



**Communications Allowance**  
**Direct payment of suppliers**

04 APR 2008

**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

PAUL ARREARY

Constituency

Newcastle - under - Lyne

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 01 / 03 / 08 to 31 / 03 / 08

Allowance year

07 / 08 ✓

Suppliers	Amount
SMART OFFICE SYSTEMS LTD	£ 6,097.00 ✓
- INITIAL PAYMENT FOR	£ : P
PURCHASE OF RISOGRAPH	£ : P
MAchine	£ : P
- BANK DETAILS ATTACHED	£ : P
FOR DIRECT PAYMENT	£ : P
	£ : P
	£ : P
	£ 6,097.00 ✓

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

3/4/08

**Data protection**

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the HM Revenue & Customs. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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**Send your completed form to**

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

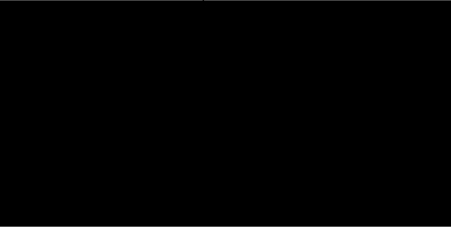
**Office use only**

Initials / Date

Validation completed

Comments

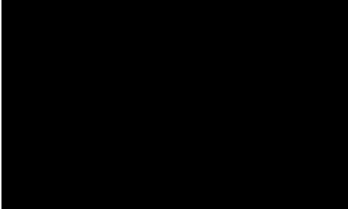
Smart Office Systems Limited



Invoice

Page 1

Paul Farrelly MP



27/03/2008



**Quantity Details**

1.00 MZ 770 Two Colour System

Unit Price	£	Net	£	VAT Rate	VAT	£
5,188.94		5,188.94		T1 17.50		908.06

**Invoice Tax Breakdown:** Tax Rate: Total Net Total Tax  
 17.50% 5,188.94 908.06



<b>Total Net Amount</b>	£	5,188.94
<b>Carriage Net</b>	£	0.00
<b>Total VAT Amount</b>	£	908.06
<b>Invoice Total</b>	£	6,097.00



Communications Allowance  
Member's reimbursement form

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.

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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

Paul ARRELY

Constituency

Newcastle-under-Lyme

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 29 / 02 / 08

Allowance year

07 / 08

Description of service or goods

Amount

Office use only

Allow. / Exp. Type (cat5)

Contact Creativ Software - to manage contact with members, individually + thematically via database	£ 352 - 00 p
Annual licence to use.	£ _____ p
	£ _____ p
	£ _____ p
	£ _____ p
	£ _____ p
	£ _____ p

Total

£ 352 - 00 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

I

MP

Date

4/3/08



Use this form to tell us what licence you want to apply for. You can choose to have access to the whole CLP or ward(s). This form is used to log the main user of the system. Once you are up and running you will be able to add additional users.

**Your details:**

Name: PAUL FARRELY

CLP: [REDACTED]

Member No: [REDACTED]

Role/Capacity in which you are applying for the licence: MEMBER OF PARLIAMENT

Email: [REDACTED]

Mobile: [REDACTED]

All fields are compulsory

**What area do you need a licence for?**

Tick as appropriate:

**£352 (including vat) CLP access**  
- please state your CLP:

**£88 per ward (including VAT) Ward access** - please indicate the name of your Council area, and the names of the wards you wish to have access to:

**Other information and how to pay**

You can pay by cheque or Direct Debit to get access to Contact Creator. The Direct Debit form is located on the back of this form. Cheques should be made payable to "The Labour Party".

 **Labour**



Communications Allowance  
Member's reimbursement form

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

PAUL ARRACLY

Constituency

Newcastle-under-Lyme

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 15 / 12 / 07 to 7 / 1 / 08

Allowance year

07 / 08

Description of service or goods

Amount

Delivery of Parliamentary Newsletters £ 225 - 00 p

£ \_\_\_\_\_ p

£ \_\_\_\_\_ p

£ \_\_\_\_\_ p

£ \_\_\_\_\_ p

£ \_\_\_\_\_ p

£ \_\_\_\_\_ p

Total

£ 225 - 00 p

Office use only

Allow. / Exp. Type (cat5)

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

7/1/08







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

PAUL FARRELY

Constituency

NEWCASTLE - UNDER - LYME

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 30 / 11 / 07 to 14 / 12 / 07

Allowance year

Office use only

Allow. / Exp. Type (cat5)

Description of service or goods

Amount

Delivery of Parliamentary Newsletter

£ 163 — 75 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 163 — 75 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

19/12/07





**Data protection**

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**Send your completed form to**

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA

Office use only			
	Initials / Date		
Validation completed	<table border="1"><tr><td style="width: 50px; height: 30px;"></td><td style="width: 50px; height: 30px;"></td></tr></table>		
	Input subtotals per Cat 5		
	<table border="1"><tr><td style="width: 50px; height: 30px; text-align: center;">£</td></tr><tr><td style="width: 50px; height: 30px; text-align: center;">£</td></tr></table>	£	£
£			
£			
<b>Comments</b>			



Communications Allowance  
Direct payment of suppliers

Comms2

page 1 of 2

2007 AON 2 0

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Your details

Name in CAPITAL LETTERS

PAUL FARRELY

Constituency

Newcastle - under - lyme

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 04 / 10 / 07 to 1 / 11 / 07 Allowance year / /

Suppliers	Amount
The Labour Party	£ 810 - 00 p
- Electoral register download	£ : p
and software for logging	£ : p
communications and interests	£ : p
and facility to get mail /	£ : p
updates on areas of interest	£ : p
	£ : p
	£ : p

Office use only		
Allow.	Supp ID	Exp.Type

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

4 / 10 / 07

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**Office use only**

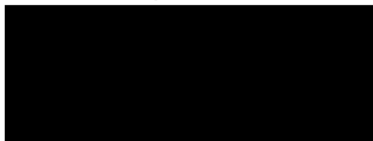
Initials / Date



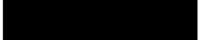
Validation completed

**Comments**

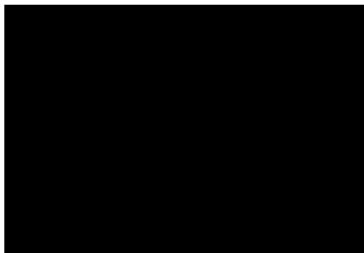
# SALES INVOICE

Paul Farrelly MP



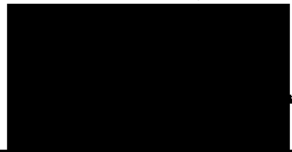
Your Account Code   
Invoice Date 04/10/2007 ✓  
Customer Reference   
Invoice Number 

Description	Qty	Price Per	Value
2007 - Download Fees	1	689.36	689.36



Net Total GBP 689.36  
Vat Total GBP 120.64  
Invoice Total GBP 810.00

Please send your remittance to:  
The Labour Party



Document Due for Payment: 04/11/2007 ✓





**Communications Allowance**  
**Direct payment of suppliers**

25 OCT 2007

**Comms2**

page 1 of 2

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**Your details**

Name  
in CAPITAL LETTERS

PAUL FARRELY ✓

Constituency

Newcastle-under-Lyme

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 24 / 10 / 07

Allowance year

07 / 08

Suppliers

Amount

Middlesex Business Systems	£ 850 - 11 p
" " "	£ 701 - 83 p
" " "	£ 714 - 89 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
<b>TOTAL</b>	<b>£2,266 - 83</b>

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

24/10/07



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

# MIDSHIRE BUSINESS SYSTEMS LTD

MIDSHIRE HOUSE

**INVOICE** Date 02/10/07 ✓  
Number [REDACTED] ✓



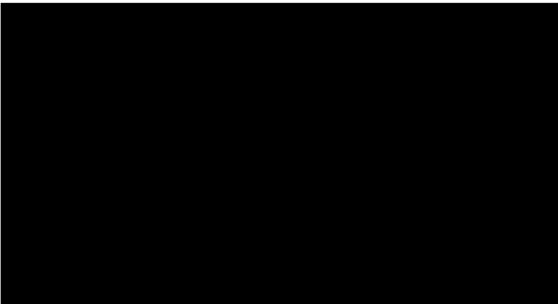
Invoice Address  
[REDACTED]

Delivery Address  
[REDACTED]



Customer reference	Account	Our Ref	Page
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Stock code	Description	Qty	Unit	Amount
[REDACTED]	DL WHITE WINDOW SELF SEAL 1,000 PER BOX ENVELOPES	50		14.47 723.50



Vat Analysis		
17.50%	723.50	126.61

Goods	723.50
Vat	126.61
<b>Total</b>	<b>850.11</b>

Would you like to make payments easier?

Why not pay by Direct Debit?



Registered in England & Wales  
Vat Registration Number [REDACTED]



# MIDSHIRE BUSINESS SYSTEMS LTD

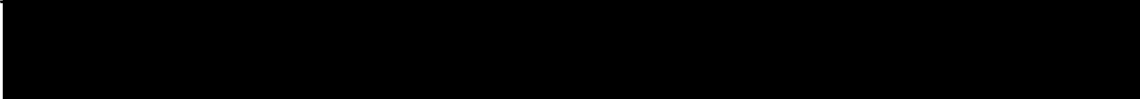
## INVOICE

Date 02/10/07 ✓  
Number [REDACTED]

MIDSHIRE HOUSE  
[REDACTED]

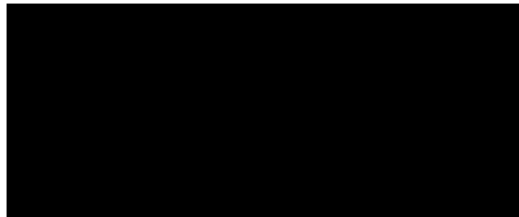
Invoice Address  
PAUL FARRELLY  
[REDACTED]

Delivery Address  
PAUL FARRELLY  
[REDACTED]



Customer reference	Account	Our Ref	Page
			1

Stock code	Description	Qty	Unit	Amount
	A3 80GSM REFLEX PAPER	90	EACH	382.50
	A4 REFLEX 80GSM 55-200 REAMS	120		214.80

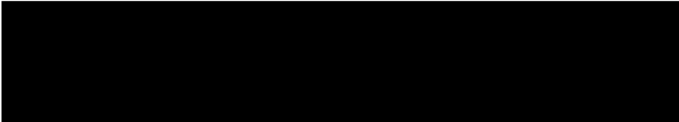


Vat Analysis		
17.50%	597.30	104.53

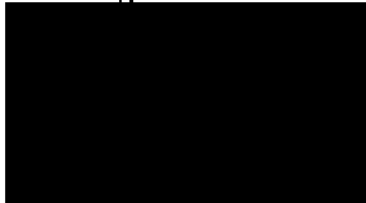
Goods	597.30
Vat	104.53
<b>Total</b>	<b>701.83</b>

Would you like to make payments easier?

Why not pay by Direct Debit?



Registered in England  
Vat Registration Number [REDACTED]



# MIDSHIRE BUSINESS SYSTEMS LTD

MIDSHIRE HOUSE

**INVOICE** Date 08/10/07  
Number [REDACTED]



Invoice Address  
PAUL FARRELLY  
[REDACTED]

Delivery Address  
PAUL FARRELLY  
[REDACTED]

Customer reference	Account	Our Ref	Page
[REDACTED]	[REDACTED]	[REDACTED]	1

Stock code	Description	Qty	Unit	Amount
BOX S3919E	RP/FR BLACK INK	5	EACH	249.75
BOX S4387	RP/FR/RN RED INK	2	EACH	110.00
BOX S2487	CR BLACK INK	5	EACH	203.40
BOX S2489	CR RED INK	1	EACH	45.27

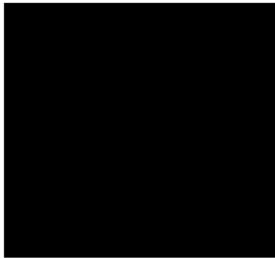


Vat Analysis		
17.50%	608.42	106.47

Goods	608.42
Vat	106.47
<b>Total</b>	<b>714.89</b>

Would you like to make payments easier?

Why not pay by Direct Debit?



Registered in England  
Vat Registration Num [REDACTED]

