



# Communications Allowance

## Direct payment of suppliers

26 Apr 2007

**Comms2**  
page 1 of 2

**When to use this form**

- Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

**About filling in this form**

- For details of costs you can claim for please refer to booklet on Communications Allowance.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

### Your details

Name  
in CAPITAL LETTERS

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

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 / 4 / 2007 to 30 / 4 / 2007 Allowance year 2007 / 8

Suppliers

Amount

Suppliers	Amount
NSA	£ 87 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p

Office use only

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

### Authorisation and declaration

Signature

[Redacted Signature]

MP

Date

24 / 4 / 2007.

I declare in respect of costs incurred wholly,  
in respect of my Parliamentary duties.

**Data protection**

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

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

---

**Send your completed  
form to**

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

---

**Office use only**

Initials / Date



Validation  
completed**Comments**

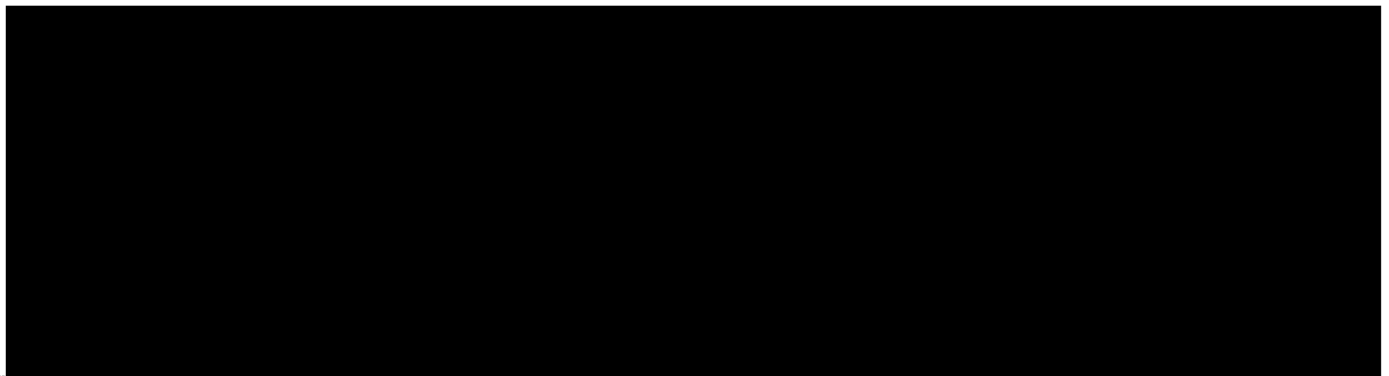


Client:  
**Sir Peter Soulsby**



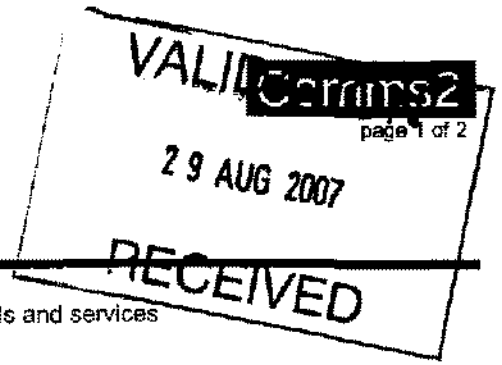
Invoice **11.04.07**

<b>Invoice</b>	
Maintenance of the website  for the period 01/04/07 – 30/06/07	£87.00
	
<b>TOTAL</b>	<b>£87.00</b>





**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

SIR PETER SOULSBY

Constituency

LACESTER SOUTH

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

**Claim details**

You can only request  
Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance.
- you attach all supplier invoices.

Period of claim

from 1 / 7 / 2007 to 30 / 9 / 2007 Allowance year 2007 / 8

Suppliers	Amount
<u>NSA</u>	<u>£ 87 : 00 p</u>
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p
_____	£ _____ : _____ p

Office use only
Allow. / Supp ID / Exp.Type
[REDACTED]

**Authorisation and declaration**

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

Signature

[REDACTED]

MP

Date

30 / 8 / 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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

Send your completed  
form to

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

**Office use only**

Initials / Date

Validation  
completed

Comments

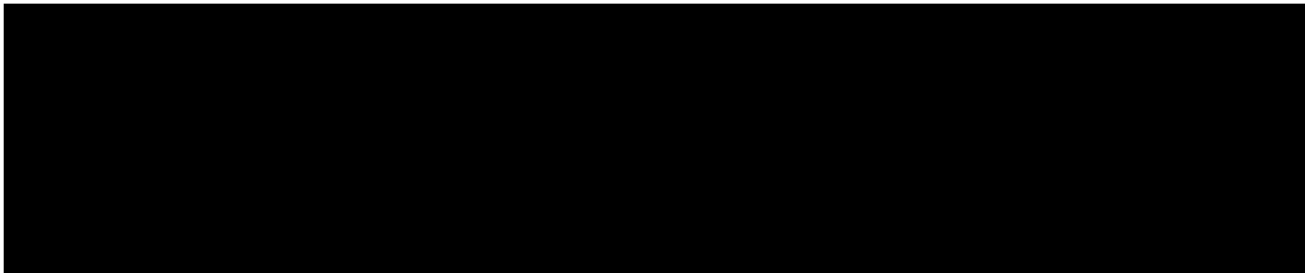


Client:  
**Sir Peter Soulsby MP**



Invoice [redacted] / 23.07.07

<b>Invoice</b>	
Maintenance of the website [redacted] for the period 01/07/07 – 30/09/07	£87.00
[redacted]	
TOTAL	£87.00





Communications Allowance  
**VALIDATION**  
 Member's reimbursement form  
 02 NOV 2007

RECEIVED

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

**About filling in this form**  For details of costs you can claim for please refer to booklet on Communications Allowance.  
 If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

**Your details**

**Name**  
 in CAPITAL LETTERS

SIR PETER SOULSBY

**Constituency**

LEICESTER SOUTH

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 1 / 10 / 2007 to 1 / 11 / 2007 Allowance year 2007 / 8

Description of service or goods	Amount
Purchase of photos from Leicester Mercury	£ 50 : 00 p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
<b>Total</b>	£ 50 : 00 p

Office use only  
 Allow / Exp Type (cat 5)

**Authorisation and declaration**

**Signature**

[Redacted Signature]

incurred wholly, exclusively and necessarily

MP

Date

11/11/2007

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

Send your completed form to

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

**Office use only**

Initials / Date

Validation completed

--	--



Input subtotals per Cat 5

£
---

£
---

**Comments**

--



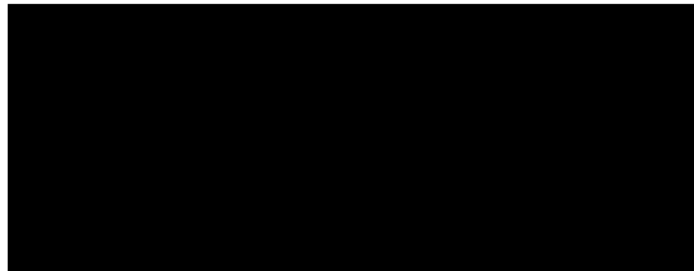
Leicester Mercury



5x JPEG @ 10.00 each 50.00

Payment Method: SWITCH 50.00

Sub Total 42.55  
VAT 17.5% 7.45  
Total 50.00  
Tendered 50.00





Communications Allowance

Comms2

page 1 of 2

Direct payment of suppliers 11 DEC 2007

When to use this form

- Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

About filling in this form

- For details of costs you can claim for please refer to booklet on Communications Allowance.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

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 / 11 / 2007 to 1 / 12 / 2007 Allowance year 2007 / 2008

Suppliers

Amount

NSA

£ 82 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

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

Authorisation and declaration

Signature

requested are in respect of costs incurred wholly, the performance of my Parliamentary duties.

MP

Date

10/12/2007

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

---

Send your completed form to

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

---

**Office use only**

Initials / Date

Validation completed

Comments


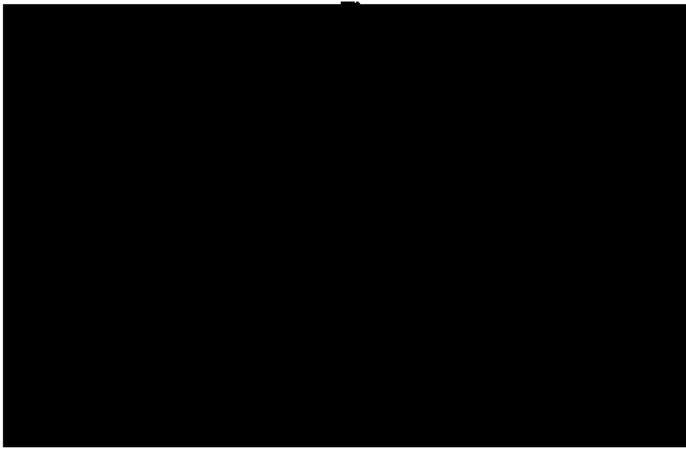


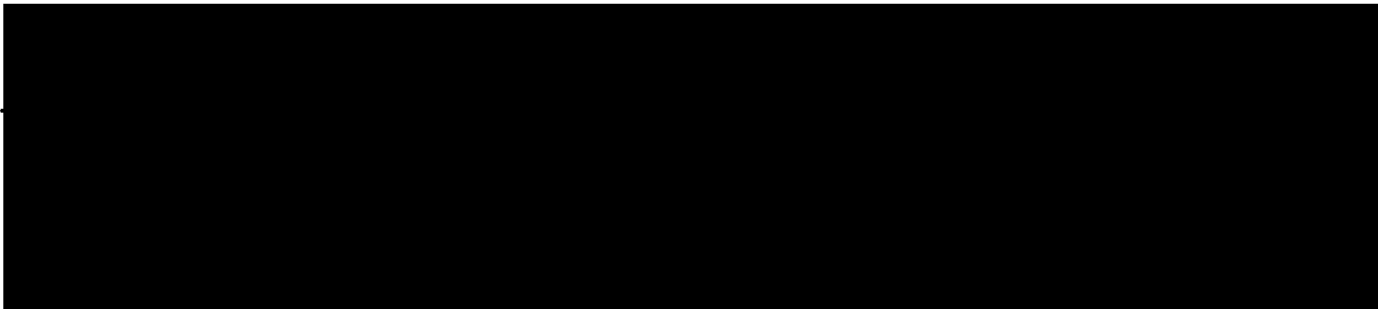
RECEIVED  
10 DEC 2007

Client:



Invoice / 03.12.07

<b>Invoice</b>	
Hosting renewal for the site  for the period 12/01/08 – 11/01/09	£82.00
	
<b>TOTAL</b>	<b>£82.00</b>





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

**Comms2**

page 1 of 2

05 DEC 2007

**When to use this form**

- Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

**About filling in this form**

- For details of costs you can claim for please refer to booklet on Communications Allowance.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

**Your details**

Name  
in CAPITAL LETTERS

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

Office use only

Cost

**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 / 11 / 2007 to 1 / 12 / 2007 Allowance year 2007 / 2008

Suppliers

Amount

Open Squares Ltd.

£ 144 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type

**Authorisation and declaration**

Signature

Requested are in respect of costs incurred wholly,  
in the performance of my Parliamentary duties.

MP

Date

4/12/2007

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

---

**Send your completed form to**

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

---

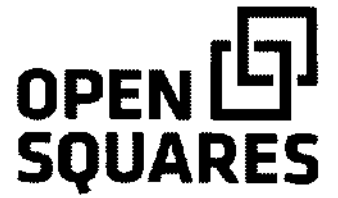
**Office use only**

Initials / Date

Validation completed

Comments

13 August 2007



**INVOICE** [REDACTED]

[REDACTED]

Peter Soulsby MP

[REDACTED]

[REDACTED]

**Descriptions**

**Cost**

Size D Ad in LMpages 2008, issue 3. Booked Nov 2007

£160

Minus Discount

- £16

10% OFF for existing clients, advertise in issue 2.

**Total to Pay**

**£144**

[REDACTED]

[REDACTED]

[REDACTED]



Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

VALIDATION  
09 JAN 2008  
RECEIVED

When to use this form

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

About filling in this form

For details of costs you can claim for please refer to booklet on Communications Allowance.  
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

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 1 / 12 / 2007 to 7 / 12 / 2008

Allowance year

2007 / 2008

Description of service or goods

Amount

Stamps

£ 168 : 00 p

Stamps

£ 48 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 216 : 00 p

Office use only

Allowance (Exp. Type) (col 6)

Authorisation and declaration

Signature

which I incurred wholly, exclusively and necessarily on my Parliamentary duties.

MP

Date

7 / 12 / 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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

Send your completed  
form to

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

**Office use only**

Initials / Date

Validation  
completed

--	--

Input subtotals per Cat 5

£

£

**Comments**



Receipt for payment

This is a receipt for the payment



date  
03 DEC 2007

amount paid

700 @ 24 P.

£ 168

Signed for on behalf of Royal Mail

STAMPS

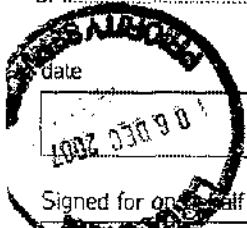
ONE HUNDRED SIXTY EIGHT POUNDS ONLY



Receipt for payment

This is a receipt for the payment

of



date

06 DEC 2007

amount paid

200 @ 24 P.

£ 48

Signed for on behalf of Royal Mail

STAMPS





Communications Allowance  
Direct payment of suppliers

VALIDATION  
01 FEB 2008  
RECEIVED

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

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

Office use only

Costs

[Redacted]

✓

Claim details

You can only request  
Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance.
- you attach all supplier invoices.

Period of claim

from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Allowance year \_\_\_/\_\_\_

Suppliers

Amount

LEICESTER SOUTH CLP

£ 69 : 32 p

LEICESTER SOUTH CLP

£ 40 : 00 p

(Freepost Account)

£ : p

NSA

£ 87 : 00 p

NSA

£ 87 : 00 p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type  
(Cat 6)

[Redacted]

514670 / 87 / 514

Authorisation and declaration

I, [Redacted] in respect of costs incurred wholly, in discharge of my Parliamentary duties.

Signature

[Redacted]

MP

Date

11/2/2008

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

Send your completed  
form to

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

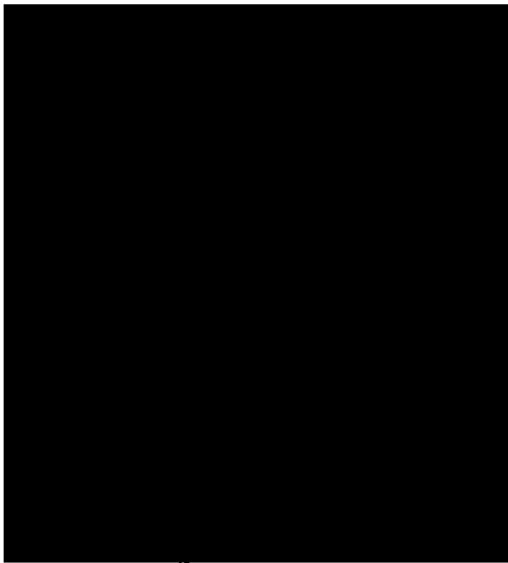
<b>Office use only</b>	
	Initials / Date
Validation completed	<input type="text"/>
<b>Comments</b>	



**Leicester South Labour Party  
Treasurer's Office**



INVOICE



From:

To: Sir Peter Soulsby MP

Date: 7th January 2008



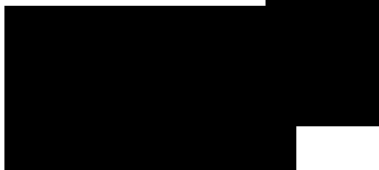
For:

Use of Freepost Account  
6/10/2007 to 15/12/2007

£69.32

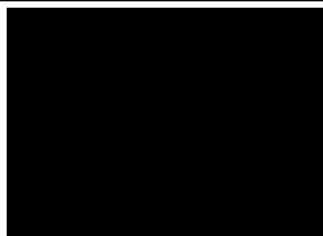
VAT @ 0% £00.00

TOTAL DUE



✓ £69.32

Please make cheque payable to Leicester South CLP



Royal Mail

Invoice number

Invoice date  
**21 Dec 2007**

Page  
**1 of 3**

To  
LEICESTER SOUTH LABOUR PARTY

# Invoice

for your reducing credit  
balance account

Account held at

Customer account number

Terms  
**21 days**

Legal entity number

Please pay by  
**11 Jan 2008**

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

Opening balance on account 40.00 CR

Payment received - thank you 70.55 CR

06 Oct 2007

0

### RESPONSE SERVICES

Letter

1

1 Item

£0.335

0.34 E

Breakdown w/e 08 Oct 2007

Items @ £0.335

Mon	Tue	Wed	Thu	Fri	Sat	Total
1	0	0	0	0	0	1
<b>Totals</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

06 Oct 2007

### RESPONSE SERVICES

Letter  
Letter

4

3 Items  
1 Item

£0.235

£0.235

Saturday posting

0.95 E

Breakdown w/e 08 Oct 2007

Items @ £0.235

Mon	Tue	Wed	Thu	Fri	Sat	Total
0	0	0	0	3	1	4
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>4</b>

Amount carried forward to next page 1.29

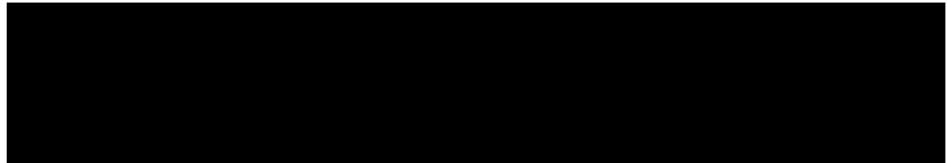
## Payment advice

Paying by BACS?

Total amount due

Please instruct your bank to pay the amount due.

**£69.32**

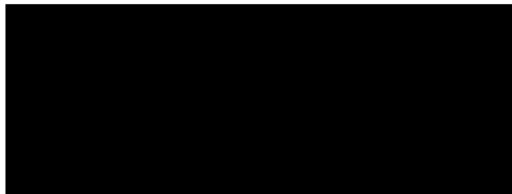
INVOICE

From:



To: Sir Peter Soulsby MP

Date: 14th January 2008



For:

Use of Freepost Account  
22/12/2007 to 29/12/2007

£40.00

VAT

@ 0%



£00.00

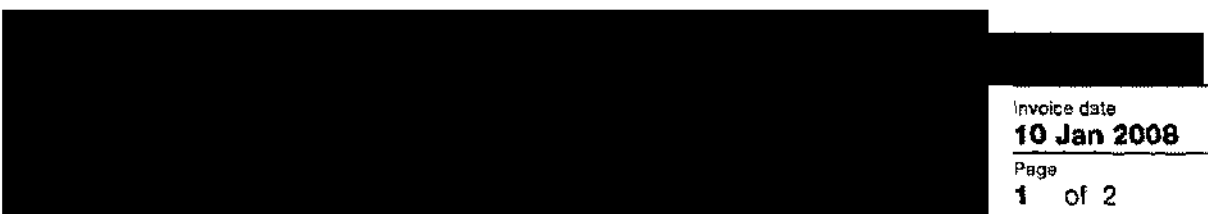
TOTAL DUE



£40.00

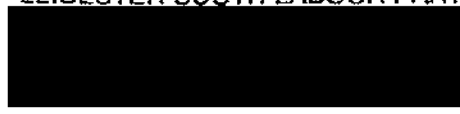
Please make cheque payable to Leicester South CLP



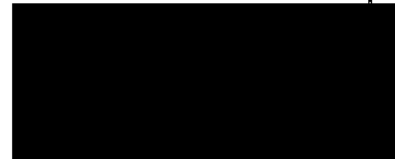


Invoice date  
**10 Jan 2008**  
 Page  
**1** of 2

To  
**LEICESTER SOUTH LABOUR PARTY**



**Invoice**  
 for your reducing credit  
 balance account



**RECEIVED**  
**14 JAN 2008**

Customer account number



Legal entity number



Terms  
**21 days**

Please pay by  
**31 Jan 2008**

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

Opening balance on account 29.32 DR

Payment received - thank you 69.32 CR

22 Dec 2007		RESPONSE SERVICES							11.06	E
		Letter	47							
		Letter	41 Items				£0.235			
			8 Items				£0.235		Saturday posting	
Breakdown w/e 22 Dec 2007		Mon	Tue	Wed	Thu	Fri	Sat	Total		
Items @ £0.235		13	2	10	13	3	6	47		
<b>Totals</b>		<b>13</b>	<b>2</b>	<b>10</b>	<b>13</b>	<b>3</b>	<b>6</b>	<b>47</b>		

22 Dec 2007		RESPONSE SERVICES							12.69	E
		Letter	54							
			54 Items				£0.235			
Breakdown w/e 22 Dec 2007		Mon	Tue	Wed	Thu	Fri	Sat	Total		
Items @ £0.235		29	2	8	5	10	0	54		
<b>Totals</b>		<b>29</b>	<b>2</b>	<b>8</b>	<b>5</b>	<b>10</b>	<b>0</b>	<b>54</b>		

Amount carried forward to next page 23.75

**Payment advice**

**Paying by BACS?**

Please instruct your bank to pay the amount due,


Total amount due  
**£40.00**





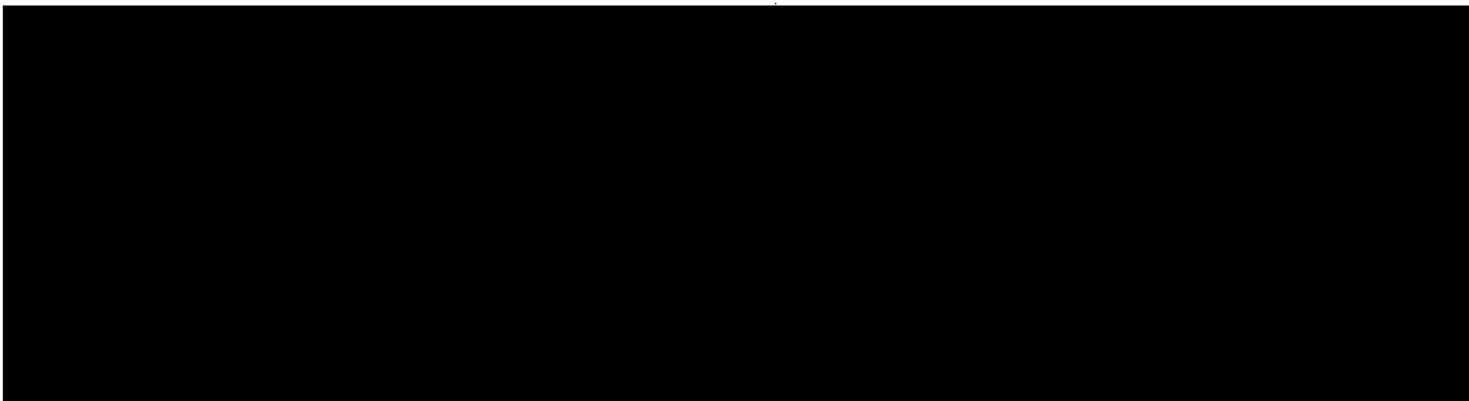
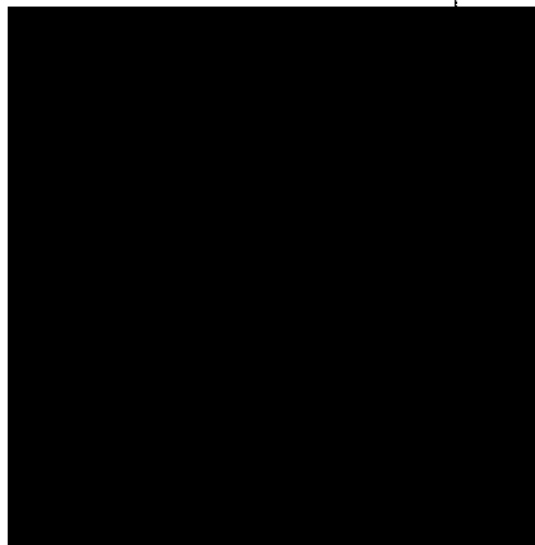


Client:  
Sir Peter Soulsby MP



Invoice  04.10.07

<b>Invoice</b>		
Maintenance of the website  for the period 01/10/07 – 31/12/07		£87.00
		TOTAL  £87.00

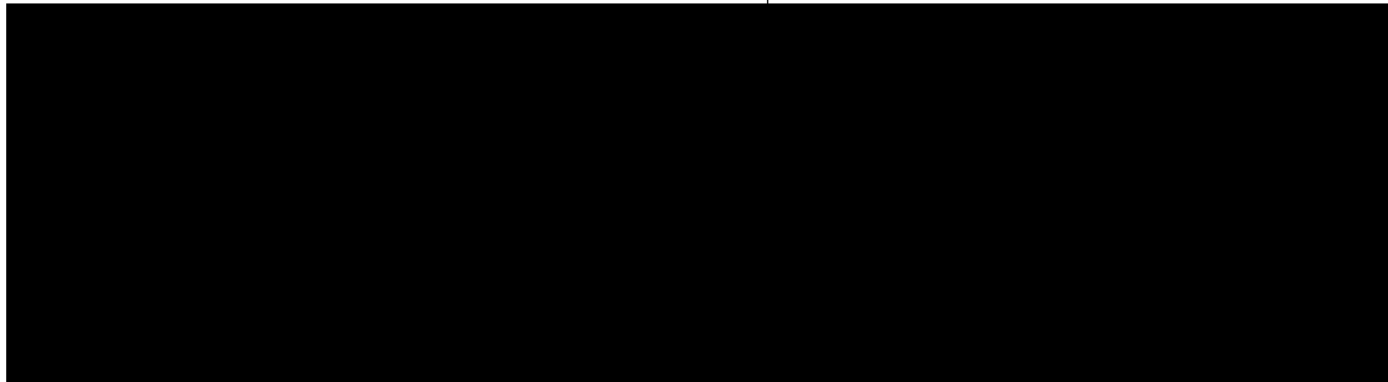




Client:  
Sir Peter Soulsby MP

Invoice [REDACTED] 10.01.08

<b>Invoice</b>		
Maintenance of the website [REDACTED] for the period 01/01/08 – 31/03/08		£87.00
		TOTAL
		£87.00





**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

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

Office use only Cost

**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 / 2 / 2008 to 28 / 2 / 2008 Allowance year 2007 / 2008

Suppliers

Amount

Bayliss Printing Company Ltd	£ 1333 : 63 p
Bayliss Printing Company Ltd.	£ 318 : 43 p
RVS Group	£ 115 : 24 p
RVS Group	£ 352 : 50 p
	£ : p
	£ : p
	£ : p
	£ : p
	2119.80

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

**Authorisation and declaration**

Signature

I am authorised to claim for these costs in respect of costs incurred wholly, or in part, in the performance of my Parliamentary duties.

MP

Date

28 / 02 / 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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

---

Send your completed  
form to

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

---

**Office use only**

Initials / Date

Validation  
completed

Comments

**Bayliss Printing Company Limited**

**INVOICE**

Peter Soulsby MP

Invoice Number

Date

21/1/2008

VAT Number

Account

Placed By

Order Number

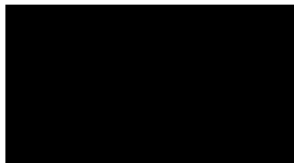
Description	Qty	Price	Per	Discount	VAT%	Net Amount	VAT Amount
Job No [REDACTED] 5 Roller Banners-2 lots	1	1,135.000	1		17.50	1,135.00	198.63

Deliver to

Terms 30 Days Net E&OE

Peter Soulsby MP


Goods	1,135.00
Code VAT	S
VAT %	17.50
VAT	198.63
<b>TOTAL DUE</b>	<b>1,333.63</b>







**Bayliss Printing Company Limited**

**INVOICE**

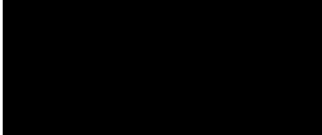


Peter Soulsby MP  


Invoice Number   
 Date 24/1/2008  
 VAT Number   
 Account   
 Placed By  
 Order Number

Description	Qty	Price	Per	Discount	VAT%	Net Amount	VAT Amount
Job No  1000 Contact Cards with envelopes	1	271.000	1		17.50	271.00	47.43

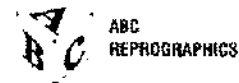
Deliver to Terms 30 Days Net E&OE

Peter Soulsby MP  


Goods	271.00
Code VAT	S
VAT %	17.50
VAT	47.43
<b>TOTAL DUE</b>	<b>318.43</b>



# RVS group



## SALES INVOICE

**INVOICE ADDRESS**

PETER SOULSBY M.P.

[Redacted]

**DELIVERY ADDRESS**

[Redacted]

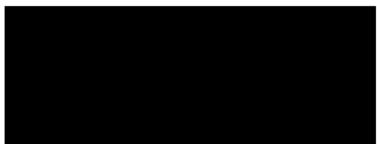
14 FEB 2009

<b>INVOICE NUMBER</b>	<b>DATE</b>
[Redacted]	12/02/08
<b>ORDER No.</b>	
[Redacted]	
<b>DELIVERY NOTE No.</b>	<b>DATE</b>
[Redacted]	12/02/08
<b>ACCOUNT No.</b>	<b>AREA/REP</b>
[Redacted]	[Redacted]

QUANTITY	UNIT	CODE No.	DESCRIPTION	UNIT PRICE	GOODS TOTAL	ETT TOTAL	V/C
2		C0356	RZ/MZ BLACK INK	49.04	98.08	98.08	1
			[Redacted]				

E. & O.E.

V/C	VAT RATE	GOODS AMOUNT	VAT AMOUNT
1	17.50%	98.08	17.16



GOODS	98.08
VAT	17.16
<b>TOTAL</b>	<b>115.24</b>



# RVS group



## SALES INVOICE



INVOICE NUMBER	DATE
	22/02/08
ORDER No.	
DELIVERY NOTE No.	DATE
0	22/02/08
ACCOUNT No.	AREA-REP

**INVOICE ADDRESS**  
 PETER SOULSBY M.P.

**DELIVERY ADDRESS**  
  
**RECEIVED**  
 28 FEB 2008

QUANTITY	UNIT	CODE No.	DESCRIPTION	UNIT PRICE	GOODS TOTAL	NETT TOTAL	V.C
1	MEMO	MEMO	QC LP CONTRACT ON RZ200 UPTD 20000 COPIES THEREAFTER 0.0015 PER COPY VALID FROM 07/03/08 - 06/03/09	300.00	300.00	300.00	1

E.&OE

V/C	VAT RATE	GOODS AMOUNT	VAT AMOUNT
1	17.50%	300.00	52.50



GOODS	300.00
VAT	52.50
<b>TOTAL</b>	<b>352.50</b>





Communications Allowance  
Direct payment of suppliers

03 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

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

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 / 3 / 2008 to 31 / 3 / 2008 Allowance year 2007 / 2008

Suppliers

X1

Amount

Office use only

Allow. / Supp ID / Exp.Type

Aylestone Park Residents  
Group

£ 100 : 00 p

£ : p

£ : p

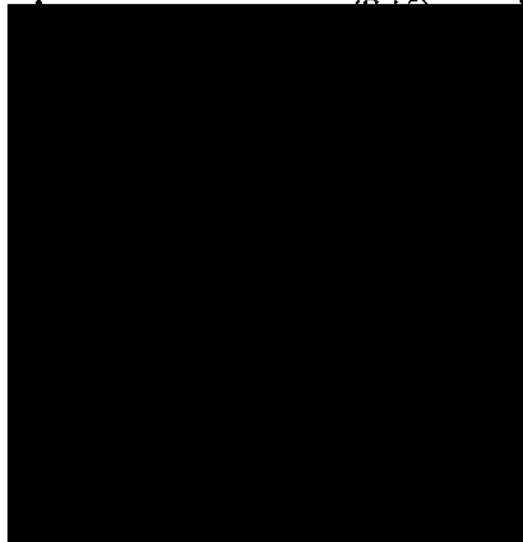
£ : p

£ : p

£ : p

£ : p

£ : p



Authorisation and declaration

I declare that the amounts requested are in respect of costs incurred wholly, in the performance of my Parliamentary duties.

Signature



MP

Date

1.4.2008

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

Send your completed  
form to

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

**Office use only**

Initials / Date

Validation  
completed

Comments

# INVOICE

Agent for Sir Peter Soulsby MP

In The Park Newsletter

Invoice No. [REDACTED]

Date ..... 25th Februry 08 .....

Issue No [REDACTED]

Quantity	Description	Unit Price	Total
4 off	1/4 page advert in APRG newsletters Issues No.1 to 4. Price £25.00 per advert		£100.00
		TOTAL	£100.00



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

0000 1111 1111

**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

SIR PETER SOULSBY

Constituency

LEICESTER SOUTH

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 / 3 / 2008 to 31 / 3 / 2008

Allowance year

2007 / 2008

Suppliers

Amount

Bayless Printing Co. Ltd.

£ 4,683.63 p

£ : p

£ : p

£ : p

£ : p

£ : p

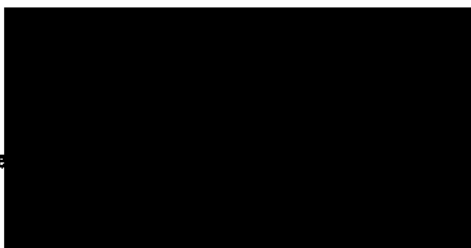
£ : p

£ : p

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

**Authorisation and declaration**

Signature



sted are in respect of costs incurred wholly,  
performance of my Parliamentary duties.

MP

Date

6.5.2008

**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.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

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

**Send your completed form to**

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

**Office use only**

Initials / Date

Validation completed

**Comments**

# Bayliss Printing Company Limited

INVOICE

RECEIVED

( - MAY 2008

Sir Peter Soulsby MP

Invoice Number

Date

31/3/2008

VAT Number

Account

Placed By

Order Number

Description	Qty	Price	Per	Discount	VAT%	Net Amount	VAT Amount
Job No [REDACTED] 5000 A6 Postcards	1	255.000	1		17.50	255.00	44.63
Job No [REDACTED] 5000 A4 Leaflets 2 x A5	1	260.000	1		0.00	260.00	0.00
Job No [REDACTED] 45,000 4pp A3 Parliamentary Report Newsletter	1	2,949.000	1		0.00	2,949.00	0.00
Job No [REDACTED] 91,000 Letterheads-House of Commons	1	1,000.000	1		17.50	1,000.00	175.00

Deliver to

Terms 30 Days Net E&OE

Sir Peter Soulsby MP

Goods

4,464.00

Code VAT

VAT %

VAT

219.63

TOTAL DUE

4,683.63

Code	%	VAT Amt	Goods
S	17.50	219.63	1,255.00
Z	0.00		3,209.00