



Direct payment of suppliers

24 APR 2007 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, 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

RUDI VIS ✓

Constituency

FINCHLEY AND GOLDERS GREEN

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

23 / 04 / 07

Allowance year

06 / 07

Incidental Expenses Provision claims

	Suppliers	Amount
Item 1	F+GG LABOUR PARTY	£4,286: 56 p
Item 2	F+GG " "	£3,062: 59 p
Item 3	_____	£ : p
Item 4	_____	£ : p
Item 5	_____	£ : p

Total £7,349: 08 p

Claim details *continued*

Staffing Allowance claims

	Suppliers	Amount
Item 6	_____	£ : p
Item 7	_____	£ : p
Item 8	_____	£ : p
Item 9	_____	£ : p
	Total	£ : 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

23 / 04 / 07

Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the 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.

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			
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

✓
Finchley & Golders Green Labour Party

To: **Rudi Vis MP**

Provision of Office and Services.
30th March 2006

In accordance with our agreement the following payment is due.

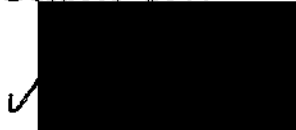
Part cost of replacement of office equipment.

Inplant Print Supplies Riso printer, maintenance and ancillary supplies.

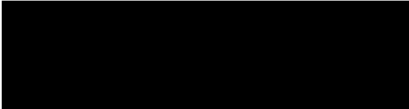
£ 3,062.52

3 APR 2006

Finchley & Golders Green Labour Party



To: **Rudi Vis MP**



Provision of Office and Services.
1st January 2007 to 31st March 2007

In accordance with our agreement the following payment is due.

Rent of office accommodation: £ 1,625.00

Service costs, office equipment and supplies. £ 2,661.56

Total. £ 4,286.56 ✓





Direct payment of suppliers

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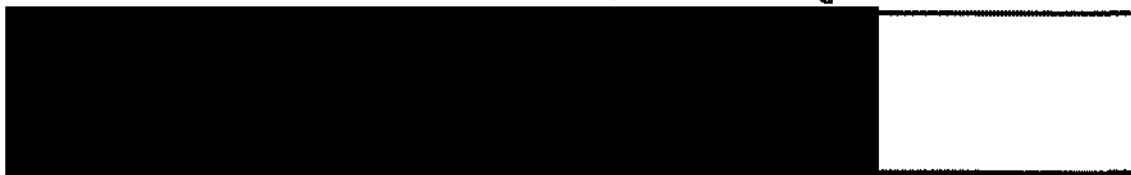
Your details

Name in CAPITAL LETTERS

RUDI VIS

Constituency

FINCHLEY AND GOLDERS GREEN



Claim details

Please ensure

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Date of claim

04/01/07

Allowance year

06/07

Incidental Expenses Provision claims

	Suppliers	Amount
Item 1	Finchley and Golders GREEN LABOUR PARTY	£ 4,475.82 p
Item 2		£ : p
Item 3		£ : p
Item 4		£ : p
Item 5		£ : p
Total		£ 4,475.82 p

Claim details continued

Staffing Allowance claims

	Suppliers	Amount
Item 6	_____	£ : p
Item 7	_____	£ : p
Item 8	_____	£ : p
Item 9	_____	£ : p
Total		£ : 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

04 / 01 / 07

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Allowable expenditure			/ /
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Payment codes added to form			/ /
Receipts/ documentation present			/ /
Processing Input			/ /

Please use margin for comments

Finchley & Golders Green Labour Party

To: **Rudi Vis MP**

**Provision of Office and Services.
1st October 2006 to 31st December 2006**

In accordance with our agreement the following payment is due.

Rent of office accommodation:	£ 1,625.00
Service costs, office equipment and supplies.	£ 2,850.82
Total.	£ 4,475.82

C.4 DIRECT PAYMENT

For ad-hoc payments of salary and taxable travel expenses to secretaries/research assistants

1 OCT 2006

I hereby authorise the Fees Office to pay the undermentioned person the following sums from my Office Costs Allowance.

Name: ... Finchley and Golders Green Labour Party

Address: [REDACTED]

NI Number: Date of Birth: - ... [REDACTED]

Bank Name: ... UNITY TRUST BANK

Address: [REDACTED]

Sort Code: ... [REDACTED]

Account Number: [REDACTED]

Account Name: Finchley and Golders Green Labour Party

To avoid delay in payment please provide a breakdown of the payments below

Salary Payments	£
Rail/Air/Taxi travel between home and normal place of work	£
Car travel between home and normal place of work	£
Season ticket travel between home and normal place of work	£
Total	[REDACTED]

I certify that these expenses are wholly, exclusively and necessarily incurred on Parliamentary duties.

Signed: [REDACTED] (MEMBER)

Printed Name: ... RUDI VIS

Constituency: ... Finchley and Golders Green

Date: ... 10-10-2006

Finchley & Golders Green Labour Party



To: **Rudi Vis MP**



**Provision of Office and Services.
1st July 2006 to 30th September 2006**

In accordance with our agreement the following payment is due.

Rent of office accommodation: £ 1,625.00

Service costs, office equipment and supplies. £ 2,621.38

Total. £ 4,246.38 ✓



Direct payment of suppliers

9802 0002

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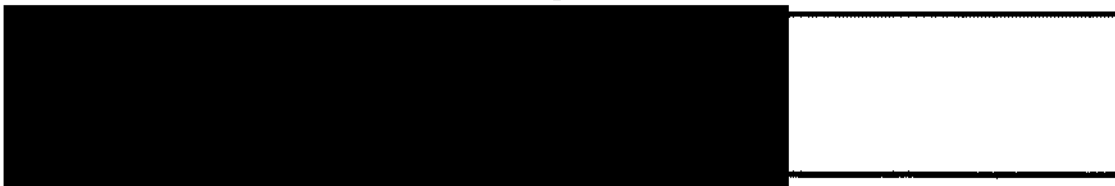
Your details

Name in CAPITAL LETTERS

RUDI VIS M.P

Constituency

FINCHLEY AND GOLDERS GREEN



Claim details

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Date of claim

19 / 07 / 06

Allowance year

2006 / 2007

Incidental Expenses Provision claims

	Suppliers	Amount
Item 1	FINCHLEY AND GG LAB	£ 4,078: 30 p
Item 2		£ : p
Item 3		£ : p
Item 4		£ : p
Item 5		£ : p
	Total	£ 4,078: 30 p

Claim details continued

Staffing Allowance claims

Suppliers	Amount
Item 6	£ : p
Item 7	£ : p
Item 8	£ : p
Item 9	£ : p
Total	£ : 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 19/07/06

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Funds check		/ /	Payment codes added to form
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			Processing input

Please use margin for comments

Finchley & Golders Green Labour Party

20 May 2006



To: Rudi Vis MP



Provision of Office and Services.
1st April 2006 to 30th June 2006



In accordance with our agreement the following payment is due.

Rent of office accommodation:	£ 1,625.00
Service costs, office equipment and supplies.	£ 2,453.30
Total.	£ 4,078.30

