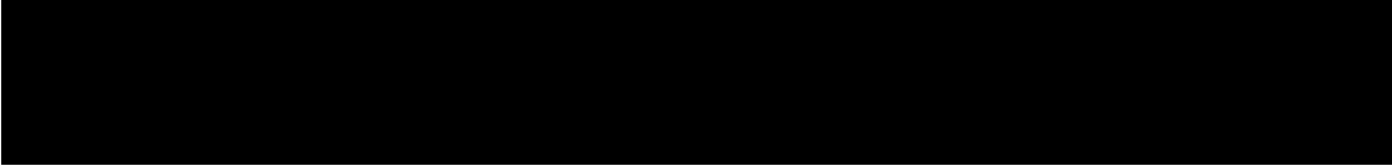


Attention of: Mrs Duke

Invoice No: [REDACTED]

Sir Paul Beresford

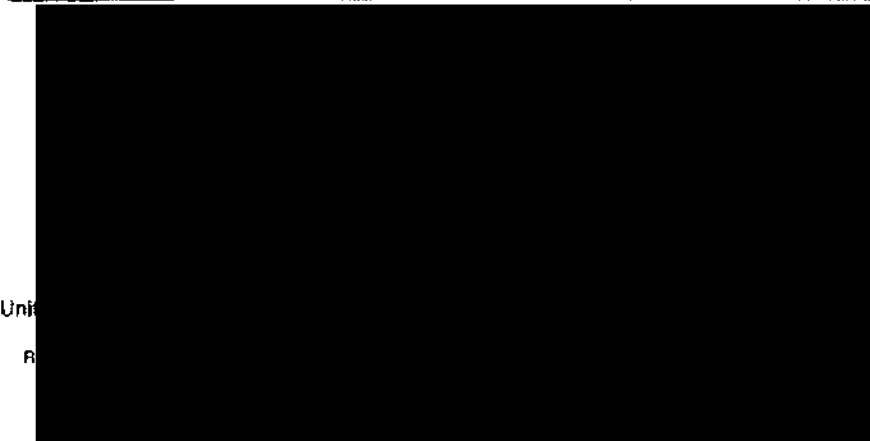
Invoice Date: 14 July 2006



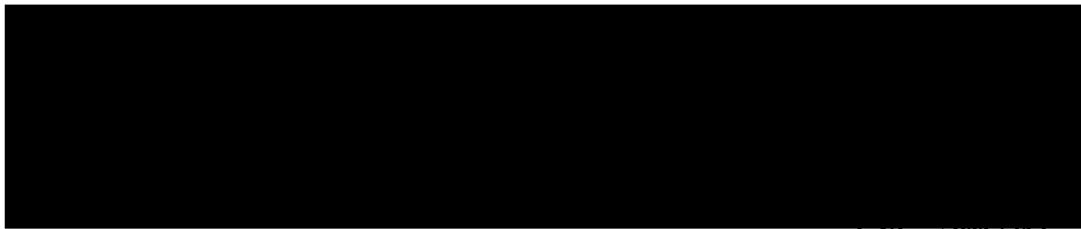
| DESCRIPTION  | GOODS      | VAT Rate | VAT    |
|--|------------|----------|--------|
| Our Job Number : [REDACTED]<br>Reproducing 22,000 copies | 597.00     | 17.50%   | 104.48 |
| [REDACTED]   | [REDACTED] | 17.50%   |        |

Queries relating to this Invoice must be raised in writing within 10 working days

|                        |                 |
|------------------------|-----------------|
| Total Goods Amount :   | £597.00         |
| VAT :                  | £104.48         |
| <b>INVOICE TOTAL :</b> | <b>£ 701.48</b> |



Unit  
R



30 MAY 2006

**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, see Green Book section 5.13.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

**Your details**

Name  
in CAPITAL LETTERS

Constituency

[Redacted Name]

[Redacted Constituency]

**Claim details**

Please ensure

- your claim totals more than £100 – this will enable us to process your claim more promptly
- any claims for petty cash do not exceed £250 per month
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You **must** specify

- the Incidental Expenses Provision for costs that include office and surgery accommodation, equipment and supplies, communication and travel.

You can specify

- the Incidental Expenses Provision or the Staffing Allowance for costs that include work commissioned or bought in services.

Date of claim

30 / 05 / 06

Allowance year

06 / 07

**Incidental Expenses Provision claims**

|              | Suppliers | Amount |
|--------------|-----------|--------|
| Item 1       | _____     | £ : p  |
| Item 2       | _____     | £ : p  |
| Item 3       | _____     | £ : p  |
| Item 4       | _____     | £ : p  |
| Item 5       | _____     | £ : p  |
| <b>Total</b> |           | £ : p  |

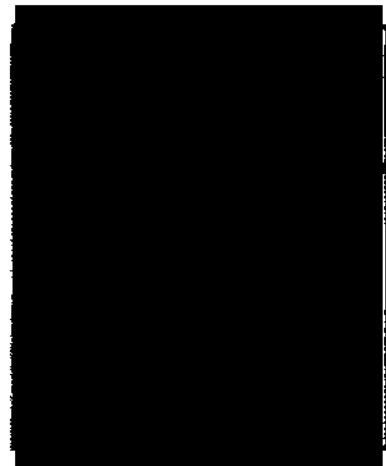
**Office use only**

| Allow or A/c code | Supplier ID | Exp/ Cat 5 |
|-------------------|-------------|------------|
|                   |             |            |
|                   |             |            |
|                   |             |            |
|                   |             |            |

Claim details continued

**Staffing Allowance claims**

|              | Suppliers | Amount             |
|--------------|-----------|--------------------|
| Item 6       | PLS       | £9635 : — p        |
| Item 7       |           | £ : p              |
| Item 8       |           | £ : p              |
| Item 9       |           | £ : p              |
| <b>Total</b> |           | <b>£9635 : — p</b> |



**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]

Date

30 / 05 / 06

**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                 |          |      |  |
|---------------------------------|----------|------|--|
| Validation                      | Initials | Date |  |
| Claims received                 |          | / /  |  |
| Signature check                 |          | / /  |  |
| Funds check                     |          | / /  |  |
| Allowable expenditure           |          | / /  |  |
| Validation                      |          |      |  |
| Member ID added to form         |          | / /  |  |
| Payment codes added to form     |          | / /  |  |
| Receipts/ documentation present |          | / /  |  |
| Processing                      |          |      |  |
| Input                           |          | / /  |  |

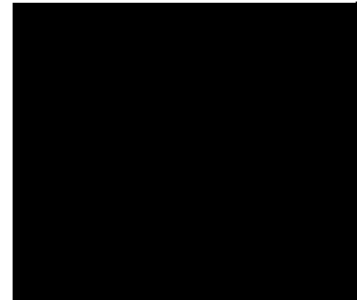
Please use margin for comments

# Invoice



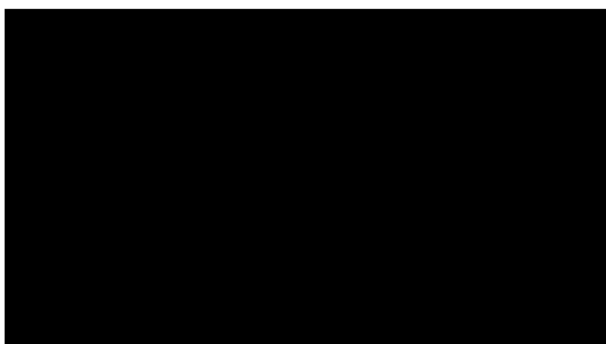
Parliamentary  
Liaison Services  
Limited

|                       |
|-----------------------|
| Invoice To            |
| Sir Paul Beresford MP |
| [REDACTED]            |



| VAT REG NO | Tax Date   | Invoice No | Ref No     | Terms          |
|------------|------------|------------|------------|----------------|
| [REDACTED] | 03/04/2006 | [REDACTED] | [REDACTED] | Due on receipt |

| Description               | Net Amount | VAT %  | VAT AMT  |
|---------------------------|------------|--------|----------|
| Research & Office Support | 8,200.00   | 17.50% | 1,435.00 |



|              |                  |
|--------------|------------------|
| SUBTOTAL     | £8,200.00        |
| VAT TOTAL    | £1,435.00        |
| <b>Total</b> | <b>£9,635.00</b> |

